



City of Dearborn Heights
6045 FENTON • DEARBORN HEIGHTS, MICHIGAN 48127

Mo Baydoun
Council Chairman

Study Sessions and City Council Meetings shall be attended in person by City Council Members. Members of the public have the option of attending in person or virtually.

Purpose: **6:00 p.m. CITY COUNCIL REGULAR MEETING**

Location: **City Hall Council Chambers - 6045 Fenton**

Date: **Tuesday, August 12, 2025**

Join Zoom Meeting

<https://us06web.zoom.us/j/84867777397?pwd=9JM1dT0VlpT5ellbA2PWUi1DjedfaM.1>

Meeting ID: 8248 6777 7397

Passcode: 068173

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Persons who may wish to contact members of the City Council to provide input or to ask questions on any business that will come before the City Council at the meetings are to contact City Clerk Senia at (313)791-3434 or email at clerks@dearbornheightsmi.gov before 5:00 p.m. on the day of the meeting. To participate in the "Public Comments" portions of the meeting, click on the Zoom link to enter the meeting room, and raise your "Zoom" hand to indicate that you have a question or comment.

Council Chairman: (313) 641-0100 • City Clerk: (313) 791-3435
mabaydoun@dearbornheightsmi.gov

**ORDER OF BUSINESS AUGUST 12, 2025
REGULAR MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL**

1. **CALL OF MEMBERS**

2. **PLEDGE OF ALLEGIANCE**

3. **AGENDA APPROVAL**

4. **APPROVAL OF MINUTES**

A Minutes from the Regular Meeting of July 22, 2025

B Minutes from the Special Meeting of July 29, 2025

5. **PUBLIC HEARINGS AND PUBLIC COMMENT**

6. **FUND TRANSFERS AND CURRENT CLAIMS**

A Claims and ACH/Wire Transfers 6-1 thru 6-35, 6-37 thru 6-53, and 6-56 thru 6-70

7. **CONSIDERATION OF BIDS**

A Comptroller's Office - Bid Award - Warren Valley Parking Lot Resurfacing

B Comptroller's Office - Bid Award - Street Pavement Program Contract 2025-2027

C Comptroller's Office - Bid Award - Infrastructure Resiliency Plan

D Comptroller's Office - Bid Award - Comprehensive Master & Environmental Resilience Plan

8. **REPORTS FROM MAYOR**

A City Depositories - Update Bank Documents

B Commission on Women and Girls Appointment

C Planning Commission Appointment

9. **REPORTS FROM CITY OFFICIALS**

A Treasurer Hicks-Clayton - 2025 Summer Tax Due Date Extension

B Treasurer Hicks-Clayton - BS&A Staff Training Proposal

C Assessor Comer - Commercial Appraisal Services Contract

D City Engineer Dib - Southeast Michigan Council of Governments (SEMCOG) Road Safety Audit Grant Agreement

- E City Engineer Dib - Ecorse Creek Basin - Utility Site Modifications for Incinerator Property
- F Comptroller's Office - Annual Financial Audit and Single Audit - Engagement Letter
- G Comptroller's Office - Updated Procurement Policy
- H Comptroller's Office - Budget Amendments
- I DPW Director Danci - Purchase & Payment - Water Vactor
- J **ADDED AT MEETING** - Roger Farinha - Intergovernmental Agreement with Garden City - Family Resource Center Establishment

10. **PETITIONS FROM CITIZENS**

- A Citizens' Petition to Address the Unauthorized Disclosure of Minors' Personally Identifiable Information (PII)

11. **ORDINANCES AND RESOLUTIONS**

- A Second Reading of Proposed Ordinance H-25-02 - Short Term Rentals

12. **COMMUNICATIONS**

13. **NEW BUSINESS**

- A Business License Renewal - Kars R Us Auto Sales LLC
- B Business License Renewal - X Drive Auto Sales LLC

14. **MEMBERS OF THE PUBLIC**

- A Comments from Council Members
- B Announcements
- C Public Comments

15. **ADJOURNMENT**

MINUTES JULY 22, 2025
REGULAR MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL

25-400 The meeting was called to order at 6:02 p.m. by Council Chairman Mo Baydoun.

Roll Call showed the following:

Present: Council Chairman Mo Baydoun, Council Chair Pro Tem Hassan Ahmad, Councilwoman Nancy Bryer, Councilman Robert Constan, Councilman Hassan Saab, Councilman Tom Wencel.
 Absent: Councilwoman Denise Malinowski Maxwell (arrived at 6:03 p.m.).
 Also Present: City Clerk Senia, Treasurer Hicks-Clayton, Assessor Comer, Building & Engineering Director Watland, Chief of Staff Hernandez, City Engineer Dib, DPW Director Danci, Fire Chief Brogan, Human Resource Director Fisher, Library Director McCaffery, Ordinance Enforcement & Animal Control Director Lafeve, Parks & Recreation Director Zbosnik, Police Chief Haidar.

The Pledge of Allegiance was led by Rose Tripepi.

Councilwoman Malinowski Maxwell arrived at 6:03 p.m.

25-401 Motion by Councilman Ahmad, seconded by Councilwoman Bryer to approve the Agenda for the Regular Meeting of July 22, 2025, as submitted, with the removal of Item 9-F from Library Director McCaffery - John F. Kennedy Jr. Library Air Compressor Replacement.

Ayes: Council Chairman Baydoun, Council Chair Pro Tem Ahmad, Councilwoman Bryer, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Saab.
 Nays: Councilman Wencel.
 Absent: None.

Motion adopted

25-402 Motion by Councilman Saab, seconded by Councilman Constan to approve the Minutes for the Special Meeting of July 8, 2025, as outlined in 4-A.

Motion unanimously adopted

25-403 Motion by Councilman Ahmad, seconded by Councilman Saab to approve the Minutes for the Regular Meeting of July 8, 2025, as outlined in 4-B.

Motion unanimously adopted

25-404 Motion by Councilman Saab, seconded by Councilwoman Bryer to approve the Minutes for the Special Meeting of July 15, 2025, as outlined in 4-C.

Motion unanimously adopted

25-405 Motion by Councilman Ahmad, seconded by Councilwoman Bryer to approve Current Claims and ACH/Wire Transfers 6-1 through 6-46, 6-49 through 6-60, and 6-62 through 6-63, as submitted.

1	All Seasons	\$11,000.00
2	Amazon	\$38,096.35
3	Arbor Professional Solutions	\$1,811.18

4	Artistic Landscaping Lawn Service	\$1,883.76
5	Artistic Landscaping Lawn Service	\$2,294.00
6	Artistic Landscaping Lawn Service	\$4,650.00
7	BAE Networks	\$3,656.19
8	Bowles Brothers	\$1,890.00
9	Bowles Brothers	\$10,315.00
10	BSB	\$14,382.84
11	Central Wayne County Sanitation Authority	\$2,374.96
12	Central Wayne County Sanitation Authority	\$6,595.00
13	Central Wayne County Sanitation Authority	\$79,249.33
14	Civic Plus	\$8,131.20
15	Civic Plus	\$11,257.60
16	Civic Plus	\$10,512.00
17	Civic Plus	\$11,180.00
18	Civic Plus	\$29,814.40
19	District 7 Dad's Club	\$3,250.00
20	EMS Mgmt & Consultants	\$15,539.00
21	ETNA	\$2,373.00
22	ETNA	\$4,580.00
23	ETNA	\$24,514.00
24	Fifer	\$2,550.00
25	Hesco	\$1,614.48
26	Hoopla	\$2,255.52
27	Husky Envelope	\$2,371.00
28	Husky Envelope	\$1,880.00
29	HydroCorp	\$3,317.50
30	Johnsn Controls	\$1,960.00
31	Johnsn Controls	\$6,585.00
32	Johnsn Controls	\$8,498.00
33	Johnsn Controls	\$29,059.05
34	Jude Rariden	\$7,400.00
35	Library Design Associates	\$11,226.00
36	MacQueen	\$2,571.22
37	Mark Anthony Contracting	\$750,860.82
38	MCA	\$1,845.75
39	MCA	\$1,904.75

40	Oakland County Fire Records	\$1,862.25
41	OpenSpot Theatre LLC	\$1,800.00
42	Phoenix Environmental	\$3,004.94
43	Phoenix Safety Outfitters	\$4,050.00
44	Quad-Tran	\$7,384.00
45	Quad-Tran	\$4,090.32
46	Shrader Tire & Oil	\$4,642.26
49	Wade Trim	\$1,589.63
50	Wade Trim	\$10,742.50
51	Wade Trim	\$15,723.75
52	Wade Trim	\$19,354.30
53	Wade Trim	\$22,463.35
54	Wade Trim	\$23,384.75
55	Wade Trim	\$23,397.14
56	Wade Trim	\$34,542.50
57	West Bend Insurance Co	\$3,644.00
58	Western Wayne County	\$19,323.00
59	Waste Management Corporate Services	\$2,279.56
60	Waste Management Corporate Services	\$2,403.28
62	Priority Waste	\$230,872.32
63	Priority Waste	\$230,872.32

Motion unanimously adopted

25-406 Motion by Councilwoman Bryer, seconded by Councilman Ahmad to rescind City Council Motion #25-380 and award the bid for Commercial Appraisal Services to Frohm & Widmer, Inc. for a total cost not to exceed \$14,000.00 and return the bid bonds to the unsuccessful bidders. In addition, authorize the Mayor and Clerk to sign the contract on behalf of the City, and authorize the Mayor and Comptroller or Clerk to sign the necessary warrants and the Treasurer to issue payment from Account 101-200-817.000, of which the current budget is \$25,000.00, as outlined in 7-A. Per Assessor Comer communication dated July 15, 2025.

After further discussion, the motion was amended to reflect the following:

Motion by Councilwoman Bryer, seconded by Councilman Ahmad to rescind City Council Motion #25-380 and award the bid for Commercial Appraisal Services to Judeh & Associates, Inc. and return the bid bonds to the unsuccessful bidders, as outlined in 7-A. Per Assessor Comer communication dated July 15, 2025.

Ayes: Council Chairman Baydoun, Council Chair Pro Tem Ahmad, Councilwoman Bryer, Councilman Constan, Councilman Saab.

Nays: Councilwoman Malinowski Maxwell, Councilman Wencel.

Absent: None.

Motion adopted

- 25-407** Motion by Councilman Constan, seconded Councilman Saab to award the bid for the Warren Valley Golf Course Parking Lot Project to BLANK, as outlined in 7-B. Per Comptroller's Office communication dated July 15, 2025.

After further discussion, the motion was amended to reflect the following:

Motion by Councilman Constan, seconded Councilman Saab to refer back to Administration Item 7-B from the Comptroller's Office – Bid Award – Warren Valley Golf Course Parking Lot Project, and direct Administration to go out for bid for a 2-inch layover, as outlined in 7-B. Per Comptroller's Office communication dated July 15, 2025.

Ayes: Council Chairman Baydoun, Council Chair Pro Tem Ahmad, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Saab.

Nays: Councilwoman Bryer, Councilman Wencel.

Absent: None.

Motion adopted

- 25-408** Motion by Councilwoman Bryer, seconded by Councilman Saab to approve and accept renewal of the Michigan Municipal Risk Management Authority (MMRMA) Property & Liability Coverage E-Proposal for the period of July 1, 2025 to July 1, 2026. In addition, authorize Chief of Staff Hernandez to electronically sign, as may be appropriate, on behalf of the City. Additionally, the City approves the payment of \$1,599,795.00 to the MMRMA for the City's Annual Contributions stemming from the City's approval and acceptance of this Proposal. Moreover, provided the Mayor also authorizes any such payment as a necessary expense, the City Council authorizes warrants to be issued for the payment of amounts toward the City's Annual Contributions with the total amount of these payments not to exceed \$1,599,795.00. Furthermore, with respect to the Net Asset Distribution (\$1,019,499.00) Option, the City chooses to deposit in its bank account \$700,000.00 and \$319,499.00 will be rolled into the MMRMA Retention Fund. These transfers will be in the form of an electronic funds transfer. The City Council authorizes Chief of Staff Hernandez to complete the Net Asset Distribution Option Form accordingly, and authorizes Chief of Staff Hernandez to sign this form electronically on behalf of the city as the City's Member Representative, as outlined in 9-A. Per Chief of Staff Hernandez communication dated July 15, 2025.

After further discussion, the motion was amended to reflect the following:

Motion by Councilwoman Bryer, seconded by Councilman Saab to approve and accept renewal of the Michigan Municipal Risk Management Authority (MMRMA) Property & Liability Coverage E-Proposal for the period of July 1, 2025 to July 1, 2026. In addition, authorize Chief of Staff Hernandez to electronically sign, as may be appropriate, on behalf of the City. Additionally, the City approves the payment of \$1,645,254.00 to the MMRMA for the City's Annual Contributions stemming from the City's approval and acceptance of this Proposal. Moreover, provided the Mayor also authorizes any such payment as a necessary expense, the City Council authorizes warrants to be issued for the payment of amounts toward the City's Annual Contributions with the total amount of these payments not to exceed \$1,645,254.00. Furthermore, with respect to the Net Asset Distribution (\$744,692.00) Option, will be rolled into the MMRMA Retention Fund. These transfers will be in the form of an electronic funds transfer. The City Council authorizes Chief of Staff Hernandez to complete the Net Asset Distribution Option Form accordingly, and authorizes Chief of Staff Hernandez to sign this form electronically on behalf of the city as the City's Member Representative, as outlined in 9-A. Per Chief of Staff Hernandez communication dated July 15, 2025.

Motion unanimously adopted

- 25-409** Motion by Councilman Ahmad, seconded by Councilman Saab to authorize the Mayor and Comptroller or Clerk to sign the necessary warrants, and the Treasurer to issue payment for the signed contracts for the Drinking Water State Revolving Fund and the Clean Water State Revolving Fund projects, as outlined in 9-B. Per City Engineer Dib communication dated July 15, 2025.

Motion unanimously adopted

- 25-410** Motion by Councilman Saab, seconded by Councilwoman Bryer to authorize the acceptance of the Michigan Department of Transportation (MDOT) Grant Agreement provided and authorize the Mayor and the Clerk to sign the agreement on behalf of the City. In addition, authorize the Mayor and Comptroller or Clerk to sign the necessary warrants related to this project, and the Treasurer to issue payment out of the Safe Routes to Schools Expense GL Account 101-440-981.014, of which the current budget is \$145,780.00, as outlined in 9-C. Per Comptroller's Office communication dated July 16, 2025.

Motion unanimously adopted

- 25-411** Motion by Councilman Constan, seconded by Councilwoman Bryer to approve the addition of a new employee in the Water Billing Department to be paid out of the Water Fund, as outlined in 9-D. Per Comptroller's Office communication dated July 15, 2025.

Ayes: Council Chair Pro Tem Ahmad, Councilwoman Bryer, Councilman Constan.

Nays: Council Chairman Baydoun, Councilwoman Malinowski Maxwell, Councilman Saab, Councilman Wencel.

Absent: None.

Motion defeated

- 25-412** Motion by Councilman Constan, seconded by Councilman Ahmad to approve the Intergovernmental Agreement between the City of Dearborn Heights and Garden City for the establishment of a Family Resource Center, and authorize the Mayor and City Clerk to sign the agreement, subject to the final review and approval of Corporation Counsel, as outlined in 9-E. Per Roger Farinha communication dated July 15, 2025.

After further discussion, the motion was amended to reflect the following:

Motion by Councilman Constan, seconded by Councilman Ahmad to refer to the next City Council Meeting Item 9-E from Roger Farinha - Intergovernmental Agreement with Garden City - Family Resource Center Establishment, as outlined in 9-E. Per Roger Farinha communication dated July 15, 2025.

Motion unanimously adopted

- 25-413** Motion by Councilman Ahmad, seconded by Councilman Saab to authorize the Comptroller's Department to create a new account for the Senior Centers' restricted donations to be used exclusively for the benefit of the Dearborn Heights Senior Centers. In addition, the disbursement of funds from this account will be permitted only with the unanimous approval of the following: The Berwyn Senior Center Coordinator, Eton Senior Center Coordinator and the Parks & Recreation Director, as outlined in 9-G. Per Parks & Recreation Director Zbosnik communication dated July 2, 2025.

Motion unanimously adopted

- 25-414** Motion by Councilman Constan, seconded by Councilwoman Bryer to approve the formal change of the Richard A. Young Recreation Coordinator position to a 40-hour per week exempt position, as outlined in 9-H. Per Parks & Recreation Director Zbosnik communication dated July 15, 2025.

Motion unanimously adopted

- 25-415** Motion by Councilman Ahmad, seconded by Councilman Wencel to adopt the Resolution Regarding City Charter Section 8.9 – Disbursement of Funds, resolving the following:

NOW, THEREFORE, BE IT RESOLVED, that the City Council affirm the authority of the City Treasurer Lisa A. Hicks-Clayton to demand from the City Comptroller all payments requests back-ups are on file, and these shall be subject to inspection by the City Treasurer's office. Accordingly, in addition, the City Council reiterates the Treasurer's authority as required by the City Charter Section 8.9 to reject warrants/checks issued on general ledger line items with zero balances.

FURTHERMORE, the City Council only first authorizes warrants for “necessary expenses” under City Charter Section 8.9 if such an expense is for an emergency or urgent matter. Accordingly, pursuant to City charter Section 5.3(m) and the City Charter Section 8.9, the City Council directs the Mayor to certify the necessity of any and all payments requested without City Council approval and authorize the Treasurer to reject any/all payments without City Council approval if those payments are deemed not to be “necessary expense” as defined by this resolution. All non-emergency and non-urgent expenditure payments shall be presented for the City Council approval on a biweekly basis,

as outlined in 11-A. Per Treasurer Hicks-Clayton communication dated July 15, 2025.

Ayes: Council Chair Pro Tem Ahmad, Councilwoman Malinowski Maxwell, Councilman Wencel.

Nays: Council Chairman Baydoun, Councilwoman Bryer, Councilman Constan, Councilman Saab.

Absent: None.

Motion defeated

- 25-416** Motion by Councilman Saab, seconded by Councilman Constan to approve the Business License Renewal for Cooper’s Garage at 21244 Van Born, as outlined in 13-A.

Motion unanimously adopted

- 25-417** Motion by Councilman Ahmad, seconded by Councilman Constan to approve the Temporary Food Truck/Tent/Cart License Application for Emelia’s Guac ‘n’ Roll, as outlined in 13-B.

Motion unanimously adopted

Council Chairman Baydoun and Councilman Wencel stepped out at 10:00 p.m.

- 25-418** Motion by Councilwoman Malinowski Maxwell, seconded by Councilman Saab to adjourn the Dearborn Heights City Council Regular Meeting.

Ayes: Council Chair Pro Tem Ahmad, Councilwoman Bryer, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Saab.

Nays: None.

Absent: Council Chairman Baydoun, Councilman Wencel.

Motion adopted

The meeting adjourned at 10:03 p.m.

LYNNE M. SENIA
CITY CLERK

MO BAYDOUN
COUNCIL CHAIRMAN

GEORGANNE SEMENIUK
COUNCIL SECRETARY

MINUTES JULY 29, 2025
SPECIAL MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL

25-419 The meeting was called to order at 6:02 p.m. by Council Chairman Mo Baydoun.

Roll Call showed the following:

Present: Council Chairman Mo Baydoun, Councilman Robert Constan, Councilwoman Denise Malinowski Maxwell, Councilman Hassan Saab.
 Absent: Council Chair Pro Tem Hassan Ahmad, Councilwoman Nancy Bryer (arrived at 6:17 p.m.), Councilman Tom Wencel (took his seat at the Council table at 8:24 p.m.)
 Also Present: City Clerk Senia, Treasurer Hicks-Clayton, Assessor Comer, Building & Engineering Director Watland, Chief of Staff Hernandez, City Engineer Dib, DPW Director Danci, Fire Chief Brogan, Human Resource Director Fisher, Library Director McCaffery, Ordinance Enforcement & Animal Control Director Lafeve, Parks & Recreation Director Zbosnik, Police Chief Haidar.

The Pledge of Allegiance was led by Rose Tripepi.

25-420 Motion by Councilman Saab, seconded by Councilman Constan to approve the Amended Agenda for the Special Meeting of July 29, 2025, as submitted.

Ayes: Council Chairman Baydoun, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Saab.
 Nays: None.
 Absent: Council Chair Pro Tem Ahmad, Councilwoman Bryer, Councilman Wencel.

Motion adopted

Councilwoman Bryer arrived at 6:17 p.m.

Councilman Wencel took his seat at the Council table at 8:24 p.m.

25-421 Motion by Councilman Baydoun, seconded by Councilman Saab to open the discussion with three (3) representatives from the D7 Dad's Club to have the open floor with this body and the Clerk's explanation of the agenda preparation, approval and publishing process, as outlined in 9-A. Per Council Chairman Baydoun communication dated July 25, 2025.

Ayes: Council Chairman Baydoun, Councilwoman Bryer, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Saab, Councilman Wencel.
 Nays: None.
 Absent: Council Chair Pro Tem Ahmad.

Motion adopted

A recess was taken at 8:25 p.m. and the meeting resumed at 8:36 p.m.

Councilwoman Malinowski Maxwell excused herself during the recess and did not return to the meeting.

25-422 Motion by Councilman Wencel, seconded by Councilman Baydoun to reinstate the Dearborn Heights City Beautiful Commission. In addition, the following residents would like to become commissioners and are requesting the Mayor to present their names to City Council for approval:

- Simon Yevzelman
- Caitlin Yevzelman
- Jennifer Farrell
- Diane Pahl (advisory commissioner)

as outlined in 9-B. Per Councilman Wencel communication dated July 24, 2025.

After further discussion, the motion was amended to reflect the following:

Motion by Councilman Wencel, seconded by Councilman Baydoun to refer back to Councilman Wencel Item 9-B for the Reactivation of the City Beautiful Commission.

Ayes: Council Chairman Baydoun, Councilwoman Bryer, Councilman Constan, Councilman Saab, Councilman Wencel.

Nays: None.

Absent: Council Chair Pro Tem Ahmad, Councilwoman Malinowski Maxwell.

Motion adopted

- 25-423** Motion by Councilman Wencel, seconded by Councilman Saab to grant The City Beautiful Commission the authority to access, plan, develop, maintain and accept monetary and material donations for a community garden on the property noted in this motion. In the meantime, between the passing of the motion and the names being presented to the Mayor and given to City Council for approval, the City Council gives immediate authority to Simon and Caitlin as the acting start-up team to access, plan and start the developing process of the Community Garden, as outlined in 9-C. Per Councilman Wencel communication dated July 24, 2025.

After further discussion, the motion was amended to reflect the following:

Motion by Councilman Wencel, seconded by Councilman Saab to withdraw the motion.

Ayes: Council Chairman Baydoun, Councilwoman Bryer, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Saab.

Nays: None.

Absent: Council Chair Pro Tem Ahmad, Councilman Wencel.

Motion adopted

Councilman Wencel excused himself at 9:38 p.m.

- 25-424** Motion by Councilman Constan, seconded by Councilwoman Bryer to adjourn the Dearborn Heights City Council Regular Meeting.

Ayes: Council Chairman Baydoun, Councilwoman Bryer, Councilman Constan, Councilman Saab.

Nays: None.

Absent: Council Chair Pro Tem Ahmad, Councilwoman Malinowski Maxwell, Councilman Wencel.

Motion adopted

The meeting adjourned at 9:46 p.m.

LYNNE M. SENIA
CITY CLERK

MO BAYDOUN
COUNCIL CHAIRMAN

GEORGANNE SEMENIUK
COUNCIL SECRETARY

Claims 08/12/2025		
Inv Ref#	Vendor	Inv Amt
1	Alaman Bookstore	\$ 5,920.43
2	Allied Building Services	\$ 3,793.52
3	Allied Building Services	\$ 1,841.52
4	Applied Innovation	\$ 2,027.14
5	Artistic Landscaping	\$ 11,901.42
6	BAE Networks	\$ 13,764.00
7	Bound Tree Medical	\$ 2,964.32
8	Bowles Brothers Services	\$ 3,150.00
9	Bowles Brothers Services	\$ 5,800.00
10	Central Michigan Paper	\$ 2,880.00
11	County of Wayne	\$ 476,294.79
12	City of Dearborn	\$ 36,455.23
13	CMP Distributors	\$ 2,125.00
14	CMP Distributors	\$ 8,021.00
15	Dave's Carpet	\$ 2,325.00
16	Dave's Carpet	\$ 1,653.00
17	Detroit Princess Riverboat	\$ 1,900.00
18	Election Source	\$ 5,591.00
19	ELM USA	\$ 1,949.95
20	ETNA Supply	\$ 2,088.00
21	ETNA Supply	\$ 2,071.00
22	Gandol	\$ 1,950.00
23	Getaway Tours	\$ 2,190.00
24	Grainger	\$ 1,792.74
25	Grainger	\$ 3,071.61
26	Grainger	\$ 2,107.36
27	Great Lakes Water	\$ 11,721.72
28	Great Lakes Water	\$ 370,170.14
29	Home Depot	\$ 4,995.65
30	Hoopla	\$ 2,255.52
31	Huron River Watershed	\$ 14,695.02
32	Ibex Insurance	\$ 5,894.00
33	Ibex Insurance	\$ 112,114.00
34	Intrado	\$ 1,636.54
35	JPW Technologies	\$ 6,246.46
36	Lielle Saad	\$ 6,304.25
37	Mark Anthony Contracting	\$ 785,366.72
38	Michigan Humane Society	\$ 6,551.00
39	Michigan Municipal Risk	\$ 5,827.00
40	Micchigan Municipal Risk	\$ 722,627.00
41	New Image Building	\$ 3,023.13
42	New Image Building	\$ 3,023.13
43	Occmed	\$ 2,056.00
44	On Grade Specialists	\$ 11,975.00

45	O'reilly Auto Parts	\$ 1,529.70
46	Plante & Moran	\$ 14,553.00
47	Plante & Moran	\$ 23,838.75
48	Printing Systems	\$ 5,783.00
49	Priority Waste	\$ 102,903.09
50	Priority Waste	\$ 2,787.65
51	R & R Fire Truck Repair	\$ 14,525.48
52	RKA Petroleum	\$ 14,525.48
53	Troff, Petzke & Ammenson	\$ 2,823.26
54	Urban Tree Trimming	\$ 4,600.00
55	Urban Tree Trimming	\$ 1,600.00
56	Village Ford	\$ 2,656.89
57	Wayne County	\$ 71,039.11
58	Wayne County	\$ 476,294.79
59	Wayne County	\$ 17,644.28
60	Wayne County	\$ 156,939.40
61	Wayne County	\$ 148,365.55
62	Wayne County	\$ 476,294.79
63	Wayne County	\$ 476,294.79
64	Wayne County	\$ 131,180.54
65	Wayne County	\$ 222,380.75
66	Wayne County	\$ 476,294.79
67	Wayne County	\$ 358,439.00
68	Wayne County	\$ 4,300.00
69	Wayne County	\$ 222,380.75
70	Wayne County	\$ 131,180.54
# of Invoices: 70 # Due: 70 Totals:		\$ 6,243,265.69

Al-Aman Bookstore LLC
7109 Hillside Dr. West Bloomfield, MI 48322
248-636-3521
www.alamanbookstore.com

July 30, 2025

Caroline Kennedy Library
24590 George Street, Dearborn Heights MI 48127

No	English Title	Price	Qty	Total
1	مجموعة (بها ابدئي يا أمي) - 15 كتاب	\$9.99	15	\$149.85
2	Stand Tall	\$19.99	1	\$19.99
3	الديناصورات - كتاب ضخيم	\$39.99	1	\$39.99
4	سلسلة قصص الأنبياء - 15 كتاب- الف باء تاء ناشرون	\$9.99	15	\$149.85
5	مفتاح العربية التمهيدي - تدريبات	\$31.99	1	\$31.99
6	مفتاح العربية التمهيدي	\$31.99	1	\$31.99
7	القران الكريم - مصحف التجويد - قياس 17 x 24 سم	\$39.99	2	\$79.98
8	قصص الانبياء للصغار جدا - المجموعة الاولى	\$29.99	2	\$59.98
9	قصص الانبياء للصغار جدا - المجموعة الثانية	\$29.99	2	\$59.98
10	قصص الانبياء للصغار جدا - المجموعة الثالثة	\$29.99	2	\$59.98
11	سلسلة قصص الانبياء - 12 قصة - دار المستقبل	\$7.99	24	\$191.76
12	ماذا تخبرنا سورة الفاتحة	\$9.99	2	\$19.98
13	ماذا تخبرنا سورة الاخلاص	\$9.99	2	\$19.98
14	ماذا تخبرنا سورة الضحى	\$9.99	2	\$19.98
15	ماذا تخبرنا سورة القدر	\$9.99	2	\$19.98
16	أصلي مع ماما	\$9.99	2	\$19.98
17	اكتشف عالم الديناصورات	\$24.99	2	\$49.98
18	اكتشف جسم الانسان	\$24.99	2	\$49.98
19	اكتشف الفضاء	\$24.99	2	\$49.98
20	اكتشف المنازل حول العالم	\$24.99	2	\$49.98
21	اكتشف عالم الحشرات	\$24.99	2	\$49.98
22	اكتشف الارض	\$24.99	2	\$49.98
23	لأجل طفلي - حيوانات المزرعة	\$7.99	2	\$15.98
24	لأجل طفلي - الكلمات الأولى	\$7.99	2	\$15.98
25	لأجل طفلي - الأعداد	\$7.99	2	\$15.98
26	لأجل طفلي - الحيوانات البحرية	\$7.99	2	\$15.98
27	لأجل طفلي - لعب الأطفال	\$7.99	2	\$15.98
28	لأجل طفلي - حيوانات الغابة	\$7.99	2	\$15.98

29	اصبع الدمي المتحركة - أرنبوب والمواصلات	\$9.99	2	\$19.98
30	اصبع الدمي المتحركة - البقرة كاتي والفصول	\$9.99	2	\$19.98
31	اصبع الدمي المتحركة - بطوط والاتجاهات	\$9.99	2	\$19.98
32	اصبع الدمي المتحركة - نمور والارقام	\$9.99	2	\$19.98
33	مصور الاطفال - الغابة	\$7.99	2	\$15.98
34	مصور الاطفال - وسائل النقل	\$7.99	2	\$15.98
35	مصور الاطفال - الحيوانات الصغيرة	\$7.99	2	\$15.98
36	وجوه حيوانات الغابة	\$11.99	2	\$23.98
37	وجوه الحيوانات الاليفة	\$11.99	2	\$23.98
38	افتح واكتشف - الالوان	\$11.99	2	\$23.98
39	افتح واكتشف - الحيوانات وصغارها	\$11.99	2	\$23.98
40	اكبر مع روبي - النهاية	\$11.99	2	\$23.98
41	كل وعد - 1 2 3	\$11.99	2	\$23.98
42	معارفي الممتعة - وسائل النقل	\$5.99	2	\$11.98
43	معارفي الممتعة - الحروف العربية	\$9.99	2	\$19.98
44	حروفي المصورة	\$11.99	2	\$23.98
45	كتابي المميز - عن الحيوانات	\$14.99	2	\$29.98
46	كتابي المميز - عن الأرقام	\$14.99	2	\$29.98
47	كتابي المميز - عن الألوان	\$14.99	2	\$29.98
48	أول 100 كلمة - المزرعة	\$19.99	2	\$39.98
49	أول 100 كلمة - جسمي	\$19.99	2	\$39.98
50	انظر داخل جسمك	\$19.99	2	\$39.98
51	كتاب المرأة - لو كنت	\$19.99	2	\$39.98
52	موسوعة الحيوانات - للمبتدئين	\$11.99	2	\$23.98
53	موسوعة الدينصورات - للمبتدئين	\$11.99	2	\$23.98
54	موسوعة وسائل النقل - للمبتدئين	\$11.99	2	\$23.98
55	موسوعة الجسم البشري - للمبتدئين	\$11.99	2	\$23.98
56	موسوعة الفضاء - للمبتدئين	\$11.99	2	\$23.98
57	موسوعة الطبيعة - للمبتدئين	\$11.99	2	\$23.98
58	الرؤية - اللمس - الاحساس	\$19.99	2	\$39.98
59	تعلم مع الاشكال الظاهرة - الأرقام	\$14.99	2	\$29.98
60	تعلم مع الاشكال الظاهرة - الاضداد	\$14.99	2	\$29.98
61	تعلم مع الاشكال الظاهرة - الألوان	\$14.99	1	\$14.99
62	تعلم مع الاشكال الظاهرة - الحيوانات	\$14.99	1	\$14.99
63	القراءة المتدرجة - المجموعة الاولى - 20 كتاب	\$6.99	40	\$279.60
64	القراءة المتدرجة - المجموعة الثانية - 20 كتاب	\$6.99	40	\$279.60
65	القراءة المتدرجة - المجموعة الثالثة - 20 كتاب	\$6.99	40	\$279.60
66	القراءة المتدرجة - المجموعة الرابعة - 10 كتب	\$6.99	20	\$139.80
67	تحدي حيوانات المحيط	\$19.99	1	\$19.99
68	تحدي الحيوانات البرية	\$19.99	1	\$19.99
69	صديقي خوف	\$11.99	2	\$23.98
70	لا أستطيع اخفاءها	\$9.99	2	\$19.98
71	عجول	\$9.99	2	\$19.98
72	سر توهج سعادة	\$9.99	2	\$19.98
73	لغز أبي	\$9.99	2	\$19.98
74	سلسلة مشاهير علماء المسلمين - 10 كتب	\$7.99	20	\$159.80
75	لن أخاف بعد الان	\$9.99	2	\$19.98

76	لا تخبر أمك	\$9.99	2	\$19.98
77	هذه حدودي	\$9.99	2	\$19.98
78	كيف أحمي نفسي	\$9.99	2	\$19.98
79	الكتاب الكبير - صواريخ الفضاء	\$29.99	2	\$59.98
80	الكتاب الكبير - أعماق البحار	\$29.99	2	\$59.98
81	الكتاب الكبير - نظرية النسبية	\$29.99	2	\$59.98
82	الكتاب الكبير - أفاق الفضاء	\$29.99	2	\$59.98
83	من فضلك	\$11.99	2	\$23.98
84	سامحيني	\$11.99	2	\$23.98
85	صباح الخير جميعا	\$11.99	2	\$23.98
86	أين قبلي	\$11.99	2	\$23.98
87	قليل من التهذيب	\$11.99	2	\$23.98
88	ريما والدمية المفضلة	\$11.99	2	\$23.98
89	طريق السعادة	\$11.99	2	\$23.98
90	وعد جدي	\$11.99	1	\$11.99
91	لماذا	\$11.99	1	\$11.99
92	الفيل يخاف من الماء	\$14.99	2	\$29.98
93	النمر يتعلم إعادة التدوير	\$14.99	2	\$29.98
94	التمساح وتساقط الاسنان	\$14.99	2	\$29.98
95	القرد لا يريد النوم	\$14.99	1	\$14.99
96	أنا وبابا الكبير جدا	\$14.99	2	\$29.98
97	أنا جدتي يا أبي	\$9.99	2	\$19.98
98	ماذا لو ابتلعني حوت	\$14.99	2	\$29.98
99	أنا أطيّر	\$14.99	2	\$29.98
100	سلمان والأمير بدر الزمان	\$19.99	2	\$39.98
101	عائقي	\$14.99	2	\$29.98
102	تميم يساعد أمه	\$14.99	2	\$29.98
103	سلمان والكثير الرنان	\$19.99	2	\$39.98
104	الأسد الذي فقد شعره	\$14.99	2	\$29.98
105	الصبي الذي أكل من الشمس وشرب من القمر	\$14.99	2	\$29.98
106	جدي راجع في الربيع	\$9.99	2	\$19.98
107	اتجه يمينا	\$14.99	1	\$14.99
108	أنا ... أنت	\$14.99	1	\$14.99
109	يوم برفقة أبي	\$14.99	2	\$29.98
110	أريد أن أكون	\$14.99	2	\$29.98
111	شبح في صفنا	\$14.99	2	\$29.98
112	هل تخاف من ذئب كبير	\$14.99	2	\$29.98
113	هيا أدخل الى الكتاب	\$14.99	2	\$29.98
114	الوحش الصغير الغاضب	\$14.99	2	\$29.98
115	انتبه زامي يقود الجرار	\$14.99	1	\$14.99
116	مجموعة ليس من السهل ان تكون حفيدا لمخترع (4 كتب)	\$14.99	2	\$29.98
117	الزمردة المتمرده	\$14.99	2	\$29.98
118	الافعى الحمراء	\$9.99	2	\$19.98
119	عجيبة	\$9.99	2	\$19.98
120	اللوتس الجميل	\$11.99	2	\$23.98
121	نفسى العزيرة	\$11.99	1	\$11.99
122	منطق الطير	\$11.99	1	\$11.99

123	موسوعة الحيوانات البحرية والزواحف والطيور والحشرات	\$19.99	1	\$19.99
124	مغرفة وأصدقاؤه - من سيرتق طبقة الاززون؟	\$7.99	2	\$15.98
125	مغرفة وأصدقاؤه - وصفة تدير الارض باتجاه معاكس	\$7.99	2	\$15.98
126	مغرفة وأصدقاؤه - البروفيسور خرم الجورب	\$7.99	2	\$15.98
127	مغرفة وأصدقاؤه - المحقق مغرفة يتتبع الاثر	\$7.99	2	\$15.98
128	مغرفة وأصدقاؤه - انحلت العقدة	\$7.99	2	\$15.98
129	نور - الاشياء الصاخبة كثيرة الضوضاء	\$7.99	2	\$15.98
130	نور - مع تحيات الديناصورات	\$7.99	2	\$15.98
131	نور - يوميات كائن فضائي	\$7.99	2	\$15.98
132	نور - الغوث لدينا حصبة لغة انكليزية	\$7.99	2	\$15.98
133	نور - فصلنا لا يغش في الامتحان	\$7.99	1	\$7.99
134	مغامرات ريم - صممت في فكري اختراعا	\$7.99	2	\$15.98
135	مغامرات ريم - اف , من كثرة الواجبات الفصلية	\$7.99	2	\$15.98
136	مغامرات ريم - اجتماع الابهاء والامهات	\$7.99	1	\$7.99
137	مغامرات ريم - حصلت على 100 درجة ففقدت عقلي	\$7.99	1	\$7.99
138	خالد - أنا طفل أمي الرائع	\$7.99	1	\$7.99
139	خالد - ما أحلى الكسل	\$7.99	1	\$7.99
140	خالد - لمن يرن جرس الحصبة	\$7.99	1	\$7.99
141	خالد - هزمت وحش الخوف	\$7.99	1	\$7.99
142	كيف تصنع أنموذجا عن جسم الانسان	\$19.99	1	\$19.99
143	كيف تصنع أنموذجا عن الكون	\$19.99	1	\$19.99
144	المغامرون الثلاثة - الرحلات المدرسية	\$9.99	1	\$9.99
145	الحمار لا يقرأ	\$7.99	1	\$7.99
146	أنا أستطيع - الأسنان	\$19.99	1	\$19.99
147	تعلم القراءة - المجموعة الاولى 12 كتاب	\$7.99	24	\$191.76
148	تعلم القراءة - المجموعة الثانية 12 كتاب	\$7.99	24	\$191.76
149	تعلم القراءة - المجموعة الثالثة 12 كتاب	\$7.99	24	\$191.76
150	تعلم القراءة - المجموعة الرابعة 12 كتاب	\$7.99	24	\$191.76
			Balance	\$5,920.43



Invoice

Invoice Date July 17, 2025	Page 1 of 1
Billing Cycle -	
Invoice Number 00371611	
Amount Due \$3,793.52	Credit Card Amount Due \$3,907.33

ALLIED BUILDING SERVICE

Allied Building Service Company of Detroit, Inc.
1801 Howard Street
Detroit, MI 48216-1920
PH: (313) 230-0800

CUSTOMER:

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI
48127

LOCATION:

Caroline Kennedy Library - Dearborn Htgs
24590 George St.
Dearborn Hts., MI
48127

Project 226235-WO281638	Terms net 30	Due Date August 16, 2025	Cust PO #
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Description	Qty	\$/ea	Total
Arrived on site, checked in with mgmt upon arrival found 2 blown fuses, replaced fuse and another fuse blew immediately. After troubleshooting found 2 bad condenser motors also need another 10 amp fuse. Need to replace both bad compressors.	0.00	\$ 0.00	\$0.00
Arrived on site. Checked in. Got access to roof. Checked RTU 3 why its blowing fuses. Ohmed components of unit out. Nothing was opened or grounded. Installed (3) fuses. Turned power on and fuses did not blow. Found phase monitor had a loss of phase as an alarm. Got right voltages. Nothing coming on. Found CFM contactor and compressor 1 contactor burnt up. Compressor 1 not opened or grounded. Previous tech Found bad CFMs. Unit will need (2) new CFMs and contactors. Sourced parts and wrote LOE. Cleaned up working area.			
Arrived on site. Checked in with Chris. Roped materials and tools to roof. Disconnected existing CFMs and removed from unit. Installed (2) new CFMs and props and secured in unit. Removed (2) existing contactors and (2) Capacitors and installed new. Connected electrical. Applied power. Fuses not blowing. Unit not coming on. Tested fans with contactors and they came on. Found Drive displaying a "Drive not responding" code. Found blower motor seized. Checked power got power everywhere and into Drive but not coming out of Drive. Did not know until parts were replaced. Drive and blower need to be replaced as well. Sourced parts and wrote LOE. Updated Shane. Cleaned up working area			
Labor	16.00	\$ 95.00	\$1,520.00
Materials	1.00	\$ 2,273.52	\$2,273.52

Comments:

sub-total:	\$3,793.52
sales tax:	\$0.00
total:	\$3,793.52
payments & credits:	\$0.00
balance due:	\$3,793.52

John Di 7/28/25

738-738-931,000

7-25-25

Allied Building Services pays all required sales tax on materials used on this invoice at the time of purchase.

If you have any questions regarding this invoice, contact Caitlin Ringey ((313) 230-0787).

ALL ORDERS PAID BY CREDIT CARD WILL BE CHARGED AN ADDITIONAL 3% FEE

REMIT PAYMENT TO:

Allied Building Services of Detroit, Inc. | 1801 Howard Street, Detroit, MI 48216-1920 | PH: (313) 230-0800 | FAX: (313) 230-0810



Invoice

Invoice Date July 8, 2025	Page 1 of 1
Billing Cycle -	
Invoice Number 00370885	
Amount Due \$1,841.52	Credit Card Amount Due \$1,896.77

CUSTOMER:

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI
48127

LOCATION:

Richard A. Young Rec Center - Dearborn Hgts
5400 McKinley St
Dearborn Hts., MI
48125

Project 224571-WO279858	Terms net 30	Due Date August 7, 2025	Cust PO #
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Description	Qty	\$/ea	Total
On site. Was shown that the front 2 units are not reaching set point. Accessed rooftop. Found RTU 1 in ignition lockout. The unit is set for auto which can cause the heat mode to come on. Reset unit. Lockout code removed, cooling mode is working again. RTU 2 fan blades have fallen down and hit the supports causing damage to the blades. Removed fan blades. Reinstalled blades at the correct height and fastened in place. Tested unit, motor still works. Both RTUs are working again. Moved to split units. F1 is not working intermittently. Found that the door switch was heavily corroded and gets stuck halfway in. Removed door switch, connected wires together, unit runs normally. F3 is freezing. Found an opening in the pvc before the ptrap, sucks in air and water instead of draining, can cause freezing. Found all condenser line set insulation is heavily damaged. Need to replace/repair insulation to avoid freezing. - Returned & Carried in tools and materials. Piping is surrounded and covered in soil filled with roots from surrounding weeds, needs to be removed to insulate. Removed weeds and soils. Replaced damaged insulation. Threw away old insulation and weeds.	0.00	\$ 0.00	\$0.00
Labor	15.00	\$ 95.00	\$1,425.00
Materials	1.00	\$ 416.52	\$416.52

Comments:

sub-total:	\$1,841.52
sales tax:	\$0.00
total:	\$1,841.52
payments & credits:	\$0.00
balance due:	\$1,841.52

Al Di
7/18/25

101-265-932.000

7-18-25

Allied Building Services pays all required sales tax on materials used on this invoice at the time of purchase.

If you have any questions regarding this invoice, contact Caitlin Ringey ((313) 230-0787).

ALL ORDERS PAID BY CREDIT CARD WILL BE CHARGED AN ADDITIONAL 3% FEE

REMIT PAYMENT TO:

Allied Building Services of Detroit, Inc. | 1801 Howard Street, Detroit, MI 48216-1920 | PH: (313) 230-0800 | FAX: (313) 230-0810



24050 Northwestern Hwy Southfield, MI 48075
P: 248-473-6300 F: 616-554-6200

CONTRACT INVOICE

Invoice Number: 2874000
Invoice Date: 07/09/2025

Bill To: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116
US

Customer: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116

On August 1st, 2025, Applied Innovation is switching payment processors. The new processor supports credit card or ACH payments via a "Pay Now" link on your invoice, or you can create an account on our payment portal to view invoices, schedule payments and manage your billing. A 3% processing fee will be added to credit card payments, ACH remains fee-free. Please note that all customers will need to re-register with the new portal to be able to continue auto-payments.

Account No		Payment Terms	Due Date	Invoice Total		Balance Due
CK03		Net 15 Days	07/24/2025	\$2,027.14		\$2,027.14
Contract Number	Contact		Contract Amount	P.O. Number	Start Date	Exp. Date
CN5336-01			\$2,027.14		08/26/2016	
Remarks						

Summary:

Contract base rate charge for the 07/01/2025 to 07/31/2025 billing period \$187.77 *
Contract Additional Pages charge for the 06/01/2025 to 06/30/2025 billing period \$1,757.56 **
Connectivity Support \$4.00
Freight \$77.81
*Sum of equipment base charges **See Additional Pages details below \$2,027.14

7/11/2025 OK TO PAY

Detail:

Equipment included under this contract

Kyocera/FS4200DN

Number	Serial Number	Base Charge		Location					
53389	LPD6447449	\$12.80		John F Kennedy Jr Library 24602 Van Born Rd Dearborn Helghts, MI 48125-2006 Office					
Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W Bus	53389 - B\W Bus	338,145	340,026		1,881	526	1,355	\$0.010920	\$14.80
									\$14.80

HP/HPE40040

Number	Serial Number	Base Charge			Location				
182978	PHBCG62501	\$11.51			Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Back Office				
Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	182978 - B\W	2,325	2,483		158	437	0	\$0.026340	\$0.00
									\$0.00

Ricoh/IMC4500



24050 Northwestern Hwy Southfield, MI 48075
P: 248-473-6300 F: 616-554-6200

CONTRACT INVOICE

Invoice Number: 2874000
Invoice Date: 07/09/2025

Bill To: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116
US

Customer: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116

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Account No	Payment Terms	Due Date	Invoice Total	Balance Due
CK03	Net 15 Days	07/24/2025	\$2,027.14	\$2,027.14

Number	Serial Number	Base Charge	Location
100197	3129M640464	\$101.00	Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Back Office

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	100197 - B\W	150,983	159,294		8,311	3,000	5,311	\$0.010120	\$53.75
Color	100197 - Color	342,364	362,504		20,140	500	19,640	\$0.063250	\$1,242.23
									\$1,295.98

Kyocera/P3050dn

Number	Serial Number	Base Charge	Location
79920	VLY8106882	\$10.41	Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Circulation Desk

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	79920 - B\W Bus	22,597	22,638		41	526	0	\$0.019760	\$0.00
									\$0.00

Number	Serial Number	Base Charge	Location
83585-STORAGE	VLY8910620	\$10.41	Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Staff Left

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	B/W Ecosys P3050dn	59,059	59,059		0 *** See Additional Pages details below				\$0.00

Number	Serial Number	Base Charge	Location
83586	VLY8910623	\$10.41	Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Youth Reference

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	B/W Ecosys P3050dn	94,769	98,845		4,076 *** See Additional Pages details below				\$0.00



24050 Northwestern Hwy Southfield, MI 48075
P: 248-473-6300 F: 616-554-6200

CONTRACT INVOICE

Invoice Number: 2874000
Invoice Date: 07/09/2025

Bill To: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116
US

Customer: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116

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Account No	Payment Terms	Due Date	Invoice Total	Balance Due
CK03	Net 15 Days	07/24/2025	\$2,027.14	\$2,027.14

Number	Serial Number	Base Charge	Location
83587	VLY8910627	\$10.41	Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Adult Reference

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	B/W Ecosys P3050dn	96,552	98,251		1,699	*** See Additional Pages details below			

\$0.00

Number	Serial Number	Base Charge	Location
83588	VLY8910632	\$10.41	John F Kennedy Jr Library 24602 Van Born Rd Dearborn Heights, MI 48125-2006

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	B/W Ecosys P3050dn	39,545	39,863*		318	*** See Additional Pages details below			

* Estimated meter reading

\$0.00

Number	Serial Number	Base Charge	Location
83589	VLY8910607	\$10.41	John F Kennedy Jr Library 24602 Van Born Rd Dearborn Heights, MI 48125-2006

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W	B/W Ecosys P3050dn	23,603	23,699		96	*** See Additional Pages details below			

\$0.00

Ricoh/SPC440DN

Number	Serial Number	Base Charge	Location
54342	X686P500602	\$0.00	Caroline Kennedy Library of Dearborn Heights 24590 George St Dearborn Heights, MI 48127-3116 Print Release Station, before youth services room

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Additional Pages
B\W Bus	54342 - B\W Bus	579,204	583,500		4,296	0	4,296	\$0.019550	\$83.99
Color Bus	54342 - Color Bus	137,184	140,149		2,965	0	2,965	\$0.109250	\$323.93

\$407.92



24050 Northwestern Hwy Southfield, MI 48075
P: 248-473-6300 F: 616-554-6200

CONTRACT INVOICE

Invoice Number: 2874000
Invoice Date: 07/09/2025

Bill To: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116
US

Customer: Caroline Kennedy Library of Dearborn Heights
24590 George St
Dearborn Heights, MI 48127-3116

On August 1st, 2025, Applied Innovation is switching payment processors. The new processor supports credit card or ACH payments via a "Pay Now" link on your invoice, or you can create an account on our payment portal to view invoices, schedule payments and manage your billing. A 3% processing fee will be added to credit card payments, ACH remains fee-free. Please note that all customers will need to re-register with the new portal to be able to continue auto-payments.

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
CK03	Net 15 Days	07/24/2025	\$2,027.14	\$2,027.14

Additional Pages Details

Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
B/W Ecosys P3050dn	6,189	2,630	0	3,559	\$0.010920
				Base Amount:	\$0.00
					\$38.86
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B\W	83585-STORAGE	VLY8910620	59,059	59,059	0
B\W	83586	VLY8910623	94,769	98,845	4,076
B\W	83587	VLY8910627	96,552	98,251	1,699
B\W	83588	VLY8910632	39,545	39,863	318
B\W	83589	VLY8910607	23,603	23,699	96
Total Grouped Additional Pages Charges:					\$38.86
Total Grouped Base Charges:					\$0.00
Total Meter Group Charges:					\$38.86

Mail Payments to:

Applied Innovation
7718 Solution Center
Chicago, IL 60677-7007

Questions? Call 1-800-521-0983

Invoice SubTotal	\$2,027.14
Tax:	\$0.00
Invoice Total	\$2,027.14
Balance Due:	\$2,027.14

ARTISTIC LANDSCAPING & LAWN SERVICE

Invoice

5477 W.BROOKSIDE DR
DEARBORN HEIGHTS, MI 48125
(313) 404-5999

Date	Invoice #
7/12/2025	14764

Bill To
CITY OF DEARBORN HEIGHTS 6045 FENTON DEARBORN HEIGHTS, MI 48127

Ship To
DPW/CITY OWNED/ FEMA/ CAPP DEARBORN HEIGHTS, MI 48127

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	NET 10 DAYS		7/12/2025			
Quantity	Item Code	Description			Price Each	Amount
1	2025 CONTRACT	2025 GRASS CUTTING CONTRACT FOR ALL DPW PROPERTY COVERED IN CONTRACT			4,285.71	4,285.71
37	ADDITIONAL PR...	CITY OWNED , FEMA, CAPP, CUT WEEK 6-30-25			45.00	1,665.00
1	2025 CONTRACT	2025 GRASS CUTTING CONTRACT FOR ALL DPW PROPERTY COVERED IN CONTRACT			4,285.71	4,285.71
37	ADDITIONAL PR...	CITY OWNED , FEMA, CAPP, CUT WEEK 7-11-25			45.00	1,665.00
101-440-818.100 OK TO PAY 7-15-25 Sh Di 7/15/25						
					Total	\$11,901.42

Auto-Wares
GROUP OF COMPANIES



ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

AUTO VALUE 6-6 DEARBORN
21020 VAN BORN RD

DEARBORN HTS, MI 48125
(313)565-8288

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Thank you for your continued support

CERTIFICATE UNDER AGRICULTURAL PRODUCING EXEMPTION

-Illegal use of this certificate subjects persons to the penalties of the Sales Tax Act. - The undersigned hereby certifies that all items, except as indicated hereon, are purchased for use or consumption in connection with the production of horticultural or agricultural products as a business enterprise and agrees to reimburse the seller the sales tax if used or consumed otherwise.

SIGNED BY PURCHASER

X

TIME DELIVERED

CUSTOMER

33800802 (313)791-3443
Dearborn Heights, City Of
24600 Vanborn Rd

Invoice # 359-307012
PO # 13-00144
Date: 7/15/2025

Charge Station: CW

Page #1

Time: 8:49:33 AM

Counterman: SB

DEARBORN HTS, MI 48127

Highway Department Truck 16

QUANTITY	LINE	PART NUMBER	DESCRIPTION	RECYCLE	LIST EA.	YOUR COST	EXTENSION	TAX
1	1	STL BZ121-5	LED WORK LAMP	0.00	150.75	66.16	66.16	T
		1 items ordered from MIDDLEBELT on invoice 657932						
		Account # 101-440-732,000 \$66.16						
1		0.00	0.00	-0.00	0.00	150.75	66.16	0.00
TOTAL UNITS		FREIGHT	LABOR	MISC.	RECYCLE TOTAL	LIST TOTAL	NON-TAXABLE	TAXABLE
								TOTAL TAX
								\$66.16
								PAY THIS AMOUNT

RECEIVED
BY: X

John D.
7/15/25

Auto-Wares
GROUP OF COMPANIES



ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

AUTO VALUE MIDDLEBELT
6800 MIDDLEBELT RD

ROMULUS, MI 48174
(734) 722-3980

CERTIFICATE UNDER AGRICULTURAL PRODUCING EXEMPTION
-Illegal use of this certificate subjects persons to the penalties of the Sales Tax Act. - The undersigned hereby certifies that all items, except as indicated hereon, are purchased for use or consumption in connection with the production of horticultural or agricultural products as a business enterprise and agrees to reimburse the seller the sales tax if used or consumed otherwise.

SIGNED BY PURCHASER

X _____

TIME DELIVERED _____

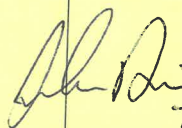
33800802 (313)791-3443
Dearborn Heights, City Of
24600 Vanborn Rd

Invoice # 387-657936
PO # 13-00144
Date: 7/15/2025

Charge Station: NN
Page #1
Time: 10:39:41
Counterman: NN

DEARBORN HTS, MI 48127

Highway Department - Truck 20

QUANTITY	LINE	PART NUMBER	DESCRIPTION		RECYCLE	LIST EA.	YOUR COST	EXTENSION	TAX
1	1	2004 FORD-MEDIUM DUTY F550 SUPER DUTY V8-363 DFI FS0204 FUEL PUMP STRAINER	0.00		0.00	6.0L Dsl 76.99	47.59	47.59	T
2 items ordered from WARREN on order 1394666900067536896									
Account # 101-440-932,000 \$ 47.59									
 7/15/25									
1		0.00	0.00	-0.00	0.00	76.99	47.59	0.00	0.00
TOTAL UNITS		FREIGHT	LABOR	MISC.	RECYCLE TOTAL	LIST TOTAL	NON-TAXABLE	TAXABLE	TOTAL TAX
RECEIVED BY: X							\$47.59	PAY THIS AMOUNT	

Auto-Wares
GROUP OF COMPANIES



ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

AUTO VALUE MIDDLEBELT
6800 MIDDLEBELT RD

ROMULUS, MI 48174
(734) 722-3980

CERTIFICATE UNDER AGRICULTURAL PRODUCING EXEMPTION
-Illegal use of this certificate subjects persons to the penalties of the Sales Tax Act. - The undersigned hereby certifies that all items, except as indicated hereon, are purchased for use or consumption in connection with the production of horticultural or agricultural products as a business enterprise and agrees to reimburse the seller the sales tax if used or consumed otherwise.

SIGNED BY PURCHASER

X

TIME DELIVERED

33800802 (313) 791-3443
Dearborn Heights, City Of
24600 Vanborn Rd

Invoice # 387-657991
PO # 13-00144
Date: 7/16/2025

Charge Station: NN

Page #1

Time: 8:20:55 AM

Counterman: GF1

DEARBORN HTS, MI 48127

Water Department - Van 68

QUANTITY	LINE	PART NUMBER	DESCRIPTION	RECYCLE	LIST EA.	YOUR COST	EXTENSION	TAX
1	1	2020 FORD TRUCK TRANSIT VAN T250 V6-3496 3.5L DOHC MOP MEF433 1 items ordered from WARREN on order 1394715848287277056	OUTER TIE ROD END	0.00	62.99	39.68	39.68	T
Account # 592-537-932.000 \$ 39.68								
1		0.00	0.00	-0.00	0.00	62.99	39.68	0.00
TOTAL UNITS		FREIGHT	LABOR	MISC.	RECYCLE TOTAL	LIST TOTAL	NON-TAXABLE	TAXABLE
								TOTAL TAX
								\$39.68
								PAY THIS AMOUNT

RECEIVED
BY: X

Shi 7/15/25



CONTRACTORS CONNECTION

2644 Auburn Road • Shelby Township, Michigan 48317
(586) 726-9690 / FAX: (586) 726-9692
www.contractorsconnectioninc.com

INVOICE

DATE	INVOICE #
7/14/2025	7195311

Reference this Number on all Checks/Correspondence

Bill To
DEARBORN HEIGHTS, CITY OF COMPTROLLER'S OFFICE 6045 FENTON DEARBORN HEIGHTS, MI 48127

Ship To
24600 VAN BORN DEARBORN HEIGHTS, MI 48125

P.O. Number	Rep	Terms	Clerk	Via	F.O.B.	Due Date
	BB	Net 30	BILL	CCI		8/13/2025

Item Code	Description	Ordered	B.O.	Shipped	Price Each	Amount
15104	CORDOVA DOT PALM HEAVY WEIGHT BROWN JERSEY GLOVES - XL	300	0	84	1.10	92.40

Account # 592-537-791,000 \$ 46²⁰

Account # 101-440-730,000 \$ 46²⁰

\$ 92.40

Contact accounting@contractorsconnectioninc.com to receive invoices & statements by e-mail.

RECEIVED
BY: _____

PRINT
NAME: _____

John Di
7/15/25

Subtotal	\$92.40
Sales Tax (6.0%)	\$0.00
Total	\$92.40

DELIVERY COPY

Dave Z's Irrigation Co.
START-UPS, REPAIRS, WINTERIZATION
 13395 KERR ST
 SOUTHGATE, MI 48195
 313-359-2646

CUSTOMER'S ORDER NO. _____ PHONE _____ DATE 7-1-25

NAME City of Dearborn H+S
 ADDRESS for 8 Canfield Circle

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D.	PAID OUT	
QTY.		DESCRIPTION				PRICE	AMOUNT
1		new line (15 feet)					
		+ new spc. installed					
						labor	140.00
		<u>PARTS</u>					
1		GEAR MOTOR					16.00
13'		1" tubing				.40'	6.00
1		1" combo tee					3.00
2		1" couplers				1.50	3.00
6		CLAMPS 1"				.50	3.00
		GL# 592-537-818.000					
		(31.00 PARTS) →				TAX	1.86
RECEIVED BY <u>AD</u>						TOTAL	172.80

All claims and returned goods MUST be accompanied by this bill.

15520

THANK YOU



001-001-0000127239848

FleetPride®

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INVOICE
127239848
SOURCE POS

REMIT TO:
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ATLANTA GA 30384-1811
(361) 883-4358

WWW.FLEETPRIDE.COM

LINCOLN PARK MI 1280 JOHN A PAPALAS DR (313) 842-8000

STORE NO.	SHIP LOC.	INVOICE TYPE	QUOTE	INVOICE DATE	INVOICE NUMBER
471	DET	CHARGE SALE		07/16/25	127239848

SOLD TO DEARBORN HEIGHTS, CITY OF
6045 FENTON ST
DEARBORN HEIGHTS MI 48127-3287
(313) -791-6010

SHIP TO DEARBORN HEIGHTS, CITY OF
24600 VAN BORN RD
DEARBORN HEIGHTS MI 48125-2006

Don Department

CHECK NO.	SHIPPER NAME	ORIG. INVOICE NO.	FREIGHT	BILL OF LADING	TERMS
				WILL CALL	NET 30

PURCHASE ORDER NO.		REQUISITION/JOB NUMBER		ORDERED BY	ACCOUNT	SALESMAN
24056				CHRIS	403137	426
QUANTITY		MFG. CODE	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
ORD.	SHIPPED					
1	1					

1	1	890 RTA252	2-1/2IN TO 2IN RECEIVER TUBE ADAPTER (BG)	29.99	29.99
---	---	------------	---	-------	-------

Account # 101-265-932,000 \$ 29.99



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REGISTER FOR ECASH REWARDS AT FLEETPRIDE.COM TODAY!
EARN AN EXTRA 5% ON GATES PARTS ONLY IN JULY.

*Restrictions apply. See terms and conditions for details.



BALANCE DUE

\$29.99

Jh Di
7/15/25

Parts & Service

Freight

Taxes

\$29.99

\$.00

\$.00

Terms and Conditions: By entering into a transaction with us you agree that the transaction is governed by our Terms and Conditions of Sale ("Terms"), available at www.fleetpride.com/terms-and-conditions/. No variation to the Terms shall be effective unless expressly agreed in writing and signed by a person with authority. Parts are subject to the manufacturer's warranty and labor is warranted against defects in materials or workmanship for 90 days. WE MAKE NO OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Damages for breach of any warranty are limited to the money received for the parts/labor. For additional information, go to www.fleetpride.com/warranty-and-returns.

It is agreed that payment of the cash price is due within the terms stated above. A SERVICE CHARGE OF 1.5% per month (18% PER ANNUM) shall be due upon the amount of any charge which has not been paid when due. PLEASE PAY FROM THIS INVOICE.

CORES MUST BE RETURNED WITHIN 60 DAYS TO BE ELIGIBLE FOR CREDIT. For additional info, go to <https://www.fleetpride.com/warranty-and-returns>.

4710 DET DET_D24 RSAMUEL 07/16/25 08.11.48

All Claims and returned goods must be accompanied by this bill.

RECEIVED BY _____

RECEIVED DATE _____



Huron
River
Watershed
Council

117 N. 1st St., Ste 100
Ann Arbor, MI 48104

Invoice

DATE INVOICE #
6/30/2025 2025.01.089

BILL TO

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48111

(734) 519-0225

jkangas@hrwc.org

www.hrwc.org

TERMS

DESCRIPTION

AMOUNT

06/01/2025 Alliance of Downriver Watersheds 2025 Assessment
09/01/2025 Alliance of Downriver Watersheds 2025 Assessment

7,347.51
7,347.51

GL # 592-537-927.000
Ecorse Creek membership

This billing, per the approved ADW 2024 budget, is for the community's assessment related to assistance in meeting the community's stormwater permit requirements under the Michigan Department of Environment, Great Lakes and Energy's MS4 stormwater discharge permit.

Starting in 2022, Huron River Watershed Council assumed the ADW fiduciary role and now manages billings and payments for the group.

Total

\$14,695.02



Remit To:

Jack Doherty Company

PO BOX 675546

DETROIT, MI 48267-5546

INVOICE

Invoice No.

266144

Invoice Date

7/15/25

PARTS**Invoice To**DEARBORN HEIGHTS, CITY OF
COMPTROLLER'S OFFICE,
6045 FENTON ST
DEARBORN HEIGHTS MI 48127**Ship To:**FRANK
24600 VAN BORN
DEARBORN HEIGHTS MI 48127*Water Department
Truck 61***INFORMATION**

Invoice Date:	7/15/2025	P.O. No.:	truck 61	Customer Code:	DEAR0001
Due Date:	8/29/2025	Taken By:	JNALEPA	Phone:	313-791-3400
Branch Code:	1100	Delivery Method:	UPS GROUND		
Reference:	123017				

DETAILS

Item	Description	Back Ord.	Qty.	Retail Price	Disc \$	Sales Value	Tax	Line Total
VA-49388A	SEAL, RUBBER SEAL 7IN		6.00	\$53.41	\$0.00	\$53.41	\$0.00	\$320.46
V3-32087JD	6" QUICK CLAMP W/ J-HOOK		2.00	\$30.00	\$0.00	\$30.00	\$0.00	\$60.00
FREIGHT	1ZH4J0860327751066		1.00	\$24.13	\$0.00	\$24.13	\$0.00	\$24.13

*Account # 592-537-932.000**\$ 404.59*

Please confirm updated remit address and ACH/Wire info:

Comerica: ABA 072000096

ACCT: 1854054523

SWIFT: MNBDUS33

Remit advice: ACH@teamjdc.com

Al Di 7/15/25

Buyer has 15 days after delivery of the Parts to return any Parts purchased pursuant to this Agreement to Seller, provided that Buyer returns such Parts to Seller in new condition with all original packaging and sales invoice. Seller reserves the right in its sole discretion to reject for return any Parts not in such condition. Some merchandise, including opened gaskets, electronics, rubber components, and order on demand goods, are not returnable. Please contact the Seller to determine eligibility for return. Buyer further agrees that restocking fee equal to [15%] of the sales price shall be withheld from any payment due from Seller to Buyer as a result of the return of such Parts.

Sub Total: \$404.59

Tax: \$0.00

Total: \$404.59

Payment Terms: 45 DAYS FROM INVOICE

Name: _____

Signature: _____

Date: _____

FOR OUR FULL TERMS AND CONDITIONS SEE OUR WEBSITE TEAMJDC.COM

Leader Printing and Mailing

25034 W. Warren

Dearborn Heights, MI 48127

+13135650061

www.myleaderteam.com



INVOICE

BILL TO

City of Dearborn Heights

City Clerks Office 6045 Fenton

Dearborn Hts, MI 48127

INVOICE # 4112**DATE** 02/21/2025**DUE DATE** 02/21/2025**TERMS** Due on receipt

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Business Cards	Business Card, City of Dearborn Heights Business Cards, 3.5" x 2" #120 Satin Cvr. 4/4 Dig Clr	500	0.092	46.00
	500 of each			
	Wesley Zain			

ASK ABOUT OUR NEW MAILING
CAPABILITIES. HAVE YOUR
STATEMENTS/INVOICES MAILED FASTER
THAN EVER.

SUBTOTAL	46.00
TAX	0.00
TOTAL	46.00
BALANCE DUE	\$46.00

GL # 101-253-728.000

7/15/25



PO Box 67
Haddon Heights, NJ 08035
856-546-0111
AR@jpwtechnologies.com

Invoice *JD*
Customer Statement

Aging Date: **07/15/25**
Aged By: **Due Date**
Customer Group: **All**

Currency: \$

C-10157

City of Dearborn Heights Water Dept

Phone #:
Fax #:
Address: 24600 Van Born Rd

Contact Person: Dave Borowski
Sales Employee: John Wristbridge

Credit Limit: 0.00
Commitment Limit: 0.00

Prior Period Balance

Document	BP Ref. No.	Post. Date	Due Date	Details	Amount	Balance
DT 10673	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	861.76
DT 10674	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	1,723.52
DT 10675	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	2,585.28
DT 10676	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	3,447.04
DT 10677	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	1,075.90	4,522.94
DT 10716	#21379	06/05/25	07/05/25	A/R Down Payment - C-10157	861.76	5,384.70
DT 10717	#21379	06/18/25	06/18/25	A/R Down Payment - C-10157	861.76	6,246.46
Total						\$ 6,246.46

	Balance Due	Future Remit	0 - 30	31 - 60	61 - 90	91 - 120	121+
Total	6,246.46	4,522.94	1,723.52				
Aging (%)	100.000 %	72.408 %	27.592 %				

GL# 592-539-818.000 \$100.00

GL# 592-539-791.000 \$6,146.46

JD
7/15/25



2045 Sylvania Ave.
Toledo, OH 43613

Phone: (419) 472-2128
Fax: (419) 471-2534



"IMMEDIATE ATTENTION"



24 HOUR EMERGENCY SERVICE: 800-589-6589

For all of our locations, visit shrader Tire and Oil.com/locations

SALES ID		INVOICE	
43		25-0954757-00	
DUE DATE		INVOICE DATE	
08/13/2025		7/14/2025	
TAKEN BY		TERMS	
43		NET 30 DAYS	
SHIP VIA	TIME	PAGE	
537	4:34 PM	1 of 1	

S O L D
DEARBORN HTS. DPW
24600 VAN BORN RD
DEARBORN HEIGHTS, MI 48125

Attn: MATTHEW PAUL
Phone: 313-791-3443 Fax: 313-791-6011

S H I P
DEARBORN HTS. DPW
24600 VAN BORN
313-277-7924 RUN 1
DEARBORN HEIGHTS, MI 48125

Attn: MATTHEW PAUL
Phone: 313-791-3443

CUSTOMER #	CUST P. O.	ORDERED BY	ORDER DATE	TECH I D	WHSE #	
DEA003	23-133	MATTHEW PAUL	7/10/2025		66	
FLEET ID #	UNIT #	VEHICLE DESCRIPTION		MILEAGE	LICENSE	
				0		
Item Number	Size	Description	QTY	Unit Price	F.E.T.	Extension Tx
DEF01HG	2.5GAL P80	KLEEN DEF FLUID	10	\$18.74	\$0.00	\$187.39 N
ONLINE ORDER NOTE						
Account # 592-537-791,000				93 ⁷⁰		
Account # 101-410-730,000				93 ⁶⁹		
				187 ³⁹		
PARTS	LABOR	% TAX	TAXABLE TOTAL	F.E.T.		
\$187.39	\$0.00		\$0.00	\$0.00		

L. Parker

7/14/25 11:18

PLEASE REMIT TO: 2045 SYLVANIA AVE.
TOLEDO, OHIO 43613

7/15/25

Subtotal: \$187.39
6% Sales Tax: \$0.00
\$0.00

TOTAL: \$187.39



2045 Sylvania Ave.
Toledo, OH 43613

Phone: (419) 472-2128
Fax: (419) 471-2534



"IMMEDIATE ATTENTION"



24 HOUR EMERGENCY SERVICE: 800-589-6589

For all of our locations, visit shradertireandoil.com/locations

SALES ID		INVOICE	
43		25-0951481-01	
DUE DATE		INVOICE DATE	
08/13/2025		7/14/2025	
TAKEN BY		TERMS	
43		NET 30 DAYS	
SHIP VIA		TIME	PAGE
537		4:33 PM	1 of 1

S O L D
DEARBORN HTS. DPW
24600 VAN BORN RD
DEARBORN HEIGHTS, MI 48125

Attn: MATTHEW PAUL
Phone: 313-791-3443 Fax: 313-791-6011

S H I P
DEARBORN HTS. DPW
24600 VAN BORN
313-277-7924 RUN 1
DEARBORN HEIGHTS, MI 48125

Attn: MATTHEW PAUL
Phone: 313-791-3443

CUSTOMER #		CUST P. O.		ORDERED BY		ORDER DATE		TECH I D		WHSE #	
DEA003		23-133		MATTHEW PAUL		6/26/2025				66	
FLEET ID #		UNIT #		VEHICLE DESCRIPTION				MILEAGE		LICENSE	
								0			
Item Number		Size	Description			QTY	Unit Price	F.E.T.	Extension Tx		
800002231		6/14OZ	GUMOUT CARB/CHOKE CLEAN			2	\$44.54	\$0.00	\$89.08 N		
		Customer Item Nbr: 800002231									
		ONLINE ORDER NOTE									
		LINE ONE QTY 2 ON TRANSFER 25-0196221-00									

L. Parker

7/14/25 11:18

PLEASE REMIT TO: 2045 SYLVANIA AVE.
TOLEDO, OHIO 43613

Subtotal: \$89.08
6% Sales Tax: \$0.00
\$0.00

TOTAL: \$89.08

UniFirst invoice

Invoice #: 1600378059 Amount Due: USD 293.91
 Customer #: 2574221 Payment Terms: Net30
 Bill To #: 2574221 Route #: H3170
 Invoice Date: 07/15/2025 Purchase Order:

Service Location: 9951 Inkster Rd, TAYLOR, MI 48180

Page 1 of 4

SHIP TO	City of Dearborn Heights 24600 VanBorn Rd
	Dearborn Heights, MI 48125
BILL TO	City of Dearborn Heights 24600 VanBorn Rd
	Dearborn Heights, MI 48125

Total Current Charges:	USD 293.91
Current Charges Due:	08/14/2025
Pay by Mail:	UNIFIRST CORPORATION PO BOX 650481 DALLAS, TX 75265-0481
Contact UniFirst:	For Customer Service contact us by: Phone: 800-794-2706 Email: Customerservice@unifirst.com Chat: unifirst.com/contact/current-customers/

LKR/DEPT.	QTY.	ITEM	DESCRIPTION OF SERVICE	RATE	AMOUNT	TAX	TOTAL
0001	James Armstrong				7.50	0.46	7.96
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.21	3.61
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0002	Andrew James				7.50	0.46	7.96
	10	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	3.40	0.21	3.61
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0003	Bill Collins				7.50	0.45	7.95
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.21	3.61
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
0004	Ben Craft JR				7.50	0.45	7.95
	10	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	3.40	0.21	3.61
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
0005	Mike Emery				7.50	0.45	7.95
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
0006	Scott Fletcher				7.50	0.46	7.96
	10	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	3.40	0.21	3.61
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0007	Richard Foley				7.50	0.45	7.95
	5	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	1.70	0.10	1.80
	5	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	1.70	0.10	1.80
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0008	Lucas Hall				7.50	0.45	7.95
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
0009	Don Harper				7.50	0.46	7.96
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.21	3.61
	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
0010	Larry Harris				7.50	0.45	7.95
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0011	Erik Holmquist				7.50	0.45	7.95
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	5	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	1.70	0.10	1.80
	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35

UniFirst invoice

Invoice #: 1600378059 Amount Due: USD 293.91
 Customer #: 2574221 Payment Terms: Net30
 Bill To #: 2574221 Route #: H3170
 Invoice Date: 07/15/2025 Purchase Order:

Service Location: 9951 Inkster Rd, TAYLOR, MI 48180

Page 2 of 4

SHIP TO	City of Dearborn Heights 24600 VanBorn Rd Dearborn Heights, MI 48125
	City of Dearborn Heights 24600 VanBorn Rd Dearborn Heights, MI 48125

Total Current Charges:	USD 293.91
Current Charges Due:	08/14/2025
Pay by Mail:	UNIFIRST CORPORATION PO BOX 650481 DALLAS, TX 75265-0481
Contact UniFirst:	For Customer Service contact us by: Phone: 800-794-2706 Email: Customerservice@unifirst.com Chat: unifirst.com/contact/current-customers/

LKR/DEPT.	QTY.	ITEM	DESCRIPTION OF SERVICE	RATE	AMOUNT	TAX	TOTAL
0012	Vien Huynh						
	5	03HEB6	LS T-POL DS ONLY CL3 BRSEYE BL	0.3400	1.70	0.10	1.80
	5	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	1.70	0.10	1.80
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
0013	David Jackson						
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.21	3.61
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0014	Aaron Kiselis						
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0015	Jesse Dombrowski						
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.20	3.60
	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
0016	John Laslo						
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0017	Vien Mai						
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	1.70	0.10	1.80
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
0018	Rob Mitchell						
	10	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	3.40	0.21	3.61
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0019	Valentine Peppers						
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
0020	Keir Pugh-Haggins						
	5	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	1.70	0.10	1.80
	5	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	1.70	0.10	1.80
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
0021	Gerals Roberts						
	5	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	1.70	0.10	1.80
	5	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	1.70	0.10	1.80
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17

UniFirst invoice

Invoice #: 1600378059 Amount Due: USD 293.91
 Customer #: 2574221 Payment Terms: Net30
 Bill To #: 2574221 Route #: H3170
 Invoice Date: 07/15/2025 Purchase Order:

Service Location: 9951 Inkster Rd, TAYLOR, MI 48180

Page 3 of 4

SHIP TO	City of Dearborn Heights 24600 VanBorn Rd Dearborn Heights, MI 48125
	City of Dearborn Heights 24600 VanBorn Rd Dearborn Heights, MI 48125

Total Current Charges:	USD 293.91
Current Charges Due:	08/14/2025
Pay by Mail:	UNIFIRST CORPORATION PO BOX 650481 DALLAS, TX 75265-0481
Contact UniFirst:	For Customer Service contact us by: Phone: 800-794-2706 Email: Customerservice@unifirst.com Chat: unifirst.com/contact/current-customers/

LKR/DEPT	QTY	ITEM	DESCRIPTION OF SERVICE	RATE	AMOUNT	TAX	TOTAL
0022	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
	Chris Rockensuess				7.50	0.45	7.95
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
0023	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
	Rodrigo Rodriguez				7.50	0.44	7.94
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	5	0871HT	LS T-SHIRT-100%POLY MOISTURE W	0.3400	1.70	0.10	1.80
0024	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
	Mark Russ				7.50	0.45	7.95
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
0025	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
	Joe Sabatini				7.50	0.46	7.96
	10	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	3.40	0.21	3.61
0026	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
	Chris Stevens				7.50	0.45	7.95
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.20	3.60
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0027	Anthony Stuart				7.50	0.45	7.95
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
	5	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	1.70	0.10	1.80
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
0028	Mark Walentowicz				7.16	0.42	7.58
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	4	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.36	0.08	1.44
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
0029	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
	Daniel Watt				7.50	0.45	7.95
	4	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.36	0.08	1.44
	6	02MHHT	SSTEE-100%POLY POSICHARGE NO P	0.3400	2.04	0.12	2.16
0030	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
	Robert Cairns				7.50	0.45	7.95
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80
0031	10	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	4.10	0.25	4.35
	Quandell Wright				7.50	0.44	7.94
	5	013C05	LSSHT-ENHANC-YELLOW REFL 65/35	0.3400	1.70	0.10	1.80
	5	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	1.70	0.10	1.80

UniFirst invoice

Invoice #: 1600378059 Amount Due: USD 293.91
 Customer #: 2574221 Payment Terms: Net30
 Bill To #: 2574221 Route #: H3170
 Invoice Date: 07/15/2025 Purchase Order:

Service Location: 9951 Inkster Rd, TAYLOR, MI 48180

Page 4 of 4

SHIP TO	City of Dearborn Heights 24600 VanBorn Rd
	Dearborn Heights, MI 48125
BILL TO	City of Dearborn Heights 24600 VanBorn Rd
	Dearborn Heights, MI 48125

Total Current Charges: USD 293.91
 Current Charges Due: 08/14/2025

Pay by Mail: UNIFIRST CORPORATION
 PO BOX 650481
 DALLAS, TX 75265-0481

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LKR/DEPT.	QTY.	ITEM	DESCRIPTION OF SERVICE	RATE	AMOUNT	TAX	TOTAL
	5	10DO05	PNT-54P/42C/4SPND CANV SHOP DB	0.4100	2.05	0.12	2.17
	5	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	2.05	0.12	2.17
0032		Andrew Brozek			7.50	0.45	7.95
	10	023C05	SSSHT-ENHANC VIS-YELL REFL 65/	0.3400	3.40	0.20	3.60
	10	10HD69	JEAN-100%COT.RELAX FIT UNIFIRS	0.4100	4.10	0.25	4.35
	1	538812	MAT 3X5 SCRAPER	1.0000	1.00	0.06	1.06
	6	76GA03	MAT-3X5 GREAT IMP 2.0	1.3300	7.98	0.48	8.46
	6	76GC03	MAT-3X10 GREAT IMP 2.0	2.6600	15.96	0.96	16.92
	4	895103	8 COMPARTMENT HANGER	2.0000	8.00	0.48	8.48
	1	895803	LOCKER-LOCK UP MAXI	1.0000	1.00	0.06	1.06
		EEFX	DEFE Charge Fixed	3.8900	3.89	0.00	3.89
			Invoice Total		277.49	16.42	293.91
			Total Amount Due By 08/14/2025				293.91

Invoice #: 1600378059

Signature Date:

GL# 101-440-713.000

AUTHORIZED SIGNATURE

Sh Di 7/15/25

Name on File:

Total Current Charges: USD 293.91

Please detach and return
 remit slip with payment.

remit slip

Current	Over 30	Over 60	Over 90	Total
1,049.86	0.00	347.68	0.00	1,397.54

Payment Options:

Pay by Mail: UNIFIRST CORPORATION
 PO BOX 650481
 DALLAS, TX 75265-0481

Invoice #: 1600378059
 Customer #: 2574221
 Bill To #: 2574221
 Invoice Date: 07/15/2025

Amount Due: USD 293.91
 Payment Terms: Net30
 Route #: H3170
 Purchase Order:

Total Current Charges: USD 293.91
 Current Charges Due: 08/14/2025

Amount Enclosed: USD

Make check payable to Unifirst Corporation. Please include invoice number.

THANK YOU. We appreciate your business.

SERVICE HEREIN RENDERED IS PURSUANT TO A WRITTEN CONTRACT WITH UNIFIRST CORPORATION OR UNIFIRST HOLDINGS, INC.



OK to pay

David R Cooper

Bill To:
City of Dearborn Heights Attn: David Cooper 6045 Fenton St Dearborn Heights, MI 48127-3287 United States

101-258-728.001

Date	Invoice
07/14/2025	MSP-28642
Account	
City of Dearborn Heights	

Terms	Due Date	PO Number	Reference	
Net 15 days	07/29/2025		Monthly Billing for July	

Managed Services Details	Quantity	Price	Amount
Agreement Managed Services			
Managed Physical Server Support - A Plan	3.00	\$249.00	\$747.00
-Unlimited Onsite Support			
-Unlimited Phone Support			
-Unlimited Remote Control Support			
-Service Availability Monitoring			
-System and File Level Backup			
-System and File Level Restore			
Maintenance			
-Microsoft Patch Management			
-Event Log Monitoring			
-Log File Maintenance			
-Drive Space Monitoring			
-Printer Setting Management			
-Semi-Annual On-Site Maintenance			
Security			
-User Account Administration			
-File Sharing Permission Administration			
-Security Administration			
-Virus Definition & Prevention			
-Online Asset Management			
-Online Trouble Ticket Management			
-Online License Management			
-Spyware and Adware Removal			
Managed Virtual Server Support - A Plan	1.00	\$149.00	\$149.00
-Unlimited Onsite Support			
-Unlimited Phone Support			
-Unlimited Remote Control Support			
-Service Availability Monitoring			
-System and File Level Backup			
-System and File Level Restore			
Maintenance			
-Microsoft Patch Management			
-Event Log Monitoring			
-Log File Maintenance			
-Drive Space Monitoring			
-Printer Setting Management			
-Semi-Annual On-Site Maintenance			
Security			
-User Account Administration			
-File Sharing Permission Administration			
-Security Administration			
-Virus Definition & Prevention			
-Online Asset Management			
-Online Trouble Ticket Management			
-Online License Management			
-Spyware and Adware Removal			
SERVERS MSWBMSS (SIEM, SOC, MDR)	7.00	\$7.50	\$52.50
SIEM:			
-Continuous Monitoring: Offers round-the-clock surveillance of network traffic, device actions, and 365 authentication activities to detect and alert			

on threats in real time.
 -Multi-Layered Security Approach: Combines various security measures to protect against a wide range of cyber threats.
 -User and Entity Behavior Analytics (UEBA): Utilizes advanced analytics to identify abnormal behavior that could indicate a security threat.
 -Integrated Threat Intelligence: Employs up-to-date threat intelligence for proactive defense against emerging cyber threats.
 -Automated Response Capabilities: Provides automated tools for immediate threat containment and response, reducing the time to mitigate risks.

MDR:
 -Autonomous Threat Mitigation: Leverages AI to automatically detect, classify, and respond to threats without human intervention.
 -Active EDR: Offers advanced endpoint detection and response capabilities, enabling detailed investigation and remediation of threats.
 -Cross-Platform Coverage: Ensures comprehensive protection across all endpoints, including Windows, Mac, Linux, and cloud environments.
 -Behavioral AI Detection: Utilizes behavioral AI to detect malicious activities based on patterns and anomalies, offering protection against zero-day threats.
 -24/7 Threat Hunting Team: Includes access to SentinelOne's team of security experts for continuous threat hunting and expert analysis.

*Must be included with MSWBMFA (MFA)

SERVICES MSWBMFA (Multi-factor Authentication)	7.00	\$7.50	\$52.50
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Protection Enhancements:
 -DUO Entitlement for User Logins: Provides robust multifactor security measures for accessing:
 --Workstations
 --Servers
 --SSL VPN
 -Multi-Factor Authentication (MFA) Support for Office 365 Platforms:
 Enhances security by requiring additional verification to ensure only authorized users gain access to 365 applications.

Must be included with *MSWBMSS (SIEM ,SOC, MDR)

Managed Workstation - D Plan Maintenance	323.00	\$12.00	\$3,876.00
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-Online Asset Management
 -Online Trouble Ticket Management
 -Online License Management
 -Desktop Optimization
 -Windows Patch Management
 -Antivirus Software Management & Update

Protection Enhancements:	324.00	\$7.50	\$2,430.00
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-DUO Entitlement for User Logins: Provides robust multifactor security measures for accessing:
 --Workstations
 --Servers
 --SSL VPN
 -Multi-Factor Authentication (MFA) Support for Office 365 Platforms:
 Enhances security by requiring additional verification to ensure only authorized users gain access to 365 applications.

Must be included with *MSWBMSS (SIEM ,SOC, MDR)

SIEM:	324.00	\$7.50	\$2,430.00
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-Continuous Monitoring: Offers round-the-clock surveillance of network traffic, device actions, and 365 authentication activities to detect and alert on threats in real time.
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 -Active EDR: Offers advanced endpoint detection and response capabilities, enabling detailed investigation and remediation of threats.

-Cross-Platform Coverage: Ensures comprehensive protection across all endpoints, including Windows, Mac, Linux, and cloud environments. -Behavioral AI Detection: Utilizes behavioral AI to detect malicious activities based on patterns and anomalies, offering protection against zero-day threats. -24/7 Threat Hunting Team: Includes access to SentinelOne's team of security experts for continuous threat hunting and expert analysis.			
*Must be included with MSWBMFA (MFA)			
Managed Network Security Gateway -700Mbps Threat Protection Throughput -Inclusive remote support -Content filtering -Gateway threat management --Antivirus --Antimalware --IDS --IPS --BotNet & Geographic IP Filtering -Remote monitoring and backup -Perpetual licensing and warranty Optionally supports site-to-site VPN, SD-WAN, software VPN, high availability, and SSL decryption.	5.00	\$139.00	\$695.00
Security Gateway - 6 Series	1.00	\$149.00	\$149.00
Managed Network Security Gateway -700 Mbps Threat Protection Throughput -Inclusive remote support -Content filtering -Gateway threat management --Antivirus --Antimalware --IDS --IPS --BotNet & Geographic IP Filtering -Remote monitoring and backup -Perpetual licensing and warranty - multiple chip, standalone cryptographic module consisting of production grade components contained in a physically protected enclosure in accordance with FIPS 140-2 Level 2 requirements	2.00	\$169.00	\$338.00
Managed Network Security Gateway -1Gbps Threat Protection Throughput -Inclusive remote support -Content filtering -Gateway threat management --Antivirus --Antimalware --IDS --IPS --BotNet & Geographic IP Filtering -Remote monitoring and backup -Perpetual licensing and warranty Optionally supports site-to-site VPN, SD-WAN, software VPN, high availability, and SSL decryption. -Multiple chip, standalone cryptographic module consisting of production grade components contained in a physically protected enclosure in accordance with FIPS 140-2 Level 2 requirements	2.00	\$298.00	\$596.00
BAE Protect Monitored Firewall Integration	9.00	\$120.00	\$1,080.00
BAE Protect integration including 1 year log retention of enabled events.			
Opportunity Discount	9.00	-\$70.00	-\$630.00
Offsite Data Replication - Per GB Estimated usage, actual usage will be billed.	3500.00	\$0.25	\$875.00
Estimate based on: ~2.5TB @ City Hall, ~6TB @ Justice Center, and ~3TB @			

Fire HQ			
Offsite Data Replication - Volume Discount	3500.00	-\$0.19	-\$665.00
Managed Access Control Node -Cloud management instance for door access control -User management -Permissions management	122.00	\$9.00	\$1,098.00
Fully Managed 24x7 Dark Web Monitoring, Bi-Monthly Anti-Phishing and Quarterly Training (26-100 Users) -Phishing and training programs are proven to help with employee human error, making them the best defense against cybercrime. Your workers easily grasp and adhere to training if it is engaging and informative. Short, animated explainer videos and quizzes provide an efficient and measurable learning environment. -24x7x365 Dark web monitoring, fully managed by BAE. -Identify and investigate exposed login credentials or pairs discovered directly linked to your business email domains or IP address details. -Alerting and reporting on compromised credentials real time. -C-Level executive personal email monitoring (up to 5). -Create and schedule Bi-monthly phishing campaigns based on defined topics -Create and schedule quarterly training campaigns based on defined topics -Robust analytics track and measure the effectiveness of your campaign, reporting results for the whole workforce right down to individual team members needing additional training. -Verify new users are being incorporated into the program -Reporting included at the end of each phishing and training campaign	1.00	\$99.00	\$99.00
Fully Managed 24x7 Dark Web Monitoring, Bi-Monthly Anti-Phishing and Quarterly Training (Add 50 Users) -Phishing and training programs are proven to help with employee human error, making them the best defense against cybercrime. Your workers easily grasp and adhere to training if it is engaging and informative. Short, animated explainer videos and quizzes provide an efficient and measurable learning environment. -24x7x365 Dark web monitoring, fully managed by BAE. -Identify and investigate exposed login credentials or pairs discovered directly linked to your business email domains or IP address details. -Alerting and reporting on compromised credentials real time. -C-Level executive personal email monitoring (up to 5). -Create and schedule Bi-monthly phishing campaigns based on defined topics -Create and schedule quarterly training campaigns based on defined topics -Robust analytics track and measure the effectiveness of your campaign, reporting results for the whole workforce right down to individual team members needing additional training. -Verify new users are being incorporated into the program -Reporting included at the end of each phishing and training campaign	8.00	\$49.00	\$392.00
Total Managed Services Details:			\$13,764.00
Thank you for letting us serve you! Questions? Contact us at billing@baenetworks.com or (248) 707-1040 Online payments: baenetworks.com/pay Pay by mail: 1250 Stephenson Hwy, Troy, MI 48083	Invoice Subtotal:	\$13,764.00	
	Sales Tax:	\$0.00	
	Invoice Total:	\$13,764.00	
	Payments:	\$0.00	
	Credits:	\$0.00	
Balance Due:			\$13,764.00



Correspondence Address:
5000 Bradenton Ave
Dublin, OH 43017-3520
PHONE: (800) 533-0523
FAX: (800) 257-5713
www.boundtree.com

Please Remit To:
BOUND TREE MEDICAL, LLC. 23537 Network Place Chicago, IL 60673-1235

Invoice

Invoice	85846974
Date	07/17/2025
Page	1 of 2
Account #	101332

TIN# 31-1739487

Customer DEA License No:

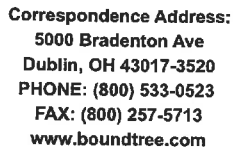
CITY OF DEARBORN HEIGHTS
1999 N BEECH DALY RD
DEARBORN HEIGHTS, MI 48127-3487

Ship To: SHIP001
CITY OF DEARBORN HEIGHTS
1999 N BEECH DALY RD
FIRE STATION HEADQUARTERS ATTN: LISA
MARTIN
DEARBORN HEIGHTS, MI 48127-3487

PO Number	Sales Order Number	Account Manager	Shipping Method	Ship Date	Payment Terms		
	106323868	W WAITE	NO FRT	07/17/2025	NET 30		
Item #	Description	Ordered	Shipped	B/O	Unit Price	UOM	Ext Price

	THE FOLLOWING ITEMS SHIPPED FROM: 13 1033 COLLINS RD SUITE A GREENWOOD, IN 46143 BTM Distributor License No: 5306007111						
1061-17517	PDI SUPER SANI CLOTH WIPES 6 IN X 6 IN 160/TB 12TB/CS	2	2	0	\$88.44	CS	\$176.88
1015-44752	Gloves, BLACK-FIRE, MED, Powder-Free, Nitrile, Exam 150/bx 10bx/cs	2	2	0	\$198.50	CS	\$397.00
1015-44753	Gloves, BLACK-FIRE, LG, Powder-Free, Nitrile, Exam 150/bx 10bx/cs	4	4	0	\$198.50	CS	\$794.00
1015-44754	Gloves, BLACK-FIRE, XL, Powder-Free, Nitrile, Exam 140/bx 10bx/cs	1	1	0	\$198.50	CS	\$198.50
2712-25130	Masimo M-LNCS Infant-3 3 ft Adhesive Sensor SPO2 1/EA 20EA/BX	1	1	0	\$367.80	BX	\$367.80
2142-03293	Single-Use Channeled Blade J3	10	10	0	\$41.94	EA	\$419.40
55845AT0714	Lancets, Unistik 2 Comfort Safety, 28 ga x 1.88 mm, Single Use, Purple 200/bx	2	2	0	\$34.79	BX	\$69.58
2763-50050	Blood Glucose Test Strips, Assure Platinum, CLIA WAIVED 50/bx *Approved for Multipatient Use*	6	6	0	\$21.77	BX	\$130.62
2146-13211	Single-Use Blade MD1 20ea/cs	3	3	0	\$51.99	EA	\$155.97
2146-03001	Single Use Blade Size D0 for UESCOPE 2 (VL460)	3	3	0	\$42.89	EA	\$128.67
NAR10-0015	HyFin Chest Seal, 6 in H x 6 in W	10	10	0	\$12.59	EA	\$125.90
	Tracking Numbers: 466932070034 466932070630 466932070641 466932070652 466932070663 466932070674 466932070696 466932070711 466932070722 Note: * Indicates taxable item						

per Hunter
O.K. to pay
7-23-25



Please Remit To:
BOUND TREE MEDICAL, LLC.
23537 Network Place
Chicago, IL 60673-1235

Invoice	85846974
Date	07/17/2025
Page	2 of 2
Account #	101332

Customer DEA License No:

Ship To: SHIP001
CITY OF DEARBORN HEIGHTS
1999 N BEECH DALY RD
FIRE STATION HEADQUARTERS ATTN: LISA
MARTIN
DEARBORN HEIGHTS, MI 48127-3487

PO Number	Sales Order Number	Account Manager	Shipping Method	Ship Date	Payment Terms			
	106323868	W WAITE	NO FRT	07/17/2025	NET 30			
Item #	Description		Ordered	Shipped	B/O	Unit Price	UOM	Ext Price

Merchandise	2,964.32
Misc	0.00
Tax	0.00
Freight	0.00
Trade Discount	0.00
Deposit	0.00
Total	2,964.32

JUL 24 2025

Correspondence and inquiries can be sent to:
5000 Bradenton Ave
Dublin, OH 43017-3520

Page 47 of 889

INVOICE

Bowles Brothers Services, INC.
22198 Merriman Rd.
New Boston, MI 48164

willybowles@msn.com
+1 (734) 341-9913



Bill to

City of Dearborn Heights
6045 Fenton Street
Dearborn, Mi 48127 USA

Ship to

City of Dearborn Heights
6045 Fenton Street
Dearborn, Mi 48127 USA

Invoice details

Invoice no.: 1369
Terms: Net 30
Invoice date: 07/30/2025
Due date: 08/29/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	07/23/2025	Wood Removal	Ticket 6300- Semi load of wood removed from DPW	35	\$9.00	\$315.00
2.	07/23/2025	Wood Removal	Ticket 6717- Semi load of wood removed from DPW	35	\$9.00	\$315.00
3.	07/23/2025	Wood Removal	Ticket 6718- Semi load of wood removed from DPW	35	\$9.00	\$315.00
4.	07/23/2025	Wood Removal	Ticket 6719- Semi load of wood removed from DPW	35	\$9.00	\$315.00
5.	07/23/2025	Wood Removal	Ticket 6720- Semi load of wood removed from DPW	35	\$9.00	\$315.00
6.	07/23/2025	Wood Removal	Ticket 6723- Semi load of wood removed from DPW	35	\$9.00	\$315.00
7.	07/23/2025	Wood Removal	Ticket 6724- Semi load of wood removed from DPW	35	\$9.00	\$315.00
8.	07/23/2025	Wood Removal	Ticket 6725- Semi load of wood removed from DPW	35	\$9.00	\$315.00
9.	07/23/2025	Wood Removal	Ticket 6726- Semi load of wood removed from DPW	35	\$9.00	\$315.00
10.						

Total

\$3,150.00

GL# 101-440- 818.000


7/31/25

INVOICE

Bowles Brothers Services, INC.
22198 Merriman Rd.
New Boston, MI 48164

willybowles@msn.com
+1 (734) 341-9913



Bill to

City of Dearborn Heights
6045 Fenton Street
Dearborn, MI 48127 USA

Ship to

City of Dearborn Heights
6045 Fenton Street
Dearborn, MI 48127 USA

Water Department

Invoice details

Invoice no.: 1370
Terms: Net 30
Invoice date: 07/30/2025
Due date: 08/29/2025

Stone Delivery 7-28-2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	07/28/2025	6A	Ticket 6750 train 6A delivered to DPW	50	\$29.00	\$1,450.00
2.	07/28/2025	6A	Ticket 6751 train 6A delivered to DPW	50	\$29.00	\$1,450.00
3.	07/28/2025	6A	Ticket 6752 train 6A delivered to DPW	50	\$29.00	\$1,450.00
4.	07/28/2025	6A	Ticket 6753 train 6A delivered to DPW	50	\$29.00	\$1,450.00

Total

\$5,800.00

Account # 592-537-791.000

\$ 5800.00

[Signature] 7/31/25

Statement: Central Michigan Paper Company

06/30/25



Account No. CDH100

Please Remit To:

Central Michigan Paper Company
P. O. Box 2649
Grand Rapids, MI 49501

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HTS, MI 48127

Total Balance Due: \$2,880.00

Please return this portion with your payment.

Date	Reference	Customer PO#	Debit	Payments	Amount
06/26/25	580350-00		2880.00	0.00	2880.00
 Put as invoice # 101-200-728.000 Mahdi Bayel					
Effective 6/1/18: If paying by charge card add 2% to total					
Current	May-2025	Apr-2025	Mar-2025 & over		Total Balance
2,880.00	0.00	0.00	0.00		2,880.00

CITY OF DEARBORN HEIGHTS

THANK YOU FOR THE PRIVILEGE OF SERVING YOU!

Central Michigan Paper
P.O. Box 2649
Grand Rapids, MI 49501
(616) 676-9203 (800) 632-4910

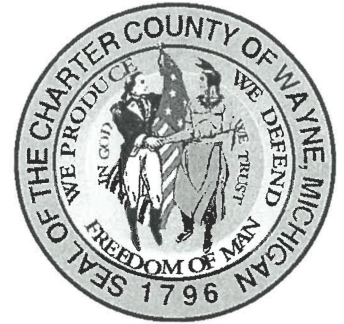
Invoice Number
322957

Invoice Date
06/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	07/01/25	JUNE 2025 FIXED SEWAGE ROUGE VALLEY SEWAGE DISPOSAL SYSTEM REVENUE# 598.54004.632445 CASH ACCT# 598.009000	476,294.79
GL# 592-000-644.592			
Please Pay This Amount => \$			476,294.79

Return Remittance Copy of Invoice with Payment

Invoice Number
322957

Invoice Date
06/01/25

Sh. Di
6/17/25



CITY OF DEARBORN

MISC DEPT. 3103
PO BOX 30516
LANSING, MI 48909-8016

INVOICE 0000070259

Customer No. 9000031	Invoice Amount \$36,455.23
Service Date 04/22/2025	Due Date 08/14/2025

CITY OF DEARBORN HEIGHTS
ATTN: DIRECTOR OF PUBLIC WORKS
6045 FENTON
DEARBORN HEIGHTS MI 48127

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	SEWAGE CHARGES	33,598.45	33,598.45
1.00	WATER CHARGES	2,856.78	2,856.78

SERVICE DATES: 01/13/25 - 04/22/25

FOR QUESTIONS REGARDING THIS INVOICE, PLEASE CONTACT THE WATER DEPARTMENT
AT (313) 943-3803

GL# 592-537-929.000 \$33,598.45

GL# 592-537-928.000 \$2,856.78

LATE CHARGES WILL BE CALCULATED, IF APPLICABLE, PER AGREEMENT.

FOR QUESTIONS REGARDING PAYMENT OF INVOICE, PLEASE CALL TREASURY AT (313) 943-2045
FOR FURTHER ASSISTANCE.

~~\$33,598.45 - GL# 592-537-929.000~~
~~\$2,856.78 - GL# 592-537-928.000~~

INVOICE AMOUNT	\$36,455.23
INVOICE CREDITS/ADJUSTMENTS	\$0.00
PAYMENTS APPLIED	\$0.00
INVOICE BALANCE	\$36,455.23

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. THANK YOU



INVOICE 0000070259

MAKE CHECK PAYABLE TO:
CITY OF DEARBORN

Customer No. 9000031	Balance Due \$36,455.23
Service Date 04/22/2025	Due Date 08/14/2025

MAIL PAYMENTS TO:

CITY OF DEARBORN
MISC DEPT. 3103
PO BOX 30516
LANSING, MI 48909-8016



91 0000070259 00 003645523 000009000031 7



16753 Industrial Parkway
Lansing, MI 48906

Phone # 517-721-0970
Fax # 517-721-0974

Invoice

Date	Invoice #
7/16/2025	022023

Bill To	Ship To
Dearborn Heights Police Department*** 25637 Michigan Avenue Dearborn Heights, MI 48125	Dearborn Heights Police Department 25637 Michigan Avenue Dearborn Heights, MI 48125

P.O. No.	Account #	Terms	Rep	Ship Date	Shipping Method
Verbal Hatten	975	Net 30	MB	7/16/2025	Drop Ship

Item	Qty	Description	Price	Amount
PB-BII-5-HI-LITE-1	3	Point Blank Threat Level II Concealable Ballistic Vest with (1) HI-LITE Carrier and Soft Trauma Plate (NIJ Model No. BII-5) Carrier - Navy Mohammad Nasrallah - 250000134176 Hamze Younis - 250000134185 Paul Graf -250000134192	695.00	2,085.00T
Shipping and Handling	1	Shipping and Handling <i>101-300 - 713.000</i>	40.00	40.00T

RETURN POLICY: Returns accepted on un-opened, un-used items within 10 days with Invoice. Restocking fee may be applied.	Subtotal	\$2,125.00
	Sales Tax (0.0%)	\$0.00
	Total	\$2,125.00
	Payments/Credits	\$0.00
	Balance Due	\$2,125.00



16753 Industrial Parkway
Lansing, MI 48906

Phone # 517-721-0970

Fax # 517-721-0974

Invoice

Date	Invoice #
7/15/2025	021939

Bill To
Dearborn Heights Police Department*** 25637 Michigan Avenue Dearborn Heights, MI 48125

Ship To
Dearborn Heights Police Department 25637 Michigan Avenue Dearborn Heights, MI 48125

P.O. No.	Account #	Terms	Rep	Ship Date	Shipping Method
Sgt. Suggs	975	Net 30	MB	7/9/2025	Pick Up

Item	Qty	Description	Price	Amount
Fed-AE45A-Cs	4	Federal AE45A American Eagle 45 auto 230Gr. FMJ 1000Rd. Case	449.00	1,796.00T
MAGTECH-556A-CS	15	MAGTECH-556A - 5.56, 55 Grain Full Metal Jacket Ammunition, 1000 rds per case	415.00	6,225.00T

OK TO PAY
101.300-962.000 - City Training
24/25 Budget

RETURN POLICY: Returns accepted on un-opened, un-used items within 10 days with Invoice. Restocking fee may be applied.	Subtotal	\$8,021.00
	Sales Tax (0.0%)	\$0.00
	Total	\$8,021.00
	Payments/Credits	\$0.00
	Balance Due	\$8,021.00

Dave's Carpet & Furniture Cleaning
6339 Sterling
Newport, MI 48166 US
+17342893036
michelle@davescleancarpets.com
www.davescleancarpets.com



INVOICE

BILL TO
Kimberly Maroncelli
Dearborn Heights Fire Dpt

INVOICE # 6181
DATE 07/21/2025
DUE DATE 08/20/2025
TERMS Net 30

ACTIVITY	AMOUNT
Carpet Cleaning TV, Room, Training Room-Cpt Dorms, Lieutenant Office	500.00
Matress Cleaning Dorm Matresses	275.00
Furniture Cleaning Lazy boys Chairs	280.00
Tile and Grout Cleaning Kitchen, Entry, Bathrooms, Showers	770.00
Furniture Cleaning Dinning room chairs and office chairs	500.00

We truly appreciate your business!
Thank you for choosing us !!

BALANCE DUE \$2,325.00

Pay invoice

JUL 22 2025

O.K. to pay
(335-818)

Dave's Carpet & Furniture Cleaning
6339 Sterling
Newport, MI 48166 US
+17342893036
michelle@davescleancarpets.com
www.davescleancarpets.com



INVOICE

BILL TO

Kimberly Maroncelli
Dearborn Heights Fire Dpt

INVOICE # 6182

DATE 07/21/2025

DUE DATE 08/20/2025

TERMS Net 30

ACTIVITY

AMOUNT

Carpet Cleaning

Training Room, Cpts, Office, Day Room, Locker Room, Dorms

500.00

Tile and Grout Cleaning

Showers, Radio Room, Kitchen, Halls, Bathrooms and Showers

605.00

Furniture Cleaning

Lazy Boy Chairs

245.00

Furniture Cleaning

Dinning Room Chairs, Training room chairs

128.00

Matress Cleaning

Dorm Matress

175.00

We truly appreciate your business!
Thank you for choosing us !!

BALANCE DUE

\$1,653.00

Pay invoice

JUL 22 2025

O.K. to pay
(335-818)
Dij

CHECK REQUEST

DATE: 7/15/25

ACCOUNT: 691-884

TOTAL AMOUNT: \$1,900

PAYABLE TO: Detroit Princess Riverboat

PURPOSE: Senior Trip on August 17, 2025 for Dinner
Cruise
25 tickets x \$76 = \$1,900

REMARK: Please return check to P & R.

Cheryl- Please mail check to:

Detroit Princess Riverboat
P.O. Box C
Grand Ledge, MI 48837

Thank you!

Approved By: _____

Director

691-884-006
7-22-2025



INVOICE

Detroit Princess Riverboat
P.O. Box C
Grand Ledge, MI 48837
Phone: 877-338-2628

DATE: 7/14/2025
FOR: 8/17/2025

Dearborn Heights Seniors
Bridget Olivito
1801 N. Beech Daly
Dearborn Heights, MI 48127
313-408-0803 bolivito@dearbornheightsmi.gov

DESCRIPTION	AMOUNT
25 Senior Dinner Cruise Tickets at \$76.00 per guest (2% meal tax and \$2 per guest gratuity are included)	\$1,900.00
2 Complimentary tickets	\$0.00
Total Due for 27 tickets	\$1,900.00
Total Due	TOTAL \$1,900.00

If you have questions or concerns please contact Cindy at 517-627-2154 or Cindy@DetroitPrincess.com

THANK YOU FOR YOUR BUSINESS!

[Handwritten signature]
691.884.000
7.15.2025

ElectionSource

4615 Danvers Drive SE
Grand Rapids, MI 49512

August 5, 2025
Special Election

INVOICE

DATE	INVOICE #
7/28/2025	25-2230

BILL TO
City of Dearborn Heights Lynne Senia 6045 Fenton St Dearborn Heights, MI 48127

SHIP TO
City of Dearborn Heights Dana Flamont 6045 Fenton St Dearborn Heights, MI 48127

**PLEASE REMIT PAYMENT BY CHECK
OR CREDIT CARD TO: ElectionSource
4615 Danvers DR SE
Grand Rapids, MI 49512**

P.O. NO.	TERMS	ASSOCIATE	DUE DATE
	Net 30	OS	8/27/2025

DESCRIPTION	QTY	U/M	RATE	AMOUNT
Full Service Testing for ICP Includes creation of State of Michigan Test Chart, Ballot Test Deck Creation & On-Site Testing.	1		286.00	286.00
Additional Ballot Style full Service testing for ICP. Includes creation of State of Michigan Test Chart, Ballot Test Deck Creation & On-Site Testing	14		148.50	2,079.00
Full Service Testing for the ICX ADA System, Includes Ballot Test Deck Creation & On-Site Testing, Touch Screen Calibration and Program Verification.	1		198.00	198.00
Additional Ballot Style full Service testing for the ICX ADA System. Includes Ballot Test Deck Creation & On-Site Testing, Touch Screen Calibration and Program Verification.	14		132.00	1,848.00
Full Service On-Site Testing of AV Machines, per Ballot Style	15		77.00	1,155.00
Fuel Surcharge per Testing Location	1		25.00	25.00

Approved for payment
Lynne M. Senia
101-190-818.000
7/31/25

Credit Card Type: ☐ MC ☐ VISA ☐ American Express ☐ Discover	Total	\$5,591.00
Name on Credit Card: _____	Payments/Credits	\$0.00
Credit Card Number: _____	Balance Due	\$5,591.00
Expiration Date: ____/____/____ CID Number: _____ (Last 3 digits on back of card)		
Zip Code _____ (For billing address of card)		

****A 3.5% CREDIT CARD TRANSACTION FEE WILL BE ADDED TO TOTAL OF INVOICE FOR CC PAYMENTS****

Visit WWW.ELECTIONSOURCE.COM for all our current products and specials!



ELM USA Inc.
1609 Barclay Blvd
Buffalo Grove, IL 60089
847-243-4150
accounting@elm-usa.com
www.elm-usa.com

Invoice

Date	Invoice #
6/5/2025	76922

Bill To
City of Dearborn Heights - Library Comptroller's Office 6045 Fenton Dearborn Heights, MI 48127

Ship To
Caroline Kennedy Library 24590 George Dearborn Heights, MI 48127

P.O. Number	Terms	Due Date	Via	Rep
Saba	Net 30	7/5/2025	UPS	REV

Item Code	Description	Quantity	U/M	Price Each	Amount
EDR-PRO-H001	ECO Pro2 Disc Repair System. Table top repair unit. Sewrial # PRO-07783B	1		1,899.00	1,899.00
EDR-EC-800Kit	Eco Pro PRO-KIT 800 min Starter Kit	1		0.00	0.00
Shipping	Shipping	1		35.00	35.00
EDR-EC-010b	8cm Adaptor (with 5 pcs double-faced tape)	1		15.95	15.95

38-158-932
OUTSTANDING
7/24/2025

Payment to: ELM USA 1609 Barclay Blvd. Buffalo Grove, IL 60089 Attn: Accounts Receivable	Total	USD 1,949.95
	Payments/Credits	USD 0.00
	Balance Due	USD 1,949.95

Please process this invoice to ensure timely payment. All late payments will be charged 9% per annum.



ETNA SUPPLY - WIXOM
29949 BECK RD
WIXOM MI 48393-2836
248-624-5000 Fax

INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
USE THIS ENROLLMENT TOKEN:	KXM SVD BDK
USE THIS ACCOUNT NUMBER:	81517

INVOICE DATE	INVOICE NUMBER
07/17/25	S106343405.002
REMIT TO:	PAGE
ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	1 of 1

BILL TO:**SHIP TO:**

CITY OF DEARBORN HEIGHTS (UG)
24600 VAN BORN RD
DEARBORN HEIGHTS MI 48125-2098

CITY OF DEARBORN HEIGHTS (UG)
24600 VAN BORN RD
DEARBORN HEIGHTS MI 48125-2098

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
81517		19152				House UG		
WRITER		SHIP VIA		TERMS		SHIP DATE	ORDER DATE	
Stephen Hellstrom		OTP102		NET 25TH		07/17/25	06/25/25	
ORDER QTY	SHIP QTY	UOM	DESCRIPTION				UNIT PRICE	EXT PRICE
12	12	ea	FORD 202B-7.50 X 1 CC4 BRASS SADDLE (6X1) W/ BRONZE BALES RANGE 6.90-7.50 202B750CC4				174.000E	2088.00
OK TO PAY								
592-537.791.000								
Jh Pi 7/31/25								

Invoice is due by 08/25/25.

This Invoice is controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

07-17-2025 10:20:58 AM

JOE F

See Pics

SUBTOTAL	2,088.00
S&H CHARGES	0.00
TAX	0.00
PAYMENTS	0.00
AMOUNT DUE	2,088.00



ETNA SUPPLY - WIXOM
29949 BECK RD
WIXOM MI 48393-2836
248-624-5000 Fax

INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
USE THIS ENROLLMENT TOKEN:	KXM SVD BDK
USE THIS ACCOUNT NUMBER:	81517

INVOICE DATE	INVOICE NUMBER
07/17/25	S106354611.003
REMIT TO:	
ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	
PAGE	1 of 1

BILL TO:

CITY OF DEARBORN HEIGHTS (UG)
24600 VAN BORN RD
DEARBORN HEIGHTS MI 48125-2098

SHIP TO:

CITY OF DEARBORN HEIGHTS (UG)
24600 VAN BORN RD
DEARBORN HEIGHTS MI 48125-2098

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
81517		19152				House UG		
WRITER		SHIP VIA		TERMS		SHIP DATE	ORDER DATE	
Stephen Hellstrom		OTP102		NET 25TH		07/17/25	07/01/25	
ORDER QTY	SHIP QTY	UOM	DESCRIPTION				UNIT PRICE	EXT PRICE
50	50	ea	AYM 74755T-3/4 COUPLING 3/4 FE COP THD X 3/4 CTS COMP *Nonstock - Restock Policy Applies*				31.300E	1565.00
50	11	ea	AYM 74755T-1 COUPLING 1 FE COP THD X 1 CTS COMP *Nonstock - Restock Policy Applies*				46.000E	506.00
OK TO PAY								
592 - 537 - 791.000								
Jh Di 7/31/25								

Invoice is due by 08/25/25.

This Invoice is controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

07-17-2025 10:20:58 AM

JOE F

See Pics

SUBTOTAL	2,071.00
S&H CHARGES	0.00
TAX	0.00
PAYMENTS	0.00
AMOUNT DUE	2,071.00



Gandol Inc.
27455 Goddard Rd
Romulus, MI 48174-2601
Ph. (734) 941-4000
Fax (734) 941-3299

Invoice

Date	Invoice #
7/17/2025	2214305

Bill To
City of Dearborn Heights 6045 Fenton Dearborn Heights, MI 48127

Ship To
25637 MICHIGAN AVENUE DEARBORN HEIGHTS, MI 48125 Dearborn Heights PD

P.O. No.	Terms	Due Date	Rep	Ship Date
	Net 30	8/16/2025		7/11/2025

Item	Description	Qty	Rate	Amount
NONSTOCK	LCN 4642-3971 689 POWER OPERATOR CLOSER PUMP	1	1,750.00	1,750.00
SERVICE CALL	LABOR TO REPLACE CLOSER PUMP	1	200.00	200.00
7-18-25 101-300-932.000 <i>[Signature]</i> 7/18/25				

Disclaimer: Material only quotes are for the supply of the materials as seen above only. Gandol Inc. does not supply misc. fasteners unless noted above. Pricing valid 30 days unless otherwise noted. Additional charges applicable for the following: delivery (curbside only), on-site consultations, shop drawings, labeling of delivered material, etc. Installations involving Customer Provided Openings must be done to specifications and dimensions as provided by Gandol Inc. Once opening dimensions have been confirmed as Correct by You, the customer, alterations to openings will be charged at a rate of \$130.00 per hour plus any materials used. No Retainage on Material Supply Only Orders. There is a 15% restocking fee on all unused material returned for credit in its original condition. No returns on merchandise beyond 30 days. No refunds on special orders. Bounced checks will be charged a 10% fee. All credit card payments are charged a 3.9% fee.

Due to Changing Market Conditions Gandol Inc Excludes All Cost Related to Unforeseen Tariffs or Other Unknown International Expense Levied Upon Goods or Services Quoted Above, Any Additional Cost Incurred Not Included Above Will Be the Sole Responsibility of the Purchaser. Cost to be Confirmed at Time of Order for Approval Prior to Order Being Placed, Final Price to be Adjusted Accordingly.

Sales Tax (6.0%)	\$0.00
Total	\$1,950.00
Payments/Credits	\$0.00
Balance Due	\$1,950.00



Invoice: 427

Date: 10-Jun-2025

Terms: Upon Receipt

Bill To:

Cheryl Frank
1801 N. Beech Daly
Dearborn Heights, MI 48127

Remit To:

Getaway Tours & Charters
48160

<u>Pickup Date</u>	<u>Pickup</u>	<u>Trip #</u>	<u>Drop Off</u>	<u>Requestor</u>
04-Jun-2025 9:15 AM	Berwyn Senior Recreation Ctr	1412	Canfield Community Ctr	Bridget Olivito
<u>Vehicle Costs:</u>				
56 passenger				\$1,095.00
Total Trip Cost:				\$1,095.00

<u>Pickup Date</u>	<u>Pickup</u>	<u>Trip #</u>	<u>Drop Off</u>	<u>Requestor</u>
04-Jun-2025 9:15 AM	EATON CENTER	1413	Canfield Community Ctr	Bridget Olivito
<u>Vehicle Costs:</u>				
56 passenger				\$1,095.00
Total Trip Cost:				\$1,095.00

Total: \$2,190.00

Received Payment: \$0.00

Amount Due: \$2,190.00


691-884

7.23.2025



6874 MIDDLEBELT RD.
ROMULUS, MI 48174-2041
www.grainger.com

GRAINGER ACCOUNT NUMBER 803121599
INVOICE NUMBER 9567792412
INVOICE DATE 07/10/2025
DUE DATE 08/09/2025
AMOUNT DUE 1,792.74

BILL TO
MDG2025 00002354 1 MB 0622

PO NUMBER: CITY FILTERS
PROJECT/JOB: CITY FILTERS
CALLER: CHRIS DISHON
CUSTOMER PHONE: (313) 791-6020
ORDER NUMBER: 1554402537
INCO TERMS: FOB DESTINATION

CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271



Pay invoices online at:
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Sign up for paperless invoicing at:
www.grainger.com/paperlessinvoicing

THANK YOU!

FEI NUMBER 36-1150280

FOR ANY QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL 1-800-472-4643

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
		The following items were for: CITY OF DEARBORN HEIGHTS BLDG MAINT 6045 FENTON ST DEARBORN HEIGHTS MI 48127-3287			
000003	6B950	PLEATED AIR FILTER,16X25X2,MERV 8 MANUFACTURER # 6B950	2	5.03	10.06
000005	6B952	PLEATED AIR FILTER,16X24X2,MERV 8 MANUFACTURER # 6B952	4	5.33	21.32
000006	2EKE6	PLEATED AIR FILTER,14X25X2,MERV 8 MANUFACTURER # 2EKE6	10	5.56	55.60
000010	6B975	PLEATED AIR FILTER,12X24X2,MERV 8 MANUFACTURER # 6B975	26	4.71	122.46
000012	6B981	PLEATED AIR FILTER,12X12X1,MERV 8 MANUFACTURER # GR6BM812121	10	4.76	47.60
000015	6B925	PLEATED AIR FILTER,24X24X1,MERV 8 MANUFACTURER # GR6BM824241	3	5.38	16.14
000019	2EKC4	PLEATED AIR FILTER,16X20X1,MERV 8 MANUFACTURER # 2EKC4	4	4.77	19.08
000020	38ZC88	PLEATED AIR FILTER,24X24X2,MERV 8 MANUFACTURER # 38ZC88	126	6.08	766.08
					CONTINUED

THIS PURCHASE IS GOVERNED EXCLUSIVELY BY GRAINGER'S TERMS OF SALE, INCLUDING: (i) DISPUTE RESOLUTION REMEDIES, AND (ii) CERTAIN WARRANTY AND DAMAGES LIMITATIONS AND DISCLAIMERS IN EFFECT AT THE TIME OF THE ORDER, WHICH ARE INCORPORATED BY REFERENCE HEREIN. GRAINGER'S TERMS OF SALE ARE AVAILABLE AT WWW.GRAINGER.COM. PRODUCT RETURN INSTRUCTIONS ARE AVAILABLE AT WWW.GRAINGER.COM/RETURNS.

INVOICE SUB TOTAL 1,792.74

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.

PAY THIS INVOICE; PAYMENT TERMS NET 30 DAYS AFTER INVOICE DATE IN U.S. DOLLARS.

AMOUNT DUE 1,792.74

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT.

BILL TO:
CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271

REMIT TO:
GRAINGER
DEPT. 803114933
PALATINE, IL 60038-0001

101-265-932.000

803114933956779241210001792741000000010000000100000025080970

X

ACCOUNT NUMBER
803121599

DATE
07/10/2025

INVOICE NUMBER
9567792412

AMOUNT DUE
1,792.74

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE.



6874 MIDDLEBELT RD.
ROMULUS, MI 48174-2041

BILL TO:
CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271

GRAINGER ACCOUNT NUMBER	803121599
INVOICE NUMBER	9567792412
INVOICE DATE	07/10/2025
DUE DATE	08/09/2025
AMOUNT DUE	1,792.74

SHIP TO:

CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3287

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
000021	38ZC95	PLEATED AIR FILTER,20X25X2,MERV 8 MANUFACTURER # 38ZC95	44	5.99	263.56
000022	5W515	PLEATED AIR FILTER,20X24X2,MERV 7 MANUFACTURER # 5W515 Delivery# 6677213272 Date: 07/10/2025 PICKED UP FROM: ROMULUS, MI - 233 6874 MIDDLEBELT RD. ROMULUS MI 48174-2041	79	5.96	470.84

John Di
7/22/25



**ORIGINAL INVOICE**

6874 MIDDLEBELT RD.
ROMULUS, MI 48174-2041
www.grainger.com

GRAINGER ACCOUNT NUMBER 803121599
INVOICE NUMBER 9567792420
INVOICE DATE 07/10/2025
DUE DATE 08/09/2025
AMOUNT DUE 3,071.61

BILL TO
MDG2025 00002354 1 MB 0622

CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271



PO NUMBER: PD GUN RANGE
PROJECT/JOB: PD
CALLER: CHRIS DISHON
CUSTOMER PHONE: (313) 791-6020
ORDER NUMBER: 1554399498
INCO TERMS: FOB DESTINATION

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www.grainger.com/paperlessinvoicing

THANK YOU !

FEI NUMBER 36-1150280

FOR ANY QUESTIONS ABOUT THIS INVOICE OR ACCOUNT **CALL 1-800-472-4643**

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
000001	6B614	The following items were for: CITY OF DEARBORN HEIGHTS BLDG MAINT 6045 FENTON ST DEARBORN HEIGHTS MI 48127-3287 HEPA AIR FILTER,24X24X12 MANUFACTURER # 6B614 Delivery# 6677213274 Date: 07/10/2025 PICKED UP FROM: ROMULUS, MI - 233 6874 MIDDLEBELT RD. ROMULUS MI 48174-2041	9	341.29	3,071.61

THIS PURCHASE IS GOVERNED EXCLUSIVELY BY GRAINGER'S TERMS OF SALE, INCLUDING: (i) DISPUTE RESOLUTION REMEDIES, AND (ii) CERTAIN WARRANTY AND DAMAGES LIMITATIONS AND DISCLAIMERS IN EFFECT AT THE TIME OF THE ORDER, WHICH ARE INCORPORATED BY REFERENCE HEREIN. GRAINGER'S TERMS OF SALE ARE AVAILABLE AT WWW.GRAINGER.COM. PRODUCT RETURN INSTRUCTIONS ARE AVAILABLE AT WWW.GRAINGER.COM/RETURNS.

INVOICE SUB TOTAL 3,071.61

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.

PAY THIS INVOICE; PAYMENT TERMS NET 30 DAYS AFTER INVOICE DATE IN U.S. DOLLARS.

AMOUNT DUE 3,071.61**PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT.**

BILL TO:
CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271

REMIT TO:
GRAINGER
DEPT. 803114933
PALATINE, IL 60038-0001

803114933956779242010003071611000000010000000100000025080907

X

ACCOUNT NUMBER
803121599

DATE
07/10/2025

INVOICE NUMBER
9567792420

AMOUNT DUE
3,071.61

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE.



6874 MIDDLEBELT RD.
ROMULUS, MI 48174-2041
www.grainger.com

GRAINGER ACCOUNT NUMBER 803121599
INVOICE NUMBER 9567792396
INVOICE DATE 07/10/2025
DUE DATE 08/09/2025
AMOUNT DUE 2,107.36

BILL TO
MDG2025 00002354 1 MB 0622

PO NUMBER: CITY FILTERS
PROJECT/JOB: CITY FILTERS
CALLER: CHRIS DISHON
CUSTOMER PHONE: (313) 791-6020
ORDER NUMBER: 1554402537
INCO TERMS: FOB DESTINATION

CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271



Pay invoices online at:
www.grainger.com/invoicing
Sign up for paperless invoicing at:
www.grainger.com/paperlessinvoicing

THANK YOU!

FEI NUMBER 36-1150280

FOR ANY QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL 1-800-472-4643

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
		The following items were for: CITY OF DEARBORN HEIGHTS BLDG MAINT 6045 FENTON ST DEARBORN HEIGHTS MI 48127-3287			
000002	6B937	PLEATED AIR FILTER,20X20X2,MERV 8 MANUFACTURER # 6B937	16	4.52	72.32
000003	6B950	PLEATED AIR FILTER,16X25X2,MERV 8 MANUFACTURER # 6B950	70	5.03	352.10
000004	6B956	PLEATED AIR FILTER,16X20X2,MERV 8 MANUFACTURER # 6B956	24	4.25	102.00
000005	6B952	PLEATED AIR FILTER,16X24X2,MERV 8 MANUFACTURER # 6B952	36	5.33	191.88
000007	6B963	PLEATED AIR FILTER,15X20X2,MERV 8 MANUFACTURER # 6B963	12	4.08	48.96
000008	6B958	PLEATED AIR FILTER,16X16X2,MERV 8 MANUFACTURER # 6B958	8	6.07	48.56
000009	6B943	PLEATED AIR FILTER,18X24X2,MERV 8 MANUFACTURER # 6B943	2	6.94	13.88
000010	6B975	PLEATED AIR FILTER,12X24X2,MERV 8 MANUFACTURER # 6B975	40	4.71	188.40
					CONTINUED

THIS PURCHASE IS GOVERNED EXCLUSIVELY BY GRAINGER'S TERMS OF SALE, INCLUDING: (i) DISPUTE RESOLUTION REMEDIES, AND (ii) CERTAIN WARRANTY AND DAMAGES LIMITATIONS AND DISCLAIMERS IN EFFECT AT THE TIME OF THE ORDER, WHICH ARE INCORPORATED BY REFERENCE HEREIN. GRAINGER'S TERMS OF SALE ARE AVAILABLE AT WWW.GRAINGER.COM. PRODUCT RETURN INSTRUCTIONS ARE AVAILABLE AT WWW.GRAINGER.COM/RETURNS.

INVOICE SUB TOTAL 2,107.36

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.

PAY THIS INVOICE; PAYMENT TERMS NET 30 DAYS AFTER INVOICE DATE IN U.S. DOLLARS.

AMOUNT DUE 2,107.36

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT.

BILL TO:
CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271

REMIT TO:
GRAINGER
DEPT. 803114933
PALATINE, IL 60038-0001

101-265-932.000

8031149339567792396100021073610000000100000001000000250809HH

X

ACCOUNT NUMBER
803121599

DATE
07/10/2025

INVOICE NUMBER
9567792396

AMOUNT DUE
2,107.36

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE.



6874 MIDDLEBELT RD.
ROMULUS, MI 48174-2041

BILL TO:
CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3271

GRAINGER ACCOUNT NUMBER 803121599
INVOICE NUMBER 9567792396
INVOICE DATE 07/10/2025
DUE DATE 08/09/2025
AMOUNT DUE 2,107.36

SHIP TO:

CITY OF DEARBORN HEIGHTS BLDG MAINT
6045 FENTON ST
DEARBORN HEIGHTS, MI 48127-3287

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
000011	6B953	PLEATED AIR FILTER,16X24X1,MERV 8 MANUFACTURER # 6B953	2	4.24	8.48
000012	6B981	PLEATED AIR FILTER,12X12X1,MERV 8 MANUFACTURER # GR6BM812121	2	4.76	9.52
000013	6B959	PLEATED AIR FILTER,16X16X1,MERV 8 MANUFACTURER # 6B959	42	3.95	165.90
000014	5W970	PLEATED AIR FILTER,14X24X1,MERV 7 MANUFACTURER # 5W970	2	4.40	8.80
000015	6B925	PLEATED AIR FILTER,24X24X1,MERV 8 MANUFACTURER # GR6BM824241	1	5.38	5.38
000016	5W512	PLEATED AIR FILTER,20X25X1,MERV 7 MANUFACTURER # GR5WM720251	4	4.25	17.00
000017	6B938	PLEATED AIR FILTER,20X20X1,MERV 8 MANUFACTURER # GR6BM820201	20	4.03	80.60
000018	5W510	PLEATED AIR FILTER,16X25X1,MERV 7 MANUFACTURER # GR5WM716251	16	3.68	58.88
000021	38ZC95	PLEATED AIR FILTER,20X25X2,MERV 8 MANUFACTURER # 38ZC95	54	5.99	323.46
000022	5W515	PLEATED AIR FILTER,20X24X2,MERV 7 MANUFACTURER # 5W515 Delivery# 6677082400 Date: 07/10/2025 PICKED UP FROM: ROMULUS, MI - 233 6874 MIDDLEBELT RD. ROMULUS MI 48174-2041	69	5.96	411.24

[Signature]
7/22/25



INVOICE



Account Name	DEARBORN HEIGHTS
Account Number	CUS-0000118
Invoice Number	CIN-0004284
Invoice Date	Jul 21, 2025
Due Date	Sep 4, 2025

Billing Inquiries: (313) 965-9775
 billing@glwater.org

DEARBORN HEIGHTS
 6045 FENTON
 DEARBORN HEIGHTS, MI 48127
 United States of America

JUNE 2025

Description	Quantity	Rate	Charge
IWC 1	320.00	\$9.300	\$2,976.00
IWC 1 1/2	86.00	\$20.460	\$1,759.56
IWC 2	103.00	\$29.760	\$3,065.28
IWC 3	21.00	\$53.940	\$1,132.74
IWC 3/4	277.00	\$5.580	\$1,545.66
IWC 4	9.00	\$74.400	\$669.60
IWC 5/8	4.00	\$3.720	\$14.88
IWC 6	5.00	\$111.600	\$558.00
NUMBER OF METERS:825			
TOTAL CURRENT CHARGES			\$11,721.72

PAYMENT OPTIONS

By Check
 GREAT LAKES WATER AUTHORITY
 ATTN: TREASURY
 P.O. BOX 441370
 DETROIT, MI 48244-1370
 Please include remittance with check

By Wire
 ABA #: 042000013
 Account #: 130121405893
 ATTN: GLWA TREASURY
 Email remittance information to
 treasury@glwater.org

By ACH
 ABA #: 021052053
 Account #: 88136631
 Attn: GLWA TREASURY
 Email remittance information to
 treasury@glwater.org

GL# 592-537-928.000

[Signature] 7/24/25

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT IF BY CHECK

Account Name	Account Number	Due Date	Amount Due
DEARBORN HEIGHTS	CUS-0000118	Sep 4, 2025	\$11,721.72

AMOUNT REMITTED \$

DEARBORN HEIGHTS
 6045 FENTON
 DEARBORN HEIGHTS, MI 48127
 United States of America

REMIT TO: Great Lakes Water Authority
Attn: Treasury
P.O. Box 441370
Detroit, MI 48244-1370

INVOICE



Account Name	DEARBORN HEIGHTS
Account Number	CUS-0000012
Invoice Number	CIN-0004358
Invoice Date	Jul 25, 2025
Due Date	Sep 8, 2025

Billing Inquiries: (313) 965-9775
billing@glwater.org

DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
United States of America

June 2025 Services - Usage Detail by Meter on Page 2

WATER FLAT			\$217,000.00
WATER USAGE	17248.89 MCF	\$8.88 Commodity Charge	\$153,170.14
TOTAL CURRENT CHARGES			\$370,170.14

PAYMENT OPTIONS

By Check
GREAT LAKES WATER AUTHORITY
ATTN: TREASURY
P.O. BOX 441370
DETROIT, MI 48244-1370
Please include remittance with check

By Wire
ABA #: 042000013
Account #: 130121405893
ATTN: GLWA TREASURY
Email remittance information to
treasury@glwater.org

By ACH
ABA #: 021052053
Account #: 88136631
Attn: GLWA TREASURY
Email remittance information to
treasury@glwater.org

GL# 592-537-928.000


7/28/25

.....
PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT IF BY CHECK

Account Name	Account Number	Due Date	Amount Due
DEARBORN HEIGHTS	CUS-0000012	Sep 8, 2025	\$370,170.14
AMOUNT REMITTED \$			

DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
United States of America

REMIT TO: Great Lakes Water Authority
Attn: Treasury
P.O. Box 441370
Detroit, MI 48244-1370

City of Dearborn Heights

CUS-0000012

METER INFO		PREVIOUS		CURRENT		CONSUMPTION
SITE ID	DATE	READING	DATE	READING	CONSUMPTION	MCF
DH01A	06/01/25	152875	07/01/25	153136	261	26.14
DH01B	06/01/25	90405	07/01/25	92291	1886	188.52
DH02A	06/01/25	113158	07/01/25	113884	726	25.64
DH03A	06/01/25	8586802	07/01/25	8761490	174688	6169.11
DH10A	06/01/25	422168	07/01/25	432724	10556	1055.64
DH10B	06/01/25	36548	07/01/25	36548	0	0.00
DH11A	06/01/25	40715	07/01/25	40773	58	5.89
DH11B	06/01/25	24144	07/01/25	24144	0	0.00
DH12A	06/01/25	22889486	07/01/25	23166364	276878	9777.95

TOTAL CONSUMPTION (MCF): 17248.89

Consumption may be reported per hundred cubic feet or cubic meters depending on the type of meter installed. GLWA converts billed consumption for all member partners to thousands of cubic feet (MCF) using the following conversion factors.

Unit Conversion Calculation

Cubic Meters (CM) X .035315 = Thousand(s) of Cubic Feet (MCF)

Hundred(s) of Cubic Feet (CCF) X 10 = Thousand(s) of Cubic Feet (MCF)



Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 70293
PHILADELPHIA, PA 19176-0293

PAYMENT PAGE

Commercial Account 6035 3225 0097 8576
Statement Date 06/27/25

View, manage and pay your account online at
myhomedepotaccount.com

**Invoices to
Be Paid****IMPORTANT:**

To ensure accurate posting of your payment, please indicate which invoices you are paying by checking the appropriate box below. To apply a credit to an invoice, write in the invoice number of the debit transaction that you would like to have applied to, in the "Invoice Number" column next to the credit. Please remit entire Payment Page(s) when sending payment.

CREDITS

Transaction Date	Invoice #	Original Invoice Amount	Credit Amount	Apply to Invoice	Invoice Number (Enter invoice number in which to apply credit)
06/26/25	4122514	-\$279.23	-\$279.23	Apply to Invoice	#
06/26/25	4122515	-\$328.76	-\$328.76	Apply to Invoice	#

CURRENT ACTIVITY

Transaction Date	Invoice #	Original Invoice Amount	Amount Due	Payment Due Date	Check if Paying	Payment Amount (If less than Amount Due)
05/28/25	3522441	\$645.34	\$645.34	06/30/25	☐	\$
06/03/25	7012895	\$19.94	\$19.94	07/31/25	☐	\$
06/03/25	7012897	\$159.98	\$159.98	07/31/25	☐	\$
06/03/25	7633527	\$18.96	\$18.96	07/31/25	☐	\$
06/04/25	6551817	\$99.00	\$99.00	07/31/25	☐	\$
06/05/25	5541682	\$497.82	\$497.82	07/31/25	☐	\$
06/05/25	5620116	\$402.29	\$402.29	07/31/25	☐	\$
06/05/25	5626060	\$423.26	\$423.26	07/31/25	☐	\$
06/06/25	4523768	\$284.48	\$284.48	07/31/25	☐	\$
06/17/25	3610510	\$20.96	\$20.96	07/31/25	☐	\$
06/21/25	9134298	\$19.85	\$19.85	07/31/25	☐	\$
06/22/25	8512156	\$143.48	\$143.48	07/31/25	☐	\$
06/23/25	7543537	\$124.96	\$124.96	07/31/25	☐	\$
06/24/25	6014693	\$69.51	\$69.51	07/31/25	☐	\$
06/24/25	6014758	\$104.91	\$104.91	07/31/25	☐	\$
06/24/25	6543665	\$190.95	\$190.95	07/31/25	☐	\$

continued on next page

Page 5 of 24



P.O. Box 790420
St. Louis, MO 63179

Your Account Number is 6035 3225 0097 8576



Statement Date
Account Balance
Check here if paying
all invoices

06/27/25
\$4,995.65

**Statement Enclosed**

For proper credit, please write
6035 3225 0097 8576
on your check and enclose
with this payment coupon.

Amount Enclosed: \$ 4995.65

Please see reverse side to change your address.
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Mahadi Bayal

CITY OF DEARBORN HEIGHTS
6045 FENTON
ATTN: MATTHEW PAUL
DEARBORN HEIGHTS, MI 48127-3287

HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 70293
PHILADELPHIA, PA 19176-0293



03409 0000000 0499565 0000000 06035322500978576 2700

CURRENT ACTIVITY, cont.

Transaction Date	Invoice #	Original Invoice Amount	Amount Due	Payment Due Date	Check If Paying	Payment Amount (if less than Amount Due)
06/25/25	5531006	\$42.16	\$42.16	07/31/25	☐	\$
06/26/25	4014962	\$22.33	\$22.33	07/31/25	☐	\$
06/26/25	4512744	\$607.99	\$607.99	07/31/25	☐	\$
06/26/25	4526012	\$194.82	\$194.82	07/31/25	☐	\$

PREVIOUSLY BILLED OPEN ITEMS

Transaction Date	Invoice #	Original Invoice Amount	Amount Due	Payment Due Date	Check If Paying	Payment Amount (if less than Amount Due)
04/02/25	9540831	\$148.00	\$148.00	05/31/25	☐	\$
04/10/25	1541458	\$348.00	\$348.00	05/31/25	☐	\$
04/23/25	8537410	\$71.70	\$71.70	05/31/25	☐	\$
04/29/25	2510064	\$26.97	\$26.97	06/30/25	☐	\$
04/30/25	1015303	\$558.98	\$558.98	06/30/25	☐	\$
05/05/25	6525116	\$26.97	\$26.97	06/30/25	☐	\$
05/07/25	4010533	\$121.56	\$121.56	06/30/25	☐	\$
05/13/25	8512294	\$27.96	\$27.96	06/30/25	☐	\$
05/14/25	7021041	\$45.67	\$45.67	06/30/25	☐	\$
05/19/25	2011732	\$65.46	\$65.46	06/30/25	☐	\$
05/20/25	1021544	\$69.38	\$69.38	06/30/25	☐	\$

Easily manage your contact information

It's important we have your current contact information, so if anything changes (including your email or mailing address or phone number), please do one of the following to easily update your information:

- You can update your contact information by logging into your online account via the URL located in the **Questions About Your Account** section on the front of your statement, or
- Call the phone number located in the **Questions About Your Account** section on the front of your statement

WE'RE HERE TO HELP

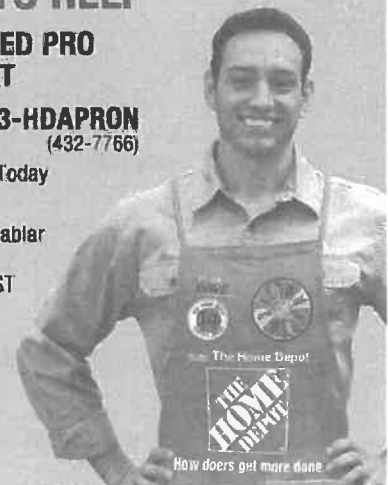
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Commercial Account



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HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500878576
PO BOX 70293
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$645.34	05/28/25	06/30/25	3522441
PO: CLEANINGSUPPLIES		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
DIABLO 10" 40T GEN PURPOSE CSB (2PK)	10033247380000700006	1.0000 EA	\$47.97	\$47.97
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADE COMP DISH GEL FRESH 75OZ	00007251090000400004	1.0000 EA	\$3.70	\$3.70
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
DIABLO 10" 80T ULTRA FINISH CSB	00003304890000700006	1.0000 EA	\$49.97	\$49.97
STANLEY 25' POWERLOCK TAPE MEASURE	00001856630000100004	1.0000 EA	\$12.97	\$12.97
COMET APC POWDER LEMON 21OZ	10047129800000400004	1.0000 EA	\$1.00	\$1.00
STANLEY 25' POWERLOCK TAPE MEASURE	00001856630000100004	1.0000 EA	\$12.97	\$12.97
HDX 24PK MICROFIBERS CLOTHS	10057590450000400020	1.0000 BG	\$9.98	\$9.98
SIMPLE GREEN APC LEMON 128OZ	00003090120000400004	1.0000 EA	\$10.98	\$10.98
SIMPLE GREEN APC LEMON 128OZ	00003090120000400004	1.0000 EA	\$10.98	\$10.98
SIMPLE GREEN APC LEMON 128OZ	00003090120000400004	1.0000 EA	\$10.98	\$10.98
SIMPLE GREEN APC LEMON 128OZ	00003090120000400004	1.0000 EA	\$10.98	\$10.98
TB RAPIDGRASS SUN & SHADE 5.6LB	10058516240000600011	1.0000 EA	\$33.67	\$33.67
TB RAPIDGRASS SUN & SHADE 5.6LB	10058516240000600011	1.0000 EA	\$33.67	\$33.67
SB COMMERCIAL SIZE HVY DUTY SCOURPAD	00009849480000400020	1.0000 EA	\$4.98	\$4.98
SB COMMERCIAL SIZE HVY DUTY SCOURPAD	00009849480000400020	1.0000 EA	\$4.98	\$4.98
LIBMAN SMALL SCRUB BRUSH	00005664010000400005	1.0000 EA	\$4.98	\$4.98
LIBMAN SMALL SCRUB BRUSH	00005664010000400005	1.0000 EA	\$4.98	\$4.98
LIBMAN SMALL SCRUB BRUSH	00005664010000400005	1.0000 EA	\$4.98	\$4.98
LIBMAN SMALL SCRUB BRUSH	00005664010000400005	1.0000 EA	\$4.98	\$4.98
COMET APC POWDER LEMON 21OZ	10047129800000400004	1.0000 EA	\$1.00	\$1.00
COMET APC POWDER LEMON 21OZ	10047129800000400004	1.0000 EA	\$1.00	\$1.00

continued →





Commercial Account



Remit payment and make checks payable to:
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DEPT. 32 - 2500978576
PO BOX 70283
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

Invoice #:
3522441
continued

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
COMET APC POWDER LEMON 21OZ	10047129800000400004	1.0000 EA	\$1.00	\$1.00

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$645.34
TAX	\$0.00
TOTAL	\$645.34

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$19.94	06/03/25	07/31/25	7012895
PO: WATER		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
ROTOR SCREWDRIVER AND PULL-UP TOOL	10047682660000600005	1.0000 EA	\$6.97	\$6.97
42SA ROTOR SPRINKLER RB	00001709790000600004	1.0000 EA	\$12.97	\$12.97

Purchased by: STEVENS CHRISTOPHER
Customer #: 00060

SUBTOTAL	\$19.94
TAX	\$0.00
TOTAL	\$19.94

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$159.98	06/03/25	07/31/25	7012897
PO: 25031		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
8' FG STEP LADDER TIA 300LB	00007689150000800004	1.0000 EA	\$199.00	\$199.00
AMERICANA HEAVY DUTY HOSE HANGER	10057113890001000004	1.0000 EA	\$10.98	\$10.98
DISCOUNT	00000000000000000005	1.0000 EA	-\$50.00	-\$50.00

Purchased by: ROCKENSUESS CHRISTON
Customer #: 00044

SUBTOTAL	\$159.98
TAX	\$0.00
TOTAL	\$159.98

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$18.96	06/03/25	07/31/25	7633527
PO: 25031		Store: 2742, LIVONIA, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
HDX 8FT 16/3 EXTENSION CORD BLK	10013636900000300003	1.0000 EA	\$9.48	\$9.48
HDX 8FT 16/3 EXTENSION CORD BLK	10013636900000300003	1.0000 EA	\$9.48	\$9.48

Purchased by: ROCKENSUESS CHRISTON
Customer #: 00044

SUBTOTAL	\$18.96
TAX	\$0.00
TOTAL	\$18.96



907606



Commercial Account



Remit payment and make checks payable to:
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DEPT. 32 - 2500978576
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PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$99.00	06/04/25	07/31/25	6551817
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
RY1800EPW	10068629430003100004	1.0000 EA	\$99.00	\$99.00

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$99.00
TAX	\$0.00
TOTAL	\$99.00

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$497.82	06/05/25	07/31/25	5541682
PO: SPIRITFESTANDCRIB		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BEHR PPI 2050 EGG UPW 5.00GL	00009247510001500002	1.0000 EA	\$153.00	\$153.00
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$497.82
TAX	\$0.00
TOTAL	\$497.82

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$402.29	06/05/25	07/31/25	5620116
PO: SPIRITFESTIVAL		Store: 2789, TAYLOR, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$402.29
TAX	\$0.00
TOTAL	\$402.29

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$423.26	06/05/25	07/31/25	5626060
PO: SPIRITFESTIVAL		Store: 6821, ALLEN PARK, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
MKE JOBSITE OFFSET PRECISION SCISSOR	10074854610000100006	1.0000 EA	\$20.97	\$20.97
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47

continued →





Commercial Account



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INVOICE DETAIL

Invoice #:
5626060
continued

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47
BRUTE 44GAL TRASH CAN GRAY	00006405870000400006	1.0000 EA	\$57.47	\$57.47

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$423.26
TAX	\$0.00
TOTAL	\$423.26

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$284.48	06/06/25	07/31/25	4523768
PO: 0		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER 36" NIFTY NABBER	00003504380001100009	1.0000 EA	\$19.97	\$19.97
UNGER RUGGED REACHER XL	10111191010001100009	1.0000 EA	\$49.97	\$49.97
10-50 PSI TIRE PRESSURE GAUGE	00007527210002800006	1.0000 EA	\$4.48	\$4.48
HOMER BUCKET	00001312270001000008	1.0000 EA	\$3.98	\$3.98
HOMER BUCKET	00001312270001000008	1.0000 EA	\$3.98	\$3.98
HOMER BUCKET	00001312270001000008	1.0000 EA	\$3.98	\$3.98
HOMER BUCKET	00001312270001000008	1.0000 EA	\$3.98	\$3.98
HOMER BUCKET	00001312270001000008	1.0000 EA	\$3.98	\$3.98
HSK 12'X1" RATCHET STRAP 500LB 4PK	10054116700003100036	1.0000 EA	\$9.97	\$9.97
HSK 12'X1" RATCHET STRAP 500LB 4PK	10054116700003100036	1.0000 EA	\$9.97	\$9.97
10-50 PSI TIRE PRESSURE GAUGE	00007527210002800006	1.0000 EA	\$4.48	\$4.48
SLIME PENCIL GAUGE 10-120 PSI	10134161260003100008	1.0000 EA	\$5.98	\$5.98

Purchased by: DISHON CHRIS
Customer #: 00048

SUBTOTAL	\$284.48
TAX	\$0.00
TOTAL	\$284.48

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$20.96	06/17/25	07/31/25	3610510
PO: 25031		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
6PK COLORED VINYL TAPE, 1/2IN X 20 FT	10017542560001100006	1.0000 EA	\$8.98	\$8.98
CE 8" BLACKUV RESIST CABLE TIE 100PK	00002958130001100005	1.0000 BG	\$11.98	\$11.98

Purchased by: ROCKENSUESS CHRISTON
Customer #: 00044

SUBTOTAL	\$20.96
TAX	\$0.00
TOTAL	\$20.96



857608



Commercial Account



Remit payment and make checks payable to:
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DEPT. 32 - 2500978576
PO BOX 70293
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$19.85	06/21/25	07/31/25	9134298
PO: STATION1		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
1.5 CU FT EARTHGRO BROWN MULCH	10048647780001900003	1.0000 EA	\$3.97	\$3.97
1.5 CU FT EARTHGRO BROWN MULCH	10048647780001900003	1.0000 EA	\$3.97	\$3.97
1.5 CU FT EARTHGRO BROWN MULCH	10048647780001900003	1.0000 EA	\$3.97	\$3.97
1.5 CU FT EARTHGRO BROWN MULCH	10048647780001900003	1.0000 EA	\$3.97	\$3.97
1.5 CU FT EARTHGRO BROWN MULCH	10048647780001900003	1.0000 EA	\$3.97	\$3.97

Purchased by: POLSINELLI FRANK
Customer #: 00056

SUBTOTAL	\$19.85
TAX	\$0.00
TOTAL	\$19.85

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$143.48	06/22/25	07/31/25	8512156
PO: PD		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
GILMOUR DUAL FLEX CONNECT W SHUT-OFF	00004570260001000003	1.0000 EA	\$14.98	\$14.98
HUSKY 18" ALUMINUM PIPE WRENCH	10000126900000700009	1.0000 EA	\$28.54	\$28.54
HUSKY TRIPOD SPRINKLER	10100988950001000008	1.0000 EA	\$49.98	\$49.98
HUSKY TRIPOD SPRINKLER	10100988950001000008	1.0000 EA	\$49.98	\$49.98

Purchased by: DISHON CHRIS
Customer #: 00048

SUBTOTAL	\$143.48
TAX	\$0.00
TOTAL	\$143.48

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$124.96	06/23/25	07/31/25	7543537
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
335 CONDUIT BODY 1" TYPE LB	00001610120000600004	1.0000 EA	\$5.51	\$5.51
10-3 NM W/G PINK 25 FT	10114115830000400002	1.0000 EA	\$110.00	\$110.00
335 CONDUIT BODY 1" TYPE LB	00001610120000600004	1.0000 EA	\$5.51	\$5.51
320 ELBOW 1" SCH40 90DEG BELL	00007035430000600004	1.0000 EA	\$1.97	\$1.97
END				
320 ELBOW 1" SCH40 90DEG BELL	00007035430000600004	1.0000 EA	\$1.97	\$1.97
END				

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$124.96
TAX	\$0.00
TOTAL	\$124.96





Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 70293
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$69.51	06/24/25	07/31/25	6014693
PO: PARKS		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
50LB QUIKRETE FAST-SET CONCRETE	00008423030000900002	1.0000 EA	\$7.47	\$7.47
50LB QUIKRETE FAST-SET CONCRETE	00008423030000900002	1.0000 EA	\$7.47	\$7.47
50LB QUIKRETE FAST-SET CONCRETE	00008423030000900002	1.0000 EA	\$7.47	\$7.47
50LB QUIKRETE FAST-SET CONCRETE	00008423030000900002	1.0000 EA	\$7.47	\$7.47
50LB QUIKRETE FAST-SET CONCRETE	00008423030000900002	1.0000 EA	\$7.47	\$7.47
50LB QUIKRETE FAST-SET CONCRETE	00008423030000900002	1.0000 EA	\$7.47	\$7.47
#056 SS CLAMP 3"X4" DIA	00001005270000600024	1.0000 EA	\$3.38	\$3.38
CE 4" BLACKUV RESIST CABLE TIE 100PK	00002957800001100005	1.0000 BG	\$10.37	\$10.37
#072 SS CLAMP 3"X5" DIA	00001005300000600024	1.0000 EA	\$3.78	\$3.78
#072 SS CLAMP 3"X5" DIA	00001005300000600024	1.0000 EA	\$3.78	\$3.78
#056 SS CLAMP 3"X4" DIA	00001005270000600024	1.0000 EA	\$3.38	\$3.38

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$69.51
TAX	\$0.00
TOTAL	\$69.51

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$104.91	06/24/25	07/31/25	6014758
PO: HIGHWAY		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
ORTHO GC YLVK RTU 1 GAL	10103591470000100004	1.0000 EA	\$34.97	\$34.97
ORTHO GC YLVK RTU 1 GAL	10103591470000100004	1.0000 EA	\$34.97	\$34.97
ORTHO GC YLVK RTU 1 GAL	10103591470000100004	1.0000 EA	\$34.97	\$34.97

Purchased by: MUNROE ROD
Customer #: 00058

SUBTOTAL	\$104.91
TAX	\$0.00
TOTAL	\$104.91

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$190.95	06/24/25	07/31/25	6543665
PO: P.DPRESSUREWASH		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
RY1800EPW	10068629430003100004	1.0000 EA	\$99.00	\$99.00
DEWALT 9-11/16" CROSS CUT DIAG PLIER	00006240080000100008	1.0000 EA	\$21.97	\$21.97
DISCOUNT	00000000000000000005	1.0000 EA	-\$10.00	-\$10.00
3/4 X 100 FT TEKNOR HIGH PERFORMANCE	10094081330001000002	1.0000 EA	\$79.98	\$79.98

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$190.95
TAX	\$0.00
TOTAL	\$190.95





Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 70293
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$42.16	06/25/25	07/31/25	5531006
PO: CITYHALL		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
CASCADECOMP120 OZ. FRESH SCENT GEL	10136126370000400004	1.0000 EA	\$10.98	\$10.98
HAIR/GREASE DRAIN OPENER 33.8 OZ	00004177250000700007	1.0000 EA	\$9.48	\$9.48
DRAIN WEASEL HAIR CLOG TOOL START KT	10015233920000700008	1.0000 EA	\$6.98	\$6.98
HDX YELLOW MINI PRO PLUNGER	00002095680000700008	1.0000 EA	\$3.74	\$3.74

Purchased by: DISHON CHRIS
Customer #: 00048

SUBTOTAL	\$42.16
TAX	\$0.00
TOTAL	\$42.16

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$22.33	06/26/25	07/31/25	4014962
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
BETTER THAN WAX TOILET SEAL	10012208540000700003	1.0000 EA	\$9.98	\$9.98
KOHLER DYLOCK TOILET TANK GASKET	00009898040000700003	1.0000 EA	\$7.97	\$7.97
#10 EXTRA THICK WAX RING	00002564160000700003	1.0000 EA	\$4.38	\$4.38

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$22.33
TAX	\$0.00
TOTAL	\$22.33

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
-\$279.23	06/26/25	07/31/25	4122514
PO: RYOBIBATSHerbicide		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
RED BULL YELLOW EDITION 12 OZ	10013208160001300005	1.0000 EA	-\$3.68	-\$3.68
RYB 18V HP BL PET STICK VACUUM KIT	10074736010001600005	1.0000 EA	-\$199.00	-\$199.00
BEV DEP 0.10	00009998640001800002	1.0000 EA	-\$0.10	-\$0.10
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	-\$32.47	-\$32.47
DISCOUNT	00000000000000000005	1.0000 EA	\$98.99	\$98.99
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
RYB 18V ONE+ 2AH/4AH STARTER KIT	10106322280000900030	1.0000 EA	-\$99.00	-\$99.00

Customer #: 00061

SUBTOTAL	-\$279.23
TAX	\$0.00
TOTAL	-\$279.23





Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 70283
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
-\$328.76	06/26/25	07/31/25	4122515
PO: RYOIBATSHerbicide		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	-\$32.47	-\$32.47
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	-\$32.47	-\$32.47
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	-\$43.97	-\$43.97

Customer #: 00061

SUBTOTAL	-\$328.76
TAX	\$0.00
TOTAL	-\$328.76

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$607.99	06/26/25	07/31/25	4512744
PO: RYOIBATSHerbicide		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
DISCOUNT	00000000000000000005	1.0000 EA	-\$98.99	-\$98.99
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
ROUNDUP DUALACTION 365 W&GK CONC	10100453080000100004	1.0000 EA	\$43.97	\$43.97
RED BULL YELLOW EDITION 12 OZ BEV DEP 0.10	10013208160001300005	1.0000 EA	\$3.68	\$3.68
RYB 18V HP BL PET STICK VACUUM KIT	00009998640001800002	1.0000 EA	\$0.10	\$0.10
RYB 18V HP BL PET STICK VACUUM KIT	10074736010001600005	1.0000 EA	\$249.00	\$249.00
RYB 18V ONE+ 2AH/4AH STARTER KIT	10106322280000900030	1.0000 EA	\$99.00	\$99.00

continued →





Commercial Account



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PO BOX 70293
PHILADELPHIA, PA 19176-0293

INVOICE DETAIL

Invoice #:
4512744
continued

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
DISCOUNT	00000000000000000005	1.0000 EA	-\$50.00	-\$50.00

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$607.99
TAX	\$0.00
TOTAL	\$607.99

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$194.82	06/26/25	07/31/25	4526012
PO: WEEDKILLER		Store: 2789, TAYLOR, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47
32 OZ DUAL ACTION W&G KILLER CONC	10087279590000100004	1.0000 EA	\$32.47	\$32.47

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$194.82
TAX	\$0.00
TOTAL	\$194.82

857613





Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 9001043
LOUISVILLE, KY 40290-1043

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$26.97	04/29/25	06/30/25	2510064
PO: 25031		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2G BLEACH & DECK SPRAYER	10097051170000100008	1.0000 EA	\$26.97	\$26.97

Purchased by: ROCKENSUESS CHRISTON
Customer #: 00044

SUBTOTAL	\$26.97
TAX	\$0.00
TOTAL	\$26.97

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$558.98	04/30/25	06/30/25	1015303
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
TOSHIBA 10K BTU PORTABLE AIR CONDITI	10104060840001700007	1.0000 EA	\$499.00	\$499.00
6"X25' INSULATED FLEXIBLE DUCT R-6	00006857500000200029	1.0000 EA	\$59.98	\$59.98

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$558.98
TAX	\$0.00
TOTAL	\$558.98

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$26.97	05/05/25	06/30/25	6525116
PO: 25031		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2G BLEACH & DECK SPRAYER	10097051170000100008	1.0000 EA	\$26.97	\$26.97

Purchased by: ROCKENSUESS CHRISTON
Customer #: 00044

SUBTOTAL	\$26.97
TAX	\$0.00
TOTAL	\$26.97

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$121.56	05/07/25	06/30/25	4010533
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
FLAT WASHER ZINC 3/8 100PC	00003300570000300007	1.0000 BX	\$21.82	\$21.82
CARR BOLT ZINC 3/8 X 3-1/2 25PC	00005042460000300007	1.0000 BX	\$15.98	\$15.98
HEX NUT ZINC 3/8 100PC	00005066480000300007	1.0000 BX	\$13.60	\$13.60
2X10-16 #2 PRIME OR BTR PT GC	10017540910002000002	1.0000 EA	\$35.08	\$35.08
2X10-16 #2 PRIME OR BTR PT GC	10017540910002000002	1.0000 EA	\$35.08	\$35.08

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$121.56
TAX	\$0.00
TOTAL	\$121.56





Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2500978576
PO BOX 9001043
LOUISVILLE, KY 40290-1043

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$27.96	05/13/25	06/30/25	8512294
PO: CITYHALLDISPLAYCS		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
PLC 40W 4FT T12 DAYLIGHT DELUXE 2PK	00001543410000100036	1.0000 EA	\$13.98	\$13.98
PLC 40W 4FT T12 DAYLIGHT DELUXE 2PK	00001543410000100036	1.0000 EA	\$13.98	\$13.98

Purchased by: HEIGHTS DEARBORN
Customer #: 00061

SUBTOTAL	\$27.96
TAX	\$0.00
TOTAL	\$27.96

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$45.67	05/14/25	06/30/25	7021041
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
WALLDRILLER PLUS #6,8,10,12 + SCR 18X18 RETURN WHITE STEEL	10063219400000300011	1.0000 EA	\$23.00	\$23.00
	00003326610000200006	1.0000 EA	\$22.67	\$22.67

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$45.67
TAX	\$0.00
TOTAL	\$45.67

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$65.46	05/19/25	06/30/25	2011732
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
SUPREME SILICONE K&B 2.8 OZ. WHITE	10065477310000200004	1.0000 EA	\$8.48	\$8.48
MOEN ATTRACT HNDHLD SH 6S BN DISCOUNT	10030171550000400016	1.0000 EA	\$61.98	\$61.98
	00000000000000000005	1.0000 EA	-\$5.00	-\$5.00

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$65.46
TAX	\$0.00
TOTAL	\$65.46

BILL TO:
Acct: 6035 3225 0097 8576
CITY OF DEARBORN
HEIGHTS

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$69.38	05/20/25	06/30/25	1021544
PO: 25066		Store: 2710, DEARBORN HTS, MI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2X10-12 #2 PRIME OR BTR PT GC	10017540770002000002	1.0000 EA	\$28.28	\$28.28
HEX NUT ZINC 3/8 100PC	00005066480000300007	1.0000 BX	\$13.60	\$13.60
CARR BOLT ZINC 3/8 X 3-1/2 (BDA)	00006541160000300007	8.0000 EA	\$0.71	\$5.68
FLAT WASHER ZINC 3/8 100PC	00003300570000300007	1.0000 BX	\$21.82	\$21.82

Purchased by: FOLEY RICHARD A
Customer #: 00054

SUBTOTAL	\$69.38
TAX	\$0.00
TOTAL	\$69.38





Commercial Account



INVOICE

Invoice #: 9540831

Please pay from this invoice.

Account xxxx xxxx xxxx 8576

Transaction Date 04/02/25

Total Invoice Due
by 05/31/25 \$148.00Balance Due if paid online
by 04/22/25 \$145.04CITY OF DEARBORN HEIGHTS
6045 FENTON
ATTN: MATTHEW PAUL

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00061	HEIGHTS DEARBORN	HEIGHTS DEARBORN	DPW OFFICE	
Store / Register #: 2710, DEARBORN HEIGHTS, MI / 54				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
BEHR PPI 2050 EGG UPW 5.00GL	00009247510001500002	1.0000	EA	\$148.00	\$148.00

SUBTOTAL	\$148.00
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$148.00

Early Pay Discount	\$2.96
Balance Due if paid online by 04/22/25	\$145.04

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.

Questions ACCT MGR MICHAEL GASS EXT 2077088 PHONE 1-800-494-1946
About Your (TTY: 711)
Account EMAIL MICHAEL.GASS@CITI.COM FAX 1-877-969-6751

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P.O. Box 790420
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 8576

Amount Due \$148.00

Due Date May 31, 2025

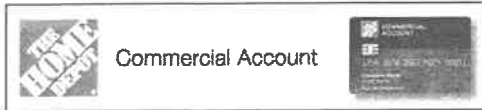
Invoice Number 9540831

Amount Enclosed: \$

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Invoice Enclosed

CITY OF DEARBORN HEIGHTS
6045 FENTON
ATTN: MATTHEW PAUL
DEARBORN HEIGHTS, MI 48127-3287HOME DEPOT CREDIT SERVICES
DEPT. xx - xxxxxx8576
PO BOX 9001043
LOUISVILLE, KY 40290-1043



INVOICE

Invoice #: 1541458

Please pay from this invoice.

CITY OF DEARBORN HEIGHTS
6045 FENTON
ATTN: MATTHEW PAUL

Account **xxxx xxxx xxxx 8576**
Transaction Date **04/10/25**
Total Invoice Due
by 05/31/25 **\$348.00**
Balance Due if paid online
by 04/30/25 **\$341.04**

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00044	ROCKENSUESS CHRISTON	ROCKENSUESS CHRISTON	23065	
Store / Register #: 2710, DEARBORN HEIGHTS, MI / 54				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
HUSKY 52IN MWC W CHARGER	10074690710001100006	1.0000	EA	\$398.00	\$398.00
DISCOUNT	00000000000000000005	1.0000	EA	\$50.00	-\$50.00

SUBTOTAL	\$348.00
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$348.00

Early Pay Discount	\$6.96
Balance Due if paid online by 04/30/25	\$341.04

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.

Questions About Your Account
ACCT MGR MICHAEL GASS EXT 2077088
EMAIL MICHAEL.GASS@CITI.COM

PHONE 1-800-494-1946
(TTY: 711)
FAX 1-877-969-6751

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P.O. Box 790420
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 8576

Amount Due **\$348.00**
Due Date **May 31, 2025**
Invoice Number **1541458**

Invoice Enclosed

Amount Enclosed: \$

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CITY OF DEARBORN HEIGHTS
6045 FENTON
ATTN: MATTHEW PAUL
DEARBORN HEIGHTS, MI 48127-3287

HOME DEPOT CREDIT SERVICES
DEPT. xx - xxxxxx8576
PO BOX 9001043
LOUISVILLE, KY 40290-1043



Commercial Account



INVOICE

Invoice #:

8537410

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Account

xxxx xxxx xxxx 8576

Transaction Date

04/23/25

Total Invoice Due
by 05/31/25

\$71.70

Balance Due if paid online
by 05/13/25

\$70.27

CITY OF DEARBORN HEIGHTS
6045 FENTON
ATTN: MATTHEW PAUL

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00061	HEIGHTS DEARBORN	HEIGHTS DEARBORN	KINGSBURYGATE	
Store / Register #: 2710, DEARBORN HEIGHTS, MI / 53				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
HOMER BUCKET	00001312270001000008	1.0000	EA	\$3.98	\$3.98
FLEXIBLE STEEL CABLE-3/8IN X 15FT	00002285930000500002	1.0000	EA	\$28.00	\$28.00
SET YOUR OWN COMBI 1-1/2 IN. SHACKLE	10064264410000500002	1.0000	EA	\$39.72	\$39.72

SUBTOTAL	\$71.70
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$71.70

Early Pay Discount	\$1.43
Balance Due If paid online by 05/13/25	\$70.27

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.

Questions About Your Account
ACCT MGR MICHAEL GASS EXT 2077088
EMAIL MICHAEL.GASS@CITI.COM

PHONE 1-800-494-1946
 (TTY: 711)
FAX 1-877-969-6751

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P.O. Box 790420
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 8576

Amount Due \$71.70

Due Date May 31, 2025

Invoice Number 8537410

Amount Enclosed: \$

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HOME DEPOT CREDIT SERVICES
 DEPT. xx - xxxxxx8576
 PO BOX 9001043
 LOUISVILLE, KY 40290-1043

Invoice Enclosed

CITY OF DEARBORN HEIGHTS
 6045 FENTON
 ATTN: MATTHEW PAUL
 DEARBORN HEIGHTS, MI 48127-3287



P.O. Box 820 Holland, OH 43528
800-875-2785

Dearborn Heights City
Libraries (MI)
Digital Account
24590 George Street
Dearborn Heights MI 48127

Invoice # 507398275
Customer # 2000018140
Customer Ref #
Payment Terms: Terms: 30 Days Net
Page 1 of 1

Month Ending 06/30/2025

Description	Quantity	Extended Amount
Digital Audiobook	601	1,617.17
Digital BingePass	18	51.32
Digital Comics	15	30.94
Digital Ebook	163	281.13
Digital Movie	55	137.42
Digital Music	24	36.76
Digital Television	54	100.78
Amount Due :	930	2,255.52
Total Due In USD :		2,255.52

7/15/2023
758-737-2025
CIN 12/24/23
172

To view and/or download transactional data for the above charges, please login to your account at
<https://midwesttape.com>

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank
Beneficiary Bank Routing Number: 021052053
Beneficiary Account Name: Midwest Tape LLC
Beneficiary Account #: 14628438

Remit check payments to:
Midwest Tape, LLC
P.O. Box 715733
Cincinnati, OH 45271-5733

Federal ID# 37-1499686

For questions on your invoice, please email us at accountsreceivable@hoopladigital.com



Huron
River
Watershed
Council

117 N. 1st St., Ste 100
Ann Arbor, MI 48104

Invoice

DATE INVOICE #
6/30/2025 2025.01.089

BILL TO

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48111

(734) 519-0225

jkangas@hrwc.org

www.hrwc.org

TERMS

DESCRIPTION

AMOUNT

06/01/2025 Alliance of Downriver Watersheds 2025 Assessment
09/01/2025 Alliance of Downriver Watersheds 2025 Assessment

7,347.51
7,347.51

GL # 592-537-927.000
Ecorse Creek membership

This billing, per the approved ADW 2024 budget, is for the community's assessment related to assistance in meeting the community's stormwater permit requirements under the Michigan Department of Environment, Great Lakes and Energy's MS4 stormwater discharge permit.

Starting in 2022, Huron River Watershed Council assumed the ADW fiduciary role and now manages billings and payments for the group.

Total

\$14,695.02



CLIENT: 100304

INSURANCE INVOICE #: 130

27750 Stansbury Blvd Ste 100
Farmington Hills MI 48334
248-538-0470

www.ibexins.com

City of Dearborn Heights
6045 Fenton St.
Dearborn Heights MI 48127

INVOICE AMOUNT: 5,894.00
TOTAL BALANCE DUE: 118,038.00

6/25/2025 1

DATE DUE	TRANSACTION INFORMATION	AMOUNT
07/25/2025	RENEWAL POLICY EFFECTIVE: 07/01/2025 EWC009643 Midwest Employers Casualty EXCESS WC 07/01/2025 THRU 07/01/2026 25/26 EXSS WORK COMP POLICY RENEWAL	112,144.00
08/14/2025	AUDIT DEBIT Midwest EFFECTIVE: 07/01/2024 EWC009643 Employers Casualty EXCESS WC 07/01/2024 THRU 07/01/2025 24/25 EXSS WORK COMP AUDIT Ok To Pay <i>Mahdi Baydoun</i> 101-200-724.000	5,894.00 2024-2025 Fiscal Year
TOTAL BALANCE DUE:		118,038



CLIENT: 100304

INSURANCE INVOICE #: 130

27750 Stansbury Blvd Ste 100
Farmington Hills MI 48334
248-538-0470

www.ibexins.com

City of Dearborn Heights
6045 Fenton St.
Dearborn Heights MI 48127

INVOICE AMOUNT: 5,894.00
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6/25/2025 1

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TOTAL BALANCE DUE:		118,038



BILL TO:
CITY OF DEARBORN HEIGHTS
16901 MICHIGAN AVE
DEARBORN, MI 48126, US

SHIP TO:
CITY OF DEARBORN HEIGHTS
16901 MICHIGAN AVE
DEARBORN, MI 48126, US

Invoice	
Invoice Number:	6098962
PAGE 1 of 1	
Date	24-MAR-25
Sales Order	310089165
Reference	310089165
Customer PO	099932
Customer Number	20809

REMIT TO

Intrado Life & Safety, Inc
PO Box 74007077
Chicago, IL 60674-7077

Remittance Advice Emails:
accountsreceivable@intrado.com
If you have any questions regarding this invoice, please contact Billing@intrado.com

Payments (including automated payments) can now be made via Etek at <http://www.termsync.com>. Payment Date will reflect the date the payment was received by bank. There may be a delay of up to 5 business days in posting to your account and further delays if payment is not made per remittance instructions noted above. There will be additional charges for rejected and insufficient fund payments made through the Portal.

Terms 30 NET	Due Date 23-APR-25	CITY OF DEARBORN HEIGHTS	Customer Contact	Ship Date 21-MAR-25	Ship Via BESTWAY	Shipping Preference
Item No.	Invoice	Quantity			Unit Price	Extended Amount
1	EN911-EPOMRC Enterprise Endpoint Monthly Recurring Charges	856			1.00	856.00
2	RE911-JUNPRRC 911 response center call fees: Unprovisioned Sub	8			83.63	669.04
3	EN911-LMLMF Location Manager License Minimum Monthly Fee	1			111.50	111.50
Special Instructions		Subtotal		7 PK	Total	
		1,636.54		0.00	USD 1,636.54	

OK TO PAY

101-300-818.000



PO Box 67
Haddon Heights, NJ 08035
856-546-0111
AR@jpwtechnologies.com

Invoice *JD*
Customer Statement

Aging Date: **07/15/25**
Aged By: **Due Date**
Customer Group: **All**

Currency: \$

C-10157

City of Dearborn Heights Water Dept

Phone #:
Fax #:
Address: 24600 Van Born Rd

Contact Person: Dave Borowski
Sales Employee: John Wristbridge

Credit Limit: 0.00
Commitment Limit: 0.00

Prior Period Balance

Document	BP Ref. No.	Post. Date	Due Date	Details	Amount	Balance
DT 10673	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	861.76
DT 10674	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	1,723.52
DT 10675	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	2,585.28
DT 10676	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	861.76	3,447.04
DT 10677	#21379	06/24/25	07/24/25	A/R Down Payment - C-10157	1,075.90	4,522.94
DT 10716	#21379	06/05/25	07/05/25	A/R Down Payment - C-10157	861.76	5,384.70
DT 10717	#21379	06/18/25	06/18/25	A/R Down Payment - C-10157	861.76	6,246.46
Total						\$ 6,246.46

	Balance Due	Future Remit	0 - 30	31 - 60	61 - 90	91 - 120	121+
Total	6,246.46	4,522.94	1,723.52				
Aging (%)	100.000 %	72.408 %	27.592 %				

GL# 592-539-818.000 \$100.00

GL# 592-539-791.000 \$6,146.46

JD
7/15/25



Engineer's Certificate for Payment

Certificate for Payment No. 3

Owner: City of Dearborn Heights

24600 Van Born Road

Dearborn Heights, MI 48125

Contractor: Mark Anthony Contracting, Inc. ✓

4810 Old Plank Rd.

Milford, MI 48381

Job No. DHT 2621-03T

Project: 2024 Street Repair Annapolis, Evangeline, Mayfair, Midway,
Syracuse, Ann Arbor Trail, Timber Trail

Note: Original Contract: 2023 Street Repair Program

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the data comprising the above application, the ENGINEER to the best of his knowledge, information and belief and subject to the limitations stated in the Contract Documents certifies to the OWNER that: (1) Work has progressed to the point indicated, (2) the quality of the Work is in accordance with the Contract Documents, and (3) the CONTRACTOR is entitled to payment of the Total Balance Due This Certificate.

Contract Overview	
2023 Contract Amount : (Original thru CO#01)	\$ 2,497,290.15
2024 Total Change Order Amount : (#01A thru #02)	\$ 7,255,399.62
Current Contract Price :	\$ 9,752,689.77
Remaining Contract Balance :	\$ 5,088,813.42
Payment Certificate Information	
Total Amount Earned :	\$ 1,969,623.82
Less Previous Certificates :	\$ (950,295.34)
Less Retention Amount :	\$ (196,962.38)
Less Inspector Days :	\$ (36,999.38)
Total Balance Due This Certificate :	\$ 785,366.72

Date: Jul. 10, 2025

Substantial Completion Date:

Extended To: Jun. 27, 2025
Nov. 1, 2025

Final Completion Date:

Extended To: Jun. 27, 2025
Dec. 1, 2025

Period Start Date: Oct. 25, 2024

Period End Date: May. 30, 2025

last fiscal year

Prepared By: Jathany Leuenette

Reviewed By:

Vaughn C. Martin

Digitally signed by Vaughn C. Martin
DN: cn=Vaughn C. Martin, o=Wadetrin, ou,
email=vmartin@wadetrin.com, c=US
Date: 2025.07.11 11:34:15 -04'00'

Reviewed

Date

Gregory A. Stanley

Digitally signed by Gregory A. Stanley
DN: cn=Gregory A. Stanley, o, ou,
email=gstanley@wadetrin.com, c=US
Date: 2025.07.10 14:11:27 -04'00'

Construction Department PE

Date

Approved

Date

Certified By:

203-203-880.30
Bank 16
7-21-25



Certificate for Payment No. 3

Owner: City of Dearborn Heights

24600 Van Born Road

Dearborn Heights, MI 48125

Contractor: Mark Anthony Contracting, Inc.

4810 Old Plank Rd.

Milford, MI 48381

Job No. DHT 2621-03T

Project: CO 2023 Street Program Evangeline, Annapolis, Syracuse, MayFair,
Ann Arbor Trail, Timber Trail, Mid Way

CONTRACTOR'S CERTIFICATION

The undersigned CONTRACTOR certifies that to the best of his knowledge, information and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the OWNER, and that current payment shown herein is now due.

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period covered by this Application, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from the OWNER, or its agents, and the owner's ENGINEER, or its agents, in addition to the regular items set forth in the Contract as dated above executed between myself and the OWNER, and in the Change Orders for Work issued by the OWNER in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Contractor's Application for Payment

Date: Jul. 10, 2025

Substantial Completion Date: Jun. 27, 2025

Extended To: Nov. 1, 2025

Final Completion Date: Jun. 27, 2025

Extended To: Dec. 1, 2025

Period Start Date: May. 30, 2025

Period End Date: Jul. 3, 2025

Contract Overview

2023 Contract Amount : (Original thru CO#01)	\$ 2,497,290.15
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Less Retention Amount :	\$ (196,962.38)
Less Inspector Days :	\$ (36,999.38)
Total Balance Due This Certificate:	\$ 785,366.72

Printed Name

Date

Gary P. Evangelista

Digitally signed by Gary P. Evangelista
DN: C=US, E=gary@macinc-mi.com,
O=Mark Anthony Contracting, Inc.,
CN=Gary P. Evangelista
Date: 2025.07.10 11:26:55-04'00'

Signature

Date



Certificate for Payment No. 3

PROJECT NAME: CO 2023 Street Program Evangeline, Annapolis, Syracuse, Mayfair, Ann Arbor Trail, Timber Trail, Mid Way
JOB NO. DHT 2621-03T
CLIENT: City of Dearborn Heights
DATE: July 10, 2025
Contract Date: September 9, 2024
Construction Start Date: August 24, 2024

Substantial Completion Date: Jun 27, 2025
Extended To: Nov 1, 2025
Final Completion Date: Jun 27, 2025
Extended To: Dec 1, 2025
Period Start Date: May 30, 2025
Period End Date: July 3, 2025

Item #	DESCRIPTION	Contract Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Contract Total Per Item	Current Contract Total Per Item	% of Work Complete	Total Qty Paced	Total Amount Earned	Total Amount From Previous Periods	Amount Earned This Period
Annapolis, Evangeline, Mayfair, Midway and Syracuse													
E01-A-146	Mobilization	0	1.00	1.00	LS	\$ 78,300.00	\$ -	\$ 78,300.00	100.00%	1.00	\$ 78,300.00	\$ 62,640.00	\$ 15,660.00
E01-A-147	Pavement Removal	0	20,500.00	20,500.00	SY	\$ 12.71	\$ -	\$ 260,555.00	100.00%	20,500.00	\$ 260,555.00	\$ 90,778.00	\$ 169,777.00
E01-A-148	Storm Sewer, Remove, 12 inch or less	0	50.00	50.00	LF	\$ 58.17	\$ -	\$ 2,908.50	20.00%	10.00	\$ 581.70	\$ -	\$ 581.70
E01-A-149	Manhole, Remove	0	5.00	5.00	EA	\$ 569.73	\$ -	\$ 2,848.65	20.00%	1.00	\$ 569.73	\$ -	\$ 569.73
E01-A-150	Catch Basin or Inlet, Remove	0	5.00	5.00	EA	\$ 304.26	\$ -	\$ 1,521.30	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-151	Pavement, Concrete, 7 inch	0	20,500.00	20,500.00	SY	\$ 52.58	\$ -	\$ 1,077,890.00	60.44%	12,389.50	\$ 651,439.91	\$ 309,485.88	\$ 341,954.03
E01-A-152	Concrete Drives and Sidewalks, Remove	0	13,100.00	13,100.00	SF	\$ 1.58	\$ -	\$ 20,698.00	50.76%	6,649.50	\$ 10,506.21	\$ 4,052.70	\$ 6,453.51
E01-A-153	Subgrade Undercutting and 21A Backfill	0	2,200.00	2,200.00	CY	\$ 62.59	\$ -	\$ 137,698.00	20.30%	446.65	\$ 27,955.82	\$ 9,707.71	\$ 18,248.11
E01-A-154	Earth Excavation	0	5,900.00	5,900.00	CY	\$ 42.78	\$ -	\$ 252,402.00	56.82%	3,352.33	\$ 143,412.68	\$ 76,597.59	\$ 66,815.09
E01-A-155	Aggregate Base Course, 21A	0	6,900.00	6,900.00	Ton	\$ 26.83	\$ -	\$ 185,127.00	85.61%	5,907.33	\$ 158,493.66	\$ 65,459.83	\$ 93,033.83
E01-A-156	Maintenance Aggregate	0	610.00	610.00	Ton	\$ 30.38	\$ -	\$ 18,531.80	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-157	Adjust Structure	0	72.00	72.00	EA	\$ 261.89	\$ -	\$ 18,856.08	45.83%	33.00	\$ 8,642.37	\$ 2,095.12	\$ 6,547.25
E01-A-158	Reconstruct Structure	0	30.00	30.00	VF	\$ 209.99	\$ -	\$ 6,299.70	45.00%	13.50	\$ 2,834.87	\$ -	\$ 2,834.87
E01-A-159	Sanitary Manhole Cover	0	8.00	8.00	EA	\$ 528.85	\$ -	\$ 4,230.80	50.00%	4.00	\$ 2,115.40	\$ 2,115.40	\$ -
E01-A-160	Storm Manhole Cover	0	18.00	18.00	EA	\$ 390.56	\$ -	\$ 7,030.08	11.11%	2.00	\$ 781.12	\$ -	\$ 781.12
E01-A-161	Gate Box and Cover	0	3.00	3.00	EA	\$ 1,500.00	\$ -	\$ 4,500.00	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-162	Gate Well Cover	0	13.00	13.00	EA	\$ 528.85	\$ -	\$ 6,875.05	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-163	Catch Basin Cover	0	31.00	31.00	EA	\$ 307.57	\$ -	\$ 9,534.67	90.32%	28.00	\$ 8,611.96	\$ -	\$ 8,611.96
E01-A-164	Inlet Filter	0	52.00	52.00	EA	\$ 77.80	\$ -	\$ 4,045.60	92.31%	48.00	\$ 3,734.40	\$ 1,789.40	\$ 1,945.00
E01-A-165	Edge Drain with Geotextile Fabric Wrap, 6 inch	0	11,500.00	11,500.00	LF	\$ 13.90	\$ -	\$ 159,850.00	83.40%	9,591.00	\$ 133,314.90	\$ 65,024.20	\$ 68,290.70
E01-A-166	Storm Sewr, 12 inch, RCP, Trench B	0	50.00	50.00	LF	\$ 129.68	\$ -	\$ 6,484.00	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-167	Standard Storm Manhole	0	5.00	5.00	EA	\$ 429.34	\$ -	\$ 21,467.20	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-168	Standard Storm Catch Basin	0	5.00	5.00	EA	\$ 2,974.94	\$ -	\$ 14,874.70	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-169	Standard Storm Inlet	0	5.00	5.00	EA	\$ 2,974.94	\$ -	\$ 14,874.70	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-170	Concrete Sidewalk Ramp, ADA, 6 inch	0	6,300.00	6,300.00	SF	\$ 11.33	\$ -	\$ 71,379.00	11.78%	742.00	\$ 8,406.86	\$ 5,189.14	\$ 3,217.72
E01-A-171	Concrete Sidewalk, 4 inch	0	5,050.00	5,050.00	SF	\$ 6.71	\$ -	\$ 33,885.50	18.61%	940.00	\$ 6,307.40	\$ 5,300.90	\$ 1,006.50
E01-A-172	Concrete Drives and Sidewalk, 6 inch	0	1,200.00	1,200.00	SF	\$ 21.84	\$ -	\$ 26,208.00	100.00%	1,200.00	\$ 26,208.00	\$ 26,208.00	\$ -
E01-A-173	Concrete Drives and Sidewalk, 8 inch	0	500.00	500.00	SF	\$ 26.84	\$ -	\$ 13,420.00	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-174	Restoration with 3 inches Topsoil and Nursery Sod	0	3,800.00	3,800.00	SY	\$ 17.97	\$ -	\$ 68,286.00	22.75%	864.60	\$ 15,536.86	\$ 4,826.74	\$ 10,710.12
E01-A-175	Clean and Seal Joints and Cocks, Annapolis	0	1.00	1.00	LS	\$ 357.94	\$ -	\$ 357.94	0.00%	0.00	\$ -	\$ -	\$ -
E01-A-176	Traffic Maintenance and Control, Annapolis	0	1.00	1.00	LS	\$ 1,600.00	\$ -	\$ 1,600.00	100.00%	1.00	\$ 1,600.00	\$ -	\$ 1,600.00
E01-A-177	Audio-Video Route Survey, Annapolis	0	1.00	1.00	LS	\$ 500.00	\$ -	\$ 500.00	100.00%	1.00	\$ 500.00	\$ -	\$ 500.00
E01-A-178	Clean and Seal Joints and Cracks, Evangeline	0	1.00	1.00	LS	\$ 357.94	\$ -	\$ 357.94	100.00%	1.00	\$ 357.94	\$ 357.94	\$ -
E01-A-179	Traffic Maintenance and Control, Evangeline	0	1.00	1.00	LS	\$ 1,600.00	\$ -	\$ 1,600.00	100.00%	1.00	\$ 1,600.00	\$ 1,600.00	\$ -
E01-A-180	Audio-Video Route Survey, Evangeline	0	1.00	1.00	LS	\$ 500.00	\$ -	\$ 500.00	100.00%	1.00	\$ 500.00	\$ 500.00	\$ -
E01-A-181	Clean and Seal Joints and Cracks, Mayfair	0	1.00	1.00	LS	\$ 357.94	\$ -	\$ 357.94	100.00%	1.00	\$ 357.94	\$ -	\$ 357.94



Certificate for Payment No. 3

PROJECT NAME: CO 2023 Street Program Evangeline, Amnopolis, Syracuse, Mayfair, Ann Arbor Trail, Timber Trail, Mid Way
JOB NO. DHT 2621-03T
CLIENT: City of Dearborn Heights
DATE: July 10, 2025
Contract Date: September 9, 2024
Construction Start Date: August 24, 2024

Substantial Completion Date: Jun 27, 2025
Extended To: Nov 1, 2025
Final Completion Date: Jun 27, 2025
Extended To: Dec 1, 2025
Period Start Date: May 30, 2025
Period End Date: July 3, 2025

Item #	DESCRIPTION	Contract Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Contract Total Per Item	Current Contract Total Per Item	% of Work Complete	Total Qty Paced	Total Amount Earned	Total Amount From Previous Periods	Amount Earned This Period
E01A-182	Traffic Maintenance and Control, Mayfair	0	1.00	1.00	LS	\$ 1,600.00	\$ -	\$ 1,600.00	100.00%	1.00	\$ 1,600.00	\$ 1,600.00	\$ -
E01A-183	Audio- Video Route Survey, Mayfair	0	1.00	1.00	LS	\$ 500.00	\$ -	\$ 500.00	100.00%	1.00	\$ 500.00	\$ 500.00	\$ -
E01A-184	Clean and Seal Joints and Cracks, Midway	0	1.00	1.00	LS	\$ 357.94	\$ -	\$ 357.94	0.00%	0.00	\$ -	\$ -	\$ -
E01A-185	Traffic Maintenance and Control, Midway	0	1.00	1.00	LS	\$ 1,600.00	\$ -	\$ 1,600.00	100.00%	1.00	\$ 1,600.00	\$ 1,600.00	\$ -
E01A-186	Audio- Video Route Survey, Midway	0	1.00	1.00	LS	\$ 500.00	\$ -	\$ 500.00	100.00%	1.00	\$ 500.00	\$ 500.00	\$ -
E01A-187	Clean and Seal Joints and Cracks, Syracuse	0	1.00	1.00	LS	\$ 357.94	\$ -	\$ 357.94	100.00%	1.00	\$ 357.94	\$ -	\$ 357.94
E01A-188	Traffic Maintenance and Control, Syracuse	0	1.00	1.00	LS	\$ 1,600.00	\$ -	\$ 1,600.00	100.00%	1.00	\$ 1,600.00	\$ 1,600.00	\$ -
E01A-189	Audio- Video Route Survey, Syracuse	0	1.00	1.00	LS	\$ 500.00	\$ -	\$ 500.00	100.00%	1.00	\$ 500.00	\$ 500.00	\$ -
E01A-190	Inspector Days	0	150.00	150.00	DAY	\$ 820.00	\$ -	\$ 123,000.00	39.98%	59.97	\$ 49,174.38	\$ 25,496.88	\$ 23,677.50
Ann Arbor Trail Ph 1, Ann Arbor Trail Ph 2, Timber Trail													
E02A-191	Mobilization, Max. 10%	0	1.00	1.00	LS	\$ 140,000.00	\$ -	\$ 140,000.00	50.00%	0.50	\$ 70,000.00	\$ 70,000.00	\$ -
E02A-192	Traffic Maintenance Control, Ann Arbor Trail Phase 1	0	1.00	1.00	LS	\$ 31,000.00	\$ -	\$ 31,000.00	50.00%	0.50	\$ 15,500.00	\$ -	\$ 15,500.00
E02A-193	Traffic Maintenance Control, Ann Arbor Trail Phase 2	0	1.00	1.00	LS	\$ 28,000.00	\$ -	\$ 28,000.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-194	Traffic Maintenance Control, Timber Trail	0	1.00	1.00	LS	\$ 15,500.00	\$ -	\$ 15,500.00	100.00%	1.00	\$ 15,500.00	\$ 15,500.00	\$ -
E02A-195	Audio-Video Route Survey, Ann Arbor Trail Phase 1	0	1.00	1.00	LS	\$ 1,800.00	\$ -	\$ 1,800.00	100.00%	1.00	\$ 1,800.00	\$ -	\$ 1,800.00
E02A-196	Audio-Video Route Survey, Ann Arbor Trail Phase 2	0	1.00	1.00	LS	\$ 1,200.00	\$ -	\$ 1,200.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-197	Audio-Video Route Survey, Timber Trail	0	1.00	1.00	LS	\$ 800.00	\$ -	\$ 800.00	100.00%	1.00	\$ 800.00	\$ 800.00	\$ -
E02A-198	Clean and Seal Joints and Cracks, Ann Arbor Trail Phase 1	0	1.00	1.00	LS	\$ 35,000.00	\$ -	\$ 35,000.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-199	Clean and Seal Joints and Cracks, Ann Arbor Trail Phase 2	0	1.00	1.00	LS	\$ 25,000.00	\$ -	\$ 25,000.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-200	Clean and Seal Joints and Cracks, Timber Trail	0	1.00	1.00	LS	\$ 3,600.00	\$ -	\$ 3,600.00	100.00%	1.00	\$ 3,600.00	\$ -	\$ 3,600.00
E02A-201	Monument Protection	0	1.00	1.00	LS	\$ 1,200.00	\$ -	\$ 1,200.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-202	Reimbursed Permit Fees	0	3,000.00	3,000.00	Dollar	\$ 1.00	\$ -	\$ 3,000.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-203	Pavement Removal	0	36,600.00	36,600.00	SY	\$ 12.71	\$ -	\$ 465,186.00	11.88%	4,348.00	\$ 55,263.08	\$ 55,263.08	\$ -
E02A-204	Inlet Filter	0	54.00	54.00	EA	\$ 77.80	\$ -	\$ 4,201.20	9.26%	5.00	\$ 389.00	\$ 389.00	\$ -
E02A-205	Storm Sewer, Remove, 12 inch or less	0	30.00	30.00	LP	\$ 58.17	\$ -	\$ 1,745.10	0.00%	0.00	\$ -	\$ -	\$ -
E02A-206	Catch Basin or Inlet, Remove	0	7.00	7.00	EA	\$ 304.26	\$ -	\$ 2,129.82	0.00%	0.00	\$ -	\$ -	\$ -
E02A-207	HMA Surface Removal	0	500.00	500.00	SY	\$ 10.00	\$ -	\$ 5,000.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-208	Pavement, Concrete, 7 inch	0	2,100.00	2,100.00	SY	\$ 52.28	\$ -	\$ 110,418.00	100.00%	2,100.00	\$ 110,418.00	\$ 110,418.00	\$ -
E02A-209	Pavement, Concrete, 8 inch	0	34,500.00	34,500.00	SY	\$ 58.00	\$ -	\$ 2,001,000.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-210	Earth Excavation	0	8,750.00	8,750.00	SY	\$ 42.28	\$ -	\$ 374,325.00	4.22%	369.00	\$ 15,785.82	\$ 15,785.82	\$ -
E02A-211	Concrete Drives and Sidewalk, Remove	0	10,350.00	10,350.00	SY	\$ 1.58	\$ -	\$ 16,353.00	5.84%	604.00	\$ 954.32	\$ 954.32	\$ -
E02A-212	Subgrade Undercut and 21 AA Backfill	0	450.00	450.00	SY	\$ 62.39	\$ -	\$ 28,165.50	0.00%	0.00	\$ -	\$ -	\$ -
E02A-213	Maintenance Aggregate	0	450.00	450.00	Ton	\$ 30.38	\$ -	\$ 13,671.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-214	Aggregate Base Course, 21 AA	0	16,420.00	16,420.00	Ton	\$ 26.83	\$ -	\$ 440,548.60	5.81%	953.95	\$ 25,594.48	\$ 25,594.48	\$ -
E02A-215	Adjust Structure	0	54.00	54.00	EA	\$ 261.89	\$ -	\$ 14,142.06	9.26%	5.00	\$ 1,309.45	\$ 1,309.45	\$ -
E02A-216	Edge Drain with Geotextile Fabric, Wrap, 6 inch	0	16,000.00	16,000.00	LP	\$ 13.90	\$ -	\$ 222,400.00	8.59%	1,374.00	\$ 19,098.60	\$ 19,098.60	\$ -



Certificate for Payment No. 3

PROJECT NAME: CO 2023 Street Program Evangeline, Annapolis, Syracuse, Mayfair, Ann Arbor Trail, Timber Trail, Mid Way
JOB NO. DHT 2621-03T
CLIENT: City of Dearborn Heights
DATE: July 10, 2025
Contract Date: September 9, 2024
Construction Start Date: August 24, 2024

Substantial Completion Date: Jun 27, 2025
Extended To: Nov 1, 2025
Final Completion Date: Jun 27, 2025
Extended To: Dec 1, 2025
Period Start Date: May 30, 2025
Period End Date: July 3, 2025

Item #	DESCRIPTION	Contract Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Contract Total Per Item	Current Contract Total Per Item	% of Work Complete	Total Qty Placed	Total Amount Earned	Total Amount From Previous Periods	Amount Earned This Period
E02A-217	Curb and Gutter, Detail M	0	30.00	30.00	LF	\$ 35.00	\$ -	\$ 1,050.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-218	Concrete Sidewalk Ramp, ADA, 6 inch	0	875.00	875.00	SF	\$ 11.33	\$ -	\$ 9,913.75	22.86%	200.00	\$ 2,266.00	\$ 1,133.00	\$ 1,133.00
E02A-219	Concrete Sidewalk, 4 inch	0	650.00	650.00	SF	\$ 6.71	\$ -	\$ 4,361.50	49.23%	320.00	\$ 2,147.20	\$ 1,073.60	\$ 1,073.60
E02A-220	Concrete Sidewalk, 8 inch	0	165.00	165.00	SF	\$ 25.00	\$ -	\$ 4,125.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-221	Concrete Drives and Sidewalk, 6 inch	0	7,500.00	7,500.00	SF	\$ 21.84	\$ -	\$ 163,800.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-222	HMA, 5BML for Driveways (Match Thickness)	0	111.00	111.00	Ton	\$ 210.00	\$ -	\$ 23,310.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-223	Restoration with 3 inches Topsoil and Nursery Sod	0	5,380.00	5,380.00	SY	\$ 17.97	\$ -	\$ 96,678.60	4.42%	237.70	\$ 4,271.47	\$ -	\$ 4,271.47
E02A-224	Storm Manhole Cover	0	3.00	3.00	EA	\$ 390.56	\$ -	\$ 1,171.68	0.00%	0.00	\$ -	\$ -	\$ -
E02A-225	Gate Well Cover	0	2.00	2.00	EA	\$ 528.85	\$ -	\$ 1,057.70	0.00%	0.00	\$ -	\$ -	\$ -
E02A-226	Catch Basin Cover	0	50.00	50.00	EA	\$ 307.57	\$ -	\$ 15,378.50	10.00%	5.00	\$ 1,537.85	\$ 1,537.85	\$ -
E02A-227	Storm Sewer, RCP, 12 inch, Trench B	0	30.00	30.00	LF	\$ 129.68	\$ -	\$ 3,890.40	0.00%	0.00	\$ -	\$ -	\$ -
E02A-228	Standard Storm Catch Basin	0	3.00	3.00	EA	\$ 2,974.94	\$ -	\$ 8,924.82	0.00%	0.00	\$ -	\$ -	\$ -
E02A-229	Standard Storm Inlet	0	4.00	4.00	EA	\$ 2,974.94	\$ -	\$ 11,899.76	0.00%	0.00	\$ -	\$ -	\$ -
E02A-230	Sign, Type IIIA	0	46.00	46.00	SF	\$ 36.00	\$ -	\$ 1,656.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-231	Sign, Type IIIB	0	35.00	35.00	SF	\$ 36.00	\$ -	\$ 1,260.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-232	Post, Steel, 3 lb	0	60.00	60.00	LF	\$ 18.00	\$ -	\$ 1,080.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-233	Pavt Mfrg, Polyurea, 4 inch, Yellow	0	8,100.00	8,100.00	LF	\$ 1.75	\$ -	\$ 14,175.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-234	Pavt Mfrg, Polyurea, 4 inch, White	0	200.00	200.00	LF	\$ 1.75	\$ -	\$ 350.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-235	Pavt Mfrg, Polyurea, 18 inch Stop Bar	0	312.00	312.00	LF	\$ 14.91	\$ -	\$ 4,651.92	0.00%	0.00	\$ -	\$ -	\$ -
E02A-236	Pavt Mfrg, Polyurea, 24 inch Stop Bar	0	19.00	19.00	LF	\$ 40.00	\$ -	\$ 760.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-237	Pavt Mfrg, Polyurea, 6 inch, Crosswalk	0	412.00	412.00	LF	\$ 4.20	\$ -	\$ 1,730.40	0.00%	0.00	\$ -	\$ -	\$ -
E02A-238	Pavt Mfrg, Polyurea, 12 inch, Crosswalk	0	308.00	308.00	LF	\$ 14.91	\$ -	\$ 4,592.28	0.00%	0.00	\$ -	\$ -	\$ -
E02A-239	Pavt Mfrg, Polyurea, 11 Turn Arrow	0	1.00	1.00	EA	\$ 300.00	\$ -	\$ 300.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-240	Pavt Mfrg, Polyurea, R1 Turn Arrow	0	1.00	1.00	EA	\$ 300.00	\$ -	\$ 300.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-241	Pavt Mfrg, Polyurea, Turn Arrow	0	1.00	1.00	EA	\$ 270.00	\$ -	\$ 270.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-242	Pavt Mfrg, Polyurea, Only	0	3.00	3.00	EA	\$ 300.00	\$ -	\$ 900.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-243	Rent Curing Compound, for Spec Mfrg	0	1,055.00	1,055.00	SF	\$ 4.20	\$ -	\$ 4,431.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-244	Rent Curing Compound, for Longit Mfrg, 4 inch	0	8,100.00	8,100.00	LF	\$ 1.25	\$ -	\$ 10,125.00	0.00%	0.00	\$ -	\$ -	\$ -
E02A-245	Concrete Admix, Viscosity Modifier	0	37,000.00	37,000.00	SY	\$ 0.50	\$ -	\$ 18,500.00	5.99%	2,218.00	\$ 1,109.00	\$ 1,109.00	\$ -
E02A-246	Inspector Days	0	225.00	225.00	Days	\$ 860.00	\$ -	\$ 193,500.00	6.83%	15.38	\$ 13,222.50	\$ 11,502.50	\$ 1,720.00
Improvement Totals							\$ -	\$ 7,255,399.62	27.15%		\$ 1,969,623.82	\$ 1,096,994.13	\$ 872,629.65



Certificate for Payment No. 3

PROJECT NAME: CO 2023 Street Program Evangeline, Annepolis, Syracuse, MayFair, Ann Arbor Trail, Timber Trail, Mid Way
JOB NO. DHT 2621-03T
CLIENT: City of Dearborn Heights
DATE: July 10, 2025
Contract Date: September 9, 2024
Construction Start Date: August 24, 2024

Substantial Completion Date: Jun 27, 2025
Extended To: Nov 1, 2025
Final Completion Date: Jun 27, 2025
Extended To: Dec 1, 2025
Period Start Date: May 30, 2025
Period End Date: July 3, 2025

Item #	DESCRIPTION	Contract Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Contract Total Per Item	Current Contract Total Per Item	% of Work Complete	Total Qty Placed	Total Amount Earned	Total Amount From Previous Periods	Amount Earned This Period
INSPECTOR DAYS USED BY CONTRACTOR													
Item #	DESCRIPTION	Plan Qty	(+/-) Qty	Rev. Qty	Unit	Unit Price	Original Contract Total	Current Contract Total	% of Days Bid	Total Qty	Total Amount	Total Amount From Previous Periods	Amount Due This Period
E01A-190	Inspector Days Used	14.000	150.00	150.00	Days	\$ 820.00	\$ -	\$ 123,000.00	39.98%	59,968	\$ 49,174.38	\$ 25,496.88	\$ 23,677.50
E02A-246	Inspector Days Used	21.000	225.00	225.00	Days	\$ 860.00	\$ -	\$ 193,500.00	6.83%	15,3750	\$ 13,222.50	\$ 11,502.50	\$ 1,720.00
Totals to Date													



Michigan
Humane

INVOICE # DH 2506

City of Dearborn Heights
Attn: Bill Dishroon
25637 Michigan Avenue
Dearborn Heights, MI 48125

Animal handling contract for month ending **June 30, 2025**

Total # of additional court billable days:	-
Boarding rate per billable day:	\$ 55.00
	<u>\$ -</u>

Flat Rate Boarding Fees = \$ 7,155.00

Sick Injured Wildlife billable days:	0.00
Boarding Rate per billable day:	\$ 60.00
Sick/Injured Wildlife Boarding Fees=	<u>\$ -</u>

Number of wildlife litters:	0.00
Fee per wildlife litter:	\$ 85.00
Wildlife litter fees =	<u>\$ -</u>

Healthy Wildlife billable days	0.00
Boarding Rate per billable day	\$ 85.00
Healthy Wildlife Fees	<u>\$ -</u>

Rabies testing fees =	\$ -
Total =	<u>\$ 7,155.00</u>

Less

Pick-up Fees	\$ 128.00
Boarding Fees	\$ 476.00
	<u>\$ 604.00</u>

Total Due = \$ 6,551.00

[Signature]
Approved
Date 7-23-25

GL- 101-426-806,000

Animal ID	Species	Outcome Type	Outcome Date	Intake Type	Intake Subtype	Intake Date	Intake Contract Jurisdiction
A0058073486	Cat	Adoption	6/18/2025 5:53 PM	Stray	Without ID no bite history	6/6/2025 9:35 AM	Dearborn Heights
A0058652583	Cat	Adoption	6/1/2025 3:30 PM	Stray	Without ID no bite history	6/2/2025 3:03 PM	Dearborn Heights
A0058628644	Dog	Transfer In		Transfer In	ACO Stray w/out ID no bite his	6/3/2025 8:13 AM	Dearborn Heights
A0058638271	Cat			Stray	Without ID no bite history	6/3/2025 11:11 AM	Dearborn Heights
A0058626272	Cat			Stray	Without ID no bite history	6/3/2025 11:11 AM	Dearborn Heights
A0058628274	Cat			Stray	Without ID no bite history	6/3/2025 11:11 AM	Dearborn Heights
A0058628276	Cat			Stray	Without ID no bite history	6/3/2025 11:11 AM	Dearborn Heights
A00586532891	Cat	Transfer In		Transfer In	ACO Stray w/out ID no bite his	6/3/2025 3:37 PM	Dearborn Heights
A00586536675	Dog			Stray	Without ID no bite history	6/4/2025 10:13 AM	Dearborn Heights
A0058644477	Dog			Transfer In	ACO Stray w/out ID no bite his	6/5/2025 8:06 AM	Dearborn Heights
A0058644880	Dog			Transfer In	ACO Stray w/out ID no bite his	6/5/2025 8:06 AM	Dearborn Heights
A0058651740	Cat			Transfer In	ACO Stray with ID no bite hist	6/5/2025 5:26 PM	Dearborn Heights
A0058654318	Dog	Return to Owner/Quarantine	6/6/2025 2:22 PM	Transfer In	ACO Stray w/out ID no bite his	6/6/2025 11:43 AM	Dearborn Heights
A0058655571	Cat			Stray	Without ID no bite history	6/6/2025 12:24 PM	Dearborn Heights
A0058655577	Cat	Adoption	6/19/2025 5:43 PM	Stray	Without ID no bite history	6/6/2025 12:24 PM	Dearborn Heights
A0058659817	Dog	Return to Owner/Quarantine	6/7/2025 3:18 PM	Transfer In	ACO Stray w/out ID no bite his	6/6/2025 4:11 PM	Dearborn Heights
A00586583258	Cat			Stray	Without ID no bite history	6/7/2025 2:52 PM	Dearborn Heights
A0058669534	Cat			Stray	Without ID no bite history	6/6/2025 11:08 AM	Dearborn Heights
A0058669535	Cat			Stray	Without ID no bite history	6/6/2025 11:08 AM	Dearborn Heights
A0058669549	Cat			Stray	Without ID no bite history	6/6/2025 11:08 AM	Dearborn Heights
A0058669553	Cat	Adoption	6/28/2025 2:34 PM	Stray	Without ID no bite history	6/6/2025 11:08 AM	Dearborn Heights
A0058669555	Cat	Adoption	6/28/2025 12:33 PM	Stray	Without ID no bite history	6/6/2025 11:08 AM	Dearborn Heights
A0058671718	Cat	Adoption	6/23/2025 12:14 PM	Stray	Without ID no bite history	6/6/2025 1:09 PM	Dearborn Heights
A0058671726	Cat	Adoption	6/23/2025 12:14 PM	Stray	Without ID no bite history	6/6/2025 1:09 PM	Dearborn Heights
A0058671426	Cat	Euthanasia	6/9/2025 1:37 PM	Stray	Without ID no bite history	6/9/2025 1:26 PM	Dearborn Heights
A0058671661	Cat	Euthanasia	6/24/2025 3:25 PM	Stray	Without ID no bite history	6/9/2025 1:44 PM	Dearborn Heights
A0058672124	Dog	Euthanasia	6/24/2025 3:25 PM	Transfer In	ACO Abandonment no bite hist	6/9/2025 2:20 PM	Dearborn Heights
A0058672420	Dog	Adoption	7/7/2025 1:30 PM	Transfer In	ACO Abandonment no bite hist	6/9/2025 2:44 PM	Dearborn Heights
A0058689526	Dog	Return to Owner/Quarantine	6/11/2025 3:31 PM	Transfer In	ACO Stray w/out ID no bite his	6/7/2025 1:38 PM	Dearborn Heights
A0058689528	Dog			Transfer In	ACO Stray w/out ID no bite his	6/7/2025 5:05 PM	Dearborn Heights
A00586897284	Cat	Transfer In		Transfer In	ACO Stray w/out ID no bite his	6/12/2025 1:56 PM	Dearborn Heights
A00586897293	Cat			Transfer In	ACO Stray w/out ID no bite his	6/12/2025 1:56 PM	Dearborn Heights
A00586897294	Cat			Transfer In	ACO Stray w/out ID no bite his	6/12/2025 1:56 PM	Dearborn Heights
A0058700352	Dog			Stray	Without ID no bite history	6/12/2025 5:38 PM	Dearborn Heights
A0058706180	Cat			Stray	Without ID no bite history	6/13/2025 2:57 PM	Dearborn Heights
A0058716534	Cat	Died	6/14/2025 1:51 PM	Stray	Without ID no bite history	6/19/2025 10:31 AM	Dearborn Heights
A0058716534	Cat	Adoption	7/9/2025 3:26 PM	Stray	Without ID no bite history	6/19/2025 12:47 PM	Dearborn Heights
A0058736689	Cat	Adoption		Stray	Without ID no bite history	6/19/2025 1:45 PM	Dearborn Heights
A0058737667	Cat	Adoption	7/7/2025 3:11 PM	Stray	With ID no bite history	6/19/2025 2:43 PM	Dearborn Heights
A0058738579	Dog	Transfer In		Transfer In	ACO Abandonment no bite hist	6/19/2025 4:02 PM	Dearborn Heights
A0058739502	Dog			Transfer In	ACO Abandonment no bite hist	6/19/2025 4:02 PM	Dearborn Heights
A0058739502	Dog			Transfer In	ACO Stray w/out ID no bite his	6/19/2025 4:02 PM	Dearborn Heights
A0058742391	Dog			Transfer In	ACO Stray w/out ID no bite his	6/19/2025 10:58 AM	Dearborn Heights
A0058747239	Dog			Transfer In	ACO Stray w/out ID no bite his	6/20/2025 8:00 AM	Dearborn Heights
A0058747684	Cat	Transfer Out		Stray	Without ID no bite history	6/20/2025 9:34 AM	Dearborn Heights
A0058751069	Cat			Stray	Without ID no bite history	6/20/2025 2:09 PM	Dearborn Heights
A0058753304	Dog			Transfer In	ACO Stray w/out ID no bite his	6/20/2025 4:47 PM	Dearborn Heights
A0058753769	Dog			Transfer In	ACO Stray with ID no bite hist	6/20/2025 5:32 PM	Dearborn Heights
A0058756196	Cat			Stray	Without ID no bite history	6/20/2025 12:23 PM	Dearborn Heights
A0058756174	Dog	Return to Owner/Quarantine	6/23/2025 1:01 PM	Transfer In	ACO Stray with ID no bite hist	6/21/2025 5:25 PM	Dearborn Heights
A0058756174	Dog			Transfer In	ACO Stray with ID no bite hist	6/21/2025 5:25 PM	Dearborn Heights
A00587677166	Cat	Adoption	7/2/2025 11:17 AM	Stray	Without ID no bite history	6/23/2025 3:44 PM	Dearborn Heights
A0058771305	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771306	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771308	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771310	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771311	Cat	Return to Owner/Quarantine	7/1/2025 11:14 AM	Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771311	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771311	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771311	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058771311	Cat			Stray	Without ID no bite history	6/24/2025 9:59 AM	Dearborn Heights
A0058779135	Cat	Return to Owner/Quarantine	7/1/2025 11:14 AM	Transfer In	ACO Stray w/out ID no bite his	6/25/2025 8:21 AM	Dearborn Heights
A0058784428	Cat			Transfer In	ACO Stray w/out ID no bite his	6/25/2025 3:52 PM	Dearborn Heights
A0058784469	Cat			Transfer In	ACO Stray w/out ID no bite his	6/25/2025 3:55 PM	Dearborn Heights

Animal ID	Species	Outcome Type	Outcome Date	Intake Type	Intake Subtype	Intake Date	Intake Contract
A00591675	Cat			Transfer In	ACO Stray w/out ID no bite his	8/26/2025 2:48 PM	Dearborn Heights
A0059793419	Dog			Transfer In	ACO Stray w/out ID no bite his	8/28/2025 4:15 PM	Dearborn Heights
A005905578	Dog			Stray	Without ID no bite history	8/28/2025 2:28 PM	Dearborn Heights
A005917203	Cat			Stray	Without ID no bite history	8/30/2025 4:45 PM	Dearborn Heights
A00591675	Dog	Return to Owner/Owner	8/27/2025 12:30 AM	Stray	Without ID no bite history	8/27/2025 12:30 AM	Dearborn Heights
A00591675	Dog	Return to Owner/Owner	8/27/2025 12:30 AM	Transfer In	Without ID no bite history	8/27/2025 12:30 AM	Dearborn Heights

Invoice Date
7/24/2025



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Mariana Hernandez
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
RRM: Michigan Municipal Risk Management Authority

14001 Merriman
Livonia, MI 48154
734.513.0300 / 800.243.1324

POLICY SUMMARY		
Policy Number	M0001000	
Policy Term	25	
Policy Period	7/1/2025 - 7/1/2026	
General Fund Contribution	\$1,451,081.00	
ACCOUNT SUMMARY		
Policy Period Annual Contribution	Payments	Balance Due for Policy Period
\$1,451,081.00	\$0.00	\$1,451,081.00
BILLING SUMMARY		
Installment Due	General Fund	
9/6/2025	\$722,627.00	
9/7/2025	\$5,827.00	
11/3/2025	\$361,313.50	
1/1/2026	\$361,313.50	
TOTAL	\$1,451,081.00	

CHANGE BILL

REMITTANCE ADVICE
Please detach and return with your payment



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Invoice Date
7/24/2025

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
Policy Number # M0001000

*OK to pay
Hana H.*

	Amount	Due Date
Past Due	\$0.00	Due Now
Installment Due	\$5,827.00	9/7/2025

Member #: M0001000

THIS AMENDMENT AFFECTS THE MEMBER'S COVERAGE.

Member: City of Dearborn Heights

COVERAGE AMENDMENT # 1

It is hereby understood and agreed that effective 7/1/2025, the below changes have been made to this Coverage Document:

Added to Auto Schedule:

2025 Ford Explorer VIN: 1FM5K8AB2SGC34080 Plate: 010x927

2025 Ford Explorer VIN: 1FM5K8AB0SGC32523 Plate: 010x918

2025 Ford Explorer VIN: 1FM5K8AB6SGC34132 Plate: 010x895

Change in Contribution: \$5,827.00

All other terms, conditions and exclusions remain unchanged.

Invoice Date
7/23/2025



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Mariana Hernandez
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
RRM: Michigan Municipal Risk Management Authority

14001 Merriman
Livonia, MI 48154
734.513.0300 / 800.243.1324

POLICY SUMMARY		
Policy Number	M0001000	
Policy Term	25	
Policy Period	7/1/2025 - 7/1/2026	
General Fund Contribution	\$1,445,254.00	

ACCOUNT SUMMARY		
Policy Period Annual Contribution	Payments	Balance Due for Policy Period
\$1,445,254.00	\$0.00	\$1,445,254.00

BILLING SUMMARY		
Installment Due	General Fund	
9/6/2025	\$722,627.00	
11/3/2025	\$361,313.50	
1/1/2026	\$361,313.50	
TOTAL	\$1,445,254.00	

FIRST INSTALLMENT

REMITTANCE ADVICE
Please detach and return with your payment



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

*ok to pay
Mariana H.*

Invoice Date
7/23/2025

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
Policy Number # M0001000

	Amount	Due Date
Past Due	\$0.00	Due Now
Installment Due	\$722,627.00	9/6/2025

Invoice Date
7/23/2025



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Mariana Hernandez
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
RRM: Michigan Municipal Risk Management Authority

14001 Merriman
Livonia, MI 48154
734.513.0300 / 800.243.1324

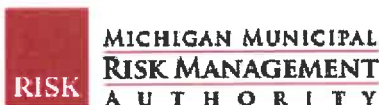
POLICY SUMMARY		
Policy Number	R0001000	
Policy Term	25	
Policy Period	7/1/2025 - 7/1/2026	
Retention Fund Contribution	\$200,000.00	

ACCOUNT SUMMARY		
Policy Period Annual Contribution	Payments	Balance Due for Policy Period
\$200,000.00	\$0.00	\$200,000.00

BILLING SUMMARY	
Installment Due	Retention Fund
9/6/2025	\$100,000.00
11/3/2025	\$50,000.00
1/1/2026	\$50,000.00
TOTAL	\$200,000.00

FIRST INSTALLMENT

REMITTANCE ADVICE
Please detach and return with your payment



**MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY**

Invoice Date
7/23/2025

*Ok to pay
Haniarally*

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
Policy Number # R0001000

	Amount	Due Date
Past Due	\$0.00	Due Now
Installment Due	\$100,000.00	9/6/2025

Drawer # 64458 - Detroit, MI 48264 - 734.513.0300 - Fax 734.513.0318



New Image Building Services, LLC
1405 Combermere
Troy MI 48083
248-817-4907

INVOICE NO.	134078
DATE	07/01/25

CUSTOMER

Accounts Payable
City Of Dearborn Heights
The Caroline Kennedy Library
24590 George Street
Dearborn Heights, MI 48127

SERVICE LOCATION

Caroline Kennedy Library/Parent Crew
24590 George St
Dearborn Heights, MI 48127-3116

TERMS: Net 30 Days - Mail Invoice	CUSTOMER NO. 1046000	JOB NO. 1046001	P.O. NO.	
Description	Quantity	Unit of Measure	Price	Amount
July Monthly Janitorial Cleaning Services - Caroline Kennedy Library	1.00	Month	2,019.43	2,019.43
Cleaning Services - John F. Kennedy Library	1.00	Month	1,003.70	1,003.70
8/1/25 Ck 100000 731-731-818 AVAIL 13M 109,4W				
Please remit payment to: New Image Building Services, LLC 1405 Combermere Troy, MI 48083				
If paying by CHECK, include INVOICE # on Memo Line of Check Send ACH Payments: CIBC Bank USA Account Number: 2875802 / Routing Number: 0710-0648-6 EIN 85-3416644			Sub-Total	3,023.13
			Sales Tax	
			TOTAL	\$3,023.13

New Image Building Services, LLC
1405 Combermere
Troy MI 48083
248-817-4907

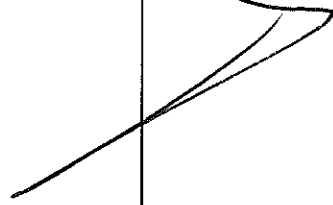
INVOICE NO.	133955
DATE	06/01/25

CUSTOMER

Accounts Payable
City Of Dearborn Heights
The Caroline Kennedy Library
24590 George Street
Dearborn Heights, MI 48127

SERVICE LOCATION

Caroline Kennedy Library/Parent Crew
24590 George St
Dearborn Heights, MI 48127-3116

TERMS: Net 30 Days - Mail Invoice	CUSTOMER NO. 1046000	JOB NO. 1046001	P.O. NO.	
Description	Quantity	Unit of Measure	Price	Amount
June Services Cleaning Services - Caroline Kennedy Library	1.00	Month	2,019.43	2,019.43
Cleaning Services - John F. Kennedy Library	1.00	Month	1,003.70	1,003.70
7/15/2025 736-778-815 OK TO PA 14 				
Please remit payment to: New Image Building Services, LLC 1405 Combermere Troy, MI 48063				
If paying by CHECK, include INVOICE # on Memo Line of Check Send ACH Payments: CIBC Bank USA Account Number: 2875802 / Routing Number: 0710-0648-6 EIN 85-3416644			Sub-Total	3,023.13
			Sales Tax	
			TOTAL	\$3,023.13

OccMed Connect
PO Box 2190
Dearborn, MI 48123
Phone: 734-403-3142
FEIN: 814743630

Invoice
May 01, 2025

Bill to: DuJuan Fisher
City of Dearborn Heights
6045 Fenton Ave
Dearborn Heights, MI 48127

For: City of Dearborn Heights

Invoice # 16270

<u>Specimen ID</u>	<u>Date</u>	<u>Description</u>	<u>Qty</u>	<u>Charge</u>	<u>Receipt</u>	<u>Adjust</u>	<u>Balance</u>
	04/02/2025	Medical Review Officer MRO	1.00	35.00			35.00
	04/02/2025	Non-Regulated UDS 10 Panel	1.00	40.00			40.00
	04/02/2025	Fit for Duty Level 3	1.00	175.00			175.00
							250.00
2094205616	04/19/2025	Pre placement Examination	1.00	50.00			50.00
	04/19/2025	Non-Regulated UDS 10 Panel	1.00	40.00			40.00
							90.00
	03/28/2025	OSHA Respirator Questionnaire Part B	1.00				-
	03/28/2025	OSHA Respirator Clearance Part A	1.00				-
	03/28/2025	Breath Alcohol Test Non-Regulated	1.00	35.00			35.00
	03/28/2025	Vision Titmus	1.00	20.00			20.00
	03/28/2025	PPD (TB Skin Test)	1.00	30.00			30.00
	03/28/2025	Point of Care Instant Lipid Panel	1.00	25.00			25.00
	03/28/2025	Pulmonary Function Test	1.00	30.00			30.00
	03/28/2025	Non-Regulated UDS 10 Panel	1.00	40.00			40.00
	03/28/2025	MCOLES Examination	1.00	65.00			65.00
	03/28/2025	ISHIHARA Color Vision Testing	1.00	15.00			15.00
	03/28/2025	Hepatitis B Surface Antibody	1.00	25.00			25.00
	03/28/2025	Electrocardiogram w/interpretation	1.00	50.00			50.00
	03/28/2025	Chest X-Ray 2 View	1.00	50.00			50.00
	03/28/2025	Chem 23 Blood Test	1.00	23.00			23.00
	03/28/2025	CBC Blood Test w/diff/Platelet	1.00	10.00			10.00
	03/28/2025	Audiogram	1.00	35.00			35.00
							453.00
2094206078	04/08/2025	Pre placement Examination	1.00	50.00			50.00
	04/08/2025	Non-Regulated UDS 10 Panel	1.00	40.00			40.00
							90.00
cf14662450	04/23/2025	Regulated UDS	1.00	55.00			55.00
cf14662450	04/23/2025	DOT Physical	1.00	90.00			90.00
							145.00
2094205883	04/01/2025	Pre placement Examination	1.00	50.00			50.00
	04/01/2025	Non-Regulated UDS 10 Panel	1.00	40.00			40.00

Invoice # 16270 (continued) page 2

					90.00
04/25/2025	Collection Attempt Fee	1.00	20.00		20.00
04/25/2025	Pre placement Examination	1.00	50.00		50.00
					70.00
04/15/2025	Pre placement Examination	1.00	50.00		50.00
04/15/2025	Non-Regulated UDS 10 Panel	1.00	40.00		40.00
					90.00
04/21/2025	OSHA Respirator Questionnaire Part B	1.00			-
04/21/2025	OSHA Respirator Clearance Part A	1.00			-
04/21/2025	Breath Alcohol Test Non-Regulated	1.00	35.00		35.00
04/21/2025	Vision Titmus	1.00	20.00		20.00
04/21/2025	PPD (TB Skin Test)	1.00	30.00		30.00
04/21/2025	Electrocardiogram w/interpretation	1.00	50.00		50.00
04/21/2025	Chest X-Ray 2 View	1.00	50.00		50.00
04/21/2025	Chem 23 Blood Test	1.00	23.00		23.00
04/21/2025	CBC Blood Test w/diff/Platelet	1.00	10.00		10.00
04/21/2025	Audiogram	1.00	35.00		35.00
04/21/2025	Point of Care Instant Lipid Panel	1.00	25.00		25.00
04/21/2025	Pulmonary Function Test	1.00	30.00		30.00
04/21/2025	Non-Regulated UDS 10 Panel	1.00	40.00		40.00
04/21/2025	MCOLES Examination	1.00	65.00		65.00
04/21/2025	ISHIHARA Color Vision Testing	1.00	15.00		15.00
04/21/2025	Hepatitis B Surface Antibody	1.00	25.00		25.00
					453.00
04/18/2025	Pre placement Examination	1.00	50.00		50.00
04/18/2025	Non-Regulated 5 Panel UDS	1.00	40.00		40.00
					90.00
04/22/2025	Pre placement Examination	1.00	50.00		50.00
04/22/2025	Non-Regulated UDS 10 Panel	1.00	40.00		40.00
04/23/2025	Regulated UDS	1.00	55.00		55.00
04/23/2025	DOT Physical	1.00	90.00		90.00
					235.00

Invoice # 16270 Balance Due: 2056.00

Cut and return with payment

Please remit 2,056.00 to

OccMed Connect
PO Box 2190
Dearborn, MI 48123
Phone: 734-718-1969

Please place invoice number 16270 on check

On Grade Specialists

3241 STUMPWOOD

Commerce Twp, MI 48382

+17346448067

tatum@ongradespecialists.com

INVOICE

BILL TO

Dearborn Heights

INVOICE

1108

DATE

05/28/2025

TERMS

Net 30

DUE DATE

06/27/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		Location of Work: 23955 W. Warren, Dearborn Heights (Shell Gas Station) Dates of Work: 5/19-5/20/25			
		Description of Work: Arrived onsite at 8am. Hooked utility tracer up to existing 2" copper and tried to tracer service out of the main. Got a faint signal, we excavated down in the green belt behind the back of the sidewalk, we got down to a depth of 9'. We then moved over to another location to try to find it. We ended up calling the DPW and they directed us to dig up the service in the existing parking lot, closer to the building. We found the existing service around 5pm, we verified it was the actual service and the other 2-1" lines were left alone. We surged the hole for the night and left at 6:30pm. We were back onsite by 7:30am the following day. We used a line freezer to freeze the existing line, then we cut it, installed a new 2" compression curbstop and coupling, provided by Dearborn Heights DPW. We also installed a new curbstop box. We left it in the off position. We then backfilled with sand and topped with 6a stone. All of the excavated material was hauled out to the Dearborn Heights DPW yard. Offsite at 11:30am.			
		Total Hours Onsite: 5/19/25 8am-6:30pm 10.5Hours 5/20/25 7:30am-11:30am 4 Hours			
	Sales	Labor Provided: Supervisor (1)	14.50	125.00	1,812.50
	Sales	Operator (1)	14.50	100.00	1,450.00
	Sales	Laborers (3)	43.50	75.00	3,262.50
	Sales	Equipment Provided:		750.00	750.00

	Mobilization			
Sales	Excavator (1)	14.50	150.00	2,175.00
Sales	Dump Truck (1)	14.50	150.00	2,175.00
Sales	Material Provided: 6a Stone 7Yards		350.00	350.00

Thank you for your business! Please mail checks to On Grade Specialists at
3241 Stumpwood Dr., Commerce Twp., MI 48382

BALANCE DUE

\$11,975.00

GL# 592-537-973.002

Jh Di
7/29/25

**DEDICATED TO THE PROFESSIONAL**

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

Invoice	3314-167388
Sale Type	CHARGE SALE
Date	07/09/2025 2:13 PM
Ship Via	
PO Number	police

Counter #	Customer #	Ordered By	Special Instructions
555953	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	SSB	94RPLT	BATTERY	4Y	EA	N	415.24	203.06	203.06
		94RPLT	Core Charge		EA	N		22.00	22.00
		94RPLT	Core Exchange		EA	N		-22.00	-22.00

OK TO PAY

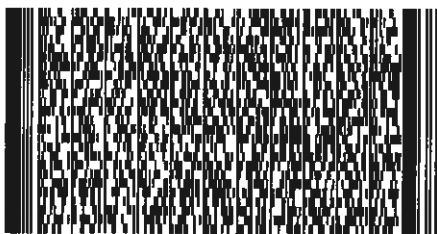
101-300-932.000

Repair
Maintenance

1,529.10

1 Item

Call 866-830-4351 for Super Start National Warranty Information.
Select Super Start Batteries come with Roadside Assistance. Ask for details.



X

Customer Signature



Sub-Total	203.06
Sales Tax	0.00
Total	203.06

WWW.OREILLYPRO.COM

Warranty/Garantía: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

3314WS189 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762 Page 1 of 1



DEDICATED TO THE PROFESSIONAL

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

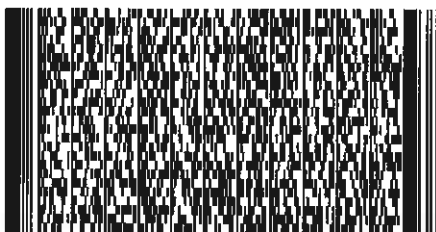
Invoice	3314-158945
Sale Type	CHARGE SALE
Date	06/11/2025 9:22 AM
Ship Via	
PO Number	police

Counter #	Customer Account	Ordered By	Special Instructions
58775	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	BSP	SPC2174	BRAKE PADS	LT	ST	N	137.27	50.60	50.60
2023 Chevrolet Tahoe									

1 Item

Select Super Start Batteries come with Roadside Assistance. Ask for details.



X

Customer Signature



Sub-Total	50.60
Sales Tax	0.00
Total	50.60

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Warranty/Garantia: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

3314WS192 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762 Page 1 of 1

**DEDICATED TO THE PROFESSIONAL**

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

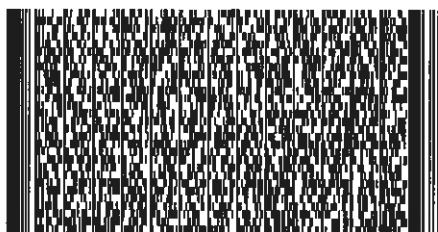
Invoice	3314-166691
Sale Type	CHARGE SALE
Date	07/07/2025 8:38 AM
Ship Via	
PO Number	police

Counter #	Customer #	Ordered By	Special Instructions
58775	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
2	BBR	522821RGS	BRAKE ROTOR	2Y	EA	N	352.53	57.50	115.00
Special Offer. 2 @ 57.50 (regular price 147.00, you saved 179.00)									
2023 Chevrolet Tahoe									
2	BSP	522329PRM	BRAKE ROTOR	3Y	EA	N	181.34	67.50	135.00
Special Offer. 2 @ 67.50 (regular price 73.00, you saved 11.00)									
2023 Chevrolet Tahoe									
1	BSP	SPM2407	BRAKE PADS	LT	ST	N	205.07	39.99	39.99
Special Offer. 1 @ 39.99 (regular price 100.60, you saved 60.61)									
DC or Hub Pickup									
2023 Chevrolet Tahoe									
This item has been ordered:									
1 from DC 21 DETROIT									
Estimated In Store 7/7/2025 10:20 AM									
1	BSP	SPC2174	BRAKE PADS	LT	ST	N	137.27	39.99	39.99
Special Offer. 1 @ 39.99 (regular price 50.60, you saved 10.61)									
2023 Chevrolet Tahoe									
1	BSP	SPC2174	BRAKE PADS	LT	ST	N	137.27	50.60	50.60
2023 Chevrolet Tahoe									

7 Items

Select Super Start Batteries come with Roadside Assistance. Ask for details.



X
Customer Signature



Sub-Total	380.58
Sales Tax	0.00
Total	380.58

WWW.OREILLYPRO.COM

Warranty/Garantía: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

3314WS192 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762 Page 1 of 1

**DEDICATED TO THE PROFESSIONAL**

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

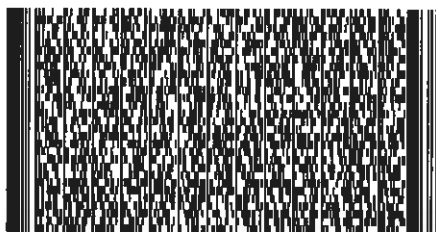
Invoice	3314-163158
Sale Type	CHARGE SALE
Date	06/25/2025 8:52 AM
Ship Via	
PO Number	police

Counter #	Customer Account	Ordered By	Special Instructions
58775	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	BSP	SPC2229	BRAKE PADS	LT	ST	N	161.00	39.99	39.99
			<i>Special Offer. 1 @ 39.99 (regular price 80.60, you saved 40.61)</i>						
			<i>2020 Ford Police Interceptor Utility</i>						
1	BSP	SPC2231	BRAKE PADS	LT	ST	N	132.19	39.99	39.99
			<i>Special Offer. 1 @ 39.99 (regular price 50.60, you saved 10.61)</i>						
			<i>2020 Ford Police Interceptor Utility</i>						
2	BBR	682614RGS	BRAKE ROTOR	2Y	EA	N	196.59	57.50	115.00
			<i>Special Offer. 2 @ 57.50 (regular price 63.00, you saved 11.00)</i>						
			<i>2020 Ford Police Interceptor Utility</i>						
2	BBR	682616RGS	Brake Rotor	2Y	EA	N	228.80	57.50	115.00
			<i>Special Offer. 2 @ 57.50 (regular price 63.00, you saved 11.00)</i>						
			<i>2020 Ford Police Interceptor Utility</i>						

6 Items

Select Super Start Batteries come with Roadside Assistance. Ask for details.



X

Customer Signature



Sub-Total	309.98
Sales Tax	0.00
Total	309.98

WWW.OREILLYPRO.COM

Warranty/Garantía: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

3314WS192 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762-9464 Page 118 of 389



DEDICATED TO THE PROFESSIONAL

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

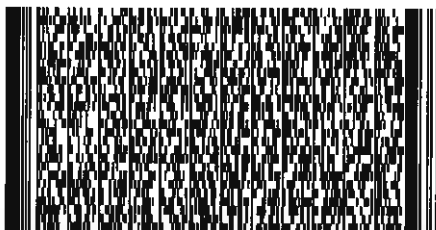
Invoice	3314-158677
Sale Type	CHARGE SALE
Date	06/10/2025 10:50 AM
Ship Via	
PO Number	police

Counter #	Customer Account	Ordered By	Special Instructions
58775	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	XTS	11-003	TUBE PATCH	90	BX	N	27.10	12.79	12.79
2	SYL	H3-100WBP	FOG CAPSULE	1Y	BP	N	32.19	7.40	14.80

3 Items

Select Super Start Batteries come with Roadside Assistance. Ask for details.



X
Customer Signature



Sub-Total	27.59
Sales Tax	0.00
Total	27.59

WWW.OREILLYPRO.COM

Warranty/Garantía: www.oreillypro.com/warranty

WE APPRECIATE YOUR BUSINESS!

3314WS192 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762-9464 Page 119 of 189

**DEDICATED TO THE PROFESSIONAL**

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

Invoice	3314-167277
Sale Type	CHARGE SALE
Date	07/09/2025 8:47 AM
Ship Via	
PO Number	police

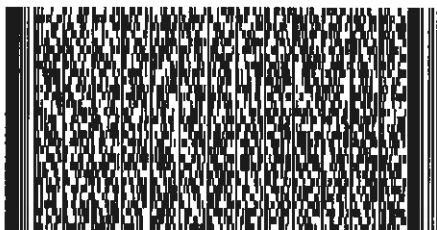
Counter #	Customer #	Ordered By	Special Instructions
58775	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	MOT	FP100A	CABIN FILTER	2Y	EA	N	38.97	22.93	22.93
			2020 Ford Police Interceptor Utility						
1	SSB	48PLT	BATTERY	4Y	EA	N	415.24	179.99	179.99
		48PLT	Core Charge		EA	N		22.00	22.00
		48PLT	Core Exchange		EA	N		-22.00	-22.00
5	MOT	5-30-5QT	5QTMOTOROIL	MD	EA	N	61.00	31.00	155.00
5	MOT	5-30-5QT	5QTMOTOROIL	MD	EA	N	61.00	31.00	155.00

12 Items

Call 866-830-4351 for Super Start National Warranty Information.

Select Super Start Batteries come with Roadside Assistance. Ask for details.



X

Customer Signature



Sub-Total	512.92
Sales Tax	0.00
Total	512.92

WWW.OREILLYPRO.COM

Warranty/Garantia: www.oreillypro.com/warranty

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3314WS192 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762-9464 Page 126 of 880

**DEDICATED TO THE PROFESSIONAL**

Store 3314, 23300 VAN BORN ROAD,
DEARBORN HEIGHTS, MI 48125 (313) 292-1824

Bill To:

CITY OF DEARBORN HEIGHTS
6045 FENTON ST

DEARBORN HEIGHTS, MI 48127
(313) 791-3650

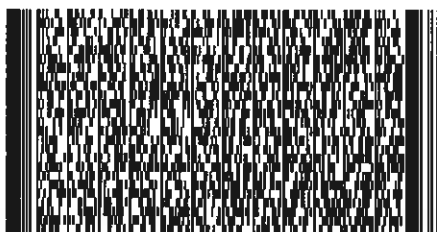
Invoice	3314-167026
Sale Type	CHARGE SALE
Date	07/08/2025 11:06 AM
Ship Via	
PO Number	police

Counter #	Customer #	Ordered By	Special Instructions
58775	857571	GLEN	

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	LBG	96030	FOAM CLEAN	1Y	EA	N	25.41	14.99	14.99
2	LBG	96030	FOAM CLEAN	1Y	EA	N	25.41	14.99	29.98

3 Items

Select Super Start Batteries come with Roadside Assistance. Ask for details.



X

Customer Signature



Sub-Total	44.97
Sales Tax	0.00
Total	44.97

WWW.OREILLYPRO.COM

Warranty/Garantia: www.oreillypro.com/warranty

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3314WS192 Remit To: PO BOX 9464, SPRINGFIELD, IL 62762-9464 Page 12 of 880



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 352-2500

INVOICE

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
United States of America

Date: 07/29/2025
Client No: 17784
Invoice No: 10495226
Page: 1

For Professional Services Rendered

For professional services rendered June 16 through June 30, 2025 as approved by City Council on October 25, 2022. 14,553.00

See attached work breakdown.

Staff: 77 hours

Balance Due

\$14,553.00 USD

OK to pay
Mahdi Baydar
101-223-817,000

Remittance Information: Please send all remittance information for electronic payments to Accounts.Receivable@plantemoran.com

ACH: Preferred Payment Method	Wire Transfer:
Bank	Bank of America
Routing/ABA#	026009593
Bank Address	222 Broadway
	New York, NY 10038
Account Number	9890996003
Account Name	Plante & Moran, PLLC

Client Payment Portal: <https://www.plantemoran.com/client-payment-portal>

Plante Moran, PLLC's Bill.com ID: 0173649476958972

Check:
Plante & Moran PLLC
16060 Collections Center
Drive
Chicago, IL 60693



Date	Staff	Memo	Hours
6/16/2025	Juli O'Bryant	Audit Prep Work Worked on Creating Journal Entries	4.00
6/16/2025	Shaelyn Martens	Audit Prep Long Term Debt	6.00
6/16/2025	Kaitlyn Powers	travel to/from client	1.00
6/16/2025	Kaitlyn Powers	COMPTROLLER TIME - on site accounting assistance, updates and questions with Mahdi, work through bank codes and cash accounts in BS&A, inactivate old gl accounts and bank codes, print list of bank codes and highlight pertinent items and note inactive items for David, print out May bank statements and add bank code and separate for David to work on smaller bank recs tomorrow, journal entries in BS&A for clean up item, run reports in BS&A, look into bank reconciling items, discuss access issue with Cooper	3.25
6/16/2025	Kaitlyn Powers	TREASURY TIME - client conversations and questions with Lisa, work with Lisa on receipt codes and gl items	0.50
6/17/2025	Shaelyn Martens	Audit Prep Long Term Debt	0.25
6/17/2025	Michelle Lewis	Prep pension contribution warrant, discussions with interim comptroller, chief of staff and pension office.	1.00
6/18/2025	Michelle Lewis	Journal entry review and discussion, discussions with treasurer, comptroller interview, other accounting assistance	7.00
6/18/2025	Michelle Lewis	travel to DH	0.50
6/18/2025	Kaitlyn Powers	COMPTROLLER TIME - emails with client and pmgap team, call with David to go over BS&A looking up interest entries from prior month and creating interest entries for current month and other gl detail queries	0.75
6/18/2025	Brian Camiller	Client management	0.50
6/19/2025	Shaelyn Martens	Audit Prep Long Term Debt	0.50
6/19/2025	Michelle Lewis	Pension questions, review of items for year end	2.50
6/20/2025	Shaelyn Martens	Audit Prep Long Term Debt	0.50
6/23/2025	Juli O'Bryant	Recorded DIVDAT payments in excel for bank reconciling purposes	1.00
6/23/2025	Juli O'Bryant	Preparing Journal Entries from Treasury Memo site - will post to GL after I get remote access (PM VPN address changed and waiting on client IT to whitelist new VPN) Time spent training David Murray on posting journal entries Updated JE Excel WP to send to David Murray to use in the future	5.00
6/23/2025	Shaelyn Martens	Capital Asset Audit Prep	2.75
6/23/2025	Kaitlyn Powers	travel to/from DH	0.75
6/23/2025	Kaitlyn Powers	COMPTROLLER TIME- on site accounting assistance, training with David on bank recs journal entries and investigating reconciling items and old checks, work with David on entries, work with David on creating deposits for the BS&A online credit card receipts for general, work on finalizing and updating smaller recs, BS&A demos and general questions	4.50
6/23/2025	Kaitlyn Powers	TREASURY RELATED - get access to stripe website, review through transactions to find variance with building cc receipts, adjust and create deposits in BS&A, questions with Lisa and Colleen on check not yet cashed from SIGMA, email with SIGMA and Lisa	0.75
6/24/2025	Shaelyn Martens	Capital Asset Audit Prep	5.75
6/24/2025	Juli O'Bryant	Training with David Murray on journal entries	0.50
6/24/2025	Michelle Lewis	Journal entry review and discussion, discussions with treasurer, comptroller interview, other accounting assistance	7.25
6/24/2025	Michelle Lewis	Travel to/from DH	1.00
6/24/2025	Kaitlyn Powers	COMPTROLLER TIME - call with Michelle to update on DH items audit and bank recs and intern coming on site, call with Shaelyn to go through questions on capital asset audit prep	0.50
6/26/2025	Shaelyn Martens	Capital Asset Audit Prep	6.00
6/26/2025	Kaitlyn Powers	TREASURY related time - working on bank recs and reconciling items with david related to Stripe/BS&A online and investigating into duplicate payment to be refunded	0.50
6/26/2025	Kaitlyn Powers	COMPTROLLER TIME - on site accounting assistance, shadow and trianing with david on bank reconciling items. bs&a online, stripe, journal entries, work through webinar on bs7a online, investigate into stripe reports and errors with cash receipting report to get online payments reports, work on reconciling items and updating where each bank rec is at	3.00
6/26/2025	Kaitlyn Powers	travel time to/from City	0.75
6/26/2025	Michelle Lewis	Review year end information, discussions with Kaitlyn	2.00
6/27/2025	Shaelyn Martens	Capital Asset Audit Prep	0.25
6/27/2025	Michelle Lewis	Review and prep for audit/intern help, review axon contract for PD, review schedule for water rate study	3.25

6/30/2025	Kaitlyn Powers	COMPTROLLER TIME - update intern audit tracker for DH items, add links, rollforward DH audit checklist, update folders in sharepoint, reach out to michelle on inventory	0.50
6/30/2025	Michelle Lewis	Travel to/from DH for comptroller interview and other meetings	1.00
6/30/2025	Michelle Lewis	Discussions with interim comptroller and chief of staff	1.00
6/30/2025	Michelle Lewis	DPW inventory discussion, interfunds	0.75



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 352-2500

INVOICE

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
United States of America

Date: 07/29/2025
Client No: 17784
Invoice No: 10495235
Page: 1

For Professional Services Rendered

For professional services rendered July 1 through July 24, 2025 as approved by City Council on October 25, 2022.

23,838.75

See attached work breakdown.

Staff: 122.25 hours

Please note adjustment for monthly fee increase. Per the terms of engagement letter, monthly fee increased by 3%, effective July 1, 2025.

Balance Due

\$23,838.75 USD

OK to Pay
Mahdi Bayah
101-223-817,000

Remittance Information: Please send all remittance information for electronic payments to Accounts.Receivable@plantemoran.com

	ACH: Preferred Payment Method	Wire Transfer:	Check:
Bank	Bank of America	Bank of America	Plante & Moran PLLC
Routing/ABA#	071000039	026009593	16060 Collections Center
Bank Address	100 North Tryon Street Charlotte, NC 28202	222 Broadway New York, NY 10038	Drive Chicago, IL 60693
Account Number	9890996003	9890996003	
Account Name	Plante & Moran, PLLC	Plante & Moran, PLLC	
Client Payment Portal:	https://www.plantemoran.com/client-payment-portal		
Plante Moran, PLLC's Bill.com ID: 0173649476958972			



Date	Staff	Memo	Hours
7/1/2025	Kaitlyn Powers	COMPTROLLER TIME - on site accounting assistance, training with David on bank reconciliations and reconciling items, walk through saving down Chase bank statements, export of chase activity, items related to Chase Water, and downloading the Comerica statements and DIT activity, walk through check reconciliations in BS&A and any questions, walk intern through DH processes and bank rec items	6.75
7/1/2025	Kaitlyn Powers	Travel to/from DH	1.00
7/1/2025	Michelle Lewis	Travel to/from DH	1.00
7/1/2025	Michelle Lewis	Work on journal entry review, property tax wrap up for audit, audit rfp, discussions with city staff	8.00
7/2/2025	Brian Camiller	Client management	0.50
7/2/2025	Michelle Lewis	Travel to/from DH	1.00
7/2/2025	Michelle Lewis	Comptroller interview, discussion on RFPs	1.75
7/4/2025	Juli O'Bryant	Posted DIVDAT deposits for Water & Taxes in excel for bank reconciliation purposes Prepared Data Snipper documents for Chase Water, Comerica Water & General Fund Emailed Chase Water data snipper to David Murray	2.00
7/5/2025	Juli O'Bryant	Reconciled all investment accounts - June 2025 Started working on Investment Audit workpapers	4.50
7/7/2025	Shaelyn Martens	Audit Prep Capital Assets, adding additions	1.50
7/7/2025	Juli O'Bryant	Meeting with Michelle Lewis Worked on Highway Reports and monthly journal entries to record interfund transfers Reviewed and updated FY25 Bank Rec Status Report Worked on June 2025 General Fund Bank Rec Reconciled June 2025 Tax Bank Rec Recorded DivDat Payments	7.50
7/8/2025	Juli O'Bryant	Worked on April, May & June 2025 General Bank Rec's Update Major Bank Account Reconciling Items List Updated FY25 Bank Rec Status Report	8.50
7/8/2025	Kaitlyn Powers	COMPTROLLER TIME - on site accounting assistance, general accountant training, training with David on Chase Water bank reconciliations and reconciling items, walk through investigation items and researching what journal entries need to be done for corrections, work through any bank rec and ap questions, walk intern and David through bank rec items and updating monthly variances for chase water after doing clean up journal entries between comerica water and chase water for incorrect entries posted	6.50
7/8/2025	Kaitlyn Powers	Travel to/from DH	1.00
7/8/2025	Kaitlyn Powers	TREASURY TIME = related time to investigate return items and deposit differences and variances and related journal entries to make corrections for variances and reconciling items related to chase and comerica water	1.00
7/9/2025	Shaelyn Martens	Audit Prep Capital Assets, adding additions	0.25
7/9/2025	Juli O'Bryant	Meeting with Kaitlyn Powers on Comerica Water & General bank reconciling items list Worked on balancing Comerica Water - May 2025 Worked on General bank rec - May & June	8.00
7/9/2025	Kaitlyn Powers	COMPTROLLER TIME - bank rec call with Juli and Shaelyn to go over reconciling items and entries needed to correct receipt posting to general for UB amount	0.25
7/9/2025	Kaitlyn Powers	TREASURY TIME - bank rec call with Juli and Shaelyn to go over reconciling items due to deposit differences and entries needed to correct receipt posting to general for UB amount	0.25
7/10/2025	Shaelyn Martens	Audit Prep Capital Assets, adding additions	3.00
7/10/2025	Juli O'Bryant	meeting with Kaitlyn Powers to review Bank Recs and status report Continue working on General and Comerica Water June 2025 Bank Recs	2.25
7/10/2025	Kaitlyn Powers	TREASURY TIME - call with Juli to discuss reconciling items related to treasury deposit process and issues with comerica general account	0.25

7/11/2025	Kaitlyn Powers	COMPTROLLER RELATED TIME - working session call with Juli to update and investigate variances and differences in comeric water comeric general and chase water, correcting journal entries	1.50
7/11/2025	Juli O'Bryant	Worked with Kaitlyn Powers on General Fund Bank Rec's - July 2024 thru June 2025 (Park & Rec credit card deposits)	2.00
7/11/2025	Kaitlyn Powers	TREASURY RELATED TIME - working session call with Juli to update and investigate variances and differences in comeric water comeric general and chase water, correcting journal entries	0.75
7/14/2025	Juli O'Bryant	Posted DIVDAT payments into excel for bank rec purposes Worked on General Fund & Comerica Water Bank rec's (May 2025)	1.00
7/15/2025	Kaitlyn Powers	Travel to/from DH	1.00
7/15/2025	Kaitlyn Powers	COMPTROLLER TIME - on site accounting assistance, training with David, work on bank recs and investigating reconciling items, journal entries with David, interfunds, review and post David's entries and budget amendments, communicate with Mahdi and David on items, review Comerica activity	4.25
7/15/2025	Kaitlyn Powers	TREASURY RELATED TIME - on site accounting assistance, conversations with Lisa on questions for support journal entries and interfunds, questions with Katie on ACH returns and ambulance revenue, work with Nadia on identifying SIGMA revenues that would need a transfer by looking at the fund in the journal entry, work with David on creating deposits for BS&A online credit card items for miscellaneous and building, work with David on following up on bank reconciling items and journal entries needed	1.75
7/16/2025	Kaitlyn Powers	COMPTROLLER RELATED TIME - emails on bank rec processes access and follow up on reconciling items	0.50
7/16/2025	Juli O'Bryant	Meeting with Michelle Lewis - Bank Rec and journal entry update Continued working on General Fund Bank Rec's Meeting with Kaitlyn Powers on Bank Rec update Updated Reconciling Items list and sent emails to Mahdi & David on needed journal entries	6.50
7/16/2025	Kaitlyn Powers	TREASURY RELATED TIME - emails on bank rec processes access and follow up on reconciling items related to variances and differences with treasury created deposits/items that still need to be recorded by treasury - wayne county taxes missing transfers and investment activity	0.50
7/17/2025	Juli O'Bryant	Continued working through reconciling items list for General Fund Worked on General Fund Bank Rec's	2.00
7/17/2025	Michelle Lewis	Travel to/from DH	1.00
7/17/2025	Michelle Lewis	Review account balances, jmeetings with interim comptroller, chief of staff, HR	5.50
7/18/2025	Kaitlyn Powers	call with Shaelyn regarding audit items and intern presents questions	0.50
7/21/2025	Juli O'Bryant	Recorded DIVDAT payments for Tax & Water	1.00
7/21/2025	Juli O'Bryant	Meeting with Michelle Lewis - Prepaid Audit workpaper Started working on Prepaid Audit workpaper	4.00
7/22/2025	Juli O'Bryant	FY 2025 Audit Prep - Prepaid Work papers	8.25
7/22/2025	Michelle Lewis	Travel to/from DH	1.00
7/22/2025	Michelle Lewis	Review account balances, meetings with interim comptroller, chief of staff, HR, discuss prepaid workpapers with Juli	5.00
7/23/2025	Juli O'Bryant	Audit prep Work	3.25
7/23/2025	Shaelyn Martens	Capital Asset Audit Prep	0.50
7/23/2025	Kaitlyn Powers	Respond to client email	0.25
7/24/2025	Juli O'Bryant	Reviewed completed Bank Rec's and updated 2025 Bank Reconciliation Status Workpaper for audit Audit Prep Work Worked on May & June 2025 General Bank Rec's	3.50

Printing Systems, Inc.
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Tel: (734)-946-5111
Fax: (734)-946-1115
printingsystems.us

Invoice

Lynne Senia
City of Dearborn Heights Clerk's Office
6045 Fenton Street
Dearborn Heights, MI 48127
(313) 791-3432

Invoice #	Date	Purchase Order	Account #
238393	07/10/2025	Lynne Senia	2848

Description	Amount
2025.08.06 - Dominion Ballots Election - Ballots / Dominion Ballots (8.5 x 12.0) x 22300	5,129.00
2025.08.06 - Dominion Ballots Folding Election - Ballot Folding / Dominion Ballot Folding (8.5 x 12.0) x 10900	654.00
Subtotal:	\$5,783.00
Shipping:	\$0.00
Total:	\$5,783.00
Payments:	\$0.00
Balance Due:	\$5,783.00

Payment Terms: Net 30 Days

Approved for payment
Lynne M. Senia
101-190-730.000
7/17/25



PRIORITY
INNOVATE ★ OPERATE
www.prioritywaste.com

Invoice

Your Total Due: \$344,769.33

45000 River Ridge Drive, Suite # 200
Clinton Township, MI 48038
Phone (586) 228-1200

CITY OF DEARBORN HEIGHTS 6045 FENTON ST ATTENTION CONTROLLERS OFFICE, MI 48127	Invoice # INV1209060
	Account # PW00016714
	Date: 8/1/2025
	Master PO #
	Payment Term: 30 Days Net
	Due Date: 8/31/2025

Reference #	Date	Service	PO #	Material	Rate	QTY	Amount	Total
Service Site: CITY OF DEARBORN HEIGHTS (PW00016714)								
6045 FENTON ST ATTENTION CONTROLLERS OFFICE, MI 48127								
ORD19676	09/01/2025	Monthly Waste Service to Municipality			10.56	22,904.000	241,866.24	241,866.24
	09/30/2025							

Payments to:
Priority Waste, LLC
45000 River Ridge Drive, Suite # 200
Clinton Township, MI 48038

	Invoice Totals
Subtotal	241,866.24
Tax	0.00
Current Invoice Charges	241,866.24

Account Balance Breakdown

Credits / Payments	Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total Outstanding
\$0.00	\$344,769.33	\$0.00	\$0.00	\$0.00	\$0.00	\$344,769.33

OK to pay
Mahdi Bayd
101-200-810.000

-----✂-----
(Please cut along the line and return bottom portion with your payment)

Invoice #: INV1209060
Date: 8/1/2025
Account #: PW00016714
Amount Due: \$344,769.33
Amount Paid:

Priority Waste, LLC
45000 River Ridge Drive, Suite # 200
Clinton Township, MI 48038

A Convenience Fee of 3.1% will be charged on all card payments



My Account

Prioritywaste-portal.amcsplatform.com



Autopay

Create Account & Login
Prioritywaste-portal.amcsplatform.com
or call (586) 228-1200



Pay Your Bill Online

Prioritywaste.com/Online-bill-pay



Pay Your Bill by Phone

(586) 228-1200 or (855) WASTE-65 toll free



Invoice

Your Total Due: \$564,647.73

45000 River Ridge Drive, Suite # 200
Clinton Township, MI 48038
Phone (586) 228-1200

CITY OF DEARBORN HEIGHTS
6045 FENTON ST
ATTENTION CONTROLLERS OFFICE, MI 48127

Invoice # INV1189663
Account # PW00016714
Date: 7/22/2025
Master PO #
Payment Term: 30 Days Net
Due Date: 8/21/2025

Reference #	Date	Service	PO #	Material	Rate	QTY	Amount	Total
Service Site: CITY OF DEARBORN HEIGHTS (PW00016714) 6045 FENTON ST ATTENTION CONTROLLERS OFFICE, MI 48127								
One off Charge	11/20/2024	Monthly Waste Service Municipality. -Price Increase			102903.09		102,903.09	102,903.09
ORD19676		Adjustment 11/20/2024 - 8/31/2025						

Payments to:
Priority Waste, LLC
45000 River Ridge Drive, Suite # 200
Clinton Township, MI 48038

	Invoice Totals
Subtotal	102,903.09
Tax	0.00
Current Invoice Charges	102,903.09

Account Balance Breakdown

Credits / Payments	Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total Outstanding
\$0.00	\$333,775.41	\$230,872.32	\$0.00	\$0.00	\$0.00	\$564,647.73

(Please cut along the line and return bottom portion with your payment)

Invoice #: INV1189663
Date: 7/22/2025
Account #: PW00016714
Amount Due: \$564,647.73
Amount Paid:

Priority Waste, LLC
45000 River Ridge Drive, Suite # 200
Clinton Township, MI 48038

A Convenience Fee of **3.1%** will be charged on all card payments



My Account
Prioritywaste-portal.amcsplatform.com



Autopay Create Account & Login
Prioritywaste-portal.amcsplatform.com
or call (586) 228-1200



Pay Your Bill Online
Prioritywaste.com\Online-bill-pay



Pay Your Bill by Phone
(586) 228-1200 or (855) WASTE-65 toll free

OK to pay.
Mahdi Bayd
101-200-810,000
Last fiscal year 2024/2025

R&R Fire Truck Repair

295 Industrial Park Drive
 Belleville, MI 48111
 shop@rrfiretruck.com
 (248) 344-4443


Invoice: 71346

Date: 7/23/2025
Bill To

Dearborn Heights Fire Department*
 1999 N. Beech Daly Road
 Dearborn Heights, MI 48127
 P: 313-791-3676 F: 313-791-3661

Remit Payment To

R&R Fire Truck Repair, Inc.
 295 Industrial Park Drive
 Belleville, MI 48111

Service Order	Terms	Due Date	Authorizer	Customer PO	Service Writer	Unit #
6858	Net 30	8/22/2025	David Brogan		Mitrovich, Larry	L-1 1202

Item	Description	Quantity	Rate	Amount
PM: Air Dryer Service				
Cause: Customer request				
(PM)				
Labor	Correction: Air System / Air Dryer / Drain air tanks. Serviced air brake dryer cartridge and rebuilt the purge valve. Assemble and test operation. Check for leaks. - Completed: 7/22/2025	1.50000	\$150.00	\$225.00
Parts	Air Dryer Cartridge - Wabco / AD-IS / AD-SP - 109994K	1.00000	\$36.32	\$36.32
Parts	Purge Valve Rebuild Kit / Wabco - 950014K	1.00000	\$84.65	\$84.65
Subtotal				\$345.97

PM: Federal Annual DOT Inspection - Aerial**Cause:** Customer request

(PM)

Labor	Correction: Complete Unit / Aerial / Annual DOT inspection with report attached. - Completed: 7/22/2025	1.16667	\$150.00	\$175.00
Subtotal				\$175.00

PM: HD Single Rear Differential Service**Cause:** Customer request. Age. Very dark

(PM)

Labor	Correction: Rear Axle / Differential / Drain rear differential fluid. Inspect fluid for debris or contamination and clean magnet. Refill with fresh fluid. - Completed: 7/22/2025	0.75000	\$150.00	\$112.50
Parts	Gear Oil 80W90 - 223022773	20.00000	\$7.75	\$155.00
Subtotal				\$267.50

Item	Description	Quantity	Rate	Amount
PM: LOF Service				
Cause: Customer request				
(PM)				
Labor	Correction: Complete Unit / Vehicle / Lube, Oil and Filter service. Aired tires to specifications. Checked all fluid levels and added as required. Checked batteries and connections. Checked fan belts. Replaced fuel and oil filters. Checked air cleaner. Lubricated the door hinges. Checked chemical quality of the coolant. Greased the drive line and chassis. The waste oil is recycled through an authorized dealer of recycled components and the filters are cut opened and inspected for any unusual contaminants and then they are crushed and disposed of properly. The oil is collected and the metal is then recycled. Any safety problems that are detected will be brought to your immediate attention. Greased the cab lift pins and hinges. Lubricated compartment tray slides. Lubricated moving entry steps. Lubricated compartment door latches. Where applicable. - Completed: 7/22/2025	3.07000	\$150.00	\$460.50
Parts	400LE 15W40 - 222290990	28.00000	\$6.94	\$194.32
Parts	Chev Starplex 2 Grease - 259118653	1.00000	\$7.92	\$7.92
Parts	Heavy-Duty Coolant Test Strip - 4107	1.00000	\$5.50	\$5.50
Parts	Sea Foam - Penetrating Oil - DC-14	1.00000	\$17.57	\$17.57
Parts	Fuel Filter - FF63054-NN	1.00000	\$61.47	\$61.47
Parts	Fuel Water Filter - FS1098	1.00000	\$96.54	\$96.54
Parts	Hazmat Charge - Hazmat	1.00000	\$8.00	\$8.00
Parts	Oil Filter - LF9009	1.00000	\$59.92	\$59.92
			Subtotal	\$911.74

PM: Waterous Pump Service**Cause:** Customer request

(PM)

Labor	Correction: Fire Pump / Transfer Case / Serviced fire pump and transfer case. Inspected pump and screens. Checked the primer oil level. - Completed: 7/22/2025	1.00000	\$150.00	\$150.00
Parts	Automatic Transmission Fluid - 226502990	10.50000	\$6.59	\$69.20
			Subtotal	\$219.20

Complaint: Intermittent power steering assist**Cause:** Found suction hose was collapsing on itself and fluid looked like dark and filter was very dirty

(Procedure)

Item	Description	Quantity	Rate	Amount
Labor	Correction: Front Axle & Steering / Power Steering Filter / I test drove unit so I knew how steering felt. I then had greased steering shafts during pm the u joints took grease perfect. Came out all caps and wasn't hard taking. I then looked at oil and it had a bad tint to it and looked at filter and it was very dark. Running unit I noticed the suction hose was very soft and moving a lot. I could see it caving in on its self. I then drained the oil and replaced the filter and suction hose. Filled system and ran and tested. It felt much better but I could feel it binding during rotation. I jacked up and tested in the air and still could feel it. Needs a steering box. But much better than the way it was now. Will order a gear box. - Completed: 7/22/2025	1.39000	\$150.00	\$208.50
Parts	Power Steering Filter - 3937557-S	1.00000	\$24.98	\$24.98
Parts	CHEV ATF MD3 55 gal - 226502981	5.00000	\$6.50	\$32.50
Subtotal				\$265.98

Complaint: Drive Axle Clevis Pins Seized**Cause:** Rusted seized

(Procedure)

Labor	Correction: Brakes / Brake Slack Adjuster Pins / Rear brake slack adjuster pins seized. Heat up break free clean reinstall with grease and check brake adjustment and operation. Good to go - Completed: 7/22/2025	0.71000	\$150.00	\$106.50
Subtotal				\$106.50

PM: Crankcase Breather Filter Replacement**Cause:** 2k hour mark

(PM)

Labor	Correction: Engine / Crankcase Breather / Crankcase Breather Filter was due for replacement per Cummins protocol. Removed breather filter and replaced with new one. Check for leaks and good to go. - Completed: 7/22/2025	1.00000	\$150.00	\$150.00
Parts	Crank Case Ventilation Filter - CV50628-MF	1.00000	\$207.08	\$207.08
Subtotal				\$357.08

Complaint: Extract and replace broken grease fittings in drive line**Cause:** Broken off in u joint

(Inspection)

Labor	Correction: Drive Line / U-Joint / Extract and replace broken grease fittings in drive line u-joint. Then greased u joints till grease came out all 4 caps. Good to go - Completed: 7/22/2025	0.70000	\$150.00	\$105.00
Parts	Misc. Grease Fitting - GREASE FITTING	4.00000	\$5.42	\$21.68
Subtotal				\$126.68

Unit: L-1 1202 VIN: 4S9BEFUA1JS419227

2018 Spartan/Smeal 75' ladder

Aerial: 181 Hours

Complete Unit: 1,519 Miles

Engine: 2,016 Hours

Fire Pump: 206 Hours

Foam System: 0 Hours

Generator: 87.10 Hours

Labor	\$1,693.00
Parts	\$1,082.65
Shop Supplies	\$12.00
Pre-Charge Subtotal	\$2,787.65
Exempt (0% of \$0.00)	\$0.00
Total	\$2,787.65
Payments & Credits	\$0.00
Balance Due	\$2,787.65

Lead Tech: Stephen Rosselle

Technician Certificate ID: M274334

Signature:

Any warranties on the parts and accessories sold hereby are made by the manufacturer. You understand and agree that we make no warranties of any kind unless expressed in writing. You hereby authorize us to perform the repair work herein set forth and to purchase the necessary material and parts to perform such repair work. You agree that we are not responsible for loss or damage to your vehicle or articles left in your vehicle in case of fire, theft, or any other cause beyond our control or for any delays caused by unavailability of parts or delays in part shipments by the supplier or transporter. In addition, you agree that we are not responsible for damages to your vehicle from freezing due to lack of antifreeze. You hereby grant our employees permission to operate your vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspection. You acknowledge and agree that an express mechanic's lien on your vehicle is granted to secure payment of this invoice for the repair work detailed in this invoice.

O.K. to pay per Dunham

JUL 24 2025

O.K. to pay
(335-932)

Bill Brown



28340 Wick Road
Romulus, MI 48174
Phone: (800) 875-FUEL
orders@RKA.com

Invoice Number: 0838733
Invoice Date: 07/16/25
Invoice Due Date: 08/15/25
Account Number: 0001630
Ship to Code: 2000

SOLD TO: City of Dearborn Heights DPW
24600 Van Born Road
Dearborn Heights, MI 48125-2006

SHIP TO: Dept of Public Works
24600 Vanborn Road
Dearborn Heights, MI 48125-2006

Customer P.O.	Terms	Driver	Truck	Delivery Date	BOL Number
18-169	Net 30 Days		2337	07/16/25	BOL# 0000032901
Product			Delivered	Price per Unit	Amount
87 Regular Gasoline E10			6,508.50	2.215200	14,417.63

FEDERAL LUST TAX GAS	0.00100	6.51
FEDERAL OIL SPILL E-10	0.00193	12.56
MI ENVIRONMENTAL FEE GAS	0.01000	65.09
FEDERAL SUPERFUND FEE E-10	0.00364	23.69

Account # 592-536-867, 000

\$ 14,525.48

Sh Di 7/24/25

SUBJECT TO CORRECTION OF CLERICAL ERRORS. A service charge of 1.5% will be assessed to your account on all past due balances.

"DYED DIESEL/KEROSENE FUEL, NONTAXABLE USE ONLY, PENALTY FOR TAXABLE USE"

SUBTOTAL	14,525.48
SALES TAX	0.00
TOTAL	\$14,525.48

Troff, Petzke & Ammeson

INVOICE

811 Ship Street, Suite 202
Saint Joseph, MI 49085-1171
Phone: (269) 983-0161

Invoice # 5789
Date: 06/17/2025

AMMESON-PRIVATE ARBITRATION & MEDIATION
FOR THE UNION:
Christopher Tomasi (P60022)
Police Officers Association of Michigan
Assistant General Counsel
27056 Joy Rd.
Redford, MI 48239
313-937-9000
ctomasi@poam.net FOR THE

FOR THE EMPLOYER:
Kenneth S. Wilson (P31384)
Attorney for the Employer
615 Griswold St. Ste. 400
Detroit, MI 48226
(313) 964-1702
kwilson@perkinslawgroup.net

City of Dearborn Heights and Dearborn Heights Police Supervisors Association (No. 24-325)

Services

Type	Date	Description	Quantity	Rate	Total
Service	04/07/2025	1-day Attend hearing in Dearborn Heights.	6.00	\$300.00	\$1,800.00
Service	05/27/2025	1/2 day Research and drafting	3.00	\$300.00	\$900.00
Service	06/05/2025	1-day -- Research and drafting	6.00	\$300.00	\$1,800.00
Service	06/17/2025	1/2 day -- Research and drafting	3.00	\$300.00	\$900.00
Services Subtotal					\$5,400.00

Expenses

Type	Date	Description	Quantity	Rate	Total
Expense	04/06/2025	Mileage	179.00	\$0.70	\$125.30
Expense	04/06/2025	Hotel	1.00	\$121.22	\$121.22
Expenses Subtotal					\$246.52

City Pays Half: \$2823.26

Subtotal ~~\$5,646.52~~

DuJuan Fisher

Total ~~\$5,646.52~~

Please make checks payable to Troff Petzke & Ammeson
EIN: 38-130-7685
Thank You.

½ Payable by the Union \$2,823.26
½ Payable by the Employer \$2,823.26

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Troff, Petzke & Ammeson
	2 Business name/disregarded entity name, if different from above.
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☒ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐
5 Address (number, street, and apt. or suite no.). See instructions. 811 Ship Street 202	Requester's name and address (optional)
6 City, state, and ZIP code Saint Joseph, MI 49085	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
			-				-		
or									
Employer identification number									
3	8	-	1	3	0	7	6	8	5

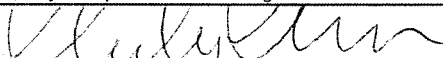
Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date March 13, 2025
------------------	---	-------------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

CUSTOMER #: 20094
UNIT# 81
CITY OF DEARBORN HEIGHTS DPW
PO 18-022
6045 FENTON
DEARBORN HEIGHTS, MI 48127
HOME: CONT:734-775-0529
BUS: CELL:734-775-0529

311852

INVOICE

Village Ford

In Dearborn, We have to be better.

23535 Michigan · Dearborn, MI 48124
(313) 565-3900

www.villageford.com

PAGE 1 of 3

STATE REGISTRATION NO. F-122500

SERVICE ADVISOR: 999116 JAMES BURTON

COLOR	YEAR	MAKE/MODEL		VIN	LICENSE	MILEAGE IN / OUT		TAG
WHITE	18	FORD Transit		1FTYR2CG9JKB21712	028X523	82230/82230		T8367
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED		PO NO.	RATE	PAYMENT	INV. DATE
01JAN25 DD			18:00 24JUL25		Y		CHG	22JUL25
R.O. OPENED		READY		OPTIONS: W-COMP:G				
13:58 24JUN25		09:45 22JUL25		Water Department Van 81				

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
------	--------	------	------	-------	------	-----	-------

A 195 DIAG - C/S THAT THE REFRIGERANT CHARGE KEEPS LEAKING OUT ABOUT EVERY TWO WEEKS.

CAUSE: COMPLETE DIAGNOSIS THROUGH VISUAL INSPECTION, ROAD TEST, PIN POINT TEST, WORKSHOP MANUAL AND SYMPTOM PROCEDURES.

S112 HVAC CONCERN

999107 WILKS, DAVID LIC#: M186265
CPMH

28 YN*19* REFRIGERANT - R-134A	1921.74	1921.74
1 VC*13*G ANTI-FREEZE		23.24
1 CK4Z*18A484*D HOUSING - HEATER BLOWER		14.96
1 *W711137*S442 BOLT - HEX.HEAD		349.69
1 CK4Z*6103599*BB COVER ASY - WINDSHIELD SIDE		2.44
1 CK4Z*6103598*BB COVER ASY - WINDSHIELD SIDE		159.14
		146.23

82230 9.00 INSPECT FOR A/C LOOSE CHARGE AFTER A FEW WEEKS VERIFY DYE IN SYSTEM INSPECT USING U/V LIGHT FOUND NO EXTERNAL LEAKS REMOVE BLOWER RESISTOR USING BORE SCOPE INSPECT EVAP CORE VERIFY EVAP CORE HAS EXCESSIVE OIL STAINS AND IS LEAKING. REMOVE BOTH DOORS, UPPER AND LOWER DASH TRIM, STEERING COLUMN AND DASH REMOVE HEATER CASE TRANSFER ALL COMPONENTS TO NEW HEATER CASE AND INSTALL TO DASH INSTALL DASH ASSEMBLE UPPER AND LOWER TRIM STEERING COLUMN USING NEW HARDWARE, BOTH DOORS NEW A PILLER TRIM PIECES. CHARGE A/C USING MACHINE VERIFY SYSTEM PASSED LEAK TEST AND CHARGED START ENGINE TOP OFF COOLANT FOUND NO AIR FLOW FROM VENTS SEE LINE C SERVICE PART EVAP CASE. ONCE NEW CASE INSTALL VERIFY A/C OPERATION AND AIR FLOWING CORRECTLY FROM VENT SELECTION. TEST DRIVE FOUND OK LABOR IS 9.00

B COMPLETE VEHICLE REPORT CARD GIVE VEHICLE CHECK UP TO ADVISOR

CAUSE: SEE NOTE SECTION FOR TECH COMMENT

99P COMPLETE VEHICLE REPORT CARD GIVE VEHICLE
CHECK UP TO ADVISOR

999107 WILKS, DAVID LIC#: M186265
CPM

82230 INSPECT

0.00 0.00

ON BEHALF OF SERVICING DEALER, I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREON IS ACCURATE UNLESS OTHERWISE SHOWN. THERE WAS NO INDICATION FROM THE APPEARANCE OF THE VEHICLE OR OTHERWISE, THAT ANY PART REPAIRED OR REPLACED UNDER THIS CLAIM HAD BEEN CONNECTED IN ANY WAY WITH ANY ACCIDENT, NEGLIGENCE OR MISUSE. RECORDS SUPPORTING THIS CLAIM ARE AVAILABLE FOR (1) YEAR FROM THE DATE OF PAYMENT NOTIFICATION AT THE SERVICING DEALER FOR INSPECTION BY REPRESENTATIVES OF FORD.

SHOP SUPPLIES
15% (NOT TO EXCEED \$39.45) OF LABOR CHARGE IS INCLUDED FOR SUPPLIES USED ON YOUR VEHICLE. APPLICABLE SUPPLY ITEMS ARE TAPE, AEROSPRAY, SOLVENT, RAGS, CLEANERS, ELECTRICAL WIRE, AND TERMINALS. CHARGE ALSO INCLUDES HAZARDOUS WASTE DISPOSAL AND/OR RECYCLING COST OF OIL, SOLVENTS, AND CLEANERS.

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
LESS INSURANCE	
SALES TAX	
PLEASE PAY THIS AMOUNT	

CUSTOMER SIGNATURE

ST. REG. # F-122500

P & A CODE: 02737

STORAGE WILL BE CHARGED 48 HOURS AFTER REPAIRS ARE COMPLETED
ALL REPAIRS AND PARTS LISTED WERE FURNISHED IN COMPLIANCE WITH
MICHIGAN AUTO REPAIR ACT. (P.A 300)



CUSTOMER #: 20094

UNIT# 81

CITY OF DEARBORN HEIGHTS DPW

PO 18-022

6045 FENTON

DEARBORN HEIGHTS, MI 48127

HOME:

CONT:734-775-0529

BUS:

CELL:734-775-0529

311852

INVOICE

Village Ford

In Dearborn, We have to be better.

23535 Michigan • Dearborn, MI 48124

(313) 565-3900

www.villageford.com

PAGE 2 of 3

STATE REGISTRATION NO. F-122500

SERVICE ADVISOR: 999116 JAMES BURTON

COLOR	YEAR	MAKE/MODEL		VIN	LICENSE	MILEAGE IN / OUT		TAG
WHITE	18	FORD Transit		1FTYR2CG9JKB21712	028X523	82230/82230		T8367
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED		PO NO.	RATE	PAYMENT	INV. DATE
01JAN25 DD			18:00 24JUL25		Y		CHG	22JUL25

R.O. OPENED READY OPTIONS: W-COMP:G

13:58 24JUN25 09:45 22JUL25

Water Department
Van 81

LINE OPCODE TECH TYPE HOURS

LIST NET TOTAL

C** ADD ON SERV PART AC DOES NOT BLOW OUT THROUGH VENTS

CAUSE: 18A884

ADD ADD ON RPAIR

999107 WILKS,DAVID LIC#: M186265

WF

1 *W711137*S442 BOLT - HEX.HEAD

(N/C)

1 CK4Z*18A484*D HOUSING - HEATER BLOWER

(N/C)

1 CK4Z*6103599*BB COVER ASY - WINDSHIELD SIDE

(N/C)

1 CK4Z*6103598*BB COVER ASY - WINDSHIELD SIDE

(N/C)

1 6E5Z*19B596*A KIT

(N/C)

19700A15 CORE ASSEMBLY - AIR CONDITIONER

EVAPORATOR - REPLACE (10B810/18A484/18C424/1

9850/19860/19B555/19D597) - L

999107 WILKS,DAVID LIC#: M186265

WF

(N/C)

19700A PRESSURIZE, LEAK TEST, DISCHARGE, EVACUATE

AND CHARGE AIR CONDITIONING SYSTEM. -

DIAGNOSIS - L

999107 WILKS,DAVID LIC#: M186265

WF

(N/C)

FC: PART#: COUNT:

CLAIM TYPE:

AUTH CODE:

999107

82230

FROM EVAP CORE CASE REPLACEMENT FROM LINE A WHEN JOB COMPLETED AND A/C CHARGED FOUND NO AIR FLOW FROM VENTS HAVE DEFROST AND FLOOR ONLY. PRIOR TO DOING REPAIRS VAN DID HAVE AIR FLOW FROM VENTS. CHECKED ALL CONNECTIONS FOUND OK. INSPECT WHEN VENT POSITION SELECTED CAN HERE CLICKING FROM EVAP CORE SHOWED FORMAN CONCERN SUSPECT BLEND DOORS TIMED WRONG NNESS TO SERVICE PART EVAP CORE CENTER CASE.

FOLLOWING WSM REMOVE LOWER AND UPPER DASH PANELS REMOVE DOORS REMOVE DASH REMOVE HEATER CASE TRANSFER ALL PARTS TO NEW HEATER

CASE.INSTALL CASE TO DASH AND INSTALL DASH.BEFORE DASH ASSY UP HOOK UP

ON BEHALF OF SERVICING DEALER, I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREON IS ACCURATE UNLESS OTHERWISE SHOWN. THERE WAS NO INDICATION FROM THE APPEARANCE OF THE VEHICLE OR OTHERWISE, THAT ANY PART REPAIRED OR REPLACED UNDER THIS CLAIM HAD BEEN CONNECTED IN ANY WAY WITH ANY ACCIDENT, NEGLIGENCE OR MISUSE. RECORDS SUPPORTING THIS CLAIM ARE AVAILABLE FOR (1) YEAR FROM THE DATE OF PAYMENT NOTIFICATION AT THE SERVICING DEALER FOR INSPECTION BY REPRESENTATIVES OF FORD.

SHOP SUPPLIES
15% (NOT TO EXCEED \$39.45) OF LABOR CHARGE IS INCLUDED FOR SUPPLIES USED ON YOUR VEHICLE. APPLICABLE SUPPLY ITEMS ARE TAPE, AEROSPRAY, SOLVENT, RAGS, CLEANERS, ELECTRICAL WIRE, AND TERMINALS. CHARGE ALSO INCLUDES HAZARDOUS WASTE DISPOSAL AND/OR RECYCLING COST OF OIL, SOLVENTS, AND CLEANERS.

DESCRIPTION	TOTALS
LABOR AMOUNT	
PARTS AMOUNT	
GAS, OIL, LUBE	
SUBLET AMOUNT	
MISC. CHARGES	
TOTAL CHARGES	
LESS INSURANCE	
SALES TAX	
PLEASE PAY THIS AMOUNT	

CUSTOMER SIGNATURE

ST. REG. # F-122500

P & A CODE: 02737

STORAGE WILL BE CHARGED 48 HOURS AFTER REPAIRS ARE COMPLETED
ALL REPAIRS AND PARTS LISTED WERE FURNISHED IN COMPLIANCE WITH
MICHIGAN AUTO REPAIR ACT. (P.A 300)



CUSTOMER #: 20094
UNIT# 81
CITY OF DEARBORN HEIGHTS DPW
PO 18-022
6045 FENTON
DEARBORN HEIGHTS, MI 48127

311852

Village Ford

In Dearborn, We have to be better.

INVOICE

23535 Michigan · Dearborn, MI 48124
(313) 565-3900

www.villageford.com

PAGE 3 of 3

HOME: CONT: 734-775-0529
BUS: CELL: 734-775-0529

STATE REGISTRATION NO. F-122500

SERVICE ADVISOR: 999116 JAMES BURTON

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG	
WHITE	18	FORD Transit	1FTYR2CG9JKB21712	028X523	82230/82230	T8367	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
01JAN25 DD			18:00 24JUL25	Y		CHG	22JUL25
R.O. OPENED		READY	OPTIONS: W-COMP:G				
13:58 24JUN25		09:45 22JUL25	Water Department Van 81				

Water Department
Van 81

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
------	--------	------	------	-------	------	-----	-------

NESS COMPONENTS TO INSPECT HEATER CASE VERIFY CONCERN HEATER CASE
SWITCHES FROM FLOOR TO VENT TO DEFROST. FINISH ASSY OF DASH USING NESS
HARDWARE AND A PILLER MOLDINGS. HOOK UP A/C MACHINE VERIFY MACHINE
PASSED LEAK TEST AND CHARGED SYSTEM TOP OFF COOLING SYSTEM RECHECK VENT
AND A/C OPERATION FOUND OK.

ESTIMATE: 1.00 18JUL25 10:35 SA: 999116

CONTACT:

CUSTOMER PAY SHOP CHARGE FOR REPAIR ORDER

39.45

Account # 592-536-932.000

\$2656.89

Al Ri 7/24/25

ON BEHALF OF SERVICING DEALER, I HEREBY CERTIFY THAT THE
INFORMATION CONTAINED HEREON IS ACCURATE UNLESS OTHERWISE
SHOWN. THERE WAS NO INDICATION FROM THE APPEARANCE OF THE
VEHICLE OR OTHERWISE, THAT ANY PART REPAIRED OR REPLACED
UNDER THIS CLAIM HAD BEEN CONNECTED IN ANY WAY WITH ANY
ACCIDENT, NEGLIGENCE OR MISUSE. RECORDS SUPPORTING THIS CLAIM
ARE AVAILABLE FOR (1) YEAR FROM THE DATE OF PAYMENT
NOTIFICATION AT THE SERVICING DEALER FOR INSPECTION BY
REPRESENTATIVES OF FORD.

SHOP SUPPLIES
15% (NOT TO EXCEED \$39.45) OF
LABOR CHARGE IS INCLUDED FOR
SUPPLIES USED ON YOUR VEHICLE.
APPLICABLE SUPPLY ITEMS ARE
TAPE, AEROSPRAY, SOLVENT,
RAGS, CLEANERS, ELECTRICAL
WIRE, AND TERMINALS. CHARGE
ALSO INCLUDES HAZARDOUS
WASTE DISPOSAL AND/OR
RECYCLING COST OF OIL,
SOLVENTS, AND CLEANERS.

DESCRIPTION	TOTALS
LABOR AMOUNT	1921.74
PARTS AMOUNT	695.70
GAS, OIL, LUBE	0.00
SUBLET AMOUNT	0.00
MISC. CHARGES	39.45
TOTAL CHARGES	2656.89
LESS INSURANCE	0.00
SALES TAX	0.00

CUSTOMER SIGNATURE

PLEASE PAY
THIS AMOUNT

2656.89

ST. REG. # F-122500

P & A CODE: 02737

STORAGE WILL BE CHARGED 48 HOURS AFTER REPAIRS ARE COMPLETED
ALL REPAIRS AND PARTS LISTED WERE FURNISHED IN COMPLIANCE WITH
MICHIGAN AUTO REPAIR ACT. (P.A 300)



Invoice Number
321269

Invoice Date
01/09/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	02/08/25	BUTLER (B060) FY 2024 DRAIN ASSESSMENT REVENUE 801.XXXXX.403001 CASH ACCT# 801.001000	5.61
002	02/08/25	N BR ECORSE CREEK (E003)	70,963.82
003	02/08/25	FREEMAN (F014)	15.39
004	02/08/25	KENNEDY (K016)	4.00
005	02/08/25	LEHIGH STORM WAT (L061)	38.15
006	02/08/25	LUKAS STORM (L048)	12.14
Verify w/ Ali Dib that this is correct <i>Ali Dib</i> 3/13/25			
Please Pay This Amount =>			\$ 71,039.11

Return Remittance Copy of Invoice with Payment

Invoice Number
321269

Invoice Date
01/09/25



Invoice Number
321498

Invoice Date
02/15/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Divisio

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	03/17/25	INTEREST DUE DH CSO RETENTION BASIN 1A SRF PROGRAM - #5430-01 Acct # 44090.581001 Cash Acct # 596.010290	1,504.60
002	03/17/25	INTEREST DUE DH CSO SCADA IMPROV SRF PROGRAM 5430-02 44090.581001 Cash Acct # 596.010290	16,139.68
GL# 592- 537- 927. 100			
 3/25/25			
Please Pay This Amount =>			\$ 17,644.28

Return Remittance Copy of Invoice with Payment

Invoice Number
321498

Invoice Date
02/15/25

Invoice Number
321503

Invoice Date
02/15/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	03/17/25	PRINCIPAL DUE ECPAD SRF 2010 Series SRF PROGRAM #5349-01 Acct# 54787.581000 Cash Acct# 821.010020	145,289.65
002	03/17/25	INTEREST DUE ECPAD SRF 2010 Series SRF PROGRAM #5349-01 Acct# 54787.581001 Cash Acct# 821.010020	11,649.75
GL # 592-537-927.100			
Jh Pri 3/25/25			
Please Pay This Amount =>			\$ 156,939.40

Return Remittance Copy of Invoice with Payment

Invoice Number
321503

Invoice Date
02/15/25

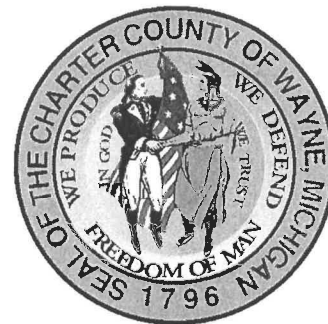
Invoice Number
321530

Invoice Date
02/25/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Divisio

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	03/27/25	PRINCIPAL DUE ROUGE VALLEY STCAP SRF PROGRAM # 5350-01 54004.581000 598.009000	74,758.39
002	03/27/25	INTEREST DUE ROUGE VALLEY STCAP SRF PROGRAM # 5350-01 54004.581001 598.009000	7,055.58
003	03/27/25	INTEREST DUE ROUGE VALLEY STCAP SRF PROGRAM 5402-01 54004.581001 598.009000	1,677.87
004	03/27/25	PRINCIPAL DUE ROUGE VALLEY LTCAP SRF PROGRAM # 5702-01 54004.581000 598.009001	21,054.00
005	03/27/25	INTEREST DUE ROUGE VALLEY LTCAP SRF PROGRAM # 5702-01 54004.581001 598.009001	3,580.20
006	03/27/25	PRINCIPAL DUE ROUGE VALLEY LTCAP SRF PROGRAM # 5748-01 54004.581000 598.009002	32,817.13
007	03/27/25	INTEREST DUE ROUGE VALLEY LTCAP SRF PROGRAM # 5748-01	7,325.00
GL# 592-537-927.100			
Sh Di 3/25/25			
Please Pay This Amount =>			\$

Return Remittance Copy of Invoice with Payment

Invoice Number
321530

Invoice Date
02/25/25

Invoice Date
04/01/25

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226



Send Remittance to:

**Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226**

Customer:

**City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127**

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

[illegible]

Return Remittance Copy of Invoice with Payment

Invoice Number
321913

Invoice Date
04/01/25

Invoice Date
04/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

**Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226**

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/01/25	Q3 APRIL 2025 - JUN 2025 ECPAD O&M ASSESSMENT FY25 TAYLOR SANITARY BASIN REVENUE ACCT# 821.54713.403000 CASH ACCT# 821.001713	131,180.54
GL# 592-537-929.000  4/16/25			
Please Pay This Amount =>			\$ 131,180.54

Return Remittance Copy of Invoice with Payment

Invoice Number
321935

Invoice Date
04/01/25

Invoice Date
04/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

**Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226**

Customer:

**City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127**

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/01/25	Q3 APR 2025 - JUN 2025 CSO BASIN OPERATIONS & MAINTENANCE REVENUE ACCT# 596.54018.626000 CASH ACCT# 596.009018	222,380.75
GL# 592-537-929.000 			4/16/25 Please Pay This Amount => \$ 222,380.75

Return Remittance Copy of Invoice with Payment

Invoice Number
321938

Invoice Date
04/01/25

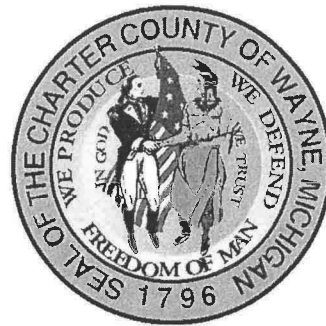
Invoice Number
322366

Invoice Date
05/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	05/31/25	MAY 2025 FIXED SEWAGE ROUGE VALLEY SEWAGE DISPOSAL SYSTEM REVENUE# 598.54004.632445 CASH ACCT# 598.009000 <i>Account #</i> <i>592-537-929,000</i>	476,294.79
Please Pay This Amount =>			\$ 476,294.79

Return Remittance Copy of Invoice with Payment

Invoice Number
322366

Invoice Date
05/01/25

Invoice Number
323153

Invoice Date
07/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice

Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

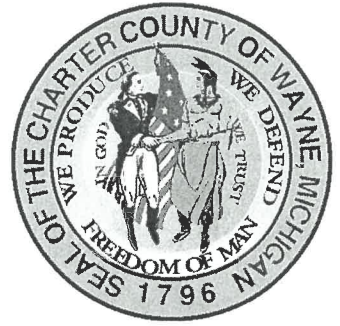
City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658



Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	07/31/25	JULY 2025 FIXED SEWAGE ROUGE VALLEY SEWAGE DISPOSAL SYSTEM REVENUE# 598.54004.632445 CASH ACCT# 598.009000	471,581.00
002	07/01/25	CREDIT FOR FY 2023-24 SEWAGE RATE CHANGE ADJUSTMENT	56,571.00-
003	07/01/25	CREDIT FOR FY 2024-25 SEWAGE RATE CHANGE ADJUSTMENT	56,571.00-
GL# 592-537-928.000			
Sh Di 7/31/25			
Please Pay This Amount =>			\$ 358,439.00

Return Remittance Copy of Invoice with Payment

Invoice Number
323153

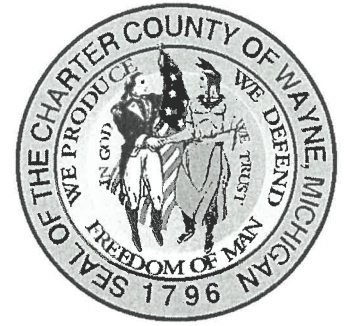
Invoice Date
07/01/25

Invoice Date
07/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

**Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226**

Customer:

**City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127**

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	07/31/25	JULY 2025 SEWAGE DISPOSAL AREA 3 SEWAGE DISPOSAL REVENUE# 596.54079.632410 CASH ACCT# 596.011079	4,300.00
GL# 592-537-929.000  7/31/25			
Please Pay This Amount =>			\$ 4,300.00

Return Remittance Copy of Invoice with Payment

Invoice Number
323166

Invoice Date
07/01/25

Invoice Number 323169
Invoice Date 07/01/25

COUNTY OF WAYNE
 Warren C. Evans - County Executive
 500 Griswold, Detroit, Michigan 48226



Invoice

Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

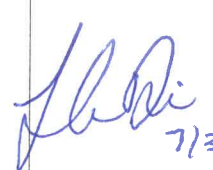
Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	07/31/25	Q4 JUL 2025 - SEP 2025 CSO BASIN OPERATIONS & MAINTENANCE REVENUE ACCT# 596.54018.626000 CASH ACCT# 596.009018	222,380.75
BL# 592-537-927.100  7/31/25			
Please Pay This Amount =>			\$ 222,380.75

Return Remittance Copy of Invoice with Payment

Invoice Number 323169	Invoice Date 07/01/25
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Invoice Number
323179

Invoice Date
07/01/25

COUNTY OF WAYNE

Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226

Invoice



Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	07/31/25	Q4 JUL 2025 - SEPT 2025 ECPAD O&M ASSESSMENT FY25 TAYLOR SANITARY BASIN REVENUE ACCT# 821.54713.403000 CASH ACCT# 821.001713	131,180.54
GL# 592-537-929.000			
Please Pay This Amount =>			\$ 131,180.54

[Signature] 7/31/25

Return Remittance Copy of Invoice with Payment

Invoice Number
323179

Invoice Date
07/01/25

Approved for the Agenda of:	REFERRED BACK
8/12/2025	Motion No. 25-430

7.A.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 4, 2025

RE: Comptroller's Office - Bid Award - Warren Valley Parking Lot Resurfacing

Honorable Council:

Please see the attached bids received for the Warren Valley Golf Course parking lot project. Requesting City Council approval for one of the qualified bidders. The project was publicly advertised, and bids were received by the Comptroller's Office.

Twelve contractors submitted bids and all were determined to be "qualified" to do the work. The total bids (including alternates 1 & 2) ranged in price from \$1,082,973.50 to \$1,479,484.46.

We recommend the selection is contingent on the following:

1. Crestwood School District approves funding 30% of the project, which represents the portion of the parking lot the district intends to use for drop-off and pick-up operations.
2. The city will only proceed with Alternate #2 if the building tenant agrees to cover that expense. Alternate #2 is the V.I.P parking section, which is designed for the banquet hall events/operations.

Selecting the lowest bidder will result in the following cost allocation:

City - \$734,424.95 (Budget Amendment to increase Golf Course Repairs 101-753-932.000)
School District - \$314,753.05
Building Tenant - \$33,795.00

To cover the cost to the City, a budget amendment will be made to the following accounts:

Insurance (MMRMA) - 101-200-911.000 - Reduce by \$150,000
Workmans Comp - 101-200-724.000 - Reduce by \$50,000
The remaining cost (\$534,424.95) will be taken from the general fund balance.

The golf course operation is expected to generate approximately \$140,000 per year, making the payback period for the parking lot (with the contingencies) 3.81 years. The recommended specifications and design of the parking lot are projected to last 20 years. Alternative designs/specs

may be cheaper to start with, but will cost much more to repair and maintain over the same period.

Sincerely,
Mahdi Baydoun

Attachments:

1. Bid Tab Summary
2. Bid Tab Review
3. 2025 05 22 - Warren Valley Parking Lot Plans
4. TrueNorthAsphalt
5. T&M Asphalt
6. R&R
7. NaglePaving
8. CadillacAsphalt
9. BestAsphalt
10. AsphaltSpecialistsA
11. AnglinCivil
12. Al'sAsphalPavingCompany
13. AlliedConstruction Company
14. AjaxPaving
15. HutchPaving

CITY OF DEARBORN HEIGHTS

PROJECT NAME : WARREN VALLEY PARKING LOT ASPHALT RESURFACING

Bidder	Bid Deposit	Bid Amount	Alt 1	Alt 2	Total
Allied Construction	5%	\$995,978.50	\$53,200.00	\$33,795.00	\$1,082,973.50
Asphalt Specialist, LLC	5%	\$996,540.30	\$95,000.00	\$38,745.00	\$1,130,285.30
Al's Asphalt Pving Company	5%	\$1,051,768.00	\$69,350.00	\$29,578.00	\$1,150,696.00
True North Asphalt LLC	5%	\$1,102,445.00	\$46,550.00	\$32,720.00	\$1,181,715.00
R&R Asphalt	5%	\$1,102,575.50	\$66,975.00	\$32,884.20	\$1,202,434.70
Nagle Paving Company	5%	\$1,094,046.00	\$76,000.00	\$37,646.00	\$1,207,692.00
Best Asphalt, Inc.	5%	\$1,140,716.00	\$57,000.00	\$31,515.00	\$1,229,231.00
TM Asphalt Paving , Inc	5%	\$1,143,347.20	\$77,900.00	\$28,115.00	\$1,249,362.20
Ajax Paving Industries, Inc.	5%	\$1,160,960.00	\$124,925.00	\$56,795.00	\$1,342,680.00
Hutch Paving	\$80,000.00	\$1,276,720.00	\$77,900.00	\$52,416.00	\$1,407,036.00
Cadillac Asphalt LLC	5%	\$1,326,989.00	\$66,500.00	\$40,920.00	\$1,434,409.00
Anglin Civil LLC	5%	\$1,381,868.86	\$52,364.00	\$45,251.60	\$1,479,484.46

DEARBORN HEIGHTS WARREN VALLEY PARKING LOT Bid Tab Prepared by Wade Trim Bids Opened 7/08/2025 - XX a.m.			
	Item Description	Unit	Quantity
	Base Bid		
1	Mobilization, Max. 5%	Lump Sum	1
2	Traffic Maintenance and Controls	Lump Sum	1
3	Inlet Filter	Each	12
4	Soil Erosion Silt Fence	Feet	2,500
5	Curb and Gutter Remove	Foot	200
6	Sidewalk Remove	Square Foot	50
7	HMA Surface Remove	Square Yard	26,000
8	Subgrade Undercutting, 21AA, Limestone	Cubic Yard	500
9	Reconstruct Structure	V. Feet	24
10	Maintenance Gravel	Ton	30
11	Adjust Structure	Each	12
12	Concrete Collar	Each	12
13	Catch Basin Cover	Each	12
14	Grading	Lump Sum	1
15	Bituminous Pavement, Leveling Course, 4EML	Ton	3,800
16	Bituminous Pavement, Wearing Course, 5EML	Ton	2,300
17	Curb and Gutter, Concrete, Straight Curb	Foot	200
18	Sidewalk Ramp, Concrete 6-inch	Square Foot	50
19	Remove Sign and Post	Each	8
20	Post, Steel, 3 Pound	Feet	143
21	Handicap Sign	Each	11
22	Handicap Van Sign	Each	2
23	Pavt Mrkg, Waterborne, 4-inch White	Foot	12,000
24	Pavt Mrkg, Waterborne, 4-inch Blue	Foot	300
25	Pavt Mrkg, Waterborne, Handicap Symbol	Each	11
26	Restoration with 3-inches Topsoil and Nursery Sod	Square Yard	3,000
26A	Aggregate Base, 21AA, Limestone	Ton	700
	Bid Alternate 1		
27	Curb and Gutter, Concrete, Spill Out Curb	Ft	1,900
	Bid Alternate 2		
28	Earth Excavation	Cubic Yard	200
29	Adjust Structure	Each	1
30	21AA Aggregate, Limestone 8-inch	Square Yard	500
31	Bituminous Pavement, Leveling Course, 4EML	Ton	75
32	Bituminous Pavement, Wearing Course, 5EML	Ton	45
33	Pavement Marking, Waterborne, 4-inch White	Feet	400
Construction Total			

Apparent Lowest Bidder Allied Construction 9618 Northwest Court Clarkston, MI 48346	
Bid Price	Cost
\$ 32,150.00	\$ 32,150.00
\$ 2,000.00	\$ 2,000.00
\$ 110.00	\$ 1,320.00
\$ 2.00	\$ 5,000.00
\$ 12.75	\$ 2,550.00
\$ 6.00	\$ 300.00
\$ 3.02	\$ 78,520.00
\$ 86.00	\$ 43,000.00
\$ 157.00	\$ 3,768.00
\$ 26.45	\$ 793.50
\$ 600.00	\$ 7,200.00
\$ 1,100.00	\$ 13,200.00
\$ 640.00	\$ 7,680.00
\$ 18,000.00	\$ 18,000.00
\$ 108.00	\$ 410,400.00
\$ 121.00	\$ 278,300.00
\$ 50.20	\$ 10,040.00
\$ 18.20	\$ 910.00
\$ 40.00	\$ 320.00
\$ 19.00	\$ 2,717.00
\$ 150.00	\$ 1,650.00
\$ 45.00	\$ 90.00
\$ 0.25	\$ 3,000.00
\$ 0.25	\$ 75.00
\$ 45.00	\$ 495.00
\$ 16.00	\$ 48,000.00
\$ 35.00	\$ 24,500.00
Base Bid Total:	\$ 995,978.50
\$ 28.00	\$ 53,200.00
Alternate 1 Total:	\$ 53,200.00
\$ 42.00	\$ 8,400.00
\$ 750.00	\$ 750.00
\$ 22.00	\$ 11,000.00
\$ 108.00	\$ 8,100.00
\$ 121.00	\$ 5,445.00
\$ 0.25	\$ 100.00
Alternate 2 Total:	\$ 33,795.00
\$	1,082,973.50
As-Read	\$ 1,083,828.50
Difference	\$ (855.00)
Wrong Cells	Difference (theirs - Ours)
40	855

R&R Asphalt 2800 Childs Lake Road Milford, MI 48381	
Bid Price	Cost
\$ 50,000.00	\$ 50,000.00
\$ 10,000.00	\$ 10,000.00
\$ 80.00	\$ 960.00
\$ 3.00	\$ 7,500.00
\$ 20.00	\$ 4,000.00
\$ 20.00	\$ 1,000.00
\$ 2.35	\$ 61,100.00
\$ 95.00	\$ 47,500.00
\$ 750.00	\$ 18,000.00
\$ 50.00	\$ 1,500.00
\$ 1,450.00	\$ 17,400.00
\$ 950.00	\$ 11,400.00
\$ 950.00	\$ 11,400.00
\$ 19,500.00	\$ 19,500.00
\$ 119.90	\$ 455,620.00
\$ 133.26	\$ 306,498.00
\$ 40.40	\$ 8,080.00
\$ 11.15	\$ 557.50
\$ 150.00	\$ 1,200.00
\$ 25.00	\$ 3,575.00
\$ 75.00	\$ 825.00
\$ 75.00	\$ 150.00
\$ 0.75	\$ 9,000.00
\$ 0.75	\$ 225.00
\$ 35.00	\$ 385.00
\$ 10.00	\$ 30,000.00
\$ 36.00	\$ 25,200.00
Base Bid Total:	\$ 1,102,575.50
\$ 35.25	\$ 66,975.00
Alternate 1 Total:	\$ 66,975.00
\$ 35.00	\$ 7,000.00
\$ 1,450.00	\$ 1,450.00
\$ 17.69	\$ 8,845.00
\$ 119.90	\$ 8,992.50
\$ 133.26	\$ 5,996.70
\$ 1.50	\$ 600.00
Alternate 2 Total:	\$ 32,884.20
\$	1,202,434.70
As-Read	
Difference	\$ 1.00
Wrong Cells	Difference (theirs - Ours)
46	1

Anglin Civil LLC 13000 Newburgh Road Livonia, MI 48150	
Bid Price	Cost
\$ 65,000.00	\$ 65,000.00
\$ 17,935.20	\$ 17,935.20
\$ 215.12	\$ 2,581.44
\$ 3.63	\$ 9,075.00
\$ 11.83	\$ 2,366.00
\$ 29.57	\$ 1,478.50
\$ 3.73	\$ 96,980.00
\$ 100.50	\$ 50,250.00
\$ 465.81	\$ 11,179.44
\$ 82.75	\$ 2,482.50
\$ 1,232.68	\$ 14,792.16
\$ 997.50	\$ 11,970.00
\$ 1,487.07	\$ 17,844.84
\$ 45,856.80	\$ 45,856.80
\$ 146.64	\$ 557,232.00
\$ 156.09	\$ 359,007.00
\$ 55.98	\$ 11,196.00
\$ 11.70	\$ 585.00
\$ 108.36	\$ 866.88
\$ 13.20	\$ 1,887.60
\$ 78.00	\$ 858.00
\$ 48.00	\$ 96.00
\$ 0.34	\$ 4,080.00
\$ 0.34	\$ 102.00
\$ 31.50	\$ 346.50
\$ 19.62	\$ 58,860.00
\$ 52.80	\$ 36,960.00
Base Bid Total:	\$ 1,381,868.86
\$ 27.56	\$ 52,364.00
Alternate 1 Total:	\$ 52,364.00
\$ 40.84	\$ 8,168.00
\$ 1,309.95	\$ 1,309.95
\$ 23.16	\$ 11,580.00
\$ 191.75	\$ 14,381.25
\$ 212.72	\$ 9,572.40
\$ 0.60	\$ 240.00
Alternate 2 Total:	\$ 45,251.60
\$	1,479,484.46
As-Read	
Difference	
Wrong Cells	Difference (theirs - Ours)

Ajax Paving Inc 1957 Crooks Road Troy, MI 48068	
Bid Price	
\$ 60,000.00	
\$ 94,000.00	
\$ 150.00	
\$ 4.00	
\$ 19.00	
\$ 6.00	
\$ 3.30	
\$ 50.00	
\$ 305.00	
\$ 50.00	
\$ 1,300.00	
\$ 1,200.00	
\$ 872.00	
\$ 48,000.00	
\$ 105.00	
\$ 125.00	
\$ 72.00	
\$ 25.00	
\$ 150.00	
\$ 12.00	
\$ 75.00	
\$ 50.00	
\$ 0.40	
\$ 1.00	
\$ 35.00	
\$ 18.00	
\$ 25.00	
Base Bid Total:	
\$ 65.75	
Alternate 1 Total:	
\$ 74.75	
\$ 680.00	
\$ 29.00	
\$ 190.00	
\$ 267.00	
\$ 1.00	
Alternate 2 Total:	
\$	
As-Read	
Difference	

Industries, Inc. ; Road, Suite A MI 48084	Al's Asphalt Paving Company 25500 Brest Road Taylor, MI 48180		Best Asphalt, Inc. 6334 N Beverly Plaza Romulus, MI 48174		Cadillac Asphalt LLC 39255 Country Club Drive Farmington Hills, MI 48331		Hutch Paving. Inc 3000 East Ten Mile Road Warren, MI 48091		Nagle Paving Company 39525 W 13 Mile Road Novi, MI 48377	
Cost	Bid Price	Cost	Bid Price	Cost	Bid Price	Cost	Bid Price	Cost	Bid Price	Cost
\$ 60,000.00	\$ 45,000.00	\$ 45,000.00	\$ 27,000.00	\$ 27,000.00	\$ 50,000.00	\$ 50,000.00	\$ 45,624.00	\$ 45,624.00	\$ 40,000.00	\$ 40,000.00
\$ 94,000.00	\$ 5,500.00	\$ 5,500.00	\$ 3,500.00	\$ 3,500.00	\$ 10,000.00	\$ 10,000.00	\$ 5,200.00	\$ 5,200.00	\$ 10,000.00	\$ 10,000.00
\$ 1,800.00	\$ 120.00	\$ 1,440.00	\$ 120.00	\$ 1,440.00	\$ 175.00	\$ 2,100.00	\$ 125.00	\$ 1,500.00	\$ 108.00	\$ 1,296.00
\$ 10,000.00	\$ 2.75	\$ 6,875.00	\$ 1.20	\$ 3,000.00	\$ 3.00	\$ 7,500.00	\$ 2.00	\$ 5,000.00	\$ 1.65	\$ 4,125.00
\$ 3,800.00	\$ 15.00	\$ 3,000.00	\$ 9.50	\$ 1,900.00	\$ 25.00	\$ 5,000.00	\$ 16.00	\$ 3,200.00	\$ 13.75	\$ 2,750.00
\$ 300.00	\$ 10.00	\$ 500.00	\$ 18.00	\$ 900.00	\$ 10.00	\$ 500.00	\$ 15.00	\$ 750.00	\$ 9.00	\$ 450.00
\$ 85,800.00	\$ 2.16	\$ 56,160.00	\$ 3.85	\$ 100,100.00	\$ 4.00	\$ 104,000.00	\$ 5.95	\$ 154,700.00	\$ 3.85	\$ 100,100.00
\$ 25,000.00	\$ 72.00	\$ 36,000.00	\$ 88.00	\$ 44,000.00	\$ 75.00	\$ 37,500.00	\$ 75.00	\$ 37,500.00	\$ 100.00	\$ 50,000.00
\$ 7,320.00	\$ 200.00	\$ 4,800.00	\$ 720.00	\$ 17,280.00	\$ 250.00	\$ 6,000.00	\$ 125.00	\$ 3,000.00	\$ 575.00	\$ 13,800.00
\$ 1,500.00	\$ 35.00	\$ 1,050.00	\$ 42.00	\$ 1,260.00	\$ 150.00	\$ 4,500.00	\$ 75.00	\$ 2,250.00	\$ 75.00	\$ 2,250.00
\$ 15,600.00	\$ 250.00	\$ 3,000.00	\$ 420.00	\$ 5,040.00	\$ 1,000.00	\$ 12,000.00	\$ 120.00	\$ 1,440.00	\$ 375.00	\$ 4,500.00
\$ 14,400.00	\$ 1,300.00	\$ 15,600.00	\$ 1,200.00	\$ 14,400.00	\$ 1,000.00	\$ 12,000.00	\$ 1,325.00	\$ 15,900.00	\$ 900.00	\$ 10,800.00
\$ 10,464.00	\$ 850.00	\$ 10,200.00	\$ 1,020.00	\$ 12,240.00	\$ 1,000.00	\$ 12,000.00	\$ 1,200.00	\$ 14,400.00	\$ 725.00	\$ 8,700.00
\$ 48,000.00	\$ 47,911.00	\$ 47,911.00	\$ 35,000.00	\$ 35,000.00	\$ 52,000.00	\$ 52,000.00	\$ 10,624.00	\$ 10,624.00	\$ 31,250.00	\$ 31,250.00
\$ 399,000.00	\$ 112.75	\$ 428,450.00	\$ 124.50	\$ 473,100.00	\$ 129.00	\$ 490,200.00	\$ 134.00	\$ 509,200.00	\$ 109.00	\$ 414,200.00
\$ 287,500.00	\$ 129.65	\$ 298,195.00	\$ 141.00	\$ 324,300.00	\$ 157.00	\$ 361,100.00	\$ 147.00	\$ 338,100.00	\$ 120.00	\$ 276,000.00
\$ 14,400.00	\$ 36.50	\$ 7,300.00	\$ 57.50	\$ 11,500.00	\$ 45.00	\$ 9,000.00	\$ 62.00	\$ 12,400.00	\$ 43.00	\$ 8,600.00
\$ 1,250.00	\$ 13.50	\$ 675.00	\$ 33.00	\$ 1,650.00	\$ 12.00	\$ 600.00	\$ 26.00	\$ 1,300.00	\$ 49.00	\$ 2,450.00
\$ 1,200.00	\$ 100.00	\$ 800.00	\$ 33.00	\$ 264.00	\$ 100.00	\$ 800.00	\$ 75.00	\$ 600.00	\$ 150.00	\$ 1,200.00
\$ 1,716.00	\$ 14.00	\$ 2,002.00	\$ 11.00	\$ 1,573.00	\$ 13.00	\$ 1,859.00	\$ 22.00	\$ 3,146.00	\$ 9.00	\$ 1,287.00
\$ 825.00	\$ 110.00	\$ 1,210.00	\$ 126.00	\$ 1,386.00	\$ 100.00	\$ 1,100.00	\$ 84.00	\$ 924.00	\$ 95.00	\$ 1,045.00
\$ 100.00	\$ 100.00	\$ 200.00	\$ 27.50	\$ 55.00	\$ 100.00	\$ 200.00	\$ 54.00	\$ 108.00	\$ 95.00	\$ 190.00
\$ 4,800.00	\$ 0.50	\$ 6,000.00	\$ 0.40	\$ 4,800.00	\$ 0.45	\$ 5,400.00	\$ 0.29	\$ 3,480.00	\$ 0.49	\$ 5,880.00
\$ 300.00	\$ 0.50	\$ 150.00	\$ 0.55	\$ 165.00	\$ 0.45	\$ 135.00	\$ 0.33	\$ 99.00	\$ 0.49	\$ 147.00
\$ 385.00	\$ 50.00	\$ 550.00	\$ 33.00	\$ 363.00	\$ 45.00	\$ 495.00	\$ 25.00	\$ 275.00	\$ 66.00	\$ 726.00
\$ 54,000.00	\$ 16.30	\$ 48,900.00	\$ 9.30	\$ 27,900.00	\$ 40.00	\$ 120,000.00	\$ 22.50	\$ 67,500.00	\$ 26.40	\$ 79,200.00
\$ 17,500.00	\$ 29.00	\$ 20,300.00	\$ 38.00	\$ 26,600.00	\$ 30.00	\$ 21,000.00	\$ 55.00	\$ 38,500.00	\$ 33.00	\$ 23,100.00
\$ 1,160,960.00	Base Bid Total:	\$ 1,051,768.00	Base Bid Total:	\$ 1,140,716.00	Base Bid Total:	\$ 1,326,989.00	Base Bid Total:	\$ 1,276,720.00	Base Bid Total:	\$ 1,094,046.00
\$ 124,925.00	\$ 36.50	\$ 69,350.00	\$ 30.00	\$ 57,000.00	\$ 35.00	\$ 66,500.00	\$ 41.00	\$ 77,900.00	\$ 40.00	\$ 76,000.00
\$ 124,925.00	Alternate 1 Total:	\$ 69,350.00	Alternate 1 Total:	\$ 57,000.00	Alternate 1 Total:	\$ 66,500.00	Alternate 1 Total:	\$ 77,900.00	Alternate 1 Total:	\$ 76,000.00
\$ 14,950.00	\$ 45.50	\$ 9,100.00	\$ 30.00	\$ 6,000.00	\$ 75.00	\$ 15,000.00	\$ 65.00	\$ 13,000.00	\$ 80.00	\$ 16,000.00
\$ 680.00	\$ 350.00	\$ 350.00	\$ 420.00	\$ 420.00	\$ 1,000.00	\$ 1,000.00	\$ 135.00	\$ 135.00	\$ 375.00	\$ 375.00
\$ 14,500.00	\$ 11.50	\$ 5,750.00	\$ 16.00	\$ 8,000.00	\$ 16.00	\$ 8,000.00	\$ 45.00	\$ 22,500.00	\$ 15.00	\$ 7,500.00
\$ 14,250.00	\$ 112.00	\$ 8,400.00	\$ 135.00	\$ 10,125.00	\$ 129.00	\$ 9,675.00	\$ 134.00	\$ 10,050.00	\$ 109.00	\$ 8,175.00
\$ 12,015.00	\$ 128.40	\$ 5,778.00	\$ 150.00	\$ 6,750.00	\$ 157.00	\$ 7,065.00	\$ 147.00	\$ 6,615.00	\$ 120.00	\$ 5,400.00
\$ 400.00	\$ 0.50	\$ 200.00	\$ 0.55	\$ 220.00	\$ 0.45	\$ 180.00	\$ 0.29	\$ 116.00	\$ 0.49	\$ 196.00
\$ 56,795.00	Alternate 2 Total:	\$ 29,578.00	Alternate 2 Total:	\$ 31,515.00	Alternate 2 Total:	\$ 40,920.00	Alternate 2 Total:	\$ 52,416.00	Alternate 2 Total:	\$ 37,646.00
1,342,680.00	\$ 1,150,696.00		\$ 1,229,231.00		\$ 1,434,409.00		\$ 1,407,036.00		\$ 1,207,692.00	
	As-Read Difference		As-Read Difference		As-Read Difference		As-Read Difference		As-Read Difference	

True North Asphalt LLC 1241 E 11 Mile Road Madison Heights, MI 48071	
Bid Price	Cost
\$ 12,500.00	\$ 12,500.00
\$ 2,000.00	\$ 2,000.00
\$ 150.00	\$ 1,800.00
\$ 2.00	\$ 5,000.00
\$ 10.00	\$ 2,000.00
\$ 1.00	\$ 50.00
\$ 3.27	\$ 85,020.00
\$ 90.00	\$ 45,000.00
\$ 100.00	\$ 2,400.00
\$ 50.00	\$ 1,500.00
\$ 500.00	\$ 6,000.00
\$ 1,000.00	\$ 12,000.00
\$ 500.00	\$ 6,000.00
\$ 35,000.00	\$ 35,000.00
\$ 129.00	\$ 490,200.00
\$ 139.00	\$ 319,700.00
\$ 40.00	\$ 8,000.00
\$ 12.00	\$ 600.00
\$ 5.00	\$ 40.00
\$ 10.00	\$ 1,430.00
\$ 50.00	\$ 550.00
\$ 30.00	\$ 60.00
\$ 0.15	\$ 1,800.00
\$ 0.25	\$ 75.00
\$ 20.00	\$ 220.00
\$ 13.00	\$ 39,000.00
\$ 35.00	\$ 24,500.00
Base Bid Total:	\$ 1,102,445.00

\$ 24.50	\$ 46,550.00
Alternate 1 Total:	\$ 46,550.00

\$ 45.00	\$ 9,000.00
\$ 500.00	\$ 500.00
\$ 14.00	\$ 7,000.00
\$ 130.00	\$ 9,750.00
\$ 142.00	\$ 6,390.00
\$ 0.20	\$ 80.00
Alternate 2 Total:	\$ 32,720.00
\$	1,181,715.00

As-Read
Difference

T&M Asphalt Paving, Inc 4755 Old Plank Road Milford, MI 48381	
Bid Price	Cost
\$ 54,000.00	\$ 54,000.00
\$ 8,000.00	\$ 8,000.00
\$ 100.00	\$ 1,200.00
\$ 1.00	\$ 2,500.00
\$ 13.00	\$ 2,600.00
\$ 12.00	\$ 600.00
\$ 3.50	\$ 91,000.00
\$ 75.00	\$ 37,500.00
\$ 725.00	\$ 17,400.00
\$ 60.00	\$ 1,800.00
\$ 600.00	\$ 7,200.00
\$ 1,200.00	\$ 14,400.00
\$ 650.00	\$ 7,800.00
\$ 37,000.00	\$ 37,000.00
\$ 120.00	\$ 456,000.00
\$ 147.00	\$ 338,100.00
\$ 38.00	\$ 7,600.00
\$ 37.00	\$ 1,850.00
\$ 50.00	\$ 400.00
\$ 20.00	\$ 2,860.00
\$ 80.00	\$ 880.00
\$ 50.00	\$ 100.00
\$ 0.30	\$ 3,600.00
\$ 1.50	\$ 450.00
\$ 39.20	\$ 431.20
\$ 7.00	\$ 21,000.00
\$ 38.68	\$ 27,076.00
Base Bid Total:	\$ 1,143,347.20

\$ 41.00	\$ 77,900.00
Alternate 1 Total:	\$ 77,900.00

\$ 21.00	\$ 4,200.00
\$ 600.00	\$ 600.00
\$ 15.00	\$ 7,500.00
\$ 120.00	\$ 9,000.00
\$ 147.00	\$ 6,615.00
\$ 0.50	\$ 200.00
Alternate 2 Total:	\$ 28,115.00
\$	1,249,362.20

As-Read
Difference

Asphalt Specialists 1780 E Highwood Pontiac, MI 48340	
Bid Price	Cost
\$ 40,000.00	\$ 40,000.00
\$ 35,000.00	\$ 35,000.00
\$ 110.00	\$ 1,320.00
\$ 1.50	\$ 3,750.00
\$ 15.00	\$ 3,000.00
\$ 17.00	\$ 850.00
\$ 3.25	\$ 84,500.00
\$ 75.00	\$ 37,500.00
\$ 175.00	\$ 4,200.00
\$ 0.01	\$ 0.30
\$ 500.00	\$ 6,000.00
\$ 1,100.00	\$ 13,200.00
\$ 635.00	\$ 7,620.00
\$ 11,500.00	\$ 11,500.00
\$ 110.00	\$ 418,000.00
\$ 125.00	\$ 287,500.00
\$ 60.00	\$ 12,000.00
\$ 35.00	\$ 1,750.00
\$ 140.00	\$ 1,120.00
\$ 20.00	\$ 2,860.00
\$ 78.00	\$ 858.00
\$ 50.00	\$ 100.00
\$ 0.30	\$ 3,600.00
\$ 0.30	\$ 90.00
\$ 22.00	\$ 242.00
\$ 0.01	\$ 30.00
\$ 28.50	\$ 19,950.00
Base Bid Total:	\$ 996,540.30

\$ 50.00	\$ 95,000.00
Alternate 1 Total:	\$ 95,000.00

\$ 90.00	\$ 18,000.00
\$ 500.00	\$ 500.00
\$ 12.50	\$ 6,250.00
\$ 110.00	\$ 8,250.00
\$ 125.00	\$ 5,625.00
\$ 0.30	\$ 120.00
Alternate 2 Total:	\$ 38,745.00
\$	1,130,285.30

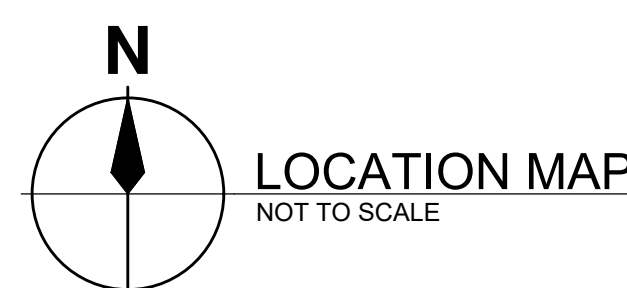
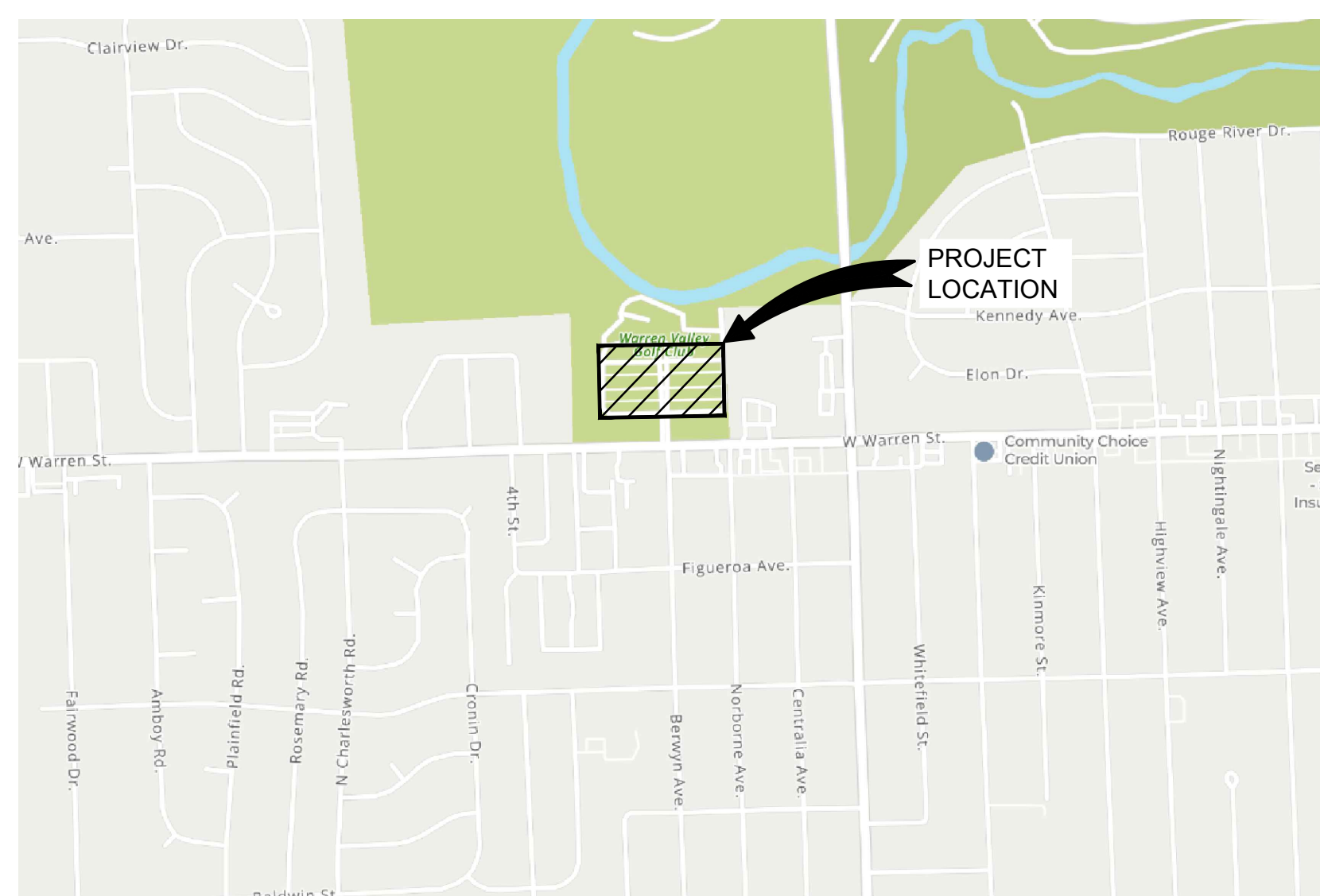
As-Read
Difference

\$ 0.70

Wrong Cells Difference (theirs - Ours)
19 0.7

A map of Michigan showing its county boundaries. Wayne County, located in the southeastern part of the state, is highlighted with diagonal hatching. The text "WAYNE COUNTY" is printed to the right of the highlighted area.

Sheet List Table	
Sheet Number	Sheet Title
1	COVER
2	NOTES
3	LEGEND
4	WARREN VALLEY - EXISTING CONDITIONS
5	WARREN VALLEY - PROPOSED PLAN BASE BID
6	WARREN VALLEY - PROPOSED PLAN BID ALTERNATE
7	WARREN VALLEY - GRADING PLAN
ST-1	STANDARD STORM SEWER DETAILS
MD-1	MISCELLANEOUS DETAILS
SE-1	STANDARD SOIL EROSION AND SEDIMENTATION CONTROL DETAILS



Know what's **below**.
Call before you dig.

REV#	DATE	DESCRIPTION						BY	

	WADE TRIM	Wade Trim Associates, Inc. 25251 Northline Road Taylor, MI 48180 734.947.9700 www.wadetrिम.com
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SEAL	ISSUED FOR: DATE: B
JOB NO. DHT1005-25T SHEET 1	

 VAUGHN C. MARTIN, PE

52002

 REGISTRATION NO.

BY:		

1. CONTRACTOR TO PROVIDE NOTICE TO ALL AFFECTED RESIDENCES AND BUSINESSES IN THE AREA OF THE PROJECT, AT LEAST 10 DAYS PRIOR TO BEGINNING ANY WORK.
2. ALL PROPERTY IRONS AND MONUMENTS, IF DISTURBED OR DESTROYED BY THE CONTRACTOR, SHALL BE REPLACED BY A STATE OF MICHIGAN, LICENSED PROFESSIONAL SURVEYOR AT THE EXPENSE OF THE CONTRACTOR.
3. LOCATION OF UTILITIES OR OTHER STRUCTURES SHOWN ON THE PLANS ARE TAKEN FROM UTILITY COMPANY OR OTHER RECORDS BELIEVED TO BE RELIABLE. VERIFY LOCATION AND DEPTH OF EXISTING UTILITIES. THE OWNER AND ENGINEER ARE NOT RESPONSIBLE FOR ANY OMISSIONS OR VARIATIONS IN THE LOCATION OF THE UTILITIES ENCOUNTERED IN THE WORK.
4. THE CONTRACTOR SHALL NOTIFY MISS DIG (811), A MINIMUM OF THREE WORKING DAYS PRIOR TO BEGINNING CONSTRUCTION IN THE AREA OF THE WORK.
5. PRIOR TO THE INSTALLATION OF ANY UTILITIES, THE EXISTING UTILITIES WHICH CROSS THE PROPOSED UTILITY SHALL BE EXPOSED BY THE CONTRACTOR TO DETERMINE ANY POSSIBLE CONFLICTS WITH THE PROPOSED WORK. MAINTAIN 18-INCHES MINIMUM CLEARANCE BETWEEN ALL UTILITY CROSSINGS.
6. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO MAINTAIN THE INTEGRITY OF EXISTING UTILITIES AT ALL TIMES. ALL UTILITIES, INCLUDING UTILITY POLES IN THE VICINITY OF CONSTRUCTION, SHALL BE PROTECTED BY BRACING, SUPPORTING, THE USE OF TRENCH BOXES, OR OTHER ACCEPTABLE MEANS AS DETERMINED BY THE OWNER OF THE UTILITY. ALL COSTS FOR PROTECTION OF UTILITIES SHALL BE INCIDENTAL TO THE PROJECT.
7. ANY UTILITIES, MAINS, SERVICES, EDGE DRAINS, OIL LINES, OR OTHER SIMILAR ITEMS DAMAGED BY THE CONTRACTOR DURING CONSTRUCTION SHALL BE REPAIRED OR REPLACED BY THE UTILITY OWNER OR IN A MANNER ACCEPTABLE TO THE UTILITY OWNER. ALL COSTS FOR REPAIR OR REPLACEMENT SHALL BE INCIDENTAL TO THE PROJECT.
8. THE CONTRACTOR SHALL COORDINATE ANY UTILITY RELOCATION REQUIRED TO COMPLETE THE WORK WITH THE OWNER OF THE UTILITY. THIS COORDINATION SHALL BE ACCOMPLISHED IN SUFFICIENT TIME TO ALLOW THE RELOCATION WORK TO BE COMPLETED WITHOUT INTERFERENCE OR DELAY TO THE CONSTRUCTION WORK. ALL COSTS FOR RELOCATION OF UTILITIES SHALL BE INCIDENTAL TO THE PROJECT.
9. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND THE UTILITY COMPANY 48 HOURS IN ADVANCE OF UNCOVERING ANY EXISTING UTILITY.
10. ALL EXISTING TRAFFIC SIGNS IN THE WAY OF CONSTRUCTION SHALL BE REMOVED AND RESET IN A TEMPORARY LOCATION. UPON COMPLETION OF FINAL GRADING IN THE AREA, THE TRAFFIC SIGNS SHALL BE RESET IN THEIR ORIGINAL LOCATION. THIS WORK SHALL BE INCIDENTAL TO THE PROJECT.
11. EXISTING TRAFFIC SHALL BE MAINTAINED AT ALL TIMES, INCLUDING VEHICLE AND PEDESTRIAN ACCESS TO RESIDENCES AND BUSINESSES, EXCEPT WHEN OTHERWISE SHOWN ON THE PLANS OR SPECIFIED.
12. ALL TRAFFIC CONTROL AND DEVICES SHALL BE IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION.
13. THE CONTRACTOR SHALL LIMIT HIS CONSTRUCTION TRAFFIC AND EQUIPMENT TO THE AREA DIRECTLY UNDER CONSTRUCTION TO PREVENT DAMAGE TO ANY EXISTING IMPROVEMENTS, AND SHALL PREVENT THE SPREAD OF CONSTRUCTION DEBRIS OUTSIDE OF THE CONSTRUCTION AREA.
14. THE CONTRACTOR SHALL REMOVE AND REPLACE ANY EXISTING IRRIGATION SYSTEM COMPONENTS DISTURBED BY HIS CONSTRUCTION OPERATIONS. EXISTING MATERIAL MAY BE REUSED UNLESS DAMAGED. DAMAGED MATERIAL SHALL BE REPLACED WITH NEW MATERIAL OF THE SAME TYPE. COST FOR IRRIGATION SYSTEM REMOVAL AND REPLACEMENT SHALL BE INCIDENTAL TO THE PROJECT.
15. THE CONTRACTOR SHALL REMOVE AND REPLACE ANY EXISTING DECORATIVE LIGHTING SYSTEM COMPONENTS DISTURBED BY HIS CONSTRUCTION OPERATIONS. EXISTING MATERIAL MAY BE REUSED UNLESS DAMAGED. DAMAGED MATERIAL SHALL BE REPLACED WITH NEW MATERIAL OF THE SAME TYPE. COST FOR DECORATIVE LIGHTING SYSTEM REMOVAL AND REPLACEMENT SHALL BE INCIDENTAL TO THE PROJECT.
16. ALL CLEARING AND GRUBBING WITHIN THE CONSTRUCTION LIMITS, INCLUDING OFF-SITE DISPOSAL OF UNSUITABLE MATERIAL AND VEGETATION, SHALL BE INCIDENTAL TO THE PROJECT.
17. ALL TREES, SHRUBS, AND LANDSCAPING NOT DESIGNATED TO BE REMOVED SHALL BE PROTECTED DURING CONSTRUCTION. ANY TREES, SHRUBS OR LANDSCAPING DAMAGED IN ANY WAY BY THE CONTRACTOR (INCLUDING DAMAGING ROOTS) SHALL BE REPLACED WITH LIKE SPECIES AND SIZE AT THE EXPENSE OF THE CONTRACTOR.

18. ANY EXISTING MAILBOXES IN THE WAY OF CONSTRUCTION SHALL BE RELOCATED TO A TEMPORARY LOCATION ACCEPTABLE TO THE ENGINEER. IMMEDIATELY AFTER CONSTRUCTION THE MAILBOX SHALL BE RESET TO ITS ORIGINAL LOCATION IN ACCORDANCE WITH SECTION 01 50 00, TEMPORARY FACILITIES AND CONTROLS. THIS WORK SHALL BE INCIDENTAL TO THE PROJECT.
19. THE CONTRACTOR SHALL HAVE AN OPERATING VACUUM TYPE PICKUP SWEEPER ON THE JOB AT ALL TIMES. THE PAVEMENT SHALL BE SWEEPED A MINIMUM OF TWICE A DAY OR MORE FREQUENTLY AS NECESSARY. THE CONTRACTOR SHALL ALSO COMPLY WITH LOCAL AGENCY FUGITIVE DUST ORDINANCE.
20. THE CONTRACTOR SHALL MAINTAIN EXISTING STORM WATER DRAINAGE AT ALL TIMES DURING THE WORK. EXISTING STORM SYSTEM DRAINAGE SHALL BE MAINTAINED BY PUMPING AND BYPASSING, REPAIR, REMOVAL AND REPLACEMENT, OR OTHER MEANS WHEN APPROVED BY THE ENGINEER. ALL COSTS FOR MAINTAINING DRAINAGE SHALL BE INCIDENTAL TO THE PROJECT.
21. RESTORATION SHALL BE WITH 3-INCHES OF TOPSOIL AND SOD. RESTORATION SHALL BE PAID FOR THE AREA AS REASONABLY NECESSARY TO CONSTRUCT THE BORE PITS AND WATER MAIN APPURTENANCES AS DETERMINED BY THE ENGINEER. FOR AREAS OF PROPOSED RESTORATION SPECIFICALLY INDICATED ON THE DRAWINGS, ANY RESTORATION OUTSIDE THESE AREAS WILL BE AT THE EXPENSE OF THE CONTRACTOR, UNLESS APPROVED BY THE ENGINEER. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AN ESTABLISHED TURF ACCEPTABLE TO THE ENGINEER.

1. REMOVE AND REPLACE PAVEMENT AS NECESSARY FOR PROPOSED WORK. REMOVAL AREAS SHOWN ARE ESTIMATED AND MAY VARY FROM WHAT IS SHOWN. SAWCUT PAVEMENT PARALLEL TO CURB AND REMOVE TO NEAREST JOINT LINE PERPENDICULAR TO CURB. LOCATIONS OF COMPOSITE PAVEMENT ARE NOT KNOWN. PAVEMENT REMOVAL FOR WHICH CONTRACTOR CAUSES TO BE REMOVED OUTSIDE THE AREA SPECIFIED OR AS DETERMINED BY ENGINEER SHALL BE REPLACED AT THE EXPENSE OF THE CONTRACTOR.
2. THE CONTRACTOR SHALL SAWCUT AND REMOVE THE EXISTING PAVEMENT CLEANLY WHERE PROPOSED PAVEMENT MEETS EXISTING PAVEMENT. SAWCUTTING SHALL BE INCIDENTAL TO THE PROJECT.
3. CONCRETE CURB OR CURB AND GUTTER SHALL BE REPLACED WITH THE SAME SIZE AND TYPE OF EXISTING CURB OR CURB AND GUTTER.
4. REPLACE CONCRETE PAVEMENT ACCORDING TO THE DETAILS ON THE NEXT SHEET. CONCRETE PAVEMENT WITH INTEGRAL CURB INCLUDES 30-INCH LANE TIES SPACED 18 INCHES ON CENTER ON ALL SIDES.
5. ALL CONCRETE DRIVEWAYS, UNLESS OTHERWISE NOTED ON THE PLANS, SHALL BE 6-INCH CONCRETE.
6. SIDEWALK REPLACEMENT SHALL BE 6 INCHES OF CONCRETE WHEN WITHIN THE INFLUENCE OF DRIVEWAY APPROACHES AND AT ADA SIDEWALK RAMPS AND LANDINGS. SIDEWALK REPLACEMENT SHALL BE 4 INCHES OF CONCRETE WHEN NOT WITHIN THE INFLUENCE OF DRIVEWAYS AND FOR FLAGS LOCATED AFTER THE ADA DRIVING.
7. CONTRACTOR SHALL PROVIDE TEMPORARY SHEETING TO PROTECT PAVEMENT DURING CONSTRUCTION. SHEETING SHALL BE INCIDENTAL TO THE COST OF THE WATER MAIN.

1. ALL SOIL EROSION AND SEDIMENTATION CONTROL SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF WAYNE COUNTY DEPARTMENT OF ENVIRONMENT, LAND RESOURCE MANAGEMENT DIVISION. CONTRACTOR SHALL PAY ALL FEES, AND POST ANY BONDS REQUIRED TO OBTAIN A PERMIT FROM WAYNE COUNTY DEPARTMENT OF ENVIRONMENT, LAND RESOURCE MANAGEMENT DIVISION.
2. ANY DIRT AND ACCUMULATED SEDIMENT ON ROADS AND STREETS IN THE VICINITY OF THE PROJECT SHALL BE SWEEP CLEAN AT LEAST TWICE DAILY WITH A VACUUM TYPE PICKUP BROOM.
3. INSTALL TOPSOIL AND SOD ON DISTURBED RIGHT-OF-WAY WITHIN 5 DAYS OF COMPLETING UTILITY INSTALLATION.
4. FOR CATCH BASINS ON IMPERVIOUS SURFACES, USE BAG TYPE INLET FILTERS, FOR CATCH BASINS ON PERVIOUS SURFACES, USE SEDGAGE TYPE FILTERS. CLEAN ALL ACCUMULATED SEDIMENT FROM CATCH BASINS, SEWERS, AND PAVEMENT AREAS AS REQUIRED FOLLOWING COMPLETION OF CONSTRUCTION.
5. IMMEDIATELY REMOVE ALL EXCESS EXCAVATED MATERIAL FROM SITE OR STABILIZE SOIL STOCKPILES SO EROSION AND SEDIMENTATION DOES NOT OCCUR.

NOTES:
1. CONTRACTOR SHALL SUBMIT EXACT SCHEDULE TO WAYNE COUNTY DEPARTMENT OF ENVIRONMENT, LAND RESOURCE MANAGEMENT DIVISION FOR REVIEW AND APPROVAL PRIOR TO OBTAINING PERMIT.



TOPOGRAPHIC FEATURES

LINE WORK

BOUNDARY	
RIGHT OF WAY	
BUILDING SETBACK	
BUILDING	
CURB & GUTTER	
STRAIGHT CURB	
EDGE OF GRAVEL	
CHAIN LINK FENCE	
ORNAMENTAL FENCE	
WOOD FENCE	
FIELD LINE	
GUARD RAIL	
TOP OF BANK	
DITCH CENTERLINE	
FLOODPLAIN LINE	
SHORE OR EDGE OF WATER	
WETLAND	
RETAINING / SCREEN WALL	
RAILROAD TRACKS	
EDGE OF WOODS	
EDGE OF BRUSH	
EDGE OF HEDGE ROW	
TREE ROW	
MAJOR CONTOUR	
MINOR CONTOUR	

HATCHING

HMA SURFACE

CONCRETE SURFACE

AGGREGATE SURFACE

BRICK PAVERS

SPOT ELEVATION		+ 100.59
FOUND IRON ROD		IR
SET IRON ROD		IR
FOUND IRON PIPE		IP
GOVERNMENT CORNER		
BENCHMARK		BM
GPS MONUMENT		BM
PK NAIL		PK
FOUND T IRON		T IRON
FOUND PINCHED IRON		PI
FOUND SPIKE		SFK
TRAVERSE POINT		
RIGHT-OF-WAY MARKER		ROW
UNDERGROUND MARKER		UM
SOIL BORING		SB
AC UNIT		AC
ANTENNA		AN
BASKETBALL POST		BP
BILLBOARD SIGN BASE		BSB
CAMERA TOWER		CT
FILL PORT		FP
FLAG POLE		FP
FOUNTAIN		FP
GAS PUMP		GP
LIGHT POLE BASE (NO LAMP)		LPB
MAIL BOX		MB
MONITORING WELL		MW
NEWSPAPER BOX		NB
OIL WELL		OW
PIER		PIER
PIILING		PL
PARKING METER		PM
ROUND POST OR BOLLARD		RP
SQUARE POST		SP
ROCK		ROCK
SATELLITE DISH		SD
SIGN POST		SP
TRAFFIC LIGHT SIGNAL		TL
WOOD STAKE		WS
VOLLEY BALL POLE		VP
TETHER BALL POLE		TP
SWING SET		SS
CLIMBING BARS		CB
MERRY-GO-ROUND		MR
STRAIGHT SLIDE		SL
SPIRAL SLIDE		SL
CONIFEROUS TREE OR BUSH		CT
DECIDUOUS TREE OR BUSH		DT
STUMP		ST

UTILITY LINE WORK

WATER MAIN (UP TO 24")	_____	W	_____	W	_____
WATER MAIN (24" AND UP)	_____		_____		_____
GAS MAIN OR SERVICE	_____	G	_____	G	_____
SANITARY SEWER MAIN (UP TO 24")	_____	SAN	_____		_____
SANITARY SEWER MAIN (24" AND UP)	_____		_____		_____
SANITARY SEWER FORCE MAIN	_____	FM	_____	FM	_____
STORM SEWER LINE (UP TO 24")	_____	ST	_____	ST	_____
STORM SEWER LINE (24" AND UP)	_____		_____		_____
OVERHEAD ELECTRIC	_____	OH-E	_____		_____
UNDERGROUND ELECTRIC	_____	E	_____	E	_____
OVERHEAD TELEPHONE	_____	OH-T	_____		_____
UNDERGROUND TELEPHONE	_____	T	_____	T	_____
FIBER OPTICS	_____	FO	_____	FO	_____
OVERHEAD UNKNOWN UTILITY	_____	OHW	_____		_____
OIL PIPE LINE	_____	OIL	_____	OIL	_____

UTILITY SYMBOLS

FIRE HYDRANT	
WATER VALVE IN BOX	
DOMESTIC WATER SHUT OFF	
SPRINKLER HEAD	
SPRINKLER JUNCTION BOX	
POST INDICATOR VALVE	
GATE VALVE & WELL	
METER PIT	
WATER METER	
WATER FAUCET	
SANITARY SEWER MANHOLE	
AIR RELEASE MANHOLE	
SANITARY SEWER CLEAN OUT	
SANITARY PUMP STATION	
SANITARY SEWER VENT	
SANITARY SEWER SEPTIC TANK	
STORM CATCH BASIN (ROUND)	
STORM CATCH BASIN (SQUARE)	
STORM MANHOLE	
DOWNSPOUT	
STORM SEWER CLEAN OUT	
STORM SEWER END SECTION	
STORM SEWER HEADWALL	
ELECTRIC MANHOLE	
ELECTRIC MANHOLE	
UTILITY MANHOLE	
POWER PEDESTAL	
ELECTRIC HAND HOLE	
TRANSFORMER BOX	
POWER POLE	
UTILITY POLE	
POWER & LIGHT POLE	
TELEPHONE, POWER, & L.P.	
TELEPHONE & POWER POLE	
GUY ANCHOR	
GUY POLE	
DEADMAN ANCHOR	
FLOOD LIGHT	
DECORATIVE LIGHT POLE	
LIGHT POLE	
METAL LIGHT POLE	
GAS METER	
GAS MANHOLE	
TELEPHONE PEDESTAL	
TELEPHONE POLE	
CTV PEDESTAL	

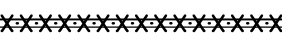
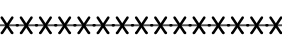
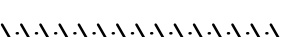
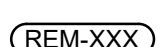
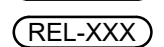
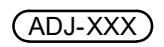
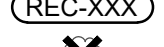
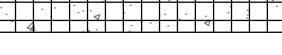
SITE LINE WORK

CANOPY LIMITS	
BUILDING LINE	
CURB AND GUTTER	
STRAIGHT CURB	
BUILDING SETBACK	
RIGHT OF WAY LINE	
RETAINING/SCREEN WALL	
CHAIN LINK FENCE	
ORNAMENTAL FENCE	
WOOD FENCE	
GUARD RAIL	
THICKENED EDGE CONCRETE	
STOP BAR	
CURB & GUTTER REMOVAL	
STRAIGHT CURB REMOVAL	
PAINT STRIPE REMOVAL	
UTILITY REMOVAL	
UTILITY ABANDON	
SAWCUT, FULL DEPTH	
TEMPORARY SILT FENCE	
MAJOR CONTOUR	
MINOR CONTOUR	
DRAINAGE SWALE	
SOIL TYPE LIMITS	
LIMITS OF DISTURBANCE/ PROJECT LIMITS	

UTILITY LINE WORK

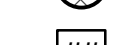
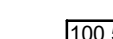
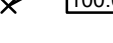
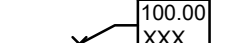
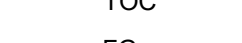
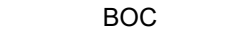
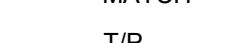
WATER MAIN (UP TO 24")	— W — W —
WATER MAIN (24" AND UP)	
SANITARY SEWER MAIN (UP TO 24")	— SAN —
SANITARY SEWER MAIN (24" AND UP)	
SANITARY SEWER FORCE MAIN	— FM — FM —
STORM SEWER LINE (UP TO 24")	— ST — ST —
STORM SEWER LINE (24" AND UP)	
UNDERGROUND ELECTRIC	— E — E —
OVERHEAD ELECTRIC	— OH-E —
GAS MAIN OR SERVICE	— G — G —
UNDERGROUND TELEPHONE	— T — T —
OVERHEAD TELEPHONE	— OH-T —

DEMOLITION

CURB & GUTTER REMOVAL	
STRAIGHT CURB REMOVAL	
PAINT STRIPE REMOVAL	
UTILITY REMOVAL	
UTILITY ABANDON	
SAWCUT, FULL DEPTH	
REMOVAL ITEM	
RELOCATE ITEM	
ADJUST STRUCTURE	
ABANDON ITEM	
RECONSTRUCT STRUCTURE	
DECIDUOUS TREE/BUSH REMOVAL	
CONIFEROUS TREE/BUSH REMOVAL	
STUMP REMOVAL	
BUILDING REMOVAL	
HMA SURFACE REMOVAL	
CONCRETE SURFACE REMOVAL	
AGGREGATE SURFACE REMOVAL	
WOODED AREA REMOVAL	

NOTE: FOR EXISTING FEATURES SEE TOPOGRAPHIC SURVEY OR EXISTING CONDITIONS PLAN.

SITE SYMBOLS

REMOVAL ITEM		REM-XXX
RELOCATE ITEM		REL-XXX
ADJUST STRUCTURE		ADJ-XXX
ABANDON ITEM		ABN
RECONSTRUCT STRUCTURE		REC-XXX
DECIDUOUS TREE/ BUSH REMOVAL		
CONIFEROUS TREE/BUSH REMOVAL		
STUMP REMOVAL		
FILTER BERM OR CHECK DAM		
TEMPORARY INLET PROTECTION		
EROSION CONTROL KEY (TEMPORARY)		T
EROSION CONTROL KEY (PERMANENT)		P
SOIL TYPE		
PARKING COUNT		
TRAFFIC FLOW ARROW		
SIGN AND SIGN POST		
BOLLARD		
ACCESSIBLE SYMBOL		OR 
DETECTABLE WARNING SURFACE		
CURB ELEVATION		
WHERE: T=TOP OF CURB G=GUTTER OR PVMT.		100.50 T 100.00 G
THICKENED EDGE WALK ELEV. WHERE: T = TOP OF WALK P = PAVEMENT		100.50 T 100.00 P
SPOT ELEV.		100.00 XXX
WHERE XXX IS ONE OF THE FOLLOWING:		
TOP OF CONCRETE ELEV.		TOC
FINISH GRADE ELEV.		FG
DOOR ELEV.		DOOR
RIM ELEV.		RIM
BACK OF CURB ELEV.		BOC
GUTTER ELEV.		GUT
MATCH EXISTING ELEV.		MATCH
TOP OF PAVEMENT ELEV.		T/P
TOP OF WALL ELEV.		TOW
BOTTOM OF WALL ELEV.		BOW
TOP OF BANK ELEV.		TOB
TOE OF SLOPE ELEV.		TOE
FINISH FLOOR ELEV.		FFE
ADJUST RIM ELEV.		ADJUST
DRAINAGE FLOW		
DRAINAGE SLOPE		1.0%
FINISH GRADE SLOPE		4:1
HIGH POINT		H.P.
GRADE BREAK		G.B.
<u>LANDSCAPE HATCH</u>		
PERENNIALS-1		
PERENNIALS-2		
GROUND COVER-1		
GROUND COVER-2		
SEED MIX-1		
SEED MIX-2		
MULCH		
ROCK		
LAWN		

LANDSCAPE HATCH

PERENNIALS-1	
PERENNIALS-2	
GROUND COVER-1	
GROUND COVER-2	
SEED MIX-1	
SEED MIX-2	
MULCH	
ROCK	
LAWN	

UTILITY SYMBOLS

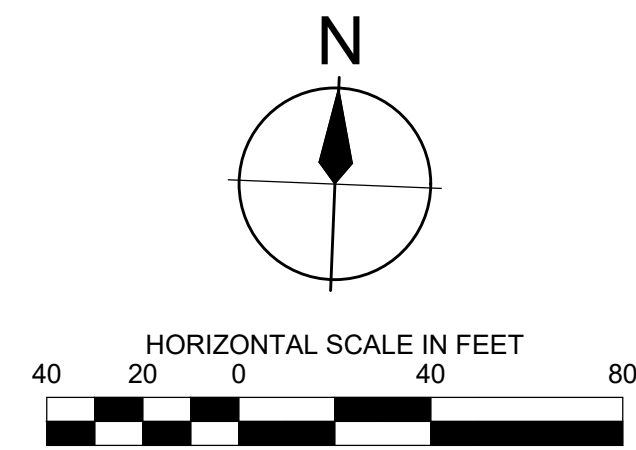
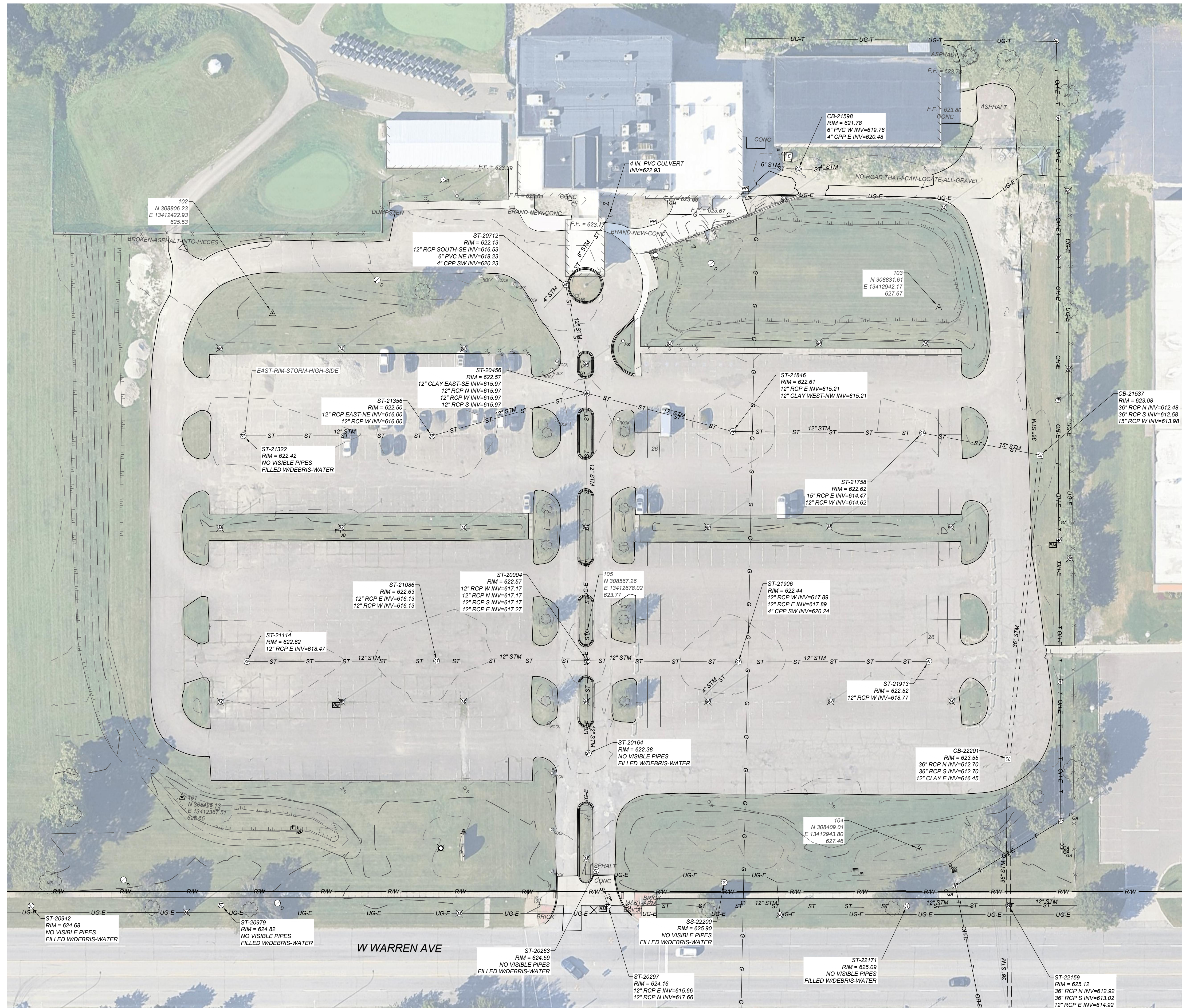
FIRE HYDRANT	
DOMESTIC WATER SHUT OFF	 WYSO
FIRE DEPARTMENT CONNECTION	
BACK FLOW PREVENTER	
VALVE IN BOX	
VALVE IN WELL	
POST INDICATOR VALVE	
METER PIT	 MP
SANITARY SEWER MANHOLE (UP TO 6' DIA)	
SANITARY SEWER MANHOLE (OVER 6' DIA)	
SANITARY SEWER CLEAN OUT	
SANITARY PUMP STATION	 CO
STORM CATCH BASIN (ROUND) (UP TO 6' DIA)	
STORM CATCH BASIN (SQUARE)	
STORM MANHOLE (UP TO 6' DIA)	
STORM MANHOLE/CATCH BASIN (OVER 6' DIA)	
DOWNSPOUT	 DS
STORM SEWER END SECTION	
STORM SEWER CLEAN OUT	
TRANSFORMER BOX	
POWER POLE	
ELECTRIC METER	
ELECTRIC MANHOLE	
POWER PEDESTAL	
DECORATIVE LIGHT POLE	
SINGLE LIGHT POLE	
PARKING LOT LIGHT POLE	
GAS METER	
TELEPHONE PEDESTAL	 GM TP

HATCHING

CONSTRUCTION ENTRANCE	
STAGING/STOCK PILE AREA	
HMA SURFACE	
HEAVY DUTY HMA SURFACE	
CONCRETE SURFACE	
HEAVY DUTY CONCRETE	
DECORATIVE WALK/SURFACE	
AGGREGATE SURFACE	
PAINTED ISLAND	
ADA DETECTABLE WARNING	
ADA RAMP	
LANDSCAPED AREA	



Know what's **below**.
Call before you dig.



PROJECT MANAGER: VAUGHN MARTIN
C:\IPW_WORK\201607416\15HT-VSP-WARREN EX CONDITIONS.DWG PLOTTED 5/21/2025 8:26 AM BY FRISK, BRIAN



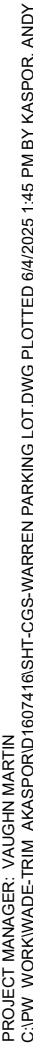
Know what's **below**.
Call before you dig.

CITY OF DEARBORN HEIGHTS
WAYNE COUNTY, MICHIGAN

W WARREN PARKING LOT
EXISTING CONDITIONS

Wade Trim Associates, Inc.
25251 Northline Road
Taylor, MI 48180
734.947.9700 | www.wadetrim.com

WADE
TRIM[illegible][illegible]



	PROPOSED ASPHALT PAVEMENT		ADJUST STRUCTURE
	PROPOSED INLET FILTER		“ “ “

- EXISTING PAVEMENT CONSISTS OF 3-5 INCHES OF BITUMINOUS PAVEMENT OVER 8 INCHES OF EXISTING AGGREGATE BASE
- CONTRACTOR WILL REMOVE EXISTING ASPHALT PAVEMENT, GRADE EXISTING AGGREGATE BASE, PERFORM ANY BASE REPAIR AND APPLY PROPOSED ASPHALT PAVEMENT

PROPOSED BITUMINOUS PAVEMENT
(2-INCH 5EML) (2-INCH 4EML)
(PLACE ASPHALT IN TWO LIFTS)

EXISTING AGGREGATE BASE
ESTIMATED THICKNESS (8-INCHES)
GRADE AND PROOF ROLL. SUBGRADE
UNDERCUT WITH 21AA LIMESTONE
AS DIRECTED BY THE ENGINEER

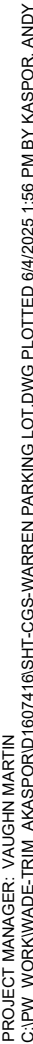
HMA APPLICATION ESTIMATE

IDENTIFICATION NO.	RATE PER SYD	PERFORMANCE GRADE	REMARKS
5EML	220#	64-28	WEARING
4EML	220#	64-28	LEVELING

* BOND COAT 0-0.10 GAL/SYD FOR INFORMATION ONLY

24	VF	RECONSTRUCT STRUCTURE
3050	TON	BITUMINOUS PAVEMENT, LEVELING COURSE, 4EML
3050	TON	BITUMINOUS PAVEMENT, WEARING COURSE, 5EML
200	LF	CURB AND GUTTER, CONCRETE, STRAIGHT CURB
12	EA	ADJUST STRUCTURE
12	EA	INLET FILTER
12000	FT	PAVEMENT MARKING, WATERBORNE, 4-INCH WHITE
300	FT	PAVEMENT MARKING, WATERBORNE, 4-INCH BLUE
30	EA	PAVEMENT MARKING, WATERBORNE, HANDICAP SYMBOL
3000	SY	RESTORATION WITH 3-INCHES TOPSOIL AND NURSERY SOD
2500	LF	SOIL EROSION SILT FENCE
8	EA	REMOVE SIGN AND POST
11	EA	HANDICAP SIGN
2	EA	HANDICAP SIGN - VAN ASSESSABLE
143	LF	POST, STEEL, 3 POUND
50	SF	SIDEWALK RAMP, CONCRETE 6-INCH
200	LF	CURB AND GUTTER REMOVE
12	EA	CONCRETE COLLAR
26000	SY	HMA SURFACE REMOVE
1	LS	GRADING
12	EA	CATCH BASIN COVER
50	SF	SIDEWALK REMOVE



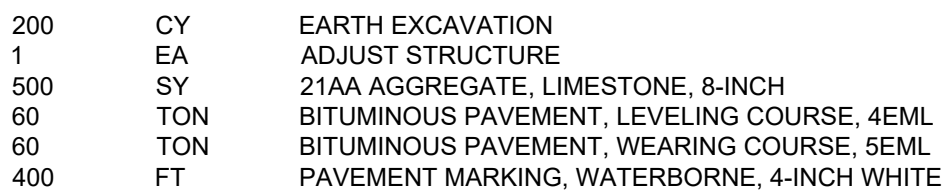


 PROPOSED ASPHALT PAVEMENT

 PROPOSED INLET FILTER

 SILT FENCE

- EXISTING PAVEMENT CONSISTS OF 3-5 INCHES OF BITUMINOUS PAVEMENT OVER 8 INCHES OF EXISTING AGGREGATE BASE
- CONTRACTOR WILL REMOVE EXISTING ASPHALT PAVEMENT, GRADE EXISTING AGGREGATE BASE, PERFORM ANY BASE REPAIR AND APPLY PROPOSED ASPHALT PAVEMENT

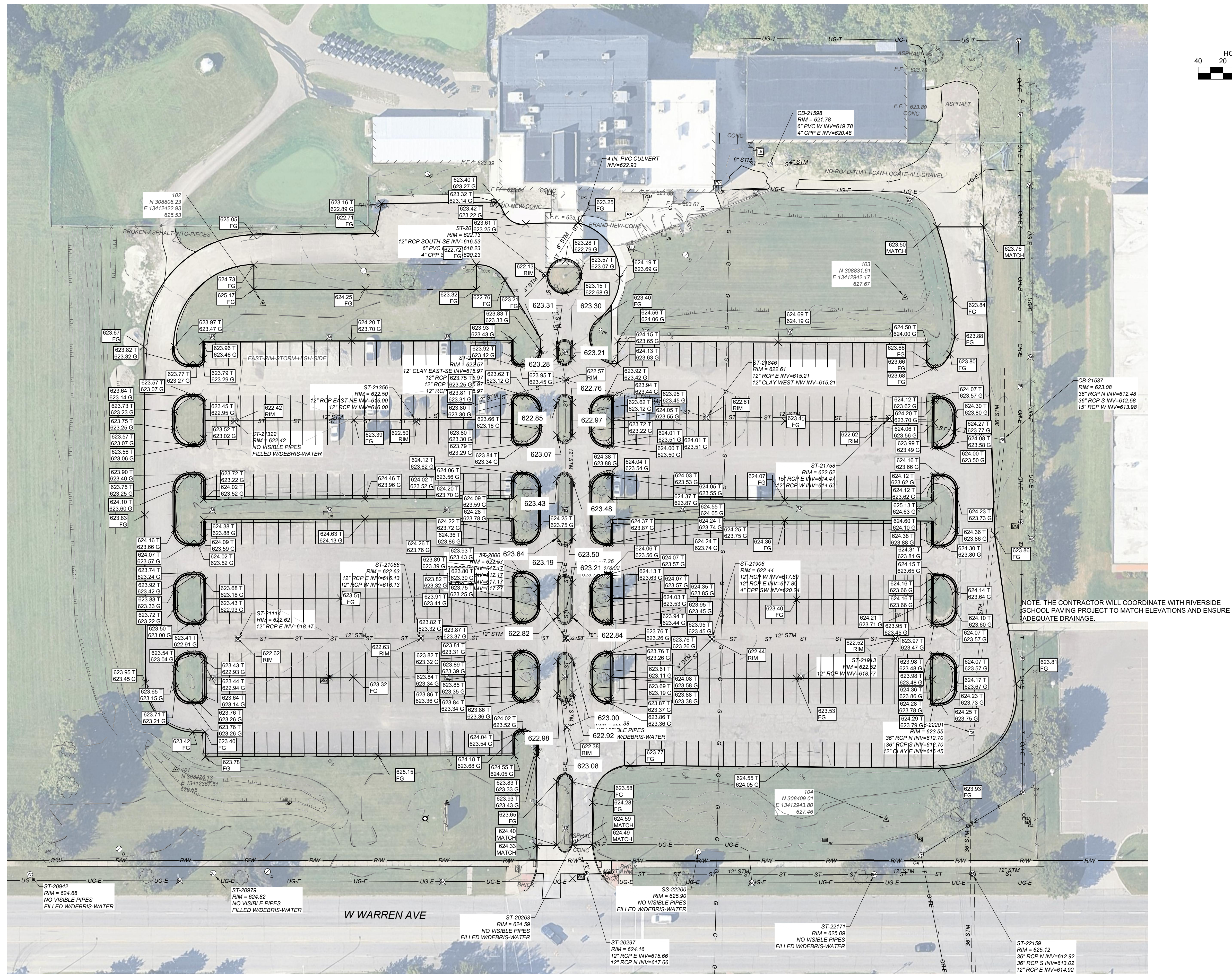


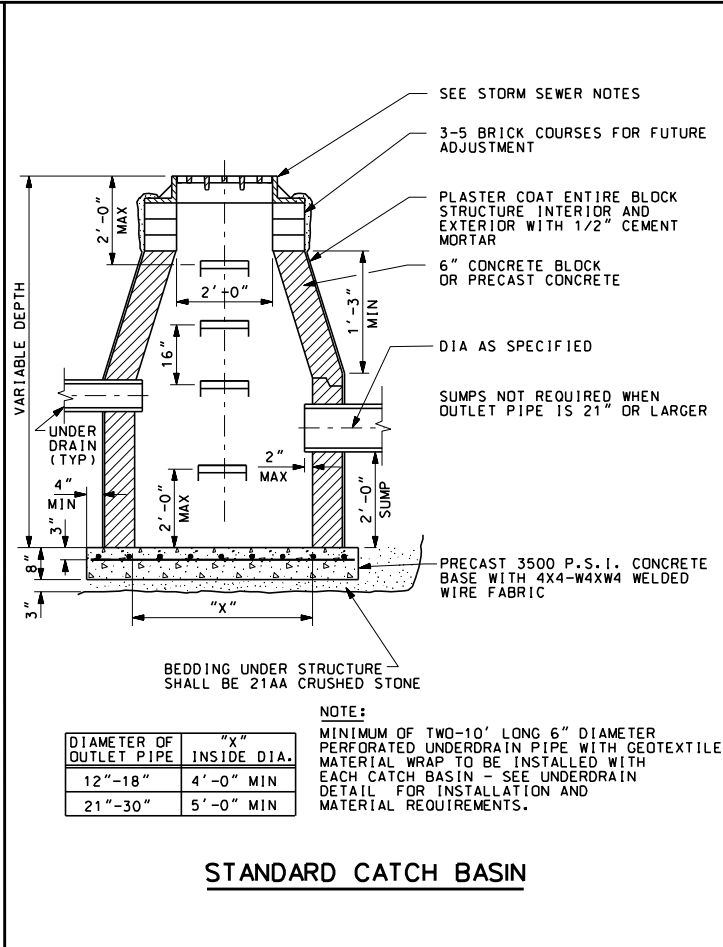
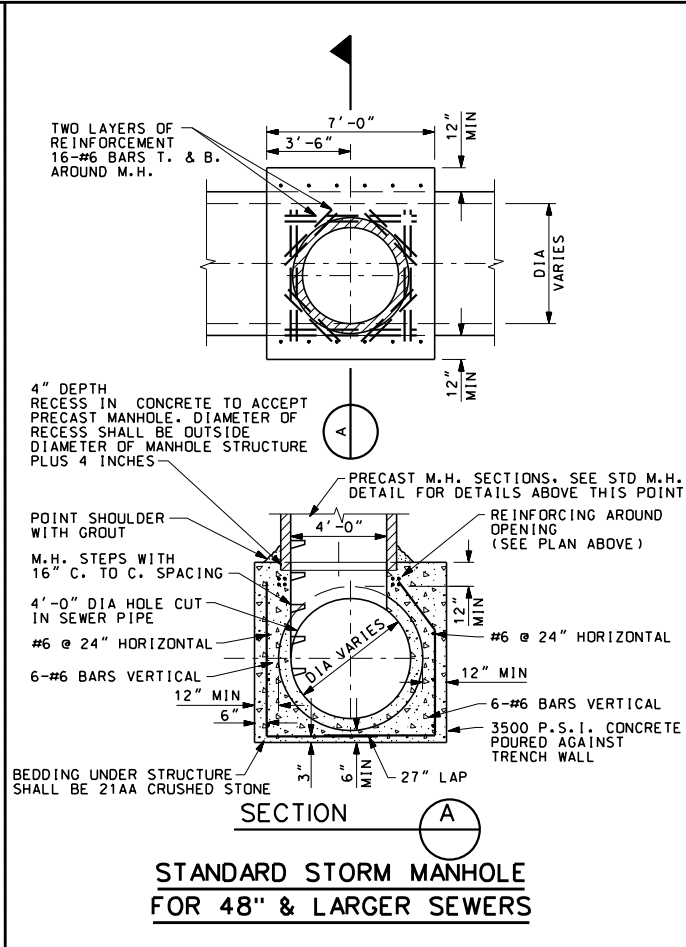
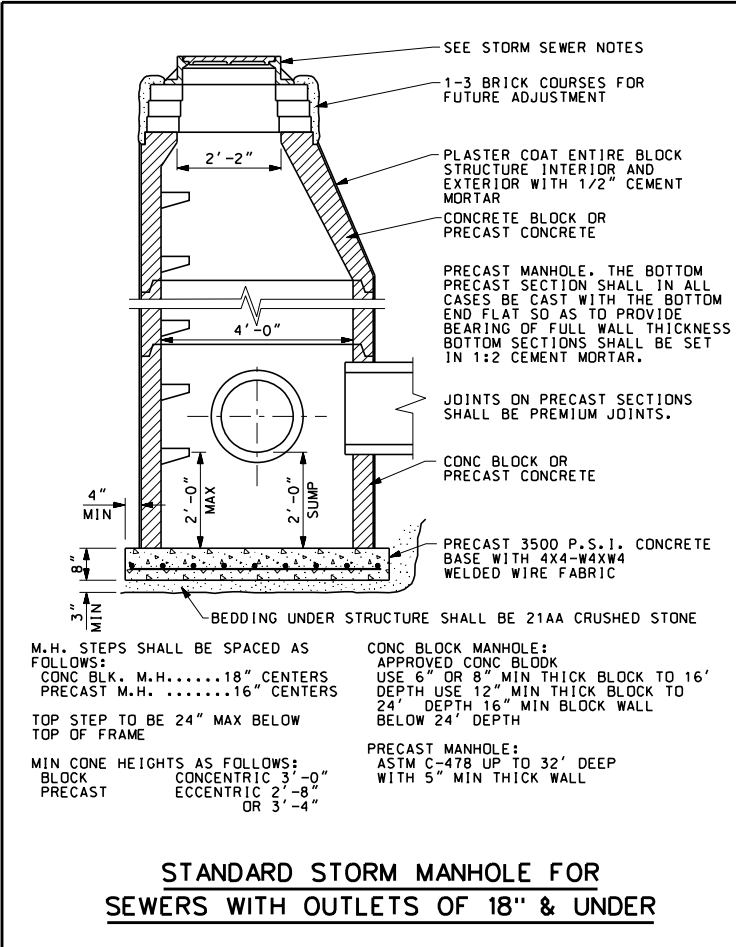
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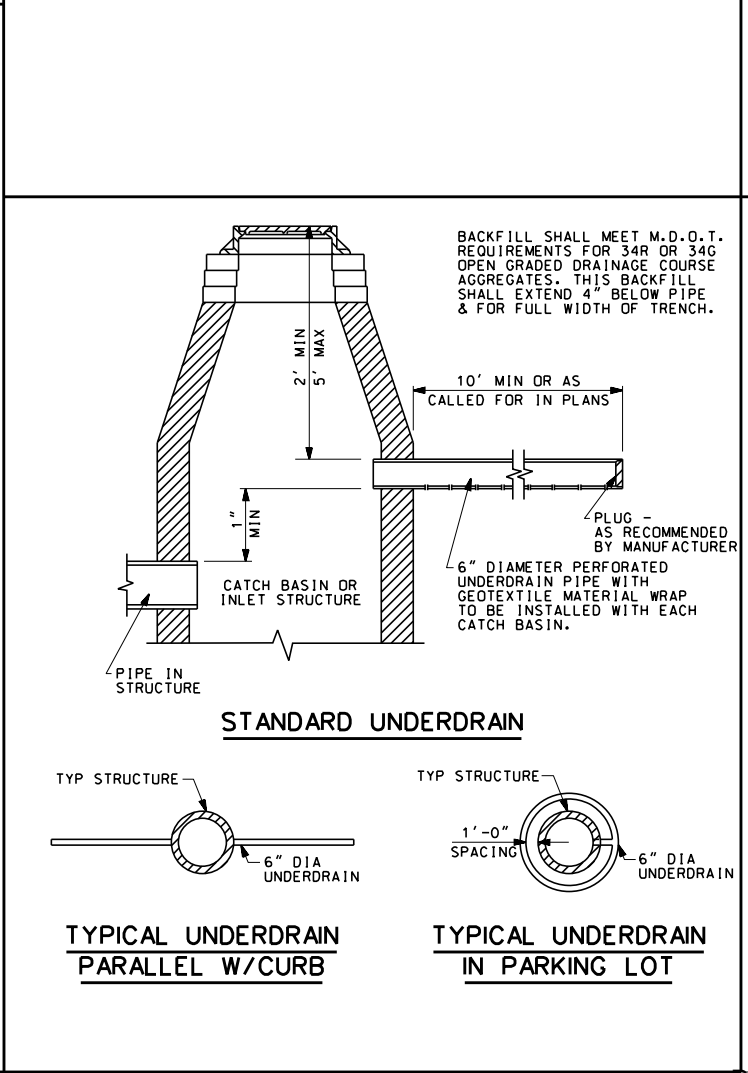
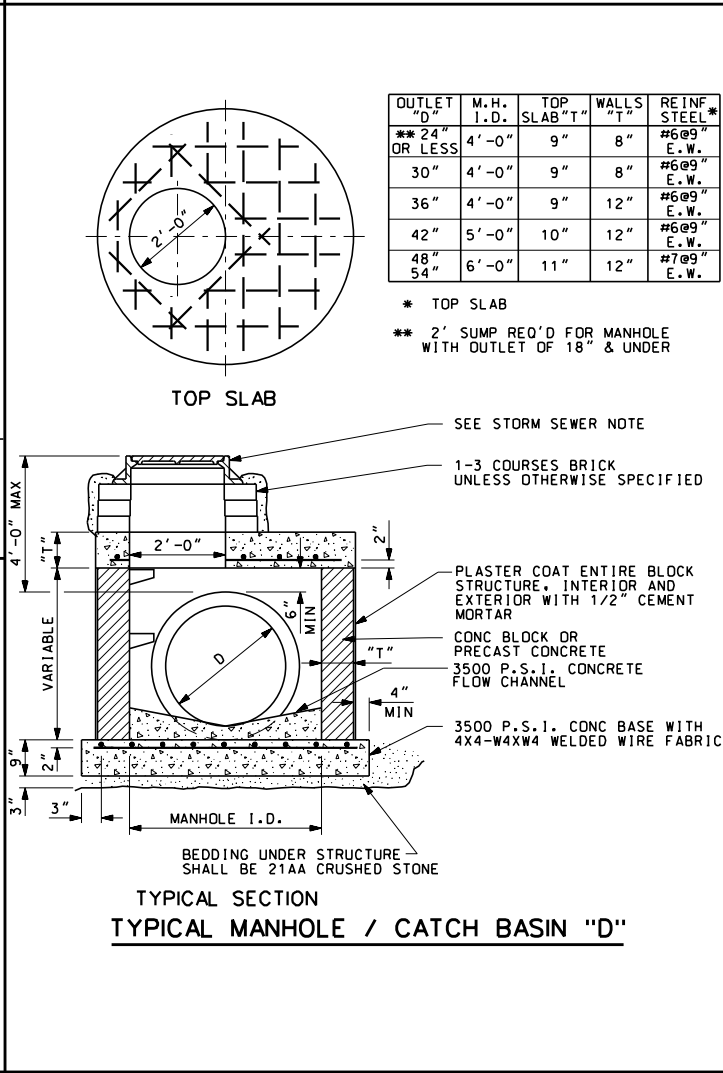
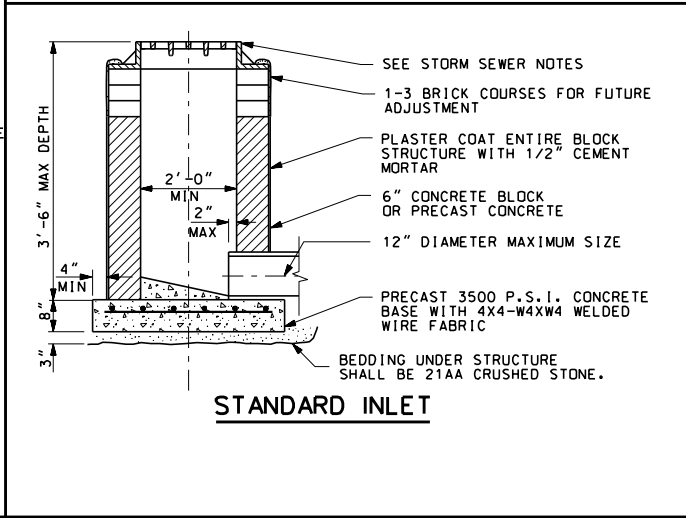
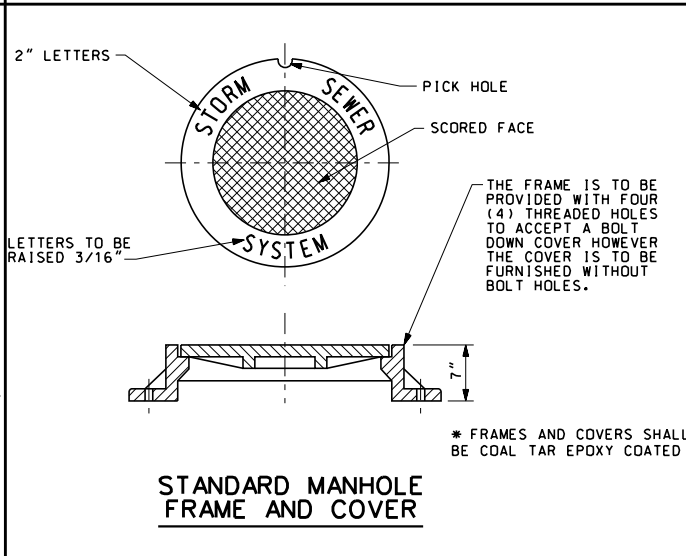
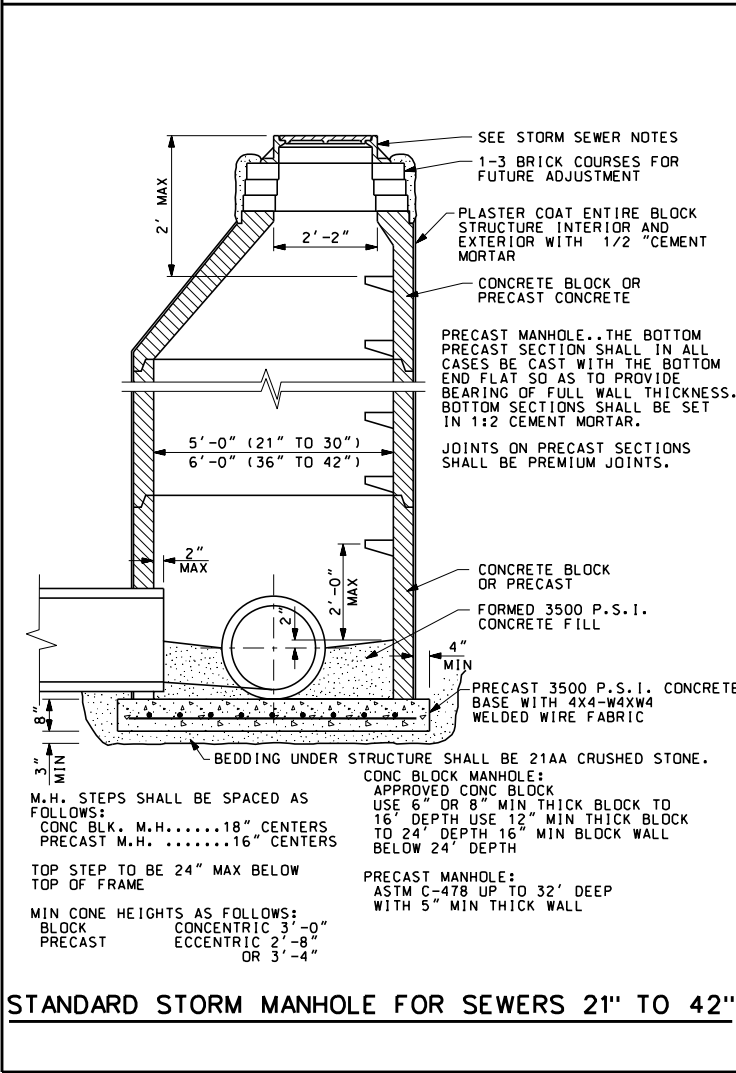
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TRIM**

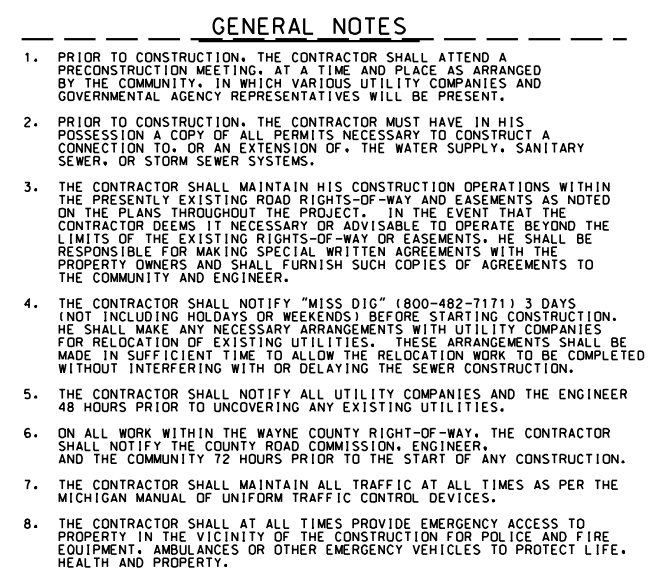
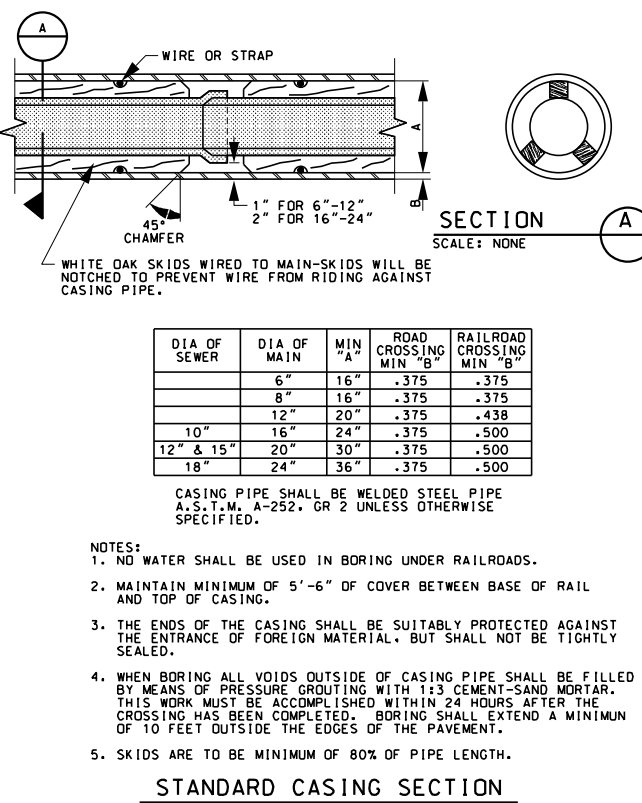
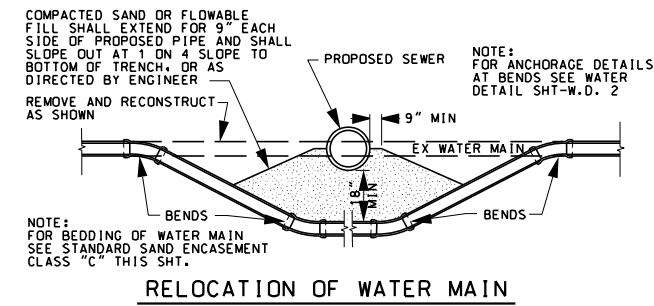
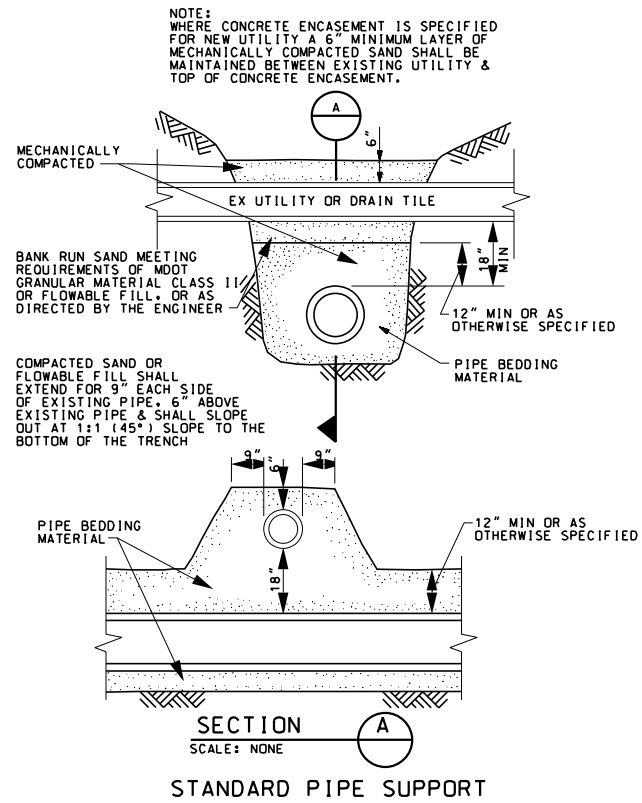
© Wade Trim Group, Inc. W WARREN PARKING LOT





- STORM SEWER NOTES**
- ALL STORM SEWER CONSTRUCTION SHALL CONFORM TO THE CURRENT STANDARDS AND GENERAL SPECIFICATION OF THE AGENCY OR AGENCIES HAVING JURISDICTION OF THE STORM SEWER AND CONSTRUCTION AREA.
 - DETAILS ARE FOR STRUCTURES WITH NO MORE THAN TWO PIPES. 180° APART. LARGER DIAMETER STRUCTURES MAY BE REQUIRED FOR DIFFERENT CONFIGURATIONS.
 - ALL STRUCTURES REQUIRE A MINIMUM OF 8-INCHES OF WALL BETWEEN PIPE OPENINGS. LARGER DIAMETER STRUCTURES MAY BE REQUIRED WHERE PIPE ENTERING THE STRUCTURE ARE LESS THAN 90° APART IN ANY DIRECTION.
 - ALL CASTING RIMS SHALL BE SET TO GRADE OR AS SHOWN ON THE PLANS.
 - NO MANHOLES OR OTHER STRUCTURES MAY BE INSTALLED WITHIN DRIVEWAYS, DRIVE APPROACHES, OR SIDEWALKS.
 - ALL CATCH BASIN STORM PIPE SHALL BE 12-INCH DIAMETER C76. CL-IV CONCRETE UNLESS OTHERWISE NOTED.
 - MANHOLE STEPS TO BE GRAY IRON OR STEEL REINFORCED POLYPROPYLENE ASTM 2146, TYPE II, GRADE 49108.
 - CATCH BASIN AND INLET FRAME AND COVERS SHALL BE SPECIFIED AS FOLLOWS:
 - WHEN LOCATED IN PAVEMENT CUTTER LINE, FRAME AND COVER SHALL BE E.J.I.W. NO. 5080, NEENAH R-3448-C TYPE "A" (RECTANGULAR), OR EQUIV.
 - WHEN LOCATED IN PAVED AREAS OTHER THAN CUTTER LINE, FRAME SHALL BE E.J.I.W. NO. 1040 WITH TYPE "M1" COVER, NEENAH R-2370 TYPE "G" COVER, OR EQUIV.
 - WHEN LOCATED IN YARD AREAS, FRAMES SHALL BE E.J.I.W. NO. 1000 WITH TYPE "N" OR "M" COVER, NEENAH R-2370 TYPE "D" OR "B" COVER, OR EQUIV.
 - MANHOLE FRAME AND COVER SHALL BE E.J.I.W. NO. 1040 OR NEENAH R-1642 WITH SOLID COVER OR EQUAL.
 - DIFFERENTIAL OF EXCAVATION AROUND EXISTING MANHOLES SHALL NOT EXCEED SIX FEET.
 - PLACE SAND BACKFILL WITHIN THREE FEET OF ALL STRUCTURES.
 - ALL STORM SEWER PIPE SHALL HAVE CLASS "R-8" BEDDING UNLESS OTHERWISE NOTED ON THE PLANS. SEE SHEET MD-1 FOR BEDDING DETAILS..
 - ALL PRECAST PRODUCTS SHALL CONFORM TO THE REQUIREMENTS OF ASTM C-478.
 - ALL DRAINAGE STRUCTURES LOCATED WITHIN PAVEMENT MUST HAVE UNDER DRAIN AS SHOWN.





9. NO STREET, ROAD OR SECTION THEREOF SHALL BE CLOSED TO THROUGH TRAFFIC UNLESS AUTHORIZED BY THE AGENCY WITH JURISDICTION OVER THE ROADS. PRIOR TO CLOSING A STREET, ROAD, OR SECTION THEREOF, THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH A COPY OF A DETOUR PLAN APPROVED BY THE AGENCY HAVING JURISDICTION OVER THE ROADS.
10. IN THE EVENT ROADS ARE TO BE CLOSED, THE CONTRACTOR SHALL NOTIFY THE LOCAL FIRE DEPARTMENT, POLICE DEPARTMENT, LOCAL ROAD AUTHORITY, AMBULANCE AND EMERGENCY SERVICES, DEPARTMENT OF PUBLIC WORKS, PUBLIC TRANSIT AUTHORITY, PUBLIC SCHOOL SYSTEM, LOCAL TRASH DEPARTMENT AND PUBLIC AND PRIVATE UTILITIES DAILY AS TO WHAT STREETS WILL BE PARTLY BLOCKED OR CLOSED. THE LENGTH OF TIME THE STREETS WILL BE BLOCKED OR CLOSED AND WHEN THE STREETS WILL BE REOPENED TO TRAFFIC.
11. PAVED STREETS AND DRIVEWAYS SHALL BE MAINTAINED IN A REASONABLE STATE OF CLEANLINESS AND THE CONTRACTOR SHALL REMOVE ACCUMULATIONS OF DEBRIS IN HIS OPERATIONS. THE CONTRACTOR SHALL HAVE, AS A MINIMUM, AN OPERATING SWEEPER BROOM ON THE SITE AT ALL TIMES. THE PAVEMENT SHALL BE CLEANED AT THE CLOSE OF EACH DAYS OPERATION AND AS OFTEN AS NECESSARY BEFORE THE NEXT DAY. FAILURE TO COMPLY SHALL BE CAUSE TO SUSPEND THE CONTRACTOR. CONTRACTOR SHALL ALSO COMPLY WITH THE LOCAL AIR POLLUTION CONTROL ORDINANCE.
12. ALL GRAVEL AND DIRT ROADS, STREETS OR DRIVEWAYS USED SHALL BE MAINTAINED BY GRADING, PLACING DUST PALLIATIVES, AND MAINTENANCE GRAVEL IN SUFFICIENT QUANTITIES TO ELIMINATE DUST AND MAINTAIN TRAFFIC AS DIRECTED BY THE AGENCY.
13. CONTRACTOR SHALL PROVIDE ALL NECESSARY SHEETING, SHORING, DEWATERING, BRACING, TRENCH BOXES, ETC., TO PERFORM WORK SAFELY AND PROTECT EXISTING UTILITIES AND IMPROVEMENTS.
14. THE FLOW IN THE EXISTING SEWERS SHALL BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION.
15. CULVERTS, DITCHES, DRAIN TILES, TILE FIELD, DRAINAGE STRUCTURES, ETC., THAT ARE DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE IMMEDIATELY RESTORED.
16. ALL PROPERTY IRONS AND MONUMENTS, IF DISTURBED OR DESTROYED BY THE CONTRACTOR'S OPERATION, SHALL BE REPLACED BY A LICENSED LAND SURVEYOR AT THE CONTRACTOR'S EXPENSE.
17. AFTER ALL THE PIPE, STRUCTURES, ETC., HAVE BEEN LAID, CONSTRUCTED, AND BACKFILLED, THE SYSTEM SHALL BE TESTED AND FINAL INSPECTED. THE INSPECTION SHALL BE BY THE AGENCY AND SHALL CONSIST OF A FIRST INSPECTION, TELEVISION INSPECTION (IF APPLICABLE) TESTING, AND FINAL INSPECTION AND MEASUREMENT. THE CONTRACTOR SHALL PROVIDE THE NECESSARY SUPERVISION, LABOR, TOOLS, EQUIPMENT, AND THE MATERIALS NECESSARY FOR THE INSPECTION. THE INSPECTION SHALL BE IN THE PRESENCE OF THE ENGINEER. THE ENGINEER SHALL BE NOTIFIED TWO (2) WORKING DAYS IN ADVANCE OF ALL TESTING.

THE FIRST INSPECTION SHALL BE COMPLETED AND ALL REPAIRS MADE IN AMPLE TIME SO THAT THE TELEVISION INSPECTION OF THE UNDERGROUND PORTION OF THE SYSTEM CAN BE COMPLETED WITHIN FOUR (4) WEEKS OF THE COMPLETION OF THE CONSTRUCTION. WHEN RE-TELEVISION IS NECESSARY, AN ADDITIONAL TWO (2) WEEKS WILL BE ALLOWED FOR COMPLETION. TESTING OF THE SYSTEM AS HEREIN DESCRIBED SHALL IMMEDIATELY FOLLOW THE TELEVISION INSPECTION AND SHALL BE COMPLETED WITHIN A TWO (2) WEEK PERIOD.

FAILURE TO MAINTAIN A SCHEDULE IN COMPLIANCE WITH THESE TERMS WILL AUTOMATICALLY CAUSE THE STOPPAGE OF OTHER WORK AT THE PARTICULAR SITE IN QUESTION UNTIL SUCH TIME AS THE FINAL INSPECTION OF THE COMPLETED UNDERGROUND PORTION OF THE SYSTEM HAS PROGRESSED TO ACCEPTABLE LIMITS.

THE CONTRACTOR SHALL HAVE THE UNDERGROUND PORTION OF THE SEWER SYSTEM READY FOR THE FIRST INSPECTION WITHIN TWO (2) WEEKS AFTER THE COMPLETION OF UTILITY.

THE FIRST INSPECTION SHALL CONSIST OF A VISIBLE AND AUDIBLE CHECK OF SEWERS, MANHOLES, GATE WELLS, AND OTHER STRUCTURES TO ASCERTAIN THAT THE STRUCTURE STEPS HAVE BEEN PLACED, ALL LIFT HOLES PLUGGED, THE MANHOLE RINGS, MANHOLE BOTTOMS COMPLETELY VISIBLE OR AUDIBLE, ALL STOPS, PIPE HAS BEEN PLACED STRAIGHT AND TRUE TO THE PROPER GRADES AND ELEVATION, THE REQUIRED ADJUSTING RINGS AND FRAME AND COVER PROPERLY INSTALLED, ALL TRENCHES AND STRUCTURES BACKFILLED IN AN ACCEPTABLE MANNER AND THAT THE SYSTEM HAS BEEN THOROUGHLY CLEANED.

THE FIRST INSPECTION SHALL BE CONSIDERED COMPLETED WHEN ALL THE REPAIRS HAVE BEEN MADE AND THE SYSTEM IS READY FOR TELEVISION INSPECTION AND SUBSEQUENT TESTING.

THE CONTRACTOR SHALL PROVIDE FOR TELEVISION INSPECTION OF THE
SANITARY SEWER LINES.

THE CONTRACTOR SHALL ARRANGE FOR, ENGAGE, AND PAY ALL EXPENSES INVOLVED FOR THE SERVICES OF A COMPETENT COMPANY TO PERFORM THIS TELEVISION INSPECTION.

THE TELEVISION INSPECTION SHALL BE OBSERVED BY REPRESENTATIVES OF THE OWNER, ENGINEER, AND THE CONTRACTOR. ANY TELEVISION VIEWING PERFORMED IN THE ABSENCE OF THE ENGINEER WILL NOT BE CONSIDERED AS A PART OF THE FINAL INSPECTION.

THE INSPECTION SHALL INVOLVE THE VISUAL OBSERVATION BY CLOSED CIRCUIT TELEVISION OF ALL SANITARY SEWER INSTALLED AS PART OF THIS CONTRACT. THE INSPECTION SHALL BE PERFORMED AT A RATE OF SPEED WHICH WILL ALLOW EXAMINATION OF ALL POINTS OF INFILTRATION, CRACKED OR CRUSHED PIPE, DEFECTIVE JOINTS, GUNNED JOINTS, LINE OR GRADE, LOCATION OF ALL WYE OPENINGS AND ANY DEFECTS OR ITEMS OF POOR WORKMANSHIP WHICH MAY APPEAR, ANY ITEMS WHICH, IN THE OPINION OF THE ENGINEER, REQUIRE REPAIR. SHALL BE PRECISELY LOCATED AND PHOTOGRAPHED ALONG WITH A DETAIL STATEMENT OF THE CONDITION. THE CONTRACTOR SHALL TAKE IMMEDIATE ACTION TO REPAIR ALL SUCH DEFECTS INCLUDING EXCESSIVE INFILTRATION AT ANY SPECIFIC LOCATION. EVEN IF INFILTRATION LIMITS HEREIN ARE EXCEEDED, THERE HAVE BEEN EXCEEDED FOR THE ENTIRE LENGTH OF SOME BEING INSPECTED. FOLLOWING COMPLETION OF THE REPAIR, THE ENGINEER AT THEIR DISCRETION, MAY REQUIRE A SECOND TELEVISION INSPECTION OF THE REPAIRED AREAS. THE CONTRACTOR SHALL ARRANGE FOR AND PAY ALL COSTS INVOLVED IN PERFORMING THIS RE-INSPECTION.

AFTER ALL TESTING, TELEVISION INSPECTION, FINAL RESTORATION AND CLEAN-UP HAS BEEN COMPLETED, A FINAL INSPECTION AND MEASUREMENT SHALL BE DONE. A FINAL INSPECTION SHALL BE REQUESTED BY THE CONTRACTOR AND CONSIST OF, BUT NOT BE LIMITED TO, CHECKING FOR PROPER ALIGNMENT, PROPER GRADE, CLEANLINESS, LEAKS, CONFORMANCE TO THE PLANS AND SPECIFICATION, PROPER STRUCTURAL AND MECHANICAL ADJUSTMENTS, AND RESTORATION. FINAL MEASUREMENT INCLUDES STRUCTURE ELEVATIONS, DISTANCES BETWEEN STRUCTURES, AND CONFIRMATION UTILITIES ARE LOCATED WITHIN EASEMENT AND RIGHT-OF-WAY AREAS.

SUCCESSFUL COMPLETION OF ANY TEST OR INSPECTION SHALL NOT RELIEVE THE CONTRACTOR FROM THEIR RESPONSIBILITY TO CORRECT ANY DEFICIENCY OR NONCONFORMANCE TO THE PLANS OR SPECIFICATIONS WHICH MAY THEREAFTER BECOME KNOWN.

[illegible]

25251 Northline Rd.
Taylor, MI 48180
734.947.9700
www.wadefirm.com



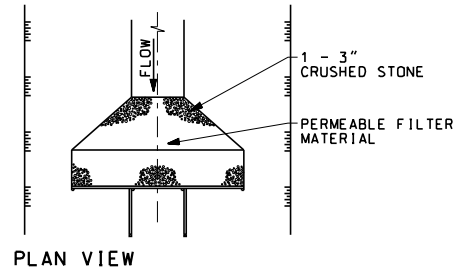
CITY OF DEARBORN HEIGHTS
WAYNE COUNTY, MICHIGAN
LOWER ROUGE CSO DESIGN - CSO 41
MISCELLANEOUS DETAILS

ISSUED FOR: DATE: BY:

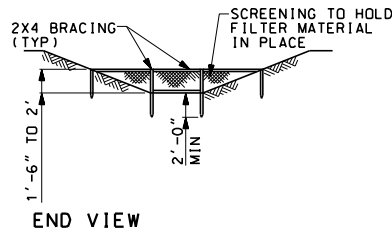
JOB NO.
DHT2344-16T

MD1

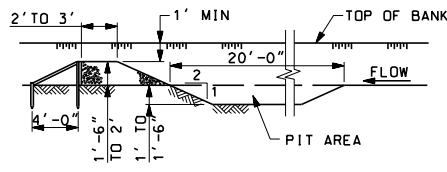
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PLAN VIEW



END VIEW

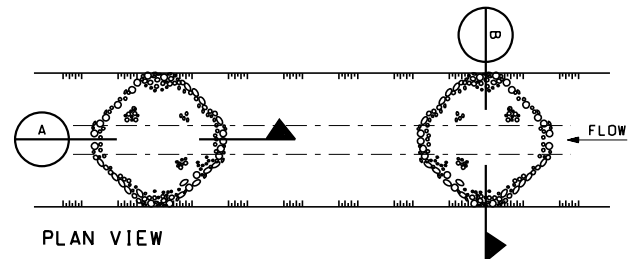


SECTION

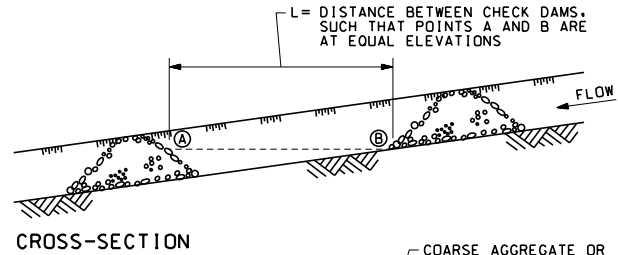
- NOTES:
1. PLACE DITCH SEDIMENT TRAP PRIOR TO ON-SITE CONSTRUCTION WORK.
 2. MAINTAIN DITCH SEDIMENT TRAP IN GOOD OPERATION DURING PROJECT & REMOVE AT END OF PROJECT.
 3. CHANNEL TO BE RESTORED TO ORIGINAL CONDITION OR BETTER AS DIRECTED BY THE ENGINEER.
 4. CRUSHED STONE INCLUDED WITH DITCH SEDIMENT TRAP.

DITCH SEDIMENT TRAP

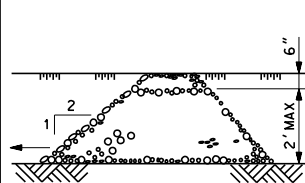
N.T.S.



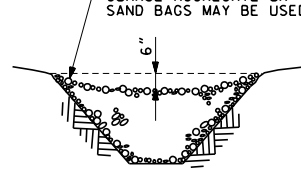
PLAN VIEW



CROSS-SECTION



SECTION A-A

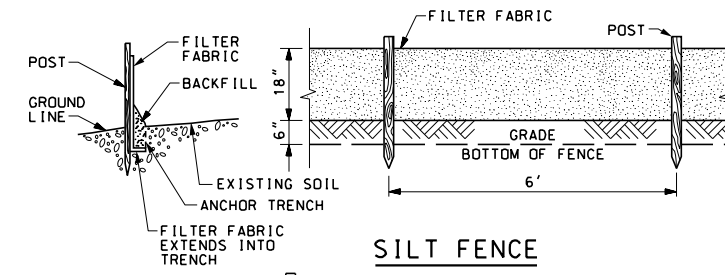


SECTION B-B

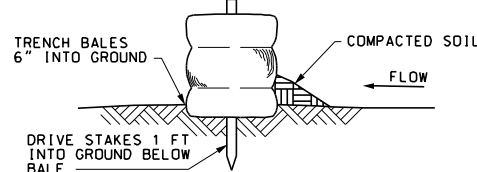
- NOTE:
- CHECK DAMS GREATER THAN TWO FEET IN DEPTH MAY SERIOUSLY IMPACT THE FLOW CHARACTERISTICS OF THE DITCH.

CHECK DAMS

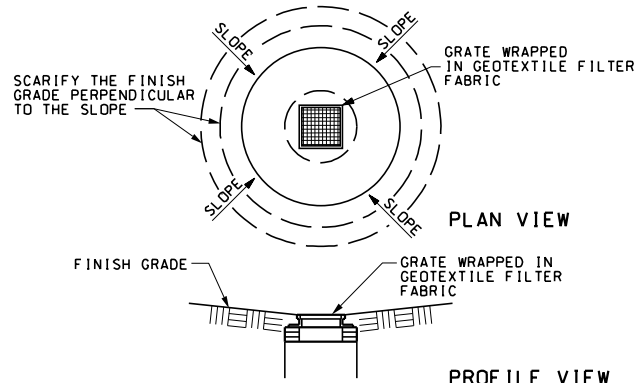
N.T.S.



SILT FENCE



STRAW BALE SEDIMENT SCREEN DETAIL

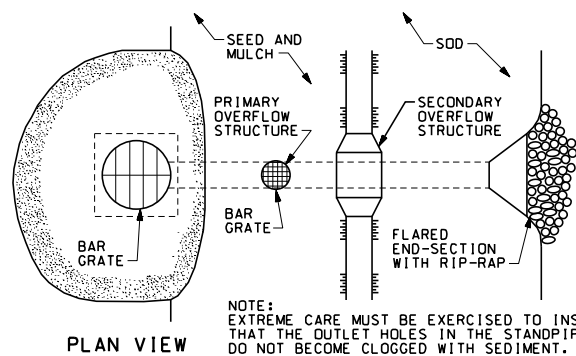


PROFILE VIEW

LOW POINT INLET FILTER

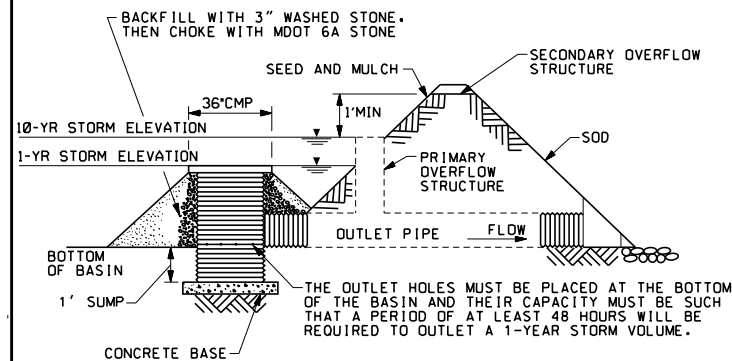
SOIL EROSION AND SEDIMENTATION CONTROL NOTES

1. ALL EROSION AND SEDIMENT CONTROL WORK SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF THE AGENCY HAVING JURISDICTION.
2. DAILY INSPECTIONS SHALL BE MADE BY THE CONTRACTOR TO DETERMINE EFFECTIVENESS OF EROSION AND SEDIMENT CONTROL MEASURES, AND ANY NECESSARY REPAIRS SHALL BE PERFORMED WITHOUT DELAY.
3. EROSION AND ANY SEDIMENT FROM WORK ON THIS SITE SHALL BE CONTAINED ON THE SITE AND NOT ALLOWED TO COLLECT ON ANY OFF-SITE AREAS OR IN WATERWAYS. WATERWAYS INCLUDE BOTH NATURAL AND MANMADE OPEN DITCHES, STREAMS, STORM DRAINS, LAKES, AND PONDS.
4. EROSION AND SEDIMENT CONTROL MEASURES ARE TO BE PLACED PRIOR TO OR AS THE FIRST STEP IN CONSTRUCTION; SEDIMENT CONTROL PRACTICES WILL BE APPLIED AS A PERIMETER DEFENSE AGAINST ANY TRANSPORTING OF SILT OFF THE SITE.
5. CONTRACTOR SHALL APPLY TEMPORARY EROSION AND SEDIMENTATION CONTROL MEASURES. HE SHALL REMOVE TEMPORARY MEASURES AS SOON AS PERMANENT STABILIZATION OF SLOPES, DITCHES, AND OTHER EARTH CHANGES HAS BEEN ACCOMPLISHED AND APPROVED BY THE AGENCY WITH JURISDICTION.
6. DEBRIS FROM THE PROJECT SHALL BE LEFT ON THE SITE BY DELIVERY OR CONSTRUCTION VEHICLES THROUGH THE USE OF CLEAN STONE EXITS. SHOULD THE STONE BECOME INEFFECTIVE IT WILL BE REPLACED. ALL CONSTRUCTION TRAFFIC WILL USE THE CLEAN STONE EXITS.
7. EARTH EMBANKMENT BRIDGES PLACED OVER NEW PAVEMENT SHALL BE LOCATED ONLY AT PAVEMENT HIGH-POINTS AND SHALL HAVE STRAW BALES PLACED ALONG EACH SIDE OF THE BRIDGE FOR THE WIDTH OF THE PAVEMENT.
8. IMMEDIATELY AFTER SEEDING, MULCH ALL SEEDS AREAS WITH UNWEATHERED SMALL GRAIN STRAW OR HAY SPREAD UNIFORMLY AT THE RATE OF 1-1/2 TO 2 TONS PER ACRE, ANCHOR MULCH WITH DISC-TYPE MULCH ANCHORING TOOL OR OTHER MEANS AS APPROVED BY THE AGENCY WITH JURISDICTION.
9. ALL MUD, DIRT, AND DEBRIS TRACKED OR SPILLED ONTO EXISTING ROADS FROM THIS SITE SHALL BE PROMPTLY REMOVED BY THE CONTRACTOR.
10. PERMANENT SOIL EROSION CONTROL MEASURES FOR ALL SLOPES, CHANNELS, DITCHES, OR ANY DISTURBED LAND AREA SHALL BE COMPLETED WITHIN 15 CALENDAR DAYS AFTER FINAL GRADING OR FINAL EARTH CHANGES HAVE BEEN COMPLETED. WHEN IT IS NOT POSSIBLE TO PERMANENTLY STABILIZE A DISTURBED AREA AFTER AN EARTH CHANGE HAS BEEN COMPLETED OR WHERE SIGNIFICANT EARTH CHANGE ACTIVITY CEASES, TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE IMPLEMENTED IMMEDIATELY. ALL TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE MAINTAINED UNTIL PERMANENT SOIL EROSION CONTROL MEASURES ARE ESTABLISHED. ALL PERMANENT SOIL EROSION CONTROL MEASURES WILL BE IMPLEMENTED AND ESTABLISHED BEFORE A CERTIFICATE OF COMPLIANCE IS ISSUED. ALL DRAIN BANKS DISTURBED BY CONSTRUCTION SHALL BE RESTORED WITHIN FIVE CALENDAR DAYS AND SOD PEGGED IN PLACE.
11. PARTICULAR CARE SHOULD BE TAKEN WHEN WORKING ALONG THE PERIMETER OF THE SITE. IN NO EVENT SHALL WORK AREA EXTEND BEYOND THE LIMITS INDICATED ON THE PLANS.
12. SHOULD IT BE NECESSARY FOR THE CONTRACTOR TO DEWATER THE GROUND IN THE COURSE OF CONSTRUCTING THE PROPOSED UTILITY, THE CONTRACTOR SHALL CONSTRUCT A TEMPORARY SOIL EROSION CONTROL DEVICE IN A MANNER THAT WILL FILTER ALL DISCHARGED WATER FROM THE DEWATERING OPERATION. IN NO INSTANCE SHALL THE DEWATERING DISCHARGE BE PERMITTED TO FLOW UNFILTERED FROM THE CONSTRUCTION SITE.
13. THE CONTRACTOR SHALL CONTROL THE DUST ON THE SITE DURING THE LIFE OF THE CONTRACT. IN ACCORDANCE WITH THE SPECIFICATIONS AND THE REQUIREMENTS OF THE COMMUNITY THIS DUST CONTROL SHALL BE ACCOMPLISHED BY THE APPLICATION OF A POSITIVE DUST PICK-UP METHOD WITH WATER ON HARD SURFACES. SUCH DUST CONTROL MATERIALS SHALL BE APPLIED AS OFTEN AS IS NECESSARY IN THE OPINION OF THE COMMUNITY TO CONTROL THE DUST.
14. SHOULD THE SOIL EROSION CONTROL REQUIREMENTS BE NEGLECTED OR NOT ADEQUATELY FOLLOWED, THE COMMUNITY MAY REQUIRE THE CONTRACTOR TO CEASE CONSTRUCTION OPERATIONS AND TO APPLY HIS ENTIRE FORCE TO MEET THE REQUIREMENTS BEFORE PROCEEDING FURTHER WITH THE PROJECT.
15. ALL WORK CONNECTED WITH SOIL EROSION AND SEDIMENTATION CONTROL, EITHER TEMPORARY OR PERMANENT, AS REQUIRED BY THE SOIL EROSION CONTROL PERMIT, IS TO BE IMPLEMENTED DURING CONSTRUCTION AS STIPULATED IN ACT 347.



PLAN VIEW

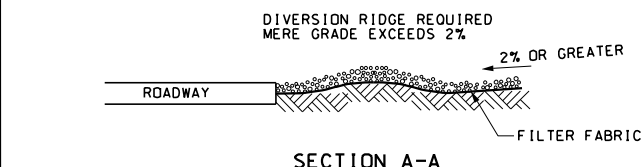
- NOTE:
- EXTREME CARE MUST BE EXERCISED TO INSURE THAT THE OUTLET HOLES IN THE STANDPIPE, DO NOT BECOME CLOGGED WITH SEDIMENT.



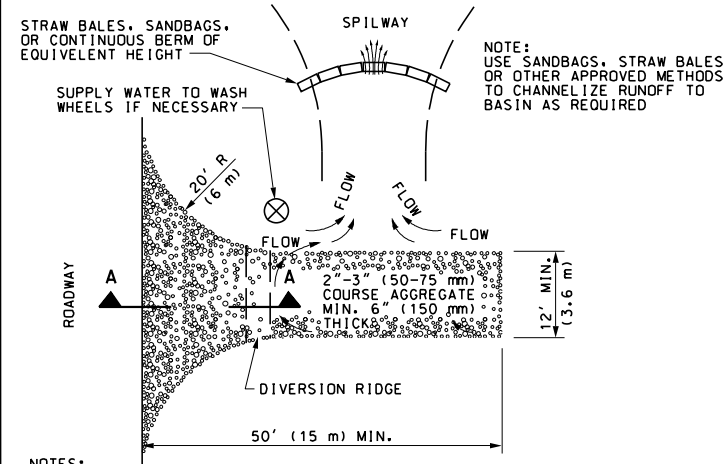
PROFILE VIEW

DETENTION BASIN OUTLET FILTER (CMP)

N.T.S.



SECTION A-A

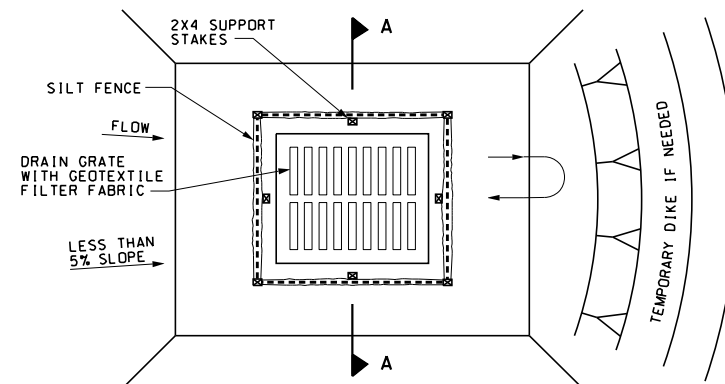


SECTION A-A

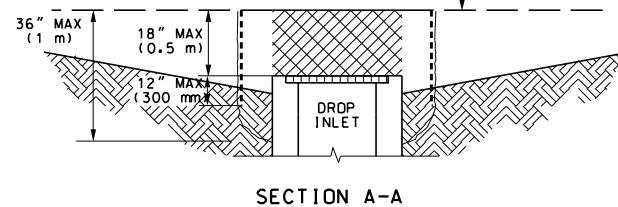
- NOTES:
1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAYS. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
 2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
 3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.

TEMPORARY GRAVEL CONSTRUCTION

ENTRANCE / EXIT



PLAN VIEW



SECTION A-A

NOTES:

1. DROP INLET SEDIMENT BARRIERS ARE TO BE USED FOR SMALL, NEARLY LEVEL DRAINAGE AREAS. (LESS THAN 5 %).
2. GEOTEXTILE FABRIC MUST BE SECURELY STAPLED TO CORNER OF POSTS, WITH WOOD LATH. (AMOCO ECOLOFENCE 24 OR EQUIVALENT).
3. ADD 2x4 SUPPORT POSTS TO ENSURE STABILITY, SECURELY STAPLE FABRIC TO POSTS.
4. THE TOP OF THE FABRIC (PONDING HEIGHT) MUST BE WELL BELOW THE GROUND ELEVATION DOWNSLOPE TO PREVENT RUNOFF FROM BYPASSING THE INLET. A TEMPORARY DIKE MAY BE NECESSARY ON THE DOWNSLOPE SIDE OF THE STRUCTURE.

SILT FENCE DROP INLET SEDIMENT BARRIER

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: True North Asphalt LLC

By (Printed Name): Nick Whitehurst

Signature: [Signature]

Address: 1241 E 11 Mile Madison Heights, MI 48071

Phone No: 517-819-9396

Email: NickW@truenorthasphalt.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: Nicholas Whitehurst Date: 6/19/25
B. Addendum 2 Acknowledged by: Nicholas Whitehurst Date: 7/2/25
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 12,500.00	\$ 12,500.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 2,000.00	\$ 2,000.00
3	Inlet Filter	12	Each	\$ 150.00	\$ 1,800.00
4	Soil Erosion Silt Fence	2,500	Feet	\$ 2.00	\$ 5,000.00
5	Curb and Gutter Remove	200	Foot	\$ 10.00	\$ 2,000.00
6	Sidewalk Remove	50	Square Foot	\$ 1.00	\$ 50.00
7	HMA Surface Remove	26,000	Square Yard	\$ 3.27	\$ 85,020.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 90.00	\$ 45,000.00
9	Reconstruct Structure	24	V. Feet	\$ 100.00	\$ 2,400.00
10	Maintenance Gravel	30	Ton	\$ 50.00	\$ 1,500.00
11	Adjust Structure	12	Each	\$ 500.00	\$ 6,000.00
12	Concrete Collar	12	Each	\$ 1,000.00	\$ 12,000.00
13	Catch Basin Cover	12	Each	\$ 500.00	\$ 6,000.00
14	Grading	1	Lump Sum	\$ 35,000.00	\$ 35,000.00
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 129.00	\$ 490,200.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 139.00	\$ 319,700.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 40.00	\$ 8,000.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 12.00	\$ 600.00
19	Remove Sign and Post	8	Each	\$ 5.00	\$ 40.00
20	Post, Steel, 3 Pound	143	Feet	\$ 10.00	\$ 1,430.00
21	Handicap Sign	11	Each	\$ 50.00	\$ 550.00
22	Handicap Van Sign	2	Each	\$ 30.00	\$ 60.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$.15	\$ 1,800.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$.25	\$ 75.00
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 20.00	\$ 220.00
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 13.00	\$ 39,000.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 35.00	\$ 24,500.00
Total Base Bid Price (Items 1 through 26A)				\$ 1,102,445.00	

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 24.50	\$ 46,550.00
Total Bid Alternate 1 Price (Item 27)				\$ 46,550.00	

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ 45.00	\$ 9,000.00
29	Adjust Structure	1	Each	\$ 500.00	\$ 500.00
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ 14.00	\$ 7,000.00
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ 130.00	\$ 9,750.00
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ 142.00	\$ 6,390.00
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$.20	\$ 80.00
Total Bid Alternate 2 Price (Items 28 through 33)				\$ <u>32,720.00</u>	

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

True North Asphalt LLC
1241 E 11 Mile Rd.
Madison Heights, MI 48071

SURETY:

(Name, legal status and principal place of business)

Trisura Insurance Company
2 Stamford Plaza Suite 1504, 281 Tresser
Boulevard
Stamford, CT 06901

This document has important
legal consequences. Consultation
with an attorney is encouraged
with respect to its completion or
modification.

Any singular reference to
Contractor, Surety, Owner or
other party shall be considered
plural where applicable.

OWNER:

(Name, legal status and address)

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

BOND AMOUNT: \$ 5%

Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

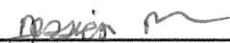
Warren Valley Golf Course Parking Lot; 26140 W. Warren St., Dearborn Heights, MI

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 3rd day of July, 2025


(Witness)


(Witness) Ana Morris

True North Asphalt LLC

(Principal)

(Seal)

By: 

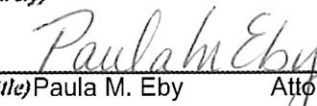
(Title)

President

Trisura Insurance Company

(Surety)

(Seal)

By: 

(Title) Paula M. Eby

Attorney-in-Fact





TRISURA®

2 Stamford Plaza
Suite 1504, 281 Tresser Boulevard
Stamford, Connecticut 06901
us.surety@trisura.com

POWER OF ATTORNEY

Bond Number: Bid Bond
Bond issuance date: July 3, 2025

KNOW ALL MEN BY THESE PRESENTS: That **TRISURA INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Oklahoma, authorized to conduct a surety business, and having its principal place of business at 2 Stamford Plaza, Suite 1504, Tresser Boulevard, Stamford, Connecticut 06901, does hereby constitute and appoint:

Kimberly Bragg, Sarah E. Green, Paula M. Eby, Susan K. Landreth, Rebecca Sanford

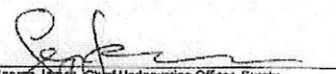
their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **TRISURA INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **TRISURA INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **TRISURA INSURANCE COMPANY** at a meeting duly held on the 11th day of December, 2020.

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **TRISURA INSURANCE COMPANY** have each executed and attested these presents
on this 25th day of February, 2022.

STATE OF Connecticut
County of Fairfield


George James, Chief Underwriting Officer, Surety



On this 25th day of February, 2022, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **TRISURA INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at
Fairfield, Connecticut the day and year first above written.

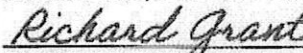
SERENA I. SZEKELY Serena I Szekeley seal
Notary Public, State of Connecticut
My Commission Expires 10/31/2026
My Commission Expires: 10/31/2026

, a Notary Public of Connecticut

CERTIFICATION

I, the undersigned officer of **TRISURA INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day,


Richard Grant, Vice President, U.S. Surety

TO CONFIRM AUTHENTICITY OF THIS BOND OR DOCUMENT EMAIL: us.surety@trisura.com

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☐ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom _____ whose signature is affixed to this Bid, is duly authorized to execute contracts.

☒ A limited liability company, duly authorized and doing business under the laws of the State of Michigan, for whom Nicholas Whitehurst, whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) True North Asphalt LLC

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 1241 E. 11 Mile Rd. City: Madison Heights

State: Michigan Zip Code: 48071

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____.

- ☐ Corporation incorporated under the laws of the State of _____.

The Corporation is:

- ☐ authorized to conduct business in the State of _____
☐ not now authorized to conduct business in the State of _____
☐ possess all required licenses for the work being bid
☒ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Nicholas Whitehurst Title: President

Address: 5009 Forest Valley Dr. Clarkston MI

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Signed this 7th day of July, 2025

By: [Signature]

Printed Name: Nicholas Whitehurst

Title: President

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)
) ss:

County of Macomb)

Nicholas Whitehurst, being first duly sworn, deposes and says that:
They are the of President (Position) of True North Asphalt LLC (Firm), the
Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all
pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives,
employees or parties in interest, including this affiant, has in any way colluded, conspired, connived
or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham
bid in connection with the Contract Documents for which the attached Bid has been submitted or to
refrain from bidding in connection with the Contract Documents or has in any manner, directly or
indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity
or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any
overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure
through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of
Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion,
conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents,
representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: True North Asphalt LLC

Signed By: [Signature]

Title: President

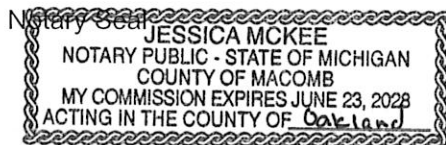
Subscribed and sworn to me this 7th day of July, 20 25.

Jessica M Notary Public

Macomb County, Michigan

Acting in the County of: Oakland

My Commission Expires: June 23, 2028



**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

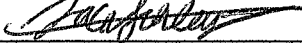
Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: T&M Asphalt Paving, inc

By (Printed Name): Jacob Staley

Signature: 

Address: 4755 Old Plank RD, Milford MI 48381

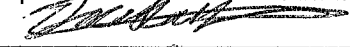
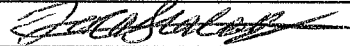
Phone No: 248-719-1604

Email: JStaley @ tmasphalt.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum #1 Acknowledged by:  Date: 6/18/25
B. Addendum #2 Acknowledged by:  Date: 7/2/25
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ <u>54,000</u>	\$ <u>54,000</u>
2	Traffic Maintenance and Controls	1	Lump Sum	\$ <u>8,000</u>	\$ <u>8,000</u>
3	Inlet Filter	12	Each	\$ <u>100</u>	\$ <u>1,200</u>
4	Soil Erosion Silt Fence	2,500	Feet	\$ <u>1</u>	\$ <u>2,500</u>
5	Curb and Gutter Remove	200	Foot	\$ <u>13</u>	\$ <u>2,600</u>
6	Sidewalk Remove	50	Square Foot	\$ <u>12</u>	\$ <u>600</u>
7	HMA Surface Remove	26,000	Square Yard	\$ <u>3.50</u>	\$ <u>91,000</u>
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ <u>75</u>	\$ <u>37,500</u>
9	Reconstruct Structure	24	V. Feet	\$ <u>725</u>	\$ <u>17,400</u>
10	Maintenance Gravel	30	Ton	\$ <u>60</u>	\$ <u>1,800</u>
11	Adjust Structure	12	Each	\$ <u>600</u>	\$ <u>7,200</u>
12	Concrete Collar	12	Each	\$ <u>1,200</u>	\$ <u>14,400</u>
13	Catch Basin Cover	12	Each	\$ <u>650</u>	\$ <u>7,800</u>
14	Grading	1	Lump Sum	\$ <u>37,000</u>	\$ <u>37,000</u>
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ <u>120</u>	\$ <u>456,000</u>
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ <u>147</u>	\$ <u>338,100</u>
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ <u>38</u>	\$ <u>7,600</u>
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ <u>37</u>	\$ <u>1,850</u>
19	Remove Sign and Post	8	Each	\$ <u>50</u>	\$ <u>400</u>
20	Post, Steel, 3 Pound	143	Feet	\$ <u>20</u>	\$ <u>2,860</u>
21	Handicap Sign	11	Each	\$ <u>80</u>	\$ <u>880</u>
22	Handicap Van Sign	2	Each	\$ <u>50</u>	\$ <u>100</u>
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ <u>0.30</u>	\$ <u>3,600</u>
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ <u>1.50</u>	\$ <u>450</u>
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ <u>39.20</u>	\$ <u>431.20</u>
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ <u>7</u>	\$ <u>21,000</u>
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ <u>38.68</u>	\$ <u>27,076</u>

Total Base Bid Price (Items 1 through 26A)

\$ 1,143,347.20

* \$38,864 → Construction Permit Cost included
in Base bid.

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ <u>41</u>	\$ <u>77,900</u>

Total Bid Alternate 1 Price (Item 27)

\$ 77,900

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ 21	\$ 4,200
29	Adjust Structure	1	Each	\$ 600	\$ 600
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ 15	\$ 7,500
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ 120	\$ 9,000
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ 147	\$ 6,615
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$.50	\$ 200

Total Bid Alternate 2 Price (Items 28 through 33) \$ 28,115

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

See Attached

**SECTION 00 43 13
BID BOND FORM**

KNOW ALL BY THESE PRESENT, that we, the undersigned, _____ as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of _____, and duly authorized to transact business in the state of Michigan, as Surety, _____, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of _____ Dollars (\$_____) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not to exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this _____ day of _____, 20____.

(Witness)

(Principal)

(Title)

(Witness)

(Surety)

(Title)

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Jacob Skiley whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) T&M Asphalt Paving, Inc.

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 4755 OLD Pkink RD City: Milford

State: MI Zip Code: 48381

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

☒ Corporation incorporated under the laws of the State of Michigan

The Corporation is:

- ☒ authorized to conduct business in the State of Michigan
☐ not now authorized to conduct business in the State of _____
☒ possess all required licenses for the work being bid
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Darryl Fegan Title: President

Address: _____

Name: Vince Van Poppelers Title: vice president

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Signed this 7th day of July, 2025

By: [Signature]

Printed Name: Jacob Staley

Title: Project manager

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

County of Oakland) ss:

Jacob Staley, being first duly sworn, deposes and says that:
They are the of Project Manager (Position) of T+M Asphalt Paving, Inc. (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: T+M Asphalt Paving inc.

Signed By: [Signature]

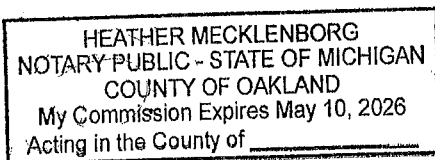
Title: Project Manager

Subscribed and sworn to me this 7th day of July, 2025
[Signature] Notary Public
Oakland County, Michigan

Acting in the County of: _____

My Commission Expires: May 10, 2026

Notary Seal





AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

T & M Asphalt Paving, Inc.

4755 Old Plank Road

Milford, MI 48381-4066

SURETY:

(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America

1441 W Long Lake Rd, Suite 300

Troy, MI 48098

OWNER:

(Name, legal status and address)

City Of Dearborn Heights

6045 Fenton

Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent of Accompanying Bid ----- (5%)

PROJECT:

(Name, location or address, and Project number, if any)

Warren Valley Parking Lot

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

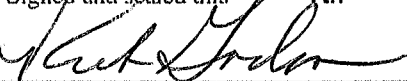
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

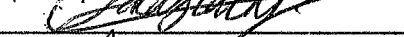
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 7th day of July, 2025


(Witness)

T & M Asphalt Paving, Inc.

(Principal)



(Seal)

(Title) Project Manager

Travelers Casualty and Surety Company of America

(Surety)

(Seal)


(Witness)

(Title) Susan L. Small, Attorney-in-Fact

Init.

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**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

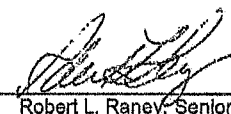
KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Susan L. Small** of **FARMINGTON HILLS**, Michigan, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 21st day of April, 2021.



State of Connecticut

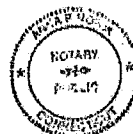
City of Hartford ss.

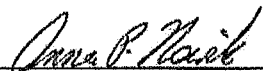
By: 
Robert L. Raney, Senior Vice President

On this the 21st day of April, 2021, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2026




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

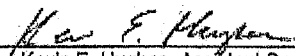
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, the Treasurer, any Assistant Treasurer, any Assistant Secretary, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 7th day of July, 2025




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**



Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

R & R Asphalt Inc
2800 Childs Lake Road
Milford, MI 48381

SURETY:

(Name, legal status and principal place
of business)

Atlantic Specialty Insurance Company
605 Highway 169 North, Suite 800
Plymouth, MN 55441

OWNER:

(Name, legal status and address)

City Of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent of Accompanying Bid ----- (5%)

PROJECT:

(Name, location or address, and Project number, if any)

Warren Valley Parking Lot

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **7th** day of **July, 2025**


(Witness)


(Witness)

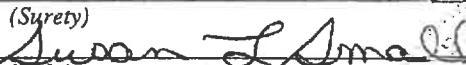
R & R Asphalt Inc

(Principal)


(Title) **Bradley D Hanson, Project Manager**

Atlantic Specialty Insurance Company

(Surety)


(Title) **Susan L Small, Attorney-in-Fact**

Init.

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Power of Attorney

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Ian J. Donald, John L. Budde, Patrick E. Williams, Steven K. Brandon, Susan L. Small, T. J. Griffin, Terence J. Griffin**, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this first day of January, 2023.

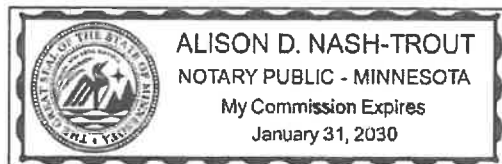
STATE OF MINNESOTA
HENNEPIN COUNTY

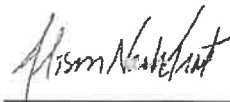


By


Sarah A. Kolar, Vice President and General Counsel

On this first day of January, 2023, before me personally came Sarah A. Kolar, Vice President and General Counsel of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and she acknowledged the execution of the same, and being by me duly sworn, that she is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



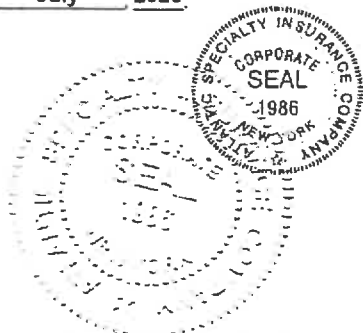


Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 7th day of July, 2025

This Power of Attorney expires
January 31, 2030





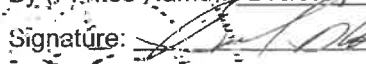
Kara L.B. Barrow, Secretary

Please direct bond verifications to surety@intactinsurance.com

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights
Project: Warren Valley Parking Lot
Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: R&R Asphalt
By (Printed Name): Bradley D Hanson, Project Manager
Signature: 
Address: 2800 Childs Lake Road Milford, MI 48381
Phone No: (248) 529-6005
Email: brad@RRasphalt.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by:  Date: 6/18/25
B. Addendum 2 Acknowledged by:  Date: 7/2/25
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

DHT 1005-25T
Warren Valley Parking Lot

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$50,000.00	\$50,000.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$10,000.00	\$10,000.00
3	Inlet Filter	12	Each	\$80.00	\$960.00
4	Soil Erosion Silt Fence	2,500	Feet	\$3.00	\$7,500.00
5	Curb and Gutter Remove	200	Foot	\$20.00	\$4,000.00
6	Sidewalk Remove	50	Square Foot	\$20.00	\$1,000.00
7	HMA Surface Remove	26,000	Square Yard	\$2.35	\$61,100.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$95.00	\$47,500.00
9	Reconstruct Structure	24	V. Feet	\$750.00	\$18,000.00
10	Maintenance Gravel	30	Ton	\$50.00	\$1,500.00
11	Adjust Structure	12	Each	\$1,450.00	\$17,400.00
12	Concrete Collar	12	Each	\$950.00	\$11,400.00
13	Catch Basin Cover	12	Each	\$950.00	\$11,400.00
14	Grading	1	Lump Sum	\$19,500.00	\$19,500.00
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$119.90	\$455,620.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$133.26	\$306,498.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$40.40	\$8,080.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$11.15	\$557.50
19	Remove Sign and Post	8	Each	\$150.00	\$1,200.00
20	Post, Steel, 3 Pound	143	Feet	\$25.00	\$3,575.00
21	Handicap Sign	11	Each	\$75.00	\$825.00
22	Handicap Van Sign	2	Each	\$75.00	\$150.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$0.75	\$9,000.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$0.75	\$225.00
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$35.00	\$385.00
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$10.00	\$30,000.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$36.00	\$25,200.00
Total Base Bid Price (Items 1 through 26A)					\$1,102,575.50

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$35.25	\$66,975.00
Total Bid Alternate 1 Price (Item 27)					\$66,975.00

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$35.00	\$7,000.00
29	Adjust Structure	1	Each	\$1,450.00	\$1,450.00
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$17.69	\$8,844.00
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$119.90	\$8,992.50
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$133.26	\$5,996.70
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$1.50	\$600.00
Total Bid Alternate 2 Price (Items 28 through 33)					\$32,883.20

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has examined Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the Documents provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or a prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's methods of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project. Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn, as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Work Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening. The following documents are made a condition of the Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Michigan whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

BIDDER'S QUALIFICATION AND EXPERIENCE STATEMENT

The OWNER will require supporting evidence regarding Bidder's Qualifications and competency. The Bidder will be required to furnish all of the applicable information listed below, which must be submitted with the sealed Bid at the time of Bid Opening. The Qualifications and Experience Statement must be typewritten and signed in ink.

QUALIFICATIONS AND EXPERIENCE STATEMENT

The undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

Submitted to: City of Dearborn Heights

Address: 6045 Fenton Avenue, Dearborn Heights, MI 48127

Submitted by: R&R Asphalt

Name: Bradley D Hanson

Address: 2800 Childs Lake Road

City, State, ZIP Milford, MI 48381

Telephone Number: (248) 529-6005 Fax Number: _____

Principal Office: 2800 Childs Lake Road Milford, MI 48381

Corporation: Michigan Joint Venture: NA

Partnership: NA Other: NA

Individual: NA

Name of Project: Heavy Civil (underground, removals, sit concrete, asphalt paving, etc...

Type of Work (file separate form for each classification of work):

General: _____ Plumbing: _____

HVAC: _____ Electrical: _____

Other: Heavy Civil (Please Specify)

[Engineer to modify list of applicable trades experience, tailored to requirements of the project.]

Organization

How many years has your organization been in business as a CONTRACTOR?

33

How many years has your organization been in business under its present business name?

33

Under what other business names has your organization operated?

NA

If your organization is a corporation, answer the following:

Date of Incorporation: 3/1/1992

State of Incorporation: Michigan

President's Name: Roger Redman

Vice President's Name: Roger Redman

Secretary's Name: Dylan Taulbee

Treasurer's Name: Stephanie Russell

If your organization is a partnership, answer the following:

Date of Organization: _____

Type of Partnership: _____

Names of General Partners: _____

If your organization is individually owned, answer the following:

Date of Organization: _____

Name of OWNER: _____

If the form of your organization is other than those listed above, describe it and name the principals:

Licensing

List jurisdictional and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable:

MDOT Pre-Qual ID - 05398

List jurisdiction in which your organization's partnership or trade name is filed:

Michigan Corporation

Experience

List the categories of work that your organization normally performs with its own forces:

Heavy Civil (Underground drainage, Excavation, Grading, Site Concrete, Asphalt Paving)

On a separate sheet, list major construction projects your organization has in progress. List the name of project, owner, architect/engineer, contract amount, percent complete, and scheduled completion date.

On a separate sheet, list the major construction projects your organization has completed in the past five (5) years. List the name of the project, owner, architect/engineer, contract amount, date of completion, and percentage of the cost of the work performed with your own forces.

On a separate sheet, list the construction experience and present commitments of the key individuals of your organization who would be employed in the Work.

Claims and Suits

If the answer to any of the questions below is yes, please attach details.

Has your organizations ever failed to complete any work awarded to it? No

Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or officers? No

Has the anyone filed a claim on any contract within the prior three years which asserted that your organization:

1) failed to perform as required by the contract?

☐ YES ☒ NO

2) completed contracted work in an untimely manner causing delays and interference;

☐ YES ☒ NO

3) lacked financial resources and the ability to satisfactorily perform the contract or provide the services or supplies;

☐ YES ☒ NO

4) exhibited poor quality of performance or completed work under the contract;

☐ YES ☒ NO

5) failed to comply with laws and ordinances relating to the contract performance;

☐ YES ☒ NO

6) defaulted on its quotations or prices;

☐ YES ☒ NO

References

Entity	Contact Name	Phone
<i>Trade References</i>		
1. Ajax Materials	Bran Borich	248-244-3300
2. Cadillac Asphalt	Veronica Lasarz	734-735-0022
3. Ace Asphalt	Kari Wilcox	248-388-8984
<i>Bank References</i>		
1. Huron Valley State Bank		248.684.9626
2.		
3.		
<i>Surety</i>		
Atlantic Specialty Insurance Company		1-800-662-0156

Name of Bonding Company: Atlantic Specialty Insurance Company

Name of Bonding Agent: VTC Insurance Group

Address of Bonding Agent: 37000 Grand River Avenue, Suite 150, Farmington Hills, MI 48335

SUBMITTED on _____
Date*

BY: R&R Asphalt

Name of Bidder*


Signature

Bradley D Hanson, Project Manager

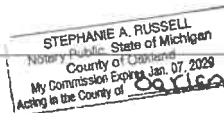
Name and Title of Signatory*

*Typed or printed in ink.

Bradley D Hanson being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this 24th day of June 2025.

Notary Public: Stephanie Russell



Stephanie Russell

My Commission Expires: 1/7/2029

IF THIS INFORMATION IS NOT SUBMITTED WITH THE SEALED BID AT THE TIME OF BID, THE BID WILL BE CONSIDERED INCOMPLETE.

LEGAL STATUS OF BIDDER

This Bid is submittal in the name of:

(Print) R&R Asphalt

The undersigned hereby designates below his/her business address to which all notices, directions or other communications may be served or mailed:

Street 2800 Childs Lake Road

City Milford

State MI

Zip Code 48381

The undersigned hereby declares that he/she has legal status checked below:

☐ INDIVIDUAL

☐ INDIVIDUAL DOING BUSINESS UNDER AN ASSUMED NAME

☐ CO-PARTNERSHIP

The Assumed Name of the Co-Partnership is registered in the County of _____, Michigan

☒ CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF Michigan

_____. The Corporation is

☒ LICENSED TO DO BUSINESS IN MICHIGAN

☐ NOT NOW LICENSED TO DO BUSINESS IN MICHIGAN

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

A corporation duly organized and doing business under the laws of the State of _____

NAME AND TITLE

HOME ADDRESS

Roger Redman, President

4507 N Tipsco Rd, Hartland, MI

Dylan Taulbee, General Manager

5235 S Old US Hwy 23, Brighton, MI

Bradley D Hanson, Project Manager

2510 Henry Rd, Lapeer, MI

Signed and Sealed this 22nd day of April, 2025


By (Signature)

Bradley D Hanson

Printed Name of Signer

Project Manager

Title

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Oakland)

Bradley D Hanson, being first duly sworn, deposes and says that:

They are the of Project Manager (Position) of R&R Asphalt (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: R&R Asphalt

Signed By: [Signature]

Title: Bradley D Hanson, Project Manager

Subscribed and sworn to me this 7th day of July, 2025.



[Signature] Notary Public
Stephanie Russell Oakland County, Michigan

Acting in the County of: Oakland

My Commission Expires: 1/7/2029

SECTION 01 11 00 - SUMMARY OF WORK

PART 1 GENERAL

2.1 WORK COVERED BY CONTRACT DOCUMENTS

This Project includes: a Base Bid consisting of resurfacing of approximately 26,000 square yards of HMA surface parking lot with miscellaneous curb and gutter, concrete pavement, ADA sidewalks, signs, and pavement markings, Alternate Bid 1 to include 1,900 feet of curb and gutter installation, and Alternate Bid 2 to include an additional pavement area consisting of 200 cubic yards of earth excavation, aggregate base, and 120 tons of HMA.

Bid Alternate 1 and Bid Alternate 2 will be executed at the discretion of the Owner.

- (A) Contractor will provide a detailed sequence of Construction, project schedule, and traffic control plan to Engineer 7-days prior to the pre-construction meeting. The Sequence of Construction will consider existing storm and sanitary sewer service that must be maintained in service until new utilities are constructed.
- (B) Contractor will be advised that project details for items of work, including, but not limited to inlet filter details, frames and cover details, grading plans, pavement marking plans, construction plans, curb and gutter cross-section, pavement cross-sections, and sidewalk details will be provided after award. The Contractor will bid all work accordingly and will waive all claims for additional compensation due to requirements shown on the details.
- (C) The scope and quantity of Work estimated in the Proposal is the best estimate of the Engineer. It is anticipated that the quantity of Work to be completed will vary from the estimated quantities in the Proposal. Contractor will not be allowed any increase or decreases in the Contract Unit Prices due to any increase or decrease in the actual quantity of Work completed.
- (D) Contractor will sawcut all pavements full-depth at the nearest pavement joint in advance of removals. Sawcutting will not be paid for separately and payment for sawcutting will be included in payment for other pay items.
- (E) Contractor will protect pedestrians and vehicles from all work utilizing traffic controls in accordance with the latest edition of the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).
- (F) Contractor will maintain all utilities throughout construction utilizing pumping and/or other means and will be responsible to maintain storm water and sanitary flow throughout the site and will coordinate the removal and replacement of existing storm sewer to maintain drainage and utilize bypass pumping if necessary at no additional cost to the project. Service interruptions for storm and/or sanitary sewer will not be permitted.
- (G) Contractor will provide written notice to all residences of driveway access interruption 72 hours in advance of all interruptions including, but not limited to, pavement removals and pavement replacement. Written notices require approval for distribution from the Engineer. Contractor will provide the Engineer with copies of notices 5 (five) working days in advance of their distribution for review and approval.

- (H) Contractor will schedule work, stage equipment and materials, and conduct operations in a manner which will provide access to all roadways, sidewalks, and driveways at all times whenever possible utilizing maintenance gravel.
- (I) Contractor will permit access to garbage, mail, and emergency vehicles and personnel to the work site at all times. Access will be maintained and maintenance gravel will be used so that garbage, mail, and emergency vehicles have 24-hour unassisted access to the work site at all times.
- (J) Contractor will protect existing improvements such as decorative or street lighting systems, irrigation systems, sump pump outlets, landscaping, fences, and other similar improvements along the site of the Work. Contractor will repair or replace any damage to existing improvements at no additional cost to the Owner.
- (K) Contractor will notify the Engineer upon uncovering a sump pump outlet.
- (L) Contractor will not place sod or restore landscaping after May 15 and/or before September 2. Seed will not be permitted as a substitute in lieu of sod.
- (M) The existing roadway low points, high points, widths, and profiles will be identified and surveyed in advance of removals and will be staked in advance of construction. Contractor will construct the proposed roadway to match the existing roadway in kind utilizing stakes.
- (N) Contractor will be advised that there is existing underground electrical in numerous locations under the parking lot pavement and within the limits of excavation. The Contractor will exercise extreme caution around electrical and exhaust all measures to protect electrical cables, conduit, foundations, poles, and standards.
- (O) All concrete, aggregate base, and hot mix asphalt materials will be tested for acceptance by the Owner. The Contractor will coordinate with the testing consultant and provide access and material samples upon request at no additional cost to the Owner.
- (P) Contractor will perform the work in two distinct phases, phase 1 and phase 2, which will be divided into an east construction area and a west construction area delineated by the center line of the boulevard driveway for the facility. All work, including removals, will be performed and completed within one phase prior to beginning any work in the other phase.
- (Q) Contractor is advised that removals, grading, and constructing the approach and a portion of the driveway near the approach will be performed under traffic and the Contractor will utilize a minimum of 2 flaggers and other traffic controls necessary to maintain approach, driveway, and parking access for vehicle traffic at all times throughout all construction operations. This work will not be paid for separately and will be included in payment for Traffic Maintenance and Controls.
- (R) Contractor will construct leveling courses with MDOT Tier 2 HMA mixture 4EML and wearing courses with MDOT Tier 1 HMA mixture 5EML.

- (S) Contractor will backfill areas behind curb with MDOT class II granular material compacted to 95% maximum density. Areas behind curb will be backfilled to within 3 inches of the top of curb to accommodate landscape restoration. This work will not be paid for separately and will be included in payment for curb and gutter pay items.

2.2 RELATED WORK SPECIFIED ELSEWHERE

- (A) Section 01 33 0 - Submittal Procedures
- (B) Section 01 50 00 - Temporary Facilities and Controls

2.3 WORK BY OTHERS

- (A) Work on the golf course and club house will be ongoing during this project. The Contractor will coordinate with the contractor for the to ensure the orderly completion of the work and the timely completion of the Contract.
- (B) Work on Riverside Middle School, located at 25900 W. Warren, will be ongoing during this project, which involves paving areas immediately adjacent to the Warren Valley Parking Lot, including two new approaches that meet the Warren Valley Parking Lot on the east end. The Contractor will coordinate the Warren Valley Parking Lot work with work by others to ensure that elevations match and that transitions are smooth and continuous to the satisfaction of the Owner.

2.4 RIGHT-OF-WAY JURISDICTION/PERMITS

- (A) A permit is required from the City of Dearborn Heights Building and Engineering Department . The permit is for the proposed work. The fee for this permit is based upon the cost of the Project. Contractor is required to obtain the permit and pay all fees and costs associated with the permit. To obtain the permit fee, contact the Building and Engineering Department at (313) 277-7306 and supply them with the proposed bid amount for the proposed work.
- (B) The Rouge River is under the jurisdiction of the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
- (C) Soil erosion and sedimentation control is under the jurisdiction of the Wayne County Department of Environment, Land Resource Management Division.
- (D) Contractor will secure any permits required by the agency having jurisdiction, will abide by all rules and regulations of each, and will pay all costs in connection with the permits. Contractor will pay for all permit and inspection fees as the agencies may charge to ensure compliance with their requirements.

2.5 COORDINATION

- (A) Contractor is advised that motorists pickup and drop-off students within the project area for the adjacent school and that the Contractor is required to coordinate pickup and drop-offs with motorists and/or school officials and provide access to motorists and students whenever necessary throughout the project at no additional cost to the Owner. Contractor will schedule

work accordingly to maintain access for motorists and students at least twice daily, Monday through Friday for the duration of the project.

- (B) Contractor will be made aware of all projects listed in paragraph 1.03 - Work by Others of this Section and will exhaust all efforts to coordinate all work, including, but not limited to, pavement removal and replacement, utility disconnections and connections, traffic maintenance, hauling away of spoils, delivery of materials, staging of equipment, and all other relevant work activities with the corresponding municipality and their representatives to avoid interrupting utility services and pedestrian and vehicular traffic and to maintain access to facilities at all times. Allowances and extensions of time will not be approved for delays in scheduled contract work resulting from failure of the Contractor to coordinate with work by others.
- (C) Contractor will be required to coordinate with the City of Dearborn Heights's sanitation service and to exhaust all efforts, including but not limited to taking trash cans and refuse to designated locations, to provide access to trash cans and other refuse for collection on the regularly scheduled days and times.
- (D) It will be the responsibility of the Contractor to coordinate Contractor's operations and those of Contractor's subcontractors in such a manner so as to avoid interference and delays in the areas of common construction activities.

2.6 CONTRACTOR'S USE OF PREMISES

- (A) Contractor will maintain construction operations within the presently existing road rights-of-way and easements throughout the Project area. In the event that the Contractor deems it necessary or advisable to operate beyond the limits of the existing rights-of-way or easements, he will be responsible for making special written agreements with the property owners and will furnish such copies of agreement to the Owner.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

SECTION 01 22 00 - UNIT PRICES

PART 1 GENERAL

1.01 SCOPE OF WORK

- A. This Section describes the method of measurement and basis of payment for items of Work included in the Contract and specified in Section 00 42 43 - Proposal. Contractor will provide labor, material, tools, equipment and services required to complete the Work specified herein and indicated on the Plans.
- B. The scope and quantity of Work estimated in the Proposal is the best estimate of the Engineer. It is anticipated that the quantity of Work to be completed will vary from the estimated quantities in Section 00 42 43 - Proposal.
- C. Owner will make no allowances for items not included in Section 00 42 43 - Proposal.

1.02 ITEMS OF THE PROPOSAL

PART 2 PRODUCTS (NOT USED)

Item 1 – Mobilization, Max. 5%

Mobilization will be paid for at the Contract Unit Price per lump sum basis. Price paid will be payment in full for all labor, material, and equipment necessary for all preparatory work and operations including but not limited to those necessary for the movement of personnel, equipment, supplies, and incidentals to the project site; for the establishment of the Contractor's, Engineer's, and Owner's field offices and other facilities necessary to undertake the work on the project; and for other work and operations which must be performed, or for expenses incurred, prior to beginning work on the various contract items on the project site. It will also include preconstruction costs, including insurance and bonds, and other costs which are necessary costs to the project and are of a general nature rather than directly attributable to other pay items under the contract. Payment for mobilization will be based upon the following schedule:

Partial Payment Schedule

Percentage of Original Contract Amount Earned	Percentage of Bid Price for Mobilization
Allowed 5	50
10	75
25	100

Item 2 – Traffic Maintenance and Control

Traffic maintenance and control will be paid for at the Contract Unit Price on a lump sum basis. Price paid will be payment in full for all labor, material, and equipment required for maintaining traffic, and will include, but is not limited to, furnishing, installing, operating, and maintaining all barricades, lighted arrow boards, drums, traffic control devices, signs, channeling devices, and cones; also for flagmen, flag control, pavement markings,

warning flashers, concrete barriers, minor traffic devices, and all other items necessary to complete the job, whether specifically mentioned or implied.

Item 3 – Inlet Filter

Soil erosion and sedimentation control devices will be paid for at the Contract Unit Price per each. Price paid will be payment in full for all labor, material and equipment necessary to furnish, install and maintain soil erosion and sedimentation control devices, and will include, but is not limited to, inlet filters, temporary gravel construction entrance/exit, and other devices as shown on the plans or detailed; maintaining devices; replacement of ineffective devices; removal of temporary devices; miscellaneous cleanup and restoration; and all items necessary to complete the Work, whether specifically mentioned or implied.

Item 4 – Soil Erosion Silt Fence

Soil erosion silt fence will be paid for at the Contract Unit Price per foot basis. Price paid will be payment in full for all labor, material and equipment necessary to furnish, install and maintain soil erosion silt fence and posts, and will include, but is not limited to, installing, maintaining, removing, and disposing of the fence and posts; replacement of ineffective fence and posts; miscellaneous cleanup and restoration; and all items necessary to complete the Work, whether specifically mentioned or implied.

Item 5 – Curb and Gutter Remove

Removal of concrete curb and gutter will be paid for at the Contract Unit Price per foot unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for the removal of concrete curb and gutter, regardless of size, where directed by the Owner; and will include, but is not limited to, saw cutting, removal and disposal of concrete curb and gutter, removal and disposal of unsuitable materials; also furnishing, placing, and compacting backfill; protection of existing improvements; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied. Measurement for removal of concrete pavement, regardless of size, will be in feet, determined by field measurements.

Item 6 – Sidewalk Remove

Removal of concrete sidewalks, regardless of thickness, will be paid for at the Contract Unit Price per square foot unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for the removal of concrete sidewalks, regardless of thickness, where indicated by the Owner; and will include, but is not limited to, saw cutting, removal and disposal of unsuitable materials; also furnishing, placing and compacting backfill; protection of existing improvements; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied. Measurement for removal of concrete sidewalks, regardless of thickness, will be in square feet, determined by field measurement.

Item 7 – HMA Surface Remove

Removal of bituminous pavement will be paid for at the Contract Unit Price per square yard unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for the removal of bituminous, regardless of thickness, where directed by the Owner; and will include, but is not limited to, saw cutting, removal and disposal of bituminous pavement, removal and disposal of unsuitable materials; also furnishing, placing, and compacting

backfill; protection of existing improvements; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied. Measurement for removal of bituminous pavement, regardless of thickness, will be in square yards, determined by field measurements.

Item 8 – Subgrade Undercutting, 21AA, Limestone

Subgrade undercut excavation and backfill will be paid for at the Contract Unit Price per cubic yard unit basis. In cut areas, the price paid will be payment in full for all labor, material, and equipment necessary for undercut excavation and disposal of all unsuitable material, as determined by the ENGINEER, below the proposed subgrade elevation, and will include, but is not limited to, providing, placing and compacting the undercut backfill material of the type specified on the plans. In fill areas, the price paid will be payment in full for all labor, material, and equipment necessary for undercut excavation and disposal of all unsuitable material, as determined by the ENGINEER, below the existing ground elevation and will include, but is not limited to, the placement and compaction of the undercut backfill material to existing grade. Measurement for subgrade undercut excavation and backfill will be determined by field measurement.

Item 9 – Reconstruct Structure

Reconstruct structure will be paid for at the Contract Unit Price on a vertical foot unit basis. Price paid will be payment in full for all labor, material, and equipment required to either raise the frame and cover on an existing structure in excess of 12 inches, lower them in excess of six (6) inches, or to rebuild portions of the existing structure which need to be reconstructed due to deterioration; and shall include, but is not limited to, all sawcutting, and excavation; also furnishing and installing bricks, blocks, precast adjustment rings, joints, masonry plaster coat, steps, and sand backfill; installation of frame and cover; cleanout of structure; and all items necessary to complete the job, whether specifically mentioned or implied. Measurement for reconstruction of structures will be in vertical feet, measured from the new elevation of the masonry below the casting down to the point where the structure has been reconstructed. A structure which has been paid for as reconstruct structure will not be paid for as adjust structure.

Item 10 – Maintenance Gravel

Maintenance aggregate for temporary walks, drives and roads, will be paid for at the Contract Unit Price per ton. Price paid shall be payment in full for all labor, material, and equipment required for furnishing and installing maintenance aggregate as shown on the plans or determined by the Owner, and shall include, but is not limited to, all construction, excavation, protection of existing improvements, compacting and fine grading subgrade; also furnishing, placing and compacting backfill and subbase; furnishing and applying chemical additives and water; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied.

Item 11, 29 – Adjust Structure

Adjusting structure cover will be paid for at the Contract Unit Price per each. Price paid will be payment in full for all labor, material, and equipment required to either raise the frame and cover on an existing sound structure not more than 12 inches; or lower them not more than six (6) inches; and will include, but is not limited to, all construction, saw cutting, excavation and removal and disposal of pavement; furnishing and installing bricks, blocks,

precast adjustment rings, masonry plaster coat, and sand backfill; installation of frame and cover; cleanout of structure; and all items necessary to complete the job, whether specifically mentioned or implied. Adjusting structures will be measured on a per each unit basis for each structure adjusted. Adjusting covers on new structures is incidental to the construction of the structure and not paid for separately.

Item 12 – Concrete Collar

Concrete pavement of the type and thickness specified will be paid for at the Contract Unit Price per each unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for construction of concrete pavement; and will include, but is not limited to, all excavation, construction, and protection of existing improvements; also furnishing, placing and compacting backfill and subbase; also compacting and fine grading subgrade; also the furnishing and installing hot-poured elastic joint compound; also forming, placing, jointing, finishing, texturing and curing the concrete; providing protection against rain and cold weather; barricading; pavement gapping; part width construction; miscellaneous restoration; and all other items necessary to complete the job, whether specifically mentioned or implied. Measurement for concrete pavement will be per each 10' x 10' concrete collar completely installed.

Items 13 – Catch Basin Cover

Furnishing structure frames and covers of the type specified by the owner will be paid for at the Contract Unit Price per each. Price will be payment in full for all labor, material, and equipment required to provide the specified frame and cover and will include but not limited to purchasing, hauling, and delivering the frame and cover from the manufacturer specified or otherwise approved by the ENGINEER and placing it on the indicated structure. Adjustment will be paid separately.

Item 14 – Grading

Grading surface contours to prepare for paving as specified by the Owner will be paid for at the Contractor Unit Price per lump sum. Price will be payment in full for all labor, material, and equipment required to establish elevations and contours as specified by the Owner and will include but not be limited to machine grading, excavation, haul away and dispose of excess and/or unsuitable materials, including but not limited to rocks, pavements, abandoned utilities, and all other work required to complete the job, whether specifically mentioned or implied.

Items 15, 16, 31, 32 – Bituminous Pavement, Leveling Course, 4EML and Bituminous Pavement, Wearing Course, 5EML

Bituminous pavement, of the type and thickness specified, will be paid for at the Contract Unit Price per ton. Price paid will be payment in full for all labor, material, and equipment necessary for the construction of bituminous pavement and will include, but is not limited to, all excavation, protection of existing improvements, also compacting and fine grading subgrade, also furnishing, placing, and compacting backfill and subbase, also the furnishing, placing, rolling and compacting the various bituminous lifts or courses, also the furnishing and applying of prime and bond coats, barricading, restoration, and for all items necessary to complete the job, whether specifically mentioned or implied.

Measurement for bituminous pavement will be in tons, with the installed tonnage determined by certified batch plant delivery tickets submitted to the Owner or his duly authorized representative, at the time of placement.

Items 17 and 27 – Curb and Gutter, Concrete, Straight Curb and Curb and Gutter, Concrete, Spill Out Curb

Concrete curb and gutter will be constructed in accordance with the detail provided by the Owner and include epoxy coated reinforcing steel. Price paid will be payment in full for all labor, material, and equipment necessary for construction of concrete curb and gutter; and will include, but is not limited to, all excavation, construction, and protection of existing improvements; also furnishing, placing and compacting backfill and subbase; also compacting and fine grading subgrade; also the furnishing and installing epoxy coated steel, tie bar assemblies, fillers, and hot-poured elastic joint compound; also forming, placing, jointing, finishing, texturing and curing the concrete; providing protection against rain and cold weather; barricading; pavement gapping; part width construction; miscellaneous restoration; and all other items necessary to complete the job, whether specifically mentioned or implied. Measurement for concrete pavement will be in feet, determined by field measurement of the concrete in place.

Item 18 – Sidewalk Ramp, Concrete 6-inch

Sidewalks and sidewalk ramps, of the thickness specified on the Plans, will be paid for at the Contract Unit Price per square foot. Price paid will be payment in full for all labor, material, and equipment necessary for construction of sidewalks, sidewalk ramps and driveway approaches; and will include, but is not limited to, all excavation, construction, and protection of existing improvements; also undercutting and backfilling the subgrade; compacting and fine grading subgrade; furnishing, placing, and compacting backfill and subbase; construction of expansion joints; also forming, placing, jointing, finishing and curing the concrete; furnishing and construction of detectable warning surface; providing protection against rain and cold weather; barricading; restoration; and all other items necessary to complete the job, whether specifically mentioned or implied. Measurement for sidewalks and sidewalk ramps will be in square feet, field measured in place. Sidewalk ramps will be measured from back of curb to the key flag or to the end of the monolithic rolled curb whichever is less.

Item 19 – Remove Sign and Post

Removal of signs and posts will be paid for at the Contract Unit Price per each unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for the removal of signs and posts, regardless of size and depth, where directed by the Owner; and will include, but is not limited to, removal and disposal of signs and posts and associated hardware, removal and disposal of unsuitable materials; also furnishing, placing, and compacting backfill; protection of existing improvements; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied. Measurement for removal of signs and posts, regardless of size, will be in each for each sign and posts completely removed and backfilled.

Item 20 – Post, Steel, 3 Pound

Post, Steel, 3 Pound, of the type and size specified, will be paid for at the Contract Unit Price per foot unit basis for posts completely installed and plumb. Price paid will be payment in full for all labor, material, and equipment necessary for furnishing and installing steel posts in accordance with the Michigan Department of Transportation 2020 Standard Specifications for Construction Section 810, including MISS DIG or other utility location required to install posts. All materials will be in accordance with MDOT standards and specifications. Measurement for posts installed will be along entire length of posts completely installed.

Items 21, 22 – Handicap Sign; Handicap Van Sign

Signs of the type specified by the Owner will be paid for at the Contract Unit Price per each unit basis. Price paid will be payment in full for all labor, materials, and equipment required to furnish and install signs of the type specified, mounted on posts, and will include, but not be limited to furnishing and installing signs, installing new hardware, and all other work required to complete the job, whether specifically mentioned or implied. Measurement for payment will be for each sign completely installed. Posts are paid separately.

Items 23, 24, 33 – Pavt Mrkg, Waterborne, 4-inch White; Pavt Mrkg, Waterborne, 4-inch Blue

Pavement markings of the type, width and color specified by the Owner, will be paid for at the Contract Unit Price per linear foot unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for pavement markings, actually placed, and will include, but is not limited to, all preparation of surface, layout, removing any old markings, applying proposed pavement markings, glass beads, providing temporary barricading, cleanup, and all items necessary to complete the job, whether specifically mentioned or implied. Measurement for pavement markings will be in linear feet, determined by field measurement of the actual lines placed.

Item 25 – Pavt Mrkg, Waterborne, Handicap Symbol

Pavement markings of the type, width and color specified by the Owner, will be paid for at the Contract Unit Price per each unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for pavement markings, actually placed, and will include, but is not limited to, all preparation of surface, layout, removing any old markings, applying proposed pavement markings, glass beads, providing temporary barricading, cleanup, and all items necessary to complete the job, whether specifically mentioned or implied. Measurement for pavement markings will be for each symbol installed.

Item 26 – Restoration with 3-inches Topsoil and Nursery Sod

Landscape restoration with topsoil (3 inches thick minimum), and sod will be paid for at the Contract Unit Price per square yard unit basis. Price paid will be payment in full for all labor, material, and equipment necessary for furnishing and installing topsoil and sod to the cross section directed by the Owner, and will include, but is not limited to, all excavation, subgrade preparation; filling, shaping, grading, plowing, discing, and raking subgrade; disposing of unsuitable material and excess material; furnishing fill and topsoil; placing sod; also rolling and tamping sod; protection of existing improvements; miscellaneous cleanup and restoration; maintenance and care; and all items necessary to complete the job, whether specifically mentioned or implied. The Contractor will restore all areas disturbed by

his operations. Areas disturbed outside of the limits indicated by the Owner will be restored at the Contractor's expense. Contractor will be responsible for establishing an acceptable sod turf, to the satisfaction of the Owner, for the first full growing season. The Contractor will water sod restoration area entirely for a minimum of once per day for two week. Watering will not be paid for separately, but will be included in the pay item for sod. Payment for landscape restoration will not be made in-full or in-part until lush growth has been established and accepted by the Owner in all areas.

Item 26A – Aggregate Base, 21AA, Limestone

Aggregate base course, of the type specified, will be paid for at the Contract Unit Price per ton unit basis. Price paid will be payment in full for all labor, material, and equipment required for furnishing, placing and compacting the aggregate base course to establish proposed contours and elevations where existing base material elevations are low; and will include, but is not limited to, construction, and protection of existing improvements; also furnishing, placing, and compacting backfill and subbase; compacting and fine grading subgrade; furnishing and applying chemical additives and water; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied.

Measurement for aggregate base course will be in tons, with the installed tonnage determined by certified delivery tickets submitted to the ENGINEER or his duly authorized representative. The delivery tickets will indicate the scale weight of the material, including chemical additives and moisture content. For material having a moisture content in excess of six (6) percent, the excess over six (6) percent will be deducted from the scale weight of the material when the moisture content is six (6) percent. Material placed to conform to the cross section and width specified on the Plans or as determined by the ENGINEER will be paid for at the tonnage basis. If the width of the base course is increased to accommodate the CONTRACTOR in placing forms, etc., the additional material installed beyond the width specified on the Plans or as determined by the ENGINEER, will be at the CONTRACTOR's expense.

Item 28 – Earth Excavation

Earth excavation will be paid for at the Contract Unit Price per cubic yard basis. Price paid will be payment in full for all labor, material, and equipment necessary for excavation to the lines and grades shown on the plans and will include, but is not limited to, stripping and stockpiling topsoil; all excavation and disposal of all unsuitable material including but not limited to all aggregate surfaces, sidewalks, concrete end headers, concrete pavement, concrete curbs, stumps, trees, rocks, earth, large stones, culverts, abandoned utilities, and structures; protecting existing improvements, filling holes and voids with compacted granular backfill, the excavation and disposal of other items exposed in excavating to the subgrade; fine grading and compacting subgrade; sawcutting; barricading; and all other items necessary to complete the job, whether specifically mentioned or implied.

Payment for earth excavation will be per cubic yard. The quantity of earth excavated was calculated from existing and proposed grades. The quantity paid will be plan quantity unless there is a field change which affects the plan quantity. No field measurement for payment of this item will be done at the time of construction.

Item 30 – 21AA Aggregate, Limestone, 8-inch

Aggregate base course, of the type and thickness specified by the Owner, will be paid for at the Contract Unit Price per square yard unit basis. Price paid will be payment in full for all labor, material, and equipment required for furnishing, placing and compacting the aggregate base course; and will include, but is not limited to, all excavation, construction, and protection of existing improvements; also furnishing, placing, and compacting backfill and subbase; compacting and fine grading subgrade; furnishing and applying chemical additives and water; barricading; and for all items necessary to complete the job, whether specifically mentioned or implied.

Measurement for aggregate base course will be in square yards, with the installed tonnage determined by certified delivery tickets submitted to the Owner or his duly authorized representative. The delivery tickets will indicate the scale weight of the material, including chemical additives and moisture content. Material placed to conform to the cross section thickness indicated by the Owner will be paid for at the square yard basis. If the width or thickness of the base course is increased to accommodate the Contractor in placing forms, etc., the additional material installed beyond the width or thickness specified by the Owner, will be at the Contractor's expense.

PART 3 EXECUTION (NOT USED)

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Nagle Paving Company

By (Printed Name): Rob Nagle

Signature: [Signature]

Address: 39525 W. 13 Mile Rd Suite 300 Novi MI 48377

Phone No: (248) 553-0600

Email: RNagle@NaglePaving.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: [Signature] Date: 7-3-25
B. Addendum 2 Acknowledged by: [Signature] Date: 7-3-25
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 40,000	\$ 40,000
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 10,000	\$ 10,000
3	Inlet Filter	12	Each	\$ 108	\$ 1296
4	Soil Erosion Silt Fence	2,500	Feet	\$ 1.65	\$ 4125
5	Curb and Gutter Remove	200	Foot	\$ 13.75	\$ 2750
6	Sidewalk Remove	50	Square Foot	\$ 9	\$ 450
7	HMA Surface Remove	26,000	Square Yard	\$ 3.85	\$ 100,100
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 100	\$ 50,000
9	Reconstruct Structure	24	V. Feet	\$ 575	\$ 13,800
10	Maintenance Gravel	30	Ton	\$ 75	\$ 2250
11	Adjust Structure	12	Each	\$ 375	\$ 4500
12	Concrete Collar	12	Each	\$ 900	\$ 10,800
13	Catch Basin Cover	12	Each	\$ 725	\$ 8700
14	Grading	1	Lump Sum	\$ 31,250	\$ 31,250
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 109	\$ 414,200
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 120	\$ 276,000
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 43	\$ 8600
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 49	\$ 2450
19	Remove Sign and Post	8	Each	\$ 150	\$ 1200
20	Post, Steel, 3 Pound	143	Feet	\$ 9	\$ 1287
21	Handicap Sign	11	Each	\$ 95	\$ 1045
22	Handicap Van Sign	2	Each	\$ 95	\$ 190
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ 0.49	\$ 5880
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ 0.49	\$ 147
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 66	\$ 726
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 26.40	\$ 79,200
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 33	\$ 23,100

Total Base Bid Price (Items 1 through 26A)

\$ 1,094,046

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 40	\$ 76,000

Total Bid Alternate 1 Price (Item 27)

\$ 76,000

Note: If Bid Alternate #1 is Accepted, we will need more time to Completion Date.

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ <u>80</u>	\$ <u>16,000</u>
29	Adjust Structure	1	Each	\$ <u>375</u>	\$ <u>375</u>
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ <u>15</u>	\$ <u>7500</u>
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ <u>109</u>	\$ <u>8,175</u>
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ <u>120</u>	\$ <u>5400</u>
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ <u>0.49</u>	\$ <u>196</u>

Total Bid Alternate 2 Price (Items 28 through 33) \$ 37,646

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of MICHIGAN)

) ss:

County of Oakland)

Chris Oliver, being first duly sworn, deposes and says that:

They are the of P.M. (Position) of Nagle Paving (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Nagle Paving Company

Signed By: [Signature]

Title: P.M.

Subscribed and sworn to me this 7th day of JULY, 2025.

[Signature] Notary Public
Wayne County, Michigan

Acting in the County of: Oakland

My Commission Expires: 2/5/26

Notary Seal

VICTORIA STREIFEL
Notary Public, State of Michigan
County of Wayne
My Commission Expires 02/05/2026
Acting in the County of Oakland

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Nagle Paving Company
39525 West 13 Mile Road
Novi, MI 48377

SURETY:

(Name, legal status and principal place of business)

Western Surety Company
One Towne Square, Suite 1075
Southfield, MI 48076

OWNER:

(Name, legal status and address)

City Of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent of Accompanying Bid ----- (5%)

PROJECT:

(Name, location or address, and Project number, if any)

Warren Valley Parking Lot Asphalt Resurfacing

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

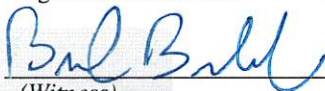
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **7th** day of **July, 2025**


(Witness)


(Witness)

Nagle Paving Company

(Principal)

(Seal)

(Title)

Western Surety Company

(Surety)

(Seal)

(Title) **Susan L Small, Attorney-in-Fact**

Init.

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Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Robert Trobec, Wendy L Hingson, John L Budde, Jeffrey A Chandler, Ian J Donald, Kathleen M Irelan, Susan L Small, Alan P Chandler, Krista L Pocket, Individually, of Troy, MI

Steven K Brandon, T J Griffin, Patrick Williams, John L Budde, Terence J Griffin, Susan L Small, Alan P Chandler, Individually, of Farmington Hills, MI

its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 11th day of January, 2024.



WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 11th day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 7th day of July, 2025



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Nagle Parking Company

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 34525 W. 13 mile Rd #300 City: Novi

State: MI Zip Code: 48377

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

☒ Corporation incorporated under the laws of the State of Michigan.

The Corporation is:

- ☐ authorized to conduct business in the State of _____
☐ not now authorized to conduct business in the State of _____
☐ possess all required licenses for the work being bid
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Rob Nagle Title: President

Address: 34525 W. 13 mile Rd Novi MI

Name: Mike Sauri Title: CEO

Address: 34525 W. 13 mile Rd Novi MI

Name: Rob Wilson Title: Vice President

Address: 34525 W. 13 mile Rd

Name: _____ Title: _____

Address: _____

Signed this 7 day of July, 2025

By: [Signature]

Printed Name: Chris Oliveira

Title: P.M.

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Wagler Paving Company whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights
Project: Warren Valley Parking Lot
Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Cadillac Asphalt LLC
By (Printed Name): Jim Bliss
Signature: 
Address: 39255 Country Club Drive Farmington Hills, MI 48331
Phone No: 248-388-8509
Email: James.Bliss@cadillacasphalt.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: Jim Bliss Date: 6/18
B. Addendum 2 Acknowledged by: Jim Bliss Date: 7/2
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 50,000	\$ 50,000
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 10,000	\$ 10,000
3	Inlet Filter	12	Each	\$ 175.00	\$ 2,100
4	Soil Erosion Silt Fence	2,500	Feet	\$ 3.00	\$ 7,500
5	Curb and Gutter Remove	200	Foot	\$ 25	\$ 5,000
6	Sidewalk Remove	50	Square Foot	\$ 10	\$ 500
7	HMA Surface Remove	26,000	Square Yard	\$ 4	\$ 104,000
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 75	\$ 37,500
9	Reconstruct Structure	24	V. Feet	\$ 250	\$ 6,000
10	Maintenance Gravel	30	Ton	\$ 150	\$ 4,500
11	Adjust Structure	12	Each	\$ 1,000	\$ 12,000
12	Concrete Collar	12	Each	\$ 1,000	\$ 12,000
13	Catch Basin Cover	12	Each	\$ 1,000	\$ 12,000
14	Grading	1	Lump Sum	\$ 52,000	\$ 52,000
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 129	\$ 490,200
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 157	\$ 361,100
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 45	\$ 9,000
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 12	\$ 600
19	Remove Sign and Post	8	Each	\$ 100	\$ 800
20	Post, Steel, 3 Pound	143	Feet	\$ 13	\$ 1,859
21	Handicap Sign	11	Each	\$ 100	\$ 1,100
22	Handicap Van Sign	2	Each	\$ 100	\$ 200
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ 0.45	\$ 5,400
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ 0.45	\$ 135
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 45	\$ 495
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 40	\$ 120,000
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 30	\$ 21,000
Total Base Bid Price (Items 1 through 26A)				\$	1,326,989.00

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 35	\$ 66,500
Total Bid Alternate 1 Price (Item 27)				\$	66,500

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ 75	\$ 15,000
29	Adjust Structure	1	Each	\$ 1,000	\$ 1,000
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ 16	\$ 8,000
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ 129	\$ 9,675
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ 157	\$ 7,065
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ 0.45	\$ 180
Total Bid Alternate 2 Price (Items 28 through 33)				\$	40,920.00

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☐ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom _____ whose signature is affixed to this Bid, is duly authorized to execute contracts.

☒ A limited liability company, duly authorized and doing business under the laws of the State of Michigan, for whom Jim Bliss, whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Cadillac Asphalt LLC

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 39255 Country Club Drive City: Farmington Hills

State: Michigan Zip Code: 48331

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____

- ☐ Corporation incorporated under the laws of the State of _____

The Corporation is:

- ☐ authorized to conduct business in the State of _____
☐ not now authorized to conduct business in the State of _____
☐ possess all required licenses for the work being bid
☒ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

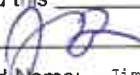
Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Signed this 7 day of July, 2025

By: 

Printed Name: Jim Bliss

Title: Area Manager

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Oakland)

Jim Bliss, being first duly sworn, deposes and says that:

They are the of Area Manager (Position) of Cadillac Asphalt LLC (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Cadillac Asphalt LLC

Signed By: [Signature]

Title: Area Manager

Subscribed and sworn to me this 7 day of July, 20 25

Heather Ann Lazarus

Notary Public

County, Michigan

Acting in the County of: _____

Notary Seal

My Commission Expires: _____



THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Cadillac Asphalt, LLC
39255 Country Club Drive, Suite B-20, Farmington Hills, MI 48331

as Principal, hereinafter called Principal, and

Great American Insurance Company
301 E. Fourth Street, Cincinnati, OH 45202

a corporation duly organized under the laws of the State of **Ohio**
as Surety, hereinafter called Surety, are held and firmly bound unto

City of Dearborn Heights
6045 Fenton Street, Dearborn Heights, MI 48127

as Obligee, hereinafter called Obligee, in the sum of **Five Percent of Accompanying Bid**

Dollars **(5% of Bid)**
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for _____
(Here insert full name, address and description of project)

Warren Valley Parking Lot

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 7th day of July, 2025

Cadillac Asphalt, LLC

(Principal)

(Seal)

(Witness)

Area Manager
(Title)

Great American Insurance Company

(Surety)

(Seal)

(Witness)

Nicholas Ashburn
(Title)
Attorney in Fact

GREAT AMERICAN INSURANCE COMPANY

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by SEVEN
this power of attorney is not more than

No. 0 22677

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name	Address	Limit of Power
NICHOLAS ASHBURN	MICHAEL D. LECHNER	ALL OF
PAUL M. HURLEY	JASON ROGERS	ROCHESTER HILLS, MICHIGAN
HOLLY NICHOLS	MARK MADDEN	\$100,000,000
ROBERT D. HEUER		

It is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 16TH day of JUNE, 2025.

Attest

GREAT AMERICAN INSURANCE COMPANY



Stephen C. Beraha
Assistant Secretary

John K. Webster
Divisional Senior Vice President

JOHN K. WEBSTER (877-377-2405)

STATE OF OHIO, COUNTY OF HAMILTON - ss:

On this 16TH day of JUNE, 2025, before me personally appeared JOHN K. WEBSTER, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



SUSAN A KOHORST
Notary Public
State of Ohio
My Comm. Expires
May 18, 2030

Susan A Kohorst

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 7th day of July 2025



Stephen C. Beraha
Assistant Secretary

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Best Asphalt, Inc.

By (Printed Name): Keith Umerlik

Signature: [Handwritten Signature]

Address: 6334 N. Beverly Plaza, Romulus, MI 48174

Phone No: 734-729-9440

Email: keithu@bestasphaltinc.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: [Handwritten Signature] Date: 6/18
B. Addendum 2 Acknowledged by: [Handwritten Signature] Date: 7/2
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 27,000	\$ 27,000
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 3,500	\$ 3,500
3	Inlet Filter	12	Each	\$ 120	\$ 1,440
4	Soil Erosion Silt Fence	2,500	Feet	\$ 1.20	\$ 3,000
5	Curb and Gutter Remove	200	Foot	\$ 9.50	\$ 1,900
6	Sidewalk Remove	50	Square Foot	\$ 18	\$ 900
7	HMA Surface Remove	26,000	Square Yard	\$ 3.85	\$ 100,100
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 88	\$ 44,000
9	Reconstruct Structure	24	V. Feet	\$ 720	\$ 17,280
10	Maintenance Gravel	30	Ton	\$ 42	\$ 1,260
11	Adjust Structure	12	Each	\$ 420	\$ 5,040
12	Concrete Collar	12	Each	\$ 1,200	\$ 14,400
13	Catch Basin Cover	12	Each	\$ 1020	\$ 12,240
14	Grading	1	Lump Sum	\$ 35,000	\$ 35,000
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 124.50	\$ 473,100
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 141	\$ 324,300
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 57.50	\$ 11,500
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 33	\$ 1,650
19	Remove Sign and Post	8	Each	\$ 33	\$ 264
20	Post, Steel, 3 Pound	143	Feet	\$ 11	\$ 1,573
21	Handicap Sign	11	Each	\$ 126	\$ 1,386
22	Handicap Van Sign	2	Each	\$ 27.50	\$ 55
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$.40	\$ 4,800
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$.55	\$ 165
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 33	\$ 363
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 9.30	\$ 27,900
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 38	\$ 26,600
Total Base Bid Price (Items 1 through 26A)				\$ 1,140,716	

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 30	\$ 57,000
Total Bid Alternate 1 Price (Item 27)				\$ 57,000	

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ <u>30</u>	\$ <u>6000</u>
29	Adjust Structure	1	Each	\$ <u>420</u>	\$ <u>420</u>
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ <u>16</u>	\$ <u>8000</u>
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ <u>135</u>	\$ <u>10125</u>
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ <u>150</u>	\$ <u>6750</u>
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ <u>.55</u>	\$ <u>220</u>
Total Bid Alternate 2 Price (Items 28 through 33)				\$ <u>31515</u>	

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Keith Umerlik whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Best Asphalt, Inc.

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 6334 N. Beverly Plaza City: Romulus
State: Michigan Zip Code: 48174

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

☒ Corporation incorporated under the laws of the State of Michigan.

The Corporation is:

- ☒ authorized to conduct business in the State of
☐ not now authorized to conduct business in the State of
☐ possess all required licenses for the work being bid
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Charles Stefanko Title: President

Address: 6334 N. Beverly Plaza, Romulus, MI 48174

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Signed this 7th day of July, 20 25

By: [Signature]

Printed Name: Keith Umerlik

Title: Sr. Estimator

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Wayne)

Keith Umerlik, being first duly sworn, deposes and says that:

They are the of Sr. Estimator (Position) of Best Asphalt, Inc. (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Best Asphalt, Inc.

Signed By: [Signature]

Title: Keith Umerlik, Sr. Estimator

Subscribed and sworn to me this 7th day of July, 2025.

[Signature] Notary Public
Wayne County, Michigan

Acting in the County of: _____

My Commission Expires: 1/2/2030

Notary Seal

BARBARA A. PAGE
NOTARY PUBLIC, STATE OF MICHIGAN
COUNTY OF WAYNE
MY COMMISSION EXPIRES 1-02-2030
DATE NP PERFORMED ACT 7/1/25
ACTING IN THE COUNTY OF _____

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Bid Bond

CONTRACTOR:

(Name, legal status and address)

Best Asphalt Inc
6334 N Beverly Plaza
Romulus, MI 48174

SURETY:

(Name, legal status and principal place of business)

Westfield Insurance Company
One Park Circle
Westfield Center, OH 44251

OWNER:

(Name, legal status and address)

City Of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent of Accompanying Bid ----- (5%)

PROJECT:

(Name, location or address, and Project number, if any)

Warren Valley Parking Lot

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

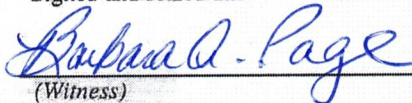
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 7th day of July, 2025


(Witness)

Best Asphalt Inc

(Principal)

(Seal)


(Title) **Keith L. M. Tit, Sr. Estimator**

Westfield Insurance Company

(Surety)

(Seal)

(Witness)

(Title) **Susan L. Small, Attorney-in-Fact**

Init.

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THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 05/07/14, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 2140482 01

General
Power
of Attorney

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
T. J. GRIFFIN, T. L. YOUNG, WILLIAM A. PIRRET, STEVEN K. BRANDON, JOHN L. BUDDE, SUSAN L. SMALL, TERENCE J. GRIFFIN, JOINTLY OR SEVERALLY

of FARMINGTON HILLS and State of MI its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship.

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be It Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 07th day of MAY A.D., 2014.

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: *Dennis P. Baus*
Dennis P. Baus, National Surety Leader and
Senior Executive

State of Ohio
County of Medina ss.:

On this 07th day of MAY A.D., 2014, before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



David A. Kotnik
David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 7th day of July A.D., 2025.



Frank A. Carrino
Frank A. Carrino, Secretary

BPOAC2 (combined) (06-02)

AIA[®] Document A310[™] – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Asphalt Specialists LLC

1780 E. Highwood

Pontiac, MI 48340

OWNER:

(Name, legal status and address)

City of Dearborn Heights

6045 Fenton Avenue, Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent (5%) of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Warren Valley Parking Lot

SURETY:

(Name, legal status and principal place of business)

Hudson Insurance Company

100 William Street, 5th Floor

New York, NY 10038

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 7 day of July, 2025

(Witness)

Andrea Whittle

Asphalt Specialists LLC

(Principal)

(Seal)

Hudson Insurance Company

(Surety)

(Seal)

(Title)

Susan L Small, Attorney-in-Fact

Init.

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BID BOND POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Alan P. Chandler, Robert Trobec, Jeffrey A. Chandler, Ian J. Donald,
Susan L. Small, John L. Budde, Krista L. Pocket, Wendy L. Hingson

of the State of Michigan and Florida

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of November, 2024 at New York, New York.



(Corporate seal)

Attest.....
Dina Daskalakis, Corporate Secretary

HUDSON INSURANCE COMPANY

By.....
Andrew A. Dickson, Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 15th day of November, 20 24 before me personally came Andrew A. Dickson to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of HUDSON INSURANCE COMPANY, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.

(Notarial Seal)



ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned **Dina Daskalakis** hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOVLED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.



Witness the hand of the undersigned and the seal of said Company this 7 day of July, 2025

By.....
Dina Daskalakis, Corporate Secretary

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Asphalt Specialists LLC
By (Printed Name): MARCUS NAVEITA, V.P.
Signature: [Signature]
Address: 1780 E Highwood, Pontiac MI 48340
Phone No: 248-334-4570
Email: mnavetta@asipaving.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: [Signature] MARCUS NAVEITA Date: 7-1-25
B. Addendum 2 Acknowledged by: [Signature] MARCUS NAVEITA Date: 7-3-25
C. Addendum — Acknowledged by: — Date: —

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 40,000. ⁰⁰	\$ 40,000. ⁰⁰
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 35,000. ⁰⁰	\$ 35,000. ⁰⁰
3	Inlet Filter	12	Each	\$ 110. ⁰⁰	\$ 1,320. ⁰⁰
4	Soil Erosion Silt Fence	2,500	Feet	\$ 1.50	\$ 3,750. ⁰⁰
5	Curb and Gutter Remove	200	Foot	\$ 15. ⁰⁰	\$ 3,000. ⁰⁰
6	Sidewalk Remove	50	Square Foot	\$ 17. ⁰⁰	\$ 850. ⁰⁰
7	HMA Surface Remove	26,000	Square Yard	\$ 3.25	\$ 84,500. ⁰⁰
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 75. ⁰⁰	\$ 37,500. ⁰⁰
9	Reconstruct Structure	24	V. Feet	\$ 175. ⁰⁰	\$ 4,200. ⁰⁰
10	Maintenance Gravel	30	Ton	\$.01	\$ 1. ⁰⁰
11	Adjust Structure	12	Each	\$ 500. ⁰⁰	\$ 6,000. ⁰⁰
12	Concrete Collar	12	Each	\$ 1,100. ⁰⁰	\$ 13,200. ⁰⁰
13	Catch Basin Cover	12	Each	\$ 635. ⁰⁰	\$ 7,620. ⁰⁰
14	Grading	1	Lump Sum	\$ 11,500. ⁰⁰	\$ 11,500. ⁰⁰
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 110. ⁰⁰	\$ 418,000. ⁰⁰
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 125. ⁰⁰	\$ 287,500. ⁰⁰
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 60. ⁰⁰	\$ 12,000. ⁰⁰
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 35. ⁰⁰	\$ 1,750. ⁰⁰
19	Remove Sign and Post	8	Each	\$ 140. ⁰⁰	\$ 1,120. ⁰⁰
20	Post, Steel, 3 Pound	143	Feet	\$ 20. ⁰⁰	\$ 2,860. ⁰⁰
21	Handicap Sign	11	Each	\$ 78. ⁰⁰	\$ 858. ⁰⁰
22	Handicap Van Sign	2	Each	\$ 50. ⁰⁰	\$ 100. ⁰⁰
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$.30	\$ 3,600. ⁰⁰
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$.30	\$ 90. ⁰⁰
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 22. ⁰⁰	\$ 242. ⁰⁰
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$.01	\$ 30. ⁰⁰
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 28.50	\$ 19,950. ⁰⁰
Total Base Bid Price (Items 1 through 26A)				\$ 996,541. ⁰⁰	

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 50. ⁰⁰	\$ 95,000. ⁰⁰
Total Bid Alternate 1 Price (Item 27)				\$ 95,000. ⁰⁰	

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ 90. ⁰⁰	\$ 18,000. ⁰⁰
29	Adjust Structure	1	Each	\$ 500. ⁰⁰	\$ 500. ⁰⁰
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ 12.50	\$ 6,250. ⁰⁰
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ 110. ⁰⁰	\$ 8,250. ⁰⁰
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ 125. ⁰⁰	\$ 5,625. ⁰⁰
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ 30. ⁰⁰	\$ 12,000. ⁰⁰

Total Bid Alternate 2 Price (Items 28 through 33) \$ 38,745.⁰⁰

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

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Bid Bond

CONTRACTOR:

(Name, legal status and address)

Asphalt Specialists LLC

1780 E. Highwood

Pontiac, MI 48340

OWNER:

(Name, legal status and address)

City of Dearborn Heights

6045 Fenton Avenue, Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent (5%) of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Warren Valley Parking Lot

SURETY:

(Name, legal status and principal place of business)

Hudson Insurance Company

100 William Street, 5th Floor

New York, NY 10038

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 7 day of, July, 2025

(Witness)

Andree Whittle

Asphalt Specialists LLC

(Principal)

(Seal)

(Title)

Hudson Insurance Company

(Surety)

(Seal)

(Witness)

(Title)

Susan L. Small, Attorney-in-Fact

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BID BOND POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Alan P. Chandler, Robert Trobec, Jeffrey A. Chandler, Ian J. Donald,

Susan L. Small, John L. Budde, Krista L. Pocket, Wendy L. Hingson

of the State of Michigan and Florida

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of November, 2024, at New York, New York.



(Corporate seal)

Attest.....
Dina Daskalakis, Corporate Secretary

HUDSON INSURANCE COMPANY

By.....
Andrew A. Dickson, Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 15th day of November, 20 24 before me personally came Andrew A. Dickson to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of HUDSON INSURANCE COMPANY, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.

(Notarial Seal)



ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned Dina Daskalakis hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOLVED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.



Witness the hand of the undersigned and the seal of said Company this 7 day of July, 2025

By.....
Dina Daskalakis, Corporate Secretary

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☐ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
_____ whose signature is affixed to this Bid, is duly authorized to execute contracts.

☒ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom MARCUS NAVETTA whose signature is affixed to this Bid, is duly authorized to execute
contracts. V.P.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Asphalt Specialists LLC

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 1780 E Highwood City: Pontiac
State: MI Zip Code: 48340

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

- ☐ Corporation incorporated under the laws of the State of _____.

The Corporation is:

- ☒ authorized to conduct business in the State of Michigan
☐ not now authorized to conduct business in the State of _____
☒ possess all required licenses for the work being bid
☒ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Yamane Gabre-Michael Title: CEO

Address: 1780 E Highwood, Pontiac MI 48340

Name: MARCUS NAVETTA Title: V.P.

Address: 1780 E Highwood, Pontiac MI 48340

Name: Doug Howell Title: COO

Address: 1780 E Highwood, Pontiac MI 48340

Name: _____ Title: _____

Address: _____

Signed this 7 day of July, 2025

By: _____

Printed Name: MARCUS NAVETTA

Title: V.P.

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Oakland)

MARCUS NAVETTA, being first duly sworn, deposes and says that:

They are the of V.P. (Position) of Asphalt Specialists LLC (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Asphalt Specialists LLC

Signed By: [Signature]

Title: V.P.

Subscribed and sworn to me this 7th day of July, 2025.

Rita J. Thomas Notary Public
OAKLAND County, Michigan

Acting in the County of: OAKLAND

My Commission Expires: JULY 10, 2029

Notary Seal:



Asphalt Specialists



March 11, 2025

RE: Legal Status of Bidder

Asphalt Specialists LLC ("ASI") has been in business since 1987 specializing in pavement maintenance and construction. ASI's corporate headquarters is located at 1780 E. Highwood, Pontiac, Michigan 48340.

Corporate Officers

Yemane Gebre-Michael, Chief Executive Officer
Doug Howell, Chief Operations Officer
Marc Navetta, VP of Customer Engagement

All corporate officers are duly authorized to execute bid forms and contracts on behalf of ASI. Additionally, ASI's Vice President of Customer Engagement Marcus Navetta, P.E., is also duly authorized to execute bid forms and contracts on behalf of ASI.

Asphalt Specialists LLC



Keith McLean
Chief Compliance Officer

PROJECT REFERENCES

Bidder has completed the following projects in the past 5 years of similar size and scope to this project.

Project:	<u>Seaholm High School</u>	Project:	<u>Loon Lake Road</u>
Owner:	<u>Barton Malow</u>	Owner:	<u>City of Wixom / The Umlor Group</u>
Contact Person:	<u>Dew Garner</u>	Contact Person:	<u>Brian Biskner</u>
Phone:	<u>947-426-4126</u>	Phone:	<u>734-474-4836</u>
Contract Amount:	<u>\$212,200.00</u>	Contract Amount:	<u>\$2,486,243.50</u>
Date Completed:	<u>2024</u>	Date Completed:	<u>2024</u>
Project:	<u>Bloomer Park</u>	Project:	<u>Wiley Elementary</u>
Owner:	<u>City of Rochester Hills</u>	Owner:	<u>Utica Community Schools/ A.E.W</u>
Contact Person:	<u>Steve Sitten</u>	Contact Person:	<u>Juli Sala</u>
Phone:	<u>248-332-7931</u>	Phone:	<u>586-726-1234</u>
Contract Amount:	<u>\$4,534,665.00</u>	Contract Amount:	<u>\$6,557,709.40</u>
Date Completed:	<u>2025</u>	Date Completed:	<u>2024</u>
Project:	<u>2021 Local Street Improvements</u>	Project:	<u>Section 22 Pavement Rehab</u>
Owner:	<u>City of Pontiac</u>	Owner:	<u>City of Troy</u>
Contact Person:	<u>Jack Cady</u>	Contact Person:	<u>Daniel Harris</u>
Phone:	<u>248-758-3616</u>	Phone:	<u>248-524-3438</u>
Contract Amount:	<u>\$2,096,286.00</u>	Contract Amount:	<u>\$1,578,149.00</u>
Date Completed:	<u>12/2022</u>	Date Completed:	<u>2023</u>

Asphalt Specialists



Asphalt Paving

Excavating

ASI History/References

Submitted By:

Asphalt Specialists, LLC
Attn: Marcus Navetta, P.E. Vice President of Customer Engagement
1780 E. Highwood
Pontiac, MI 48340
248-334-4570 ph / 248-334-4135 fax
www.asipaving.com / mnavetta@asipaving.com

ASI History:

1. ASI has been in business for approximately 35± years.
2. ASI is a Michigan limited liability company incorporated 10-12-1987
3. Corporate Officers are:
Yemane Gebre-Michael: CEO (1780 E. Highwood, Pontiac, MI 48340)
Marcus Navetta: Vice President of Customer Engagement (1780 E. Highwood, Pontiac, MI 48340)
Doug Howell: COO (1780 E. Highwood, Pontiac, MI 48340)

Experience:

ASI's work includes the following:

- a. Asphalt maintenance
- b. New paving
- c. Asphalt repairs
- d. Asphalt pathways
- e. Excavations
- f. Asphalt pulverization
- g. Full depth Reclamation

Key Employees

1. **Yemane Gebre-Michael, CEO** - Over 34 years' experience in project management of asphalt paving Projects.
2. **Marcus Navetta, P.E.** Vice President of Customer Engagement - Over 30 years' experience in project management of asphalt paving Projects.
3. **Doug Howell, COO** - Over 34 years of project management and the management of field operations.

1/6/2025

Asphalt Specialists



Asphalt Paving

Excavating

Customer References

ASI normally completes approximately 90-95% of all work with its own forces. Concrete is completed in-house or by sub-contractors. Striping is normally completed by sub-contractors.

Municipal

Avondale Park (2025) Attn: David Aurichio – NFE Engineering 3400 Bathurst, Rochester Hills, MI 48307 *Excavate, Pave, Curb	\$882,990.00
Section 22 Pavement Rehab (2023) Attn: Daniel Harris – City of Troy Various Streets, Troy, MI 248-332-7931 *Mill, Stone, Pave	\$1, 578,149.00
Birmingham Resurfacing (2020) Attn: Theresa Bridges – City of Birmingham 151 Martin Street, Birmingham, MI 48009 248-530-1269 *Excavate, Stone, Pave	\$1,054,508.00

Schools

Holly School District (2025) Holly Middle School Attn: Jason Davis – George W. Auch Company 920 Baird St. Holly, MI 48442 248-334-2000 * Stone, Pave, Curb	\$2,288,000.00
Utica Community Schools (2024) Wiley Elementary Attn: Juli Sala - AEW 47240 Shelby Rd., Utica, MI 586-726-1234 *Stone, Pave, Curb	\$6,557,709.40

1/6/2025

Asphalt Specialists



Asphalt Paving

Excavating

Subdivisions

Northwinds Subdivision (2019)

\$1,783,339.00

Attn: Wayne Dabrowski

Inkster Road/Quarton

West Bloomfield, MI

248-294-9809

* Stone, Pave & Curb

Northwood Subdivision (2023)

\$386,832.00

Attn: Bridget Kowalik

15801 23 Mile Rd.

Macomb, MI 48042

586-781-5800

*Mill & Pave

Quaker Valley Subdivision (2024)

\$1,004,236.00

Attn: Timothy Walker

Quaker Valley Rd.

Farmington Hills, MI 48331

248-871-2435

*Removal & Replacement

Multi-Family

Eastwood Village Apartments (2025)

\$255,875.00

Attn: Ben Blumenstein – Paragon Properties

24382 Eastwood Village Court

Clinton Twp. MI 48035

248-563-0776

*Removal & Replacement *Mill & Fill

Windermere Apartments (2025)

\$145,230.00

Attn: George Mann – Edward Rose & Sons

24890 Independence Drive

Farmington Hills, MI 48335

248-686-5381

*Removal & Replacement

1/6/2025

Asphalt Specialists



Asphalt Paving

Excavating

Customer References

Lucia Landscaping, Inc
Attn: Derrick Teeple
28279 Groesbeck Hwy.
Roseville, MI 48066
586-445-8900

Edward Rose & Sons
Attn: George Mann
38525 Woodward Ave.
Bloomfield Hills, MI 48304
248-685-5381

AEW
Attn: Juli Sala
51301 Schoenherr Rd.
Shelby Twp., MI 48315
586-726-1234

George W. Auch
Attn: Jason Davis
65 University Dr.
Pontiac, MI 48340
248-459-0200

Other Information

Suppliers

Ajax Materials
Attn: Brian Borich
830 Kirts Blvd., Suite 100
Troy, MI 48084
248-244-3355
248-244-0800

Cadillac Asphalt
Attn: Duane
4751 White Lake Road
Clarkston, MI 48346
248-620-7985
248-620-7962

Great Lakes Aggregate
Attn: Lana
P. O. Box 406
734-783-7447
734-379-0341

Bonding

Bonding Company – Hudson Insurance Co.
Bonding Agent – Valenti Trobec and Chandler
Limits - \$100,000,000 aggregate, \$10,000,000 single
NAIC 250540

Insurance

Insurance Company – Zurich American Insurance co.
Insurance Agent - Valenti Trobec and Chandler
Limits: Workers Comp – Statutory, GL & Auto \$2,000,000.00, Excess - \$10,000,000.00

1/6/2025

Asphalt Specialists



Asphalt Paving

Excavating

EMR:

2022 .61

2023 .76

2024 .76

EIN:

#84-5110984

DUNS:

#182829978

1/6/2025

**SECTION 00 43 13
BID BOND FORM**

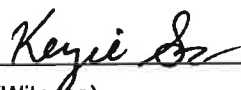
KNOW ALL BY THESE PRESENT, that we, the undersigned, Anglin Civil, LLC as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of Michigan, and duly authorized to transact business in the state of Michigan, as Surety, RLI Insurance Company, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of FIVE PERCENT OF BID AMOUNT Dollars (\$ 5%) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

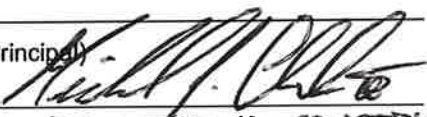
NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this 7th day of July, 2025


(Witness)


(Witness)

Anglin Civil, LLC


(Principal)
(Title) DIRECTOR OF CONSTRUCTION
RLI Insurance Company
(Surety) Courtney Saunders
Attorney-in-Fact
(Title)



POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That RLI Insurance Company and/or Contractors Bonding and Insurance Company, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Angelo G. Zervos, Courtney Saunders, jointly or severally

in the City of Coconut Creek, State of Florida its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 19th day of May, 2023.



RLI Insurance Company
Contractors Bonding and Insurance Company

By: Barton W. Davis
Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

CERTIFICATE

On this 19th day of May, 2023, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the RLI Insurance Company and/or Contractors Bonding and Insurance Company and acknowledged said instrument to be the voluntary act and deed of said corporation.

I, the undersigned officer of RLI Insurance Company and/or Contractors Bonding and Insurance Company, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the RLI Insurance Company and/or Contractors Bonding and Insurance Company this 7th day of July, 2025.

By: Catherine D. Geiger
Catherine D. Geiger Notary Public

RLI Insurance Company
Contractors Bonding and Insurance Company

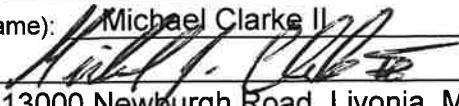
By: Jeffrey D. Fick
Jeffrey D. Fick Corporate Secretary



**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights
Project: Warren Valley Parking Lot
Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

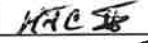
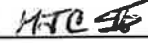
BIDDER INFORMATION

Bidder Name: Anglin Civil LLC
By (Printed Name): Michael Clarke II
Signature: 
Address: 13000 Newburgh Road, Livonia, Michigan 48150
Phone No: 734-748-0200
Email: mickey@anglincivil.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: Michael Clarke II  Date: 6/29/2025
B. Addendum 2 Acknowledged by: Michael Clarke II  Date: 7/3/2025
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$65,000.00	\$65,000.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$17,935.20	\$17,935.20
3	Inlet Filter	12	Each	\$215.12	\$2,581.44
4	Soil Erosion Silt Fence	2,500	Feet	\$3.63	\$9,075.00
5	Curb and Gutter Remove	200	Foot	\$11.83	\$2,366.00
6	Sidewalk Remove	50	Square Foot	\$29.57	\$1,478.50
7	HMA Surface Remove	26,000	Square Yard	\$3.73	\$96,980.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$100.50	\$50,250.00
9	Reconstruct Structure	24	V. Feet	\$465.81	\$11,179.44
10	Maintenance Gravel	30	Ton	\$82.75	\$2,482.50
11	Adjust Structure	12	Each	\$1,232.68	\$14,792.16
12	Concrete Collar	12	Each	\$997.50	\$11,970.00
13	Catch Basin Cover	12	Each	\$1,487.07	\$17,844.84
14	Grading	1	Lump Sum	\$45,856.80	\$45,856.80
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$146.64	\$557,232.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$156.09	\$359,007.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$55.98	\$11,196.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$11.70	\$585.00
19	Remove Sign and Post	8	Each	\$108.36	\$866.88
20	Post, Steel, 3 Pound	143	Feet	\$13.20	\$1,887.60
21	Handicap Sign	11	Each	\$78.00	\$858.00
22	Handicap Van Sign	2	Each	\$48.00	\$96.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$0.34	\$4,080.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$0.34	\$102.00
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$31.50	\$346.50
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$19.62	\$58,860.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$52.80	\$36,960.00
Total Base Bid Price (Items 1 through 26A)				\$	1,381,868.86

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$27.56	\$52,364.00
Total Bid Alternate 1 Price (Item 27)				\$	52,364.00

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$40.84	\$8,168.00
29	Adjust Structure	1	Each	\$1,309.95	\$1,309.95
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$23.16	\$11,580.00
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$191.75	\$14,381.25
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$212.72	\$9,572.40
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$0.60	\$240.00

Total Bid Alternate 2 Price (Items 28 through 33) \$ 45,251.60

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☐ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom _____ whose signature is affixed to this Bid, is duly authorized to execute contracts.

☒ A limited liability company, duly authorized and doing business under the laws of the State of Michigan, for whom Michael Clarke II, whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Anglin Civil LLC

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 13000 Newburgh Road City: Livonia

State: Michigan Zip Code: 48150

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

- ☐ Corporation incorporated under the laws of the State of _____.

The Corporation is:

- ☐ authorized to conduct business in the State of
☐ not now authorized to conduct business in the State of
☐ possess all required licenses for the work being bid
☒ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Doug Anglin II Title: President

Address: 13000 Newburgh Road, Livonia, Michigan 48150

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Signed this 7th day of July, 2025

By: 

Printed Name: Michael Clarke II

Title: Director of Construction

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Wayne)

Michael Clarke II, being first duly sworn, deposes and says that:

They are the of Director of Construction (Position) of Anglin Civil LLC (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Anglin Civil LLC

Signed By: [Signature]

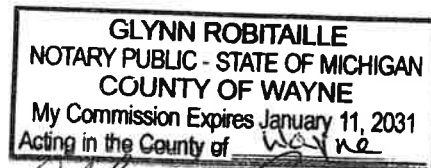
Title: Director of Construction

Subscribed and sworn to me this 7th day of July, 2025.
Glynn Robitaille Notary Public
Wayne County, Michigan

Acting in the County of: Wayne

My Commission Expires: 1/11/2031

Notary Seal



[Signature]



Construction Experience and Present Commitments of the Key Individuals

Anglin Civil LLC team carries a vast range of experience from years of service to diverse industry backgrounds.

Doug Anglin – Owner/ President

- 25 years' experience in Heavy Civil Construction Project Management.
- 25 years' experience in Heavy Civil Estimating and Surveying
- Specializes in Stream Restoration, Embankment Stabilization, Boardwalks, Concrete, Retaining Walls, Box Culverts, Wetland Mitigation, Sheet Piling, Roadway Construction, Mass Earth Excavation, Underground Utilities, Grading, and Restoration, in both Private and Public Sectors.

Brad Greff - Director of Operations

- 25 years' experience in Building Trades/ Heavy Civil Construction.
- 15+ years' experience as a Superintendent/Project Manager.
- Specializes in Underground Utilities, Mass Earth Excavation, Box Culverts, Wetland Mitigation, Asphalt Paving and Sheet Piling.

Ken O'Connor - Superintendent

- 25+ years' experience as an Operator
- 20+ years as On-Site Foreman
- Specializes in Stream Restoration, Embankment Stabilization, Boardwalks, Concrete, Retaining Walls, Box Culverts, Wetland Mitigation and Sheet Piling.

Michael Clarke - Foreman

- 40+ years' experience of Underground Utility Construction/Heavy Civil Construction
- 15+ years' experience with Anglin Civil and Anglin Civil Constructors
- Specializes in Wetland Mitigation, Embankment Stabilization, Box Culverts, Underground Utilities and Mass Earth Excavation.

Steve Smith - Superintendent

- 25+ years' experience as an Operator focused as a Finish Grader.
- 20+ years' experience as an onsite Superintendent
- Specializes in all aspects of construction from Roadway Construction, Mass Earth Excavation, Concrete and Asphalt Paving, and Underground Utilities.



Major Construction Projects Completed

Grosse Isle Taxiway

- a. \$5,036,367.50
- b. Nicholas Makhoulouf
- c. Engineer (734) 743-2215 - nmakhoulouf@cscos.com
- d. Completion: 2024
- e. % of work performed with our forces – 90%
- f. Owner: State of Michigan Department of Transportation

Rogell & Lucas Drive - DTW

- a. \$3,878,838.19
- b. Scott Emmons – Project Manager – OHM Advisors
- c. Engineer (734)-466-4590 scott.emmons@ohm-advisors.com
- d. Completion: 2023
- e. % of work performed with our forces – 85%
- f. Owner: Wayne County Airport Authority

Colonial and Venoy Parks

- a. \$2,224,859.52
- b. Alice Bailey – Project Manager - ECT
- c. Engineer (734) 730-8832 – abailey@ECTINC.com
- d. Completion: 2023
- e. % of work performed with our forces – 95%
- f. Owner: Alliance of Rouge Communities

Galloway Creek Ecosystem

- a. \$2,700,000.00
- b. Phil Mlinarich - US Army Corps of Engineers – Detroit Area Office
- c. Engineer (313) 806-6731 - Philip.M.Mlinarich@usace.army.mil
- d. Completion: 2019
- e. % of work performed with our forces – 95%
- f. Owner: U.S Army Corps of Engineers



Major Construction Projects in Progress

Wyandotte Downtown Infrastructure Project

- a. \$8,500,000
- b. Dennis Farmer - Project Manager - Spalding and Decker
- c. (248) 844-5400 dfarmer@sda-eng.com
- d. Owner: Wyandotte Downtown Development Authority
- e. Scheduled Completion: July 2025
- f. Percent Complete: 95%

Joe Louis Greenway Project

- a. \$5,500,000
- b. Doug Busko - Construction Manager - OHM
- c. (313) 481-1271 doug-busko@ohm-advisors.com
- d. Owner: City of Detroit
- e. Scheduled Completion: July 2025
- f. Percent Complete: 93%

AOC Levan Knoll Project

- a. \$4,162,683
- b. Noel Mullet Project Manager - Senior Scientist - ECT
- c. (248) 207-3004 Ext. 23322 nmullet@ectinc.com
- d. Owner: Alliance of the Rouge Communities
- e. Scheduled Completion: July 2025
- f. Percent Complete: 98%

Rotary Park Waterfront and Site Improvements Project

- a. \$2,156,250
- b. Jerry Kedder - Project Manager - C E Raines Co
- c. (734) 285-7510
- d. Owner: City of Trenton
- e. Scheduled Completion: August 2025
- f. Percent Complete: 25%



Wednesday, June 4th, 2025

To Whom it may Concern,

Michael Clarke II, Director of Construction at Anglin Civil, is duly authorized to sign in the name of Anglin Civil LLC.

Respectfully,

L Doug Anglin II

President

Knowledge supplied by L. Doug Anglin II, President, Anglin Civil LLC
L. Doug Anglin II
L. Doug Anglin II, President

Year	Make	Model	Type
2022	CAT	D3	Dozer Track
2015	CAT	D3K LGP	Dozer Track
2020	CAT	D5K2L	Dozer Track
2001	CAT	D5M	Dozer Track
2009	CAT	D6K	Dozer Track
1991	Link Belt	HSP 8050	Crane
2008	Link Belt	RTC-80100	Crane
2012	Grove	RT880E	Crane
2021	CAT	325	Excavator
2020	CAT	308RQ	Excavator
2022	CAT	315GC	Excavator
2016	CAT	323FL	Excavator
2016	CAT	323FL	Excavator
2011	CAT	336EL	Excavator
1991	CAT	824G	Wheel Loader
2021	CAT	906 #11	Wheel Loader
2021	CAT	906 #12	Wheel Loader
2020	CAT	906 #2	Wheel Loader
2020	CAT	906 #3	Wheel Loader
2020	CAT	906 #4	Wheel Loader
2021	CAT	906 #5	Wheel Loader
2021	CAT	906 #6	Wheel Loader
2021	CAT	906 #7	Wheel Loader
2021	CAT	906 #8	Wheel Loader
2021	CAT	906 #9	Wheel Loader
2014	CAT	906H2	Wheel Loader
2013	CAT	906H2 #10	Wheel Loader
2016	CAT	906M	Wheel Loader
2015	CAT	906M	Wheel Loader
2016	CAT	906M	Wheel Loader
2012	CAT	906M	Wheel Loader
2010	CAT	906M	Wheel Loader
2006	CAT	908G	Wheel Loader
2014	CAT	908H2	Wheel Loader
2005	CAT	924G	Wheel Loader
2011	CAT	926M	Wheel Loader
2015	CAT	926M	Wheel Loader
2019	CAT	926M OSB	Wheel Loader
2008	CAT	928HZ	Wheel Loader
2011	CAT	930H	Wheel Loader
2014	CAT	930K	Wheel Loader
2014	CAT	930K	Wheel Loader
2022	CAT	930M #1	Wheel Loader

Year	Make	Model	Type
2009	Marooka	MST-2200	Carrier Dumper
2007	Marooka	MST-2200VD	Carrier Dumper
2016	Marooka	MST-2200VDR	Carrier Dumper
2019	CAT	730	Off Road Trucks
2015	CAT	730	Off Road Trucks
2015	CAT	730	Off Road Trucks
2015	CAT	730	Off Road Trucks
2018	CAT	725C	Off Road Trucks
2018	CAT	725C	Off Road Trucks
2015	CAT	725C	Off Road Trucks
2014	CAT	725C	Off Road Trucks
2018	CAT	730 Ejector	Off Road Trucks
2016	CAT	735B	Off Road Trucks
2013	Volvo	A25	Off Road Trucks
2010	Volvo	A40	Off Road Trucks
2014	CAT	950K OSB	Wheel Loader
2014	CAT	950K OSB	Wheel Loader
2018	CAT	950M	Wheel Loader
2017	CAT	950M	Wheel Loader
2016	CAT	950M	Wheel Loader
2015	CAT	950M	Wheel Loader
2017	CAT	950M	Wheel Loader
2017	CAT	950M	Wheel Loader
2018	CAT	950M	Wheel Loader
2019	CAT	950M	Wheel Loader
2017	CAT	950M	Wheel Loader
2017	CAT	950M	Wheel Loader
2018	CAT	950M	Wheel Loader
2016	CAT	950M	Wheel Loader
2017	CAT	950M HL	Wheel Loader
2015	CAT	950M HL OSB	Wheel Loader
2007	CAT	962H	Wheel Loader
2007	CAT	962H	Wheel Loader
2013	CAT	962K	Wheel Loader
2012	CAT	962K	Wheel Loader
2012	CAT	962K	Wheel Loader
2014	CAT	962K	Wheel Loader
2015	CAT	962K	Wheel Loader
2014	CAT	962K	Wheel Loader
2015	CAT	962K#2	Wheel Loader
2016	CAT	962M	Wheel Loader
2016	CAT	962M	Wheel Loader
2016	CAT	962M	Wheel Loader

Year	Make	Model	Type
1999	CAT	938G #4	Wheel Loader
1999	CAT	938G#3	Wheel Loader
2008	CAT	938H	Wheel Loader
2014	CAT	938K	Wheel Loader
2014	CAT	938K	Wheel Loader
2012	CAT	938K	Wheel Loader
2009	CAT	938M	Wheel Loader
2018	CAT	938M	Wheel Loader
2019	CAT	938M	Wheel Loader
2020	CAT	938M	Wheel Loader
2019	CAT	938M	Wheel Loader
2016	CAT	938M	Wheel Loader
2017	CAT	938M HL	Wheel Loader
1999	CAT	950G	Wheel Loader
1999	CAT	950G	Wheel Loader
1999	CAT	950G	Wheel Loader
2002	CAT	950G	Wheel Loader
1998	CAT	950G	Wheel Loader
2004	CAT	950G	Wheel Loader
1999	CAT	950G	Wheel Loader
2003	CAT	950G	Wheel Loader
2019	CAT	950GC	Wheel Loader
2011	CAT	950H	Wheel Loader
2011	CAT	950H	Wheel Loader
2014	CAT	950K	Wheel Loader
2012	CAT	950K	Wheel Loader
2014	CAT	950K	Wheel Loader
2014	CAT	950K	Wheel Loader
2012	CAT	950K	Wheel Loader
2007	CAT	247B	Skidsteer
2025	CAT	265	Skidsteer
2012	CAT	259B3	Skidsteer
2012	CAT	289D	Skidsteer
1994	CAT	GC15	Fork Truck
1991	CAT	T30D	Fork Truck
2014	CAT	TL943C	Fork Truck
1988	CAT	824C	Dozer Wheel
1992	CAT	824C	Dozer Wheel
1992	CAT	824G	Dozer Wheel
1999	Oshkosh	2518	Snowblower
1996	CAT	P4000	Snowblower
2005	Efficiency Product	SM-FWHD-9	Stone Box
2016	CAT	AP555F	Paver

Year	Make	Model	Type
2016	CAT	962M	Wheel Loader
2015	CAT	962M	Wheel Loader
2017	CAT	962M HL	Wheel Loader
2017	CAT	962M HL	Wheel Loader
2014	CAT	966K	Wheel Loader
2020	CAT	966M XE	Wheel Loader
2020	CAT	966M XE	Wheel Loader
2018	CAT	966M XE	Wheel Loader
2018	CAT	966M XE	Wheel Loader
2016	CAT	966M XE	Wheel Loader
2014	CAT	966M#1	Wheel Loader
2014	CAT	966M#2	Wheel Loader
2016	CAT	966M#3	Wheel Loader
2018	CAT	966MXE	Wheel Loader
2002	CAT	972G #1	Wheel Loader
2005	CAT	972G #2	Wheel Loader
2006	CAT	972H #1	Wheel Loader
2014	CAT	972K	Wheel Loader
2002	CAT	972M	Wheel Loader
2016	CAT	972M	Wheel Loader
2017	CAT	972M	Wheel Loader
2017	CAT	972M	Wheel Loader
2017	CAT	972M	Wheel Loader
2012	CAT	980K	Wheel Loader
2005	CAT	980K #1	Wheel Loader
2013	CAT	980K #2	Wheel Loader
2014	CAT	980K #3	Wheel Loader
2015	CAT	980M	Wheel Loader
1999	CAT	IT62G	Wheel Loader
2022	CAT	930M#2	Wheel Loader
2005	CAT	938G #2	Wheel Loader
2019	CAT	962M	Wheel Loader
2018	CAT	962M	Wheel Loader
1999	Scotchman	6509	Industrial
2012	Dayton	7x12" Band Saw	Industrial
2015	Jores	SWAA-26 Bag Closer	Industrial
2012	Alum	20' Office Trailer	Office Trailer
2024	LEVE	LE20	Office Trailer
2019	Trimble	GCS 900	Survey/Laser
2015	Leica	Piper 200 Pipe Laser	Survey/Laser
2017	Trimble	Rover SPS 985	Survey/Laser
2019	Trimble	SPS 855	Survey/Laser
2000	John Deere	4400	Tractor

Year	Make	Model	Type
2016	Hotsy	1075SSE	Power Washer
2021	Easy Kleen	GS18	Power Washer
1999	Global Pump	4-TAP-J3-T	Pump
2014	Honda	Honda CX270	Pump
2012	Tsurumi	HS2 4S	Pump
2015	Tsurumi	NK2-22	Pump
1999	Powley	UVH350SS	Pump
1995	Komatsu	WA-320	Pusher
2021	Husqvarna	K970-16 II	Saw
2018	Husqvarna	S750	Saw
2022	Wirtgen	W2000DC	Mill
1991	Caterpillar	627E	Scraper
2005	CAT	627E	Scraper
2007	CAT	627E	Scraper
2010	Hobart	APU Jet Ex 2	Generator
2006	Ingersoll Rand	G25	Generator
2005	Wacker	G25 20KW	Generator
2011	Allmand	Light Plant	Generator
1990	Tiernay	MEP362A	Generator
2006	Allmand	Night-Lite Pro 5000W	Generator
2012	Powermate	PM0123250.01	Generator
2011	CAT	XQ60kW	Generator
1992	Oshkosh	2518	Angle Blades
1999	Oshkosh	2518 MP3	Angle Blades
1991	Oshkosh	HB-2518	Angle Blades
1994	Oshkosh	HB-2518	Angle Blades
1992	Oshkosh	HB-2518-MP3	Angle Blades
1992	Oshkosh	HB-2518-MP3	Angle Blades
1997	Oshkosh	HB-2718	Angle Blades
2006	Oshkosh	Snow Eliminator	Angle Blades
1999	Oshkosh	Snow Eliminator	Angle Blades
1992	Oshkosh	HB-2518 MP3	Front Mount Blower
1995	Oshkosh	HB-2518 MP3	Front Mount Blower
1996	Oshkosh	HB-2518 MP3	Front Mount Blower
2002	Oshkosh	P-4000	Front Mount Blower
2007	MB20	H-2723	MultiFunction
2009	Oshkosh/MB	H-2723	MultiFunction
2009	Oshkosh/MB	H-2723	MultiFunction
2008	Oshkosh	HT2926	MultiFunction
2008	Oshkosh	HT2926	MultiFunction
2008	Boschung	Jet Broom	MultiFunction
1999	Vammas	PSB5500H	MultiFunction
2003	Vammas	PSB5500H	MultiFunction

Year	Make	Model	Type
1988	Calumet	53' Expanding Van	Trailer
2018	Pratt	60 Ton Lowboy	Trailer
1999	Stoughton	Dry Van	Trailer
1973	Fruehauf	Dump	Trailer
2020	Mac	Gravel Train	Trailer
2000	Benson	Gravel Train	Trailer
2019	East	Gravel Train	Trailer
2021	Towmaster	T-12	Trailer
2001	Trail King	TK20LP	Trailer
2005	Great Dane	Trailer	Trailer
1972	Fruehauf	TriAxle End Dump	Trailer
2008	Stroughton	Van	Trailer
1992	Kent	FVCE	Trailer
2017	Felling	53' Double Drop	Trailer
2003	Freightliner	FLD112SD	Water Truck
2005	Freightliner	M2106	Water Truck
2003	Freightliner	M2106	Water Truck
2001	McCloskey	833RE Trommel	Screenner
2000	Powerscreen	Chieftain 1400	Screenner
2011	Wildcat	Miller	Welder
2012	Ranger 10000	Lincoln	Welder
1992	Oshkosh	2518	Broom
1996	Oshkosh	2518	Broom
2001	Oshkosh	Broom	Broom
2004	Oshkosh	Broom	Broom
2006	Oshkosh	Broom	Broom
1993	Oshkosh	H2518	Broom
1996	Oshkosh	H-2718	Broom
1993	Oshkosh	HB2518	Broom
1996	OSHKOSH	HB2518	Broom
1992	Oshkosh	HB2518	Broom
1994	Oshkosh	HB2518	Broom
1995	Oshkosh	HB2518	Broom
2003	Oshkosh	HB2718	Broom
2009	Oshkosh	HB2723	Broom
1997	Sweepster	Runway Broom	Broom
1997	Sweepster	Runway Broom	Broom
1997	Walden	SM-250	Broom
2003	Oshkosh	Snow Eliminator	Broom
1996	Oshkosh	Sweeper Truck	Broom
1993	Oshkosh	Sweeper Truck	Broom
2002	Oshkosh	Truck	Broom
2002	Oshkosh	Truck	Broom

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Type</u>
2000	Oshkosh	Truck	MultiFunction
2000	Oshkosh	Truck	MultiFunction
2020	Ferris	IS2100	Lawn
2014	CAT	PR184 Harley Rake	Lawn
2003	Hydroseeder	T-170	Lawn

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Type</u>
2009	Oshkosh	Truck	Broom
2009	Oshkosh	Truck	Broom
1994	CedaRapids	CR361	Paver
2018	LeeBoy	L250	Paver
2000	Challenger	MT285	Tractor

Year	Make	Model	Type
2025	Kenworth	T880	Truck Tractor
2025	Kenworth	T880	Truck Tractor
2021	Kenworth	T680	Truck Tractor
2019	Volvo	VNL64760	Truck Tractor
2019	Kenworth	T680	Truck Tractor
2016	International	Prostar+ 122	Truck Tractor
2014	Freightliner	Cascadia 125	Truck Tractor
2017	Freightliner	CA11364DC	Truck Tractor
2020	Kenworth	T800	Truck Tractor
2017	Kenworth	T800	Truck Tractor
2013	Freightliner	Cascadia 125	Truck Tractor
2012	Mack	CXU613	Truck Tractor
2005	Kenworth	T800	Truck Tractor
2007	Kenworth	T800	Truck Tractor
2007	Mack	CL733	Truck Tractor
2006	Volvo	VNL64T	Truck Tractor
1999	Volvo	VE D 12-345	Truck Tractor
1995	GMC	Autocar	Truck Tractor
2008	Freightliner	TT	Truck Tractor
2018	Peterbilt	337 w/ Summit	Dump Truck
2015	Kenworth	T370	Dump Truck
2017	Felling	Trailer	Dump Truck
2012	Mack	GU713	Dump Truck
2012	Mack	GU713	Dump Truck
2012	Mack	GU713	Dump Truck
2012	Mack	GU713	Dump Truck
2012	Mack	GU713	Dump Truck
1993	Kenworth	T400	Dump Truck
2012	Mack	GU713	Dump Truck
1988	GMC	Brigadier	Dump Truck
2018	GMC	Sierra 2500	Truck
2015	Ford	F250	Truck
2022	GMC	Sierra 1500	Truck
2019	GMC	Sierra 1500 Denali	Truck
2016	GMC	3500HD	Truck
2016	GMC	2500HD	Truck
2015	GMC	Sierra 1500	Truck
2019	GMC	Sierra 2500	Truck
2013	GMC	Sierra 2500HD	Truck
2008	Ford	F450	Truck
2002	Ford	F450	Truck
2015	Ford	F250	Truck
2008	Ford	F450	Truck

Year	Make	Model	Type
2020	Ford	F550	Truck
2019	GMC	Sierra 3500HD	Truck
2022	GMC	Sierra 2500HD	Truck
2021	GMC	Sierra 3500	Truck
2020	GMC	Sierra 1500	Truck
2024	GMC	Sierra 2500HD	Truck
2024	Ram	1500BH	Truck
2025	GMC	Sierra 2500HD	Truck
2025	GMC	Sierra 3500HD	Truck
2024	GMC	Sierra	Truck
2024	GMC	Sierra 2500HD	Truck
2017	Hino	195	Truck
2017	Hino	195	Truck
2005	Ford	Ranger	Truck
2007	Ford	F450SD	Truck
2016	Ford	F250	Truck
2009	Chevy	2500	Truck
2013	Ford	f450	Truck
2002	Ford	F450	Truck
2009	Chevy	2500	Truck
2024	Chevy	2500	Truck
2018	RAM	2500	Truck
2008	Dodge	1500	Truck
2003	ford	f350	Truck
2016	Ford	F250	Truck
2020	GMC	Sierra 1500 Denali	Truck
2022	RAM	3500	Truck
2022	Ram	3500	Truck
2020	GMC	Sierra 1500	Truck
2016	Ford	F250	Truck
2020	GMC	Sierra 1500	Truck
2021	GMC	Sierra 1500	Truck
2021	GMC	Sierra 1500 Denali	Truck
2021	Chevrolet	4500 HD	Truck
2016	GMC	Yukon	Truck
2014	GMC	Sierra 2500HD	Truck
2022	Ram	3500	Truck
2017	Chevrolet	Silverado 3500HD	Truck
2002	Ford	F450	Truck
2016	GMC	Sierra 3500	Truck
2001	GMC	2500SL	Truck
2009	International	7000	Truck
2012	International	7000	Truck

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Type</u>
2014	Ford	F250	Truck
2018	GMC	Sierra 1500	Truck
2025	Land	Rover	SUV
2015	GMC	Acadia	SUV
2017	GMC	Acadia	SUV
2013	GMC	Savana	SUV
2016	Jeep	Renegade Latitude	SUV
2008	Jeep	Cherokee	SUV
2009	Pontiac	Montana	SUV
2013	GMC	Savana	Van
2009	Pontiac	Van	Van
2017	Ford	Transit Van	Van
2010	Honda	Odyssey	Van

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Type</u>
2012	International	Work Star 7400	Truck
2013	International	7400 SBA	Truck
2004	International	4300	Lube Truck
2017	Hino	155	Lube Truck
2007	International	4300 Deluxe	Lube Truck
2019	Kia	Soul	CUV
2020	KIA	Soul	CUV
2020	Kia	Soul	CUV
2021	KIA	Soul	CUV
2020	KIA	Soul	CUV
2021	KIA	Soul	CUV
2004	Gillig	Low Floor	Bus
2008	Gillig	Low Floor	Bus

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: AI's Asphalt Paving Company

By (Printed Name): Dave Coppola

Signature: *Dave Coppola*

Address: 25500 Brest Road, Taylor, MI 48180

Phone No: 734-946-1880

Email: dave@aisasphalt.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: *Dave Coppola* Date: 6/10/25
B. Addendum 2 Acknowledged by: *Dave Coppola* Date: 7/2/25
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 45,000.00	\$ 45,000.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 5,500.00	\$ 5,500.00
3	Inlet Filter	12	Each	\$ 120.00	\$ 1,440.00
4	Soil Erosion Silt Fence	2,500	Feet	\$ 2.75	\$ 6,875.00
5	Curb and Gutter Remove	200	Foot	\$ 15.00	\$ 3,000.00
6	Sidewalk Remove	50	Square Foot	\$ 10.00	\$ 500.00
7	HMA Surface Remove	26,000	Square Yard	\$ 2.10	\$ 54,600.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 72.00	\$ 36,000.00
9	Reconstruct Structure	24	V. Feet	\$ 200.00	\$ 4,800.00
10	Maintenance Gravel	30	Ton	\$ 35.00	\$ 1,050.00
11	Adjust Structure	12	Each	\$ 250.00	\$ 3,000.00
12	Concrete Collar	12	Each	\$ 1,300.00	\$ 15,600.00
13	Catch Basin Cover	12	Each	\$ 850.00	\$ 10,200.00
14	Grading	1	Lump Sum	\$ 47,911.00	\$ 47,911.00
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 112.75	\$ 428,450.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 129.65	\$ 298,195.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 36.50	\$ 7,300.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 13.50	\$ 675.00
19	Remove Sign and Post	8	Each	\$ 100.00	\$ 800.00
20	Post, Steel, 3 Pound	143	Feet	\$ 14.00	\$ 2,002.00
21	Handicap Sign	11	Each	\$ 110.00	\$ 1,210.00
22	Handicap Van Sign	2	Each	\$ 100.00	\$ 200.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ 0.50	\$ 6,000.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ 0.50	\$ 150.00
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 50.00	\$ 550.00
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 16.30	\$ 48,900.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 29.00	\$ 20,300.00
Total Base Bid Price (Items 1 through 26A)				\$ 1,051,768.00	

VE Alternate to Crush & Re-shape in lieu of Item 7 Deduct \$13,000.00

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 36.50	\$ 69,350.00
Total Bid Alternate 1 Price (Item 27)				\$ 69,350.00	

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ <u>45.50</u>	\$ <u>9,100.00</u>
29	Adjust Structure	1	Each	\$ <u>350.00</u>	\$ <u>350.00</u>
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ <u>11.50</u>	\$ <u>5,750.00</u>
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ <u>112.00</u>	\$ <u>8,400.00</u>
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ <u>128.40</u>	\$ <u>5,778.00</u>
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ <u>0.50</u>	\$ <u>200.00</u>
Total Bid Alternate 2 Price (Items 28 through 33)				\$ <u>29,578.00</u>	

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

**SECTION 00 43 13
BID BOND FORM**

KNOW ALL BY THESE PRESENT, that we, the undersigned, Al's Asphalt Paving Co. as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of Michigan, and duly authorized to transact business in the state of Michigan, as Surety, Harco National Insurance Company, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of Five Percent of Amount Bid Dollars (\$ 5%) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this 7th day of July, 2025.

Samantha Nicholas

(Witness)

[Signature]

(Witness)

Al's Asphalt Paving Co.

(Principal)

[Signature]

(Title) Vice President

Harco National Insurance Company

(Surety)

[Signature]

(Title) Susan L Small, Attorney-In-Fact

Bond # N/A

POWER OF ATTORNEY
HARCO NATIONAL INSURANCE COMPANY

INTERNATIONAL FIDELITY INSURANCE COMPANY

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

T.L. YOUNG, WENDY L. HINGSON, IAN J. DONALD, ROBERT TROBEC, ALAN P. CHANDLER, T.J. GRIFFIN,
JEFFREY A. CHANDLER, TERENCE J. GRIFFIN, JOHN L. BUDDE, SUSAN L. SMALL, PATRICK E. WILLIAMS

Troy, MI

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents
on this 31st day of December, 2023



STATE OF NEW JERSEY
County of Essex

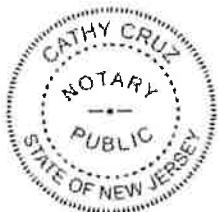
Michael F. Zurcher

Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

STATE OF ILLINOIS
County of Cook



On this 31st day of December, 2023, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark,
New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 16, 2029

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day, **7/7/2025**

A00502

Irene Martins, Assistant Secretary

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Dave Coppola whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Dave Coppola

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 25500 Brest Road City: Taylor

State: Michigan Zip Code: 48180

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

☒ Corporation incorporated under the laws of the State of Michigan.

The Corporation is:

- ☒ authorized to conduct business in the State of
☐ not now authorized to conduct business in the State of
☐ possess all required licenses for the work being bid
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Edward Swanson Title: President

Address: Canton, MI

Name: Jesse Kyle Title: President of Sales

Address: Washington, MI

Name: Dave Coppola Title: Vice President of Sales

Address: Carleton, MI

Name: Alex Williamson Title: Vice President of Marketing

Address: Canton, MI

Signed this 7th day of July, 2025

By: Dave Coppola

Printed Name: Dave Coppola

Title: Vice President

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Wayne)

Dave Coppola

, being first duly sworn, deposes and says that:

They are the of Vice President (Position) of AI's Asphalt Paving Co (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: AI's Asphalt Paving Company

Signed By: Dave Coppola

Title: Vice President

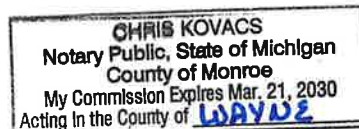
Subscribed and sworn to me this 7th day of July, 2025.

Chris Kovacs Notary Public
Monroe County, Michigan

Acting in the County of: Wayne

My Commission Expires: Mar 21, 2030

Notary Seal



Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

**AIA Document A310
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we
Allied Construction Company Inc.

9618 Northwest Court Clarkston, MI 48346

as Principal, hereinafter called the Principal, and Selective Insurance Company of America

(Here insert full name and address or legal title of contractor)

a corporation duly organized under the laws of the State of New Jersey
as Surety, hereinafter called the Surety, are held and firmly bound unto
City of Dearborn Heights

6045 Fenton Dearborn Heights, MI 48127

as Obligee, hereinafter called the Obligee, in the sum of

(Here insert full name and address or legal title of owner)

5% Percent of the Total Bid

(\$ 5% Percent)

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Warren Valley Parking Lot

(Here insert full name and address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and Sealed this **7th** day of **July** 2025

Allied Construction Company Inc.

(Principal)

(Seal)

(Title)

Director of Operations

SELECTIVE INSURANCE COMPANY OF AMERICA

(Surety)

(Title)

Attorney-in-Fact
Michael G. Zervos



"Printed in cooperation with the American Institute of Architects (AIA) by the Selective Insurance Company of America. The language in this document conforms exactly to the language used in AIA Document A310, February 1970 edition."

**AIA DOCUMENT A310•BID BOND•AIA ® • FEBRUARY 1970 ED•THE AMERICAN
INSTITUTE OF ARCHITECTS, 1735 N.Y. AVE., N.W., WASHINGTON, D.C. 20006**

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint: **Michael G. Zervos**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character, including but not limited to Proposal Bonds, Letters of Surety, and Consents of Surety, issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of:

Fifteen Million Dollars (\$15,000,000.00)

This certifies that this Power of Attorney is in full force and effect as of the date of said fidelity and surety bonds or undertakings and other documents of a similar character, including but not limited to Proposal Bonds, Letters of Surety, and Consents of Surety.

Signed this 7th day of July, 2025

SELECTIVE INSURANCE COMPANY OF AMERICA

By:

Brian C. Sarisky
Brian C. Sarisky

Its SVP, Chief Underwriting Officer, Commercial Lines ★



STATE OF NEW JERSEY :

:ss. Branchville

COUNTY OF SUSSEX :

On this 7th day of July, 2025 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.

CHRISTINE MARIE LAWSON
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES APRIL 15, 2029
COMMISSION #2312839

Christine Marie Lawson
Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution are still in force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 7th day of July, 2025.

Michael H. Lanza
Michael H. Lanza, SICA Corporate Secretary



**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

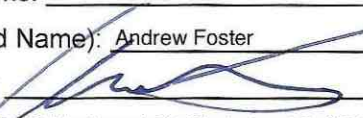
Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Allied Construction

By (Printed Name): Andrew Foster

Signature: 

Address: 9618 Northwest Ct, Clarkston, MI 48346

Phone No: 248-625-9581

Email: andrew@alliedasphaltpaving.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

A. Addendum 1 Acknowledged by: Andrew Foster Date: 6/19/25

B. Addendum 2 Acknowledged by: Andrew Foster Date: 7/2/25

C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 32,150.00	\$ 32,150.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 2,000.00	\$ 2,000.00
3	Inlet Filter	12	Each	\$ 110.00	\$ 1,320.00
4	Soil Erosion Silt Fence	2,500	Feet	\$ 2.00	\$ 5,000.00
5	Curb and Gutter Remove	200	Foot	\$ 12.75	\$ 2,550.00
6	Sidewalk Remove	50	Square Foot	\$ 6.00	\$ 300.00
7	HMA Surface Remove	26,000	Square Yard	\$ 3.02	\$ 78,520.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 86.00	\$ 43,000.00
9	Reconstruct Structure	24	V. Feet	\$ 157.00	\$ 3,768.00
10	Maintenance Gravel	30	Ton	\$ 26.45	\$ 793.50
11	Adjust Structure	12	Each	\$ 600.00	\$ 7,200.00
12	Concrete Collar	12	Each	\$ 1,100.00	\$ 13,200.00
13	Catch Basin Cover	12	Each	\$ 640.00	\$ 7,680.00
14	Grading	1	Lump Sum	\$ 18,000.00	\$ 18,000.00
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 108.00	\$ 410,400.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 121.00	\$ 278,300.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 50.20	\$ 10,040.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 18.20	\$ 910.00
19	Remove Sign and Post	8	Each	\$ 40.00	\$ 320.00
20	Post, Steel, 3 Pound	143	Feet	\$ 19.00	\$ 2,717.00
21	Handicap Sign	11	Each	\$ 150.00	\$ 1,650.00
22	Handicap Van Sign	2	Each	\$ 45.00	\$ 90.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ 0.25	\$ 3,000.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ 0.25	\$ 75.00
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 45.00	\$ 495.00
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 16.00	\$ 48,000.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 35.00	\$ 24,500.00
Total Base Bid Price (Items 1 through 26A)				\$ 995,978.50	

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 28.00	\$ 54,055.00
Total Bid Alternate 1 Price (Item 27)				\$ 54,055.00	

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$42.00	\$8,400.00
29	Adjust Structure	1	Each	\$750.00	\$750.00
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$22.00	\$11,000.00
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$108.00	\$8,100.00
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$121.00	\$5,445.00
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$0.25	\$100.00
Total Bid Alternate 2 Price (Items 28 through 33)			\$33,795.00		

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

SECTION 00 43 13
BID BOND FORM

KNOW ALL BY THESE PRESENT, that we, the undersigned, _____ as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of _____, and duly authorized to transact business in the state of Michigan, as Surety, _____, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of _____ Dollars (\$_____) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this _____ day of _____, 20____.

(Witness)

(Principal)

(Title)

(Witness)

(Surety)

(Title)

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Andrew Foster whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Allied Construction Co Inc

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 9618 Northwest Ct City: Clarkston
State: Michigan Zip Code: 48346

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

☒ Corporation incorporated under the laws of the State of Michigan.

The Corporation is:

- ☒ authorized to conduct business in the State of _____
☐ not now authorized to conduct business in the State of _____
☐ possess all required licenses for the work being bid
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: RJ Orozco Title: CEO

Address: 9618 Northwest Ct, Clarkston, MI 48346

Name: Robert Orozco Title: President

Address: 9618 Northwest Ct, Clarkston, MI 48346

Name: _____ Title: _____

Address: _____

Name: _____ Title: _____

Address: _____

Signed this _____ day of _____, 20____

By: _____

Printed Name: _____

Title: _____

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Oakland)

Andrew Foster, being first duly sworn, deposes and says that:
They are the of Director of Operations (Position) of Allied Construction (Firm), the
Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all
pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives,
employees or parties in interest, including this affiant, has in any way colluded, conspired, connived
or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham
bid in connection with the Contract Documents for which the attached Bid has been submitted or to
refrain from bidding in connection with the Contract Documents or has in any manner, directly or
indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity
or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any
overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure
through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of
Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion,
conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents,
representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Allied Construction Co Inc
Signed By: Andrew Foster
Title: Director of Operations

Subscribed and sworn to me this 3rd day of July, 2025.

Dawn Murphy-Shell Notary Public
Oakland County, Michigan
Acting in the County of: Oakland
My Commission Expires: April 9 2031

Notary Seal



DAWN MURPHY-SHELL
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires April 9, 2031
Acting in the County of Oakland

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Ajax Paving Industries, Inc.

By (Printed Name): Brandon G. King, Estimator

Signature: _____

Address: 1957 Crooks Road, Suite A, Troy, MI 48084

Phone No: 248-244-3300

Email: bking@ajaxpaving.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum 1 Acknowledged by: [Signature] Date: 6/18/25
B. Addendum 2 Acknowledged by: [Signature] Date: 7/2/25
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 60,000.00	\$ 60,000.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 94,000.00	\$ 94,000.00
3	Inlet Filter	12	Each	\$ 150.00	\$ 1,800.00
4	Soil Erosion Silt Fence	2,500	Feet	\$ 4.00	\$ 10,000.00
5	Curb and Gutter Remove	200	Foot	\$ 19.00	\$ 3,800.00
6	Sidewalk Remove	50	Square Foot	\$ 6.00	\$ 300.00
7	HMA Surface Remove	26,000	Square Yard	\$ 3.30	\$ 85,800.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 50.00	\$ 25,000.00
9	Reconstruct Structure	24	V. Feet	\$ 305.00	\$ 7,320.00
10	Maintenance Gravel	30	Ton	\$ 50.00	\$ 1,500.00
11	Adjust Structure	12	Each	\$ 1,300.00	\$ 15,600.00
12	Concrete Collar	12	Each	\$ 1,200.00	\$ 14,400.00
13	Catch Basin Cover	12	Each	\$ 872.00	\$ 10,464.00
14	Grading	1	Lump Sum	\$ 48,000.00	\$ 48,000.00
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 105.00	\$ 399,000.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 125.00	\$ 287,500.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 72.00	\$ 14,400.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 25.00	\$ 1,250.00
19	Remove Sign and Post	8	Each	\$ 150.00	\$ 1,200.00
20	Post, Steel, 3 Pound	143	Feet	\$ 12.00	\$ 1,716.00
21	Handicap Sign	11	Each	\$ 75.00	\$ 825.00
22	Handicap Van Sign	2	Each	\$ 50.00	\$ 100.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ 0.40	\$ 4,800.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ 1.00	\$ 300.00
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 35.00	\$ 385.00
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 18.00	\$ 54,000.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 25.00	\$ 17,500.00
Total Base Bid Price (Items 1 through 26A)			\$ 1,160,960.00		

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 65.75	\$ 124,925.00
Total Bid Alternate 1 Price (Item 27)			\$ 124,925.00		

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ 74.75	\$ 14,950.00
29	Adjust Structure	1	Each	\$ 680.00	\$ 680.00
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ 29.00	\$ 14,500.00
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ 190.00	\$ 14,250.00
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ 267.00	\$ 12,015.00
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ 1.00	\$ 400.00
Total Bid Alternate 2 Price (Items 28 through 33)			\$ 56,795.00		

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

**SECTION 00 43 13
BID BOND FORM**

KNOW ALL BY THESE PRESENT, that we, the undersigned, Ajax Paving Industries, Inc. as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of Michigan, and duly authorized to transact business in the state of Michigan, as Surety, Liberty Mutual Insurance Company, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of Five Percent of the Amount of Bid Dollars (\$-----5%-----) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this 7th day of July, 2025.

Jenny Joinder
(Witness)

Ajax Paving Industries, Inc.

(Principal)

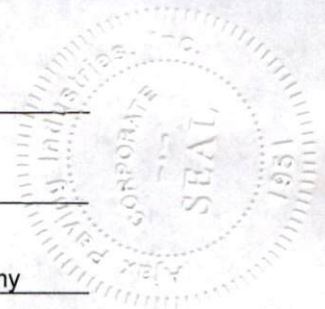
[Signature]
(Title)

Liberty Mutual Insurance Company

(Surety)

[Signature]
(Witness)
Jessica Nighthenheler - Administrative Accounting Assistant

[Signature]
(Title) Holly Nichols (Attorney-in-Fact)





POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8213450-013068**

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Nicholas Ashburn, Robert D. Heuer, Paul H. Hurley, Michael D. Lechner, Mark Madden, Richard McGregor, Holly Nichols, Jason Rogers

all of the city of Rochester state of MI each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 25th day of March, 2025.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By:

Nathan J. Zangerle
Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 25th day of March, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2029
Commission number 1126044
Member, Pennsylvania Association of Notaries

By:

Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 7th day of July, 2025.



By:

Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Brandon G. King whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

_____	_____
_____	_____
_____	_____

☐ An individual, whose signature is affixed to this Bid.

_____	_____
-------	-------

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Ajax Paving Industries, Inc.

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 1957 Crooks Road, Suite A

City: Troy

State: Michigan

Zip Code: 48084

The undersigned hereby declares their legal status as checked below:

- ☐ Sole Proprietor
☐ Sole Proprietor doing business under an assumed name
☐ Co-partnership

The Assumed Name of the Co-Partnership is registered in the County of _____,

☒ Corporation incorporated under the laws of the State of Michigan.

The Corporation is:

- ☒ authorized to conduct business in the State of Michigan
☐ not now authorized to conduct business in the State of _____
☐ possess all required licenses for the work being bid
☐ limited liability corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: James A. Jacob

Title: CEO

Address: 1957 Crooks Road, Suite A, Troy, MI 48084

Name: Mark K. Johnston

Title: President

Address: 1957 Crooks Road, Suite A, Troy, MI 48084

Name: David R. Cowper, P.E.

Title: Vice President

Address: 1957 Crooks Road, Suite A, Troy, MI 48084

Name: Pamela Switek

Title: CFO

Address: 1957 Crooks Road, Suite A, Troy, MI 48084

Signed this 7th day of July, 2025

By: [Signature]

Printed Name: Brandon G. King

Title: Estimator

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)

) ss:

County of Oakland)

Brandon G. King

, being first duly sworn, deposes and says that:

They are the of Estimator (Position) of Ajax Paving Industries, Inc. (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Ajax Paving Industries, Inc.

Signed By: [Signature]

Title: Brandon G. King, Estimator

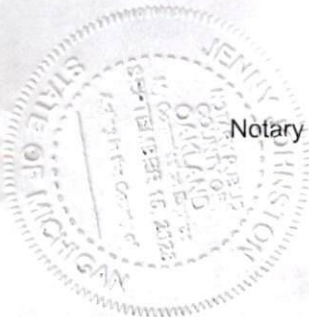
Subscribed and sworn to me this 7th day of July, 2025.

Jenny Johnston Notary Public

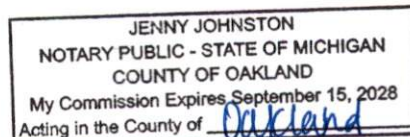
Oakland County, Michigan

Acting in the County of: Oakland

My Commission Expires: 09/15/2028



Notary Seal





Introduction

- Ajax is a family-owned business established in 1951 with headquarters in Troy, Michigan and corporate offices in Nokomis, Florida
- Ajax is the largest asphalt material producer in Southeast Michigan with seven (7) state of the art manufacturing facilities and operates seven (7) manufacturing facilities on the West Coast of Florida
- Ajax has Quality Control testing laboratories located at each facility which are manned by state certified technicians
- Ajax operates its own liquid asphalt terminal in Michigan that exclusively supplies its manufacturing facilities. The terminal laboratory is accredited by the AASHTO Materials Referenced Laboratory (AMRL).
- Ajax is the largest asphalt paving contractor in Southeastern Michigan
- Ajax is the largest concrete paving contractor and concrete material supplier in Michigan and in the Midwestern United States and installs over 1 million square yards of concrete pavement per year.
- Ajax operates ten (10) portable concrete plants.

Management

- Ajax has a long and successful record of pursuing and performing large and difficult projects under short time frames and accelerated schedules.
- Professional, experienced office and field staff that include Registered Civil Engineers, Mechanical Engineers, Project Managers and Field Managers.
- Field personnel include Operating Engineers, Teamsters, Laborers and Cement Masons
- Full time Safety Director who administers a well-defined safety program
- Experience Modification Rate of 0.64 for last 5-year period

Bonding Capacity

- \$300 million per project
- Total Bonding Capacity is unlimited



Municipal References

1. Michigan Department of Transportation

P.O. Box 30050

Lansing, MI 48909

MDOT Project Engineer: MDOT – Oakland Transportation Service Center

Gerard Pawlowski - (248) 451-0001

800 Vanguard Drive, Pontiac, MI 48341

Projects:

Contract ID: 63041-123126 – M-59

Contract ID: 63043-204333 – M-59

Contract ID: 63052-208615 – US-24

Contract ID: 63000-213213 – Rochester Rd

2. Michigan Department of Transportation

P.O. Box 30050

Lansing, MI 48909

MDOT Project Engineer: MDOT – Detroit Transportation Service Center

1060 W. Fort Street, Detroit, MI 48226

Projects:

Contract ID: 82072-114699 – M-3

Contract ID: 82062-204118-2 – M-1/US-12

Contract ID: 82025-201919 – I-94

Contract ID: 82111-211256 – I-375

3. Road Commission for Oakland County

2420 Pontiac Lake Road

Waterford, MI 48328

Lisa New – (248) 858-4804

Projects: Projects contracted directly with the Road Commission and MDOT Projects administered by RCOC

4. Wayne County Dept. of Public Services

33809 Michigan Avenue, Wayne, MI 48174

Martin Wininger, Field Engineering Division – (734) 968-2161

Projects: Projects contracted directly with Wayne County and MDOT Projects administered by Wayne County

5. City of Ann Arbor

301 E. Huron Street, 4th Floor Ann Arbor, MI 48104

Tracy Anderson, P.E., City Engineer – (734) 794-6410

Projects:

Research Park Drive

Geddes and Huron Parkway

2018 Paving Program

6. City of Novi

45175 W. Ten Mile Road, Novi, MI 48375

Mark Koskinen, Sr. Engineer – mark.koskinen@aecom.com

Project:

2023 Ultra-Thin Project

7. City of Royal Oak

203 S. Troy Street, Royal Oak, MI 48067

Holly J. Donoghue, P.E., City Engineer – (248) 246-3260

Projects:

CAP2514

CAP2415

CAP2416

CAP2308

CAP2315

CAP2109



RESOLUTION

The Board of Directors of Ajax Paving Industries, Inc., resolved at their Board Meeting of March 11, 2025 the authorization of the following employees to sign contract documents on behalf of the corporation effective through March 31, 2026.

James A. Jacob

Brandon G. King

Mark K. Johnston

Christopher Mondon

Christine Poe

Jeffrey Ardelean

David R. Cowper

Jason Beem

Robert Farina

Robert W. Liddell

Benjamin J. Kohler

James A. Jacob, Chief Executive Officer

Prequalified Contractors

Vendor Number	Vendor Information
00179	A. Lindberg & Sons, Inc. 599 Washington St Ishpeming, MI 49849-1239 Phone: (906)486-4459 Fax: (906)486-6550 Ea Fa Fb Fd G I J K N2 N92D N93B N96L N96M
00942	Abhe & Svoboda, Inc. 18100 Dairy Ln Jordan, MN 55352 Phone: (952)447-6025 Fax: (952)447-1000 Fa Fb N4
07808	Accurate Profile Grinding, LLC PO Box 487 Rogers, MN 55374 Phone: (763)428-0717 Fax: (763)428-3652 N93D
00656	Ace-Saginaw Paving Company 115 S Averill Ave Flint, MI 48506-4001 Phone: (810)238-1737 Fax: (810)238-4326 Ca Cb Ea H I J K N2 N92D N93A N93G
04194	Ace Steel Erection, Inc. 2775 8th St Shelbyville, MI 49344-9518 Phone: (269)792-0311 Fax: (269)792-0372 Fb
01908	Action Traffic Maintenance, Inc. 5182 S Saginaw Rd Flint, MI 48507-4470 Phone: (810)695-7516 Fax: (810)695-7567 Ea I N2 N6 N96K N96L N96M
04987	Adamo Group Inc. 310 E 7 Mile Rd Detroit, MI 48203-2022 Phone: (313)892-7330 Fax: (313)892-4656 Ea G K N2
08011	A D J Excavating, Inc. 47301 Feathered Ct Shelby Township, MI 48315-4833 Phone: (810)560-7018 Fax: (239)236-8800 K
08892	Advanced Underground Inspection, LLC 38657 Webb Dr Westland, MI 48185-1979 Phone: (734)721-0081 Fax: (734)721-0082 I K N7 N94A N94B
04510	Aielli Construction Company 47850 Van Dyke Ave Shelby Twp, MI 48317 Phone: (586)792-1890 Fax: (586)792-8050 Ea K
00588	Ajax Paving Industries, Inc. 1957 Crooks Rd Ste A Troy, MI 48084 Phone: (248)244-3300 Fax: (248)244-0800 B Ba Cb Ea J K N93A N93G
04328	Albanelli Cement Contractors, Inc. 12725 Fairlane St Livonia, MI 48150-1329 Phone: (734)762-0710 Fax: (734)762-0711 J
04412	Aldridge Electric, Inc. 844 E Rockland Rd Libertyville, IL 60048-3358 Phone: (847)680-5200 Fax: (847)680-5298 Fd ITS L
00203	Alfonsi Railroad Construction Company 23501 Pennsylvania Rd Brownstown, MI 48193-8447 Phone: (734)281-6902 Fax: (734)281-1029 N5
02083	All Star Power, LLC PO Box 871576 Canton, MI 48187 Phone: (734)216-3128 Ea K
07616	Alpha Painting & Construction Co., Inc. 6800 Quad Ave Baltimore, MD 21237-2402 Phone: (410)288-6800 Fax: (410)288-6805 N4

PROJECT NAME:

WARREN VALLEY PARKING LOT ASPHALT RESURFACING

OWNER:

CITY OF DEARBORN HEIGHTS

ENGINEER:

WADE TRIM

BIDDER:

HUTCH PAVING, INC.

DOCUMENTS

ADDENDUM NO. 2

COMPLETED PROPOSAL WITH UNIT PRICING

ACKNOWLEDGEMENT OF ADDENDUMS



Addendum Description

Revise several sections of the original bid document. Please see the attached document for additional information.

Notice Modifications

Notice Information	From Value	To Value
No entries		

Category Modifications

Added Categories
No Categories Added

Removed Categories
No Categories Removed

Added Documents[A]

Document	Size	Uploaded Date	Language
Revised Bid Document - Project Manual [pdf]	2 Mb	07/02/2025 03:30 PM EDT	English

SECTION 00 91 13
ADDENDUM 01

To all prospective Bidders and others concerned, YOU ARE HEREBY ADVISED THAT the Contract Documents for the Warren Valley Parking Lot Project are revised in the following particulars:

Section	Description of Change
00 42 43 – Proposal	Add Item 26A Aggregate Base, 21AA, Limestone and quantities.
01 11 00 – Summary of Work	Add Section 2.1.P to include language regarding the work split into two distinct phases.
01 11 00 – Summary of Work	Add Section 2.1.Q to include language regarding utilizing flaggers to maintain access while constructing the approach and driveway.
01 11 00 – Summary of Work	Add Section 2.1.R to include language regarding HMA tier designation.
01 11 00 – Summary of Work	Add Section 2.1.S to include language regarding constructing backfill behind curb.
01 22 00 – Unit Prices	Remove requirement for importing and furnishing aggregate to establish contours from Item 14 – Grading.
01 22 00 – Unit Prices	Add unit price description for Item 26A – Aggregate Base, 21AA, Limestone



INITIALS



INITIALS



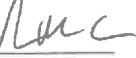
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INITIALS



INITIALS

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights

Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: Hutch Paving, Inc

By (Printed Name): Roberto Carta

Signature: 

Address: 3000 East Ten Mile Road

Phone No: 586-427-7283

Email: rcarta@hutchpaving.com

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum No. 1 Acknowledged by: Hutch Paving, Inc. /Roberto Carta Date: 6/18/2025 4:14PM
- B. Addendum No. 2 Acknowledged by: Hutch Paving, Inc. /Roberto Carta Date: 7/02/2025 3:30PM
- C. Addendum NA Acknowledged by: NA Date: NA

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$ 45,624.00	\$ 45,624.00
2	Traffic Maintenance and Controls	1	Lump Sum	\$ 5,200.00	\$ 5,200.00
3	Inlet Filter	12	Each	\$ 125.00	\$ 1,500.00
4	Soil Erosion Silt Fence	2,500	Feet	\$ 2.00	\$ 5,000.00
5	Curb and Gutter Remove	200	Foot	\$ 16.00	\$ 3,200.00
6	Sidewalk Remove	50	Square Foot	\$ 15.00	\$ 750.00
7	HMA Surface Remove	26,000	Square Yard	\$ 5.95	\$ 154,700.00
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$ 75.00	\$ 37,500.00
9	Reconstruct Structure	24	V. Feet	\$ 125.00	\$ 3,000.00
10	Maintenance Gravel	30	Ton	\$ 75.00	\$ 2,250.00
11	Adjust Structure	12	Each	\$ 120.00	\$ 1,440.00
12	Concrete Collar	12	Each	\$ 1,325.00	\$ 15,900.00
13	Catch Basin Cover	12	Each	\$ 1,200.00	\$ 14,400.00
14	Grading	1	Lump Sum	\$ 10,624.00	\$ 10,624.00
15	Bituminous Pavement, Leveling Course, 4EML	3,800	Ton	\$ 134.00	\$ 509,200.00
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$ 147.00	\$ 338,100.00
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$ 62.00	\$ 12,400.00
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$ 26.00	\$ 1,300.00
19	Remove Sign and Post	8	Each	\$ 75.00	\$ 600.00
20	Post, Steel, 3 Pound	143	Feet	\$ 22.00	\$ 3,146.00
21	Handicap Sign	11	Each	\$ 84.00	\$ 924.00
22	Handicap Van Sign	2	Each	\$ 54.00	\$ 108.00
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$ 0.29	\$ 3,480.00
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$ 0.33	\$ 99.00
5	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$ 25.00	\$ 275.00
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$ 22.50	\$ 67,500.00
26A	Aggregate Base, 21AA, Limestone	700	Ton	\$ 55.00	\$ 38,500.00
Total Base Bid Price (items 1 through 26A)				\$ 1,276,720.00	

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$ 41.00	\$ 77,900.00
Total Bid Alternate 1 Price (item 27)				\$ 77,900.00	

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$ 65.00	\$ 13,000.00
29	Adjust Structure	1	Each	\$ 135.00	\$ 135.00
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$ 45.00	\$ 22,500.00
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$ 134.00	\$ 10,500.00
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$ 147.00	\$ 6,615.00
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$ 0.29	\$ 116.00
Total Bid Alternate 2 Price (Items 28 through 33)				\$ 52,416.00	

Doc

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit

PROJECT NAME:

WARREN VALLEY PARKING LOT ASPHALT RESURFACING

OWNER:

CITY OF DEARBORN HEIGHTS

ENGINEER:

WADE TRIM

BIDDER:

HUTCH PAVING, INC.

DOCUMENT

BID BOND

**SECTION 00 43 13
BID BOND FORM**

KNOW ALL BY THESE PRESENT, that we, the undersigned, Hutch Paving, Inc. as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of Michigan, and duly authorized to transact business in the state of Michigan, as Surety, RLI Insurance Company, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of Eighty Thousand Dollars (\$ 80,000) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this 7th day of July, 2025.

[Signature]
(Witness)

[Signature]
(Witness)

Hutch Paving, Inc

(Principal)

(Title)

RLI Insurance Company

(Surety)

[Signature]
(Title) Michael G. Zervos, Attorney-In-Fact



POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Gus E. Zervos, Donald W. Burden, Michael G. Zervos, Stephen M. Zervos, Stephanie A. Dinco, Karen Guthrie, jointly or severally

in the City of Southfield, State of Michigan its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Sr. Vice President with its corporate seal affixed this 13th day of March, 2025.



**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Eric Raudins

Eric Raudins

Sr. Vice President

State of Illinois

County of Peoria

} SS

On this 13th day of March, 2025, before me, a Notary Public, personally appeared Eric Raudins, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Jill A. Scott

Jill A. Scott

Notary Public



JILL A SCOTT
Notary Public
State of Ohio
My Comm. Expires
September 22, 2025

CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 7th day of July, 2025.

**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Jeffrey D. Fick

Jeffrey D. Fick

Corporate Secretary

PROJECT NAME:

WARREN VALLEY PARKING LOT ASPHALT RESURFACING

OWNER:

CITY OF DEARBORN HEIGHTS

ENGINEER:

WADE TRIM

BIDDER:

HUTCH PAVING, INC.

DOCUMENT

**PLANS AS PROVIDED AND
USED FOR BIDDING**

Sheet List Table	
Sheet Number	Sheet Title
1	NOTES
2	LEGEND
3	WASHING WALL - EXISTING CONDITIONS
4	WASHING WALL - PROPOSED FINISHES
5	WASHING WALL - PROPOSED FINISHES
6	WASHING WALL - PROPOSED FINISHES
7	WASHING WALL - PROPOSED FINISHES
8	STANDARD SECTION
9	STANDARD SECTION
10	STANDARD SECTION
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VAUGHAN C. MARTIN, JR.
Feb 1968

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DHT1005-25T
SHEET

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Know what's below.
 Call before you dig.



GENERAL NOTES

1. CONTRACTOR TO PROVIDE ACCESS TO ALL AFFECTED RESIDENCES AND BUSINESSES IN THE AREA OF THE PROJECT, AT LEAST 14 DAYS PRIOR TO BEGINNING ANY WORK.
2. ALL PROPERTY DAMAGE AND INJURIES, IF DETECTED PRIOR TO THE BEGINNING OF THE PROJECT, SHALL BE REPORTED TO THE CITY OF DEARBORN, 14 DAYS PRIOR TO THE BEGINNING OF THE PROJECT.
3. LOCATION OF UTILITIES OR OTHER STRUCTURES SHALL BE DETERMINED BY THE CONTRACTOR PRIOR TO THE BEGINNING OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES OR OTHER STRUCTURES BELONGING TO THE CITY OF DEARBORN, OR ANY OTHER AGENCY, THAT MAY OCCUR DURING THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
5. PRIOR TO THE RESTAURATION OF ANY UTILITIES, THE EXISTING UTILITIES SHALL BE PROTECTED BY THE CONTRACTOR TO PREVENT ANY POSSIBLE DAMAGE TO THE UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
7. ANY UTILITIES, WATERS, SERVICES, DRIVE ROADS, OR LINES, OR STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT, SHALL BE PROTECTED BY THE CONTRACTOR TO PREVENT ANY POSSIBLE DAMAGE TO THE UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
10. ALL EXISTING TRAFFIC SIGNS IN THE WAY OF CONSTRUCTION SHALL BE PROTECTED BY THE CONTRACTOR TO PREVENT ANY POSSIBLE DAMAGE TO THE SIGNS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
11. EXISTING TRAFFIC SIGNS SHALL BE MAINTAINED AT ALL TIMES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
12. ALL TRAFFIC CONTROL AND DEVICES SHALL BE IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
13. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
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15. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
16. ALL EXISTING TRAFFIC SIGNS SHALL BE MAINTAINED AT ALL TIMES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
17. ALL EXISTING TRAFFIC SIGNS SHALL BE MAINTAINED AT ALL TIMES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.

GENERAL NOTES (CONT.)

18. ANY EXISTING TRAFFIC SIGNS SHALL BE MAINTAINED AT ALL TIMES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
19. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
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21. RESTORATION SHALL BE WITHIN 14 DAYS OF THE END OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
22. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.

PAVEMENT REPLACEMENT NOTES

1. REMOVE AND REPLACE PAVEMENT AS NECESSARY FOR THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
2. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
3. CONCRETE CURBS OR CURBS AND GUTTERS SHALL BE REPLACED AND PATCHED WITH TYPE OF EXISTING CURBS OR GUTTERS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
4. REPLACE CONCRETE PAVEMENT ACCORDING TO THE DETAILS ON THE NEXT SHEET. CONCRETE PAVEMENT SHALL BE REPLACED WITH TYPE OF EXISTING PAVEMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
5. ALL CONCRETE PREPAREMENTS, UNLESS OTHERWISE NOTED ON THE PLANS, SHALL BE FRESH CONCRETE.
6. SIDEWALK REPLACEMENT SHALL BE 6 INCHES OF CONCRETE ON A 4 INCHES OF GRANULAR FILL. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
7. CONTRACTOR SHALL PROVIDE TEMPORARY SHEETING TO PROTECT PAVEMENT DURING CONSTRUCTION. SHEETING SHALL BE REMOVED IN THE COURSE OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.

SOIL EROSION AND SEDIMENTATION CONTROL (SESC) NOTES

1. ALL SOIL EROSION AND SEDIMENTATION CONTROL SHALL BE IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
2. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
3. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
4. FOR CATCH BASINS OR IMPERVIOUS SURFACES, USE BAG TYPE SHALE FILTERS FOR CATCH BASINS ON IMPERVIOUS SURFACES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.
5. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TRAFFIC CONTROL AND DEVICES IN ACCORDANCE WITH THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.

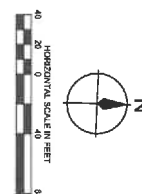
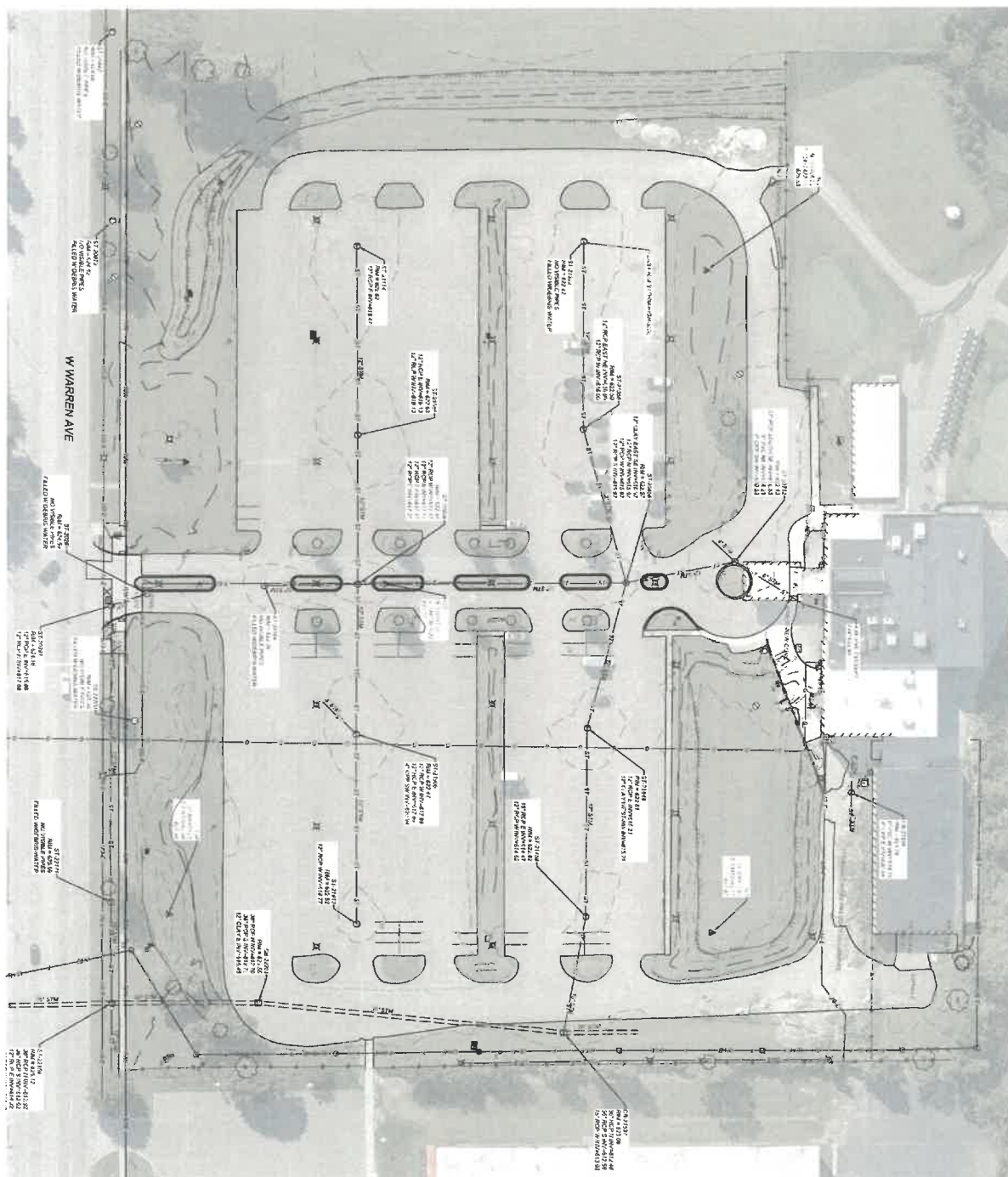
SEQUENCE FOR CONSTRUCTION - SESC		SCHEDULE
1	2	3
1. INITIAL SET-UP	2. REMOVE PAVEMENT	3. GRASS PAVING LOT
4. PAVING PAVING LOT		

NOTES:
 1. CONTRACTOR SHALL SUBMIT EXACT SCHEDULE TO THE CITY OF DEARBORN, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES THAT MAY BE AFFECTED BY THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY SUCH DAMAGE.

[illegible][illegible]

BRICKY LAMBS	
CORING AND OUTLET	
REINFORCED CONCRETE	
RETAINING OR CURB WALL	
RIGHT OF WAY LINE	
CHAIN LINK FENCE	
ORIENTAL FENCE	
WOOD FENCE	
GRASS PAIL	
THICKENED EDGE CONCRETE	
STOP DAM	
SLAB AND BOLLARD FOUNDATION	
STANDARD CURB AND GUTTER	
UTILITY TRENCH	
UTILITY ANCHOR	
SMOOTH, RAIL, DITCH	
TEMPORARY SALT FLAKE	
MAJOR CONTAINMENT	
UNION CONTAINMENT	
DRIVEWAY SWALE	
BOX TYPE LAMBS	
LAND OF PARTICIPANTS PROJECT LAMBS	
UTILITY LINE WORK	
WATER MAIN (12" TO 24")	
WATER MAIN (24" AND 36")	
SEWERAGE SYSTEM (12" AND 18")	
SEWERAGE SYSTEM (24" AND 36")	
SEWERAGE SYSTEM (48" AND 60")	
SEWERAGE SYSTEM (72" AND 96")	
SEWERAGE SYSTEM (108" AND 144")	
SEWERAGE SYSTEM (180" AND 216")	
SEWERAGE SYSTEM (240" AND 288")	
SEWERAGE SYSTEM (324" AND 396")	
SEWERAGE SYSTEM (432" AND 516")	
SEWERAGE SYSTEM (576" AND 696")	
SEWERAGE SYSTEM (720" AND 864")	
SEWERAGE SYSTEM (936" AND 1116")	
SEWERAGE SYSTEM (1224" AND 1476")	
SEWERAGE SYSTEM (1632" AND 1956")	
SEWERAGE SYSTEM (2124" AND 2556")	
SEWERAGE SYSTEM (2832" AND 3396")	
SEWERAGE SYSTEM (3744" AND 4488")	
SEWERAGE SYSTEM (4992" AND 5988")	
SEWERAGE SYSTEM (6624" AND 7944")	
SEWERAGE SYSTEM (8736" AND 10488")	
SEWERAGE SYSTEM (11552" AND 13860")	
SEWERAGE SYSTEM (15408" AND 18480")	
SEWERAGE SYSTEM (20544" AND 24648")	
SEWERAGE SYSTEM (27408" AND 32880")	
SEWERAGE SYSTEM (36576" AND 43872")	
SEWERAGE SYSTEM (48768" AND 58656")	
SEWERAGE SYSTEM (64704" AND 77640")	
SEWERAGE SYSTEM (86208" AND 103440")	
SEWERAGE SYSTEM (114240" AND 137088")	
SEWERAGE SYSTEM (151680" AND 182016")	
SEWERAGE SYSTEM (199680" AND 239616")	
SEWERAGE SYSTEM (263040" AND 315648")	
SEWERAGE SYSTEM (346560" AND 415872")	
SEWERAGE SYSTEM (456960" AND 548448")	
SEWERAGE SYSTEM (602880" AND 723456")	
SEWERAGE SYSTEM (799680" AND 959040")	
SEWERAGE SYSTEM (1064640" AND 1277568")	
SEWERAGE SYSTEM (1407360" AND 1688832")	
SEWERAGE SYSTEM (1847040" AND 2216640")	
SEWERAGE SYSTEM (2419200" AND 2903040")	
SEWERAGE SYSTEM (3168000" AND 3801600")	
SEWER	

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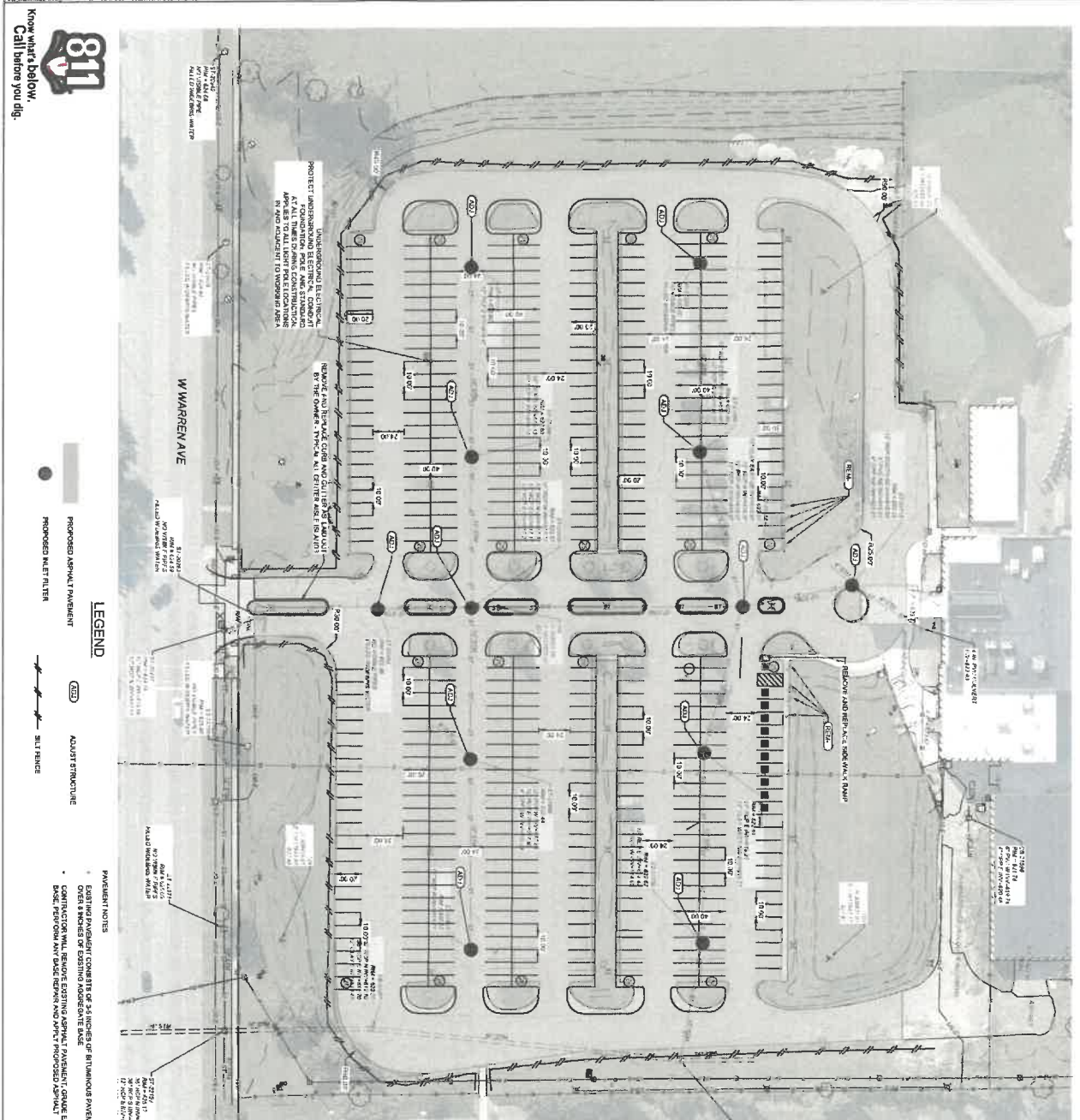
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W WARREN PARKING LOT
EXISTING CONDITIONS



Wade Trim Associates, Inc.
25251 Northline Road
Taylor, MI 48180
734.947.9700 | www.wadetrim.com

4



PROPOSED HANDICAP / VAN ASSESSABLE SIGN

6\"/>

BASE BID PROPOSED ASPHALT SECTION

RECOMMENDATION: 1.5\"/>

SUMMARY OF QUANTITIES THIS SHEET BASE BID

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
1	RECONSTRUCT STRUCTURE	SQ. YD.	10.00	10.00	100.00
2	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
3	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
4	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
5	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
6	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
7	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
8	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
9	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
10	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
11	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
12	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
13	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
14	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
15	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
16	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
17	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
18	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
19	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
20	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
21	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
22	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
23	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
24	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
25	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
26	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
27	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
28	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
29	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
30	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
31	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
32	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
33	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
34	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
35	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
36	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
37	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
38	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
39	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
40	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
41	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
42	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
43	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
44	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
45	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
46	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
47	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
48	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
49	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00
50	RECONSTRUCT DRIVE	SQ. YD.	10.00	10.00	100.00

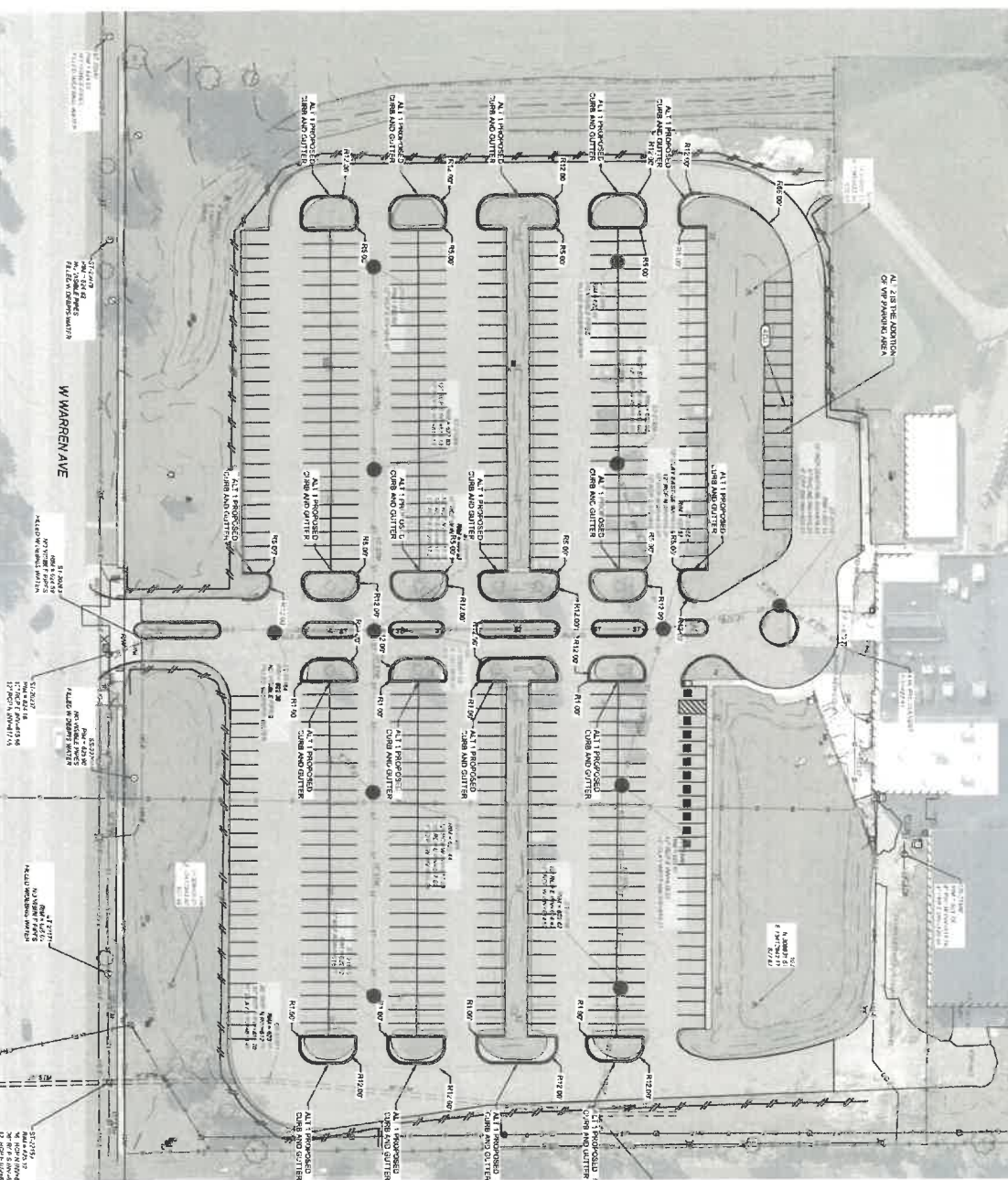
Know what's below.
Call before you dig.



PROPOSED ASPHALT PAVEMENT
PROPOSED INLET FILTER
SILT FENCE

LEGEND

PAVEMENT NOTES
* CONTRACTOR SHALL MAINTAIN EXISTING ASPHALT PAVEMENT, GRADE EXISTING AND BASE, PERFORM NEW BASE REPAIR AND APPLY PROPOSED ASPHALT PAVEMENT



SUMMARY OF QUANTITIES THIS SHEET AL 2

QUANTITY	UNIT	DESCRIPTION
200	CY	ASPHALT PAVEMENT
100	TON	ASPHALT AGGREGATE
40	TON	ASPHALT AGGREGATE
40	TON	PAVEMENT MARKING MATERIAL

SUMMARY OF QUANTITIES THIS SHEET AL 1

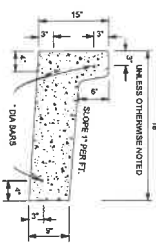
QUANTITY	UNIT	DESCRIPTION
1000	LF	CURB AND GUTTER CONCRETE

ITEM	QUANTITY	UNIT	REMARKS
1.00	1000	LF	CURB AND GUTTER CONCRETE
2.00	200	CY	ASPHALT PAVEMENT
3.00	100	TON	ASPHALT AGGREGATE
4.00	40	TON	ASPHALT AGGREGATE
5.00	40	TON	PAVEMENT MARKING MATERIAL

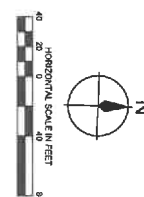
AL 2 PROPOSED ASPHALT SECTION

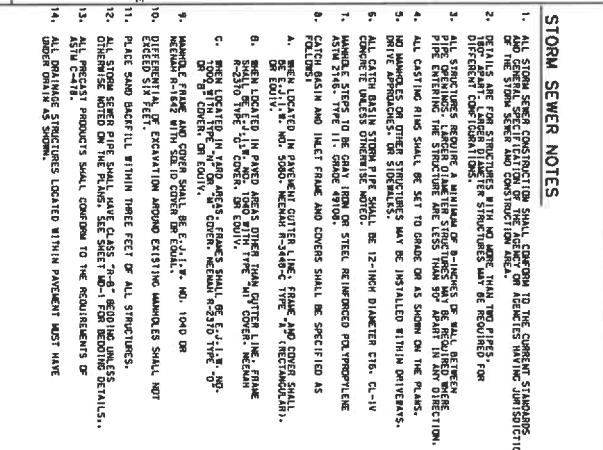
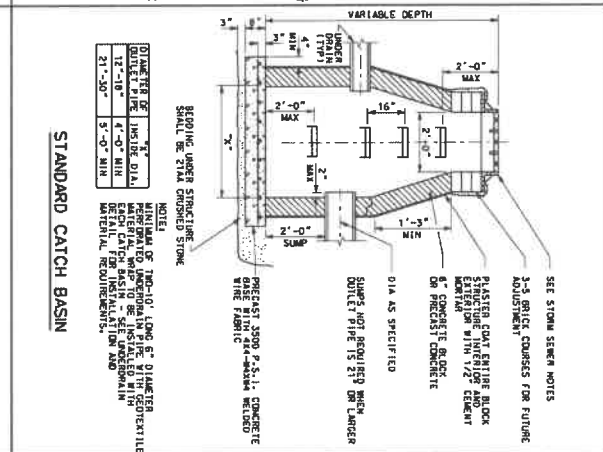
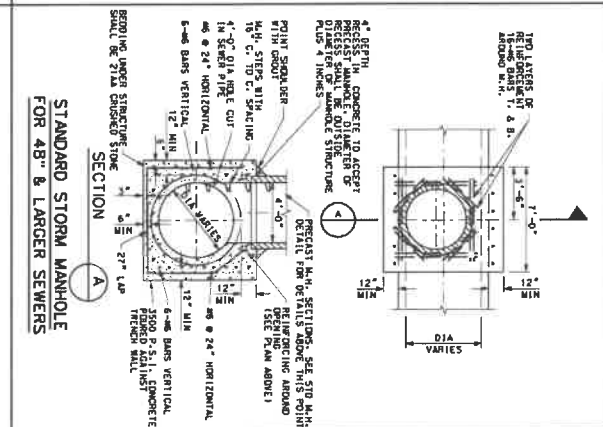
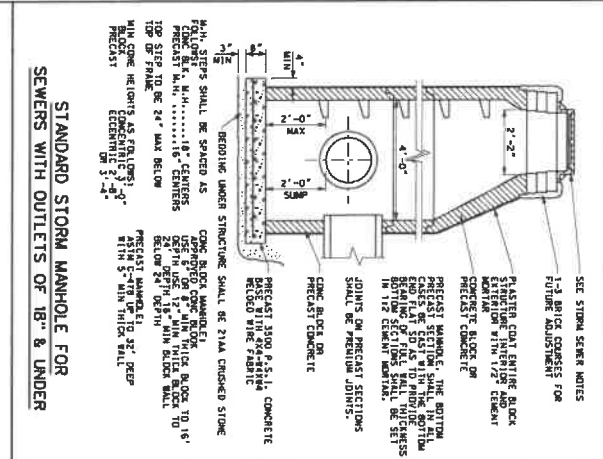


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REV#	DATE	DESCRIPTION	BY

[illegible]



INJECTION DATED:			
WADE TRIM JOHN WADE TRIM COLUMBIA COUNTY TAMPA FLORIDA 800-947-0000 www.wadetrims.com			
REV#	DATE	DESCRIPTION	BY



- ## SOIL EROSION AND SEDIMENTATION CONTROL NOTES

PROJECT NAME:

WARREN VALLEY PARKING LOT ASPHALT RESURFACING

OWNER:

CITY OF DEARBORN HEIGHTS

ENGINEER:

WADE TRIM

BIDDER:

HUTCH PAVING, INC.

DOCUMENTS

ORIGINAL PROPOSAL

**PRIOR TO ADDENDUM NO. 2*

COMPLETED:

LEGAL STATUS OF BIDDER

(FORM/SECTION 00 43 45)

STATEMENT OF BIDDERS QUALIFICATIONS

(FORM/SECTION 00 45 13)



Addendum Description

Update Project Title

Notice Modifications

Notice Information	From Value	To Value
English Title	WARREN VALLEY PARKING LOT	WARREN VALLEY PARKING LOT ASPHALT RESURFACING

Category Modifications

Added Categories

No Categories Added

Removed Categories

No Categories Removed

**SECTION 00 01 00
CONTRACT DOCUMENTS**

WARREN VALLEY PARKING LOT

26140 W. Warren Street
Dearborn Heights, MI 48127

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

May 23, 2025



25251 Northline Road, Taylor MI, 48180

DHT 1005-25T

A handwritten signature in blue ink, appearing to read 'Rme', is written over a horizontal line.

INITIALS

SECTION 00 01 10 - TABLE OF CONTENTS

PROCUREMENT AND CONTRACTING REQUIREMENTS

DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

- 00 01 10 - Table of Contents
- 00 11 13 - Advertisement for Bids
- 00 21 13 - Instructions to Bidders
- 00 42 43 - Proposal
- 00 43 13 - Bid Bond Form
- 00 43 45 - Legal Status of Bidder
- 00 51 00 - Notice of Award
- 00 52 00 - Agreement
- 00 55 00 - Notice to Proceed
- 00 60 00 - Project Forms
- 00 61 12.13 - Labor and Material Payment Bond Form
- 00 61 13.13 - Performance Bond Form
- 00 61 19.13 - Maintenance and Guarantee Bond Form
- 00 62 76 - Contractor's Application for Payment
- 00 62 77 - Payment Schedule
- 00 65 20 - Sworn Statement
- 00 72 00 - General Conditions
- 00 73 00 - Supplementary Conditions

SPECIFICATIONS

DIVISION 01 - GENERAL REQUIREMENTS

- 01 11 00 - Summary of Work
- 01 22 00 - Unit Prices
- 01 31 19 - Project Meetings
- 01 33 00 - Submittal Procedures
- 01 45 00 - Quality Control
- 01 50 00 - Temporary Facilities and Controls
- 01 57 13 - Temporary Erosion and Sediment Control



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- 01 71 23 - Construction Layout
- 01 71 23.26 - Construction Layout and Staking
- 01 77 00 - Closeout Procedures
- 01 89 00 - Site Construction Performance Requirements

DIVISION 02 - EXISTING CONDITIONS

- 02 41 13 - Selective Demolition

DIVISION 03 - CONCRETE

- 03 11 00 - Concrete Forming
- 03 15 00 - Concrete Accessories
- 03 30 00 - Cast in Place Concrete
- 03 32 00 - Construction and Expansion Joints

DIVISION 04 - MASONRY

- 04 05 13 - Masonry Mortaring
- 04 20 00 - Unit Masonry

DIVISION 31 - EARTHWORK

- 31 22 00 - Grading
- 31 23 13 - Subgrade Preparation
- 31 23 16 - Structural Excavation and Backfill

DIVISION 32 - EXTERIOR IMPROVEMENTS

- 32 11 23 - Aggregate Base Courses
- 32 12 16 - Bituminous Paving
- 32 13 12 - Concrete Paving
- 32 13 15 - Sidewalks and Driveways
- 32 17 23 - Pavement Markings
- 32 92 23 - Sodding



INITIALS

SECTION 00 11 13
ADVERTISEMENT FOR BIDS
WARREN VALLEY PARKING LOT

Sealed Bids will be received electronically by email at the City of Dearborn Heights' Comptroller's Office at comptroller@dearbornheightsmi.gov, or via the **Michigan Inter-governmental Trade Network (MITN)** Purchasing Group through <https://www.bidnetdirect.com/mitn> until 3:00 p.m., Local Time, 07-07-2025. Shortly after the bid closing time a bid tabulation will be prepared and posted online.

Bids will be received for the following Work:

A Base Bid consisting of resurfacing of approximately 26,000 square yards of HMA surface parking lot with miscellaneous curb and gutter, concrete pavement, ADA sidewalks, signs, and pavement markings, Bid Alternate 1 to include 1,900 feet of curb and gutter installation, and Bid Alternate 2 to include an additional pavement area consisting of 200 cubic yards of earth excavation, aggregate base, and 120 tons of HMA.

Bid Alternate 1 and Bid Alternate 2 will be executed at the discretion of the Owner.

Contract Documents are on file with Ms. Lynne M. Senia, Clerk.

Contract Documents may be examined at the following locations:

City of Dearborn Heights, 6045 Fenton Avenue, Dearborn Heights, MI 48127

Construction Association of Michigan, 43636 Woodward, P.O. Box 3204, Bloomfield Hills, Michigan 48302

Wade Trim Associates, Inc., 25251 Northline Road, Taylor MI, 48180

Copies of the Contract Documents for bidding purposes must be obtained online by registering with the above mentioned bidding organization. See Instructions to Bidders for additional bidding requirements.

Each Bid shall be accompanied by a certified check, cashier's check, money order, or bid bond, in the amount of at least **five (5)** percent of the amount bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

City of Dearborn Heights reserves the right to accept or reject any or all bids and to waive any informality in any bids should it consider same to be in its best interest.

Bids may not be withdrawn for the period of 60 days after date of receiving bids.

All inquiries shall be directed to Mr. Vaughn Martin, PE, Engineer at Phone: (313) 316-2060.

Questions will be received until 06-30-2025 at 5:00 PM. No further questions will be answered after this date and time.

Darren E. Turner, Comptroller

City of Dearborn Heights

6045 Fenton Avenue

Dearborn Heights, MI 48127



INITIALS

SECTION 00 21 13 - INSTRUCTIONS TO BIDDERS

PART 1 GENERAL

1.1 DEFINED TERMS

- (A) Terms used in these Instructions to Bidders have the meanings assigned to them in the General Conditions.
- (B) The term "Bidder" means one who submits a Bid to Owner as distinct from a subbidder who submits a Bid to a Bidder.
- (C) The term "Successful Bidder" means the lowest, qualified, responsible Bidder to whom the Owner makes an award.
- (D) The term "Owner" means City of Dearborn Heights, 6045 Fenton Avenue, a Municipal Corporation and being a party of the first part of this Contract.
- (E) The term "Engineer" means Wade Trim Associates, Inc., 25251 Northline Road, Taylor MI, 48180, or a duly authorized representative.

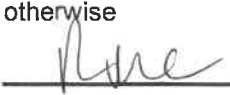
1.2 BIDDERS QUALIFICATIONS

- (A) No Bid will be considered from any Bidder unless known to be skilled and regularly engaged in work of a character similar to that covered by the Contract Documents. In order to aid the Owner in determining the responsibility of any Bidder, the Bidder, within 48 hours after being requested in writing by the Owner to do so, must furnish evidence, satisfactory to the Owner, of the Bidder's experience and familiarity with Work of the character specified, and Bidder's financial ability to properly prosecute the proposed Work to completion within the specified time. The evidence requested may include the following:

1. Address and description of the Bidder's plant or permanent place of business.
2. Bidder's performance records for all Work awarded to or started by Bidder within the past three years.
3. An itemized list of the Bidder's equipment available for use on the proposed Contract.
4. Bidder's financial statement, including statement of ownership of equipment necessary to be used in executing Work under Contract. **PROVIDED UPON AWARD OR APPROVAL PROCESS FOR AWARD**
5. Evidence that the Bidder is authorized to do business in the state in which the project is located, in case of a corporation organized under the laws of any other state; and,
6. Such additional information as will satisfy the Owner that the Bidder is adequately prepared to fulfill the Contract.

1.3 EXAMINATION OF CONTRACT DOCUMENTS AND SITE

- (A) It is the responsibility of each Bidder before submitting a Bid, to:
 1. Examine the Contract Documents thoroughly,
 2. Visit the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work,
 3. Consider federal, state, and local Laws and Regulations that may affect cost, progress, performance, or furnishing of the Work; and
 4. Study and carefully correlate Bidder's knowledge and observations with the Contract Documents and such other related data; and
 5. Promptly notify the Engineer in writing of conflicts, errors, ambiguities or discrepancies which Bidder has discovered in or between Contract Documents and such related documents.
 6. Purchase official Procurement Documents from the Engineer in order to be included on the project Plan Holder List and be considered eligible for bidding.
- (B) Reference is made to the Supplementary Conditions for the identification of those reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise


INITIALS

affecting cost, progress or performance of the Work which have been relied upon by the Engineer in preparing the Contract Documents.

1. If such reports are not included as appendices to the Contract Documents, the Owner will make copies available to any Bidder requesting them. These reports are included for reference only and are not guaranteed as to accuracy or completeness, nor are they part of the Contract Documents.
 2. The Bidder may rely upon the general accuracy of the "technical data" contained in such reports but not upon other data, interpretations, opinions or information contained in such reports or otherwise relating to the subsurface conditions at the site, nor upon the completeness thereof for bidding or construction purposes.
 3. Before submitting their Bid each Bidder will, at Bidder's own expense, make such additional investigations and tests as the Bidder may deem necessary to determine Bidder's Bid for performance of the Work in accordance with the time, price and other terms and conditions of the Contract Documents.
- (C) On request, the Owner will provide each Bidder access to the site to conduct such investigations and tests as each Bidder deems necessary for submission of their Bid. Bidder must fill all holes and clean up and restore the site to its former conditions upon completion of such investigations and tests.
- (D) The lands upon which the Work is to be performed, rights-of-way for access thereto and other lands designated for use by the Contractor in performing the Work are identified in Section 01 11 00 - Summary of Work, or on the Plans.
- (E) The locations of utilities as shown on the Plans are taken from sources believed to be reliable. Neither the Owner nor the Engineer will be responsible for any omissions of, or variations from, the indicated location of existing utilities which may be encountered in the Work.
1. The submission of a Bid will constitute an incontrovertible representation by the Bidder that the Bidder has complied with every requirement of this Article, that without exception the Bid is based upon performing and furnishing the Work required by the Contract Documents and applying the specific means, methods, techniques, sequences or procedures of construction (if any) that may be shown, indicated or required by the Contract Documents, that Bidder has given the Engineer written notice of all conflicts, errors, ambiguities and discrepancies that Bidder has discovered in Contract Documents and the resolution by the Engineer is acceptable to Bidder, and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performing and furnishing the Work, and that the time stated in the Proposal is sufficient to complete the project.

1.4 PRE-BID CONFERENCE

- (A) Not applicable.

1.5 INTERPRETATIONS AND ADDENDA

- (A) Should any prospective bidder find discrepancies in, or omissions from the Plans, Specifications or other parts of the Contract Documents, he may submit a written request to the Engineer for an interpretation thereof. The person submitting the request will be held responsible for its prompt delivery at least seven (7) days prior to the date for opening of Bids. Questions received less than seven (7) days prior to the date for opening of bids will not be answered. Any interpretation of inquiry will be made by Addendum duly issued to all prospective bidders.
- (B) Any change in or addition to the Contract Documents deemed necessary by the Owner must be made in the form of an Addendum issued to all prospective bidders who have taken out Contract Documents and all such Addenda will become a part of the Contract Documents as



though same were incorporated into same originally. Oral explanations and information do not constitute official notification and are not binding.

1.6 BID SECURITY

- (A) Bid Security must be made payable to the Owner, in an amount of **five (5)** percent of the Bidder's maximum Bid price and in a form as indicated in Section 00 11 13 - Advertisement for Bids. Bid Bonds, if indicated as acceptable in Section 00 11 13, will be issued on the form included in the Contract Documents by a Surety meeting the requirements of paragraph 5.01 of Section 00 72 00 - General Conditions.
- (B) The Bid Security of the Successful Bidder will be retained until such Bidder has executed Section 00 52 00 - Agreement and furnished the required Contract Security, whereupon it will be returned; if the successful Bidder fails to execute and deliver the Agreement and furnish the required Contract Security within 15 days of the Notice of Award, the Owner may annul the Notice of Award and the Bid Security of that Bidder will be forfeited.
- (C) The Bid Security of any Bidder whom the Owner believes to have a reasonable chance of receiving the award may be retained by the Owner until the earliest of the seventh day after the "Effective Date of Agreement" (which term is defined in the General Conditions) or the expiration of the hold period on the Bids. Bid Security of other Bidders will be returned within 14 days of the Bid opening, unless indicated otherwise in the Advertisement.

1.7 CONTRACT TIME

- (A) The number of days within which, or the date by which, the Work is to be Substantially Completed, if applicable, and also completed and ready for final payment (the Contract Time) are set forth in the Agreement.

1.8 SUBSTITUTE AND "OR-EQUAL" ITEMS

- (A) The Contract, if awarded, will be on the basis of materials and equipment described in the Plans or specified in the Specifications without consideration of possible substitute or "or-equal" items.
- (B) Whenever it is indicated in the Plans or specified in the Specifications that a substitute or an "or-equal" item of material or equipment may be furnished or used by the Contractor if acceptable to the Engineer, application for such acceptance will not be considered by the Engineer until after the effective date of the Agreement.
- (C) In addition, in no case will the Engineer's denial of the Contractor's application give rise to any claim for additional cost, it being understood by the Contractor that acceptance of substitute or an "or equal" item of material is at the sole discretion of the Engineer.

1.9 RECEIPT AND FORM OF BID

- (A) Bids must be submitted at the time and place indicated in the Advertisement for Bids and must be accompanied by the Bid Security and other required documents.
 - 1. Bids must be submitted electronically only as specified herein.
- (B) Bids received after the scheduled time and place indicated in the Advertisement for Bids will be returned unopened.
- (C) Owner invites bids on the Proposal and any other form(s) attached thereto.
- (D) The complete set of Contract Documents must be used in preparing Bids; neither the Owner nor the Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Contract Documents.
- (E) The quantities as shown in Section 00 42 43 - Proposal are approximate only and will be used as a basis of comparison of Bids, and award of Contract(s).
 - 1. Payment will be made on basis of actual quantities of Work performed in accordance with the Contract Documents.



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- (F) Unit Prices must include such amounts as the Bidder deems proper for overhead, profit, taxes, General Conditions and such other incidentals as noted in the Contact Documents.
- (G) Bidder must acknowledge of receipt of all Addenda as provided for in the electronic bidding platform. Failure to acknowledge Addenda will be cause for rejection of bid.
- (H) The Legal Status of Bidder Form, located in Section 00 43 45 - Legal Status of Bidder, must be submitted with each Bid and must clearly state the legal position of a Bidder. In the case of a corporation, the home address, name and title of all officers must be given. In the case of a partnership, show names and home addresses of all partners. If an individual, so state. Any individual bid not signed by the individual must have attached, thereto, a power of attorney evidencing authority to sign.
- (I) Other documents to be attached to the Proposal and made a condition thereof are identified in the Proposal.
- (J) A tabulation of the amounts of the base bids and any alternates will be made available after the opening of Bids.
- (K) Please follow these instructions carefully to submit a bid. Your bid may be considered non-responsive if it is not submitted as instructed below. Bids are considered received, when received by email at the Comptroller's Office or submitted at <https://www.bidnetdirect.com/mitn> EBS option for registered users. Bids must be received as noted above before the specified due date and time; late bids will not be considered. Each bid must be submitted separately and electronically.
 - 1. Electronic Bid Submission Option - Login to Bidnetdirect website with your previously registered credentials at <https://www.bidnetdirect.com/mitn>. You must be a registered user to participate in electronic bid submission.
 - a. Find City of Dearborn Heights solicitation you are bidding for.
 - b. Click on "Place a Bid" button.
 - c. Select "Place a new Bid" radio button and click on continue. The create bid interface opens.
 - d. Click on "Documents" tab, select add file. You have the option to drag & drop or browse for your file. If you are using zip file, use zip file option. Selected files will appear in the file section. Once your files are uploaded, click on the Next button.
 - e. It will take you to the Pricing tab, and you will see a reminder to "don't forget to attach your pricing in the Documents section". Select Next button on the next screen in the "exception" section, Select "No" or "Yes" In the "Bidder Compliance & Authentication" section. Enter your complete name and password when prompted. Click on "Submit Bid" button.
 - f. In the "bid submission confirmation" window select "No" or "Yes".
 - g. Next screen will confirm your bid submission and you will receive a confirmation number for your records.
 - 2. Bid Deposit - Each bid must be accompanied by a certified or cashier's check in the amount of 5% or 5% bid bond of the gross sum bid. You must submit a photocopy of the bid bond as part of your bid documents. If you choose to send a cashier's check instead, please mail to Comptroller's Office, City of Dearborn Heights, 6045 Fenton Avenue, Dearborn Heights, MI 48127 with the name of the bid, your complete address, and contact information. Please mail your cashier's check at least 7 business days prior to the bid opening date to make sure it will reach Comptroller's Office at the time of bid opening.

1.10 MODIFICATIONS AND WITHDRAWAL OF BIDS



INITIALS

- (A) Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids.
- (B) If, within 24 hours after Bids are opened, any Bidder files a duly signed written notice with the Owner and promptly thereafter demonstrates to the reasonable satisfaction of the Owner that there was a material and substantial mistake in the preparation of their Bid, that Bidder may withdraw their Bid and the Bid Security will be returned.
 - 1. Thereafter, at the sole option of the Owner, that Bidder will be disqualified from further Bidding on the Work to be provided under the Contract Documents.

1.11 AWARD OF CONTRACT

- (A) Owner reserves the right to reject any and all Bids for any reason, to waive any and all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Bidder, and the right to disregard all nonconforming, non-responsive, unbalanced, or conditional Bids.
- (B) Discrepancies between words and figures will be resolved in favor of words. Discrepancies in the multiplication of units of work and unit prices, will be resolved in favor of unit price.
- (C) Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.
- (D) In evaluating Bids, the Owner will consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements, and such alternates, unit prices and other data if requested in the Bid forms. It is the Owner's intent to accept alternates (if any are accepted) in the order in which they are listed in the Bid form but the Owner may accept them in any order or combination.
- (E) Subject to the approval of the Owner, the Contract will be awarded to the lowest responsive and responsible Bidder. Responsibility of Bidder will be determined on basis of past performance and Work of similar character, equipment and labor available to do the Work and financial status.
- (F) The Contract will be considered to have been awarded after the approval of the Owner has been duly obtained and a formal Notice of Award duly served on the successful Bidder by the Owner.
- (G) If the Contract is to be awarded, the Owner will give the successful Bidder a Notice of Award within 60 days after the day of the Bid opening, unless such other time is specified in the Advertisement for Bids.
- (H) The Contract will not be binding upon the Owner until the Agreement has been duly executed by the Bidder and the duly authorized officials of the Owner.

1.12 SIGNING OF AGREEMENT

- (A) Within fifteen (15) days after the Owner gives a Notice of Award to the successful Bidder, the Contractor must sign and deliver the specified number of counterparts of the Agreement to the Owner with all other Contract Documents attached.
- (B) Within ten (10) days thereafter, the Owner will deliver one (1) fully signed counterpart to the Contractor. Engineer will identify, date or correct those portions of the Contract Documents not fully signed, dated or executed by the Owner and the Contractor and such identification, dating or correction will be binding on all parties.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)



INITIALS

**SECTION 00 42 43
PROPOSAL**

Owner: City of Dearborn Heights
Project: Warren Valley Parking Lot

Project Location: 26140 W. Warren, Dearborn Heights, MI 48127

BIDDER INFORMATION

Bidder Name: _____
By (Printed Name): _____
Signature: _____
Address: _____
Phone No: _____
Email: _____

Bidder proposes and agrees, if their Bid is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in the Agreement, and in accordance with the Contract Documents.

In submitting their Bid, Bidder represents, as more fully set forth in the Agreement, that:

Bidder has examined copies of Contract Documents, (consisting of Plans dated Ready for Bidders date (Typically the date it's issued for bid) and Project Manual dated Ready for Bidders date (Typically the date it's issued for bid)) which Bidder understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which has been acknowledged.

- A. Addendum _____ Acknowledged by: _____ Date: _____
B. Addendum _____ Acknowledged by: _____ Date: _____
C. Addendum _____ Acknowledged by: _____ Date: _____

Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

Bidder, by submitting a Bid, agrees that their Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over the Owner.



INITIALS

Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following
Contract Price:

Base Bid:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization, Max. 5%	1	Lump Sum	\$	\$
2	Traffic Maintenance and Controls	1	Lump Sum	\$	\$
3	Inlet Filter	12	Each	\$	\$
4	Soil Erosion Silt Fence	2,500	Feet	\$	\$
5	Curb and Gutter Remove	200	Foot	\$	\$
6	Sidewalk Remove	50	Square Foot	\$	\$
7	HMA Surface Remove	2,000	Square Yard	\$	\$
8	Subgrade Undercutting, 21AA, Limestone	500	Cubic Yard	\$	\$
9	Reconstruct Structure	24	V. Feet	\$	\$
10	Maintenance Gravel	30	Ton	\$	\$
11	Adjust Structure	12	Each	\$	\$
12	Concrete Collar	12	Each	\$	\$
13	Catch Basin Cover	12	Each	\$	\$
14	Grading	1	Lump Sum	\$	\$
15	Bituminous Pavement, Leveing Course, 4EML	3,800	Ton	\$	\$
16	Bituminous Pavement, Wearing Course, 5EML	2,300	Ton	\$	\$
17	Curb and Gutter, Concrete, Straight Curb	200	Foot	\$	\$
18	Sidewalk Ramp, Concrete 6-inch	50	Square Foot	\$	\$
19	Remove Sign and Post	8	Each	\$	\$
20	Post, Steel 1/2 Pound	143	Feet	\$	\$
21	Handicap Sign	11	Each	\$	\$
22	Handicap Van Sign	2	Each	\$	\$
23	Pavt Mrkg, Waterborne, 4-inch White	12,000	Foot	\$	\$
24	Pavt Mrkg, Waterborne, 4-inch Blue	300	Foot	\$	\$
25	Pavt Mrkg, Waterborne, Handicap Symbol	11	Each	\$	\$
26	Restoration with 3-inches Topsoil and Nursery Sod	3,000	Square Yard	\$	\$

Total Base Bid Price (Items 1 through 26)

\$

Bid Alternate 1:

Item	Description	Quantity	Unit	Unit Price	Amount
27	Curb and Gutter, Concrete, Spill Out Curb	1,900	Feet	\$	\$

Total Bid Alternate 1 Price (Item 27)

\$


INITIALS

Bid Alternate 2:

Item	Description	Quantity	Unit	Unit Price	Amount
28	Earth Excavation	200	Cubic Yard	\$	\$
29	Adjust Structure	1	Each	\$	\$
30	21AA Aggregate, Limestone 8-inch	500	Square Yard	\$	\$
31	Bituminous Pavement, Leveling Course, 4EML	75	Ton	\$	\$
32	Bituminous Pavement, Wearing Course, 5EML	45	Ton	\$	\$
33	Pavement Marking, Waterborne, 4-inch White	400	Feet	\$	\$
Total Bid Alternate 2 Price (Items 28 through 33)				\$	

Bidder, by submitting a Bid, thereby certifies that Bidder or a qualified designated person in Bidder's employ has examined the Contract Documents provided by the Owner for bidding purposes. Further, they certify that Bidder or Bidder's qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which Bidder anticipates from the information provided for Bidding.

Bidder, by submitting a Bid, agrees to complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, Bidder agrees to complete the Work under whatever conditions Bidder may create by Bidder's own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the Owner.

Bidder, by submitting a Bid, declares that Bidder has familiarized them self with the location of the proposed Work and the conditions under which it must be constructed. Also, Bidder has carefully examined the Plans, the Specifications, and the Contract Documents, which Bidder understands and accepts as sufficient for the purpose, and agrees that Bidder will Contract with the Owner to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

Bidder will provide a bid bond, in the amount of at least **five (5)** percent of the amount Bid, drawn payable to City of Dearborn Heights as security for the proper execution of the Agreement.

Bidder, by submitting a Bid, agrees that if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of Owner's Notice of Award.

Bidder, by submitting a Bid, agrees that time is of the essence and, if awarded Contract, that the Work will be Completed on or before the dates/days as specified in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, will also apply to the Substantial Completion date.

Engineering and inspection costs incurred after the final completion date will be paid by the Contractor to the Owner as specified in the Conditions of the Contract and Agreement.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are made a condition of this Proposal:

- A. Required Bid Security
- B. Legal Status of Bidder
- C. Non-Collusion Affidavit



INITIALS

**SECTION 00 43 13
BID BOND FORM**

KNOW ALL BY THESE PRESENT, that we, the undersigned, _____ as Principal, hereinafter called the Principal, a corporation duly organized under the laws of the State of _____, and duly authorized to transact business in the state of Michigan, as Surety, _____, hereinafter called the Surety, are held and firmly bound unto the Owner, hereinafter called Owner, in the sum of _____ Dollars (\$ _____) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for Warren Valley Parking Lot.

NOW, THEREFORE, if the Owner accepts the Bid of the Principal and the Principal will enter into a Contract with the Owner in accordance with the terms of such Bid, and give such Bond or Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such Bond or Bonds, if the Principal pays to the Owner the difference not-to-exceed the penalty hereof between the amount specified in said Bid and such larger amount for which the Owner may in good faith contract with another party to perform the Work covered by said Bid, then this obligation will be null and void, otherwise to remain in full force and effect.

Signed and sealed this _____ day of _____, 20____.

(Witness)

(Principal)

(Title)

(Witness)

(Surety)

(Title)

COMPLETED ON ADDENDUM NO. 2



INITIALS

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder should check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Roberto Carta whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ ~~A limited liability company, duly authorized and doing business under the laws of the State of Michigan,~~
~~for whom _____, whose signature is affixed to this Bid, is duly authorized to execute~~
~~contracts.~~

☐ ~~A partnership, all partners with their addresses are:~~

NOT APPLICABLE

☐ ~~An individual, whose signature is affixed to this Bid.~~

NOT APPLICABLE



INITIALS

SECTION 00 45 13
STATEMENT OF BIDDER'S QUALIFICATIONS

This Proposal is submitted in the name of:

(Print) Hutch Paving, Inc

The undersigned hereby designates the following business address to which all notices, directions or other communications may be served or mailed:

Street: 3000 East 10 Mile Road City: Warren

State: Michigan Zip Code: 48091

~~The undersigned hereby declares their legal status as checked below:~~

- ☒ ~~Sole Proprietor~~
☒ ~~Sole Proprietor doing business under an assumed name~~
☒ ~~Co partnership~~

~~The Assumed Name of the Co Partnership is registered in the County of _____~~

- ☐ ~~Corporation incorporated under the laws of the State of _____~~

The Corporation is:

☒ authorized to conduct business in the State of Michigan

☐ ~~not now authorized to conduct business in the State of~~ NA

☒ possess all required licenses for the work being bid YES

☐ limited liability corporation NO HUTCH PAVING, INC is a Corporation

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

Name: Michael Campbell Title: President

Address: 3000 East 10 Mile Road Warren MI 48091

Name: Rick Tenbusch Title: Vice-President of Operations

Address: 3000 East 10 Mile Road Warren MI 48091

Name: Michael Campbell Title: Secretary

Address: 3000 East 10 Mile Road Warren MI 48091

Name: Michael Campbell Title: Treasurer

Address: 3000 East 10 Mile Road Warren MI 48091

Signed this 7th day of JULY, 2025

By: Roberto Costa

Printed Name: ROBERTO COSTA

Title: SALE/ ESTIMATOR

SECTION 00 45 19
NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Michigan)
) ss:
County of MACOMB)

Roberto Carta, being first duly sworn, deposes and says that:

They are the of Sales / Estimator (Position) of Hutch Paving, Inc (Firm), the Bidder that has submitted the attached Bid;

They are fully informed with respect to the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham bid;

Neither the Bidder nor any of its officers, partners, members, managers, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, entity or person to submit a collusive or sham bid in connection with the Contract Documents for which the attached Bid has been submitted or to refrain from bidding in connection with the Contract Documents or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other Bidder, entity or person to fix the price or prices in the attached Bid or that of any other Bidder or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Dearborn Heights, or any person or other entity interested in the proposed Contract Documents; and

The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties having interest, including this affiant.

Name of Bidder: Hutch Paving, Inc / Roberto Carta

Signed By: [Signature] Roberto Carta

Title: Estimator/Sales

Subscribed and sworn to me this 7th day of July, 2025.
[Signature] Notary Public
MACOMB County, Michigan

Acting in the County of: MACOMB

Notary Seal

My Commission Expires: 3-09-2031

JAMES M. FRANCESCUTTI
NOTARY PUBLIC, STATE OF MICHIGAN
COUNTY OF MACOMB
My Commission Expires 03/09/2031
Acting in the County of MACOMB

Approved for the Agenda of:	APPROVED Pending the Provision of the Contract
8/12/2025	Motion No. 25-431

7.B.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 4, 2025

RE: Comptroller's Office - Bid Award - Street Pavement Program Contract 2025-2027

Honorable Council,

Requesting approval to award the 2025 - 2027 Street Pavement bid to the lowest bidder, A & G Construction, and authorize the Mayor and the Clerk to sign the contract on behalf of the city. Furthermore, authorize the Mayor, Comptroller or Clerk to sign the necessary warrants, and the Treasurer to issue the necessary payments out of GL 203-203-880.500 and 202-202-880.500 (Major & Local Streets Repairs).

Attachments:

1. Tally Sheet - Street Pavement Program
2. Hartwell Cement
3. Great Lakes Contracting
4. Zuniga (1)
5. GV Cement (1)
6. AandG (1)

CITY OF DEARBORN HEIGHTS

PROJECT NAME : 2025 - 2027 Street Pavement Program

Project Number: 07/08/2025A



	Bidder			A&G Construction		Zuniga Cement Construction Inc		G. V. Cement		Great Lakes Contracting Solutions		Hartwell Cement Company	
	Date:7/28/2025	Contract		Bid Bond 5%		Bid Bond 5%		Bid Bond 5%		Bid Bond 5%		Bid Bond 5%	
	Description	Unit	Qty	U/P	Total	U/P	Total	U/P	Total	U/P	Total	U/P	Total
1	TRAFFIC MAINTENANCE AND CONTROL	LSUM	1	\$15,000.00	\$15,000.00	\$30,000.00	\$30,000.00	\$5,000.00	\$5,000.00	\$45,000.00	\$45,000.00	\$15,000.00	\$15,000.00
2	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	20,000	\$79.00	\$1,580,000.00	\$74.00	\$1,480,000.00	\$75.00	\$1,500,000.00	\$73.50	\$1,470,000.00	\$88.70	\$1,774,000.00
3	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	5,000	\$77.00	\$385,000.00	\$78.00	\$390,000.00	\$76.00	\$380,000.00	\$77.50	\$387,500.00	\$94.42	\$472,100.00
4	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$75.00	\$150,000.00	\$75.00	\$150,000.00	\$78.00	\$156,000.00	\$78.00	\$156,000.00	\$88.70	\$177,400.00
5	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$77.00	\$154,000.00	\$77.00	\$154,000.00	\$79.00	\$158,000.00	\$80.00	\$160,000.00	\$94.42	\$188,840.00
6	REMOVE AND REPLACE 6" CONCRETE DRIVEWAY APPROACH AND SIDEWALK	SFT	1,000	\$6.00	\$6,000.00	\$15.50	\$15,500.00	\$12.00	\$12,000.00	\$10.50	\$10,500.00	\$7.80	\$7,800.00
7	SUBGRADE UNDERCUTTING	TON	6,000	\$21.00	\$126,000.00	\$40.00	\$240,000.00	\$30.00	\$180,000.00	\$47.00	\$282,000.00	\$18.00	\$108,000.00
8	BASE COARSE AGGREGATE 21AA	TON	10,000	\$22.00	\$220,000.00	\$30.00	\$300,000.00	\$30.00	\$300,000.00	\$47.00	\$470,000.00	\$30.00	\$300,000.00
9	ADJUSTING STRUCTURE	EACH	60	\$325.00	\$19,500.00	\$300.00	\$18,000.00	\$650.00	\$39,000.00	\$575.00	\$34,500.00	\$200.00	\$12,000.00
10	RECONSTRUCT STRUCTURE	VFT	100	\$95.00	\$9,500.00	\$250.00	\$25,000.00	\$500.00	\$50,000.00	\$200.00	\$20,000.00	\$200.00	\$20,000.00
11	NEW FRAME AND COVER	EACH	200	\$800.00	\$160,000.00	\$650.00	\$130,000.00	\$750.00	\$150,000.00	\$850.00	\$170,000.00	\$935.00	\$187,000.00
12	EDGE DRAIN, 6 INCH	LFT	1,800	\$16.00	\$28,800.00	\$15.00	\$27,000.00	\$15.00	\$27,000.00	\$16.00	\$28,800.00	\$22.00	\$39,600.00
13	REMOVE AND REPLACE 4 INCH CONCRETE SIDEWALK	SFT	2,000	\$6.50	\$13,000.00	\$11.00	\$22,000.00	\$10.00	\$20,000.00	\$8.80	\$17,600.00	\$6.75	\$13,500.00
14	ADA CONCRETE RAMP, 7 INCH	SFT	5,000	\$7.00	\$35,000.00	\$13.00	\$65,000.00	\$16.00	\$80,000.00	\$17.50	\$87,500.00	\$45.00	\$225,000.00
15	REMOVE AND REPLACE 12 INCH RCP STORM PIPE	LFT	300	\$150.00	\$45,000.00	\$120.00	\$36,000.00	\$90.00	\$27,000.00	\$135.00	\$40,500.00	\$129.60	\$38,880.00
16	RESTORATION	LSUM	1	\$7,500.00	\$7,500.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00
17	JOINTS SEALING	LSUM	1	\$35,000.00	\$35,000.00	\$18,000.00	\$18,000.00	\$10,000.00	\$10,000.00	\$55,000.00	\$55,000.00	\$35,000.00	\$35,000.00
18	CONCRETE TESTING AND COMPRESSIVE STRENGTH	CYLIN DER	800	\$35.00	\$28,000.00	\$30.00	\$24,000.00	\$50.00	\$40,000.00	\$150.00	\$120,000.00	\$36.50	\$29,200.00
	Grand Total			\$3,017,300.00		\$3,134,500.00		\$3,144,000.00		\$3,594,900.00		\$3,658,320.00	
	Notes												

Proposal

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

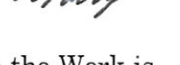
Re: 2025-2027 Street and
Sidewalk Repair

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Project Manual) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
1	7-10-25	
2	7-17-25	
3	7-22-25	
4	7-23-25	

b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

Line #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS	LINE TOTAL
1	TRAFFIC MAINTENANCE AND CONTROL	LSUM	1	\$15,000.00	Fifteen Thousand Dollars	\$15,000.00
2	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	20,000	\$88.70	Eighty-Eight Dollars Seventy Cents	\$1,774,000.00
3	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	5,000	\$94.42	Ninety-Four Dollars Forty Cents	\$472,100.00
4	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$88.70	Eighty-Eight Dollars Seventy Cents	\$177,400.00
5	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$94.42	Ninety-Four Dollars Forty-Two Cents	\$188,840.00
6	REMOVE AND REPLACE 6" CONCRETE DRIVEWAY APPROACH AND SIDEWALK	SFT	1,000	\$7.80	Seven Dollars Eighty Cents	\$7,800.00
7	SUBGRADE UNDERCUTTING	TON	6,000	\$18.00	Eighteen Dollars	\$108,000.00
8	BASE COARSE AGGREGATE 21AA	TON	10,000	\$30.00	Thirty Dollars	\$300,000.00
9	ADJUSTING STRUCTURE	EACH	60	\$200.00	Two Hundred Dollars	\$12,000.00
10	RECONSTRUCT STRUCTURE	VFT	100	\$200.00	Two Hundred Dollars	\$20,000.00
11	NEW FRAME AND COVER	EACH	200	\$935.00	Nine Hundred Thirty-Five Dollars	\$187,000.00
12	EDGE DRAIN, 6 INCH	LFT	1,800	\$22.00	Twenty-Two Dollars	\$39,600.00
13	REMOVE AND REPLACE 4 INCH CONCRETE SIDEWALK	SFT	2,000	\$6.75	Six Dollars Seventy-Five Cents	\$13,500.00
14	ADA CONCRETE RAMP, 7 INCH	SFT	5,000	\$45.00	Forty-Five Dollars	\$225,000.00
15	REMOVE AND REPLACE 12 INCH RCP STORM PIPE	LFT	300	\$129.60	One Hundred Twenty-Nine Dollars Sixty Cents	\$38,880.00
16	RESTORATION	LSUM	1	\$15,000.00	Fifteen Thousand Dollars	\$15,000.00
17	JOINTS SEALING	LSUM	1	\$35,000.00	Thirty-Five Thousand	\$35,000.00
18	CONCRETE TESTING AND COMPRESSIVE STRENGTH	CYLINDER	800	\$36.50	Thirty-Six Dollars Fifty Cents	\$29,200.00
					PROJECT TOTAL	\$3,658,320.00

PROPOSAL (Continued)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which he anticipates from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will achieve Substantial Completed and Final Completion within the time limits as outlined in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

- a. Required Bid security in the form checked below:
 1. Certified Check
 2. Cashier's Check
 3. Money Order
 4. Bid Bond
- b. Legal Status of Bidder.

PROPOSAL (Continued)

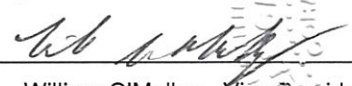
Address 21650 Fern Street
Oak Park, MI 48237

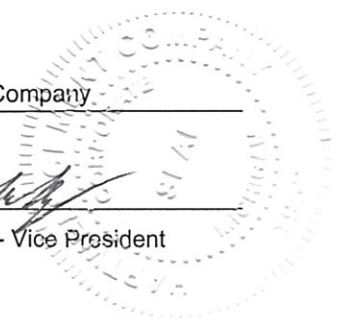
Phone No. 248-548-5858

Fax No. 248-548-3853

Email: bill@hartwellcementco.com

Bidder's Name
Hartwell Cement Company

By

William O'Malley - Vice President



SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder shall check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
William O'Malley whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

☐ An individual, whose signature is affixed to this Bid.

--	--

THE CINCINNATI INSURANCE COMPANY

Bid Bond

CONTRACTOR (Name, legal status and address):

Hartwell Cement Company
21650 Fern Ave
Oak Park, MI 48237

SURETY (Name, legal status and principal place of business):

THE CINCINNATI INSURANCE COMPANY
6200 S. GILMORE ROAD
FAIRFIELD, OHIO 45014-5141

OWNER (Name, legal status and address):

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

BOND AMOUNT:

Five Percent (5%)

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

PROJECT (Name, location or address, and Project number, if any):

Dearborn Heights street repair program

Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond the sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

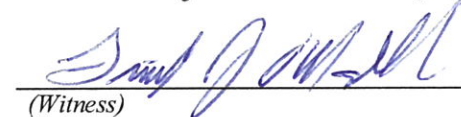
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirements shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

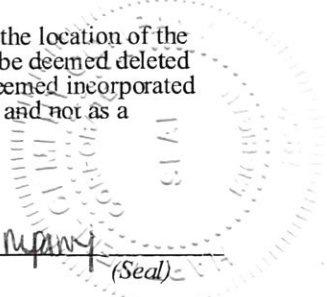
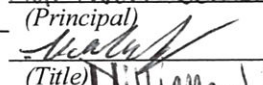
Signed and sealed this July

day of 21

2025


(Witness)


(Witness)


Hartwell Cement Company
(Principal)

(Title) William J. O'Malley - Vice President
THE CINCINNATI INSURANCE COMPANY
(Surety)

(Title) Brian St. Charles - Attorney In Fact


The Company executing this bond vouches that this document conforms to American Institute of Architects Document A310, 2010 Edition.
S-2000-AIA (11/10) PUBLIC

THE CINCINNATI INSURANCE COMPANY
THE CINCINNATI CASUALTY COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY and THE CINCINNATI CASUALTY COMPANY, corporations organized under the laws of the State of Ohio, and having their principal offices in the City of Fairfield, Ohio (herein collectively called the "Companies"), do hereby constitute and appoint

William T. St. Charles; Tim J. McDonnell; Leslie Payment; Brian St. Charles Liz Burkhardt and/or Mitch DeFrain
of Wixom, Michigan
their true and legal Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and deliver on behalf of the Companies as Surety, any and all bonds, policies, undertakings or other like instruments, as follows:

Any such obligations in the United States, up to
Ten Million and No/100 Dollars (\$10,000,000.00).

This appointment is made under and by authority of the following resolutions adopted by the Boards of Directors of The Cincinnati Insurance Company and The Cincinnati Casualty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the President or any Senior Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company.

RESOLVED, that the signature of the President or any Senior Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Vice-President and the Seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS WHEREOF, the Companies have caused these presents to be sealed with their corporate seals, duly attested by their President or any Senior Vice President this 16th day of March, 2021.



STATE OF OHIO)SS:
COUNTY OF BUTLER)

THE CINCINNATI INSURANCE COMPANY
THE CINCINNATI CASUALTY COMPANY

Stephen A. Ventre

On this 16th day of March, 2021 before me came the above-named President or Senior Vice President of The Cincinnati Insurance Company and The Cincinnati Casualty Company, to me personally known to be the officer described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of said Companies and the corporate seals and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporations.



Keith Collett

Keith Collett, Attorney at Law
Notary Public – State of Ohio

My commission has no expiration date.
Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Vice-President of The Cincinnati Insurance Company and The Cincinnati Casualty Company, hereby certify that the above is the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Power of Attorney is still in full force and effect.

Given under my hand and seal of said Companies at Fairfield, Ohio, this day of .



Ed H



AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

GREAT LAKES CONTRACTING SOLUTIONS, LLC
2300 Edinburgh
Waterford, MI 48328

SURETY:

(Name, legal status and principal place of business)

RLI Insurance Company
9025 North Lindbergh Dr.
Peoria, IL 61615

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

BOND AMOUNT: FIVE PERCENT OF BID AMOUNT (5%)

PROJECT: 2025-2027 Street Pavement Program

(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this July 28, 2025.

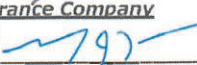

(Witness)


(Witness)

GREAT LAKES CONTRACTING SOLUTIONS, LLC
(Principal)

(Seal)

(Title)
RLI Insurance Company
(Surety)


Michael G. Zervos, Attorney-in-Fact



CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured

POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Gus E. Zervos, Donald W. Burden, Michael G. Zervos, Stephen M. Zervos, Stephanie A. Dinco, Karen Guthrie, jointly or severally

in the City of Southfield, State of Michigan its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Sr. Vice President with its corporate seal affixed this 13th day of March, 2025.



**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Eric Raudins

Eric Raudins

Sr. Vice President

State of Illinois

County of Peoria

} SS

On this 13th day of March, 2025, before me, a Notary Public, personally appeared Eric Raudins, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By:

Jill A. Scott

Notary Public



JILL A SCOTT
Notary Public
State of Ohio
My Comm. Expires
September 22, 2025

CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 28th day of July, 2025.

**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Jeffrey D Fick

Jeffrey D Fick

Corporate Secretary

Part 1 - General

1.01 Defined Terms

Instructions to Bidders

Terms used in these Instructions to Bidders have the meanings assigned to them in the General Conditions. The term "Bidder" means one who submits a Bid directly to OWNER as distinct from a sub bidder who submits a Bid to a Bidder. The term "Successful Bidder" means the lowest, qualified, responsible Bidder to whom OWNER makes an award.

This is a unit price Contract. Please submit your proposal AS per the price sheet on page 13.

1.02 Scope of Work

The scope and location of Work are set forth in Section 011100, Summary of Work.

1.03 Bidders Qualifications

No Bid will be considered from any Bidder unless known to be skilled and regularly engaged in work of a character similar to that covered by the Contract Documents. In order to aid the OWNER in determining the responsibility of any Bidder, the Bidder, within 48 hours after being requested in writing by the OWNER to do so, shall furnish evidence, satisfactory to the OWNER, of the Bidder's experience and familiarity with Work of the character specified, and his financial ability to properly prosecute the proposed Work to completion within the specified time. The evidence requested may include, but shall not be limited to, the following:

- ✓ A. The address and description of the Bidder's plant or permanent place of business.
- ✓ B. The Bidder's performance records for all Work awarded to, or started by him within the past three years.
- ✓ C. An itemized list of the Bidder's equipment available for use on the proposed Contract.
- ✓ D. The Bidder's financial statement, including statement of ownership of equipment necessary to be used in executing Work under Contract.
- ✓ E. Evidence that the Bidder is authorized to do business in the state in which the project is located, in case of a corporation organized under the laws of any other state; and
- ✓ F. Such additional information as will satisfy the OWNER that the Bidder is adequately prepared to fulfill the Contract.

1.04 Examination of Contract Documents and Site

- A. It is the responsibility of each Bidder before submitting a Bid, to:
 - a) examine the Contract Documents thoroughly,
 - b) visit the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work,

Proposal

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

Re: 2025-2027 Street and
Sidewalk Repair

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Project Manual) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
1	7/10/2025	Jon Wall
2	7/17/2025	Jon Wall
3	7/23/2025	Jon Wall
4	7/23/2025	Jon Wall

b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

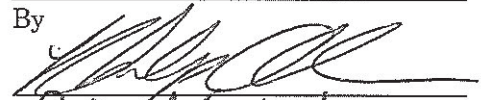
Line #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS	LINE TOTAL
1	TRAFFIC MAINTENANCE AND CONTROL	LSUM	1	\$45,000.00	Forty Five Thousand	\$45,000.00
2	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	20,000	\$73.50	Seventy Three and Fifty Cents	\$1,470,000.00
3	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	5,000	\$77.50	Seventy Seven and Fifty Cents	\$387,500.00
4	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$78.00	Seventy Eight	\$156,000.00
5	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$80.00	Eighty	\$160,000.00
6	REMOVE AND REPLACE 6" CONCRETE DRIVEWAY APPROACH AND SIDEWALK	SFT	1,000	\$10.50	Ten and Fifty Cents	\$10,500.00
7	SUBGRADE UNDERCUTTING	TON	6,000	\$47.00	Forty Seven	\$282,000.00
8	BASE COARSE AGGREGATE 21AA	TON	10,000	\$47.00	Forty Seven	\$470,000.00
9	ADJUSTING STRUCTURE	EACH	60	\$575.00	Five Hundred Seventy Five	\$34,500.00
10	RECONSTRUCT STRUCTURE	VFT	100	\$200.00	Two Hundred	\$20,000.00
11	NEW FRAME AND COVER	EACH	200	\$850.00	Eight Hundred Fifty	\$170,000.00
12	EDGE DRAIN, 6 INCH	LFT	1,800	\$16.00	Sixteen	\$28,800.00
13	REMOVE AND REPLACE 4 INCH CONCRETE SIDEWALK	SFT	2,000	\$8.80	Eight and Eighty Cents	\$17,600.00
14	ADA CONCRETE RAMP, 7 INCH	SFT	5,000	\$17.50	Seventeen and Fifty Cents	\$87,500.00
15	REMOVE AND REPLACE 12 INCH RCP STORM PIPE	LFT	300	\$135.00	One Hundred Thirty Five	\$40,500.00
16	RESTORATION	LSUM	1	\$40,000.00	Forty Thousand	\$40,000.00
17	JOINTS SEALING	LSUM	1	\$55,000.00	Fifty Five Thousand	\$55,000.00
18	CONCRETE TESTING AND COMPRESSIVE STRENGTH	CYLINDER	800	\$150.00	One Hundred Fifty	\$120,000.00
					PROJECT TOTAL	\$3,594,900.00

PROPOSAL (Continued)

GREAT LAKES CONTRACTING
SOLUTIONS, LLC

Bidder's Name

By



Philip A. Sakalian
Member

Address 2300 Edinburgh
Waterford, MI 48328

Phone No. 313-962-0400

Fax No. 313-962-0404

Email: tom@greatlakescont.com

PROPOSAL (Continued)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which he anticipates from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will achieve Substantial Completed and Final Completion within the time limits as outlined in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

a. Required Bid security in the form checked below:

1. Certified Check
2. Cashier's Check
3. Money Order
4. Bid Bond

✓ b. Legal Status of Bidder.

1.03 (E)

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder shall check the appropriate box and complete the information requested therein)

~~☐ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
whose signature is affixed to this Bid, is duly authorized to execute contracts.~~

☒ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom Philip A. Sakalian, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

~~☐ A partnership, all partners with their addresses are:~~

~~_____

_____~~

~~☐ An individual, whose signature is affixed to this Bid.~~

~~_____
_____~~

1.03 (A)(F)(D)



2300 Edinburgh, Waterford, MI 48328
Phone: (313) 962-0400/Fax: (313) 962-0404

STATEMENT OF
COMPLIANCE

BID SUBMITTAL

Great Lakes Contracting Solutions, LLC hereby acknowledges and confirms its obligation to comply with the following:

- There are no litigation or arbitrations pending or having occurred in the past five years.
- All employees are classified as W-2 Employees
- All employees are paid current wage rates and benefits if applicable, above the required under Federal and State Law
- Verification of compliance with Federal and State Law regarding the employment of non-US citizens via Form I-9
- A DOT drug and alcohol testing program is in force
- All projects are completed in a timely manner
- All equipment is owned by the company.
- The office address listed above is the permanent place of business for the company.
- All of the above statements will apply to as a Contractor or Subcontractor

[illegible]

GREAT LAKES CONTRACTING SOLUTIONS, LLC				
REFERENCE LIST OF VARIOUS PROJECTS FOR BID SUBMITTALS				
PROJECT INFORMATION	OWNER JOB #	COMPLETION DATE	PRIME CONTRACTOR/ PROJECT OWNER/ENGINEER CONTACT INFORMATION	
CITY OF SOUTHGATE (EXT OF 2020)				
City of Southgate, Wayne County	City of Southgate 13129	Complete	City of Southgate 14400 Dix-Toledo Road, Southgate, MI 48185	
2022 Superior Avenue Reconstruction from Dix-Toledo to Trenton Rd.			Hennessey Engineers, Inc. John Miller, Construction Manager	
CITY OF LIVONIA				
Concrete Road Repair Program	City of Livonia 22-J0263-0030	Complete	City of Livonia 33000 Civic Center Drive, Livonia, MI 48154	
City of Livonia, Wayne County	23-J		AEW, Inc.	
	24-J		51301 Schoenherr Road, Shelby Twp., MI 48315	
			Todd Zilindik Phone: 586-726-1234	
CITY OF PONTIAC				
Roadway Maintenance	City of Pontiac 2018-2024	Complete	City of Pontiac Engineering Department 47450 Woodward Avenue	
City of Pontiac - County of Oakland			Pontiac, MI 48342	
			Jack Cady Phone: 248-909-6554	
CANTON TOWNSHIP (NEIGHBORHOOD LOCAL MINOR)				
Charter Township of Canton, Wayne County	Township of Canton Extension of 2019	Complete	Charter Township of Canton 1150 Canton Center Road	
Neighborhood Road Improvement Program			Canton, MI 48188	
Multiple Neighborhoods Township Wide			Spalding Dedecker	
			905 South Boulevard St., Rochester, MI 48037	
			(248) 844-5400	
			Jeremy Schrott, P.E., Heather Gendron, P.E. Gus	
			Dahoui, P.E., Spalding Dedecker	
CANTON TOWNSHIP (MAJOR ROADS)				
Charter Township of Canton, Wayne County	Township of Canton	Complete	Charter Township of Canton Fishbeck/44978 Ford Rd., Ste A, Canton, MI 48187.	
Major Roads	211566		Ryan McCoy, P.E. and John Becht, P.E. Fishbeck, Phone: 734-454-7566	
CITY OF LINCOLN PARK				
Concrete Utility Repairs Program	City of Lincoln Park Hennessey Project #73132	Complete	City of Lincoln Park Hennessey Engineers	
			13500 Reek Road	
			Southgate, MI 48195	
			James Hollandsworth, P.E.	
			Phone: 734-759-1600	
CITY OF WESTLAND				
2022 Westchester Drive Road and Water Reconstruction	City of Westland	Complete	City of Westland 36601 Ford Road, Westland, MI 48185	
			Ramzi El Gharib, City Engineer	
			Phone: 734-728-1770	
			relgharib@cityofwestland.com	
CITY OF WOODHAVEN				
2022 Local and Major Street Improvements	City of Woodhaven 63106	Complete	City of Woodhaven Hennessey Engineers	
			Ahmad Ali	

1.03 (B)

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Michigan Department of Transportation

Contractor's Performance Evaluation

1/23/2025 2:13 PM

FieldManager 5.3c

Contract: 82000-217281, Concrete sidewalk and ramps, drainage improvements, guard

Report Period 8/6/2024 - 1/14/2025		CPE Number 4	Contractor Great Lakes Contracting Solutions, LLC	
CPE Date 1/23/2025	Report Type Interim		Contractor Type Prime	Subcontract Amount
Form Version 082307	Route	District 07032	Business Enterprise Type	
Location Wayne Road from Van Born Road to Smith Road.			Work Type	
Evaluator DH2, Dylan Harber		Current Contract Amount \$1,288,385.10	Managing Office OHM Advisors	
Entered By VA, Vanessa Assi			Revised By	Revision Date Rev. No.
County(s) Wayne County				
Project(s) 217281A, Concrete sidewalk and ramps, drainage improvements, guardrai				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	



Contractor's Performance Evaluation

Page 2 of 6

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	8	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Contractor brought more equipment to site to complete job faster.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	10	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	10	Contractor controlled lane closures, opened lanes to traffic when work was done to limit congestion. Worked w/ Wayne County requests well.
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	10	



Contractor's Performance Evaluation

Michigan Department of Transportation

1/23/2025 2:13 PM

FieldManager 5.3c

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	10	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	10	Contractor communicated frequently with subcontractor's and kept work on pace with scheduling.

Approved

By Dylan Harber 01/24/2025 12:52:11 PM

Evaluator

APPROVED

Fraser Payne 3:47:43 PM, 01/24/2025

Construction/Project Engineer

APPROVED

By Adam Penzenstadler 01/24/2025

TSC Manager: Adam Penzenstadler, Taylor TSC

(Date)

(Date)

(Date)

APPROVED

By Roberto J. Scappatcci at 3:10 pm, Jan 27, 2025

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Contractor's Performance Evaluation

Michigan Department of Transportation

2/16/2025 2:34 PM

FieldManager 5.3c

Contract: 63000-218439, Hot mix asphalt cold milling and resurfacing, concrete curb,

Report Period 2/22/2024 - 12/31/2024		CPE Number 7	Contractor Great Lakes Contracting Solutions, LLC	
CPE Date 2/16/2025	Report Type Interim		Contractor Type Prime	Subcontract Amount
Form Version 082307	Route	District 07045	Business Enterprise Type	
Location 9 Mile Road from Lahser Road to Evergreen Road.			Work Type	
Evaluator SMM, Sean Mousseau		Current Contract Amount \$3,552,677.85	Managing Office OHM Advisors	
Entered By CLP, Cara L Parks			Revised By	Revision Date Rev. No.
County(s) Oakland County				
Project(s) 218439A, Hot mix asphalt cold milling and resurfacing, concrete curb, 219352A, Hot mix asphalt shared use path and pedestrian signals.				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	10	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	



Michigan Department of Transportation

Contractor's Performance Evaluation

2/16/2025 2:34 PM

FieldManager 5.3c

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Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	10	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	10	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	10	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	10	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	10	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	



Michigan Department of Transportation

Contractor's Performance Evaluation

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2/16/2025 2:34 PM

FieldManager 5.3c

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	8	
14. To what degree does the Contractor meet the environmental requirements of the contract?	10	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	9	

APPROVED

By Sean Mousseau 12:17:39 PM, Feb 24, 2025

Evaluator (Date)

Cara Parks

Digitally signed by Cara Parks
DN: C=US, E=cara.parks@ohm-advisors.com,
CN=Cara Parks
Reason: I am approving this document
Date: 2025.02.24 12:35:55-0500

Construction/Project Engineer

(Date)

APPROVED

By Lori Swanson, Feb 16 10:40 am, 2025

TSC Manager

Lori Swanson, Oakland TSC

(Date)

APPROVED

By Leigh Schultz at 8:35 am, Mar 03, 2025

1.03 (C) Page 1 of 2

GREAT LAKE CONTRATING SOLUTIONS, LLC		
UNIT NUMBER	DESCRIPTION	VIN/SERIAL NO.
<u>DOZERS: 1000-1499</u>		
1000	KOMATSU DOZER D21P	81638
1001	1996 Cat D4C111	6YL01314
1002	John Deere 650H LGP Dozer	
1003	CAT D4C Dozer (Gasper)	
1004	2000 CAT D5M LGP Crawler Tractor	3CR01244
<u>LOADERS: 1500-1999</u>		
1500	CAT 938 LOADER	2RM00994
1501	VOLVO L70E LOADER	60582
1502	Cat 977L Loader	1496413N74086
1503	1998 Cat TH83 Telehandler	3RN01827
1504	2002 CAT 420 DC4XE Backhoe/Loader	FDP05060
1505	2005 CAT IT38G Series II Loader	CSX00680
1506	CAT 420E Backhoe Loader - OE	ODJL02113
1507	CAT 420EIT Backhoe Loader	ODAN01162
1508	2008 CAT 420EIT Backhoe Loader - OE	KMW02865
1509	2011 CAT 420EIT Backhoe Loader - OE	DAN00557
1510	2011 CAT 430EIT Backhoe Loader - OE	MXB00383
1511	1996 Volvo L180C Wheel Loader	L180CV60415
1512	1998 Komatsu WA450-3L Wheel Loader	A30302
1513	CAT 906 H2 Wheel Loader	JRF1797
1514	CAT IT14G2 Integrated Tool Carrier	ERP306
1515	2007 CAT 277C Compact Track Loader	CAT0277CHJWF00379
<u>PAVING: 2000-2499</u>		
2000	HYDRAULIC FORM PIN PULLER 8hp	N/A
2001	ALLEN CONCRETE PAVING SCREED	N/A
2002	GRACO EPOXY PUMPS w/METER VALVES	50051
2003	CONCRETE TAIL DRAG 12'-24'	N/A
2004	CONCRETE TAIL DRAG 24'-36'	N/A
2005	ALLEN CONCRETE PAVING SCREED	12' - 24'
2006	WORK BRIDGE 32' ALUMINUM	N/A
2007	PAVING FORMS - 8" - 15" Various & Risers	N/A
2008	PYLES 55 gal EPOXY PUMP w/METER SYS.	JDE9901-018
2009	HELTZEL CONCRETE PLANT	1032663
2010	ALLEN CONCRETE PAVING SCREED	12' - 36'
2011	WORK BRIDGE 32' ALUMINUM	N/A
2012	ALLEN CONC ROLL TUBE FINISHER (3) Tube	12'-16'
2013	Form Riding Paver - HEM	071398-FR-1
2014	11ft 32in Tail Grader - HEM	
2015	Pavsaver 8 - 16' Form Riding Paver	
2016	STONE CONCRETE MIXER 6 cu.ft 8 hp (On Tk106) Honda GX240 Engine Model CM6H8	T1C106
2017	CIMLINE TAR KETTLE 110 GA MAGNUM ENGINE	05-110-259A
2018	STONE CONCRETE MIXER (On Tk 118) Model 65 CM Honda GX160 Engine	2496228
2019	STONE CONCRETE MIXER (On TK 154) Honda GX240 Engine	N/A
2020	MQ Multi Equip Mixer Pull Behind Model MC-64P	CB751520
2021	STONE CONCRETE MIXER SKID MOUNT MODEL CM-65 HONDA 6 X 160 ENGINE	229934
2022	2007 CIMLINE CURE PUMP SPRAY DRUM PUMP 55 GA HONDA GX120 ENGINE	N/A

1.03(C) Page 2002

2023	2006 ALLEN CURE PUMP (SPRAY) (On TK 143) HONDA GX120 ENGINE	N/A
2024	2007 ALLEN CURE PUMP (SPRAY) (On Tk 112) HONDA GX120 ENGINE	N/A
2025	2015 ALLEN CURE PUMP (SPRAY) MODEL 9910 HONDA GX160 ENGINE	M990116007
2026	HELTZEL CONCRETE PLANT 4 YD DUMP MIXER DRUM	1032663
2027	LOT OF CONCRETE HAND WORK TOOLS	
2028	LOT OF FROST BLANKETS	
2029	HYDRO ON SLAB FORM PIN PULLER BRIGGS ENGINEER FABRICATED	
2030	CONCRETE BEAM BREAKER & MISC. TESTING EQUIPMENT	
2031	400 UNITS OF 10' LONG 13" PAVING RAILS	
2032	80 4" SLIM-LINE/50 8" SLIM-LINE FORMS	
2033	50 8" SLIM-LINE FORM	
2034	1989 MULLER MIXER	
<u>EXC/GRADER: 2500-2999</u>		
2500	CAT 205 EXCAVATOR 205 LC	4DC00617
2501	CAT M318 RUBBER TIRE EXCAVATOR	8AL03450
2502	Cat 320CL Excavator	OANB00201
2503	1992 John Deere Excavator	FF595DS001239
2504	Volvo EL350 Rubber Track Mini Excavator	VCE03500C00003854-6638
2505	Kobelco Mini Excavator	
2506	1999 CAT 345 BL Hydraulic Excavator	4SS01551
2507	1998 CAT 313 BSR Hydraulic Excavator	9PR00381
2508	2000 CAT 330BL Hydraulic Excavator	6DR03990
2509	CAT M318C Wheeled Excavator - OE	0H2D00465
2510	Champion 720A Grader	187-152-17778-87
2511	CAT MODEL 330DLPMQ HYDRAULIC EXCAVATOR	MWP00265
2512	CAT 308E2 Excavator	0TMX01070
2513	2013 Takeuchi TB153 Mini Excavator	158301890

FMD
CPAs & Strategic Advisors

1.03 (8)

February 12, 2025

Great Lakes Contracting Solutions, LLC
2300 Edinburgh
Waterford, MI 48328

To whom it may concern:

We were engaged to prepare the audited financial statements for Great Lakes Contracting Solutions, LLC for the year ended December 31, 2022, and the reviewed financial statements for the year ended December 2023, along with the tax returns for both the years then ended. We are currently engaged to prepare the reviewed financial statements and tax returns for Great Lakes Contracting Solutions, LLC for the year ended December 31, 2024.

For a copy of any financial statement or tax work product prepared by our office, we require a signed document from the client authorizing such product to be provided to you. If you have any questions, please let us know.

Sincerely,



David G. Heimbuch, C.P.A.
Principal
Fenner, Melstrom & Dooling, PLC

1.03(E)

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the CERTIFICATE OF AMENDMENT TO THE ARTICLES OF ORGANIZATION

for

GREAT LAKES CONTRACTING SOLUTIONS LLC

ID Number: 801536634

received by electronic transmission on October 28, 2024 ***, is hereby endorsed.***

Filed on November 07, 2024, ***by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 7th day of November, 2024.

Linda Clegg

Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau

Proposal

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

Re: 2025-2027 Street and
Sidewalk Repair

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Project Manual) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM
NO.

DATE OF
RELEASE

SIGNATURE

1

07-10-2025

2

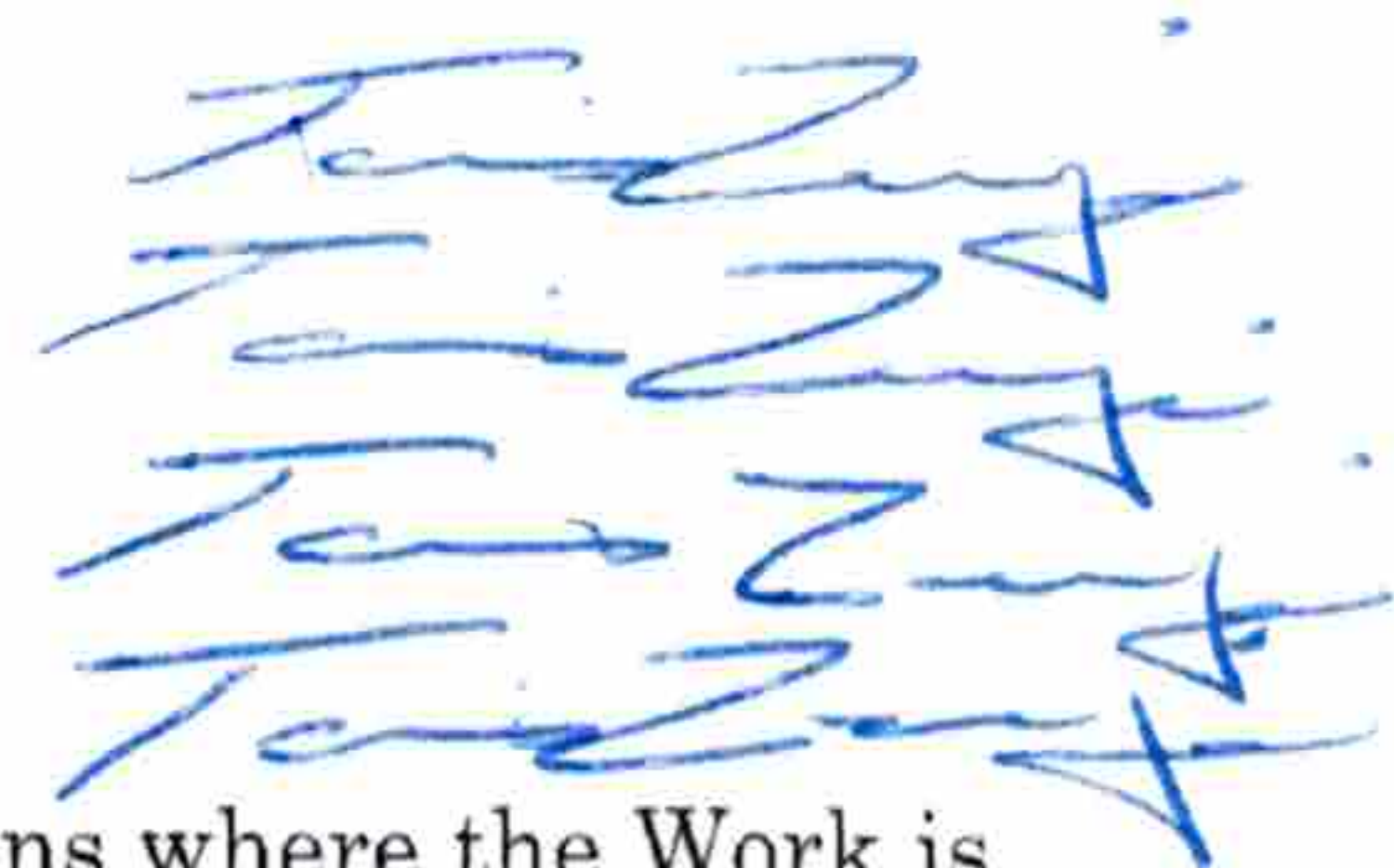
07-17-2025

3

07-23-2025

4

07-23-2025



b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

Line #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS	LINE TOTAL
1	TRAFFIC MAINTENACE AND CONTROL	LSUM	1	30,000.00	Thirty Thousand Dollars	30,000.00
2	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	20,000	74.00	Seventy Four Dollars	1,480,000.00
3	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	5,000	78.00	Seventy Eight Dollars	390,000.00
4	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	75.00	Seventy Five Dollars	150,000.00
5	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	77.00	Seventy Seven Dollars	154,000.00
6	REMOVE AND REPLACE 6" CONCRETE DRIVEWAY APPROACH AND SIDEWALK	SFT	1,000	15.50	Fifteen Dollars and fifty cents	15,500.00
7	SUBGRADE UNDERCUTTING	TON	6,000	40.00	Forty Dollars	240,000.00
8	BASE COARSE AGGREGATE 21AA	TON	10,000	30.00	Thirty Dollars	300,000.00
9	ADJUSTING STRUCTURE	EACH	60	300.00	Three Hundred Dollars	18,000.00
10	RECONSTRUCT STRUCTURE	VFT	100	250.00	Two Hundred and Fifty Dollars	25,000.00
11	NEW FRAME AND COVER	EACH	200	650.00	Six Hundred and Fifty Dollars	130,000.00
12	EDGE DRAIN, 6 INCH	LFT	1,800	15.00	Fifteen Dollars	27,000.00
13	REMOVE AND REPLACE 4 INCH CONCRETE SIDEWALK	SFT	2,000	11.00	Eleven Dollars	22,000.00
14	ADA CONCRETE RAMP, 7 INCH	SFT	5,000	13.00	Thirteen Dollars	65,000.00
15	REMOVE AND REPLACE 12 INCH RCP STORM PIPE	LFT	300	120.00	One Hundred and Twenty Dollars	36,000.00
16	RESTORATION	LSUM	1	10,000.00	Ten Thousand Dollars	10,000.00
17	JOINTS SEALING	LSUM	1	18,000.00	Eighteen Thousand Dollars	18,000.00
18	CONCRETE TESTING AND COMPRESSIVE STRENGTH	CYLINDER	800	30.00	Thirty Dollars	24,000.00
					PROJECT TOTAL	3,134,500.00

PROPOSAL (Continued)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which he anticipates from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will achieve Substantial Completed and Final Completion within the time limits as outlined in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

a. Required Bid security in the form checked below:

1. Certified Check
2. Cashier's Check
3. Money Order
- × 4. Bid Bond

b. Legal Status of Bidder.

PROPOSAL (Continued)

Bidder's Name
Zuniga Cement Construction, Inc

By


Tomas Zuniga

Address 22500 Ryan Rd
Warren, MI 48091

Phone No. 586-754-5900

Fax No. 586-754-5904

Email: office@zunigacement.com

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Zuniga Cement Construction, Inc.

22500 Ryan Road

Warren, MI 48091

SURETY:

(Name, legal status and principal place of business)

Harco National Insurance Company

PO Box 10800

Raleigh, NC 27605-0800

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City of Dearborn Heights

6045 Fenton Ave.

Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent (5%) of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

2025-2027 Street Pavement Program

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **21st** day of **July, 2025**

(Witness)

Azalia Zuniga

(Witness)

Zuniga Cement Construction, Inc.

(Principal)

(Seal)

(Title)

Tomas Zuniga - President

Harco National Insurance Company

(Surety)

(Seal)

(Title)

Susan L Small, Attorney-in-Fact

Init.

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Bond # N/A

POWER OF ATTORNEY
HARCO NATIONAL INSURANCE COMPANY
INTERNATIONAL FIDELITY INSURANCE COMPANY

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

T.L. YOUNG, WENDY L. HINGSON, IAN J. DONALD, ROBERT TROBEC, ALAN P. CHANDLER, T.J. GRIFFIN,
JEFFREY A. CHANDLER, TERENCE J. GRIFFIN, JOHN L. BUDDE, SUSAN L. SMALL, PATRICK E. WILLIAMS
Troy, MI

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

"**RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents on this 31st day of December, 2023



STATE OF NEW JERSEY
County of Essex

STATE OF ILLINOIS
County of Cook



Michael F. Zurcher

Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

On this 31st day of December, 2023, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 16, 2029

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day, 7/21/2025

A00502

Irene Martins, Assistant Secretary

Proposal

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

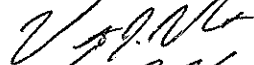
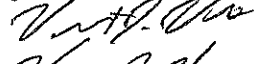
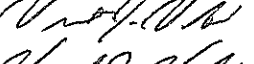
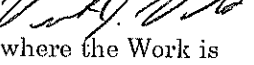
Re: 2025-2027 Street and
Sidewalk Repair

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Project Manual) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
1	7/10/25	
2	7/17/25	
3	7/23/25	
4	7/23/25	

b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

PROPOSAL (Continued)

Bidder's Name

G.V.Cement Contracting Co.

By

Vag W

Address

20000 Dix-Toledo Hwy
Brownstown, MI 48183

Phone No. 734-479-2180

Fax No. 734-479-0022

Email: office@gvcement.com

PROPOSAL (Continued)

Line #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS	LINE TOTAL
1	TRAFFIC MAINTENANCE AND CONTROL	LSUM	1	5,000.00	five thousand	5,000.00
2	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	20,000	75.00	seventy-five	1,500,000.00
3	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	5,000	76.00	seventy-six	380,000.00
4	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	78.00	seventy-eight	156,000.00
5	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	79.00	seventy-nine	158,000.00
6	REMOVE AND REPLACE 6" CONCRETE DRIVEWAY APPROACH AND SIDEWALK	SFT	1,000	12.00	twelve	12,000.00
7	SUBGRADE UNDERCUTTING	TON	6,000	30.00	thirty	180,000.00
8	BASE COARSE AGGREGATE 21AA	TON	10,000	30.00	thirty	300,000.00
9	ADJUSTING STRUCTURE	EACH	60	650.00	six hundred fifty	39,000.00
10	RECONSTRUCT STRUCTURE	VFT	100	500.00	five hundred	50,000.00
11	NEW FRAME AND COVER	EACH	200	750.00	seven hundred	150,000.00
12	EDGE DRAIN, 6 INCH	LFT	1,800	15.00	fifteen	27,000.00
13	REMOVE AND REPLACE 4 INCH CONCRETE SIDEWALK	SFT	2,000	10.00	ten	20,000.00
14	ADA CONCRETE RAMP, 7 INCH	SFT	5,000	16.00	sixteen	80,000.00
15	REMOVE AND REPLACE 12 INCH RCP STORM PIPE	LFT	300	90.00	ninety	27,000.00
16	RESTORATION	LSUM	1	10,000	ten thousand	10,000.00
17	JOINTS SEALING	LSUM	1	10,000	ten thousand	10,000.00
18	CONCRETE TESTING AND COMPRESSIVE STRENGTH	CYLINDER	800	50.00	fifty	40,000.00
					PROJECT TOTAL	3,144,000.00

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

Bond No. **B 1337222**

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That G V Cement Contracting Co.

20000 Dix-Toledo Brownstown, MI 48183

(hereinafter called the Principal)

as Principal, and the SELECTIVE INSURANCE COMPANY OF AMERICA, a corporation created and existing under the laws of the State of New Jersey, with its principal office in Branchville, New Jersey (hereinafter called the Surety), as Surety, are held and firmly bound unto City of Dearborn Heights

6045 Fenton Dearborn Heights, MI 48127

(hereinafter called the Oblige)

in the full and just sum of 5 % Percent of Total Bid Amount Dollars

(\$ 5 %) good and lawful money of the United States of America, to the payments of which sum of money well and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 14th day of July, 2025 A.D.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, if the Oblige shall make any award within 60 days to the Principal for

2025-2027 Street Pavement Program

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and enter into a contract with the Oblige in accordance with the terms of said proposal or bid and award and shall give bond for the faithful performance thereof with Surety or Sureties approved by the Oblige; or if the Principal shall, in case of failure so to do, pay to the Oblige the damages which the Oblige may suffer by reason of such failure, not exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

When this Bond has been furnished to comply with a statutory, regulatory or other legal requirement in the location where the construction is to be performed, any provision in this Bond conflicting with said statutory, regulatory or legal requirement shall be deemed deleted from this form and provisions conforming to such statutory, regulatory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common-law bond.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

G V Cement Contracting Co.

WITNESS:

Vincent J Vitale, PRINCIPAL

By: [Signature] (SEAL)

(If individual or firm)

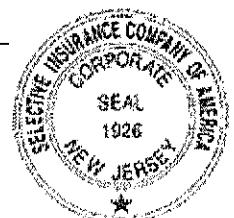
President

ATTEST:

[Signature]
(If Corporation)

SELECTIVE INSURANCE COMPANY OF AMERICA, SURETY

By: Cynthia A. Curto
Cynthia A Curto, Attorney-in-fact





Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

BondNo.B 1337222

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint: **Cynthia A Curto**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character, including but not limited to Proposal Bonds, Letters of Surety, and Consents of Surety, issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of:

Ten Million Dollars (\$10,000,000.00)

. This certifies that this Power of Attorney is in full force and effect as of the date of said fidelity and surety bonds or undertakings and other documents of a similar character, including but not limited to Proposal Bonds, Letters of Surety, and Consents of Surety.

Signed this 14th day of July, 2025

SELECTIVE INSURANCE COMPANY OF AMERICA

By:

Brian C. Sarisky
Brian C. Sarisky

Its SVP, Chief Underwriting Officer, Commercial Lines ★



STATE OF NEW JERSEY :

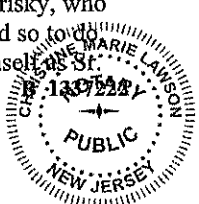
:ss. Branchville

COUNTY OF SUSSEX :

On this 14th day of July, 2025 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.

CHRISTINE MARIE LAWSON
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES APRIL 15, 2029
COMMISSION: #2312839

Christine Marie Lawson
Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution are still in force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 14th day of July, 2025.

Michael H. Lanza
Michael H. Lanza, SICA Corporate Secretary



Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

B91 (5-25)

CERTIFIED COPY

SECTION 00 43 45
LEGAL STATUS OF BIDDER

(The Bidder shall check the appropriate box and complete the information requested therein)

☒ A corporation, duly authorized and doing business under the laws of the State of Michigan, for whom
Vincent J. Vitale whose signature is affixed to this Bid, is duly authorized to execute contracts.

☐ A limited liability company, duly authorized and doing business under the laws of the State of Michigan,
for whom _____, whose signature is affixed to this Bid, is duly authorized to execute
contracts.

☐ A partnership, all partners with their addresses are:

☐ An individual, whose signature is affixed to this Bid.

--	--

Proposal

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

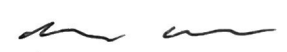
Re: 2025-2027 Street and
Sidewalk Repair

Gentlemen:

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with the City of Dearborn Heights in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

a) Bidder has examined copies of all Contract Documents, (consisting of Project Manual) which he understands and accepts as sufficient for the purpose, including any and all Addenda officially issued, the receipt of which is hereby acknowledged.

ADDENDUM NO.	DATE OF RELEASE	SIGNATURE
1	7/10/25	
2	7/17/25	
3	7/23/25	
4	7/23/25	

b) Bidder has examined the surface and subsurface conditions where the Work is to be performed, the legal requirements and local conditions affecting cost, progress, furnishing or performance of the Work, and has made such independent investigations as Bidder deems necessary.

c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work, in accordance with the Contract Documents, for the following Contract Price:

A and G construction

PROPOSAL (Continued)

Line #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE IN FIGURES	UNIT PRICE IN WORDS	LINE TOTAL
1	TRAFFIC MAINTENANCE AND CONTROL	LSUM	1	\$15,000	Fifteen Thousand dollars	\$15,000
2	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	20,000	\$79	Seventy-nine dollars	\$1,580,000
3	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH INTEGRAL CURB (4,000 psi)	SYD	5,000	\$77	Seventy-Seven dollars	\$385,000
4	REMOVE REPLACE 7" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$75	Seventy-Five dollars	\$150,000
5	REMOVE REPLACE 8" CONCRETE PAVEMENT WITH 7 SACK CONCRETE MIX	SYD	2,000	\$77	Seventy-Seven dollars	\$154,000
6	REMOVE AND REPLACE 6" CONCRETE DRIVEWAY APPROACH AND SIDEWALK	SFT	1,000	\$6	Six dollars	\$6,000
7	SUBGRADE UNDERCUTTING	TON	6,000	\$21	Twenty-One Dollars	\$126,000
8	BASE COARSE AGGREGATE 21AA	TON	10,000	\$22	Twenty-two dollars	\$220,000
9	ADJUSTING STRUCTURE	EACH	60	\$325	Three-Hundred & twenty five dollars	\$19,500
10	RECONSTRUCT STRUCTURE	VFT	100	\$95	Ninety-Five Dollars	\$9,500
11	NEW FRAME AND COVER	EACH	200	\$800	Eight Hundred Dollars	\$160,000
12	EDGE DRAIN, 6 INCH	LFT	1,800	\$16	Sixteen Dollars	\$28,800
13	REMOVE AND REPLACE 4 INCH CONCRETE SIDEWALK	SFT	2,000	\$6.50	Six dollars and fifty cents	\$13,000
14	ADA CONCRETE RAMP, 7 INCH	SFT	5,000	\$7.00	Seven dollars	\$35,000
15	REMOVE AND REPLACE 12 INCH RCP STORM PIPE	LFT	300	\$150	One hundred & fifty dollars	\$45,000
16	RESTORATION	LSUM	1	\$7,500	Seven thousand & Five hundred dollars	\$7,500
17	JOINTS SEALING	LSUM	1	\$35,000	Thirty-Five Thousand Dollars	\$35,000
18	CONCRETE TESTING AND COMPRESSIVE STRENGTH	CYLINDER	800	\$35	Thirty Five Dollars	\$28,000
					PROJECT TOTAL	\$3,017,300

PROPOSAL (Continued)

The undersigned, as Bidder, hereby certifies that he or a qualified designated person in his employ has examined the Contract Documents provided by the OWNER for bidding purposes. Further, the undersigned certifies that he or his qualified employee has reviewed the Bidder's proposed construction methods and finds them compatible with the conditions which he anticipates from the information provided for Bidding.

The undersigned, as Bidder, shall complete the Work under any job circumstances or field conditions present and/or ascertainable prior to bidding. In addition, he shall also complete the Work under whatever conditions he may create by his own sequence of construction, construction methods, or other conditions he may create, at no additional cost to the OWNER.

The undersigned, as Bidder, declares that he has familiarized himself with the location of the proposed Work and the conditions under which it must be constructed. Also, that he has carefully examined the Plans, the Specifications, and the Contract Documents, which he understands and accepts as sufficient for the purpose, and agrees that he will Contract with the OWNER to furnish all labor, material, tools, and equipment necessary to do all Work specified and prescribed for the completion of the Project.

The undersigned agrees, if awarded Contract, to sign the Agreement and submit satisfactory bonds and certificates of insurance coverage and other evidence of insurance required by the Contract Documents within 15 days after the date of OWNER'S Notice of Award.

The undersigned agrees that time is of the essence and, if awarded Contract, that the Work will achieve Substantial Completed and Final Completion within the time limits as outlined in the Agreement.

Liquidated damages, as specified in the General Conditions, Supplementary Conditions and Agreement, shall also apply to the above Substantial Completion date.

Proposals may not be withdrawn for a period of 60 days after bid opening.

The following documents are attached to and made a condition of this Proposal:

- a. Required Bid security in the form checked below:
 - 1. Certified Check
 - 2. Cashier's Check
 - 3. Money Order
 - 4. Bid Bond
- b. Legal Status of Bidder.

PROPOSAL (Continued)

Bidder's Name

By

A and G construction

Address 1938 Campbell St
2nd Floor
Detroit, MI 48209

Phone No. 313-468-2883

Fax No. _____

Email: Marco @ agc Detroit. com

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:*(Name, legal status and address)*

**A and G Construction and
Remodeling, LLC
1938 Campbell Street, 2nd Floor
Detroit, MI 48209**

SURETY:*(Name, legal status and principal place
of business)*

**Merchants National Bonding Inc.
P.O.Box 14498
Des Moines, IA 50306-3498**

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:*(Name, legal status and address)*

**City of Dearborn Heights
6045 Fenton Ave.**

Dearborn Heights, MI 48127

BOND AMOUNT: Five Percent (5%) of Amount Bid

PROJECT:*(Name, location or address, and Project number, if any)*

2025 - 2027 Street Pavement Program - Concrete Removal and Replacement

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **28th** day of **July, 2025**

A and G Construction and Remodeling, LLC

(Principal)

(Seal)

(Witness)

(Title)

Merchants National Bonding Inc.

(Surety)

(Seal)

(Witness)

(Title)

Susan L. Small, Attorney-in-Fact

Init.

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MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Alan P Chandler; Elizabeth Mauren; Ian J Donald; Jeffrey A Chandler; John L Budde; Krista L Pocket; M Brandon; Patrick E Williams; Susan L Small; T J Griffin; Terence J Griffin; Wendy L Hingson

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and April 27, 2024 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015 and amended on April 27, 2024.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 14th day of November, 2024.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

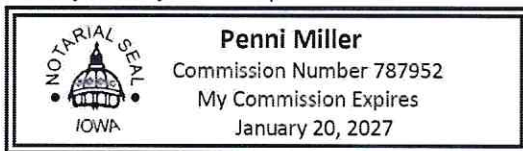
By

Larry Taylor

President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 14th day of November 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 28th day of July, 2025.



Elisabeth Sandersfeld

Secretary



VTC Insurance Group

Troy, Michigan 48098

Phone: (248) 828-3377 - Fax: (248) 828-4290

Bid Bond Results Form

A and G Construction and Remodeling, LLC
1938 Campbell Street, 2nd Floor
Detroit, MI 48209

Bid Date: 7/28/2025

Fold -----

----- Fold

You have received a bid bond for the project described below. The Surety Company needs the results of this bid before issuance of further bonds. If you do not know the result, other than your own bid amount, please indicate this when returning it. Thank you for your cooperation.

Account #: **Name:** A and G Construction and Remodeling, LLC

Project Description: 2025 - 2027 Street Pavement Program - Concrete Removal and Replacement

Obligee name: City of Dearborn Heights

Project No: **Bid Amount:** \$3,250,000.00

Bidder's Name	Bid Amount
1.) _____	\$ _____
2.) _____	\$ _____
3.) _____	\$ _____
4.) _____	\$ _____
5.) _____	\$ _____
Total Number of Bidders: _____	

Remarks: _____

Please return this bid bond result report to:

Bond Department
VTC Insurance Group
1175 West Long Lake Road, Suite 200
Troy, Michigan 48098

Approved for the Agenda of:	APPROVED Pending the Provision of the Contract
8/12/2025	Motion No. 25-432

7.C.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 5, 2025

RE: Comptroller's Office - Bid Award - Infrastructure Resiliency Plan

Honorable Council,

Requesting approval to award the Infrastructure Resilience Plan to the most qualified bidder, OHM, and authorize the Mayor and the Clerk to sign the contract on behalf of the city. This is a State CDBG funded project.

Attachments:

1. Bid Tally Sheet - Infrastructure Resiliency
2. OHM Infrastructure
3. Wade Trim Infrastructure Resiliency

CITY OF DEARBORN HEIGHTS R.F.Q EVALUATION SCORE SHEET

PROJECT NAME : Infrastructure Resiliency Plannig

RFQ No. :2025-0004



Criteria \ Bidder	Name	OHM	Wade Trim
Criteria Item	Max Wgt Pts.	Weight Value	Weight Value
Experience of Firm	40	30	30
Experience with CDBG	10	10	10
Current Capacity	30	25	20
Reference Quality	20	18	20
Schedule	20	16	18
Geographic Proooooximity	10	8	8
Total Weight	130	107	106



Qualifications for

INFRASTRUCTURE RESILIENCY PLANNING

City of Dearborn Heights

Submitted by: OHM Advisors

**34000 Plymouth Road
Livonia, MI 48150**

Office Phone 734-522-6711

EIN: 38-1691323

**Authorized Negotiator:
George Tsakoff, PE, Principal in Charge**

**34000 Plymouth Road
Livonia, MI 48150**

Direct: 734-466-4439

Cell: 734-495-9568

Fax: 734-522-6427

Email: george.tsakoff@ohm-advisors.com

Proposal Due Date

Wednesday, April 9, 2025, 1PM

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INTRODUCTION / TRANSMITTAL LETTER

- Understanding of Scope
- Certifications
- Authorized Negotiator/ Principal in Charge

April 9, 2025

Mr. Mahdi Baydoun
Mr. Ali Dib, PE
City of Dearborn Heights
6045 Fenton Street
Dearborn Heights, MI 48127

Re: Infrastructure Resiliency Planning

Dear Mr. Baydoun and Mr. Dib,

Incorporated in 1960, the City of Dearborn Heights (the City) is uniquely shaped by its waterways, with Ecorse Creek to the south and the Rouge River to the north. Located just west of Detroit, the City shares borders with the neighboring communities of Garden City, Inkster, Dearborn, Redford, Westland, Taylor, and Allen Park.

Like many of the communities in southeast Michigan, the City has experienced several major, devastating storms, including three in 2021 alone. Projections indicate the frequency of extreme events will continue to increase, resulting in negative impacts on the City's residents, business owners, and infrastructure. Adding further pressure is the age of the City's infrastructure, emphasizing the need to have an infrastructure plan in place to access funding from external sources.

The City advocated for and was successfully awarded CDBG-Disaster Recovery funding to develop an Infrastructure Resilience Plan for the City's infrastructure. This will involve performing a complete inventory of the City's assets, determining the condition of those assets, and developing a comprehensive set of capital improvement projects that will align the City for long-term success, gain access to external funding sources, and create a more resilient system. The asset management plan and capital improvement plan are coupled with an infrastructure resilience plan to arm the City with a comprehensive approach to account for infrastructure failures and restoration in the face of increasing frequencies of larger, more intense storm events.

The main deliverable of this project will be a capital improvement program that identifies projects across the city and organizes them in a scheduled and methodical manner, with a professional opinion of cost for each of those projects to support funding applications. This effort will be coupled with a parallel but separate effort for the Comprehensive Master Plan and Environmental Resilience Plan, which provides the City with a holistic approach to land use, development, and sustainability efforts. Together, these plans will create a roadmap to implement projects across the city for the benefit of residents, business owners, and users of the City's assets and infrastructure.

We are excited to submit this proposal to assist the City in identifying, assessing, and developing solutions for improving its assets for current and future generations. OHM has assembled an experienced team of professionals who understand the complexities of underground infrastructure inventory and assessment and have successfully implemented projects that require collaboration with ongoing initiatives and parallel efforts.

As provided in our qualifications package, OHM has completed several asset management and capital improvement plans in recent years, including our recent work with the City of Dearborn to quantify and assess their drinking water system and lead service lines, as well as assess their storm, sanitary and combined sewers to develop solutions to flooding. Additionally, our work with the City of Livonia to develop an enhanced emergency response plan for their drinking water system included the development of an interactive dashboard which aided the community in reacting to various emergency scenarios for loss of master meter feeds or key facilities. We have completed Stormwater, Asset Management and Wastewater (SAW) grants for dozens of communities across Michigan, as well as Risk and Resilience Assessments and corresponding Emergency Response Plans for communities across Michigan, Ohio, and Tennessee. OHM also has intimate knowledge of the area as we have been working with the Alliance of Downriver Watersheds on Ecorse Creek watershed challenges and solutions since 2007.

Our team includes a long-standing project partner of OHM's, Drummond Carpenter, who brings expertise in resiliency planning, public education, and outreach. We understand the regulatory, financial, and social challenges associated with large capital planning efforts, and we are very excited to continue to provide this service to our local communities.



A certification that the Respondent has not had a record of substandard work within the last five years.



A certification that the Respondent has not engaged in any unethical practices within the last five years.



A certification that, if awarded the contract, the Respondent acknowledges its complete responsibility for the entire contract, including payment of any and all charges resulting from the contract.

If you have any questions, or if you would like to discuss any part of our proposal in detail, please feel free to reach out at either george.tsakoff@ohm-advisors.com or at 734-466-4439. OHM's project team looks forward to developing our working relationship further and we appreciate the opportunity to propose on this project!

Sincerely,
OHM Advisors

George A. Tsakoff, PE
Principal in Charge

2

BACKGROUND & EXPERIENCE

- Firm Overview & History
- Our Subconsultant
- CDBG Experience & Other Relevant Experience
- Letters of Recommendation
- Capacity & Workload
- Unique Qualifications/Characteristics
- Firm Locations / MI Presence
- Insurance Coverage

Who We Are

We are a multi-office team of 750+ from different backgrounds, striving to use our combined expertise and talents to continually advance the communities we serve. Our work spans client communities across the public and private sectors—including municipalities, state and federal agencies, Fortune 100 companies, developers, schools, universities, and more. As a growing firm with full-service capabilities under one roof, we’re listed on ENR’s list of Top 500 Design Firms and recognized for our contributions to our industry. But it’s not awards or personal gain that drives us. It’s a passion for making a difference through innovative, people-focused problem solving, design and ideas that drive whole communities forward—today, and well into the future.

Everything we do is grounded in the need to help communities solve problems and make places better for people. Not just today, but well into the future. Our singular forward-thinking focus on putting the needs of people first in our solutions drives our thinking and innovation from conception through completion—and guides us in everything we do.

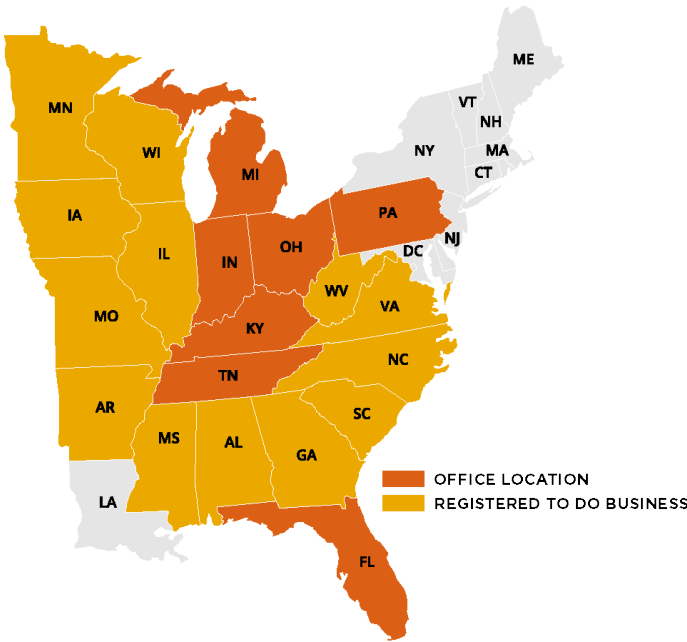
Firm Growth

OHM Advisors was established in 1962 and has been growing steadily ever since. Since our beginnings, we’ve understood that meeting the advisory needs of our clients starts with building their trust. For more than 60 years, our goal has been to create honest client partnerships for today’s challenges that last well into the future.

Firm Ownership

OHM Advisors is a privately held corporation, governed by a seven-member Board of Directors and has 58 employee shareholders.

Full Legal Name	Orchard, Hiltz & McClimment, Inc.
DBA	OHM Advisors
Age of Firm	Incorporated 05/22/1962
Type of Entity	Privately Held Corporation - MI
Federal EIN	38-1691323



Project Focus: ASSET MANAGEMENT

We understand that strong infrastructure makes stronger communities, and that it’s a challenge for municipal and local governments to manage constant infrastructure improvement demands. Our seasoned team will assist you with efforts such as pavement management and maintenance programming, and sewer condition assessment and planning. We’ll even help you create a vision plan for the future that includes realistic capital improvement goals and a plan for how to achieve them.

Managing your community’s water assets is critical to preserving their lifespan and providing for present and future customers. Our team partners with your community to help you determine when your assets should be repaired or replaced and associated project costs. We’ll help craft a plan specific to your community that proceeds through thoughtful, researched steps, optimizes your current spending, and engages community leaders in important funding discussions to achieve infrastructure improvement goals.

Our Services

AREAS OF EXPERTISE



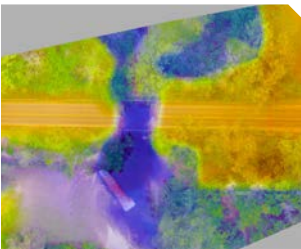
Architecture ▾

- ▾ Complete Architectural Design Services
- ▾ Site & Facility Evaluation
- ▾ Facility Master Planning
- ▾ Space Planning & Programming
- ▾ Interior Design
- ▾ Sustainable Design



Construction Engineering ▾

- ▾ Construction Design
- ▾ Construction Engineering & Observation
- ▾ Project Administration & Closeout



GIS & Innovative Technologies ▾

- ▾ Mobile GIS
- ▾ Software Solutions
- ▾ System Analysis
- ▾ System Design & Implementation
- ▾ Innovative Technologies



Landscape Architecture & Urban Design ▾

- ▾ Public Park Space & Master Plans
- ▾ Streetscapes
- ▾ Trails & Greenways
- ▾ Green Infrastructure
- ▾ Branding, Wayfinding & Signage
- ▾ Visualization & Graphics
- ▾ Site Design



Mechanical, Electrical & Plumbing Engineering ▾

- ▾ Heating, Ventilation & Air Conditioning
- ▾ Plumbing
- ▾ Lighting & Controls
- ▾ Power Distribution
- ▾ Safety & Security



Municipal Engineering ▾

- ▾ Community Engineering
- ▾ Infrastructure Assessment & Planning
- ▾ Funding Assistance
- ▾ Design & Implementation



Planning ▾

- ▾ Public Engagement & Facilitation
- ▾ Economic Development Planning
- ▾ City & Regional Planning
- ▾ Land Development, Zoning & Entitlements
- ▾ Transportation Planning
- ▾ Codes & Standards



Surveying ▾

- ▾ Road Design Surveys
- ▾ ALTA/NSPS Land Title Surveys
- ▾ Boundary Surveys
- ▾ Topographical Surveys
- ▾ Hydrographical Surveys
- ▾ Right-of-way Surveys
- ▾ As-built Surveys
- ▾ Stock Pile Volumetric Surveys
- ▾ Construction Layout



Transportation ▾

- ▾ Traffic Engineering
- ▾ Transportation Planning
- ▾ Roadway & Highway Design
- ▾ Bridge Engineering & Diverse Structures
- ▾ Multimodal Transportation Engineering



Water ▾

- ▾ Stormwater Management
- ▾ Drinking Water
- ▾ Wastewater
- ▾ Asset Management
- ▾ Ecological Services



501 Avis Drive
Ann Arbor, MI 48108

Donald Carpenter, PhD, PE
248.763.4099
dcarpenter@
drummondcarpenter.com

Infrastructure Resiliency
Planning
Public Awareness & Education

Drummond Carpenter, PLLC (Drummond Carpenter) is a CVE-verified Service-Disabled Veteran-Owned Small Business (SDVOSB) specializing in civil, environmental, and water resources engineering and applied research. Drummond Carpenter was founded in 2016 and is organized around five key service areas:

- *Green Infrastructure & Sustainability*
- *Civil & Water Resources Engineering*
- *Environmental Modeling*
- *Environmental Assessment & Remediation*
- *Nuclear Disposal & Storage*

Drummond Carpenter is headquartered in Orlando FL with Michigan offices in Southeast Michigan, Ann Arbor and Traverse City. Drummond Carpenter has completed over 300 projects in 20+ states for various clients including municipal, county, state, and federal governmental organizations, private industry, and non-profit organizations. Drummond Carpenter's staff of engineers, geologists, and scientists are capable, qualified, and experienced to perform various relevant services including civil site design and specification development; conveyance system and pump station design; green stormwater infrastructure design; stormwater & watershed management; hydraulic and hydrologic (H&H) modeling; field data collection; asset management; resiliency planning; community engagement; and grant procurement and administration.

Drummond Carpenter staff are intimately familiar with stormwater management in Southeast Michigan having worked on projects with Macomb, Oakland, and Wayne counties; Detroit Water & Sewerage Department (DWSD); Huron Clinton Metropolitan Authority (HCMA); and non-profit organizations such as Clinton River Watershed Council (CWRC), Friends of the Rouge, and Erb Family Foundation. Drummond Carpenter has multiple staff that are certified community engagement specialists and are skilled at facilitating focus groups, listening sessions, and design charrettes. Recently, Drummond Carpenter organized regional stormwater management focus groups for HCMA, Friends of the Rouge, CRWC, City of Ann Arbor and Michigan Sea Grant. Finally, Drummond Carpenter has developed and implemented public and stakeholder engagement plans and is currently working on comprehensive stormwater and resiliency projects for DWSD, City of Ann Arbor, and SEMCOG.

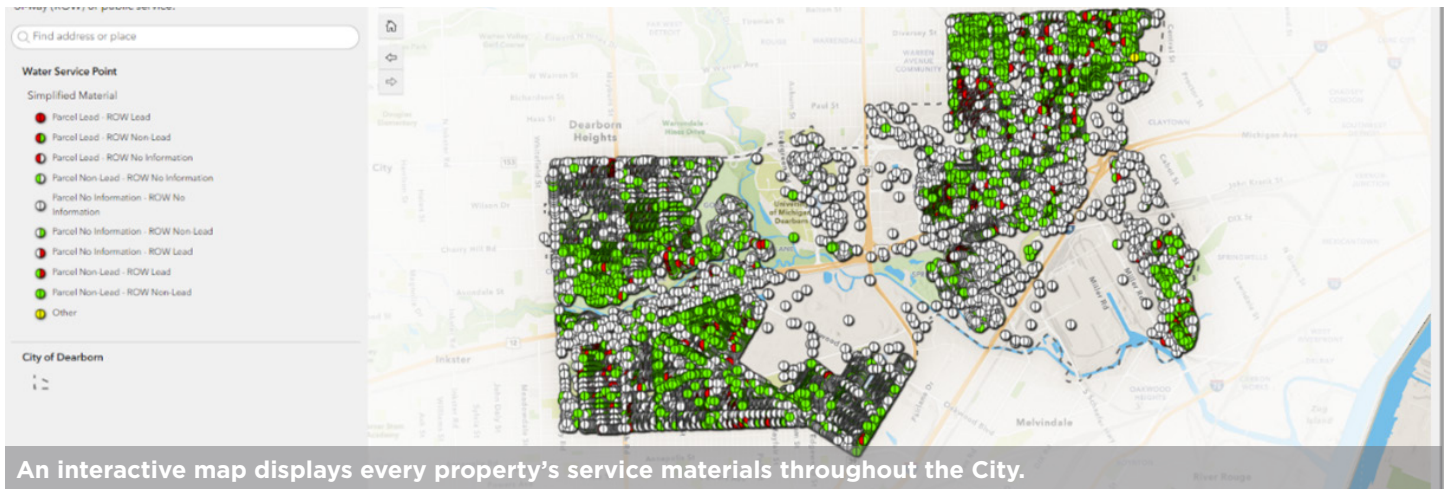
Drummond Carpenter staff have extensive multi-state experience in stormwater and watershed modeling and development of civil site and infrastructure plans that align with the technical aspects of the project. For example, Drummond Carpenter has developed 100s of green infrastructure conceptual plans for DWSD, Pittsburgh Water & Sewer Authority, Michigan Sea Grant and local non-profits. In many cases, the feasibility assessments and conceptual plans were advanced to design and implementation. Drummond Carpenter is currently designing large scale stormwater implementation projects for Oakland County Water Resources Commissioner, Ingham County Drain Commissioner, Kent County Drain Commissioner, as well as DWSD.

Drummond Carpenter's municipal infrastructure design experience extends beyond Detroit. For example, Drummond Carpenter is currently designing multiple combined sewer drop connection structures as part of Allegheny County Sanitary Authority (ALCOSAN) Allegheny River Tunnel Near Surface Package 6 Project and recently completed design support for twenty-five primary and waste activated sludge pumps over 100 valves, discharge and suction piping, and pipe headers up to 16-inch in diameter across eight pump stations at the ALCOSAN North-End Plant. Drummond Carpenter is the project manager and engineer-of-record for the \$55M utility retrofit for the North Little Rock VA Hospital, which includes a 1.5 million gallon elevated potable water storage tank, a new potable water pump house, the replacement of 6 miles of potable water mains, the replacement of 3 miles of steam and condensate piping, and the rehab or replacement of 4 miles of sanitary and storm sewers and associated structures. Drummond Carpenter has multiple active projects with Orange County (FL) Utilities at multiple treatment plants involving pump design and hydraulics, and staff have experience working with large municipal clients on wet weather issues throughout Florida and other states such as the Louisville and Jefferson County (KY) Metropolitan Sewer District, Pittsburgh (PA) Water and Sewer Authority, and Knoxville (TN) Utilities Board. Finally, Drummond Carpenter has continuing services contracts throughout Florida including City of Orlando, Orange County, Seminole County, Volusia County, Martin County, and three of the five state Water Management Districts. Through these contracts we are performing comprehensive infrastructure assessment and design services that include utilities, roadways, stormwater management systems, and natural resource enhancements.

Donald Carpenter, PhD, PE, LEED AP
248.763.4099
dcarpenter@drummondcarpenter.com

Dearborn DWAM & Water Service Line Material Assessment

DEARBORN, MI



In addition to reaching the end of its service life, a large portion of Dearborn's drinking water system was installed in an era where lead pipes were used for plumbing materials, specifically for the service connections from the main to residential homes. After risks of lead in our drinking water systems were highlighted by the 2014 Flint Water Crisis, the EPA and EGLE began implementing requirements for system owners, who are now required to have an accurate inventory of all pipe materials in the system and replace all lead-containing materials by 2037.

In early 2023, OHM Advisors assisted the City of Dearborn with an application for a Drinking Water and Asset Management (DWAM) Grant. The purpose of the DWAM Grant is to assist the City with identifying service materials within their system, and use this information to determine and ultimately improve the accuracy of their Distribution System Material Inventory (DSMI). The City was awarded the grant later in that year and retained OHM to assist with administration of the grant-required tasks.

The project tasks were divided into two phases. Phase I covers tasks related to updating the distribution system material inventory. This included data collection and review, GIS database implementation, updates and logging of the water service tap slips, public education through an interactive web map displaying every property's service material and a sign-up link for scheduling an inspection, and the water service line investigations. Phase II covers updating the water asset management plan with the results uncovered in Phase I.

At-home survey collection tool in Arabic.

COMPLETION
Design
11.2023 - 12.2026

COST
Design
\$467,310



CLIENT INFORMATION
City of Dearborn
Mark Gaworecki,
City Infrastructure Administrator
2951 Greenfield Rd,
Dearborn, MI 48120
313.943.4093,
mgaworecki@dearborn.gov

SERVICES PROVIDED
Asset Management
Community Engagement
Drinking Water Engineering
Funding
GIS Services
Mechanical Engineering
Planning

SAW Grant - Overview

VARIOUS COMMUNITIES, MI



The Michigan Department of Environment, Great Lakes and Energy (EGLE)'s SAW (Stormwater, Asset Management and Wastewater) Grant is one of the most frequently requested funding sources that OHM Advisors assists with. As many municipalities are dealing with an aging infrastructure, OHM Advisors is able to provide assistance to these communities by developing long range infrastructure planning and investment strategies in conjunction with grant assistance. We have assisted nearly 40 communities in Michigan with preparing plans and SAW Grant applications to qualify for up to \$2M to assist with stormwater, sanitary systems and asset management and planning.

SAW Grant projects typically include the following tasks, on which OHM and the client collaborate:

- **Assistance in completing and submitting the EGLE SAW Grant application**
- **Inventory of Stormwater and Wastewater Assets** | Collecting all available historical information on the cities stormwater and wastewater utility assets and manhole surveys.
- **GIS Hardware/Software/Training** | Evaluating the client's existing system, recommending upgraded hardware and software so the client can better utilize their GIS system as an operational and planning tool. The result will allow the GIS data base to be fully used as a conditional evaluation tool, as well as ensuring the ability of the database to merge with the client's computerized maintenance management system program.
- **Metering & Wet Weather Modeling** | Flow meter data and rain gauge data are utilized to assist in the creation of a representative hydraulic and hydrologic model of the stormwater and wastewater collection systems.
- **System Cleaning and Televising Inspection** | Completing a NASSCO certified sanitary and storm sewer PACP data collection and conditional assessment.
- **Condition Assessment and Critical Assets Determination** | Field collected data, as well as available historical data and complaint history, to create a numerical assessment model to identify the infrastructure assets criticality and condition.
- **Level of Service Determination** | Working with the client and critical stakeholders to review and amend, as needed, the expectations of regulatory agencies as well as stakeholders to develop a desired level of service.
- **Revenue Structure Development** | Required by the SAW Grant to ensure a sustainable rate structure.
- **Capital Improvement Structure Development** | Condensing combined findings into a long term capital improvement and investment plan for the client's systems.

To date, we have assisted the following communities with their Asset Management Plans under the SAW Grant program: ➡

SAW Grant - Overview

VARIOUS COMMUNITIES, MI

City of Auburn Hills	Wastewater AMP
City of Auburn Hills	Stormwater AMP/SMP
City of Livonia	Wastewater AMP
Superior Township	Wastewater AMP
Traverse City	Wastewater AMP
Traverse City	Stormwater AMP/SMP
Orion Township	Wastewater AMP
Orion Township	Stormwater AMP/SMP
City of Owosso	Wastewater AMP
Saginaw Co Rd Commission	Stormwater AMP/SMP
City of Harrisville	Wastewater AMP
City of Harrisville	Stormwater AMP/SMP
City of Rochester Hills	Wastewater AMP
City of Rochester Hills	Stormwater AMP/SMP
City of Westland	Wastewater Design
City of Westland	Stormwater AMP
Ypsilanti Communities Utility Authority	Wastewater AMP
Wolf Lake Common Fund	Wastewater AMP
City of Battle Creek	Wastewater AMP
City of Battle Creek	Stormwater AMP
City of Novi	Wastewater AMP/SMP
City of Milan	Wastewater AMP
City of Milan	Stormwater AMP/SMP
Village of Ontonagon	Wastewater AMO
Village of Ontonagon	Stormwater AMP/SMP
City of Oak Park	Wastewater AMP/SMP
City of Dearborn	Wastewater Design
Napoleon Township	Wastewater
Ackerson Lake	Wastewater AMP
Village/Camp Storer	Wastewater AMP
Village of Baraga	Wastewater AMP
Village of Baraga	Stormwater AMP/SMP
Rose City	Wastewater AMP
Rose City	Stormwater AMP/SMP
City of Hancock	Wastewater AMP

City of Hancock	Stormwater AMP/SMP
Village of Brooklyn	Wastewater AMP/Design
Alliance of Downriver Watersheds	Stormwater AMP/SMP
Grant Township	Wastewater AMP
Lapeer Co Rd Commission	Stormwater AMP/SMP
City of Southfield	Wastewater AMP
City of Alma	Wastewater AMP
Village of Chesaning	Wastewater AMP
Village of Chesaning	Stormwater AMP/SMP
City of Dexter	Wastewater AMP
City of Dexter	Stormwater AMP/SMP
Huron Clinton Metro Park	Stormwater AMP/SMP
Columbia Township	Wastewater AMP/Design
Brighton Township	Wastewater AMP
City of Romulus	Wastewater AMP
City of Romulus	Stormwater AMP/SMP
Augusta Township	Wastewater AMP
City of Fenton	Wastewater AMP
City of Fenton	Stormwater AMP/SMP
Village of Milford	Wastewater AMP
Village of Milford	Wastewater Design
City of Ypsilanti	Stormwater AMP

OHM ADVISORS PROVIDES ASSISTANCE BY DEVELOPING LONG RANGE INFRASTRUCTURE PLANNING AND INVESTMENT STRATEGIES

COMPLETION

Design
Three Years

CLIENT INFORMATION

Various Communities, Michigan

COST

Design
Grants up to \$2M;
Service Fee Varied

SERVICES PROVIDED

Funding
Planning



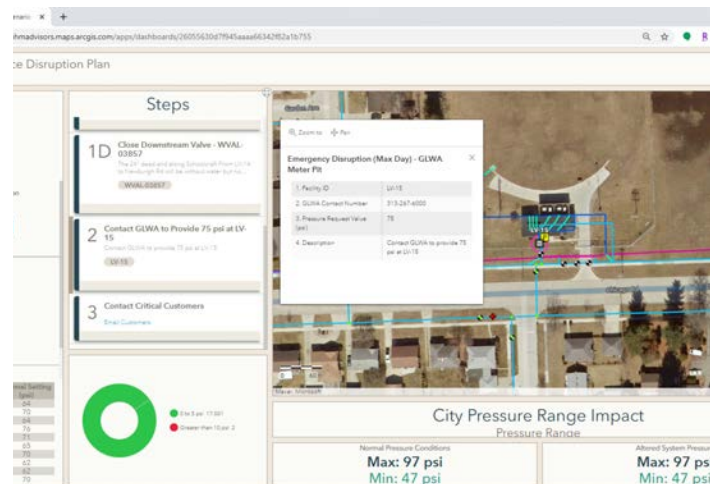
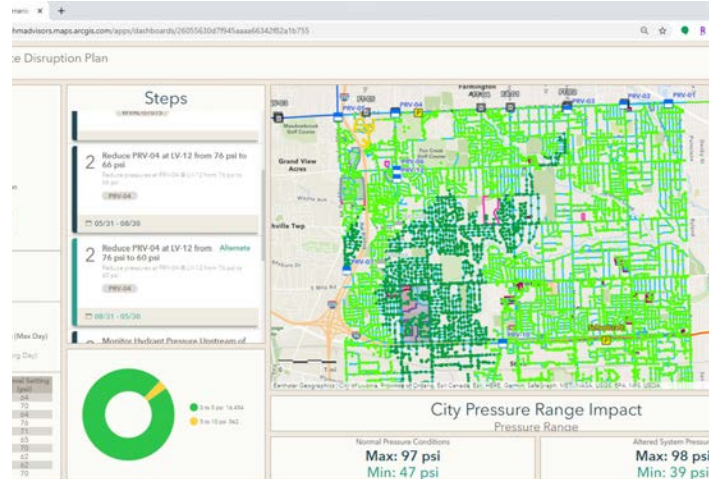
Enhanced Emergency Response Plan

LIVONIA, MI

The City of Livonia, Michigan has experienced more severe water system failures with the normal aging of their assets, resulting in chaos for the City operators, administrators, and residents. The City sought improved protocols to reduce the impact of these emergencies. The City took advantage of the America's Water Infrastructure Act (AWIA) EPA requirements, calling on OHM to assist in the development of an enhanced Emergency Response Plan.

Emergency scenarios were developed with the City, including the loss of master meter feeds, loss of key City facilities, and the loss of key Great Lakes Water Authority (GLWA) facilities that would impact the City's system. A hydraulic analysis for each of these scenarios was completed using Innovyze's InfoWater software. The impacts of these scenarios were analyzed and the recommended system changes to counteract the asset failures were documented.

Our experts in water resources and geographic information system (GIS) mapping took an innovative approach to documenting the protocol for the numerous scenarios that were modeled. Instead of a typical paper report and hundreds of maps, OHM utilized ArcGIS Dashboard to create an interactive environment the City could use to help guide them in an emergency scenario. The interactive dashboard displays the City's water system including water main, valves, hydrants, vertical facilities, critical users, and GLWA's facilities. The City can select which scenario they would like to view and step-by-step guidance for that scenario will appear along with the resulting impacts to system pressure. The step-by-step guidance provides details on which system changes need to be made to counteract the failure. Each step that is related to a City asset will display the respective asset's location in the field. The final step identifies the critical customers impacted by the system changes; the system provides the option to generate an automated email populated with the critical customers' contact information and appropriate text warning the customers of potential service disruptions.



COMPLETION
Study
3.2021 - 12.2021

CLIENT INFORMATION
City of Livonia
Donald Rohraff,
Director of Public Works
12973 Farmington Road
Livonia, MI 48150
734. 466.2607

COST
Study
\$33,500



SERVICES PROVIDED
Asset Management
Drinking Water Engineering
GIS Services
Planning

Risk & Resiliency Assessments and Emergency Response Plans Overview

VARIOUS COMMUNITIES, MI

America's Water Infrastructure Act of 2018 (AWIA) requires community drinking water systems that serve more than 3,300 people to complete a Risk and Resilience Assessment (RRA) and develop a corresponding Emergency Response Plan (ERP), and to re-certify those documents going forward every five years.

A utility must conduct a Risk and Resilience Assessment (RRA) and submit certification of its completion to the U.S. EPA. A RRA includes:

- Natural hazards and malevolent acts
- Resiliency of water facility infrastructure
- Monitoring practices
- Financial systems
- Chemical storage and handling
- Operation and maintenance

Within six months of submitting a RRA, a utility must submit an Emergency Response Plan (RRP) and certify completion to the U.S. EPA. An ERP includes:

- Strategies and resources to improve physical security and cybersecurity.
- Methods to detect and plans and procedures for responding to a natural hazard or malevolent act that threatens the system and safe drinking water.
- Actions and equipment to lessen the impact of a malevolent act or natural hazard, including alternative water sources, relocating intakes, and flood protection barriers.

OHM Advisors led 30 communities in Michigan, Ohio, and Tennessee through the development and submittal of their Risk and Resiliency Assessments and Emergency Response Plans. All thirty communities completed their EPA-required AWIA plans on time and on budget.



CLIENT INFORMATION

Various Communities in
Michigan, Ohio, Tennessee

COST

Design
\$515,000



SERVICES PROVIDED

Drinking Water Engineering
Ecological Services
Planning

“OHM COMPLETED OUR PLANT’S AWIA RISK AND RESILIENCE AND EMERGENCY RESPONSE PLANS UPDATES AND EVERY INDIVIDUAL THAT WORKED ON THAT PROJECT WAS EXTREMELY PROFESSIONAL AND KNOWLEDGEABLE. I WOULD NOT HESITATE AT ALL TO CHOOSE OHM TO HELP WITH ANY OF OUR FUTURE PROJECTS.”

– JOEL MARTINEZ, MANAGER, EAST LANSING MERIDIAN WATER AND SEWER AUTHORITY

Dearborn Citywide Sewer Study

DEARBORN, MI

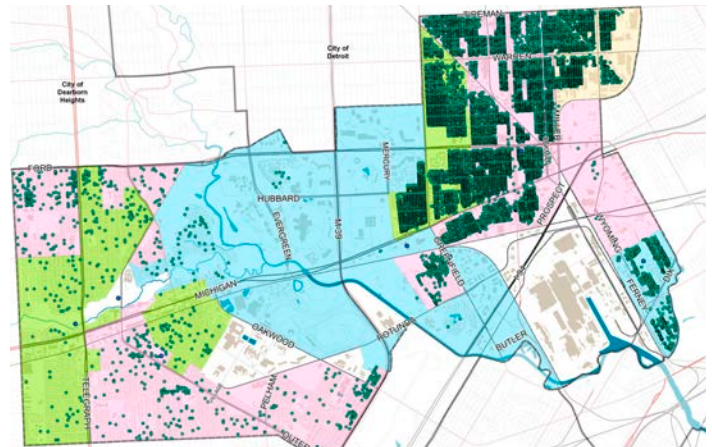
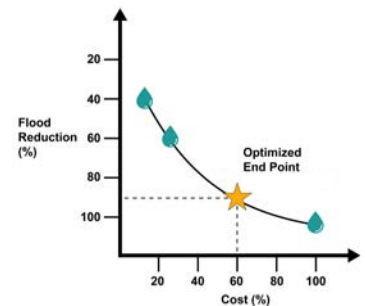
During 2021, the City of Dearborn was impacted by three major urban flooding events on June 25-26, July 16, and July 24, that resulted in widespread basement backups and street flooding, causing millions of dollars of damage for the residents of Dearborn. The most flood-devastated areas of Dearborn are home to its most vulnerable populations, including seniors, lower-income residents, and renters, who often lack the resources to recover quickly from such disasters. In the face of significant flooding, ever-increasing development in the upstream reaches of the Rouge River watershed, and the uncertainty of future heavy precipitation events, the City of Dearborn proposed a study to evaluate the existing sanitary, combined, and stormwater conveyance systems within the city. The goal of this strategic study is to make informed decisions concerning potential short-term and long-term improvements to the City's sewer system and to mitigate associated risks.

The City, approximately 25 square miles, is relatively flat and lacks topographical relief. The City is traversed by the main and lower branch of the Rouge River, which lies in the shallow valleys. The City's collection system has a total of 456 miles of sewer, most of it constructed before 1940. The City's sewer system is divided into six drainage districts that collectively capture and convey wastewater and stormwater from the City. Approximately forty percent of the City is served by combined sewers. Another thirty percent is served by a separated sewer system where stormwater runoff is collected in a separate pipe and conveyed to the Rouge River. Sanitary flows are collected in a separate sanitary main and conveyed to the Great Lakes Water Authority Water Resource Recovery Facility. The remaining thirty percent of the City is served by a hybrid system where much of the stormwater is discharged to a separate storm sewer, but the combined/sanitary sewer still has some stormwater volume sources.

OHM Advisors and its project partners were brought in to lead this two-year study. The project team performed flow metering, developed a hydrologic and hydraulic model of the entire system from scratch and developed design criteria with the City's team for evaluation of the existing system and developing a set of alternatives. An optimization process was utilized that evaluated 100,000+ options to identify the most cost-effective combination of technologies that meet the outlined design criteria. Capital construction costs were calculated and added to operation and maintenance costs to identify total life cycle costs.

The project team further evaluated the preferred alternative (sewer separation) and calculated the incremental capital cost vs flood reduction ratio. As more dollars are invested in projects aimed a flood reduction, the achieved benefits decrease, requiring larger investments to achieve similar results. A project report identifying a prioritized list of projects was prepared and the team assisted the City with applying for several funding sources for implementation, including Michigan's State Revolving Fund program and several federal funding sources.

Dearborn's optimized investment for greatest flood reduction benefit.



Flood claims across the City during June 25-26, 2021 flood event.

COMPLETION

Study
09.2022 - 12.2024

COST

Study
\$910,000



CLIENT INFORMATION

City of Dearborn
Mark Gaworecki,
Water & Sewer Utility Manager
16901 Michigan Avenue
Dearborn, MI 48126
313.943.2150
mgaworecki@ci.dearborn.mi.us

SERVICES PROVIDED

Community Engagement
Stormwater Engineering
Wastewater Engineering
State Revolving Fund Project
Planning

DWSD Capital Asset Inventory

DETROIT, MI

The DWSD Capital Infrastructure Mapping and Inspection project focused on providing essential asset mapping and GIS services for the water and sanitary sewer system in the City of Detroit. This project aims to enhance the efficiency and effectiveness of the department's maintenance and capital asset management planning. In total, more than 12,000 assets were mapped using High Accuracy GNSS receivers.

Through extensive utility locating and GIS Mobile mapping our team mapped out water and sewer system features, identifying key components and areas that require inspection or maintenance. By implementing a comprehensive asset management plan, we will ensure that the water infrastructure remains in optimal condition and meets the needs of the community.

Our services will not only improve the reliability of the water system but also enhance overall operational efficiency. With our expertise in mobile mapping and GIS, we developed solutions that minimize risks and address potential issues before they escalate.

Overall, the DWSD Capital Infrastructure Mapping and Inspection project will contribute to the sustainability and longevity of the water and sewer infrastructure, ultimately benefiting the residents and businesses in the City of Detroit.



Installing the RTK/GNSS base station that was used to collect the data for the project.

COMPLETION

Design
3.2020 - 6.2023

COST

Design
\$336,000



CLIENT INFORMATION

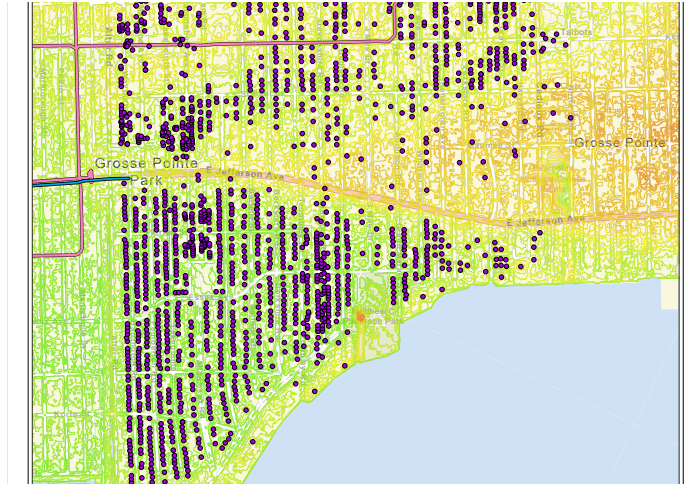
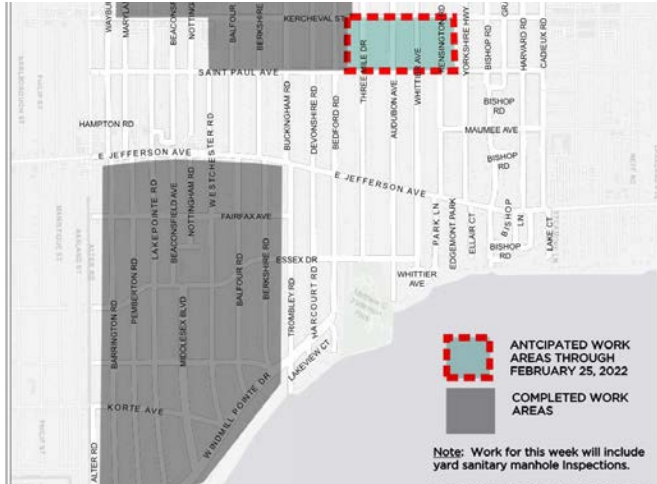
Detroit Sewerage and Water
Department
Anil Gosine,
Program Manager
6425 Huber St,
Detroit, MI 48211
Anil.Gosine@detroitmi.gov

SERVICES PROVIDED

Asset Management
GIS Services

Grosse Pointe Park Sanitary System Evaluation

GROSSE POINTE PARK, MI



As a result of flooding and basement backups from severe storm events in the past few years, the City of Grosse Pointe Park has committed to investigating and improving the public utility infrastructure system and sewer system operations. In September 2021, OHM Advisors began assisting the City with the sanitary sewer system investigation program.

Pipetek was contracted to complete a comprehensive condition assessment of the entire Grosse Pointe Park Sanitary Sewer system starting in October 2021. This included sewer televising, cleaning, and manhole inspections. Pipetek crews completed CCTV inspections of all accessible portions of the City's sanitary sewer system in September 2022. OHM reviewed the data and provided O&M plans and developed a CIP program.

Additionally, OHM developed a hydrologic/hydraulic model to determine the hydraulic capacity of Grosse Pointe Park's sanitary sewer system and used the model to simulate proposed projects within the City.

OHM continues to work with the City to determine a path forward to improve the life of the sanitary sewer system to serve the community.



COMPLETION

Construction
09.2021 - 09.2022

COST

Construction
\$50,000



CLIENT INFORMATION

City of Grosse Pointe Park
Nick Sizeland,
City Manager
15115 East Jefferson Avenue
Grosse Pointe Park, MI 48230

SERVICES PROVIDED

Asset Management
Municipal Engineering
Wastewater Engineering

Pittsfield Village Improvements

ANN ARBOR, MI

The City of Ann Arbor has identified various proposed transportation, stormwater, sanitary sewer, and water system improvements for the Pittsfield Village neighborhood. The Pittsfield Village neighborhood has also historically experienced flooding and basement backups as a result of large rain events. Various sanitary sewer and stormwater improvements have been recommended as part of previous studies and analyses. This project involves development of a comprehensive plan that encompasses previously recommended utility and roadway improvements within the Pittsfield Village neighborhood. OHM Advisors is performing the field data collection as well as the detailed design and preparation of bidding documents for construction of the recommended improvements.

Proposed water main improvements include replacement and upsizing of the existing asbestos cement water mains throughout the neighborhood. Lead service line replacements will also be performed as part of this effort where needed. Roadway improvements include rehabilitation of approximately 2.7 miles of roadway within the neighborhood as well as development of a Pedestrian/Mobility Improvements Plan that will address sidewalk gaps and implement a bike corridor.

Previous sanitary sewer study efforts recommended upsizing a stretch of sanitary sewer as well as performing rehabilitation on select pipes within the neighborhood that were previously inspected and identified to have degradation or contribute significant stormwater inflow and infiltration into the sanitary system. As part of this project, OHM will perform data analysis and hydraulic modeling to review and verify these previously recommended improvements for inclusion in the final design of the sanitary sewer improvements.

Previous stormwater studies also recommended multiple improvements to the stormwater system that will improve water quality during smaller storm events and provide peak flow attenuation during larger storm events. As part of this project, OHM will update the City's hydraulic stormwater model with recent survey data to review and verify the previously recommended improvements for inclusion in the final design of the stormwater improvements. Recommendations may include construction of bioretention areas, upsizing conveyance pipes, and expansion of the stormwater system to areas of the neighborhood without direct access to a stormwater pipe.



Extensive public engagement with the Pittsfield Village residents will be required throughout the project to build trust and provide transparency to the residents. The project team will engage the public early and often throughout the course of the project, provide a schedule with clearly established milestones, and facilitate multiple meetings to create a collaborative environment that welcomes discussion.

The above efforts will provide the Pittsfield Village neighborhood with an updated utility and roadway system that will address previous issues and offer an improved level of service to the residents.

COMPLETION

Design
11.2023 - 12.2025

CLIENT INFORMATION

City of Ann Arbor
Igor Kotlyar, Project Manager
301 East Huron Street, Ann Arbor, MI 48107
734.794.6410 ext. 43634
IKotlyar@a2gov.org

COST

Design
\$1,140,971
Construction
\$12,000,000



SERVICES PROVIDED

Community Engagement
Drinking Water Engineering
Municipal Engineering
Planning
Site Design
Stormwater Engineering
Survey
Transportation Engineering
Wastewater Engineering

Ann Arbor Parks & Recreation Asset Management Plan

ANN ARBOR, MI

The City of Ann Arbor is home to 2,210 acres of parkland, 163 park properties, and 1,400 acres of natural areas. The city's commitment to green space is evident as parks and open spaces make up approximately 11.6% of the city's available land space. OHM is currently working with the city to develop an Asset Management Plan to assess existing assets, develop prioritized short-, medium-, and long-term capital improvement projects, and optimize city resources at its park facilities. Inclusive of extensive community and stakeholder engagement, the project is intended to capture the current state of the parks and recreation facilities within Ann Arbor and align on the deployment of a software solution to guide necessary improvements over time.

The project includes the development of a GIS-based asset inventory and condition assessments of park amenities. These assessments were used to determine the remaining usable life for park assets and contribute to a deeper understanding of the lifecycle and replacement costs to inform the capital improvements list.

Our team is also analyzing the current level of service for the parks system and working to establish target levels of service that represent best practices from the National Recreation and Park Association and the American Planning Association.

An essential component of the implementation of an asset management program is the identification of viable funding sources. Our team is developing a funding strategy, aligned with the city's other strategic planning initiatives, to ensure operations, maintenance, and necessary improvements are grounded in funding realities.



Asset Management

Facilities

Location	Building/Unit	SquareFeet	YearBuilt	Construction Type
Argo Canoe Livery	AC Restrooms	472	1971	One-Story Structure
Argo Canoe Livery	Office Area	1,373	1971	One-Story Structure
Bandemer Park	Boat House	5,612	2000	One-Story Structure
Bryant Community Center	Bryant Community Center	4,695	1970	One-Story Structure
Buhr Park	Ice Arena	26,745	1968	One-Story Structure
Buhr Park	Main Building	7,624	1968	One-Story Structure
Cobblestone Historic Farm	Animal Barn	1,256	1972	Two-Story Structure
Cobblestone Historic Farm	Cobblestone Event Barn	6,276	1982	Three-Story Structure
Cobblestone Historic Farm	Cobblestone Historic Farm House	5,548	1844	Three-Story Structure
Eberbach Cultural Arts	Eberbach Cultural Arts	4,479	1972	One-Story Structure
Farmers Market	Canopy	17,000	1931	One-Story Structure
Fuller Park	Camp Room	356	1968	One-Story Structure
Fuller Park	Lobby	2,474	1968	One-Story Structure
Fuller Park	Locker Room	1,900	1968	One-Story Structure
Fuller Park	Mechanical Room	1,750	1968	One-Story Structure
Gallup Canoe Livery	GC Restrooms	1,630	1960	One-Story Structure
Gallup Canoe Livery	Rentals	1,675	1960	One-Story Structure
Huron Hills Golf Course	Barn Shop	2,071	1962	One-Story Structure
Huron Hills Golf Course	Clubhouse Office Area	3,264	1962	One-Story Structure
Huron Hills Golf Course	Irrigation Pump House	54	1962	One-Story Structure
Kempf House	Museum	1,199	1853	Two-Story Structure with Basement
Leslie Golf Course	Barn	3,758	1967	Two-Story Structure with Basement
Leslie Golf Course	Chemical Storage	347	1967	One-Story Structure
Leslie Golf Course	Clubhouse	3,676	1969	One-Story Structure
Total		194,900	1961	

lites Facility Condition Building Statistics System Needs GeneralObservations Reference API

COMPLETION

Design
05.2024 - Ongoing

COST

Design
\$729,104



CLIENT INFORMATION

City of Ann Arbor
Adam Fercho,
Park Planner

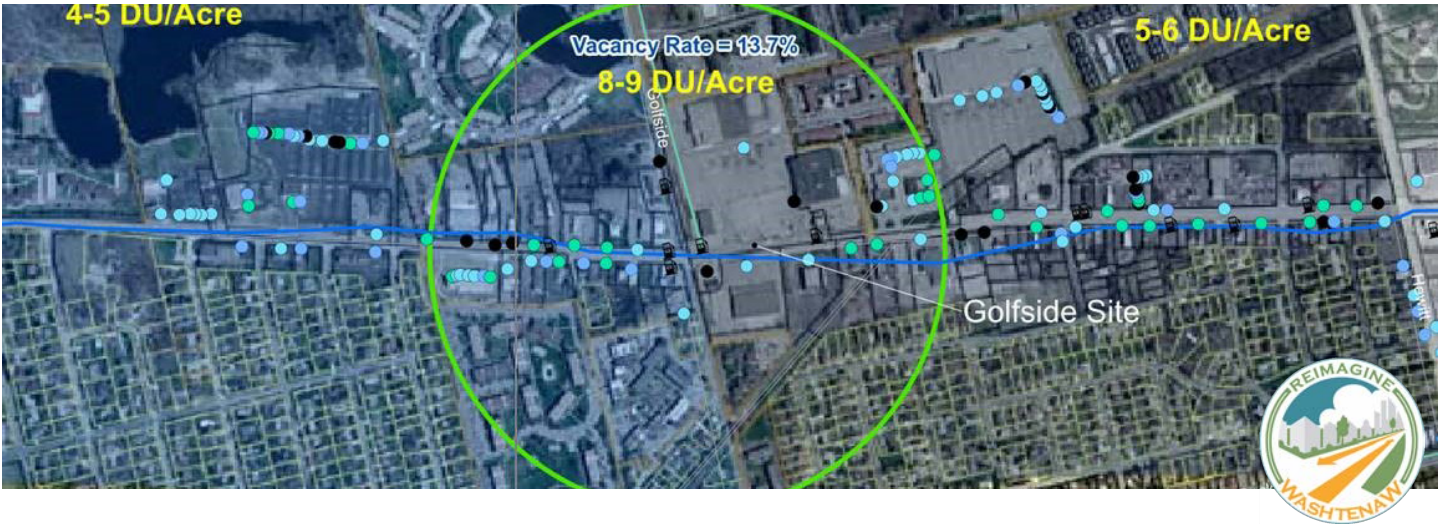
301 E. Huron Street
Ann Arbor, MI 48104
734.794.6110

SERVICES PROVIDED

Asset Management
GIS Services
Planning

Re-imagine Washtenaw Sidewalk Gap Project

WASHTENAW COUNTY, MI



Through allocated CDBG funds, OHM was hired to assist Washtenaw County and Ypsilanti Township to help fill in gaps in the sidewalk along a heavily traveled pedestrian corridor just west of the EMU campus. Dirt “goat” paths were formed due to the volume of pedestrians walking this stretch of the corridor, and as part of the Re-imagine Washtenaw effort, it was planned to fill in these gaps.

OHM assisted with preliminary estimates to scope how many of these gaps could be filled within the project budget. OHM then performed a topographic survey per MDOT requirements, and identified critical permanent and temporary easements. The right-of-way (ROW) limits and property boundaries were challenging. The limits included seven required easements for success of the project, which coupled with tight property boundaries and ROW limits caused a unique coordination challenge. OHM worked with the County during this preliminary stage to identify improvements that would be necessary to complete the needed ADA improvements, as well as improvements on private property that would be needed to mitigate parking. OHM designed the sidewalk, approaches, Maintenance of Traffic (MOT) and pedestrian signals for this vital connectivity project.

Initially the study was orchestrated as a preliminary design, but later led to scope modifications through a series of meetings and easement challenges. MDOT did not perform the signal design as anticipated, and OHM was asked to modify the design and add signal design through a change order. OHM was also tasked with preparing all easement documents that were used in property owner negotiations.

COMPLETION

Study
9.2016

Design
7.2019

Construction
12.2020

COST

Study
\$9,500

Design
\$35,500

Construction
\$297,000

CLIENT INFORMATION

Washtenaw County Office of
Community and Economic
Development

Nathan Voght,
Project Manager

415 W Michigan Avenue
Ypsilanti, MI 48197
734.544.3055

SERVICES PROVIDED

Community Engagement
Survey
Traffic Engineering
Transportation Engineering



Rouge Valley Sewage Disposal System; LTCAP Design & Construction

WAYNE COUNTY, MI

In 2019, OHM began assisting the Wayne County Department of Public Services with a long-term rehabilitation program for the Rouge Valley Sewage Disposal System (RVSDS). Many of the manholes in the system are in a well-known floodplain along Hines Drive in Westland, MI. During storm events, these manholes are often submerged causing thousands of gallons of rainwater to enter the sewage system. The existing system is not sized to accommodate the additional volume and regularly surcharges following storm events. This causes untreated sewage water to overflow into the nearby Rouge River. Wayne County has been working with the Department of Environment, Great Lakes, and Energy (EGLE) to reduce overflows into the river.

The County has been working with the Department of Environment, Great Lakes, and Energy (EGLE) to address Sanitary Sewer Overflows (SSOs) as part of a multi-phase Long-Term Corrective Action Plan; this program has been funded through the State Revolving Fund (SRF) Loan Program. The projects performed under this program emphasize asset management on the RVSDS and focus on structural and operational improvements. Following these improvements, the County will evaluate the need for a wet weather storage facility.

OHM has led a multi-firm engineering team focusing on the design, procurement, and construction administration for several multi-million-dollar projects. The projects have included widespread manhole rehabilitation, junction chamber retrofits, several miles of sewer rehabilitation, lift station optimizations, and siphon improvements. OHM has successfully coordinated with a variety of stakeholders impacted by the LTCAP projects. Stakeholders have included Wayne County Parks Department, County Permit Offices, EGLE, local communities, private property owners. OHM has also assisted Wayne County in applying for and securing several SRF Loans to fund these projects.



COMPLETION

Design
08.2019 - 06.2024

Construction
08.2022 - 05.2025

COST

Design
\$4,100,000

Construction
\$40,000,000



CLIENT INFORMATION

Wayne County Department of
Public Services
Patrick Cullen,
Deputy Drain Commissioner
3600 Commerce Court
Wayne, MI 48184
734.326.4437

SERVICES PROVIDED

Asset Management
Community Engagement
Construction Administration
Construction Engineering
Ecological Services
Funding
GIS Services
Survey
Wastewater Engineering

GLWA CSO Long-Term Control Plan

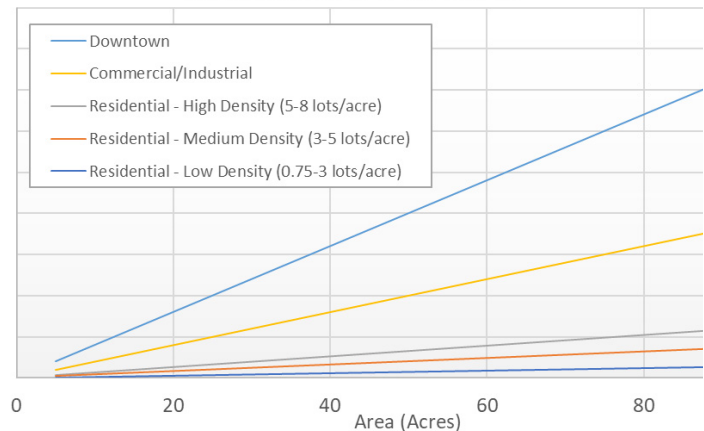
DETROIT, MI

OHM is a sub-consultant on the LimnoTech team for development of the CSO Long Term Control Plan (LTCP) for this regional wastewater system serving four million people. OHM's tasks include leading the design standards and level of service development, alternatives evaluation, conceptual engineering, and stakeholder engagement for alternatives. OHM is also assisting with hydraulic modeling, water quality modeling and system optimization tasks. The LimnoTech team has a total budget of \$7.8 million, with \$1.1 million assigned to OHM.

The Great Lakes Water Authority (GLWA) was required under its NPDES permit to submit an updated combined sewer overflow (CSO) Long Term Control Plan by May 15, 2023. This LTCP is supporting GLWA in developing an updated plan that addresses three key goals – affordability improving water quality of the receiving waters, and approval by EGLE – by building on the significant work done in the recently completed Wastewater Master Plan (WWMP). Knowing that affordability is a critical constraint, this plan is being developed by leveraging the adaptive management approach from the NPDES permit with the flexibility embedded in the WWMP and the Regional Operating Plan (ROP) concepts to focus on maximizing water quality benefit in local waterways and gain regulatory approval of the updated LTCP. The LTCP will provide a clear roadmap for execution, including detailed project plans for the next 10 years, schedules, and budgets, as well as an operational plan for longer term planning using an adaptive management approach.

The project included a significant modeling component to update the SWMM model of the system and pair it with a water quality model of the Rouge River. The updated model was then simplified and skeletonized and used to perform alternatives optimization using genetic algorithms (performed by a partner firm). The best candidate alternative scenarios from the optimization process were then modeled by OHM in the full SWMM model to verify the performance and then OHM performed conceptual engineering and cost estimates for each alternative. The preliminary solution makes heavy use of inline storage within the exiting trunk sewers paired with source control through green infrastructure and downspout disconnection to achieve the CSO control goals of the project.

Alternative 1 Cost Curve

**COMPLETION**

Study
12.2020 - 05.2023

CLIENT INFORMATION

Sub to LimnoTech for Great Lakes Water Authority

Tim Kuhns,
GLWA Director of System Planning and Development

734.634.7861
Timothy.Kuhns@glwater.org

COST

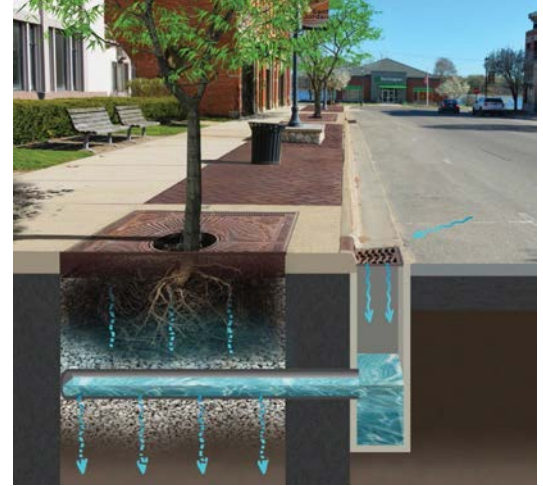
Study
\$1,100,000
(LimnoTech is prime.
OHM's budget \$1.1M.
Total \$7.8M)

**SERVICES PROVIDED**

Wastewater Engineering

Lake Charlevoix Communities Coastal Resilience Project

CHARLEVOIX, BOYNE & EAST JORDAN, MICHIGAN



The Lake Charlevoix Communities: Increasing Capacity for Coastal Resilience project was a collaboration between the Tip of the Mitt Watershed Council (TOMWC), Drummond Carpenter, and three municipalities within the Lake Charlevoix watershed: Boyne City, Charlevoix and East Jordan. Drummond Carpenter assisted with securing the grant funding from the Charlevoix County Community Foundation, the Coastal Management Program, Michigan Department of Environment, Great Lakes, and Energy and the National Oceanic and Atmospheric Administration. The project team selected areas for green stormwater infrastructure (GSI) consideration based on stormwater outlets to Lake Charlevoix, conditions of existing infrastructure, future planned improvements, and meetings with city officials. Locations of recommended GSI practices were artistically rendered to demonstrate how GSI could be integrated into the existing infrastructure. Due to 2020 public health considerations, an ArcGIS StoryMap (website based immersive story platform) was created as the information dissemination and collection vehicle to the public. The overall project StoryMap included background information on the project, links to the individual community StoryMaps, and a video recording of the public engagement webinar on stormwater pollution and GSI. StoryMaps for each community contained details for each GSI site including interactive GIS maps, existing and artistically rendered images, and a brief description of proposed GSI treatments. After the public was virtually guided through the StoryMaps, they were surveyed to gauge their reaction to the proposed GSI practice locations, aesthetics, and prioritization

for implementation of the practices. These responses provided feedback regarding which applications each community favored as well as other comments and concerns voiced by the public.

The project team prepared a final report and presented the final graphical renderings, educational information and the public engagement survey results to each of the three communities. The report included site analysis for potential GSI practices throughout each community, stormwater modeling, estimates of runoff volume treated, cost estimates for implementation, public survey data, and educational information about green infrastructure practices. The project was also used as a case study for interactive digital storytelling to engage the public in watershed planning efforts.

CLIENT INFORMATION

Office of the Great Lakes
Lauren Day,
Associate Director
231.347.1181 x1109
watershedcouncil.org

SERVICES PROVIDED

Green Infrastructure
Sustainability
Public Engagement
Public Outreach
Charrette Facilitation
Stormwater Modeling
Community Planning
Graphical Renderings



Sustainable Small Harbor Management Project Phase 2

GREAT LAKES / STATEWIDE MICHIGAN



Drummond Carpenter staff led this project that used an Integrated Assessment (IA) approach for evaluating strategies for Michigan small harbors to become more sustainable while facing an uncertain future. The project was co-funded by Michigan Sea Grant, Michigan Department of Natural Resources, Michigan Office of the Great Lakes, and Michigan State Housing Development Authority. The original phase of the Sustainable Small Harbors project was conducted in 2014-2017 to develop long-term, sustainable strategies that would enable Michigan's small Great Lakes coastal communities to maximize the benefits of their harbor facilities in the face of uncertain environmental conditions and funding sources.

Phase 2 of the project included updating the comprehensive decision-making toolkit that includes social, economic, and environmental components for small harbor harbors to follow to be more sustainable in the face of climate change and varying social constructs. The project also included follow-up and assessment of progress with case study communities (Au Gres, New Baltimore, Rogers City, and Ontonagon) and dissemination of lessons learned from phase 1. Lessons learned during proof of concept were subsequently tailored and applied to additional communities in Michigan including Arcadia, Benton Harbor, Elk Rapids, Lexington, and St. Joseph.

Drummond Carpenter developed the 2nd Edition of Sustainable Small Harbors Guidebook and affiliated Tools & Tactics. The Guidebook has chapters on strategies for social, environmental, and economic sustainability and advances new tools associated with environmental justice, engineering with nature, and coastal resiliency. A series of conference presentations and webinars were also provided to educate leaders around the State of Michigan on the available materials within the Guidebook.

CLIENT INFORMATION

Michigan Sea Grant
Dr Silvia Newell,
Director, MI Sea Grant
734.647.8215
senewell@umich.edu

SERVICES PROVIDED

Green Infrastructure
Sustainability
Public Engagement
Public Outreach
Charrette Facilitation
Community Planning
Community Mapping
Site Visioning
Graphical Renderings





ABDULLAH H. HAMMOUD
MAYOR

CITY OF DEARBORN

DEPARTMENT OF PUBLIC WORKS

April 2, 2025

To Whom It May Concern,

The City of Dearborn has enjoyed a close working relationship with OHM Advisors for the past ten years regarding our stormwater collection and water distribution system. Over that time, we've come to rely on OHM not only for their engineering services but also as a trusted advisor on a variety of complex projects.

OHM has supported us with sewer asset management, analysis and master planning, as well as SRF reporting. OHM Advisors consistently worked closely with us to meet the demanding deadlines for the design and implementation of these various storm sewer projects. Their flexibility, communication skills, and engineering expertise were invaluable in addressing last-minute changes to the system and were truly instrumental in the success of these projects.

We recommend OHM Advisors without reservation, and are confident that they will perform for you as well as they have for the City of Dearborn.

Best Regards,

Tim Hawkins
Director of Public Works
City of Dearborn



April 3, 2025

OHM Advisors, Inc.
1145 Griswold Street
Suite 200
Detroit, MI 48226

Subject: Letter of Recommendation

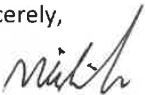
To whom it may concern:

In the summer of 2021, the City of Grosse Pointe Park was impacted by two severe rainstorms which caused widespread flooding through our community. As part of our response to this event, we worked closely with OHM Advisors to develop a comprehensive strategy to help reduce the risk of future events on our community. Shortly after the events, OHM helped to mobilize a community-wide response strategy which included a comprehensive condition assessment, flow metering, hydraulic modeling and initial capital recommendations. Since that time, OHM has also assisted in developing an asset management program that has resulted in a system-wide set of recommendations for repair, rehabilitation and upgrades to our most critical infrastructure. The City is currently using this information to inform a rate setting discussion to help our community align funding with anticipated infrastructure needs.

Throughout this process, OHM has provided subject matter experts and supporting engineering staff to help advance projects. OHM's project managers are proactive, responsive and understanding of our community's unique challenges and were instrumental in helping us advance this important work.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Nick Sizeland
City Manager

15115 EAST JEFFERSON AVENUE • GROSSE POINTE PARK • MICHIGAN • 48230 • 313.822.6200



CITY OF ANN ARBOR, MICHIGAN

Public Services Area / Engineering
301 E. Huron Street, P.O. Box 8647
Ann Arbor, Michigan 48107
Phone (734) 794-6430 Fax (734) 994-1744
Web: www.a2gov.org

Printed on recycled paper

April 5, 2025

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

To Whom It May Concern,

The City of Ann Arbor has worked closely with OHM Advisors (OHM) over the past decade on various tasks related to our water and wastewater systems. Our relationship with OHM has grown over this time from initially utilizing them for miscellaneous modeling and analysis tasks to now selecting OHM to provide comprehensive planning services for our water and wastewater systems.

In 2023 OHM was authorized to begin our water distribution comprehensive plan, and in late 2024 a wastewater master plan was initiated with OHM. Regarding the water system comprehensive plan, which has been in progress for some time, specific tasks include establishing Planning & Demand Projections, providing a Hydraulic Model Refresh and Asset Management Plan, creating a Capital Improvement Plan, and providing Public Engagement. To date, the city has been very pleased with the quality of work and progress on the project. OHM has exhibited innovation and expertise with their technical team and we look forward to continuing progress in 2025 towards project completion.

Please accept this letter of recommendation of OHM Advisors consulting services on our water system and we urge you to consider providing them an opportunity to perform similar professional services for your community as they have for ours.

Very truly yours,
SYSTEMS PLANNING

Troy Baughman, P.E.
Project Manager



SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

April 2, 2025

Mahdi Baydoun
6045 Fenton
Street, Dearborn Heights, MI 48127

RE: Letter of Recommendation

I am pleased to recommend Drummond Carpenter, PLLC, for the City of Dearborn Heights' RFQ for Infrastructure Resiliency Planning. SEMCOG has collaborated with Drummond Carpenter on several projects, and their professionalism and commitment to quality are impressive.

Drummond Carpenter has demonstrated their expertise in environmental and infrastructure resiliency, most notably serving as SEMCOG's technical consultant and providing grant administration support for our Community Green Infrastructure Grant program. Recently, they were selected as part of the consultant team for developing our Regional Resilience Improvement Plan for Southeast Michigan. SEMCOG's resiliency planning will be taking place during the similar timeframe as that of Dearborn Heights.

I have worked with Don Carpenter for more than a decade. He has a high level of stormwater management expertise from planning to design to construction oversight. Additionally, we often rely on Don to provide guidance to local governments on green infrastructure design and construction techniques. Don has an excellent ability to translate technical details to people whose careers are not stormwater management.

Finally, Don Carpenter's proven track record in coordinating public awareness and education initiatives has been invaluable in enhancing community engagement and understanding of stormwater management in the region.

I confidently recommend Drummond Carpenter to support the City of Dearborn Heights with Infrastructure Resiliency Planning efforts. Please let me know if you have any questions or would like to discuss this recommendation in more detail.

Sincerely,

A handwritten signature in blue ink that reads "Kelly C. Karll".

Kelly Karll, PE
Manager, Environment & Infrastructure

1001 Woodward Ave., Suite 1400 • Detroit, Michigan 48226 • (313) 961-4266 • Fax (313) 961-4869 • semcog.org

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Community College

Frank Viviano
Vice Chairperson
Supervisor,
Macomb Township

Amy O'Leary
Executive Director

Capacity & Workload

OHM Advisors attests to the fact that the key personnel provided within this proposal have adequate availability to provide the services as outlined in this document. Not only are the specific project personnel outlined here dedicated to the success of this project, we've got a bench of over 750 professionals at the ready should additional expertise be needed along the way to ensure milestones are hit.

We have planning leads along with several layers of experienced staff that will be leveraged for Dearborn Heights as needed. We are poised to leverage this strength for the City as we have on our previous planning efforts throughout the region. Additionally, we are supported by staff at Drummond Carpenter, our subconsultant, who bring additional skills and staff to meet the needs of your projects.

See tables below for our capacity broken down by discipline, firm-wide and for our Michigan locations.

DISCIPLINE	HEADCOUNT/CAPACITY	
	FIRM	MI (ALL)
ARCHITECTURE & INTERIOR DESIGN	30	12
CONSTRUCTION ENGINEERING	152	126
GEOGRAPHIC INFORMATION SYSTEMS	14	8
LANDSCAPE ARCHITECTURE & URBAN DESIGN	26	7
MECHANICAL, ELECTRICAL & PLUMBING ENGINEERING	19	10
MUNICIPAL ENGINEERING	169	101
PLANNING	20	6
SURVEYING	64	25
TRANSPORTATION, STRUCTURAL & GEOTECHNICAL ENGINEERING	42	51
WATER RESOURCES ENGINEERING & ENVIRONMENTAL	56	47
CADD TECHNICIANS	22	15
ADMINISTRATIVE & IT PROFESSIONALS	103	66

DRUMMOND CARPENTER STAFF	HEADCOUNT/CAPACITY	
	FIRM	MI (ALL)
ENVIRONMENTAL / PLANNING / RESILIENCY	36	9

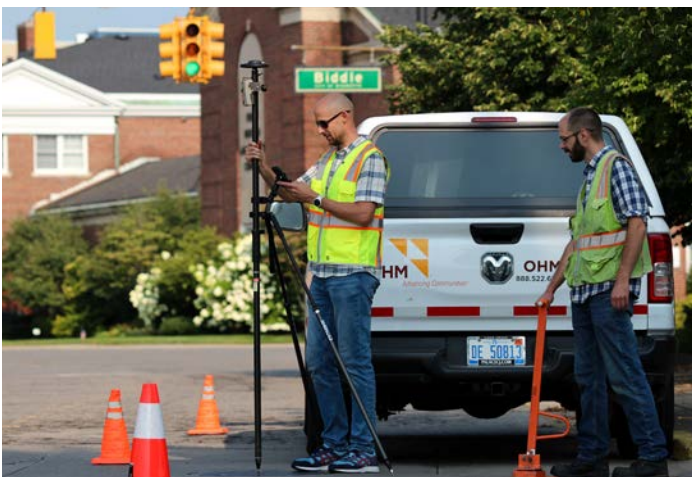
Building Better Communities

We understand that **strong infrastructure makes stronger communities**, and that it's a challenge for municipal and local governments to manage constant infrastructure improvement demands. Our seasoned team will assist you with efforts such as pavement management and maintenance programming, and sewer condition assessment and planning. We'll even help you create a vision plan for the future that includes realistic capital improvement goals and a plan for how to achieve them.

OHM brings **deep knowledge in asset management and capital improvement planning**. Our team has assisted dozens of communities across Michigan with asset management planning, including through the State's SAW grant program, DWAM grant program, and beyond. Our innovative team of asset management experts we have developed a **Utility Smart Board** tool that provides communities with an online, **interactive asset management dashboard** to enable more frequent and easier updates of asset specific metrics as asset data gets updated. The Smart Board tool enables forecasting of future needs based on anticipated, future condition states of assets. See an example of this dashboard on the following pages.

Additionally, our asset management team has developed an online interactive dashboard that can **make capital plan development as well as rate impact assessment available with the click of a button**.

See an example of these dashboard on the following pages.

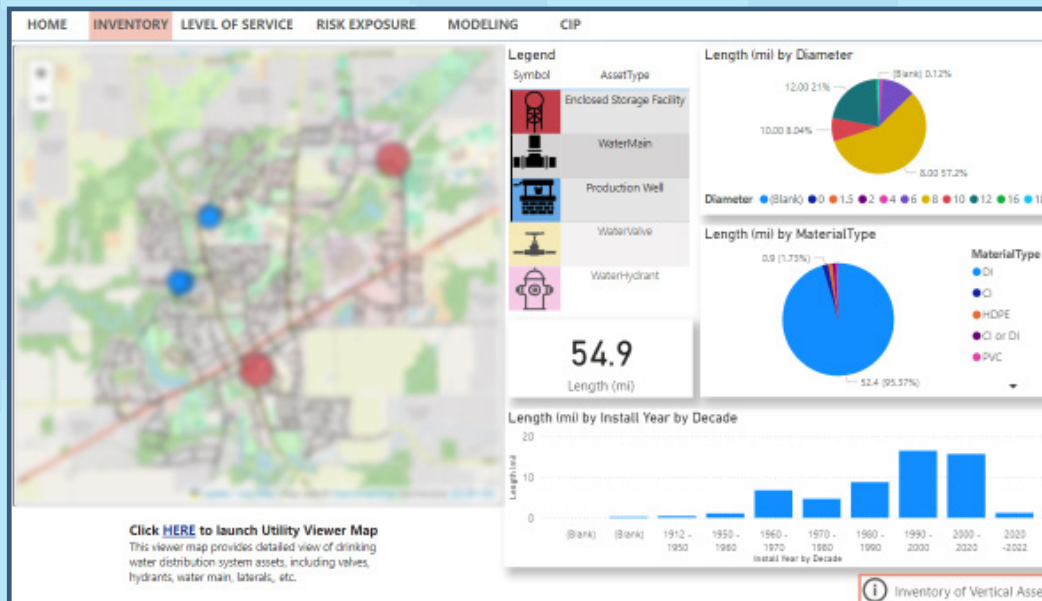




TRANSFORMING MUNICIPAL ASSET MANAGEMENT: “INTERACTIVE” ASSET MANAGEMENT PLANS

Many utilities either develop or update their asset management plans once-every-few-years. What if your asset management plan was not a paper or PDF document but accessible online? What if your plan updated automatically any time your infrastructure information is updated? What if this plan was in line with your regulatory requirements? What if your water modeling and capital planning fiscal information was readily available to you with a click of a button?

INTRODUCING OHM’S UTILITY SMART BOARD



NOTE: some elements in the client Utility Smart Board image above have been blurred to protect privacy



IMPROVED DECISION MAKING
Near real time data driven insights for effective resource allocation



ENHANCE COMMUNITY ENGAGEMENT
Add transparency to asset management and foster trust with your team and citizenry



COST EFFICIENCY
Visuals, tables, and calculations are updated automatically to reflect changes in underlying data

DISCOVER HOW THE UTILITY SMART BOARD CAN REVOLUTIONIZE
YOUR ASSET MANAGEMENT PLANNING PROCESS TODAY!
CALL: TOLL FREE 888 522 6711 • EMAIL: ASSETMANAGEMENT@OHM-ADVISORS.COM



INTRODUCING THE INFRASMART FINANCING HUB

REVOLUTIONIZING RATE IMPACT ASSESSMENTS AND FINANCIAL DECISION MAKING FOR UTILITIES

Asset management plans and rate impact assessments are typically only performed when mandated every few years. With **OHM Advisors' Sustainable Infrastructure (SI) Financing Smart Board**, an online interactive dashboard, utilities can assess financial forecasts, rate impacts, and capital planning needs annually — using rate studies that are typically performed only about once every five years.

WITH THE CLICK OF A BUTTON

ANALYZE ASSETS

As well as capital improvement planning, cash flow, debt coverage ratio, and more

VISUALIZE FINANCIAL DECISIONS

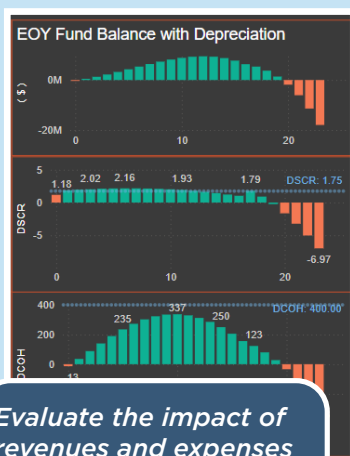
Simply upload updated financial data to reflect revisions in forecasts and metrics

IMPROVE DECISION MAKING

Data driven insights for effective resource allocation

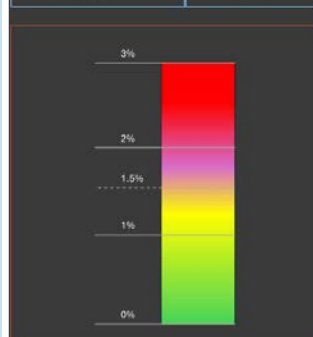
ENHANCE COMMUNITY ENGAGEMENT

Add transparency to potential rate adjustments and foster trust with your team and customers

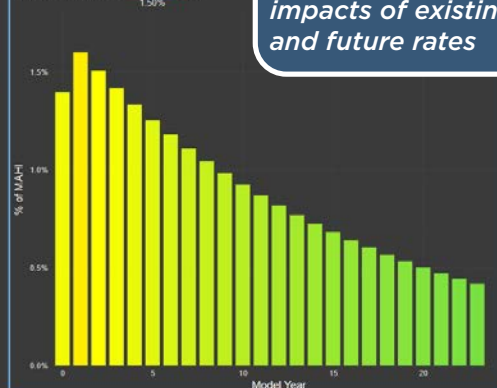


Evaluate the impact of revenues and expenses on end of year balances and financial metrics

MAHI (\$)	Annual Change (%)
2022	
\$55,146	6.30%



Monthly Rates as % of MAHI
Rate as % of MAHI 0.00% 1.50% 3.00%



Immediately assess the affordability impacts of existing and future rates

Contact your OHM Representative and our Asset Management Team to learn more
assetmanagement@ohm-advisors.com

Our Roots are In Michigan

Relationships, Not Clients

In 1962, engineering veteran John E. Hiltz joined Melvin “Ernie” Orchard to form John E. Hiltz & Associates in **Detroit, Michigan**, with 15 employees. Their vision was a firm built on extraordinary relationships with municipal clients, providing insightful engineering counsel, and delivering on a promise to Advance Communities.

Over the years, John E. Hiltz & Associates became Orchard, Papke, Hiltz and McCliment, Inc., Orchard, Hiltz & McCliment, Inc., and then OHM Advisors; while continually growing and diversifying our team and offerings to become a full-service consulting firm.

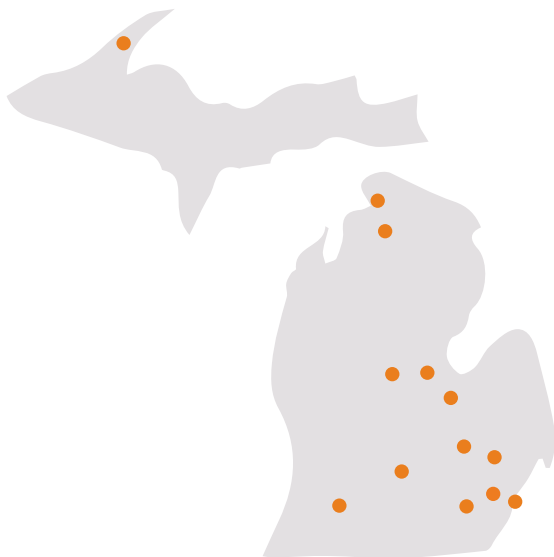
We later moved to new headquarters in **Livonia**, and continued growing its culture as trusted advisors to its Michigan community clients, including the cities of Livonia, Ypsilanti, and Farmington and the townships of Superior and Pontiac (now the City of Auburn Hills). **These original clients are still with us today – a testament to our strong client relationships!**

Purposeful Growth

At the start of our sixth decade, the firm continued the fastest growth period in its history, achieving impressive rankings on ENR’s list of Top 500 Design Firms and opening new offices across Ohio and the Greater Louisville area. Continuing to build upon our passionate mission to Advance Communities, our multi-state team of 750+ works with municipalities, state and federal agencies, Fortune 100 companies, developers, schools, universities and more to create designs that drive whole communities forward.

Move Communities Toward Tomorrow

Since our founding in 1962, we’ve stayed true to our roots—our people, our values and our mission—as we cultivate innovative solutions for the future. It’s where we start in every client community we partner with, working together today to make tomorrow better.



OHM Advisors currently has 13 offices in Michigan.

We are headquartered in **Livonia**, and that office will serve as your contract office for this project. Livonia is a quick **7 miles / 15 minutes away from Dearborn Heights!**

Other locations in Michigan include:

- » Detroit
- » Auburn Hills
- » Ann Arbor
- » Lansing
- » Kalamazoo
- » Fenton
- » Saginaw
- » Mt. Pleasant
- » Midland
- » Gaylord
- » Petoskey
- » Hancock

In addition to our Michigan locations, we also have 13 additional offices spread across Ohio, Tennessee, Indiana, Kentucky, Pennsylvania, and Florida!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/21/2024

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

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

PRODUCER Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9861		CONTACT NAME: Certs@pciaonline.com PHONE (A/C, No, Ext): (800) 969-4041 FAX (A/C, No): (800) 969-4081 E-MAIL ADDRESS: Certs@pciaonline.com															
INSURED Orchard Hiltz & McCliment, Inc., DBA: OHM Advisors 34000 Plymouth Rd., Livonia MI 48150		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: AIG Property Casualty Company</td> <td>19402</td> </tr> <tr> <td>INSURER B: National Union Fire Insurance Co</td> <td>19445</td> </tr> <tr> <td>INSURER C: Travelers Property and Casualty Company of America</td> <td>36161</td> </tr> <tr> <td>INSURER D: XL Specialty Ins. Co.</td> <td>37885</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A: AIG Property Casualty Company	19402	INSURER B: National Union Fire Insurance Co	19445	INSURER C: Travelers Property and Casualty Company of America	36161	INSURER D: XL Specialty Ins. Co.	37885	INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 24-25 New All

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liability ☒ X,C,U GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			GL 3961062	06/01/2024	06/01/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Employers Liability - \$ 10,000 COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY ☒ Com. \$1,000 ☒ Coll. \$1,000			AL 7107738	06/01/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CUP-4X416635-24-NF	06/01/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 10,000,000 EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC011967688 & WC011967689	06/01/2024	06/01/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			DPR5036974	12/01/2024	12/01/2025	Each Claim \$ 5,000,000 Ann Aggregate \$ 7,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

For Informational Purposes Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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3

SPECIALIZED KNOWLEDGE

- Familiarity with the Scope Items & Requirements

Our Experience

OHM Advisors (OHM) has assembled a proven and unique team (“the OHM team”) of technical experts in asset management, capital planning and infrastructure resiliency, as well as project management to successfully execute this multifaceted project. The OHM team will work collaboratively with the City of Dearborn Heights (the City) to deliver an infrastructure resilience plan that positions the City to make well-informed decisions about future investments for a thriving community well into the future. The nature of this project and the overlap with the Comprehensive Master Plan & Environmental Resilience Plan presents a unique opportunity for a data-driven, community-informed approach to capital improvement planning. The OHM team will pair a comprehensive data collection and analysis strategy with meaningful community engagement and public education to produce an effective and holistic capital improvement program.

Our team brings energy and a clear perception of the task at hand, which is the need to understand the state of the City’s infrastructure while analyzing the impediments and impacts to mitigating hazards. We will initiate this project by gathering key information to develop a full understanding of the City’s existing data, identifying data gaps and leveraging experienced professionals to execute our plan.

Our OHM team’s approach for this study is to utilize existing studies and recently completed construction project data and build upon that information to support the City’s goals for this project in an efficient manner.

ASSET MANAGEMENT PLAN

The OHM team will begin with an overall asset inventory within the City. The goal is to identify data gaps and other information needed on the City’s infrastructure. The City has past studies, plans and design documents that contain valuable information that can be used to focus the development of the Asset Management Plan and expedite the asset inventory and evaluation. The OHM team will start with this existing information and perform a detailed desktop review of available background information associated with the City’s sanitary, storm and drinking water systems. We anticipate collecting, reviewing, and assessing the following information:

- ▼ **Sanitary System Geographical Information System (GIS)**
- ▼ **Stormwater System GIS**
- ▼ **Water Distribution System GIS**
- ▼ **Hydraulic models of sanitary, storm and drinking water systems, if available**
- ▼ **City’s Master Plan/Land Use Plan**
- ▼ **DWSRF Project Plan**
- ▼ **CSO Separation Program**
- ▼ **Pavement Surface Evaluation and Rating System (PASER)**
- ▼ **Previous two years of water meter billing data**

- ▼ **CCTV inspections videos, report, and records of sanitary and storm sewer mains and manholes**
- ▼ **Parcels with disconnected footing drains**
- ▼ **As-built plans for water mains, storm sewers, and sanitary sewers, as requested**
- ▼ **Historical incident reports of basement backups and sanitary sewer overflows and surface flooding**
- ▼ **Drinking water and wastewater service agreements with system connections (GLWA and DUWA)**

Additionally, areas where the City is lacking data within the storm, sanitary and drinking water systems will be identified with the assistance of City staff by reviewing the number and distribution of assets and the completeness of attribution data within each of the datasets. Our team will then develop a presentation summarizing our findings, that will be comprised of maps, data tables and summaries of each of the drinking water, storm sewer and sanitary sewer system assets. This presentation is aimed at allowing for open communication and knowledge transfer between the city and our team to help identify strategies in obtaining missing information.

After a pre-determined review period completed by City staff, our team will schedule a meeting to present a plan for closing gaps in the data. This plan could include field data collection

where data is known to be missing or a “clean up” of data to account for duplicate entries.

The OHM team will provide recommendations on how the asset database should be structured in the future to account for missing information as well as maintenance, replacement and removal of assets. It will also be imperative to complete a thorough review of the database schema and sub-types. Our OHM team, in collaboration with City staff, will review each feature layer attribute fields and present the city team with recommendations.

A key question to answer prior to exploring reporting options of inventory is whether the reports are to be static or dynamic in nature. Static reports are identified as reports capturing asset inventory information during a snapshot in time and will need to be reworked/edited as data is updated. A dynamic reporting option, on the other hand, would establish an active link between the reports and the underlying data so that changes in data are readily reflected without any additional work. Options for static reporting may include infographics or different report templates. Dynamic reports may include asset management software / GIS / or other business intelligence template outputs (such as the Smart Board tool OHM has developed). Our OHM team has extensive experience with dashboard development and software implementation.

Following the asset inventory, a condition assessment of each asset will be completed. Condition assessments generally include an evaluation of the infrastructure to understand the current state of the asset. Condition assessment information, along with historic asset performance and theoretical performance expectations will form the basis for infrastructure deterioration forecasting. We will perform a review of existing data to determine the extent of CCTV inspection required

for piped systems (and phasing of CCTV inspection if warranted), determine if existing flow meter/rainfall data is adequate (sanitary asset management) and if additional data will be needed for assessing the system’s condition.

There are multiple philosophies to asset condition assessments; one includes selecting a representative set of assets in the City, performing an assessment and then extrapolating the condition ratings to the remainder of the City’s assets. A second option is to complete an asset condition assessment on each individual asset. The second option provides a more accurate view of the state of the system yet requires more resources to complete.

The OHM team will meet with the City to determine the level of service warranted to deliver reliable sewer and stormwater collection services. This will include determining the City’s risk tolerance for the storm and sanitary sewer systems (with respect to flooding, basement backups and SSOs). The OHM team will also review the existing data to ensure adequate system capacity (determining system capacity bottlenecks, inflow/infiltration) and utilize the City’s existing sanitary sewer hydraulic model (if available) to determine if additional modeling is required.

Once the condition of the City’s assets is evaluated and a level of service is determined, a criticality assessment is done. This includes a determination of how to prioritize projects identified in the asset management program(s). The goal of this task is to identify areas of the system that have the highest risk and consequence of failure in the community. Failure impact severity factors will be identified through discussions with City personnel and may include location within the system, intended service function, buried depth and access barriers, proximity to public areas and environmental resources (Rouge River, Ecorse Creek), groundwater depth, etc.



Lifecycle management includes a review of current operation and maintenance costs for each system and how these costs can be balanced with a proactive replacement planning program. The goal of replacement planning is to find the point in an asset's life cycle where the cost of replacement is balanced against the accelerating cost to maintain it with declining level of services. The goal of lifecycle management/O&M strategies is to improve system performance and preserve the asset's condition (i.e. maximize planned maintenance and minimize unplanned maintenance).

CAPITAL IMPROVEMENT PLAN

An asset management and capital improvement plan will include a comprehensive phased strategy that allows the City to prioritize, plan and budget for needed improvements, while also allowing for flexibility in planning based on future growth, planned infrastructure improvements (such as road reconstruction), and funding opportunities. This will include an identification of how much and when investment will be needed, based on projects identified, to meet the level of service goals.

The OHM team will work closely with the City to define system goals and prioritization strategies based on future land use plans and other infrastructure improvements. A review of the City's transportation system will be layered into this capital planning process so that as improvement projects are planned, connectivity and accessibility via non-motorized transportation can be incorporated into the comprehensive capital plan. This work connects to the comprehensive master and environmental resilience planning efforts.

With these goals in mind, the OHM team proposes to develop a phased strategy that prioritizes improvements needed to adequately convey flows, reduce CSOs, reduce flooding, and provide greater accessibility and mobility across the City under existing and evolving conditions so the City can continue to meet EGLE regulatory requirements and level of service expectations.

The City emphasizes transparency with its customers and prioritizes public engagement to enhance stakeholder comprehension and involvement in decision making. Meaningful input from important stakeholders is critical to the success of any project, and this aspect is amplified by flooding that continues to cause damage across the City. Our public engagement philosophy is to build trust in the project by engaging the public with clearly established milestones and coherent presentation materials from technical material.



The OHM team has extensive knowledge and expertise to assist the City's project team with public outreach sessions. Our public engagement team members bring over 50 years of experience working both with community members and organizations utilizing charrettes, visioning sessions, online engagement strategies, and other focused strategies to solicit meaningful feedback. We see the opportunity to work closely and collaboratively with the Comprehensive Master Plan team on engagement efforts to reduce meeting fatigue, remain transparent, and collect holistic feedback from residents. Feedback and input from the community and stakeholders will be compiled, summarized, and presented throughout the project to show how the community's desires are being addressed by plan recommendations.

Following the completion of the asset management assessment and capital improvement project list, our team will compile a comprehensive asset management plan, and 10-year capital improvement plan that consists of a written report identifying projects, costs, proposed timelines and potential funding sources.

RESILIENCY PLAN

The intensity and frequency of recent precipitation events has placed greater emphasis on the need to provide relief within the City's sanitary/combined and storm sewer system. The City acknowledges drying the system is important work and the public expects systems that are resilient during periods of intense wet weather. The OHM team will work with City staff to develop strategies to reduce or eliminate system vulnerabilities. Strategies may include standard

operating procedures for providing emergency system relief, identification of hydraulic grade line elevation trigger points for system design exceedances and routine maintenance activities.



Recognizing that information assessed and derived from this project may be considered sensitive, the OHM team's engagement strategy primarily focuses on educating the public on the importance and purpose of an infrastructure resiliency plan. Engagement is proposed to focus on increasing the community's understanding of the sewer system operations and providing ways the public can engage and contribute to resilience efforts.

Our team proposes to develop a page on the City's website dedicated to information about storms, flooding, and sewer system capacity and maintenance issues that will inform residents on steps they can take to help the City's system. Such steps may include ensuring downspouts are disconnected from

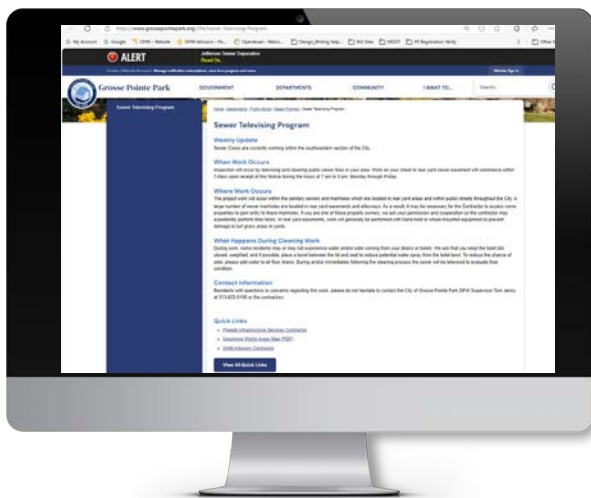
the combined sewer system and best management practice info-guides for low impact development. The OHM team is well versed in developing this level of public information and is currently assisting the Detroit Water & Sewerage Department in consistent communications and information sharing with residents as part of our comprehensive outreach effort.

The culmination of this effort will be an infrastructure resiliency plan that outlines the City's vulnerable infrastructure and identifies an approach to enhancing infrastructure resilience, including mitigation strategies, resilience measures, emergency response and recovery plans, and public awareness and education programs.

The following pages have matrices of various services we have provided for other municipalities on sanitary and storm sewer systems, drinking water systems, and various capital improvement plans, master plans and assessment reports.

HUD / CDBG

The OHM team is aware that the Infrastructure Resilience Plan is funded through a CDBG-DR grant. The OHM team has worked with the City of Detroit on two CDBG funded planning projects in Corktown with the Planning & Development Department and on the Eastside of Detroit with the Detroit Water & Sewerage Department. For both projects, the OHM team was responsible for meeting specific objectives listed in the grant agreement and meeting key requirements as part of the project, including public hearings and public participation sessions. Although the Infrastructure Resilience Plan will consist of a different scope of work than these two projects, the requirements are the same and the OHM team is experienced in meeting them.



Sanitary & Storm Systems Experience

VARIOUS LOCATIONS

CITY / TOWNSHIP / VILLAGE	Population	Flow Metering/ Data Analysis	Sanitary Sewer Design	Smoke Testing / Manhole Inspections	Televising Analysis	Modeling	Sewer Rehabilitation/ Replacement	Pump Station	Asset Management/ Master Planning
Albion, MI	8,500		•		•		•		•
Alma, MI	9,000				•		•		•
Ann Arbor, MI	114,000	•	•	•	•	•	•	•	•
Auburn Hills, MI	20,000	•	•	•	•	•	•		•
Battle Creek, MI	51,000				•		•		•
Bloomington, IL	85,000	•				•	•		
Dearborn, MI	114,000	•	•			•			•
Dexter, MI	4,000	•	•	•	•	•	•	•	•
Evart, MI	2,000				•		•		•
Farmington, MI	10,000		•		•		•		
Fenton, MI	12,000		•						•
Hancock, MI	4,500	•	•	•	•	•	•	•	•
Harrisville, MI	500				•		•	•	•
Los Angeles, CA	3,800,000	•				•			
Livonia, MI	100,000	•	•		•	•	•	•	•
Milan, MI	6,000				•		•		•
Millersville, TN	7,000	•					•		
Northville, MI	6,500	•	•	•	•				•
Novi, MI	55,000	•	•	•	•	•	•	•	•
Oak Park, MI	30,000				•		•		•
Owosso, MI	14,500		•	•	•	•	•		•
Peoria, IL	111,500	•				•			
Rochester Hills, MI	76,000	•	•	•	•	•			•
Romulus, MI	31,500		•	•	•		•		•
Rose, MI	500				•		•		•
Southfield, MI	73,000				•		•		•
Springhill, TN	41,500	•							
Standish, MI	1,500				•		•		•
Traverse City, MI	15,500				•		•	•	•
Westland, MI	87,000	•	•	•	•	•	•		•

Sanitary & Storm Systems - continued

VARIOUS LOCATIONS

CITY / TOWNSHIP / VILLAGE	Population	Flow Metering/ Data Analysis	Sanitary Sewer Design	Smoke Testing / Manhole Inspections	Televising Analysis	Modeling	Sewer Rehabilitation/ Replacement	Pump Station	Asset Management/ Master Planning
Augusta Twp., MI	6,500				•		•	•	•
Canton Twp., MI	93,000				•		•	•	•
Columbia Twp., MI	7,500				•		•		•
Grant Twp., MI	2,000				•		•		•
Heart of the Valley, WI	20,000	•				•			
Napoleon Twp., MI	1,000				•		•		•
Oakland Twp., MI	16,500				•		•		•
Orion Twp., MI	39,500	•	•	•	•	•	•	•	•
Scio Twp., MI	18,000	•	•	•	•	•	•	•	•
Superior Twp., MI	14,000	•	•	•	•	•	•	•	•
Town of Fishers, IN	93,500					•			
Waterford Twp., MI	73,000			•					
Village of Baraga, MI	2,000				•		•		•
Village of Brooklyn, MI	1,000				•		•		•
Village of Chesaning, MI	2,000				•		•		•
Village of Hinsdale, IL	17,500	•				•			
Village of Maybee, MI	500			•	•		•		
Village of Milford, MI	6,500		•	•	•		•	•	•
Village of Ontonagon, MI	1,000				•		•		•
Village of Urbancrest, OH	1,000						•		

UTILITY SYSTEMS / LARGE AGENCIES

Huron-Clinton Metropark, MI	NA								•
Great Lakes Water Authority CSO Control Plan	3,000,000	•				•			•
Metropolitan Sewer District of Greater Cincinnati	600,000	•				•			
Oakland County Water Resources Commissioner, MI	600,000	•	•	•	•	•	•	•	•
Wayne County, Huron-Rouge Sewer Disposal System, MI	300,000		•	•	•	•	•	•	
Ypsilanti Community Utilities Authority, MI	180,000	•	•	•	•	•	•	•	•

Drinking Water Systems Experience

VARIOUS LOCATIONS

Summary Matrix of Water System Experience	Water System Master Plans / Reliability Study	Water Modeling	Water Demand Analysis	Infrastructure Assessment / Prioritization & Capital Improvement Plans	Water System Operational Consulting	Water System Asset Management	PRVs and Control Valves	Pump Station & Storage	Water Treatment	Water GIS Development	Streets and Water Main Construction*	Rate Evaluation	DWRF Loan Application / Planning
City of Albion									•				
City of Auburn Hills	•	•	•	•	•	•	•	•		•	•	•	
City of Dearborn	•	•	•	•	•			•		•		•	•
City of Dexter	•	•	•	•	•	•		•	•	•	•		•
City of Farmington	•	•	•	•	•	•	•	•		•	•	•	
City of Farmington Hills	•	•	•	•	•		•	•		•	•	•	
City of Fenton	•	•	•	•	•	•							
Great Lakes Water Authority Linear Asset Integrity Program (with HDR)		•		•	•	•							
City of Hancock	•	•	•	•	•	•	•	•			•		•
City of Kalamazoo		•	•		•			•					
City of Lincoln Park	•	•	•	•	•					•			
City of Livonia	•	•	•	•	•	•		•		•		•	•
City of Northville	•		•	•	•	•	•	•				•	
City of Novi	•	•	•	•	•	•	•	•		•	•		
City of Oak Park		•	•	•	•	•	•	•			•	•	
City of Owosso	•	•	•	•		•			•	•	•		•
City of Romulus	•	•	•	•	•	•		•		•	•	•	
City of Southfield	•	•	•	•		•				•	•		•
City of Sylvan Lake					•			•			•	•	
City of Westland	•	•	•	•	•	•				•	•	•	
City of Ypsilanti	•	•	•	•	•		•	•			•		
Augusta Township	•	•	•	•	•	•		•			•		
Brighton Township		•	•	•						•	•		
Brownstown Township	•	•	•		•			•		•	•	•	•
Canton Township	•	•	•	•	•	•	•	•			•		
Hamburg Township	•	•	•	•				•		•	•		
Huron Township	•	•	•	•						•		•	
Northville Township	•	•	•	•	•	•	•	•			•		
Orion Township	•	•	•	•	•	•	•	•		•	•	•	

Drinking Water Systems - continued

VARIOUS LOCATIONS

Summary Matrix of Water System Experience	Water System Master Plans / Reliability Study	Water Modeling	Water Demand Analysis	Infrastructure Assessment / Prioritization & Capital Improvement Plans	Water System Operational Consulting	Water System Asset Management	PRVs and Control Valves	Pump Station & Storage	Water Treatment	Water GIS Development	Streets and Water Main Construction*	Rate Evaluation	DWRF Loan Application / Planning
Scio Township	•	•	•	•	•	•	•	•		•	•		•
Superior Township	•	•	•	•	•	•	•	•		•	•		
Village of Milford	•	•	•	•	•						•		
Village of Pinckney			•	•								•	•
Oakland County Water Resources Commissioner's Office	•	•	•	•	•	•	•	•			•	•	
Livingston Community Water Authority		•	•		•	•		•	•	•			
North Oakland Co Water Authority		•	•		•		•	•				•	
Ypsilanti Community Utilities Auth.	•	•	•	•	•	•	•	•			•		•
Village of Cardington (OH)			•						•				
Village of Greenwich (OH)		•	•	•		•						•	
City of Huron (OH)		•	•	•		•						•	
City of Kenton (OH)		•	•	•		•						•	
Ocoee Utility District (TN)													

Various AMP / CIP / Master Plans

VARIOUS LOCATIONS

	Parking Lots, Driveways & Minor Roads	Sidewalks	Building Systems (Arch and/or MEP)	Building Envelope, Finishes, and Roofing	Parks/Trails	Tunnels, Bridges
Birch Run, Village - AMP	•					
Farmington Hills, City - CIP	•					
Auburn Hills, City - AMP	•					
Southfield, City - Municipal Facilities AMP	•		•			
Royal Oak, City - AMP	•					
Canton Twp - CIP	•		•	•	•	
Dexter, City - AMP	•					
Fenton, City - AMP	•					
Grosse Pointe Park, City - AMP	•					
Milford Twp - AMP	•					
Milan Twp - AMP	•					
Troy, City - AMP	•					
Ypsilanti, City - AMP	•					
Westland, City - AMP	•					
Romulus - Streetscape Master Plan	•	•			•	
Novi - Complete Streets Standards	•	•			•	
Munising Area Public Schools Pre-Bond Planning	•	•	•	•		
Norway-Vulcan Area School Pre-Bond Planning	•	•	•	•		
Iron Mountain Public Schools Pre-Bond Planning	•	•	•	•		
Menominee Area Public Schools Pre-Bond Planning	•	•	•	•		
Big Walnut Local Schools Capital Improvement Plan (OH)	•	•	•	•		
Buckeye Valley Elementary Schools Master Plan (OH)	•	•	•	•		
West Liberty-Salem Renovation Master Plan (OH)	•	•	•	•		
Church of the Transfiguration - Electrical Load Study and HVAC System Analysis			•			
Tyco Fire Products - Steam Plant Assessment			•			
Farmington Shiawassee Park - Redevelopment Plan					•	
Westland - Tattan Park and Farmers Market					•	
Waterford Oaks - Master Plan					•	
Wayne County Airport Authority			•			•

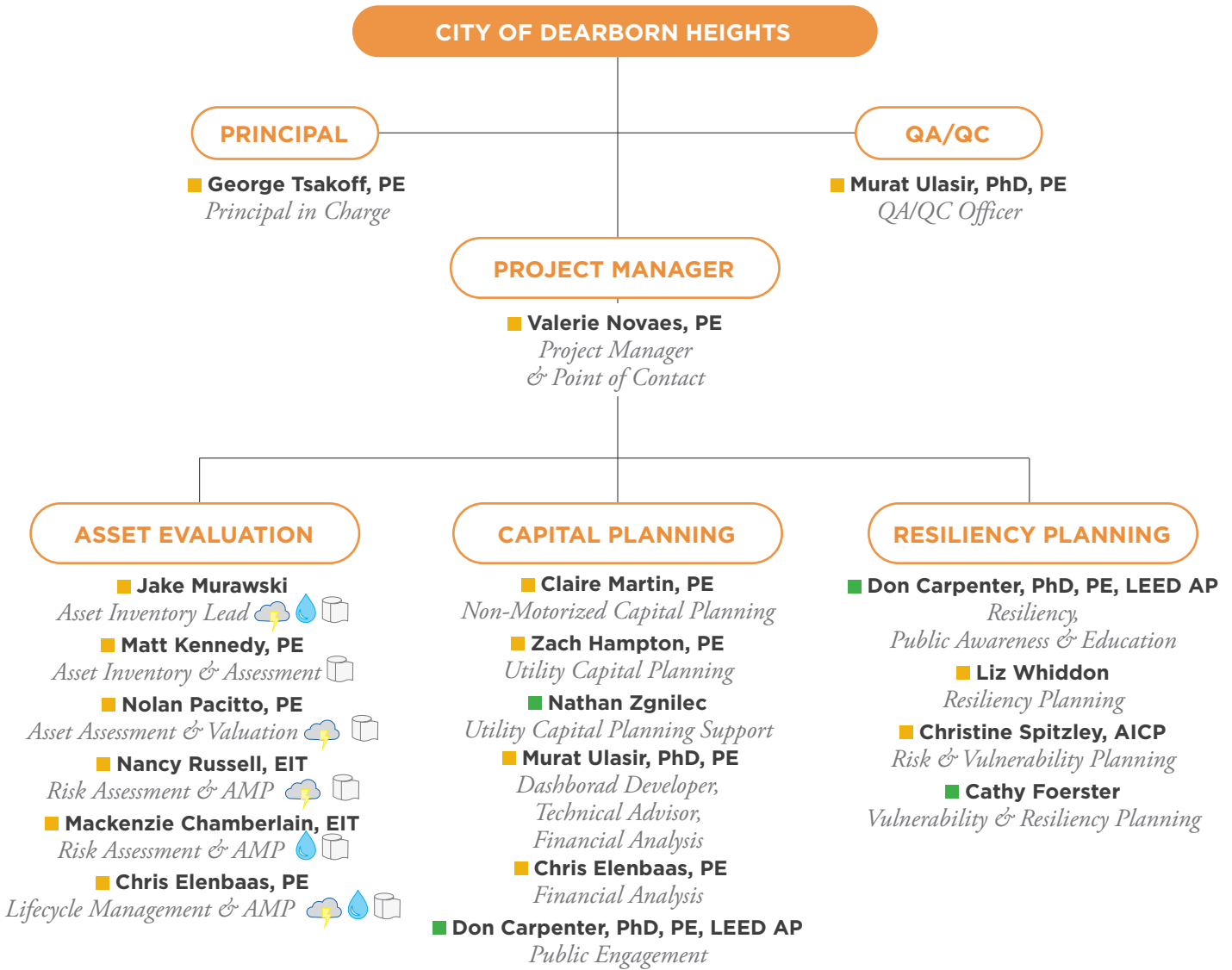
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PERSONNEL / PROFESSIONAL QUALIFICATIONS

- Team Organizational Chart
- Key Staff Resumes
- Project Staff Located in MI

Your Project Team

ORGANIZATION CHART



■ OHM Advisors
■ Drummond Carpenter

 Storm Sewers

 Sanitary Sewers

 Water Supply

Valerie Novaes, PE

PROJECT MANAGER & POINT OF CONTACT



Education

- Master of Science in Biosystems Engineering, Michigan State University, 2015
- Bachelor of Science in Biosystems Engineering, Michigan State University, 2005

Professional Registration(s)

- Professional Engineer
- MI, 2012, #59016

Experience

With OHM since 2018
15 years prior experience

Professional Development

- DPRCG Risk Management Workshop, April 2023
- ACEC Emerging Leaders Program, 2022 Graduate
- MWEA Stormwater and Watershed Seminar, Dec. 2022

Background

Valerie serves as the firm's Practice Leader for Stormwater and Senior Project Manager in OHM Advisors' Environmental and Water Resources Group (EWRG). In this role, Valerie works with clients on a wide variety of watershed studies, green stormwater infrastructure (GSI) concepts and design, streambank and shoreline restoration design, as well as hydraulic modeling of stormwater and sanitary collection systems and stormwater policy development associated with National Pollutant Discharge Elimination Program (NPDES) permits. Valerie's expertise and energy remain with environmental, water quality and stormwater management work. In 2020 she began an adjunct position teaching stormwater management design at Lawrence Technological University in Southfield, MI and serves as the senior technical advisor for the University of Michigan senior design civil engineering course.

Select Relevant Experience

Dearborn Citywide Sewer Study, Dearborn, MI

Project Manager; for this citywide hydrologic and hydraulic evaluation of the sanitary, combined, and storm sewers and development of recommendations to successfully mitigate street and basement flooding. Project tasks include developing hydrologic and hydraulic models for six project areas, flow metering and data analysis, model calibration, evaluating existing system performance, completing a root cause analysis to flooding issues and development of solutions. These tasks culminate in the delivery of a final set of feasible 5-year and 30-year solutions. This set of solutions will serve as a roadmap for the City to mitigate flooding into the future.

Greater Corktown Green Stormwater Infrastructure Implementation Plan, Detroit, MI

Project Manager; Project work involves the development of a green stormwater infrastructure (GSI) implementation plan for the Greater Corktown neighborhood that supports planned development projects and future development, and development of an open space network plan. As part of the open space network plan, pilot GSI projects will be identified and selected, followed by design and implementation. OHM will provide construction engineering and administration for the implementation of the GSI pilot projects. The final result of this effort will provide the city with a roadmap to effectively manage stormwater runoff in the Greater Corktown neighborhood while providing ecological improvements and a more resilient community for future generations.

Multi-Community Planning Grant/GWK Community Stormwater Standards, Oakland County, MI

Project Manager; This is a multi-community effort administered through a SEMCOG Planning Grant to review existing stormwater design standards for the combined sewer systems tributary to the George W Kuhn (GWK) Drainage District. Project work included a review of existing ordinances (focusing on drainage and zoning rules) that create barriers to Green Infrastructure and the development of a scoping document that summarizes the ordinance/rules review, provides a set of proposed drainage and zoning standards that will encourage open space and better stormwater management which includes the triple bottom line elements (economic, environmental and social) and a roadmap for community implementation.

Valerie Novaes, PE

PROJECT MANAGER & POINT OF CONTACT

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Select Relevant Experience Continued

Regional Stormwater Rules and Policy Guidance, Livingston, Macomb, Oakland & Wayne Counties, MI

Project Manager; Key consultant to assist the four-county group to develop regional stormwater rules for land development. This work focuses on the evaluation of water quality and channel protection standards that meet the unique needs of Southeast Michigan, as well as innovative flood control guidance that provides flexibility for greenfield and brownfield site plans of various sizes. Developed technical guidance on proposed rules and prepared documents to seek regulatory approval from EGLE.

Alliance of Downriver Watersheds NPDES Phase II MS4 Facilitation, Wayne County, MI

Project Manager; Valerie serves as the lead facilitator for the Alliance of Downriver Watersheds – a group of 23 public agencies within the Lower Huron, Ecorse Creek and Combined Downriver Watersheds. Facilitation services include preparing MS4 permit application materials and development and implementation of collaborative IDEP, PEP and TMDL implementation plans. Since the formation of the ADW in 2007, over \$3 million in federal and state grants have been secured to implement water quality improvements.

12 Mile Road Reconstruction; Beck to Dixon, Oakland County, MI

Environmental Engineer; for safety improvements and reconstruction of the 12 Mile Road corridor from Beck Road to Dixon Road and a portion of Beck Road north of I-96 and the 12 Mile Road intersection. Work included roadway realignment, profile modifications, pedestrian facilities, traffic signals, at grade railroad crossing, culvert replacements, and drainage improvements requiring significant coordination from project stakeholders.

Columbia Avenue Stormwater Design, Battle Creek, MI

Project Manager; Responsible for hydrologic and hydraulic analysis and detailed design that were performed for two project areas along Columbia Avenue (M-96). The project was coordinated with MDOT through a partnership agreement to direct stormwater runoff from the Columbia Avenue commercial corridor away from Goguac Lake to two existing retention/detention ponds. Drainage work includes detention and retention pond dewatering analysis, sewer system,

detention and retention pond capacity, followed by detailed design and preparation of construction drawings.

Brandenburg Park Lakeshore Restoration, Chesterfield Township, MI

Project Manager; As Project Manager, Val led the detailed design, team coordination, and construction engineering for implementation of the Brandenburg Park shoreline on Lake Sinclair and habitat restoration. Restoration efforts included 740 lf of shoreline softening as well as 1.5 acres of nearshore habitat creation. The preliminary design features sections of rocky breakwater intended to promote establishment of healthy assemblages of game fish and provide forage for waterfowl, along with anchored rootwads intended to provide habitat for herpetofauna. Project work also includes preparation of a Joint Permit Application and stakeholder meetings. The design project effort included extensive coordination with agencies including Chesterfield Township, Great Lakes Commission, National Oceanic and Atmospheric Association, Michigan Department of Environmental Quality, and the United States Army Corps of Engineers adjacent property owners, and the Michigan Department of Environment, Great Lakes and Energy (EGLE).

M-102 (8 Mile Road) Rehabilitation Design; M-1 to M-53, Wayne, Oakland & Macomb Counties, MI

Lead Hydraulic Engineer; for 4.9 miles of rehabilitation of a divided 8-lane boulevard including connecting ramps at the I-75 service drives. Project design included HMA mill & overlay with cross slope correction for the center lanes in each bound, ADA ramp and bus stop upgrades, pavement repairs, drainage improvements, traffic signal modernization (17 locations), water main relocation, pavement markings, MOT, signing, and survey. The existing storm system discharges to City of Detroit sewers, therefore the project required evaluation to determine if treatment was required to meet the City of Detroit's Stormwater Ordinance. The project also included coordination with 24 utility companies including PLA/PLD, DWSD, & GLWA; coordination with MDOT's BOBS for rehabilitation of one bridge over I-75 (packaged with the road project); and two public meeting presentations. Project includes evaluation of runoff to the DWSD system and permitting to meet MS4 requirements.

George Tsakoff, PE

PRINCIPAL IN CHARGE



Education

- Master of Science in Civil Engineering, Wayne State University, 2013
- Bachelor of Science in Civil Engineering, Michigan State University, 1998

Professional Registration(s)

- Professional Engineer
- MI, 2013, #6201060848

Experience

With OHM since 2013
15 years prior experience

Background

As a Principal in OHM Advisors Municipal Services Group, George Tsakoff's expertise includes general municipal consultation, engineering analysis, design, and contract preparation and administration for a wide array of civil and municipal improvement projects. George is involved with projects from start to finish, including phases of work for engineering analysis, preparation of construction plans, contract documents, and detailed specifications, as well as bidding and construction phases.

George specializes in serving as an advisor to municipal clients to help them achieve not only their short-term goals and projects, but to think about and plan for the long-term. In this role, he assists with ongoing general engineering services, capital improvement planning and implementation, and grant and loan funding. He also has experience with the CDBG program managed through HUD, as well as the MI-EGLE State Revolving Fund, Drinking Water Revolving Fund, and SAW Grant Funding for stormwater, asset management, and wastewater improvements.

Select Relevant Experience

Water Reliability Study & Master Plan, Ann Arbor, MI

Principal-in-Charge; for this comprehensive water system master plan update, reliability study, and CIP for the City of Ann Arbor. OHM Advisors won this project in late 2023 over several other competitors to provide the updated master plan for the city public water system. Components of the master plan update include Planning & Demand Projections, Hydraulic Modeling & Analysis, Asset Management Plan, Capital Improvement Plan and Public Engagement.

MacArthur Shared Use Pathway and Crosswalk Improvements, Superior Township, MI

Principal-in-Charge, for the planning, design and construction of new pathway and crosswalk improvements along MacArthur Blvd and Harris Road, including a mid-block crossing near Fireman's Park. This project received a Planning Grant through SEMCOG for preliminary design efforts and HUD grant funding to support the completion of construction improvements. Further, yearly CDBG funds distributed to the Township through HUD are being used to improve the entrance to the Township Fire Station No. 2.

Pittsfield Village Improvements, Ann Arbor, MI

Principal-in-Charge; for the development of a comprehensive plan that encompasses previously recommended utility and roadway improvements within the Pittsfield Village neighborhood. OHM Advisors is performing the field data collection as well as the detailed design and preparation of bidding documents for construction of the recommended improvements. The total construction cost of this project is anticipated to be over \$14M with OHM Advisors providing contract administration and inspection services over 2025 and 2026.

George Tsakoff, PE

PRINCIPAL IN CHARGE

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Select Relevant Experience Continued

7 Mile Road at Sheldon Road Roundabout, Northville, MI

Principal-in-Charge; for design of a roundabout at the intersection of Seven Mile and Sheldon. This improvement is to help with capacity improvements at the intersection due to the new Downs Development. Numerous stakeholders were involved in the project including the City of Northville, their Mobility Committee, Wayne County, Wayne County Parks, EGLE, the Down Developer Toll Brothers/ Hunter Pasteur Homes and their consultants and the public utilities in the area, mainly Detroit Edison. All the required work had to be vetted and pulled together so the intersection can be rebuilt in 2025, prior to the opening of initial phases of the development.

DWSD CS-1921 As-needed Engineering Design for Water and Sewer Projects (2021–2024), Detroit, MI

Principal-in-Charge; for various water main design tasks consisting of more than 24 miles of water main replacement mainly within local neighborhoods in the city. Much of the work is funded by Michigan Drinking Water State Revolving Fund (DWSRF) loans. OHM Advisors is assisting with preparation of preliminary engineering reports, construction drawings, specifications, opinion of probable costs at various stages of design, and preparation of documentation and clearances needed to satisfy DWRSF requirements.

The Downs PUD Consultation (Northville Downs Site Redevelopment), Northville, MI

Principal-in-Charge; to provide comprehensive consultation to the City in technical matters for a proposed PUD redevelopment of the former Northville Downs Harness Racing site, proposed as The Downs PUD. This mixed-use development contains various types of residential uses, retail, and greenspace improvements, as well as associated CIPs at the perimeter. Services provided included site plan review, traffic analysis, review of development agreement, survey, engineering plan review, and more.

5 Mile Road Reconstruction Design; Phase 1, Northville & Plymouth Township, MI

Principal-in-Charge; for the design and contract administration of the reconstruction of 5 Mile Road involving roadway removal and widening between Ridge Road and Beck Road, and Ridge Road between Halyard Drive to north of Five Mile Road. George has been involved with various components of this project since 2016, with preliminary engineering efforts and consultation to the client. This project has various funding sources for design and construction engineering efforts, including a \$2M grant administered through HUD for engineering and contract oversight services. Additionally, a new traffic signal is being installed at 5 Mile Rd and Ridge Rd as part of Carbon Reduction Grant in summer of 2025.

7 Mile Rd & Hines Rd Roundabout, City of Northville, Wayne County, MI

Principal-in-Charge; for the study phase and preliminary engineering of this Congestion Mitigation & Air Quality Grant funded project by SEMCOG. Wayne County is reviewing and permitting this design to be administered through the Local Agency Program (LAP), with design anticipated to begin in 2026. Construction is anticipated in 2028 based on current funding. This would be the second roundabout along the 7 Mile Rd corridor with the roundabout at Sheldon/Center St to be constructed in late 2025. These two roundabouts along with intersection improvements at S. Main St will provide a highly functioning transportation corridor (both for motor and non-motorized use) by the end of the decade to support the increased population demands for the redevelopment of the Northville Downs site.

Murat Ulasir, PhD, PE

QA/QC OFFICER, DASHBOARD DEVELOPER, TECHNICAL ADVISOR, FINANCIAL ANALYSIS



Education

- Masters in Smart Infrastructure Finance, University of Michigan, 2023
- Post-Doctoral research in Environmental and Water Resources Engineering, University of Michigan, 2002

Professional Registration(s)

- Professional Engineer
- MI, 2003, #51291

Experience

With OHM since 2001
9 years prior experience

Background

As an Infrastructure Asset Planning and Management practice leader at OHM Advisors, Murat provides assistance to communities in developing long-range infrastructure planning and investment strategies, which support a well-planned and maintained infrastructure network that is sustainable and enhances local community character and identity. He has experience with a wide variety of Infrastructure Asset Planning services including infrastructure modeling, master planning, and capital improvement planning, advanced data analytics and modeling, as well as developing asset management programs.

His infrastructure modeling expertise includes water resources modeling expertise (hydraulic and hydrologic models), infrastructure condition and deterioration forecasting modeling, as well as modeling of impact of climatological factors related to a variety of infrastructure asset performance measures, including water main breaks, inflow and infiltration rates, water demand variations etc. Murat's advanced data analytics expertise encompasses the utilization of a variety of data modeling, machine learning, and AI platforms, including fuzzy logic, markov processes, a variety of decision tree models (e.g., random forest), multi-variate optimization algorithms, just to name a few.

He has developed several business management dashboards for clients to summarize institutional information content as well as help clients use these platforms for effective management of their infrastructure assets. He has extensive experience with presenting technically complex concepts in public presentations utilizing a variety of media (GIS, 3-D visualization modeling, PowerBi, insight dashboard development, etc.) to facilitate understanding and meaningful collaboration.

Select Relevant Experience

Ann Arbor Parks and Recreation Asset Management Plan, Ann Arbor, MI

Asset Management Specialist; developing an asset management plan for 2,210 acres of parkland and 1,400 acres of natural areas. This project involved creating a GIS-based asset inventory and conducting condition assessments to determine the lifecycle and replacement costs of park amenities. By analyzing the current level of service and establishing target levels based on best practices, the project aims to optimize resources and prioritize capital improvements. Additionally, a funding strategy is being developed to align with the city's strategic planning initiatives, ensuring sustainable operations and maintenance of the parks system.

Canton Capital Improvement Program Assistance, Canton Township, MI

Project Manager and Asset Management Specialist; for the development of a project prioritization process, an assessment of infrastructure condition and criticality information, and the delivery of a spreadsheet tool for the Township's water distribution system, sanitary sewer collection system, stormwater system, fleet vehicles & equipment, parking lots, driveways & minor roads, sidewalks, building facilities, parks, golf courses and other miscellaneous municipal assets.

Murat Ulasir, PhD, PE

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Select Relevant Experience Continued

Novi Sanitary Sewer Capacity Study, Novi, MI

Project Engineer; Development of the City of Novi sanitary collection system study and Capacity, Operation, Management and Maintenance (CMOM) program. Project included performing flow monitoring at seven local sites and collecting flow data from 6 regional flow meters to assess rainfall / flow relationships in the system. Data collected was used to perform an inflow and infiltration analysis and capacity assessment for the system. An antecedent moisture model was prepared to develop a frequency analysis for peak flows. Several tools were developed to simplify and automate the process of issuing sewer permits and reporting of information to the MDEQ, including a Part 41 sewer permit tracking system.

Livonia Sanitary Sewer Asset Management Plan, Livonia, MI

Modeler; Worked with the City to submit a Department of Environmental Quality (MDEQ) Stormwater, Asset Management and Wastewater (SAW) grant application. The end product resulting from the grant program was an asset management plan complete with a rate study, assessing the anticipated future system needs of the City compared to the current revenue. Metering and Wet Weather Modeling: Approximately 20 meters as well as three rain gages were used to collect flow information, which subsequently was converted into a representative hydraulic and hydrologic model of the collection system; capacity evaluation was performed as well based on MDEQ overflow threshold mandate. In the calibration process, was able to pinpoint an area of unusual hydraulic blockage, which turned out to be a twelve-foot light pole stuck in a manhole, causing significant backups.

Detroit Schools Facilities Assessment & Facility Planning Services, Detroit, MI

Project Manager; Overseeing assessments, capacity evaluation and space planning components for 12 million+ SF of indoor and outdoor learning facilities resulting in a comprehensive, prioritized capital improvement plan. Components such as facility condition and school capacity were used in the development of the rating system.

Ann Arbor Sanitary Sewer Wet Weather Evaluation Project, Ann Arbor, MI

Asset Management Specialist; for the City's evaluation of their sanitary collection system. The City of Ann Arbor performed approximately 2,700 footing drains disconnections (FDDs) from their sanitary sewer system between 2001 and 2012. The City retained OHM to perform an evaluation of the effectiveness of the FDD program and develop alternatives for improving the sanitary system. OHM's approach included flow metering, FDD effectiveness evaluation, hydrologic modeling, hydraulic modeling, capacity assessment, alternative evaluation and an extensive public engagement program.

Other Infrastructure Management & Planning Projects

- City of Milan Asset Management & Master Plan, 2024
- City of Owosso Asset Management Plan, 2024
- City of Dexter Asset Management Plan, 2024
- Southeast Michigan Council of Governments Regional Water/Sewer/Storm Asset Management Plan, 2022
- Detroit Water and Sewerage Department – Water Main Ownership Reassignment Collaboration Assistance, 2020
- City of Southfield Comprehensive Facilities Assessment Project, 2020
- Canton Township Community Wide Asset Management & Capital Planning Program Assistance, 2019
- City of Ann Arbor Sanitary and Storm Sewer Asset Management Planning Project
- Detroit Public Schools Community District Ongoing As-Needed Services Assistance
- Detroit Public Schools Community District Comprehensive Facilities Assessment and
- Prioritized Investment Planning Project, 2018
- City of Livonia, Plymouth Road Development Authority Asset Evaluation and Prioritized Investment Planning Project, 2019

Jake Murawski

ASSET INVENTORY LEAD



Education

- Master of Science in Geographic Information Systems, Central Michigan University, 2019
- Bachelor of Science in Geographic Information Systems, Central Michigan University, 2012

Experience

With OHM since 2015
3 years prior experience

Certification(s)

- OSHA, Confined Space Entry
- AHA, First Aid, CPR, AED
- BAMI-I, Buried Asset Management Institute - International

Affiliation(s)

- Michigan Communities Association of Mapping Professionals (MiCAMP), member 2015-Present
- Ohio-Michigan GIS User Group (OH-MI), member
- Michigan GIS User Group, member
- Southeast Michigan Council of Governments (SEMCOG), member

Background

Jake serves as a GIS Project Manager at OHM Advisors, based out of our Toledo Ohio office. Performing as a technical GIS professional and department Project Manager, Jake has a strong work ethic coupled with the ability to address complex problems and design technical solutions. For the past 13 years, Jake has specialized in the areas of GIS, asset management, environmental planning and assessment, spatial analysis, database management, Global Navigation Satellite Systems (GNSS), and field data collection. Jake manages GIS field data collection projects and GIS specific contracts as well as providing and executing GIS tasks within each discipline. This includes the deployment and integration of ArcGIS Online's suite of applications and mapping products, database QA/QC, and field data collection. He is also responsible for mentoring and supervising GIS staff members in each of our regional offices. He is experienced in using a variety of software and related tools, including ESRI ArcGIS and ArcPro, 3D Analyst Extension, Spatial Analyst Extension, ArcGIS Online, Eos Positions Systems GNSS receivers, Eos Tools Pro, and Eos Locate. Jake also specializes in subsurface utility locating using geophysical methods such as, Ground Penetrating Radar (GPR), and Pipe and Cable locating to produce high accuracy 3D data for engineering design, risk assessment, and utility conflict mitigation.

Select Relevant Experience

DWSD Capital Asset Inventory, Detroit, MI

Project Manager; The DWSD Capital Infrastructure Mapping and Inspection project focused on providing essential asset mapping and GIS services for the water and sanitary sewer system in the City of Detroit. In total, more than 12,000 assets were mapped using High Accuracy GNSS receivers. With our expertise in mobile mapping and GIS, we developed solutions that minimize risks and address potential issues before they escalate. Our services will not only improve the reliability of the water system but also enhance overall operational efficiency.

Wyandotte Water System Mapping and GIS Development, Wyandotte, MI

GIS Project Manager; for all GIS products created for the Wyandotte Water Department. Jake serves as the point of contact for client communications, meetings, and project updates. Tasks include scheduling the day-to-day field data collection effort of the drinking water infrastructure in the city, updating the city's water distribution GIS network with precise location and attribute data, and creating a work order management system using Esri Field Maps and Dashboards.

Oak Park Drinking Water AMP (GIS), Oak Park, MI

Program Manager; and GIS Lead in charge of all GIS products created for the City of Oak Park DWAM Grant. Jake served as the point of contact for client communications, meetings, and project updates. Tasks included scheduling the day-to-day field data collection effort of the drinking water infrastructure in the city, updating the city's water distribution GIS network with precise location and attribute data, and creating a work order management system using ArcGIS Online and Pro. Notable projects included topology updates to city owned utility infrastructure, web map viewer creation and utility asset maintenance/inspection, field maps, and dashboards.

Jake Murawski

ASSET INVENTORY LEAD

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Select Relevant Experience Continued

Saline GIS Professional Services, Saline, MI

Program Manager; OHM remapped the water distribution and sanitary sewer system using high accuracy GNSS receivers. This update provided the City with accurate and updated GIS data that is now used in many asset management applications. City staff now has access to the GIS resource on their mobile devices where they can look up feature attributes and locations as well as document routine work activities. Additionally, we have assisted the city in the creation a Web Based Mapping applications for Oakwood Cemetery, Tree Management, and several infrastructure maintenance programs.

Westminster Water Main Lining, Novi, MI

GIS Technician; for the design of lining 3,200 feet of existing 8-inch ductile iron water main, replacement of valves and hydrants, providing temporary water, and associated restoration work. Providing temporary water to all residents was the greatest coordination effort between OHM, the Contractor, and the residents to avoid disruption in service. OHM Advisors provided full design engineering, permitting, bidding assistance, construction administration, construction engineering, and construction observation services for the duration of the project.

DWSD CS-1921 As-needed Engineering Design for Water and Sewer Projects (2021–2024), Detroit, MI

GIS Professional; The Task 1 water main project consists of more than 6 miles of water main replacement mainly within local neighborhoods in the city. A majority of the work is funded by a Michigan Drinking Water State Revolving Fund (DWSRF) loan. The current Task 6 water main replacement design project is similar in that it consists of replacement or rehabilitation of approximately 6 miles of water main in the Dexter-Linwood, Davison, and Buffalo-Charles neighborhoods of the city. This task is also funded through DWSRF, with design efforts expected to be completed in December of 2023. OHM Advisors will assist with preparation of construction drawings, Book 2 specifications, opinion of probable costs at various stages of design, and preparation of documentation and clearances needed to satisfy DWRSF requirements.

Novi DPW GIS Asset Data Collection, Novi, MI

GIS Analyst / Field Technician; Management of the field data collection and GIS data management of horizontal stormwater, sanitary, and water infrastructure assets across the entire City of Novi. Data collection was completed using Eos-GNSS Positioning Systems and ArcGIS Online. Over 43,000 structures in total were GPSed and delivered to the City of Novi for integration into their GIS. Operations dashboards were used by internal and external project managers to ensure the project was on time and at budget.

Huron-Clinton Metropolitan Authority Stormwater Management Plan, Brighton, MI

GIS Analyst / Field Technician; Managed and designed field data collection templates for data collection of all stormwater infrastructure and environmental features across 13 Metroparks. Mapping of over 80 miles of river and stream channel to identify areas of major erosion and environmental concerns. Data collection was completed using ArcGIS Collector and Eos-GNSS Positioning Systems. Completed all report mapping and data analysis for final report.

Orion Township Stormwater Asset Management Plan & Stormwater Management Plan, Orion Township, MI

GIS Analyst / Field Technician; GIS Specialist / Field Technician for the townships SAW Grant to develop Asset Management Plans for its stormwater and wastewater infrastructure. Project includes field data collection, stream bank survey and analysis, city-wide creation of its GIS databases, record drawing research, system survey, detention pond and open channel assessments, sewer televising, manhole inspections, modeling, and the development of rate studies for both utilities. The stormwater rate study will include coordination with key local stakeholders to explore the feasibility of community-wide revenue sources for the stormwater system.

Matt Kennedy, PE

ASSET INVENTORY & ASSESSMENT



Education

- Master of Science in Environmental Engineering, University of California, Berkeley 2011
- Bachelor of Science in Physics, University of Michigan, 2002

Professional Registration(s)

- Professional Engineer
- MI, 2016, #63627

Experience

With OHM since 2016
10 years prior experience

Certification(s)

- OSHA Confined Spaces Entry Training
- LEED AP, NC
- AHA, First Aid/CPR/AED

Background

Matt is a design engineer in OHM Advisors' Environmental and Water Resources Facilities Group (EWRG). He has a breadth of experience including environmental engineering, construction management, and sanitation design in developing nations. His specializations are design, testing, operation, maintenance, and troubleshooting of pumping and control systems.

Select Relevant Experience

Elizabeth Lake Sanitary Pump Station Rehabilitation, Oakland County Water Resource Commissioner's Office, Waterford, MI

Lead Process Engineer; rehabilitation of 30 CFS sanitary pump station including a deep 35 CFS bypass pumping chamber with stop logs, replacement of hydraulically actuated suction and discharge valves, bar screen replacement, suction piping and wall sleeve replacement, and install of structural wet well coatings.

Capital Improvement Planning -Vertical Asset Assessment, Saline, MI

Evaluated the condition and risk of major assets as the City's Water Treatment Plant and Wellhouses using GIS tools. The City treats groundwater from two local wellfields using iron filtration, reverse osmosis, and disinfection. The analysis included cost estimates for replacement of individual pieces of equipment as well as 5- and 20-year Capital Improvement Plans.

8 Mile Booster Station Rehabilitation, Oak Park, MI

Process Design Engineer and Construction Engineer for replacement of a custom 125 HP Vertical Turbine Pump and replacement of process control valves and VFDs. The project allowed only two days maximum for downtime as this site was the only water connection to the regional wholesaler.

Capital Improvement Planning -Vertical Asset Assessment, Village of Ontonogon, MI

Evaluated the condition and risk of major assets as the City's Water Treatment Plant and pump stations, and control valves. The City treats water from a deep surface water intake on Lake Superior using flocculation/sedimentation, rapid sand filtration, disinfection, and reverse osmosis. The analysis included cost estimates for replacement of individual pieces of equipment as well as 5- and 20-year Capital Improvement Plans.

Retention Treatment Basin (RTB) and Pump Station - Inspection, Capital Improvement Planning, Alternative Analysis, Farmington, MI

Process Engineer for maintenance planning at the 34 year old RTB and pumping facility including damaged slide gate inspection (including confined space wet well entry), pump alternatives analysis, asset assessment, and cost estimating.

OCWRC, The Crossings Water Storage Tank, Oakland Township, MI

Process Design Engineer and Construction Engineer; 2,500-GPM package booster station, 1,000,000-gallon ground storage tank, generator upsizing, controls and SCADA improvements, and construction of bulk storage chemical room in the existing wellhouse. The system adds

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Select Relevant Experience Continued

sodium hypochlorite for disinfection and polyphosphate for dissolved iron sequestration.

OCWRC, Knorrwood Pines Water Storage Tank, Oakland Township, MI

Process Design Engineer and Construction Engineer; 1,600-GPM package booster station, 500,000-gallon ground storage tank, permanent generator, controls and SCADA improvements, and the addition of a chemical room in the existing wellhouse. The system adds sodium hypochlorite for disinfection and polyphosphate for dissolved iron sequestration. The project is located on an existing well field property adjacent to a wetland which created unique challenges through the design and construction.

7 Mile Road Water Tower & Control Vaults, Northville, MI

Lead Engineer; for the construction phase engineering efforts for a new 500,000-gallon elevated storage tank and of two new control vaults in Northville Township. The project required detailed coordination with the Great Lakes Water Authority and extensive water system work within constricted sites demanding unique easement conditions.

Oakland Farms Well House Chemical Room, Oakland Township, MI

Senior Project Engineer; Under the direction of the Michigan Department of Environment, Great Lakes and Energy and to improve water quality in the southeast pressure district of Oakland Township, polyphosphate (PO₄) and sodium hypochlorite (NaOCL) were added at the Oakland Farms well house locations. The design focused on improvements necessary to the currently facility to provide separation and protection of personnel from corrosive off gassing common with the use of sodium hypochlorite. Design and construction services were performed on a fast-tracked basis to meet EGLE compliance requirements.

Parkland Plaza Air Release Valve Replacement and Force Main Improvement, Scio Township, MI

Design engineer for the replacement of severely corroded appurtenances and addition of access points. Project includes cleaning and replacement of some sections of force main along with addition of a “breather” valve at a new structure where

the force main transitions to gravity. Project included 1000 feet of temporary bypass piping and line-stops to divert flow.

Jackson Road Pump Station Sizing Study and Force Main Evaluation, Scio Township, MI

Lead engineer studying three miles of 16” force main installed in 1985, that cannot be shut down under any circumstances and options evaluation to upsize the pump station that feeds it. Tasks include force main emergency planning, force main condition and capital improvement assessment, pump station future sizing, and emergency storage assessment.

Oxygen Injection at Jackson Road Pump Station, Scio Township, MI

Resident Engineer & Construction Project Manager; Construction of an oxygen injection system at an existing pump station that handles 90% of the Township’s wastewater. The project included significant expansion of the existing building, site alterations, process changes, and significant electrical and controls improvements. The oxygen system significantly reduces hydrogen sulfide production in a three-mile force main.

YCUA, Addition of Variable Frequency Drives to Pump Stations, Ypsilanti Area, MI

Process Engineer; OHM completed design and construction administrative and oversight for addition of VFDs to existing pump stations (Bridge Road and Holmes Road). The addition of the VFDs provided YCUA’s operation team with more efficient pump control and better overall operational flexibility. The pumps ranged in size from 100 to 300 horsepower.

Water Treatment Plant Backwash Pump and Piping Replacements, Owosso, MI

Lead Process Engineer for replacement of the filter backwash pump, high-service discharge piping, and select filter instrumentation and controls. The new backwash system will have two pumps operated with variable frequency drives in place of a single constant speed pump. New instrumentation and controls are configured to be easily migrated to a future SCADA system. Funding is provided through the EGLE Drinking Water Revolving Fund.

Nolan Pacitto, PE

ASSET ASSESSMENT & VALUATION



Education

- Bachelor of Science in Environmental Engineering, Michigan State University, 2016

Professional Registration(s)

- Professional Engineer
• MI, 2021, #6201310751

Experience

With OHM since May 2016
All experience with OHM

Certification(s)

- NASSCO, MACP, PACP and LACP
- OSHA Confined Space Training
- OSHA 8-Hour Safety Training
- OSHA 10-Hour Outreach Training - Construction
- APNGA Portable Nuclear Gauge Safety & U.S. D.O.T. Hazmat Certification
- ACEC, Construction Pedestrian Facilities for Accessibility Workshop
- ACI, Concrete Field Testing Technician, Grade 1
- MCA, Concrete Field Testing Technician, Level 1
- AHA, First Aid/CPR/AED

Background

In his time at OHM Advisors, Nolan has accumulated experience in asset management planning, capital improvement planning, stream stabilization design, open channel flow modeling, water and sewer modeling, and fieldwork. Nolan has worked with a variety of municipalities to take field data and complete analysis to determine trends and predict future failures. His involvement with capital improvement planning involves creating a prioritized list of projects to be completed based on the criticality of the assets and their probability of failure. He has performed estimations on various sewer rehabilitation and reconstruction projects, and managed large scale sewer condition assessment projects. Nolan's fieldwork experience has been in examining storm sewer and sanitary sewer systems and assessing their physical condition, as well as overseeing construction operations for roadwork and facility updates. These experiences have given him the ability to critically analyze projects and innovate engineering solutions for clients.

Select Relevant Experience

Rouge Valley SDS; LTCAP Design & Construction, Wayne County, MI

Project Engineer: Has been heavily involved in multiple facets of a multi-firm, long term corrective action plan. He has been in integral part of taking the manhole and sewer inspection data, performing a condition assessment and generating rehabilitation recommendations for sewers and manholes in need of improvement. Communicated with County officials the findings of the assessments and isolate areas for future improvement projects. These assessments have generated multiple SRF funded manhole and sewer lining improvement projects, including more than 275 manholes and approximately 24,000 linear feet of large diameter sewers to date with additional manhole and sewer rehabilitation projects in design as of now. Additionally, he has overseen a large-scale manhole rehabilitation and system improvement project, managing contractors and contract items.

Wastewater and Stormwater Asset Management Plans, Various Communities (7), Michigan

Project Engineer; Worked on the sanitary and/or stormwater asset management plan for the following communities - Owosso, Saginaw County Road Commission, Village of Chesaning, Harrisville, Milan, Rose City, and Lapeer County Road Commission. As part of this effort, he spent time in the field analyzing stormwater or sanitary structures and facilities assessing their physical characteristics and structural condition. Storm and sanitary structures received NASCCO based defect coding while facilities assets received a condition assessment based on the assets physical condition in relation to its expected useful life. He oversaw contractors performing CCTV sewer inspections to determine condition of sewer assets, used GIS based tracking maps to monitor progress, constructed pay applications, and facilitated sewer inspection data transmittals. This information was used to performed data analysis on the compiled structure, facilities and sewer data to generate a probability of failure score for each inspected asset. He looked at spatial and socioeconomical factors to assigned consequence of failure scores to each asset using a multi-variable analysis. This data in conjunction with the calculated probability of failure scores to determine an asset risk score. Rehabilitation recommendations were made for assets in need of repair or replacement with a corresponding cost estimate. He then compiled the information into a comprehensive capital improvement plan and asset management plan.

Nolan Pacitto, PE

ASSET ASSESSMENT & VALUATION

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Select Relevant Experience Continued

Drinking Water Asset Management Grant, Various Communities (3), Michigan

Project Engineer; Worked with the City of Livonia, City of Romulus and Village of Chesaning to obtain EGLE grant funding. Grant work included performing a randomized selection of water service lines meeting EGLE's criteria to be inspected through hydro-excavation to determine the water service line material. He facilitated scheduling interior inspections with property owners and field staff; worked with the GIS to create material tracking maps, created notifications and informational materials for property owners. Created bid documents for the bidding and procurement process to obtain a hydro-excavation contractor for completing exterior water service line inspections. Through the duration of the hydro-excavation contracted work, performed contract administration, created payment applications, and monitored project progress through GIS based dashboards and progress meetings. Performed grant administrative tasks on behalf of the communities for items such as grant reimbursement requests and project reporting. Used results from water service line material investigations and compared them to historical data to determine the validity of the historical data. Compiled DWAM grant results with historical data, work orders, record drawings and institutional knowledge to create a Completed Desktop Service Line Material Inventory (CDSMI) which was submitted to EGLE as part of the Updated Lead and Copper Rule requirements.

Water Reliability Study and Asset Management Planning, City of Fenton, MI

Project Manager; Oversaw the completion of both the water reliability study and asset management plan. Worked with City to obtain necessary data to complete both phases of the project. Coordinated with, oversaw and provided insight to project engineers to ensure the project was being completed in an efficient and timely manner. Water reliability study and asset management plan data were incorporated into a digital interface dashboard that is interactive and can be managed by the City after the projects are completed.

Fenton Sanitary System Evaluation Study, Fenton, MI

Project Manager; Worked with the City to identify system concerns. Designed a SSES to evaluate the sanitary system in a manner that identified potential issues based on observed

concerns by the City. Developed a sewer metering program that analyzed sewer data from 11 locations throughout the system and were able to identify inflow and infiltration issues that led to capacity restrictions in the system. Create a smoke testing program that successfully found multiple cross connections between the storm and sanitary system leading to inflow during wet weather events.

Owosso Water Treatment Plant Backwash Pump and Piping Replacement Project (SRF Grant) City of Owosso, MI

Field Engineer; Participated in on site engineering efforts while construction occurred. Worked as a liaison between City water treatment staff, the contractors and OHM staff to coordinate efforts in completing necessary tasks on time. Observations, and record keeping were key tasks performed to ensure the project details were documented and any changes in the project were reflected through the proper channels. When asked for clarification in regard to a project subject, he was able to consult the plans and the project specification manual to confirm the proper actions were taking place.

Shiawassee River Bank Restoration, Chesaning, MI

Field Assessment; Conducted field survey to generate cross sections of the reach of river within the project limits. Created cross sections of the existing and proposed stream conditions in Civil 3D. Used those cross sections in HEC-RAS to create a model of the stream conditions during a 100-year flood event. Filled out and compiled the Joint Permit Application.

June Storm Event Analysis and SSES Study, Ann Arbor, MI

Data Analysis Engineer; for storm water and sanitary sewer hydraulic modeling to determine whether collection systems performed as expected during a rain event and to identify locations for potential improvements. A physical condition assessment was also conducted to identify sources of I/I into the sanitary sewer system that could be contributing to flooding and basement backups. The results were analyzed to develop recommendations on asset rehabilitation as well as minimizing the potential for flooding and basement backups in the future.

Nancy Russell, EIT

RISK ASSESSMENT & AMP



Education

- Bachelor of Science in Environmental Engineering, with concentration in Water Resources, University of Colorado, 2014

Professional Registration(s)

Engineer in Training

- MI, 2014

Experience

With OHM since 2014

All experience with OHM

Professional Development

- EPA-SWMM
- PCSWMM
- XPSWMM
- HEC-RAS

Background

Nancy Russell is a water resources engineer in the Environmental and Water Resources Group. She is primarily involved with stormwater and sanitary sewer modeling, and enjoys opportunities to analyze sewer systems, identify problems, and discover solutions using computer modeling software, as well as engaging the public to understand complex projects. Nancy's background provides her with a well-rounded understanding of the technical aspects of environmental engineering. Nancy is instrumental in projects related to stormwater management. She has modeled stormwater collection systems across the State of Michigan providing communities with innovative green solutions to their systems. Nancy is also knowledgeable about sanitary collection systems. She has modeled and designed assets for sanitary systems. She uses collected flow meter data to analyze the capacity of the sanitary system and provides recommendations that are cost effective. Nancy is proficient in various computer programs, including EPA-SWMM, XPSWMM, PCSWMM, HEC-RAS, ArcGIS, H2Ometrics, and Antecedent Moisture Models (I3dLab). She has modeled stormwater and sanitary sewers for communities across the State of Michigan. She is proficient at presenting model results and synthesizing information across a wide set of disciplines and to a broad spectrum of individuals.

Select Relevant Experience

Rouge Valley SDS; LTCAP Design & Construction, Wayne County, MI

Project Manager; Involved in a multi-firm team to evaluate a large interceptor sewer system serving 13 communities in Metro Detroit. This project includes the development of a hydrologic/hydraulic model of the interceptor system, evaluation of alternatives to reduce the frequency of SSOs, evaluation of community contract flow limits, enhancements to the County's GIS database, developing State Revolving Fund documents for the Long-Term Corrective Action Plan (LTCAP), design of sewer rehabilitation, and construction administration and engineering.

DWSD, Far West Detroit Stormwater Improvement Project (CS-1884A and PC 808), Detroit, MI

Project Engineer; Completing the Basis of Design for the West Warren Sewer Separation project by modeling the proposed stormwater collection system as well as the existing combined sewers using PC-SWMM. The model will identify the necessary size of the storage facility needed to project against surface flooding and flow rate reduction to the Detroit CSO outlet.

Multi-Community Planning Grant / GWK Community Stormwater Standards, Oakland County, MI

Project Engineer; Present Standards SEMCOG Planning Assistance Program Grant, Southeast MI Completed a Stormwater Standards and Green Infrastructure Study for Oakland County Water Resources Commissioner's office in collaboration with the George W. Kuhn Drainage District. The purpose of the study was to review and summarize existing municipal code

Nancy Russell, EIT

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Select Relevant Experience Continued

and existing stormwater design standards to identify barriers to green infrastructure. Additionally, the study evaluated the potential for new stormwater standards coupled with consistent use of GI practices within the Drainage District to reduce wet weather flows into the combined sewer collection system. The final report also included a triple bottom line analysis based on the potential new stormwater standards across the Drainage District.

Grosse Pointe Park Sanitary System Evaluation, Grosse Pointe Park, MI

Project Manager; A phase approach to evaluate the City's sanitary sewer collection system. The goal of this approach was to identify targeted areas for inflow and infiltration removal through infrastructure condition assessments, develop a hydraulic model that can be used to optimize existing assets, and determine appropriate system relief points to decrease surcharging during extreme rainfall events.

Auburn Hills Stormwater Asset Management Plan, Auburn Hills, MI

Project Engineer; Collected record drawings to incorporate historic and newly collected data regarding the City's assets into the GIS databased. Led the hydrologic and hydraulic EPA-SWMM model effort. Six miles of stream and over 30 detention ponds were surveyed and assessed to develop the model. All of the collected data and model outputs were incorporated in the Funding Feasibility Study, which the city plans to utilize when developing future stormwater funding options.

Battle Creek Stormwater Asset Management Plan, Battle Creek, MI

Project Engineer; Led the development of the hydrologic and hydraulic models using XP-SWMM for the 1, 2, 5, and 10-year recurrence interval events. All of the collected data and model outputs were incorporated in the City's GIS database and the Funding Feasibility Study, which the city plans to utilize when developing future stormwater funding options. Additionally, assisted with asset data analysis and the development of the Asset Management Plan report.

Battle Creek Wastewater Asset Management Plan, Battle Creek, MI

Project Engineer; Led the development of the hydrologic and hydraulic models using XP-SWMM for the 1, 2, 5, and 10-year recurrence interval events. All of the collected data and model outputs were incorporated in the City's GIS database and the Funding Feasibility Study, which the city plans to utilize when developing future stormwater funding options. Additionally, assisted with asset data analysis and the development of the Asset Management Plan report.

Traverse City Stormwater Asset Management Plan & Stormwater Master Plan, Traverse City, MI

Project Engineer; Led the development of the hydrologic and hydraulic models using XP-SWMM for the 1, 2, 5, and 10-year recurrence interval events. Incorporated green infrastructure into the models to reduce pollutants and enhance the City's level of service. All of the collected data and model outputs were incorporated in the City's GIS database and the Funding Feasibility Study, which the city plans to utilize when developing future stormwater funding options.

Rochester Hills Stormwater Asset Management Plan, Rochester Hills, MI

Project Engineer; Led the data analysis for Rochester Hills' stormwater and wastewater infrastructure. The project includes City-wide enhancement of its GIS databases, physical evaluations of collection system assets, flow metering, modeling, data analytics and the development of rate studies for both utilities. The stormwater rate study will include coordination with key local stakeholders to explore the feasibility of community-wide revenue sources for the stormwater system.

Mackenzie Chamberlain, EIT

RISK ASSESSMENT & AMP



Education

- Bachelor of Science in Environmental Engineering, Michigan State University, 2016

Professional Registration(s)

- Engineer in Training
- MI, 2016

Experience

- With OHM since 2016
- 1 year prior experience

Certification(s)

- NASSCO, MACP, PACP, LACP certified

Background

Mackenzie Chamberlain is an engineer in the Environmental and Water Resources Group at OHM Advisors. Her experience includes water systems modeling, collection systems modeling, data analysis, condition assessment, and field investigation. She also has experience working with GIS, AutoCAD, and water system and collection system modeling software applications. Mackenzie takes pride in her thoroughness and diligence as she works to provide the client with effective and optimal solutions.

Select Relevant Experience

Ann Arbor Sanitary Sewer Collection System Comprehensive Plan, Ann Arbor, MI

Project Manager; for the development of a Sanitary Sewer Collection System Comprehensive Plan for the City of Ann Arbor. This project is currently underway by OHM Advisors and will ultimately identify areas within the City's sanitary sewer system that are predicted to have capacity constraints and will recommend associated system improvements to convey the projected flows. As part of this project, the City's recent flow metering data will be analyzed to identify areas with high rates of inflow and infiltration into the sanitary sewer system and will also be used to update and calibrate the City's hydraulic model of the system. The model will then be used to evaluate the collection system's performance under a variety of scenarios, which incorporate existing wastewater flows as well as projected future flows from anticipated growth and development. Locations of model-predicted capacity constraints under existing and future conditions will be identified and will drive the development of recommendations that can be incorporated into the City's Capital Improvement Plan for the wastewater system. The City's wastewater facilities, such as lift stations and the wastewater treatment plant, will be evaluated for capacity limitations as well. Upon finalization of the recommended system improvements, a public engagement effort will be initiated to share the project's findings and recommendations with the community, stakeholders, and those who may be involved with future developments within the City.

Risk & Resilience Assessments and Emergency Response Plans, Various, MI

Project Engineer; in the preparation of the Risk and Resilience Assessments and Emergency Response Plans for multiple communities as required by the new America's Water Infrastructure Act of 2018. As part of these projects, she worked closely with each community to identify their critical water distribution assets as well as the pertinent threats to these assets to develop an overall financial risk score for each asset. These risk scores determined each community's vulnerable assets such that the communities can take actions to protect them and mitigate potential threats. She also assisted with the preparation of their Emergency Response Plans which include a list of critical equipment, information on safety materials and response resources, contact information for critical suppliers, contractors, media outlets, and governmental agencies as well as flow charts that outline plans and procedures for various emergencies, such as destruction of an asset or system contamination. Mackenzie supported the following communities with their AWIA projects in the updates of their Risk and Resilience Assessments and Emergency Response Plans in 2025-2026: City of Adrian, East Lansing-Meridian Water and Sewer Authority, City of Farmington, City of Fenton, City of Grosse Pointe Park, Village of Milford, Northville Township, City of Novi, City of Oak Park, Orion Township, Scio Township, Superior Township, Village of Swanton, Ypsilanti Communities Utility Authority.

Mackenzie Chamberlain, EIT

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Select Relevant Experience Continued

OCWRC Water System Emergency Planning, Farmington Hills, MI

Lead Modeler & Project Engineer; for the Farmington Hills Emergency Planning project. This project involved creating an emergency planning document detailing actions for the City of Farmington Hills to take in case any one of its ten Great Lakes Water Authority (GLWA) metered connections or seven internal key facilities were out of service. Mackenzie conducted the modeling for each scenario and prepared a detailed report with visuals outlining the recommended actions to take in the event one of these sites was out of service. She also helped investigate the option of redistricting an area of the City. Additionally, Mackenzie was the lead engineer in a follow-up project modeling various scenarios where GLWA facilities were out of service. Mackenzie conducted the modeling for each scenario in order to determine the best course of action for the City to take in each situation. The analysis included scenarios where GLWA water treatment plants, pump stations, and transmission mains surrounding the City were out of service. She prepared a report with visuals detailing the model results and recommended actions for each scenario. Mackenzie has worked extensively with the Farmington Hills water model and continues to work with it regularly to perform miscellaneous modeling tasks as requested by the City or the Oakland County Water Resources Commissioner's Office.

Grosse Pointe Park Water Master Plan, Grosse Pointe Park, MI

Lead Modeling Engineer; for the development of a Water Master Plan for the City of Grosse Pointe Park, MI. The Water System Master Plan incorporates the components of a Water Reliability Study, General Plan, and Asset Management Plan. As part of the Water Reliability Study, population and water consumption data were used to determine current water system demands and project future demands for 5-year and 20-year planning periods. As part of the General Plan, a hydraulic model was created from the City's GIS database and was calibrated to hydrant test data. The model was then used to evaluate pressures and fire protection flows throughout the system for existing and future demand scenarios, and GIS maps were created to display the model results. As part of the Asset Management Plan component, an inventory of the City's horizontal assets was performed. A water main condition assessment and criticality evaluation were also performed, which were used to calculate an overall risk score

for each asset. The findings and results from the hydraulic analysis and the risk evaluation were then used to develop a Capital Improvement Plan for the City that prioritized assets that are in the most critical need of replacement. The analyses, results, and recommendations were then documented in a comprehensive report for the City.

Auburn Hills Wastewater Asset Management Plan, Auburn Hills, MI

Project Engineer; Mackenzie was involved with the wastewater effort associated with the Stormwater and Wastewater Asset Management Plan (SAW Grant) for the City of Auburn Hills. The project included an inventory of wastewater assets with GPS data collection and GIS utility mapping as well as field inspection of manholes and sewer pipes. This data was used to perform a condition assessment, critical asset determination, deterioration forecasting, and level of service determination, and also aided in the development of a Capital Improvement Plan and a final Asset Management Plan report. Mackenzie performed data analysis for the City's wastewater system involving both manholes and sewer pipes, and she was responsible for completing the criticality analysis of the City's wastewater system and determining the level of risk associated with each asset.

YCUA Water System Master Plan, Ypsilanti Area, MI

Project Engineer; for the development of the Ypsilanti Community Utilities Authority (YCUA) Water System Master Plan. The Water System Master Plan incorporates the components of a Water Reliability Study, General Plan, and Asset Management Plan. Mackenzie was involved in performing an inventory and condition assessment of the Authority's vertical assets. Following the assessment, she assisted in updating the pump station piping network in the Authority's GIS database. Mackenzie also created a new hydraulic model using the Authority's existing GIS database for the network layout. She utilized available population and consumption data to determine current water system demands and project future demands for 5-year and 20-year planning periods. She then created and calibrated the model to analyze pressures and fire protection throughout the system for existing and future demand scenarios and created GIS maps displaying the model results. Mackenzie documented the modeling process and model results in a comprehensive report.

Chris Elenbaas, PE

LIFECYCLE MANAGEMENT & AMP, FINANCIAL ANALYSIS



Education

- Bachelor of Science in Civil & Environmental Engineering, University of Michigan, 2005

Professional Registration(s)

Professional Engineer

- MI, 2009, #6201056730

Experience

With OHM since 2022
18 years prior experience

Background

Chris Elenbaas serves as a Senior Project Manager and has over 18 years of broad experience within municipal engineering, including master planning, engineering analysis, asset management, condition assessment, detailed design, and construction administration. His primary focus has been within municipal water supply including storage tanks, pump stations, distribution mains, and large diameter transmission mains. Beyond water infrastructure, he has served as a design engineer for wastewater gravity mains, force mains, lift stations, pedestrian pathways, roadways, streetscapes, and recreational facilities. Beyond his consulting experience, he has over four years working within a public works environment and is accustomed to field and emergency response efforts. Successfully managing municipal assets is his primary goal and his work has involved numerous examples of making data driven design decisions to help communities meet their service goals for residents.

Select Relevant Experience

Ann Arbor Parks and Recreation Asset Management Plan, Ann Arbor, MI

Project Manager; developing an asset management plan for 2,210 acres of parkland and 1,400 acres of natural areas. This project involved creating a GIS-based asset inventory and conducting condition assessments to determine the lifecycle and replacement costs of park amenities. By analyzing the current level of service and establishing target levels based on best practices, the project aims to optimize resources and prioritize capital improvements. Additionally, a funding strategy is being developed to align with the city's strategic planning initiatives, ensuring sustainable operations and maintenance of the parks system.

Pittsfield Village Improvements, Ann Arbor, MI

Project Manager; for the development of a comprehensive plan that encompasses previously recommended utility and roadway improvements within the Pittsfield Village neighborhood. OHM Advisors is performing the field data collection as well as the detailed design and preparation of bidding documents for construction of the recommended improvements. The total construction cost of this project is anticipated to be over \$14M with OHM Advisors providing contract administration and inspection services over 2025 and 2026.

Ann Arbor Comprehensive Distribution Plan and Model Update, Ann Arbor, MI

Engineer; The project takes an in-depth look at the City's water distribution system, encompassing its historical context, past investigations, operations, and ability to adhere to regulatory standards and internal level of service goals. A hydraulic model was rebuilt and calibrated using hydrant testing data and pressure monitoring data. Multiple scenarios including existing and future, average day, maximum day, and water age were developed to evaluate and identify opportunities for efficiencies and anticipate future challenges. The outcome will be a comprehensive plan designed to equip future operators and City personnel with effective guidance for managing the system successfully.

Ann Street Water Main & Resurfacing Design, Ann Arbor, MI

Co-Project Manager; Engineering design for water main replacements, stormwater management improvements and road resurfacing for Ann Street in downtown Ann Arbor. The design includes new intersection bump outs for pedestrian safety, stormwater infiltration for

Chris Elenbaas, PE

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Select Relevant Experience Continued

stormwater quantity and quality benefits, and maintenance of traffic for this downtown area during construction.

U of M Housing Master Planning, Ann Arbor, MI

Municipal Engineer; The University of Michigan is in the process of constructing two student resident halls in the City of Ann Arbor. OHM Advisors provided a sanitary sewer capacity study and evaluated eight potential sanitary routing alternatives to accommodate the flow anticipated from the residence halls. Cost estimates were developed for each alternative and one route was recommended based on construction feasibility and the ability to meet the schedule constraints.

DWSD CS-1921 As-needed Engineering Design for Water and Sewer Projects (2021–2024), Detroit, MI

QA/QC Engineer; The Task 1 water main project consists of more than 6 miles of water main replacement mainly within local neighborhoods in the city. A majority of the work is funded by a Michigan Drinking Water State Revolving Fund (DWSRF) loan. The current Task 6 water main replacement design project is similar in that it consists of replacement or rehabilitation of approximately 6 miles of water main in the Dexter-Linwood, Davison, and Buffalo-Charles neighborhoods of the city. This task is also funded through DWSRF, with design efforts expected to be completed in December of 2023. OHM Advisors will assist with preparation of construction drawings, Book 2 specifications, opinion of probable costs at various stages of design, and preparation of documentation and clearances needed to satisfy DWRSF requirements.

The Downs PUD Consultation (Northville Downs Site Redevelopment), Northville, MI

Utility Infrastructure Expert; for comprehensive consultation to the City in technical matters for a proposed PUD redevelopment of the former Northville Downs Harness Racing site, proposed as The Downs PUD. This mixed-use development contains various types of residential uses, retail, and greenspace improvements, as well as associated CIPs at the perimeter. Services provided included site plan review, traffic analysis, review of development agreement, survey, engineering plan review, and more.

Farmington Hills Temporary Pump Station, Farmington Hills, MI

Project Manager; OHM led the efforts to design a temporary water pump station that reversed normal flow patterns and allowed the City of Farmington Hills to supply water from one of their alternate feeds during the rehabilitation of a 48-inch and 54-inch transmission main. Services included emergency design, hydraulic analysis, permit and startup assistance for a 3,200 gpm temporary water booster station. Challenges included pump availability, permitting requirements, cold weather installation and surge management.

2023 Miscellaneous Utility Projects Design, Ann Arbor, MI

Assistant Project Manager; Engineering design for water main replacement and road resurfacing for four local streets - Carmel Street, Easy Street, Provincial Drive, and Glendaloch Road, including determination of horizontal alignment and construction methodology for the water main replacements, road cross-sectional requirements, and storm system needs. The design also included replacement of a nearby sanitary sewer on Arlington Boulevard, and abandonment of an old crosslot sanitary sewer on North Seventh Street that required the relocation of a single remaining service lead from the sewer to be abandoned to the sanitary sewer in the roadway.

7 Mile Road Water Tower & Vault Modifications, Northville, MI

Construction Project Manager; for the construction phase engineering efforts for a new 500,000-gallon elevated storage tank and of two new control vaults in Northville Township. The project required detailed coordination with the Great Lakes Water Authority and extensive water system work within constricted sites demanding unique easement conditions. Project construction cost was over \$6 million, and it's anticipated to be complete in late 2023. City of Ann Arbor, 2023 Miscellaneous Utility Projects (Ann Arbor, MI) – 2022-2023 Served as Project Manager for the design of water main, road resurfacing, and sanitary sewer improvements at five project locations across the City of Ann Arbor. The \$4.1 million project includes 5,300 feet of water main replacement. In multiple locations, the design team's detailed assessments identified additional infrastructure issues that were incorporated into the bid documents.

Claire Martin, PE

NON-MOTORIZED CAPITAL PLANNING



Education

- Master of Science in Civil Engineering, University of Michigan, 2013
- Bachelor of Science in Civil Engineering, University of Michigan, 2012

Professional Registration(s)

- Professional Engineer MI, 2017, #6201064386

Experience

With OHM since 2023
10 years prior experience

Certifications(s)

- OSHA, Confined Spaces Entry Training

Background

Claire Martin serves as a Project Manager in OHM's Municipal Services Group. She has 11 years of varied experience in civil engineering, including non-motorized pathway and sidewalk design, site plan and park design, construction inspection, and contract administration. As a project manager, Claire excels at taking a project from start to finish, by coordinating early and often with clients and other project stakeholders, assisting with grant writing and management, preparing contract documents and drawings, permitting, providing bidding assistance, and contract administration during construction. Her focus is on planning a project such that challenges and opportunities are discovered early in the process, when they can be mitigated or explored, to ensure projects are completed in the most efficient way possible. Claire also has experience in local road design, plan reviews, structural inspections and calculations, dam inspections, bridge inspections, confined space entries, green infrastructure design, and transmission line design.

Select Relevant Experience

River Trail, Northville, MI

Project Manager; for the concept planning and preliminary engineering work for a segment of the proposed "River Trail" in Northville, MI. The limits of the current concept planning effort include preliminary engineering and cost estimating for the segment from Griswold St to Main St in Ford Field East, as well as concept planning for the phase from Main St to Beal St. The alignment of the trail is proposed to follow the Rouge River. Coordination efforts with CSX Railroad, Michigan Department of Environment, Great Lakes, and Energy (EGLE), and Wayne County are ongoing. Pathway elements are likely to include bridges and/or boardwalk, and midblock crossings (HAWK and/or RRFB). Scope of work also includes an application to SEMCOG TAP and MDNR's MNRTF programs.

7 Mile Road Pathway, Northville Township, MI

Project Manager; for design engineering of a 1.7-mile pathway project in Northville Township, MI, including TAP and MNRTF grant application assistance. The pathway runs along the south side of 7 Mile Road from the intersection of the Hines Park Trail at River Street to an existing pathway west of Haggerty Road. The pathway is proposed as a 10-ft wide shared use pathway, with proposed pedestrian signals at three intersections, and a crossing of CSX Railroad.

Geddes Road Pathway, Superior Township, MI

Project Manager; for the final engineering of a 0.5-mile MDOT Transportation Alternatives Program (TAP) funded pathway project from Andover to Wexford. The project involved easement acquisition, bidding through the MDOT LAP process, permitting through WCWRC and EGLE, and coordination with the Washtenaw County Road Commission.

Superior Township ADA Ramp Improvements, Ypsilanti, MI

Project Manager; for design engineering of an ADA curb ramp improvement project in several neighborhoods in the south end of the Township. The project has FY2025 Transportation Alternative Program funding and will be let through MDOT's Local Agency Program.

Claire Martin, PE

NON-MOTORIZED CAPITAL PLANNING

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Select Relevant Experience Continued

Plymouth Road Pathway, Superior Township, MI

Project Manager; for the design and construction of a pedestrian pathway, boardwalk, sidewalk replacement, pedestrian signals and storm drain installation in historic village of Dixboro in Superior Township, MI. The project connected an existing pedestrian pathway on the west side of Dixboro Rd to the east edge of the village core along the south side of Plymouth Rd. The project received a \$300,000 grant from MDNR's Natural Resources Trust Fund (MNRTF) program, and \$250,000 from the Washtenaw County Parks and Recreation Commission (WCPARC) Connecting Communities program. Construction was completed in Fall 2024.

Downtown Northville Road Closure Bollards Installation, Northville, MI

Project Manager ; for the design, bidding, and construction assistance for the installation of new retractable bollards at Main Street and Center Street in the downtown area of the City. The City purchased the bollards ahead of the bid letting to expedite delivery, and installation of the bollards began in early fall of 2023 for anticipated construction completion in late October or early November depending on final delivery of materials.

The Downs Program Management, Northville, MI

Project Manager; Program Management of a 45-acre private development site in the City of Northville. The development is a multi-million-dollar project involving multiple developers in a City of just over 6000 people. Tasks involve assisting City staff to manage the various aspects of the development, including tracking development construction progress, SESC inspections, public outreach, funds received and due from the developers involved in the project, and progress of the many capital improvement projects outlined in the development agreement, including for the River Park and various midblock crossings surrounding the project.

Midblock Crossing Projects (2017-2022), Pittsfield Township, MI*

Project Manager and lead technical engineer for several midblock crossing projects within Pittsfield Township. Efforts included coordination of midblock crossing locations with the

Washtenaw County Road Commission, traffic signal design of enhanced rectangular rapid flashing beacon crossings, permitting, bidding assistance, and contract management. One midblock crossing used HUD's Community Development Block Grant (CDBG) program for funding.

M-52 Trail & Tunnel (2015-2022), Chelsea and Lyndon Township, MI*

Project Manager and lead technical engineer for several phases of a pathway connection from the City of Chelsea to North Territorial Road in Lyndon Township. The pathway involved boardwalks, retaining walls, midblock crossings with RRFB's, and a tunnel underneath M-52. The scope of the project involved grant coordination, permitting, stakeholder coordination (WCPARC, WCRC, MDNR, City of Chelsea, WCWRC, MDOT), and utility coordination in addition to pathway design. Several sources of funding were used, including private donors, MDNR Trust Fund, and MDOT Transportation Alternatives Program. The tunnel was designed as a showcase for fundraising efforts for the non-profit client, and involved several design meetings with donors. The ultimate design included a prefabricated con-span tunnel with corten steel and natural stone veneer on the wingwalls, interior lighting, and a brick paver entry. Design of a statue plaza was also completed as an additional project.

B2B Segment D2 Phase 1 (2015-2018), Dexter, MI*

Lead technical engineer for an MDOT Transportation Alternatives Program (TAP) funded pathway project from the Dexter Huron Metropark to Zeeb Road in Scio Township. The project involved 1.0 mile of pathway, two (2) 200'+ bridge crossings of a Natural River, boardwalk, and amenities. The project was a coordinated effort between WCPARC as the client, WCRC as the Act 51 agent, and HCMA. It involved permitting through MDOT Office of Rail, Amtrak, MDEQ, WCWRC, and MDNR Natural Rivers.

**Work prior to joining OHM Advisors.*

Zach Hampton, PE

UTILITY CAPITAL PLANNING



Education

- Bachelor of Science in Civil Engineering, Michigan State University, 2016

Professional Registration(s)

Professional Engineer

- MI, 2021, #6201310003

Experience

With OHM since 2016

1 year prior experience

Background

Zachary Hampton works on many municipal projects, centering around infrastructure planning and design, municipal site review and development, municipal asset management, and utility design and construction. This diverse background has given Zachary an understanding for many types of municipal projects, including parks, on/off-street non-motorized facilities, local roads, arterial roads, utilities, green infrastructure, and storm water management systems. His varied experience and technical expertise allows him to go above and beyond to help deliver successful projects to the clients that he serves. Zachary is also proficient with AutoCAD/Civil3D, Bluebeam and ArcGIS software suites. Most recently, Zachary has worked with the City of Southfield on a daily basis to provide a wide array of engineering services including the execution of capital improvement projects, development of various engineering reports and studies, and review of incoming site and engineering plans. Additionally, he has assisted with the Cities' Capital Improvement planning. This has included the tracking of financials and statistics for all non-motorized, water, sewer, and road projects completed since 2014.

Select Relevant Experience

Drinking Water Asset Management (DWAM) and Water Service Line Material Assessment, Dearborn, MI

Project Manager; OHM assisted the City of Dearborn with applying for and obtaining a Drinking Water Asset Management (DWAM) Grant. The purpose of this grant was to assist the City with identifying the quantity of lead services within their system through a variety of different means, both by physical identification and records research. Additionally, the grant included funding for asset management and capital planning as it relates to lead service lines. OHM assisted the City with 3-point Lead Service Line Inspections, digitization of data and predictive modeling, as well as the creation of an education webpage for the public. The web page includes an interactive map displaying every property's service material as well as a sign-up link for scheduling an inspection and a self-identification questionnaire. The website was made available in both English and Arabic.

GLWA Downriver Transmission Main Loop, Wayne and Monroe Counties, MI

Utility Engineer; Construction of 10 miles of 16-24 inch and 4 miles of 42-inch transmission water main. The goal of this project is to create redundancy within a portion of the GLWA system that currently has none. Zachary's role as a design engineer on this project included leading the preparation of plans, specs and estimates for the project. Additionally, he took a lead role with utility coordination and permitting.

2025/26 South Area Water Main and Pavement Improvements Project, Southfield, MI

Project Manager; Project included replacement of approximately 7 miles of local road replacement by a mix of fixes, including both rehabilitation and reconstruction, as well as replacement of approximately 24,000 feet of water main. This was spread throughout 3 neighborhoods within the City of Southfield. Total estimated cost of this project is approximately \$13m. Design was completed in Spring of 2025, and the project will be constructed over the 2025/26 construction seasons.

Zach Hampton, PE

UTILITY CAPITAL PLANNING

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Select Relevant Experience Continued

Hooper Boulevard Reconstruction, Southfield, MI

Project Manager; A project that included full replacement of road and utilities (water main, sanitary sewer, and storm sewer) along an 800-foot corridor. The project is being designed in conjunction with a private development, so coordination and scheduling is critical to success. Design for the project will be finalized by mid-summer 2025, and will be bid and constructed in late 2025.

North Park Drive Reconstruction, Southfield, MI

Project Manager; A project that included approximately 3,000 feet of 8-16 inch water main replacement by open cut, as well as the reconstruction of a City Major Roadway. The project was within the City of Southfield Downtown Development Authority District, so communication and coordination with local stakeholders was paramount to crucial to project success. As project manager, Zack worked on the project from inception through to construction.

Rutland Avenue Reconstruction, Southfield, MI

Project Manager; A project that included approximately 2,000 feet of 8-12 inch water main replacement by open cut, as well as the reconstruction of a City Major Roadway. The project was within the City of Southfield Downtown Development Authority District, and adjacent to Oakland Community College, so project staging was critical in the design of this project. As project manager, Zack worked on the project from inception through to construction.

Tanglewood Paving and Water Main Improvements, Southfield, MI

Project Manager for a project that included over 6,000 feet of water main installation by open cut and directionally drilled installation methods. Project also included road improvements along with minor storm sewer improvements. As project manager, Zack was responsible for the project from inception through construction, working with the client to develop the project, then seeing it through the design and construction phases.

Mt. Elliott Bridge over I-94, Wayne County, MI

Utility Engineer; for part of the I-94 modernization project.

OHM performed design services to replace the Mt. Elliott bridge over I-94. The existing 4-span structure carrying 4 lanes of traffic with sidewalks on each side was replaced with a 3-span structure carrying 4 lanes of traffic with bike lanes and sidewalks on each side of the road. Relocation of large diameter water main (42") and sewers (54") within the influence of new roadways and bridges along the I-94 corridor were part of this project.

Section 15 Paving and Water Main Improvements, Southfield, MI

Design Engineer; A two-mile section of water main replacement and paving improvements project. The planned improvements consist of replacing the entire water main system, including all pipes, services, and associated appurtenances. The project also includes a combination of HMA reconstruction, HMA Inlay and concrete rehabilitation. Unique to this project was the implementation of traffic calming measures in the form of intersection bump-ins and an urban roundabout within the neighborhood.

Section 12 & 13 Water Main Replacement, Southfield, MI

Design Engineer; A project that included over 25,000 feet of water main installation. HMA and concrete Road improvements, as well as non-motorized improvements, were also included in this project. Unique to this project was the bidding of multiple methods of water main construction (open cut, directional drill, pipe bursting, and lining) against each other to determine which was the most cost-effective.

DWSD, Far West Detroit Stormwater Improvement Project (CS-1884A and PC 808), Detroit, MI

Design Engineer; for a construction project intended to separate a 218-acre area within the City of Detroit from the combined system. This project includes the installation of large diameter storm sewer, as well as the creation of several storm water features intended to provide pre-treatment and detention for the runoff generated by the neighborhood. The project is being coordinated with water and sewer improvements to provide a neighborhood-wide overhaul of water and sewer infrastructure.

Nathan Zgnilec

UTILITY CAPITAL PLANNING SUPPORT



Education

- M.S. Environmental Engineering, Michigan Technological University (2016)
- B.S. Civil Engineering, Michigan Technological University (2013)

Experience

10 Years prior experience

Specializations

- Hydrological & Hydraulic Modeling and Analysis
- Alternatives Development and Evaluation
- Long-Term Planning and Consent Decree Management
- Wet Weather Flow Analysis
- Collection System Rehab and Replacement
- Green Stormwater Infrastructure

Background

Nathan D. Zgnilec is a project manager with a background in civil and environmental engineering. With 10 years of experience, Nathan has served a diverse range of clients and communities, including some of the largest sewer authorities in the Midwest. Nathan has extensive experience with evaluating and managing collection systems, including hydrologic and hydraulic modeling, condition assessment, alternatives development, and long-term planning. Through these experiences, Nathan has successfully managed multi-discipline teams, navigated complex regulatory landscapes, and assisted clients in securing funding to support capital investments. Nathan has also been involved in floodplain modeling and mapping, water quality sampling and analysis, and GSI projects. Nathan is an active member and co-chair of the Michigan Water Environment Association's Collection System Committee and frequently participates in industry conferences nationwide.

Select Relevant Experience

Great Lakes Water Authority (GLWA) CSO Long-Term Control Plan (LTCP), Detroit Metro Area, MI

Nathan was an active member of the consultant team for development of the CSO Long Term Control Plan (LTCP) for GLWA's regional wastewater system serving four million people. Nathan served as the Assistant Project Manager for his firm's tasks, which include alternatives development and evaluation, hydraulic modeling of the regional wastewater system, weekly coordination with the consultant team, and Basis of Design. This work has allowed Nathan to establish an in-depth understanding of system-wide flow meter data, collection system connectivity, member partner contributions, and operational protocols at GLWA's wet weather facilities.

Rouge Valley Sewage Disposal System (RVSDS) Long-Term Corrective Action Plan (LTCAP) Design & Construction, Wayne County, MI

As project manager, Nathan led a multi-firm engineering team focusing on the design, procurement, and construction administration for several multi-million-dollar projects. These projects are part of the Long-Term Corrective Action Plan for Wayne County's Rouge Valley Sewage Disposal System. The projects included widespread manhole rehabilitation, junction chamber retrofits, several miles of sewer rehabilitation, lift station optimizations, and siphon improvements. Additional responsibilities included public engagement with stakeholders and coordinating with EGLE and other regulatory agencies.

MIS Mill RD Relief Sewer Design & Construction, Milwaukee, WI

Nathan served as assistant project manager for the preliminary design of the Mill Road relief sewer tunnel for the Milwaukee Metropolitan Sewer District (MMSD). This project sought to address sewer overflows by constructing a 54-inch tunnel in the City of Milwaukee. Nathan led the management of several sub-consultants tasked with performing field work and preliminary evaluation of the project.

Green Infrastructure Operation and Maintenance, Peoria, IL

Nathan oversaw the operation and maintenance (O&M) protocols for green infrastructure (GI) assets throughout the City of Peoria's combined sewer system. These GI assets were

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Select Relevant Experience Continued

constructed as part of the City's CSO remedial measures, required under their consent decree with EPA. O&M activities included proactive maintenance, rainfall driven inspection and maintenance, and creating user-friendly processes to support these activities.

Rouge Valley Sewage Disposal System (RVSDS) Wastewater Facilities; As-Needed A&E Services, Wayne County, MI

Nathan was project manager on a multi-firm joint-venture agreement with Wayne County to support as-needed tasks at the County's RVSDS wastewater facilities. Nathan managed several tasks under the As-Needed contract. These tasks ranged from assessments at the County's six wastewater facilities, investigating system issues, like sinkholes encountered in the field, and assisting the County with TRC permit requirements at RTBs.

Allen Creek Flood Control, Ann Arbor, MI

Nathan initially assisted with the hydraulic design of a \$4 million FEMA-funded flood control project. This project included detailed site survey and hydraulic modeling to reduce the Allen Creek floodplain by approximately 6 feet along the Depot Street corridor. Nathan then transitioned to Project Manager and oversaw the complete remapping of the Allen Creek floodplain to meet FEMA requirements and assisted the City in pursuing a Letter of Map Revision (LOMR).

Huron Rouge Sewage Disposal System (HRSDS) Peak Flow Alternatives for Tributary System, Oakland County, MI

Nathan served as project engineer and worked with officials from the Oakland County Water Resources Commissioner's office (OCWRC) to analyze flows throughout the HRSDS system, using observed and modeled flows, to determine the status of local communities' allowable flow limitations. These efforts also explored alternatives for satisfying maximum allowable flow limits under the current and projected population of local communities.

OCWRC Sanitary Sewer Sustainability Nexus Project, Oakland County, MI

Nathan performed a sustainability evaluation of four sewage disposal systems for the Oakland County Water Resources Commissioner (OCWRC). This analysis resulted in setting

sustainability goals for improving the sanitary sewer system to manage both current and future weather conditions. The analysis included the removal of I&I and the use of green infrastructure to recharge the ground water. Energy conservation and generation potential and the resulting carbon reduction goal setting. The cost benefit analysis for conceptual projects included both the engineering cost analysis as well as the natural capital analysis.

Blueprint Columbus Yale-Edwin, Project Engineer; Columbus, OH

Nathan was a project engineer for the City of Columbus's Blueprint Columbus Yale-Edwin project area, which aimed to reduce the amount of infiltration and inflow (I&I) into the sanitary sewer. Nathan was involved with the post-processing of field collection data including downspouts, drainage areas, landscaping, fencing, etc. Nathan assisted with the evaluation of potential green infrastructure sites and the conceptual design of viable green infrastructure sites.

Chapaton Retention-Treatment Basin (RTB) Total Residual Chlorine Monitoring, Macomb County, MI

Nathan served as a project engineer on a team that was tasked with optimizing the performance of the Chapaton Retention Treatment Basin (RTB) operated by the Macomb County Public Works Commissioner. Nathan was involved in the installation of continuous real-time monitoring probes and associated telemetry to quantify Total Residual Chlorine (TRC) concentrations and connect the data to the existing SCADA system. Responsibilities included reviewing TRC monitoring and telemetry options, selecting the most appropriate equipment for the installation, coordinating with suppliers, verifying the performance of the equipment, and developing a full-scale monitoring plan.

Combined Sewer Evaluation Survey, Greenwich, OH

Nathan served as the lead modeler for a combined sewer evaluation survey in the Village of Greenwich, Ohio. Nathan's role on this project included validating flow-metering results, developing a hydraulic model of the collection system, and analyzing the hydrology throughout the Village. Upon review of the existing flow characteristics, Nathan utilized the model to perform a capacity assessment and evaluate alternatives for addressing the Village's CSOs.

Don Carpenter, PhD, PE, LEED AP

PUBLIC ENGAGEMENT, RESILIENCY PUBLIC AWARENESS & EDUCATION



Education

- Ph.D., Environmental and Water Resources Engineering, University of Michigan (2001)
- M.S. Civil Engineering, Oregon State University (1996)
- B.S. Civil Engineering, Purdue University (1993)

Professional Registration(s)

- Professional Engineer
- MI, #6201056764

Experience

28 Years prior experience

Professional Certification(s)

- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- NCI Charrette Facilitation Certified, National Charrette Institute, Portland OR

Specializations

- Green Stormwater Infrastructure
- Hydrologic and Watershed Modeling
- Community Planning, Placemaking, Outreach and Education
- Design of Stormwater BMPs
- Design Manual Development
- Resiliency Planning

Background

Donald D. Carpenter is a professional engineer and accredited green design professional whose expertise includes green stormwater infrastructure (GSI), stormwater best management practices (BMPs), hydrologic & hydraulic (H&H) modeling and design, community engagement, and stormwater master planning. Dr. Carpenter has over 27 years' experience working with diverse clients across the United States as a researcher and practicing professional. Since 2000, he has also been a professor at Lawrence Technological University and has taught courses and workshops on stormwater management, hydrology, design, and ethics. As an NCI Certified Charrette Facilitator, he has extensive experience in community engagement and master planning. His efforts have facilitated community implementation of GSI and the development of community socio-economic sustainability plans. As a national stormwater expert, Dr. Carpenter serves on the Washington Department of Ecology Bureau of External Reviewers and assists in the certification of innovative stormwater technologies. Finally, Dr. Carpenter is an active leader and board member for several committees and non-profit organizations dedicated to improving water quality and citizen quality of life including Pure Oakland Water (POW), Cranbrook Institute of Science, Great Lakes Stormwater Collaborative, and Society of American Military Engineers. He is recognized stormwater expert and regional resource for communities in southeast Michigan and has served on various committees and working groups for over 20 years including the SEMCOG Green Infrastructure Task Force.

Select Relevant Experience

Grant Administration Support, Southeast Michigan Council of Governments

Professional services consultant in support of SEMCOG's USEPA GLRI Grant to implement green infrastructure in Southeast Michigan. Services include grant administration, site visits, design review, coordination of community awardees, and technical presentations.

Oakland County Green Infrastructure Engineering Support Services, Oakland Co., MI

Drummond Carpenter has an on-call professional services contract and has supported Oakland County Water Resources Commission and Parks & Recreation Department on multiple planning and design projects including conceptual plans, design documents, cost estimates, grant support, stakeholder engagement, and modeling.

Huron-Clinton Metropolitan Authority (HCMA) Regional Stormwater Management Strategy Project, Detroit Metro Area, MI.

Dr. Carpenter assisted HCMA with the development of a regional stormwater management strategy including identifying the potential role of HCMA in this space. Dr. Carpenter assisted with the creation of an Advisory Board, organized stakeholder focus groups, reviewed existing stormwater management plans from local governments, watershed groups, and regulatory agencies, and developed regional solutions/strategies to address key regional stormwater management issues.

Engineering and Design Services for Storm Water Management Practices (CS-1830), Detroit Water and Sewerage Department (DWSD), Detroit MI.

Project Manager and Senior Technical Consultant for a subconsultant as-needed professional services contract. The overall goal is to incentivize stormwater management on private property.

Don Carpenter, PhD, PE, LEED AP

PUBLIC ENGAGEMENT,
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Select Relevant Experience Continued

Tasks included advising DWSD on program implementation, conducting site visits and interviewing stakeholders, advising on stormwater management implementation strategies, and overseeing developing of site assessment reports that include stormwater runoff calculations, conceptual site plans, and implementation costs.

Engineering and Design Services for Green Stormwater Infrastructure Program Management (CS-1884A), DWSD, Detroit MI.

Project Manager and Senior Technical Consultant for a subconsultant as-needed professional services contract. Project tasks include conducting site visits, revising DWSD stormwater design and drainage charge credit manuals, developing large scale site plans and construction documents for sewer separation projects, drafting reports and proposals for plan implementation, site plan reviews, developing educational outreach materials, meeting with stakeholders and permit agencies, and developing grant proposals.

Fenkell Stormwater Projects, DWSD, Detroit MI.

Dr. Carpenter was the primary author on four funded grant proposals that secured over \$1.6M in funding for DWSD in 2022 under the CS-1884A contract. He now serves as the Project Manager for the four projects on behalf of DWSD and Drummond Carpenter is responsible for complete civil site design plans, construction documents, and specifications. The projects are slated for construction in 2024 and collectively will treat 9 MG of stormwater annually from 56 acres of urban land through the implementation of over 20 rain gardens.

Huron-Clinton Metropolitan Authority (HCMA) Stormwater Master Plan, Detroit Metro Area, MI.

Dr. Carpenter assisted with the development of the HCMA Stormwater Master Plan. He was responsible for identifying locations of and sizing of green stormwater infrastructure retrofits at all thirteen HCMA facilities. Final Project reporting included ArcGIS database of locations, typical GSI design details, computational summaries of each proposed practice, cost estimates and background information on each of nine proposed GSI techniques.

Green Stormwater Infrastructure Market Analysis and Business Plan for Southeast Michigan, Friends of the Rouge, Detroit Metro Area, MI.

In 2022, Dr. Carpenter brought his expertise in collaboration, business, and stormwater to assist in developing a marketing analysis and business plan for the Southeast Michigan Green Stormwater Infrastructure Collaborative which is a group of non-profit watershed organizations. Dr. Carpenter's primary role was to host focus groups for community partners and stakeholders including a SWOT analysis of the proposed business venture. Dr. Carpenter also published a pamphlet of GSI techniques, co-authored the final report, Green Stormwater Infrastructure Market Analysis and Business Plan for Southeast Michigan, and an article for the Siedman Business Review, Catalyzing a Business Response to Michigan's Deficient Green Stormwater Infrastructure.

Green Infrastructure Planning, City of Royal Oak, MI.

Dr. Carpenter was a technical consultant and co-author of the City of Royal Oak Green Infrastructure Evaluation Report that described green infrastructure potential organized around land-use typology including parks, alleys, parking lots, major roads, and neighborhood subdivisions. The report provides a plan for implementation and recommendations for transfer to other areas of the city based on volume of stormwater, cost, soil infiltration, social use, and constructability.

Green Infrastructure Implementation – Planning for a Sustainable Future, Michigan Sea Grant, Ann Arbor, MI.

Dr. Carpenter was the Project Director on a project that identified and addressed barriers to large-scale implementation of green infrastructure projects through robust community engagement including focus groups, community visioning sessions, and broad internet-based survey. The project team included consulting partners, academia, municipal leadership, and an advisory board. The final report suggested tools for decision-makers to implement green infrastructure projects into their own communities.

Liz Whiddon

RESILIENCY PLANNING



Education

- Master of Civil Engineering, Louisiana State University, 2019
- Bachelor of Science in Earth & Environmental Science, The University of Michigan, 2015

Experience

With OHM since 2021
5 years prior experience

Professional Development

- ArcGIS
- PHREEQC Geochemical Modeling
- R-programming
- SWMM

Background

Liz is a City of Detroit resident with a multi-disciplinary background in water resources and a passion for all things water related. Elizabeth has been involved with statewide and national projects and has conducted work in a variety of places ranging from inside the homes of Flint residents, to the tributaries of Yosemite National Park. She has managed hydrologic monitoring programs and maintained compliance for clients under state and federal regulations and environmental program jurisdiction. As part of OHM's EWRG Group, Liz has worked on projects involving stormwater ordinances, sanitary and stormwater sewer modeling, and green stormwater infrastructure design.

Select Relevant Experience

DWSD, East Side Resiliency Study (CS-1884A), Detroit, MI

Lead Engineer and Modeler; for a resiliency study of a 2,210-acre area comprising four neighborhoods on Detroit's east side. The study includes an evaluation to remove stormwater from the combined sewer system to increase sewer capacity and reduce flooding and basement backups. The city's Hydrologic and Hydraulic model in InfoWorks ICM is utilized to evaluate different conceptual designs that optimize the existing system and repurpose sewers to improve capacity. A large-scale green stormwater infrastructure feature is being evaluated within the neighborhoods.

DWSD, Brightmoor Stormwater Improvement (CS-1884A), Detroit, MI

Lead Engineer and Modeler; for a 800-acre project that encompasses the Brightmoor, Minock Park, Grandmont, and Rosedale neighborhoods on Detroit's west side. The project will serve the local and regional needs by helping remove stormwater from the combined sewer system and will be funded partially through the Community Development Block Grant (CBDG). This area is prioritized due to the uniquely low elevation and the land availability in this location. The design includes an 18-acre centralized detention feature that utilizes the low-lying topography in the area which is the result of historic streambeds. The project requires interdepartmental collaboration and coordination with local entities to manage and maintain land holds of over 2,000 parcels.

Grosse Pointe Park Sanitary Sewer System Study, Grosse Pointe Park, MI

Project Engineer; A city-wide sewer assessment and engineering design project to address severe basement backups and flooding during past storm events and promote sewer resiliency in Grosse Pointe Park. Efforts for this project included the development of a PC-SWMM based model of the existing and proposed collection system. Hydrologic and hydraulic analysis of the sewer system was conducted as part of the design for an extreme emergency relief valve.

Jos. Campau Near East Side Stormwater Study, Detroit, MI

Project Engineer; developing the scope and RFP for a resiliency study on Detroit's East Side. Received funding for the study on behalf of the city from the U.S. Department of Housing and Urban Development (HUD) 2023 CBDG program.

Liz Whiddon

RESILIENCY PLANNING

Email: liz.whiddon@ohm-advisors.com

Office Phone: (313) 481-1258

Fax: (734) 522-6427

Select Relevant Experience Continued

DWSD, West Chicago Stormwater Improvements (CS-1884A), Detroit, MI

Lead Modeler; for a storm sewer construction project within an urban drainage area over 160 acres. Developed preliminary designs for the collection system in PCSWMM. In addition to the design of the storm sewer layout, the project included hydraulic modeling of different alternatives, sanitary sewer design, and the design of a water quality treatment system that included a diversion to multiple offline units. The preliminary design was utilized to determine annual reduction volumes of CSOs, sewer sizing, and preliminary engineering design costs. The projects provide relief to the combined sewer system to reduce Combined Sewer Overflows (CSO) and comply with the NPDES permit.

Greater Corktown Green Stormwater Infrastructure Implementation Plan, Detroit, MI

Engineer; Project work involves the development of a green stormwater infrastructure (GSI) implementation plan for the Greater Corktown neighborhood that supports planned development projects and future development, and development of an open space network plan. As part of the open space network plan, pilot GSI projects will be identified and selected, followed by design and implementation. OHM will provide construction engineering and administration for the implementation of the GSI pilot projects. The final result of this effort will provide the city with a roadmap to effectively manage stormwater runoff in the Greater Corktown neighborhood while providing ecological improvements and a more resilient community for future generations.

DWSD MS4 Stormwater Management Program (CS-1884A), Detroit, MI

Project Engineer; Managing the stormwater management program and efforts to fulfill the NPDES MS4 requirements. Specifically, this includes implementing the Illicit Discharge and Elimination Program (IDEP), public education and participation efforts, updating the Stormwater Management Plan (SWMP), and preparing biennial reports. Additional field efforts includes wet-weather sampling, dry weather inspections, structure inventory and mapping. As part of the MS4, the post-construction stormwater runoff ordinance is implemented and projects are designed to meet the ordinance requirements.

Hayden Avenue Sewer Enhancement, East Cleveland, OH

Technical Specialist; using flow meter and physical structure data to validate and update the ICM Infoworks Easterly sewer model of the Northeast Ohio Regional Sewer District (NEORS) for the Hayden Avenue project area. Using the updated model to assess the problem area, analyze alternatives including green stormwater infrastructure, sewer separation, and sewer upsizing, and making recommend solutions for design.

ADW MS4 Facilitation Services, Wayne County, MI

Engineer; implemented the collaborative MS4 program for all member communities of the Alliance of Downriver Watersheds. Led required NPDES IDEP monitoring in dry weather to detect illicit discharges and improve water quality within the ADW. Prepared reports to update the facilitation team and member communities on MS4 collaborative activities. Oversaw the inventory of the MS4 outfalls for all member communities.

Allen Creek Floodplain and Floodway Remapping, Ann Arbor, MI

Lead Engineer; Completed SWMM-based modeling to update the floodplain and floodway boundaries for the Allen Creek, a 5 square mile urban watershed that includes the University of Michigan and downtown Ann Arbor. This effort included the submittal of a Letter of Map Revision (LOMR) application to update the floodplain and floodway to reflect a recent flood control project and to replace an older HEC-RAS analysis that did not adequately represent the system of enclosed drains and overland (street) flood routes. The remapping effort impacted the flood boundaries of nearly 500 parcels and reduced flood insurance premiums for dozens of parcels near the flood control project.

U of M Dormitory 2D Flood Study, Ann Arbor, MI

Lead Modeler; for floodplain mapping project to test a range of storm events and evaluate flooding impacts. An existing 1D model was updated to include the post-construction stormwater conveyance features for the dorm and the relocated Elbel Field as well as a 2D surface flooding grid to quantify extent, depth, and duration of flooding across the site.

Christine Spitzley, AICP

RISK & VULNERABILITY PLANNING



Education

- Bachelor of Science in Urban and Regional Planning, Michigan State University, 1990

Experience

With OHM since 2017
27 years prior experience

Certifications

- AWWA's Utility Risk and Resilience and Emergency Response Certifications
- American Institute of Certified Planners (AICP)
- National Charrette Institute
- National Grant Writers Association:
- Certified Sr. Grants Specialist
- Certified Grants Specialist
- Certified Grants Reviewer
- Certified Grants Consultant

Professional Affiliations

- American Planning Association
- American Water Works Association (AWWA),
- Wilson Talent Center Biotechnology Advisory Council, Chair
- Michigan State University Urban and Regional Planning Alumni, Board Member

Background

Christine Spitzley is a Principal at OHM Advisors serving in a unique role within the Environmental and Water Resources Group (EWRG) and Engineering and Planning Departments. In this role she is responsible for identifying project plans and synergies and connecting professionals among these teams. Christine is a leader in the water resources profession. She is currently Secretary/Treasurer and Incoming Director of the Michigan Section of the American Water Works Association's (MIAWWA) Board, a community of water professionals dedicated to treating, delivering, and protecting clean, safe water for Michigan communities. In addition to being a statewide leader in the field of water resources, Christine has over 30 years of experience leading planning projects and teams. Prior to joining OHM Advisors, Christine worked with the Tri-County Regional Planning Commission (TCRPC) as Chief Planner managing projects in water, land use, transportation, air quality, economic development, and fair housing. She has helped local governments engage in collaborative regional planning efforts to develop and facilitate multi-jurisdictional projects creating long term solutions and plans for shared regional issues. She is an expert in leading community consensus and communication.

Select Relevant Experience

AWIA 2018 RRA and ERP, MI, OH, TN – 2020-Ongoing

Christine and her teams have led dozens of communities across three states through the development and submittal of their Risk and Resiliency Assessments (RRA) and Emergency Response Plans (ERP) as required by EPA under the American Water Infrastructure Act of 2018 (AWIA).

During the original round of AWIA RRA and ERP requirements in 2020-2021, OHM led 30 clients in three states through the development and certification of their RRA's and ERP's. Since then, we have continued to provide our expertise and experience to our clients to help them build and maintain resilient systems and to prepare for natural disasters and malevolent acts.

The Risk and Resilience Assessments Include:

- Natural hazards and malevolent acts
- Resiliency of water facility infrastructure
- Monitoring practices
- Financial systems
- Chemical storage and handling
- Operation and maintenance

The Emergency Response Plans Include:

- Strategies and resources to improve physical security and cybersecurity
- Methods to detect and plans and procedures for responding to a natural hazard or malevolent act that threatens the system and safe drinking water.
- Actions and equipment to lessen the impact of a malevolent act or natural hazard, including alternative water sources, relocating intakes and flood protection barriers.

Christine Spitzley, AICP

RISK & VULNERABILITY PLANNING

Email: christine.spitzley@ohm-advisors.com

Office Phone: (734) 466-4517

Fax: (734) 522-6427

Select Relevant Experience Continued

OHM brings a fresh look and perspective to systems, resources, partners, and plans. We are leveraging our extensive experience with the previous round of AWIA requirements, bringing proven methods and strategies that have consistently delivered results. Our deep understanding creates a process for identifying opportunities for improvement and implementing solutions that drive success. This blend of innovation and knowledge enhances operations and realizes efficiencies.

Alliance of Downriver Watersheds NPDES Phase II MS4 Facilitation, Wayne County, MI

Project management and facilitation for the ADW supporting a 23-community watershed alliance. Responsibilities include meeting coordination and leadership, budgets, grant reporting and providing community training and networking. Creation and support of ADW marketing and public relations.

Source Water Protection Plans, Multiple Programs Statewide, MI

Project Manager: Considered a pioneer and national expert, Christine has led the facilitation, creation and implementation of dozens of Source Water Protection Plans. Source Water Protection Plans safeguard the quality and quantity of water in natural sources like rivers, lakes, and groundwater. By preventing contamination, drinking water and aquatic ecosystems are protected.

TCRPC Regional Groundwater Summit, Clinton, Eaton, and Ingham Counties, MI

Project Manager; Christine met with a dozen utilities to understand their individual concerns and issues. Christine then designed and facilitated the Summit which provided an opportunity for the Groundwater Management Board and regional stakeholders to understand the history of local cooperation for groundwater protection and management. She then facilitated discussions to identify current challenges, potential projects, obstacles, and next steps.

Wellhead Protection/Geothermal Guidance Document, Lansing, MI

Project Manager; Creation of a geothermal guidance document that serves as a non-technical resource on geothermal heat pump systems. The document contained decision trees that provided

clear step-by-step instructions from siting to decommissioning a system. The document was designed to evolve with changes in information, technology, and regulations.

Wellhead Protection Interactive Viewer, Clinton, Eaton, & Ingham Counties, MI

Principal in Charge; Coordinated the update of the existing Potential Contaminant Source Inventory and accompanying Wellhead Protection Viewer and expanded it to cover the entire region. Tasks included GIS updates, education, development of a ranking tool, and client training. This tool supports and guides regional wellhead and groundwater protection efforts and decisions.

Huron-Clinton Metropolitan Authority Stormwater Management Plan, Brighton, MI

Project Manager ; Development of the Huron-Clinton Metropolitan Authority's Stormwater Management Plan. The project identified and addressed hydrologic deficiencies and associated impacts throughout the combined project area. It delivered a comprehensive series of stormwater management plans that outline priority maintenance and improvement projects. The Authority-wide plan, encompassing all 13 Metroparks, details a full review and analysis of the existing stormwater system and provides recommendations for capital improvements while serving as a road map into the future for improving the water quality of local lakes and streams.

Wellhead Protection Audits, Greater Lansing, MI

Principal in Charge & Project Manager; Christine also facilitated Groundwater/Wellhead Protection Audits of multiple communities in the LBWL wellhead protection areas. The audit tool is a resource used to assess and evaluate the effectiveness of strategies and practices aimed at protecting groundwater sources, especially wells, from contamination. It helps identify potential risks to wellhead areas, such as improper land use, pollution sources, or inadequate infrastructure.

Cathy Foerster, AICP

VULNERABILITY & RESILIENCY PLANNING



Education

- BA, University of Central Florida, Legal Studies, 1993

Experience

30 Years prior experience

Professional Certification(s)

- Certified Land Planner, US, AICP No. 016300, 2000

Specializations

- Resiliency Planning
- Water Resources Planning
- Community Planning, Outreach and Education
- Grant Assistance and Compliance
- Technical Editing

Background

Ms. Foerster is a certified land planner with 30 years' professional experience in water resources planning, environmental planning, and community planning. Her expertise includes the preparation of adaptation strategies, vulnerability assessments, water quality improvement plans, coastal management plans, and stormwater master plans.

Ms. Foerster assists local governments in the successful completion of resilience assessments that are in compliance with the Florida Department of Environmental Protection Resilient Florida Program. This requires acquiring and analyzing data; conducting exposure and sensitivity analyses of critical assets and infrastructure; identifying adaptation strategies and projects; prioritizing adaptation and mitigation projects; public outreach; and grant management.

Ms. Foerster conducts public meetings and facilitates community engagement on resilience, water resources, coastal, and community redevelopment initiatives. She assists clients in the preparation of grant applications as well as compliance and reporting activities associated with awarded grants. She excels at editing and managing preparation of technical documents and coordinating diverse stakeholders who contribute to the final product.

Select Relevant Experience

Vulnerability Assessment, City of Apopka, FL.

Prepared a vulnerability assessment in compliance with the Resilient Florida grant program. Tasks included data acquisition, exposure and sensitivity analyses of four state-prescribed critical asset categories (transportation, critical [water, wastewater, etc.], community, and natural/historic/cultural), recommendations to reduce flood vulnerability, and a prioritized list of critical assets. Served as the City's grant liaison with FDEP, responsible for all grant management and compliance activities. More than 1,300 critical assets were assessed and prioritized for flood resilience.

Vulnerability Assessment, Lake County, FL, City of Cocoa Beach, FL and City of Titusville, FL.

Prior to joining Drummond Carpenter in March 2025, served as the project manager on three in-process/under development vulnerability assessments in compliance with the Resilient Florida grant program. Tasks included data acquisition, exposure and sensitivity analyses, recommendations to reduce flood vulnerability, and a prioritized list of critical assets. Served as the County's grant liaison with FDEP, responsible for all grant management and compliance activities.

Cathy Foerster, AICP

VULNERABILITY & RESILIENCY PLANNING

Email: cfoerster@drummondcarpenter.com

Office Phone: (904) 315.4676

Fax: N/A

Select Relevant Experience Continued

San Sebastian River Resiliency Assessment, St. Johns County, FL.

Reviewed existing county comprehensive planning policies to provide guidance to the Public Works Department on future activities that could result in adaptation strategies, land development code revisions and comprehensive plan revisions to support resiliency of the San Sebastian River and the study area.

Coastal Management Plan, Town of Holden Beach, NC.

Lead planner and facilitator on the conversion of the Town's existing beach maintenance plan to an overall coastal management plan for the oceanfront (8-mile shoreline) and two inlets. The plan identifies short-term and long-term goals, strategies and projects. Facilitated three public meetings and two work sessions with the Town's Inlet and Beach Protection Board and Town Manager.

Coastal Resiliency Assessment, City of Atlantic Beach, FL.

Determined the future 100-year flood hazards due to anticipated sea level rise for the years 2044, 2069, and 2119 to estimate future coastal flood risks from increased storm surge elevations and wave heights at Atlantic Beach due to rising seas.

Stormwater Management Master Plan Update, Pasco County, FL.

Prepared a holistic update of a 20-year master plan. Responsible for analysis and recommendations associated with the County's stormwater management program; comprehensive plan, land development, code and ordinances; and overall final report. Conducted community outreach through an adaptively managed webpage, public input sessions, and online comment form.

Stormwater Master Plan, Flagler County, FL.

Conducted review of the County's comprehensive plan, land development code, ordinances, and public works manual to ascertain existing stormwater management policies and regulations. Reviewed and commented on subconsultant deliverables, including growth projections and a resilience assessment. Identified grant funding opportunities specific to Florida projects through the FDEP Resilient Florida Program. Participated in three public meetings and two Board of County Commission presentations to present findings and recommendations.

North Fort Myers Feasibility Study, Lee County, FL.

Reviewed and ranked 27 projects within five subwatersheds in proximity to an FPL easement in the north Fort Myers area for flood abatement and water quality improvements. Projects were ranked using 14 weighted criteria.

Town & Country Community Plan, Hillsborough County, FL.

Lead planner in the preparation of a master plan for a 9.5 square mile special focus area and an area of influence 37 square miles in size. Issues included revitalization and rehabilitation of the urban core within the special focus area. Facilitated several community workshops during the planning process.

Branan Field Road Corridor Study, Clay County, FL.

Completed land planning tasks and prepared final report for a 23,000-acre study. Tasks included regulatory research, strategy formulation, technical analysis and review of the comprehensive amendment process, and facilitating community participation.

	KEY STAFF	ROLE ON THIS CONTRACT	HOME OFFICE
1	Valerie Novaes, PE	Project Manager & Point of Contact	Livonia
2	George Tsakoff, PE	Principal in Charge	Livonia
3	Murat Ulasir, Phd, PE	QA/QC Officer, Dashboard Developer, Technical Advisor, Financials	Livonia
4	Jake Murawski	Asset Inventory Lead	Perrysburg, OH
5	Matt Kennedy, PE	Asset Inventory & Assessment	Livonia
6	Nolan Pacitto	Asset Assessment & Valuation	Fenton
7	Nancy Russell, EIT	Risk Assessment & AMP	Livonia
8	Mackenzie Chamberlain, EIT	Risk Assessment & AMP	Livonia
9	Chris Elenbaas, PE	Lifecycle Mgmt & AMP, Financials	Livonia
10	Claire Martin, PE	Non-Motorized Capital Planning	Livonia
11	Zach Hampton, PE	Utility Capital Planning	Detroit
12	Nathan Zgnilec	Utility Capital Planning Support	Ann Arbor
13	Don Carpenter, PhD, PE, LEED AP	Public Engagement, Resiliency, Public Awareness & Education	Ann Arbor
14	Liz Whiddon	Resiliency Planning	Detroit
15	Christine Spitzley, AICP	Risk & Vulnerability Planning	Lansing
16	Cathy Foerstar, AICP	Vulnerability & Resiliency Planning	Orlando, FL

Out of our 16 key staff, 14 are located in Michigan.
That's 88% Michigan-based participation!

- OHM Advisors
- Drummond Carpenter

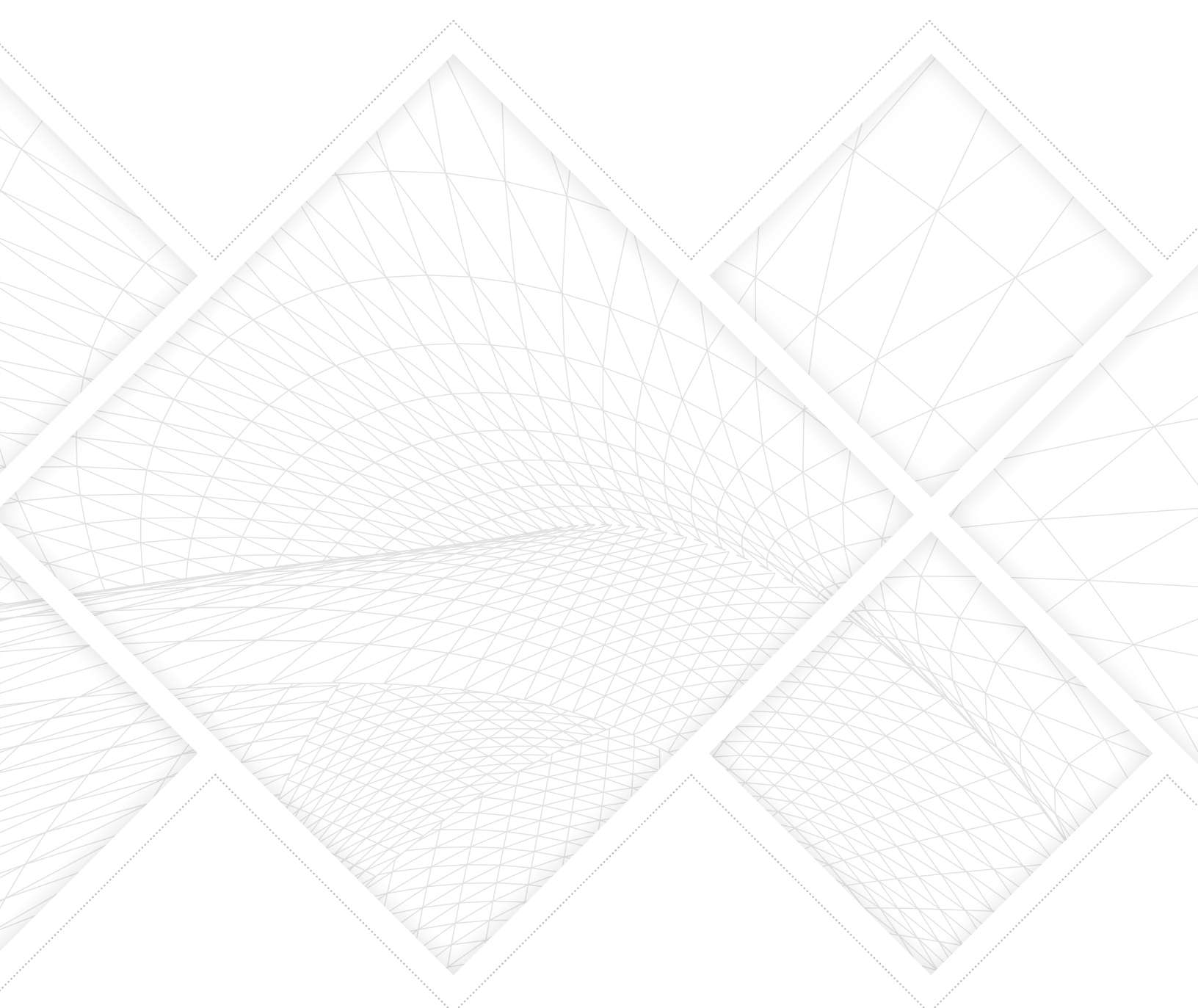


Project Costs

FEE BREAKDOWN BY TASK

	OHM Advisors														Drummond Carpenter				
	Principal G. Tsakoff	Pro Eng V V. Novaes	Pro Eng V M. Ulasir	Design Tech IV J. Murawski	Grad Eng I J. Manner	Pro Eng IV M. Kennedy	Grad Eng V N. Russell	Pro Eng II N. Pacitto	Grad Eng IV M. Chamberlain	Pro Eng IV C. Martin	Pro Eng II Z. Hampton	Grad Eng IV L. Whiddon	Principal C. Spitzley	Pro Eng V C. Elenbaas	PIC	PM	Project Eng	Staff Eng	Tech Adv
TASK DESCRIPTION	\$237	\$215	\$215	\$163	\$140	\$205	\$175	\$172	\$162	\$205	\$172	\$162	\$237	\$215	\$237	\$198	\$176	\$154	\$237
Project Management/Communications	16	58													11	20			
Public Engagement															2	2	4	24	8
Data Collection & Review		4		24	24										9	18			
Asset Management Plan		4																	
- Asset Inventory				360	360														
- Asset Condition Assessment					112	40		60											
- Level of Service			4					24											
Capital Improvement Plan		4													2	2	4	24	
- COF, POF, BRE			4				24		40										
- Capital Improvement List w/costs						8		8		40	120								
Resiliency Plan		2	4									24	8	16	2	4	8	48	16
Coordination with Comp Master Plan	8	2						24			24				9	9			
Total Labor Hours	24	74	12	384	496	48	24	116	40	40	144	24	8	16	35	55	16	96	24
Total Labor Cost	\$5,688	\$15,910	\$2,580	\$62,592	\$80,848	\$9,840	\$4,200	\$19,952	\$6,480	\$6,480	\$23,328	\$3,888	\$1,296	\$3,440	\$8,295	\$10,890	\$2,816	\$14,784	\$5,688
Total Per Firm	\$246,522														\$42,473 + 5% markup = \$44,597				
Project Total	\$291,119																		

Rates will be held through 2026 for the work associated with this submittal.



CDBG QUALIFICATIONS STATEMENT – PLANNING SERVICES

Infrastructure Resiliency Planning

CITY OF DEARBORN HEIGHTS

APRIL 9, 2025

**Request for Qualification Statements for Engineering Services for the
“Comprehensive Master and Environmental Resilience Plan CDBG Program”**

Name of Respondent: Wade Trim Associates, Inc.

Respondent address: 25251 Northline Road, Taylor, MI 48180

Respondent telephone number: 734.947.9700

Respondent federal tax identification number: 38-1802386

Contact person authorized to contractually obligate the Respondent:

Rebecca Smith, PE, Senior Vice President; 555 S. Saginaw Street, Suite 201,
Flint, MI 48502; T: 810.348.2561, F: 833.837.0723, rsmith@wadetrim.com



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Wade Trim Associates, Inc.
25251 Northline Road • Taylor, MI 48180
734.947.9700 • www.wadetrim.com

SECTION 1 | INTRODUCTION (TRANSMITTAL LETTER)

April 9, 2025

City of Dearborn Heights
6045 Fenton Street
Dearborn Heights, MI 48127

Attention: Mahdi Baydoun

Re: CDBG Qualifications Statement – Planning Services: Infrastructure
Resiliency Planning

Dear Mahdi Baydoun and Members of the Selection Committee:

Congratulations on obtaining CDBG-DR funding to support the City's capital improvement, asset management, and infrastructure resiliency planning activities. Our team fully understands that developing a capital improvement plan has been one of the City's major infrastructure priorities, as it will help Engineering and the Department of Public Works better plan infrastructure projects in the future.

As the City's engineering consultant, we are aware of the vital importance of gathering information on the condition and status of your infrastructure assets. We appreciate your trust in Wade Trim's ability to secure funding to enhance these important actions and look forward to helping the City plan future infrastructure investment.

Our FundingScout services have been a strong asset for the City, and identifying funding for implementation is a key component of our approach for the capital improvement plan. We are excited to use the capital improvement plan to better position for available funding in the future.

Wade Trim provides specific advantages for this project:

- Having served Dearborn Heights for over 50 years, our team's distinct familiarity and available data on the City's infrastructure places us in an excellent position to develop the capital improvement plan, evaluate assets, and provide long-term strategies for infrastructure improvement and replacement.
- As the City's CDBG consultant, we will be available to help you through the CDBG-DR reporting and reimbursement process.
- Wade Trim's FundingScout services are a great complement to the capital improvement objectives. Our approach includes a comprehensive review of funding sources and actionable recommendations to make the City's projects ready to pursue state and federal funding.

CERTIFICATIONS

Wade Trim Associates, Inc., has not had a record of sub-standard work within the last five years.

Wade Trim Associates, Inc., has not engaged in any unethical practices within the last five years.

If awarded the contract, Wade Trim Associates, Inc., acknowledges its complete responsibility for the entire contract, including payment of any and all charges resulting from the contract.

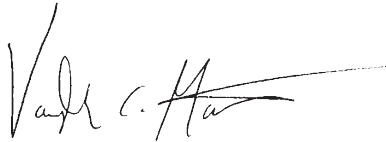
City of Dearborn Heights
April 9, 2025

We pride ourselves on our long relationship and deep understanding of the specific needs and challenges facing the City. Our approach is rooted in a thorough analysis of the City's unique priorities, enabling us to align funding strategies with your specific goals. By leveraging our expertise in capital planning, asset management, grant writing, and project management, we have helped our clients secure millions of dollars in funding, driving the successful implementation of projects that enhance public services and revitalize community spaces.

We are pleased to have the opportunity to assist the City on this important initiative.

Sincerely,

Wade Trim Associates, Inc.

A handwritten signature in black ink, appearing to read "Vaughn C. Martin", with a long horizontal flourish extending to the right.

Vaughn Martin, PE
Project Manager

A handwritten signature in black ink, appearing to read "Rebecca Smith", in a cursive style.

Rebecca Smith, PE
Senior Vice President

BACKGROUND AND EXPERIENCE

Firm Overview

Wade Trim, a multidisciplinary planning and engineering firm, brings in-depth experience providing services related to HUD requirements for many communities in Michigan and elsewhere in the U.S. Requested details about our firm are provided below:

FULL LEGAL NAME | Wade Trim Associates, Inc.

DATE OF ESTABLISHMENT | Wade Trim was established in 1926 by Edwin M. Orr, a civil engineer who ventured into private practice after working for the Michigan Highway Department.

TYPE OF ENTITY | Michigan C-Corporation established in 1966.

BUSINESS EXPERTISE | See **Exhibit 1**.

SHORT HISTORY | Wade Trim has provided planning services for over 40 years. Communities strive to be unique and vibrant places where people want to work, live, and play. Wade Trim has a proven track record helping clients shape their ideas into built environments drawing on diverse staff expertise to offer comprehensive planning and zoning, landscape architecture, design, and economic development solutions.

Since that time, we have maintained steady growth and focused our efforts on building relationships on foundations of excellence. We now employ more than 700 engineering, planning, surveying, and landscape architecture professionals and support staff in 23 offices in nine states.

CURRENT OWNERSHIP STRUCTURE | Employee-owned.

RECENT OR MATERIALLY SIGNIFICANT PROPOSED CHANGE IN OWNERSHIP | No recent or proposed changes in ownership have been made.

EXHIBIT 1 BUSINESS EXPERTISE

Wade Trim is organized into four major market segments:

COMMUNITY DESIGN | Helping local governments create livable, sustainable communities by developing solutions that effectively bridge communities to regional systems.

WATER | Protecting public health and preserving the environment by finding practical and sustainable solutions to complex challenges.

TRANSPORTATION | Helping governments and communities keep road and highway traffic flowing by integrating local issues into overall solutions to deliver context-sensitive designs.

INDUSTRIAL, COMMERCIAL, ENERGY | Striving to achieve best in class energy delivery and infrastructure design to secure approvals, maintain schedules, and keep the client's best interest at heart while maintaining the highest level of safety.

CDBG Experience

Wade Trim has been providing CDBG services to communities for several decades. In addition to researching relevant fair housing case laws and state and federal regulations, we analyze land use practices, land use regulations, and community development programs for compliance with applicable fair housing policies. We also provide related planning and program administration services to communities. Our assistance includes administering CDBG and Neighborhood Stabilization Programs (NSP), as well as Tax Increment Financing (TIF), Brownfield Redevelopment Authority, and Downtown Development Authority related services. We have secured millions of funding dollars from regional, state, and federal agencies, which will provide added value to the City of Dearborn Heights.

Our firm’s experience with HUD-related programs includes Five-Year Consolidated Plans, Annual Action Plans, and general CDBG compliance consulting for numerous communities throughout Michigan and the U.S. Most recently, Wade Trim has assisted several municipalities with the Analysis of Impediments to Fair Housing Choice.

Examples of past projects with similar scopes of work appear on pages 5-10, including capital improvement plans, asset management plans, and infrastructure resiliency plans.

Workload and Capacity

Wade Trim is particularly sensitive to the importance of delivering services on schedule, but projects are routinely at the mercy of funding, regulatory, and other influences beyond the control of the client. As a mid-sized engineering consultant, we have the depth of resources to smooth out periods of high demand by utilizing personnel from other offices. The staff who are highlighted in this qualifications submittal are committed to the project. Should a replacement be necessary, we will discuss the change with the City of Dearborn Heights before implementation.

The most time-intensive components of the project will be data collection and collaboration with City department heads (City Engineer and DPW), which will be led by the City’s lead engineering consultant, Vaughn Martin, PE. He will be supported by a Deputy Project Manager who will provide assistance in collecting data, coordinating tasks, and developing deliverables.

Our approach to staffing is to allocate the scope of work across our team to efficiently complete the project deliverables in a 15-month schedule. It is important to note that the CDBG-DR grant includes an 18-month schedule for the completion of consultant work. We propose to set a goal for completing deliverables in 15 months, but also allow time for appropriate staff review and securing approvals from City Council.



RESPONSIVE

We will act quickly and positively, adapting our work approach to meet the needs of the project.

RELIABLE

We will collaborate closely with clients, advising and earning trust with each deliverable.

RESOURCEFUL

We will seek creative solutions, delivering technical excellence to the project’s challenges.

SIMILAR PROJECT EXPERIENCE

CITYWIDE STORMWATER MASTER PLAN , CITY OF DEARBORN HEIGHTS, MI

CLIENT CONTACT

Ali Dib
City Engineer
734.576.9567
adib@dearbornheightsmi.gov

YEAR COMPLETED

Ongoing

RELEVANCE

- Stormwater Planning
- Funding Assistance

Experiencing severe flooding that resulted in a federally declared disaster in 2021, the City of Dearborn Heights wanted to evaluate local solutions to prevent repetitive flooding issues. Wade Trim developed a successful Michigan High Water grant application to secure a \$306,000 grant to fund a Stormwater Master Plan to identify solutions Citywide, with a particular focus along the Ecorse Creek. The master plan evaluates the hydraulics of the creek to recommend storage, capacity, and green infrastructure solutions throughout the community. As the City is a continuing FundingScout client, Wade Trim has also assisted the community in securing over \$6M in federal funding for future stormwater improvements associated with the plan.

STORMWATER, WASTEWATER, WATER, AND ROADWAY SYSTEM ASSET MANAGEMENT PLAN, CITY OF ST. JOSEPH, MI

CLIENT CONTACT

Tim Zebell
City Engineer
269.983.5541
tzebell@sjcity.com

YEAR COMPLETED

2021

RELEVANCE

- Asset Management
- Stormwater Planning

In December 2013, the City of St. Joseph applied for a Stormwater, Asset Management, and Wastewater (SAW) Grant. The SAW Grant program was offered by the State of Michigan when the State Legislature recognized the need for communities to inventory, assess, and better manage their stormwater and wastewater infrastructure. The City's SAW Grant application focused on the asset management area of the program with the goal of completing an Asset Management Program (AMP) for all of the City's infrastructure in the right-of-way. The City's SAW application included the integration of road and drinking water infrastructure as part of the AMP even though those items were not eligible for grant funding. While the SAW Grant covered activities related to the preparation of this AMP for the City of St. Joseph's wastewater and stormwater systems, the City invested its own resources to expand the AMP to include the City's water distribution system and roadway network so that all four major asset classes within the public right-of-way were covered under the initial version of the AMP.

SIMILAR PROJECT EXPERIENCE (CONTINUED)

STORMWATER SYSTEM ASSET MANAGEMENT PLAN, VILLAGE OF GOODRICH, MI

CLIENT CONTACT

Sheri Wilkerson
CMC Administrator & Clerk
810.636.2570
swilkerson@
villageofgoodrich.com

YEAR COMPLETED

2019

RELEVANCE

Stormwater Planning

The scope for the Village of Goodrich Asset Management Plan included inventory and condition assessment of 391 drainage structures that comprise its stormwater collection system. The Village had Level of Service (LOS) goals developed in consideration of expectations as they relate to the Village of Goodrich, Genesee County, and State of Michigan requirements and service goals. The LOS goals are based on public health, safety, and welfare types of metrics such as overflows, backups, and complaints from Village residents. The primary focus of this plan was the creation of an inventory and assessment of all drainage structures within the Village stormwater system. Once inventoried, Microsoft Excel was utilized to collect and maintain the asset inventory. A detailed field inspection was completed on each drainage structure, including cover, casting, structure walls, pipe inverts, sump, and bottom. Each asset was categorized and had its condition and criticality assessed. A capital improvement project inventory based on priority ranking and cost was developed. The results from the condition assessment, criticality evaluation, priority ranking, and rehabilitation cost of inventoried assets were given to the Village of Goodrich. Using this data, prioritization and planning for improvements on these projects over the next 20 years were developed to continue meeting the Village's LOS goals. Replacement costs, in addition to rehabilitation costs, were included for each asset to assist the Village in funding planning.

10-YEAR CAPITAL IMPROVEMENT PLAN AND FUNDINGSCOUT SERVICES, VAN BUREN TOWNSHIP DDA, MI

CLIENT CONTACT

Merrie Coburn
DDA Director
734.790.9920
mcoburn-DDA@
vanburen-mi.org

YEAR COMPLETED

Ongoing

RELEVANCE

Capital Improvement Plan
Funding Assistance

Having successfully completed many projects in its original Capital Improvement Plan, the Van Buren Township Downtown Development Authority (DDA) initiated a process to guide investments over the next 10 years. As part of this process, Wade Trim worked with DDA staff, Township staff, and a DDA Subcommittee to identify, evaluate, and prioritize projects that will support and enhance the existing and planned development within the District. Sixteen potential projects that focus on accessibility, safety, traffic flow, aesthetics and beautification, placemaking and identity, and asset management have been identified. Wade Trim was also hired to provide FundingScout consulting services to assist the DDA in obtaining funding to support CIP projects. These services have resulted in securing planning and implementation grants for several transportation projects in the CIP.

SIMILAR PROJECT EXPERIENCE (CONTINUED)

SANITARY SEWER CAPITAL IMPROVEMENT PROGRAM, ELMWOOD TOWNSHIP, MI

CLIENT CONTACT

Jeff Shaw
Supervisor
231.946.0921
supervisor@elmwoodmi.gov

YEAR COMPLETED

2021

RELEVANCE

- Capital Improvement Plan
- Stormwater Planning

Elmwood Township is served by sanitary sewer in the business districts along M-22 and Cherry Bend Road, the adjacent developed residential areas, and north on M-22 along the lakeshore. The collection system was installed in the 1970s and delivers sewage from Traverse City for treatment at the Regional Wastewater Treatment Plant. This SAW Grant was applied for in 2013 to create a Stormwater Management Plan and a Sanitary Sewer Capital Improvement Plan and was awarded funding in 2020. Due to the extended period of time between application and award, the needs of the Township changed and all funding was applied to the Sanitary Sewer Capital Improvement Plan as approved by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The findings of this study generally show the system to be in good condition. Since the system was approximately 50 years old, there were instances of minor deterioration, root intrusion, infiltration, and inaccessible structures. Overall, however, the system had few notable issues that would warrant an immediate response. Most structures were accessible, and only one instance of significant backup was identified in the field inspection. Likewise, televising of the main sections showed few deficiencies, and most of them were minor to insignificant. The largest concern was the number of manholes that were completely inaccessible due to burial depth of the lid or being paved over in the roadways.

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM, JEROME TOWNSHIP, MI

CLIENT CONTACT

Steve Rice
Township Supervisor
989.488.4578
supervisor@jerometownship.org

YEAR COMPLETED

2011

RELEVANCE

- Capital Improvement Plan

The Township of Jerome hired Wade Trim in 2010 to aid in future budgeting and planning endeavors. Wade Trim assisted the Township with developing a 5-year Capital Improvement Plan for the planned future water system expansion projects. The CIP included a prioritized ranking and schedule to complete the proposed water main projects once identified and mapped, based on the Township's designation of importance and community demand.

SIMILAR PROJECT EXPERIENCE (CONTINUED)

WATER MAIN ASSET MANAGEMENT PLAN, EASTERN MICHIGAN UNIVERSITY, YPSILANTI, MI

CLIENT CONTACT

Scott J. Storrar
Executive Director, Facilities
Planning, Maintenance &
Construction
734.487.3591
sstorrar@emich.edu

YEAR COMPLETED

2020

RELEVANCE

- Asset Management Program

Wade Trim partnered with Eastern Michigan University (EMU) to develop an ongoing Asset Management Program (AMP) for its critical services infrastructure. Helping EMU obtain an EGLE Sewer Asset Management Grant, our team enhanced EMU’s existing AMP to define and develop quantifiable performance metrics for achieving the Level of Service (LOS) goals in alignment with an updated mission statement. The LOS goals were updated to include water assets and to capture better alignment with performance metrics. A desktop inventory and condition assessment was conducted, and we worked with EMU to define Probability of Failure (PoF) and Consequence of Failure (CoF) criteria like those completed for EMU’s sanitary and storm assets, allowing a Risk Register to be developed. The Risk Register is used in planning for future investments. Wade Trim has provided design and construction engineering services during implementation of the identified improvements.

TRANSPORTATION ASSET MANAGEMENT PLAN, CITY OF BAY CITY, MI

CLIENT CONTACT

Rachel Phillips
Municipal Engineering
Manager
989.894.8183
rphillips@baycitymi.gov

YEAR COMPLETED

2020

RELEVANCE

- Transportation Asset Management Plan
- PASER Road Ratings
- Inventory and Condition Assessment
- Management and Non-Motorized Plans

The City of Bay City commissioned Wade Trim to develop a Transportation Asset Management Plan (AMP) for the City’s road network. The road network consists of 193 miles of City-owned local streets, consisting of 174 miles of asphalt roads, 10 miles of concrete roads, and 7 miles of seal coat, with the remaining making up gravel roads. This local road inventory excluded Michigan Department of Transportation (MDOT) routes and private roads. The purpose of the AMP was to assess the current condition of the road network and evaluate the level of improvement that could be achieved by optimizing the current level of funding. The City’s goal was to determine the sensitivity of road improvements at associated levels of investment. A Transportation AMP is a tool that helps municipalities make decisions on how to manage the network of local roads. These roads represent the millions of dollars of infrastructure investments that have been made over a period of decades. As with most types of infrastructure, roads deteriorate over time due to use and weather and therefore require an appropriate level of repair to maintain the investment made by the community.

SIMILAR PROJECT EXPERIENCE (CONTINUED)

RESILIENT WASHTENAW CLIMATE ACTION PLAN, WASHTENAW COUNTY, MI

CLIENT CONTACT

Beth Gibbons
Washtenaw County
Resiliency Officer
734.222.6850
gibbonsb@washtenaw.org

YEAR COMPLETED

2023

RELEVANCE

Resiliency Planning

Climate change requires communities to reduce emissions, mitigate emissions through actions that either empower emission reduction or offset emissions by reducing them in other sectors, and adapt to cope with climate change impacts and become more resilient. Wade Trim assisted in the development of the Resilient Washtenaw Climate Action Plan. The actions in this plan are designed to reduce emissions, increase community adaptation, and build resiliency within Washtenaw County. The plan prioritizes mitigation strategies that create new economic opportunities through workforce development, a circular economy, and reduced energy and transportation costs. Resilient Washtenaw focuses adaptation efforts on areas that have been historically disinvested in or harmed by public policy and infrastructure initiatives.

CLIMATE ACTION AND RESILIENCY PLAN, ANN ARBOR CHARTER TOWNSHIP, MI

CLIENT CONTACT

Beth Gibbons
Washtenaw County
Resiliency Officer
734.222.6850
gibbonsb@washtenaw.org

YEAR COMPLETED

Ongoing

RELEVANCE

Resiliency Planning

The Ann Arbor Charter Township Climate Action and Resiliency Plan is a roadmap for how the Township implements Resilient Washtenaw, the Washtenaw County Climate Action Plan. Wade Trim assisted in development of the Township's plan, which takes the actions outlined in Resilient Washtenaw and develops clear and concise implementation actions that are based on both Township priorities and the goals and strategies in Resilient Washtenaw. This effort builds on the public engagement conducted during the Resilient Washtenaw effort and drills down to how specific actions can be taken within Ann Arbor Charter Township.

SIMILAR PROJECT EXPERIENCE (CONTINUED)

CDBG PROGRAM SUPPORT, CITY OF DEARBORN HEIGHTS, MI

CLIENT CONTACT

Lielle Saad
Director, Community &
Economic Development
Department
313.791.3510
lsaad@dearbornheights.gov

YEAR COMPLETED

Ongoing

RELEVANCE

CDBG Planning

Wade Trim became Consulting Engineer for the City of Dearborn Heights in 1968. During the past 20 years, we have provided support for the CDBG program. Our services have included development of CDBG annual action plans, development of a Tax Increment Financing Authority (TIFA) plan, and establishment of a Brownfield Redevelopment Authority. Wade Trim provided streetscape services for the Beech Daly Business District Corridor, including tree planting and a new sign funded through TIFA grants. We also supported the City in rehabilitating water main along Joy Road and Virgil Street, funded by CDBG. The project included pipe bursting installation and coordination with Wayne County and GLWA for the installation along Joy Road.

CDBG PROGRAM SUPPORT, CHARTER TOWNSHIP OF REDFORD, MI

CLIENT CONTACT

Michele Mancini
Director, Community
Development Department
313.387.2785
mmancini@redfordtpw.org

YEAR COMPLETED

Ongoing

RELEVANCE

CDBG Planning

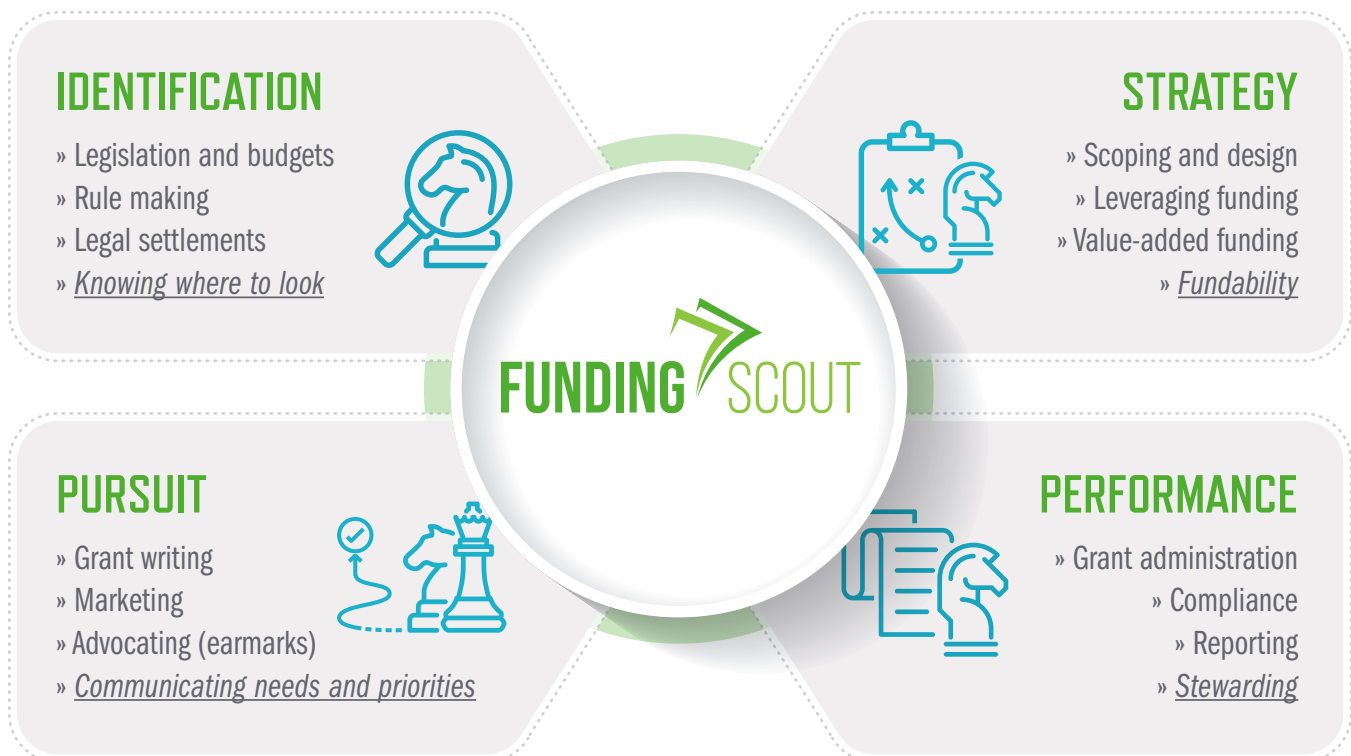
Wade Trim assists Redford Township in multiple areas pertaining to the Township's CDBG program and other HUD-funded programs. Wade Trim's support has included CDBG-DR grant writing services, development and updating of CDBG annual action plans, assistance with CDBG-CV amendments, and completion of environmental review records. Over the years, activities have included renovation of a senior/community center, streetscaping, park revitalization, demolition of blighted structures, and road paving. Wade Trim has also assisted the Township in a number of other HUD-funded programs such as a Section 108 Loan, Neighborhood Stabilization Program grant, and HUD Dollar Home program.

Unique Qualifications

Wade Trim's long legacy as a municipal consultant includes connecting clients with federal and state funding opportunities. Our funding process, FundingScout, is summarized in **Exhibit 2**. FundingScout helps to identify, pursue, and obtain funding for communities. Many clients benefit from these services, which provide updated information and guidance on available funding.

Our approach to this project would include an in-depth review of potential funding for the projects identified in the capital improvement, asset management, and infrastructure resiliency plans. These reviews are not simple lists of sources, but guides that provide a roadmap for navigating the complicated and changing funding environment. Additional information on FundingScout is provided on page 12.

EXHIBIT 2 FUNDINGSCOUT PROCESS





“

We developed FundingScout to help communities like Dearborn Heights proactively pursue funding to support their capital needs and community development initiatives. I get great satisfaction working with community leaders and officials to achieve their goals and objectives.

”

WAYNE HOFMANN | GRANTS/FUNDING

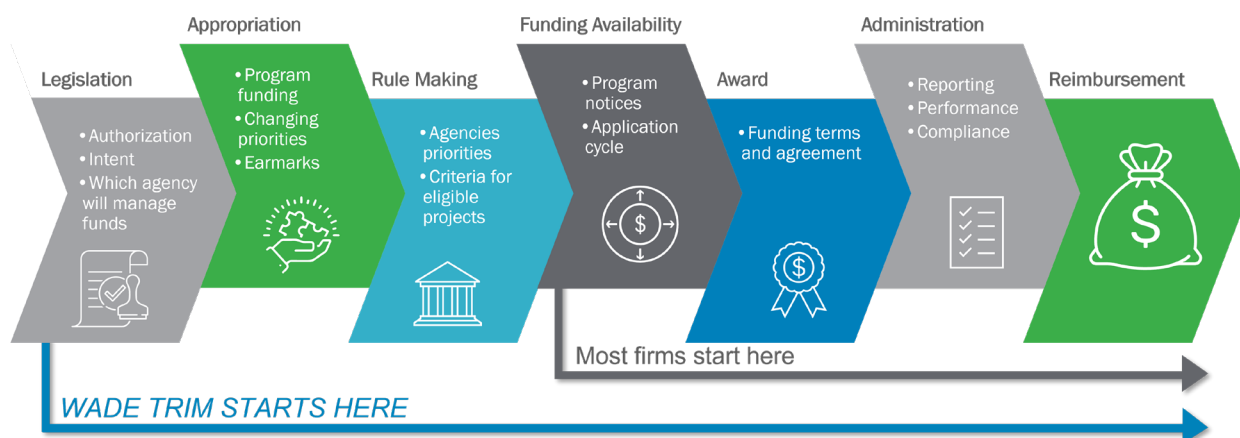
Wayne brings a broad understanding of federal, state, and private funding sources and has secured grants and loans for municipalities, organizations, and businesses. Wayne serves as Client Funding Director, leading Wade Trim’s efforts to help clients target and secure funding for infrastructure projects. This begins with reviewing federal and state budgets and legislation to understand where money is flowing and networking with agency personnel to learn about how funding will be distributed. **Leading our process known as FundingScout, Wayne helps our staff members and clients monitor, evaluate, and apply our expertise on emerging and existing funding sources.** He also works with clients to strategize and execute the grant writing needed to develop successful applications.



WADE TRIM FUNDING STRATEGY

Wade Trim created our FundingScout service to give clients an edge in the competitive environment for funding. Our team has already experienced great success for the City, having secured over \$27M in funding for Dearborn Heights, including conditional approval for three CDBG-DR grants. These services are an excellent complement to a capital improvement plan, which identifies community priorities and capital projects for future grant applications. In many cases, grant applications require applicants to cite how previous plans include projects and explain why they are community priorities. CIPs are an

excellent tool to increase competitiveness for state and federal grants. As federal and state programs have expanded, we have increased the resources dedicated to providing the latest in funding information to our staff and clients. As community leaders struggle to stretch their local revenues to maintain services for their constituents, outside funding sources at the federal and state levels are being targeted to supplement capital budgets. Wade Trim helps municipalities and regional agencies secure project funding, such as grants and loans, to implement infrastructure projects.



The Wade Trim funding process has allowed us to **deliver over \$1.4B in funding and financing** to our clients since 2002.

Michigan Presence and Commitment

Wade Trim has seven offices across Michigan, as shown in **Exhibit 3**. We opened our original office in Michigan nearly a century ago, and this is where our firm has its largest presence. Taylor and Detroit are the closest Wade Trim offices to the City of Dearborn Heights, both less than 15 miles away.

Insurance Coverage

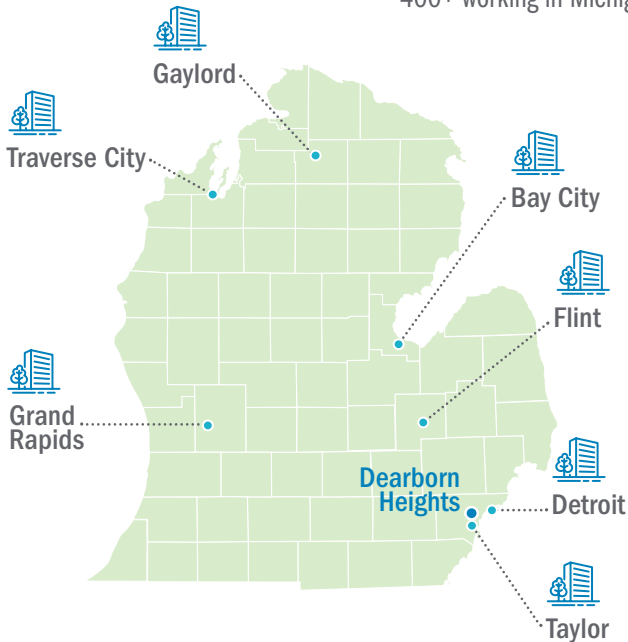
Wade Trim’s errors and omissions coverage is highlighted in the insurance certificate provided on page 14, classified under “Professional Liability.”

Additional Information

Wade Trim acknowledges that the City of Dearborn Heights reserves the right to request any additional information to assure itself of our financial status.

EXHIBIT 3
WADE TRIM MICHIGAN OFFICES

400+ working in Michigan



CLIENT FOCUSED

We deliver technically innovative solutions our clients can stand behind, on time and within budgets.

SAFETY STARTS WITH ME

Everyone goes home at the end of the day in the condition they arrived.

ACCOUNTABILITY

We accept responsibility for our actions and always promote open communication.

VALUE OF OUR PEOPLE

We are committed to a diverse team that helps one another to be successful in all our endeavors.

PROFESSIONAL ETHICS

We conduct ourselves with the highest degree of integrity, respect, and truthfulness. “We do the right thing.”

CORE VALUES

STEWARDSHIP

We are dedicated stewards of the environment and actively contribute to our professions and communities.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/28/2024

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

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

PRODUCER Ames & Gough 8300 Greensboro Dr. Suite 980 McLean VA 22102	CONTACT NAME: PHONE (A/C, No, Ext): 703-827-2277 FAX (A/C, No): 703-827-2279 E-MAIL ADDRESS: admin@amesgough.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Arch Insurance Company, A+ XV NAIC # 11150	
INSURER B: Continental Insurance Company A(XV) 35289	
INSURER C: Travelers Property Casualty Company of America, A+ 25674	
INSURER D: Continental Casualty Company (CNA) A, XV 20443	
INSURER E: Travelers Casualty & Surety Co. of America A++, XV 31194	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1745462935

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:			ZAGLB1854402	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			ZACAT1849702	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			7034724218	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	ZAWCI1837802	7/1/2024	7/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Excess Umbrella (First Layer)			EX-7S149981	7/1/2024	7/1/2025	Occurrence/Aggregate 10,000,000
D	Prof. Liability (Incl Pollution)			AEH591913816	7/1/2024	7/1/2025	Per Claim/Aggregate \$5,000,000
E	Excess Prof. Liability			107868976	7/1/2024	7/1/2025	Per Claim/Aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers Compensation (NY) Policy #ZAWCI1837902/ Company: Arch Insurance Company / Effective: July 1, 2024 - July 1, 2025
 \$1,000,000 Each Accident/ \$1,000,000 Disease Each Employee / \$1,000,000 Policy Limit

Excess Umbrella (Second Layer) Policy #ECO (25) 67936139/ Company: The Ohio Casualty Insurance Company / Effective: July 1, 2024 - July 1, 2025
 \$5,000,000 Occurrence/Aggregate

CERTIFICATE HOLDER

CANCELLATION

For Proposal Purposes Only . . . United States	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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ACORD 25 (2014/01)

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SPECIALIZED KNOWLEDGE

Planning Knowledge Asset Management Plans

Asset management, according to Public Act 199 of 2007, is an “ongoing process of maintaining, upgrading, and operating physical assets cost effectively, based on a continuous physical inventory and condition assessment.” The implementation of asset management processes allows an agency to make the best decisions for their relevant assets with the best information collected. The process enables good stewardship, transparent decision-making, and measurable performance.

Wade Trim’s experience includes transportation, water, stormwater, and wastewater asset management plans (AMPs). We have worked with many municipalities, including cities, townships, counties, and regional water systems, to develop AMPs for their infrastructure systems. We have developed AMP systems for utilities and communities that have previously not maintained plans and have enhanced processes for existing plans.

Our team understands the needs of the City of Dearborn Heights and the goals of the asset management component of this project. Using the City’s current list of assets, our team will work with your staff to identify critical needs and prioritize needed investments. This will provide a basis for future asset management as well as a 5-year capital improvement plan. Wade Trim will also evaluate potential funding sources for infrastructure system assessment, replacement, and improvement.

Capital Improvement Plans

Capital improvement planning is the development of a schedule of capital improvement projects, which are prioritized to maintain a state of good repair and service. Communities that have a planning commission formed under Public Act 285 of 1931 are required to present a capital improvement plan (CIP) to the legislative body of the community each year. The program should be designed to carry out the intent of the City’s master plan with a system of priorities that are within the fiscal capabilities of the City.

A CIP performs many important functions. First, it focuses the City’s goals, needs, and capabilities. The plan reduces scheduling problems for conflicting and overlapping projects. It also helps to maintain a sound and stable financial program that will help to avoid crisis situations and preserve credit ratings. Opportunities for participation in state and/or federal grant in-aid programs are enhanced. Lastly, the CIP helps to achieve the optimum public benefit from tax dollars.

This 5-year CIP comes at a critical time for the City of Dearborn Heights, as certain infrastructure assets are likely reaching the end of their useful life. This will require increased capital investment by the City, creating financial challenges and potentially tough decisions. We will use the CIP process to help the City prioritize and optimize its capital resources over a 5-year cycle and position for available funding sources.

Infrastructure Resiliency Plans

Infrastructure resiliency planning involves a systematic approach to preparing for and managing disruptions to critical infrastructure. The process begins with a vulnerability assessment to identify which assets are most at risk from threats like natural disasters, climate change, cyber attacks, and aging. This assessment informs the development of mitigation strategies aimed at reducing the likelihood or impact of these risks. These strategies can include structural improvements, such as reinforcing buildings or upgrading power grids, as well as non-structural measures, like revising building codes or adjusting land-use planning.

In addition to mitigation, the plan incorporates resilience measures that enable continued functionality of infrastructure during and after a disruptive event. This involves creating redundancies, such as backup power systems, and developing adaptive management strategies that allow for quick responses to changing conditions. Emergency response protocols are also

critical, outlining the specific actions and responsibilities of various stakeholders during a crisis. These protocols should be regularly tested through drills to enable preparedness.

The infrastructure resiliency plan will be a component of the capital improvement plan and provide insights for the City of Dearborn Heights to consider as part of future capital investments.

Knowledge of HUD Requirements

Because this is a CDBG-funded project, the City must maintain compliance with HUD requirements and complete regular reporting to the Michigan Economic Development Corporation. Wade Trim has extensive experience working on HUD-funded infrastructure projects and assists dozens of communities in developing and implementing their CDBG programs. Our team can help the City address HUD requirements and serve as a technical resource throughout the contract.

Wade Trim is currently assisting several communities with their ongoing community development needs, including the City of Dearborn Heights, as well as the Cities of Flint, Portage, Westland, and Lansing; Macomb County; and the Charter Township of Redford. We have completed the development of several similar programs and projects, and we will be able to quickly assume responsibility for this project.

Wade Trim has provided CDBG services to the following communities:

- City of Dearborn Heights, MI
- City of Dearborn, MI
- City of Flint, MI
- City of Kalamazoo, MI
- City of Lansing, MI
- City of Livonia, MI
- City of Portage, MI
- City of Saginaw, MI
- City of Taylor, MI
- City of Westland, MI
- Traverse City, MI
- Canton Township, MI
- Redford Township, MI
- Macomb County, MI
- Wayne County, MI
- City of Lorain, OH
- City of Sandusky, OH
- Michigan City, IN
- City of Clearwater, FL
- City of Gainesville, FL
- City of Largo, FL
- Village of Wellington, FL
- Hillsborough County, FL
- Manatee County, FL
- Pinellas County, FL
- Sarasota County, FL
- City of Denison, TX
- Lee County, FL
- City of Douglas, AZ
- City of Sierra Vista, AZ

PERSONNEL/PROFESSIONAL QUALIFICATIONS

Staff Members

Our proposed team includes available staff with experience providing services related to asset management plans, capital improvement plans, and infrastructure resiliency plans. These professionals have completed many programs and projects with elements similar to the services requested by the City of Dearborn Heights. Staff members who will be assigned in key management and field positions are shown in the organizational chart in **Exhibit 4**.

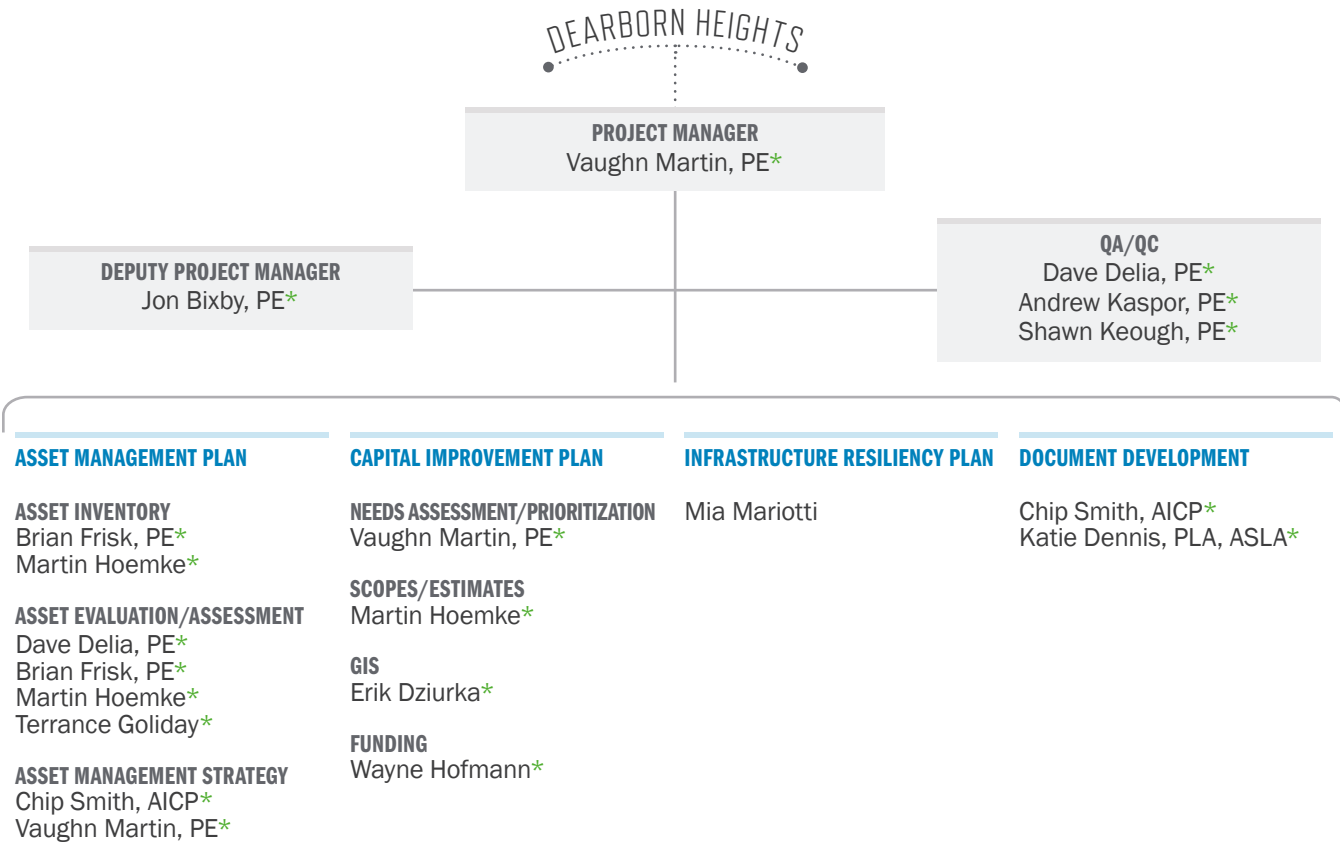
Resumes

Resumes start on page 18 for our designated staff members. These resumes include name, position, telephone number, fax number, email address, education, and years and type of experience, as well as descriptions of relevant projects on which they have worked.

Location of Staff

The staff assigned to this project includes 12 professionals working in Michigan and 1 working elsewhere.

EXHIBIT 4 ORGANIZATION CHART



LEGEND

* Staff working in Michigan



Vaughn Martin, PE

**PROJECT MANAGER, ASSET MANAGEMENT STRATEGY,
CAPITAL IMPROVEMENT PLAN: NEEDS ASSESSMENT/PRIORITIZATION**

COMPANY



CONTACT INFORMATION

P: 734.285.7173
F: 734.947.9726
E: vmartin@wadetrim.com

EDUCATION

BS, Civil and Environmental Engineering, Wayne State University

YEARS AND TYPE OF EXPERIENCE

25 years of experience, including hydraulic and hydrologic studies and planning of sanitary sewers, water mains, system capacity, stormwater control, grading, roadway design, and utility networks

Has provided site plan and engineering review services for the Cities of Dearborn Heights, New Baltimore, Romulus, Plymouth, and Van Buren Township

REGISTRATION

Professional Engineer: MI

RELEVANT PROJECTS

DRINKING WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

Project Manager who assisted the City in applying for the state's low-interest loan for drinking water projects. The scope of the project is to replace approximately 2,000 lead service lines, 22,100 obsolete meters, and 3 miles of aging water main piping throughout Dearborn Heights' water system. The project included evaluating the existing environment of the full community while analyzing the replacement alternative against regional and no-action alternatives, as well as assessing the impact of the proposed work on the environment and society, including the effect on floodplains, wetlands, endangered species, and traffic. Impacts on archaeological, historical, and cultural resources were considered, including contact with the State Historic Preservation Office (SHPO), Tribal Historic Preservation Office (THPO), and other federal cross-cutting agencies. A public hearing was held with the City and other relevant agencies to make sure that citizens' voices would be heard.

CDBG WATER MAIN PROJECT, CITY OF DEARBORN HEIGHTS, MI **Project Manager** for rehabilitating water main along Joy Road and Virgil Street, funded by a Community Development Block Grant. The project included pipe bursting installation and coordination with Wayne County and GLWA for the installation along Joy Road.

SEWER SYSTEM MASTER PLAN, CITY OF ROANOKE, MI **Project Engineer** for the development of a sewer system master plan, including system modeling using SewerCAD. Defined service areas based on parcel mapping and the existing collection system and determined existing and future populations, including residential units and acreage of commercial and industrial areas. Developed the model to establish dry and wet weather flows based on 10-year and 25-year storm events, identified top water users, and established future dry weather flows. Created model scenarios and analyzed existing sanitary sewer capacity to identify problem areas. Prepared a 10-year capital improvement program based on the findings and evaluated existing pump stations to determine necessary expansion and updates. Recommendations and planning level cost estimates were included in the sewer system master plan.

STORMWATER, ASSET MANAGEMENT, AND WASTEWATER (SAW) GRANT ASSET MANAGEMENT PLAN, CHARTER TOWNSHIP OF HARRISON, MI

Project Engineer for the identification of the community's sanitary sewer assets and condition analysis. The project addressed MACP requirements in preparation of the SAW grant application to implement an asset management plan.



Jon Bixby, PE
DEPUTY PROJECT MANAGER

COMPANY



CONTACT INFORMATION

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EDUCATION

BSE, Civil Engineering,
University of Michigan

YEARS AND TYPE OF EXPERIENCE

- 13 years of experience working on projects that include public utility design and other underground assets
- Adeptly guides clients through complex utility coordination and permitting processes
- Experience includes writing State Revolving Fund (SRF) project plans

REGISTRATION/CERTIFICATION

- Professional Engineer: MI
- PACP/LACP/MACP, National Association of Sewer Service Companies (NASSCO)

RELEVANT PROJECTS

DRINKING WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

Project Engineer who assisted the City in applying for the state's low-interest loan for drinking water projects. The scope of the project is to replace approximately 2,000 lead service lines, 22,100 obsolete meters, and 3 miles of aging water main piping throughout Dearborn Heights' water system. Responsibilities included evaluating the existing environment of the full community while analyzing the replacement alternative against regional and no-action alternatives. Assessed the impact of the proposed work on the environment and society, including the effect on floodplains, wetlands, endangered species, and traffic. Considered the impact on archaeological, historical, and cultural resources, initiating contact with the State Historic Preservation Office (SHPO), Tribal Historic Preservation Office (THPO), and other federal cross-cutting agencies. Coordinated a public hearing with City and other relevant agencies to make sure that citizens' voices would be heard.

CLEAN WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

Project Engineer who assisted the City in applying for the state's low-interest loan for clean water projects. The purpose of the proposed project is to eliminate CSOs in the L-41 CSO district between Beech Daly and Gulley. Project construction will involve removing or abandoning select storm and sanitary pipes that currently empty into the combined sewer system and replacing them with newly constructed pipes and structures. Responsibilities included analyzing three principal alternatives, CSO basin construction, CSO storage tunnel construction, and sewer separation, against each other as well as regional and no-action alternatives. Considered the impact on archaeological, historical, and cultural resources, initiating contact with the State Historic Preservation Office (SHPO), Tribal Historic Preservation Office (THPO), and other federal cross-cutting agencies. Coordinated a public hearing with City and other relevant agencies to make sure citizens' voices would be heard.

STATE AND HILL STREETS IMPROVEMENTS PROJECT, CITY OF ANN ARBOR, MI | Project Engineer who provided design support within a team of 10+ designers. Contacted MISS DIG to determine utility owners within the project area and worked with a team of surveyors to make sure existing utilities were included on the topographic survey. Worked with raw Trimble data to compile a comprehensive structure list and utilized GIS shapefiles to expedite labeling of surveyed structures.



Dave Delia, PE

QA/QC, ASSET EVALUATION/ASSESSMENT

COMPANY



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EDUCATION

BSE, Civil/Environmental Engineering, University of Michigan

YEARS AND TYPE OF EXPERIENCE

28 years of experience as a project engineer working in the water/wastewater and utilities industries
Specializes in asset management, facility evaluation and design, technical analysis, specifications, data management, and municipal reviews
Has worked on several asset management plans and programs for various clients, including Eastern Michigan University, Great Lakes Water Authority, and the City of St. Joseph

REGISTRATION/CERTIFICATION

Professional Engineer: MI
Institute of Asset Management (IAM)
PACP/LACP/MACP, National Association of Sewer Service Companies (NASSCO)

RELEVANT PROJECTS

WATER MAIN ASSET MANAGEMENT PLAN, EASTERN MICHIGAN UNIVERSITY, YPSILANTI, MI | Project Engineer who worked with the University to build on the existing asset management foundation that was developed as part of a SAW grant effort to deliver a program that defines quantifiable performance metrics for achieving level of service (LOS) goals in alignment with an updated mission statement. The LOS goals were updated to include water assets and to capture better alignment with performance metrics. A desktop inventory and condition assessment was conducted. The project also included defining Probability of Failure (PoF) and Consequence of Failure (CoF) criteria so that a risk register could be developed and used in planning for future investments.

STRATEGIC ASSET MANAGEMENT, GREAT LAKES WATER AUTHORITY, DETROIT, MI

Project Engineer for the Strategic Asset Management Plan (AMP) that served as the basis for a Water AMP and Wastewater AMP, including key performance indicators, level of service, metrics, and standard operating procedures.

ASSET MANAGEMENT PLAN UPDATE, CITY OF ST. JOSEPH, MI | Project Engineer for updates to advance the City's asset management program. The project included completing the State of Michigan Asset Management Readiness Scale Assessments for the City's road, water, sanitary sewer, and storm sewer system assets; creating an Asset Management Policy, which defines the purpose, objectives, and principles of the City's Asset Management Program; developing a Strategic Asset Management Plan; creating risk definitions and a risk register for key assets; and developing an Updated Asset Management Plan, which includes an updated Capital Improvement Plan based on data from the City's risk register.

ASSET MANAGEMENT PROGRAM IMPLEMENTATION, CITY OF MONROE, MI | Project Manager for a comprehensive sanitary asset management program implementation funded by a SAW grant. The program included meeting the requirements of the SAW grant and NPDES permit as well as complete inventory, condition assessment, probability of failure scoring, business risk scoring, and project prioritization. Used a custom capital improvement planning database that incorporated short-term budgeting and Weibull analysis for long-term rate planning. The project upgraded and replaced computerized maintenance management software as well as implemented additional work orders and standard operating procedures.



Andrew Kaspor, PE
| QA/QC

COMPANY



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EDUCATION

| BS, Civil Engineering, Wayne State University

YEARS AND TYPE OF EXPERIENCE

| 9 years of civil engineering experience as a design engineer, construction inspector, construction engineer, and contract administrator
| Areas of expertise include MDOT specifications and guidelines, ADA design, roadway design, and water main design

REGISTRATION

| Professional Engineer: MI

RELEVANT PROJECTS

DRINKING WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

| Project Engineer who assisted the City in applying for the state's low-interest loan for drinking water projects. The scope of the project is to replace approximately 2,000 lead service lines, 22,100 obsolete meters, and 3 miles of aging water main piping throughout Dearborn Heights' water system. The project included evaluating the existing environment of the full community while analyzing the replacement alternative against regional and no-action alternatives, as well as assessing the impact of the proposed work on the environment and society, including the effect on floodplains, wetlands, endangered species, and traffic. Impacts on archaeological, historical, and cultural resources were considered, including contact with the State Historic Preservation Office (SHPO), Tribal Historic Preservation Office (THPO), and other federal cross-cutting agencies. A public hearing was held with the City and other relevant agencies to make sure that citizens' voices would be heard.

CLEAN WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

| Project Engineer who assisted the City in applying for the state's low-interest loan for clean water projects. The purpose of the proposed project is to eliminate CSOs in the L-41 CSO district between Beech Daly and Gulley. Project construction will involve removing or abandoning select storm and sanitary pipes that currently empty into the combined sewer system and replacing them with newly constructed pipes and structures.

CSO L-42 CONSTRUCTION ENGINEERING, CITY OF DEARBORN HEIGHTS, MI

| Project Engineer providing support for combined sewer separation, storm and sanitary improvements, water main installation, pavement markings, and pavement and pedestrian facility improvements. Project responsibilities include coordinating RFI responses between field personnel and contractors, writing and reviewing work orders, attending meetings, and assisting inspectors.

STATE AND HILL STREETS IMPROVEMENTS PROJECT, CITY OF ANN ARBOR, MI

| Lead Designer for water main replacement, storm and sanitary sewer improvements, pavement markings including dedicated bike lanes, and pavement and pedestrian facilities improvements. Project responsibilities included leading the pavement and pedestrian facilities design, writing specifications, cost estimating, and coordinating with the client to keep the project in scope and on track to the client's satisfaction.



Shawn Keough, PE
| QA/QC

COMPANY



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EDUCATION

| BS, Civil Engineering,
University of Michigan

YEARS AND TYPE OF EXPERIENCE

| 32 years of experience
serving municipal clients
| Experience includes
leading asset management
and capital improvement
planning activities
| Has overseen water main
and distribution, stormwater
management, sanitary sewer,
and roadway projects

REGISTRATION/CERTIFICATION

| Professional Engineer: MI
| PACP/LACP/MACP, National
Association of Sewer Service
Companies (NASSCO)

RELEVANT PROJECTS

STORMWATER, ASSET MANAGEMENT, AND WASTEWATER [SAW] GRANT ASSET MANAGEMENT PLAN, CITY OF ST. JOSEPH, MI

| Project Manager for administration of a \$1.1M grant to implement an asset management plan (AMP). Assisted in preparing the application to obtain SAW grant funds as well as in completing the tasks and projects specified in the grant award. Performed an asset inventory, GIS system development, condition assessment, level of service criticality assessment, and training. The project involved creation of an AMP for wastewater, stormwater, and drinking water assets, as well as a capital improvement plan.

STORMWATER, ASSET MANAGEMENT, AND WASTEWATER [SAW] GRANT ASSISTANCE, CITY OF PLYMOUTH, MI

| Project Manager who led grant management and oversaw the \$400,000 asset management plan grant implementation that included asset inventory, GIS system development, condition assessment, level of service, criticality assessment, and GIS training.

GENERAL ENGINEERING ASSISTANCE, CITY OF PLYMOUTH, MI

| Client Services Manager and Project Manager for general engineering and surveying services for the City since 1997. Annual capital improvements typically include design and construction phase services for new water main, sanitary sewer and pavement reconstruction on multiple streets. Typically, four residential streets are identified per year for the annual improvements. Old cast iron water main is replaced with ductile iron water main. Sanitary sewer repairs are designed based on video inspections.

INFRASTRUCTURE IMPROVEMENTS PROGRAM, CITY OF PLYMOUTH, MI

| Project Manager for design and construction phase services for utility upgrades and new street reconstruction on Farmer Street, a major street in the City of Plymouth. New water main and new water services were designed and permitted along a five-block stretch. The project included reviewing sewer inspection video tapes (provided by the City) for all gravity sewers within the project area. Approximately 900 linear feet of new sanitary sewer was designed and permitted from to eliminate bellies and address structural defects found during the video inspection. The new street reconstruction consisted of new curb and gutter, new heavy duty asphalt cross-section, and ADA improvements throughout the project area.

PLYMOUTH ODA MASTER PLAN, CITY OF PLYMOUTH, MI

| Project Manager for the master planning process, including an inventory of infrastructure data and maps of their locations. Conditions were analyzed to assess the maintenance needs of the Downtown area to keep the area vibrant and welcoming.



Katie Dennis, PLA, ASLA
DOCUMENT DEVELOPMENT

COMPANY



CONTACT INFORMATION

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EDUCATION

MLA, Landscape Architecture, University of Michigan
BA, Program in the Environment, University of Michigan

YEARS AND TYPE OF EXPERIENCE

13 years of landscape architecture experience, including site planning and design, visual communication and renderings, and research analysis for public and private sector projects
Experienced in master planning, land development regulations, grant writing, and public involvement facilitation
Specializes in sustainable and ecological design
Proficient in the Adobe Creative Suite, Trimble Sketchup, ArcGIS and ESRI, and AutoCAD

REGISTRATION

Professional Landscape Architect: MI

RELEVANT PROJECTS

VAN HOUTEN PARK IMPROVEMENTS, CITY OF DEARBORN HEIGHTS, MI | Landscape Architect for the design of park improvements focusing on new playground equipment and site furniture.

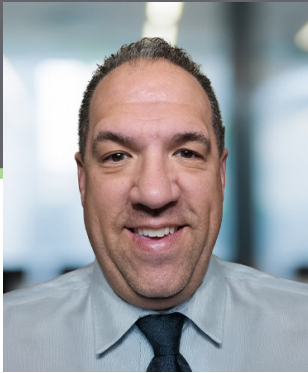
HEATHER LANE PARK IMPROVEMENTS, CITY OF DEARBORN HEIGHTS, MI | Landscape Architect for the design of park improvements, including a playground, walking path, renovated sports courts, and dog park.

FLINT RIVER RESTORATION, GENESEE COUNTY PARKS AND RECREATION, MI | Project Landscape Architect for the planning and design of in-river and riverbank improvements on this project that will transform the underutilized riverfront. Responsibilities included native tree and shrub planting design for Phases 1-3 of Chevy Commons, graphical representation of proposed designs, and construction documentation.

PATTON PARK MASTER PLAN, CITY OF DETROIT GENERAL SERVICES DEPARTMENT, MI | Landscape Architect for the development of a master plan for Patton Park that will enhance the public space, give residents new reasons to use the park, and address existing operational challenges. The project included extensive public engagement and outreach, including community meetings and polling. A wide variety of stakeholders were engaged, including the area soccer community, local neighborhood residents, and rec center users.

SAFE STREETS FOR ALL SAFETY ACTION PLAN, CHARTER TOWNSHIP OF VAN BUREN, MI | Landscape Architect for the project that included grant preparation assistance to the Van Buren Downtown Development Authority and Van Buren Charter Township to secure funding to develop a Safe Streets for All (SS4A) Action Plan for the Township's road and street network. Also worked with the Township to develop the plan itself.

NIXON ROAD CORRIDOR IMPROVEMENTS, CITY OF ANN ARBOR, MI | Landscape Architect responsible for tree survey and assessment within the road right-of-way as part of design services for 1.25 miles of the Nixon Road corridor. Land surveyed included wetlands, agricultural fields, and residential developments. Due to a significant increase in development in recent years, Wade Trim was tasked with developing roadway concepts to alleviate traffic congestion, improve traffic/mobility safety, and limit disturbances to neighboring residential areas. Design and bid documents were developed for four roundabouts, a boulevard cross-section, drainage improvements including ditch enclosure, water main replacement, bike lanes and ADA-compliant sidewalks. Also provided assistance with tree selection and planting design for the roundabouts.



Erik Dziurka

CAPITAL IMPROVEMENT PLAN: GIS

COMPANY



CONTACT INFORMATION

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EDUCATION

AAS, Computer Desktop
Support, Delta College

YEARS AND TYPE OF EXPERIENCE

27 years of experience in
design and GIS
Expertise with AutoCAD,
AutoCAD Civil 3D, and other
computer-aided drafting and
design software

RELEVANT PROJECTS

STORMWATER ASSET MANAGEMENT PLAN, MACOMB COUNTY, MI | Provided support for stormwater asset management planning for the Macomb County Drain route.

BELSAY ROAD WATER MAIN IMPROVEMENTS, GENESEE TOWNSHIP, MI | Design Engineer for 2.5 miles of 12-inch water main extension to loop the main corridor of Belsay Road with Carpenter Road. The project included three drain crossings, jack and bores at all residential subdivision roads, and restoration of yards and driveways.

TRANSMISSION MAIN DESIGN, GENESEE COUNTY DRAIN COMMISSIONER, MI | Design Engineer for a 12-mile segment of 60-inch-diameter spiral-welded steel transmission main to connect at the Karegnondi Water Authority's Intermediate Pump Station in St. Clair County and meet with another segment of the Authority's 60-inch transmission main in Lapeer County.

WEISS STREET WATER MAIN AND ROADWAY REHABILITATION, CITY OF SAGINAW, MI | Design Engineer for replacing and abandoning 16-inch water main along 2.3 miles of Weiss Street, including roadway rehabilitation design services, milling and resurfacing, and sidewalk ramp reconstruction.

LAND USE, RECREATION, AND NON-MOTORIZED MASTER PLAN, CITY OF STERLING HEIGHTS, MI | Provided support for the Land Use Master Plan, which included a detailed placemaking effort that identified several specific nodes where redevelopment could transform mundane suburban strips into unique, multi-use districts.

NPOES-MS4 PERMIT CATCH BASIN CLEANING PROGRAM, BAY COUNTY ROAD COMMISSION, MI | Project Manager for bidding, selection, and contract management for a program cleaning 5,000 catch basins located in Bay County.

2023-2024 FEDERAL AID PREVENTATIVE MAINTENANCE PLAN, BAY COUNTY ROAD COMMISSION, MI | Lead Designer for multiple road segments throughout the County.

2019-2024 LOCAL PAVING PREVENTATIVE MAINTENANCE PLAN, BAY COUNTY ROAD COMMISSION, MI | Lead Designer for multiple road segments throughout the County.

2015-2024 PAVEMENT MARKING PROGRAM, BAY COUNTY ROAD COMMISSION, MI | Project Manager for the County's pavement marking program for 370 miles of primary roads and 662 miles of local roads, including selection, bidding, and project management.



Brian Frisk, PE

ASSET INVENTORY, ASSET EVALUATION/ASSESSMENT

COMPANY



CONTACT INFORMATION

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EDUCATION

BS, Civil Engineering,
Lawrence Technological
University

YEARS AND TYPE OF EXPERIENCE

25 years of experience in design and construction of community road, drainage, water, and sewer improvements
Experienced coordinating with multiple agencies and preparing plans, cost estimates, bid packages, and drawing as-built plans

REGISTRATION

Professional Engineer: MI

RELEVANT PROJECTS

WATER MAIN IMPROVEMENTS PROGRAM, CITY OF DEARBORN HEIGHTS, MI | Project Engineer for design and construction engineering services for annual water main improvements.

STREET REPAIR PROGRAM, CITY OF DEARBORN HEIGHTS, MI | Project Engineer for design and construction engineering services for annual street repairs.

CSO L-42 WATER MAIN IMPROVEMENTS, CITY OF DEARBORN HEIGHTS, MI | Project Engineer for design and construction engineering services for several miles of water main alongside the separation of an existing combined sewer and road construction project. The project included both open trench and horizontal directional drill construction as well as crossing a branch of the Rouge River.

INFRASTRUCTURE IMPROVEMENT PROGRAM, CITY OF PLYMOUTH, MI | Design Engineer for annual infrastructure improvements that included new sanitary sewer, water main, and road reconstruction on Holbrook, an update to the design of the Main/Church intersection, infrastructure improvements on North Harvey, Spring, and Jener Streets, rear yard water main between Dewey and Main Streets, and water system and roadway improvements along S. Main Street and in the Old Village area.

NIXON ROAD CORRIDOR IMPROVEMENTS, CITY OF ANN ARBOR, MI | Project Engineer supporting constructibility coordination for 1.25 miles of roadway improvements to alleviate traffic congestion, improve traffic/mobility safety, and limit disturbances to neighboring residential areas.

STATE, NORTH UNIVERSITY, AND SOUTH THAYER IMPROVEMENTS, CITY OF ANN ARBOR, MI | Completed topographic survey field review for 0.5 mile of improvements on State Street, North University Avenue, and South Thayer Street corridors.

RUSSELL STREET IMPROVEMENTS, CITY OF ANN ARBOR, MI | Design Engineer for the reconstruction of Russell Street, including stormwater management and sidewalk design. The project addressed multiple issues such as parking operations, drainage and flooding, pedestrian access, and safety on a cul-de-sac gravel road.

HOOVER, GREENE, AND HILL STREETS IMPROVEMENT PROJECT, CITY OF ANN ARBOR, MI | Design Engineer for sidewalk ADA ramps and upsizing/relocation of a 12-inch water main on Hoover Avenue and Hill Street that included two railroad and drain crossings. Also coordinated road rehabilitation and design.



Terrance Goliday

ASSET EVALUATION/ASSESSMENT

COMPANY



CONTACT INFORMATION

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EDUCATION

AAS, Computer-Aided Design, Mott Community College

YEARS AND TYPE OF EXPERIENCE

- 6 years of experience serving as field inspector on various municipal projects
- Experienced with engineering reviews for various municipalities in Michigan, including the Cities of Dearborn Heights, Taylor, Flint, Saginaw, and Ann Arbor

RELEVANT PROJECTS

DRINKING WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

Assisted with the application for the state's low-interest loan for drinking water projects. The scope of the project is to replace approximately 2,000 lead service lines, 22,100 obsolete meters, and 3 miles of aging water main piping throughout Dearborn Heights' water system. The project included evaluating the existing environment of the full community while analyzing the replacement alternative against regional and no-action alternatives, as well as assessing the impact of the proposed work on the environment and society.

L41 SANITARY SEWER SEPARATION PROJECT, CITY OF DEARBORN HEIGHTS, MI

Assisted with the design for the separation of sanitary and storm sewer and paving.

DRINKING WATER ASSET MANAGEMENT GRANT SERVICES, CHARTER TOWNSHIP OF HARRISON, MI

Assisted with updating the Drinking Water Asset Management Plan and providing grant administration services. The project included identifying existing water service line materials using GPS, providing asset management activities to enhance the existing water system inventory and condition assessment, and updating the water system inventory by adding water service line shutoff valves.

SANITARY SEWER MASTER PLAN, GENESEE COUNTY DRAIN COMMISSIONER, MI

Assisted with the development of a calibrated sanitary sewer collection system model capable of certifying capacity of all County-owned sewers and identifying communities with excessive wet weather infiltration and inflow. The model was also used to identify short- and long-term capital improvement projects needed to increase system capacity in areas with insufficient capacity. The analysis was performed for both existing and future build-out conditions.

STORMWATER, ASSET MANAGEMENT, AND WASTEWATER [SAW] GRANT, VILLAGE OF GOODRICH, MI

Assisted with completing an asset inventory of the Village's storm sewer system. The project involved opening manholes and catch basins and inspecting the conditions, as well as the inverts of existing pipes leaving and entering the basins.

STORMWATER, ASSET MANAGEMENT, AND WASTEWATER [SAW] GRANT, EASTERN MICHIGAN UNIVERSITY, YPSILANTI, MI

Assisted with development of a Stormwater and Wastewater Asset Management Plan and Stormwater Management Plan. The project included field investigation and asset inventory, GIS mapping, asset condition assessment, and criticality evaluation.



Martin Hoemke

**ASSET INVENTORY, ASSET EVALUATION/ASSESSMENT,
CAPITAL IMPROVEMENT PLAN: SCOPES/ESTIMATES**

COMPANY



CONTACT INFORMATION

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EDUCATION

BS, Civil Engineering,
Lawrence Technological
University

YEARS AND TYPE OF EXPERIENCE

7 years of experience completing plan and engineering reviews
Experience includes creating GIS maps, using AutoCAD Civil 3D for plan design, and assisting with PASER ratings

RELEVANT PROJECTS

WATER MAIN IMPROVEMENTS, CITY OF DEARBORN HEIGHTS, MI | For the 2020-2021 program, served as Design Engineer for water main along several streets via open trench and horizontal directional drill. The project included coordination with the City of Detroit. For the CSO L-42 Water Main Improvements project, served as Design Engineer for several miles of water main constructed alongside the separation of an existing combined sewer and road construction project, including both open trench and horizontal directional drill construction, as well as crossing a branch of the Rouge River. For the 2019 program, served as Design Engineer for the new water main on Silvery Lane, Joy Road, and Vernon Street by pipe bursting the existing main.

WATER MASTER PLAN UPDATE, CITY OF TAYLOR, MI | Design Engineer for updates to the water master plan per EGLE requirements to provide an extensive report on the City of Taylor's water distribution system. Updated and calibrated the City's WaterGEMS model with various water main improvements and created a comprehensive report to the City on the water distribution system. Recommendations were provided with the report for potential future water main projects and information on the reliability of the existing system.

BELL STREET AND ST. CLAIR STREET RECONSTRUCTION, CITY OF MARINE CITY, MI | Design Engineer for the reconstruction of St. Clair Street and widening of Bell Street in conjunction with water main replacement.

EUREKA WAY CORRIDOR IMPROVEMENTS, CITY OF TAYLOR, MI | Design Engineer to hydraulically improve the Frank and Poet Drain along Eureka Road. The project included enclosing a portion of the existing open drain and implementing a new cross-section for areas of the drain which were not enclosed.

FIRST STREET AND ASHLEY STREET TWO-WAY CONVERSION AND BIKEWAY, ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY, MI | Design Engineer for the installation of new storm sewer and infiltration trenches to meet the City of Ann Arbor Green Streets Policy and Washtenaw County stormwater requirements.

SCIO CHURCH RESURFACING, CITY OF ANN ARBOR, MI | Design Engineer for 0.85 mile of hot mix asphalt resurfacing. The scope included filling concrete sidewalk gaps on the north side, enhanced pedestrian crossings and pavement markings, water main consolidation, and storm sewer improvements on Scio Church Road through the MDOT Local Agency Program.



Wayne Hofmann

| CAPITAL IMPROVEMENT PLAN: FUNDING

COMPANY



CONTACT INFORMATION

| P: 989.529.2913
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| E: whofmann@wadetrim.com

EDUCATION

| BA, Professional/Technical Writing, Saginaw Valley State University

YEARS AND TYPE OF EXPERIENCE

| 19 years of experience focused on working with design and construction teams to develop projects that are feasible, fundable, and within budget
| Leader of FundingScout, a corporate initiative to connect funding opportunities to client needs

RELEVANT PROJECTS

FUNDINGSCOUT GRANT COORDINATION SERVICES, CITY OF DEARBORN HEIGHTS, MI

| Funding Advisor for the City Engineer and Mayor's office to pursue state and federal funding. To date, over \$27M has been obtained from a variety of state and federal sources.

CLEAN WATER STATE REVOLVING FUND PROJECT PLAN, CITY OF DEARBORN HEIGHTS, MI

| Funding Advisor for the City Engineer's office who recommended combining drinking water projects to achieve high scores for the state's project priority list. The project, which included lead service line replacement, water meter replacement, and 3 miles of water main replacement, received a \$17.1M package of grants and principal forgiveness.

FUNDINGSCOUT SERVICES, CITY OF SAGINAW, MI

| Project Manager responsible for coordinating with the City's Public Services Department to obtain grants, technical assistance, and earmarks to support the City's capital and community development needs.

ASSET MANAGEMENT PLAN UPDATE, CITY OF ST. JOSEPH, MI

| Funding Advisor for supporting project leaders in preparing updates for the asset management program, policy development, and inventory information. Project responsibilities included providing finance and funding analysis for projects identified in the City's asset management program.

DDA CIP FINANCING PLAN, CITY OF WYANDOTTE, MI

| Funding Lead responsible for developing funding strategies for a CIP Financing Plan resulting in \$4M in grant funding. The project included the reconstruction of four alleys, improvements to 12 parking lots and pedestrian areas, and a bikeway plan incorporating three locations.

FUNDINGSCOUT SERVICES, CHARTER TOWNSHIP OF VAN BUREN TOWNSHIP, MI

| Project Manager responsible for developing funding strategies to support the DDA's \$30M capital improvement plan. The scope of work included grant writing, evaluating the DDA's revenue and debt capacities, and developing project communications for distribution to elected leaders and potential funders.

FUNDINGSCOUT SERVICES, CITY OF STERLING HEIGHTS, MI

| Project Manager responsible for coordinating with eight City departments to obtain grants, technical assistance, and low-interest forms of financing to support the City's capital and community development needs.



Mia Mariotti

INFRASTRUCTURE RESILIENCY PLAN

COMPANY



CONTACT INFORMATION

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EDUCATION

MS, Urban Strategy, Drexel University
BS, Civil Engineering, Case Western Reserve University

YEARS AND TYPE OF EXPERIENCE

8 years of experience focused on preserving and enhancing the natural environment, balanced with the need for equitable community development
Promotes environmental stewardship and social cohesion
Expertise in ArcGIS, InfoWorks ICM, AutoCAD, and Primavera P6
Experience includes mapping, modeling, scheduling, and cost estimating

RELEVANT PROJECTS

FUNDINGSCOUT GRANT COORDINATION SERVICES, CITY OF DEARBORN HEIGHTS, MI

Grant Writer for the development of a CDBG-DR grant application for improvements along Ecorse Creek.

BRONX RIVER LONG TERM CONTROL PLAN, NEW YORK CITY DEPARTMENT OF ENVIRONMENTAL PROTECTION, NY

Assisted on the study that set out to achieve water body-specific water quality standards by providing hydraulic relief and floatables control. Responsibilities included writing subcontracts and procuring subcontractors, preparing administrative forms to be submitted to the DEP, creating the cost estimate and schedule in Primavera P6, updating the invoice tracking sheet, compiling workshop and meeting presentations, and participating in weekly meetings.

CHAGRIN RIVER-LAKE ERIE DIRECT TRIBUTARIES STORMWATER MASTER PLAN STUDY, NORTHEAST OHIO REGIONAL SEWER DISTRICT, CLEVELAND, OH

Reviewed and managed background information and data on the Regional Stormwater System. Conducted field work (basin inspections and spherical imagery data collection) and assisted in writing technical memoranda presenting results and recommendations. Used AGOL and ArcGIS to input field data, review inspection notes, submit system investigation points, and generate maps for reports. Assisted in compiling and presenting flooding data, maps, recommendations, and steps for implementation of future projects in final stormwater master plan reports to manage and mitigate flooding throughout the system. Coordinated and communicated with community engineers to present findings and action steps through Community Work Plan reports.

ENGAGING DUGWAY COMMUNITIES IN DESIGNING STREAM AND WETLAND RESTORATION, CHAGRIN RIVER WATERSHED PARTNERS, CLEVELAND, OH

Deputy Project Manager responsible for community engagement planning and events. Responsibilities have included attending client and stakeholder meetings, identifying and recommending funding opportunities for proposed projects, and assisting with internal coordination of project components between engineering/planning/ engagement teams.

IRISHTOWN BEND STABILIZATION AND REHABILITATION, CLEVELAND-CUYAHOGA COUNTY PORT AUTHORITY, OH

Project Engineer assisting with project controls and administration as part of the owner's representative services for the Irishtown Bend Stabilization and Rehabilitation project, funded by 14 varying grants and funding sources.



Chip Smith, AICP

ASSET MANAGEMENT STRATEGY, DOCUMENT DEVELOPMENT

COMPANY



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E: csmith@wadetrim.com

EDUCATION

MA, Landscape Architecture,
University of Michigan

Master's Certificate, Local
Government Management,
Eastern Michigan University

BA, History, Macalester
College

YEARS AND TYPE OF EXPERIENCE

27 years of experience working with public sector clients to develop holistic master plans, policies, and ordinances that reflect the interconnected nature of housing, transportation, resilience, economic development, and quality of life.

Effectively involves stakeholders in developing plans and ordinances that reflect the community's vision for the future

Works with communities to develop policies designed to create resiliency and accelerate climate action at the local level

CERTIFICATION

American Institute of
Certified Planners (AICP)

RELEVANT PROJECTS

CONTINUING PLANNING SERVICES, CITY OF DEARBORN HEIGHTS, MI | City Planning Consultant who provided reviews of commercial, industrial, and multi-family site plans, rezoning, special land use, and variance requests. Attended monthly planning commission meetings. Met with potential applicants to review development proposals and help guide applicants through the development process.

CLIMATE ACTION AND RESILIENCE PLAN, ANN ARBOR TOWNSHIP, MI | Principal Urban Planner responsible for coordinating the Resilient Washtenaw framework and adapting specific Township goals and actions.

GRANT WRITING SERVICES, CITY OF ANN ARBOR, MI | Primary Grant Writer for the Ann Arbor PRO Housing Grant submission. Developed work scope, budget, and project narrative used to apply for over \$5M in HUD grant funds to assist in removing obstacles to affordable housing.

2040 RE-ENVISION REDFORD COMPREHENSIVE MASTER PLAN, CHARTER TOWNSHIP OF REDFORD, MI | Principal Author and Chief Project Planner for Re-Envision Redford, Redford Township's innovative and new comprehensive plan. Served as the architect of a project approach that veered significantly from previous master plans. Re-Envision Redford used an extensive public engagement program as the foundation for a radically different Township planning approach. The result is a comprehensive vision focused on improving the quality of life for all residents by increasing housing choice, providing safe mobility options, and emphasizing investing in critical quality-of-life infrastructure like sidewalks, bike paths, and a people-centric downtown.

BELLE ISLE MULTIMODAL TRANSPORTATION STUDY, CITY OF DETROIT DEPARTMENT OF MANAGEMENT AND BUDGET, MI | Project Planner for a phased strategy for implementing sustainable improvements to manage traffic, circulation, and multi-modal transportation services within park capacity recommendations. Innovative and transformative improvements in park access and circulation were developed to reduce vehicular congestion, increase public safety, and improve park transportation access and wayfinding. Recommendations provide an improved Belle Isle visitor experience while balancing the preservation of the park's natural and cultural resources.

ZONING ORDINANCE AMENDMENTS, VILLAGE OF NORTHPORT, MI | Principal Author for developing a form-based code for the Village core with the goals of improving the pedestrian experience, increasing workforce housing opportunities, and maintaining the distinctive and historic architectural style of the Village.

WORK PLAN

The City of Dearborn Heights desires development of an Asset Management Plan (AMP), Capital Improvement Plan (CIP), and Infrastructure Resiliency Plan (IRP) that will align with and realize the City's goals. We acknowledge the importance of developing and integrating all three plans in terms of how they complement and drive one another. These plans further enable holistic approaches to both short-term and long-term capital improvement planning efforts undertaken by City staff and budgetary decisions made by elected officials. We understand the goals of this effort as summarized in the RFQ include the following:

- Develop an AMP, including asset inventory, condition assessment, asset valuation, risk assessment, lifecycle management, asset management strategy, and AMP document preparation
- Develop a CIP, including needs assessment, prioritization, non-motorized plan, financial analysis, public input, and CIP document preparation
- Develop an IRP, including vulnerability assessment, adaption and mitigation strategies, resilience measures, emergency response and recovery planning, public awareness and education, and IRP document preparation

Our Work Plan in teaming with the City to achieve these goals is outlined below.

Asset Management Plan

The AMP will be developed to assist in identifying maintenance and operation costs of each asset, identifying the risk associated with each asset, quantifying capital replacement costs, and estimating the remaining useful life of capital assets identified in the CIP.

Project Initiation and Stakeholder Engagement

We will conduct a project Kickoff Meeting with key City stakeholders to establish project goals.

- **DELIVERABLES** | Meeting agenda, minutes

Desktop Data Inventory and Data Review

We will review existing asset inventories, including available data on age, condition, and performance history. Acquisition of this data will involve inquiries and meetings with City staff to expand the knowledge base of inventory of which we are currently aware. Having worked with the City for over 50 years, Wade Trim has a Geographic Information System (GIS) database with utility information and data that we have created and/or collected from varying sources for the following assets:

- Water (valves, hydrants, mains)
- Sanitary sewer/combined sewer/storm sewer (manholes, sewers)
- Drains
- Parcels
- Streets
- Municipal boundaries
- Hydrology
- Natural features
- Contours
- Zoning

We will develop an inventory of City assets understood to be included as part of this effort:

- Water, sanitary, and storm utilities owned and maintained by the City: infrastructure layout, components, capacity, and condition (as understood).
- Parks and recreation areas: facilities and amenities (extent to be determined – scope limited to desktop analysis, as opposed to field data collection).
- Roads and sidewalks owned by the City, including local and major roadways: Wade Trim has performed PASER assessments of the road infrastructure throughout the City since 2013 and anticipates rating again in 2025, which will be referenced in the resulting report.

We will assess the existing data through a desktop inventory for completeness and prepare recommendations for an Asset Management Program scope (i.e.

identify which assets should be included). This stage will include identification of potential Consequence of Failure (COF) and Level of Service (LOS) criteria.

- **DELIVERABLES** | Data assessment; AMP Workshop will include:
 - ◆ Presentation of findings and recommendations
 - ◆ Documentation of discussion and decisions
 - ◆ Identification of the assets to be included in the Asset Management Program
 - ◆ COF and LOS criteria to be used in calculating risk
 - ◆ Identification of data gaps to be closed with action items and schedules for team members

GIS, Asset Management Integration, Risk Assessment, Resiliency, and Prioritization

We will work to enhance existing GIS and asset management capabilities. Our goal is to improve data management for critical City assets. We will work with the City to identify high-risk assets that may require prioritization in budget allocation. Resiliency will enter into this evaluation as it involves a systematic approach in managing disruptions to critical infrastructure. The risk register developed as part of the AMP will inform the 5-year CIP.

- **DELIVERABLES** | Technical memorandum documenting an integrated geodatabase plan that identifies relationships between asset data, risk, resiliency, and prioritization

Budget Development (Maintenance of Assets)

Wade Trim will work with the City to understand and develop annual maintenance and operations budget estimates based on:

- Expected maintenance cycles
- Labor, materials, and existing service contract costs
- Estimated annual inflation adjustments for labor and material

We will estimate costs and timing for major capital projects based on asset life expectancy.

- **DELIVERABLES** | Asset Budget Technical Memorandum

Data Standards and Best Practices

Wade Trim will assist in establishing standards and protocols for data entry, maintenance, and quality assurance to achieve long-term sustainability of the asset repository. An effective Asset Management Program requires updates as improvements are made to assets and as additional assets are incorporated into the City's inventory. Standards will assist in guiding the updates and continuance of the program beyond the initial scope identified in this RFQ.

- **DELIVERABLES** | Technical memorandum documenting the proposed data governance and management methods

Training

Wade Trim will provide a targeted training session for identified City staff on the use and maintenance of the Asset Management Program.

- **DELIVERABLES** | Training session

CIP Integration

The database will be used to support the CIP, including:

- Prioritization of projects based on strategic goals, budget constraints, and community needs
- Development of a data-driven framework for project selection, verifying alignment with the City's strategic objectives
- Collaboration with stakeholders

- **DELIVERABLES** | Draft 5-year CIP (further details provided in Capital Improvement Plan section)

Capital Improvement Plan

One of the proposed activities identified in this RFQ is the development and adoption of a CIP. The CIP will evolve from the Asset Management Program through integration with the prioritization of projects based on input from City staff and administration. The CIP will further serve to provide estimates of anticipated project planning-level costs to assist the City in developing project budgets.

Kickoff Meetings

Kickoff meetings are planned with City staff from identified departments to understand current projects and to discuss new projects that are prioritized to be undertaken in the next 5 years. The projects’ appropriateness for inclusion in the CIP will be discussed through a coordinated effort and through the development/output of the AMP. We are assuming a series of meetings (up to four) to engage the identified departments.

- **DELIVERABLES** | Meeting agenda, minutes

CIP Project Summaries

Wade Trim will summarize improvements outlined in the kickoff meetings. Summaries will include:

- Scope of the proposed improvement
- Anticipated permitting needs
- Coordination requirements with other entities (Wayne County MDOT, EGLE, GLWA, etc.)
- Preliminary construction feasibility analysis
- High-level planning budgets
- Development of standardized forms (budgeting and impact evaluation)
- **DELIVERABLES** | CIP Project Summary Drafts, Standardized Project CIP Forms that include budgeting and impact evaluation

CIP Workshops

Our office will schedule one workshop with each identified department to review, refine, and prioritize the Project Summary Drafts for each recommended improvement (four workshops are anticipated).

- **DELIVERABLES** | Meeting agenda, minutes, CIP Workshop

CIP Development

Graphical representation of the overall proposed improvements will be provided in the form of printable maps (as appropriate and in conjunction with the Asset Management Program). Using the summaries for each improvement, we will develop budget-level cost estimates to aid in the planning of capital investments over the CIP period.

Wade Trim will provide the Draft CIP Summary to the associated departments for review and approval for inclusion in the 5-year CIP.

- **DELIVERABLES** | Final Draft CIP

Capital Planning and Replacement Schedule

Wade Trim will analyze expected lifespans of key assets to establish capital replacement timelines. This will be completed in conjunction with the Asset Management Program. The intent is to provide planning-level cost estimates for full replacement of critical assets as necessary, factoring in inflation, technological improvements, and potential changes in standards (if known).

We will work with City staff to develop a phased replacement plan to spread out capital costs over time to minimize budgetary impacts in any given year.

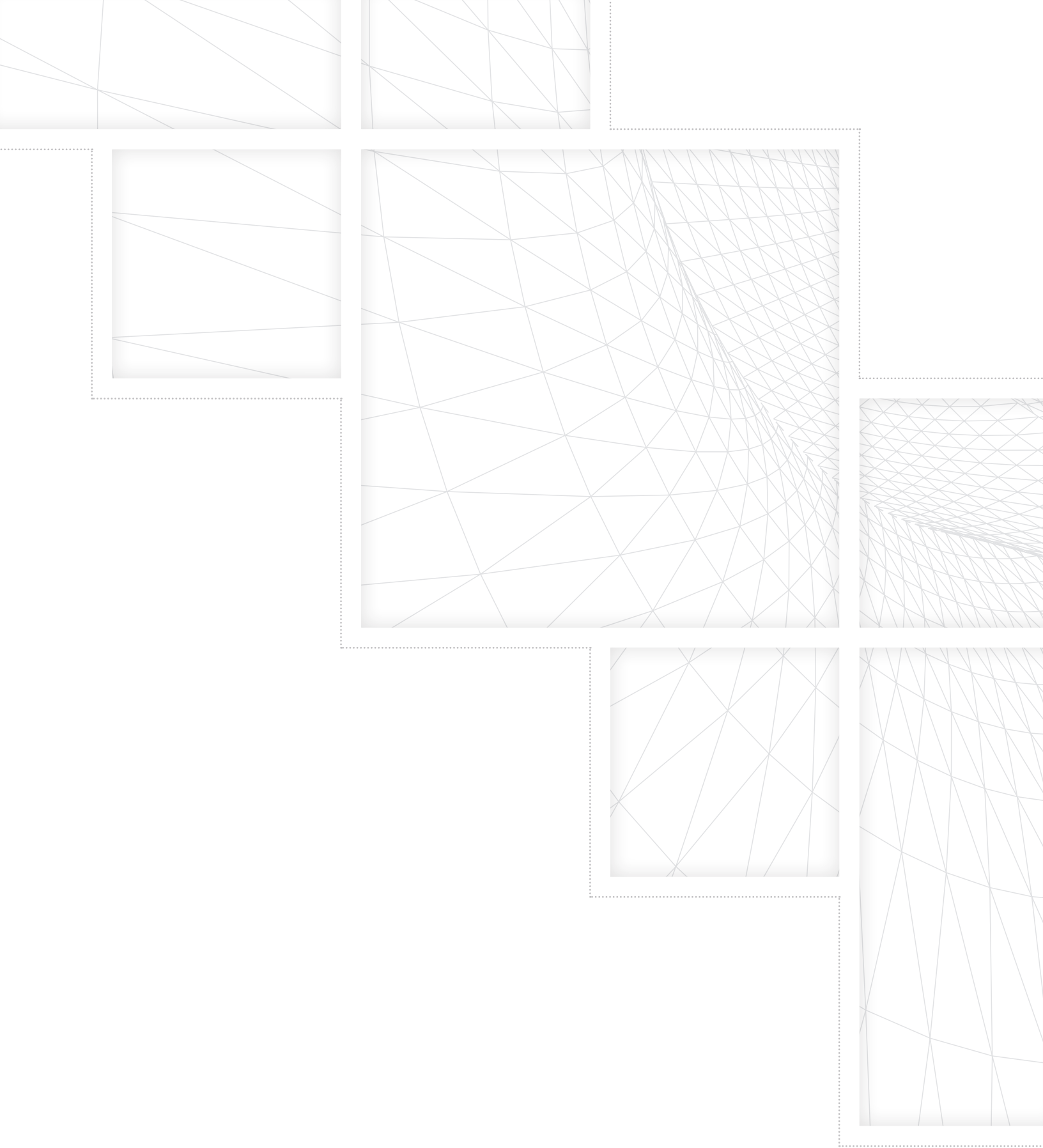
- **DELIVERABLES** | Asset budgeting in CIP

Funding Services

Wade Trim will further provide assistance through our FundingScout services in working to identify potential funding sources for the finalized CIP projects. It is anticipated a line item will be inserted into the Project Summary Standardized Sheets.

Understanding the City received CDBG-DR funding to support this AMP and CIP project, we have included effort to provide grant reporting assistance on behalf of the City of Dearborn Heights.

Effective management of City assets is essential for maintaining and improving sustainable services and infrastructure. Wade Trim will work alongside City staff to understand project needs and priorities, understand ongoing maintenance needs, integrate GIS technology with the Asset Management Program, and develop the desired 5-year CIP. Our Work Plan outlines a strategic approach to developing a reliable framework to assist in managing City assets while developing and supporting the CIP.



**WADE
TRIM**

WADE TRIM ASSOCIATES, INC.

25251 Northline Road • Taylor, MI 48180

734.947.9700 • 800.482.2864 • www.wadetrim.com

FLORIDA • GEORGIA • MICHIGAN • NEBRASKA • NEW YORK • NORTH CAROLINA • OHIO • PENNSYLVANIA • TEXAS

Approved for the Agenda of:	APPROVED Pending the Provision of the Contract
8/12/2025	Motion No. 25-433

7.D.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi

Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 5, 2025

RE: Comptroller's Office - Bid Award - Comprehensive Master & Environmental Resilience Plan

Honorable Council,

Requesting approval to award the Master and Environmental Resilience Plan to the lowest bidder, McKenna, and authorize the Mayor and the Clerk to sign the contract on behalf of the city. This is a State CDBG funded project.

Attachments:

1. Bid Tally Sheet
2. MCKENNA
3. OHM

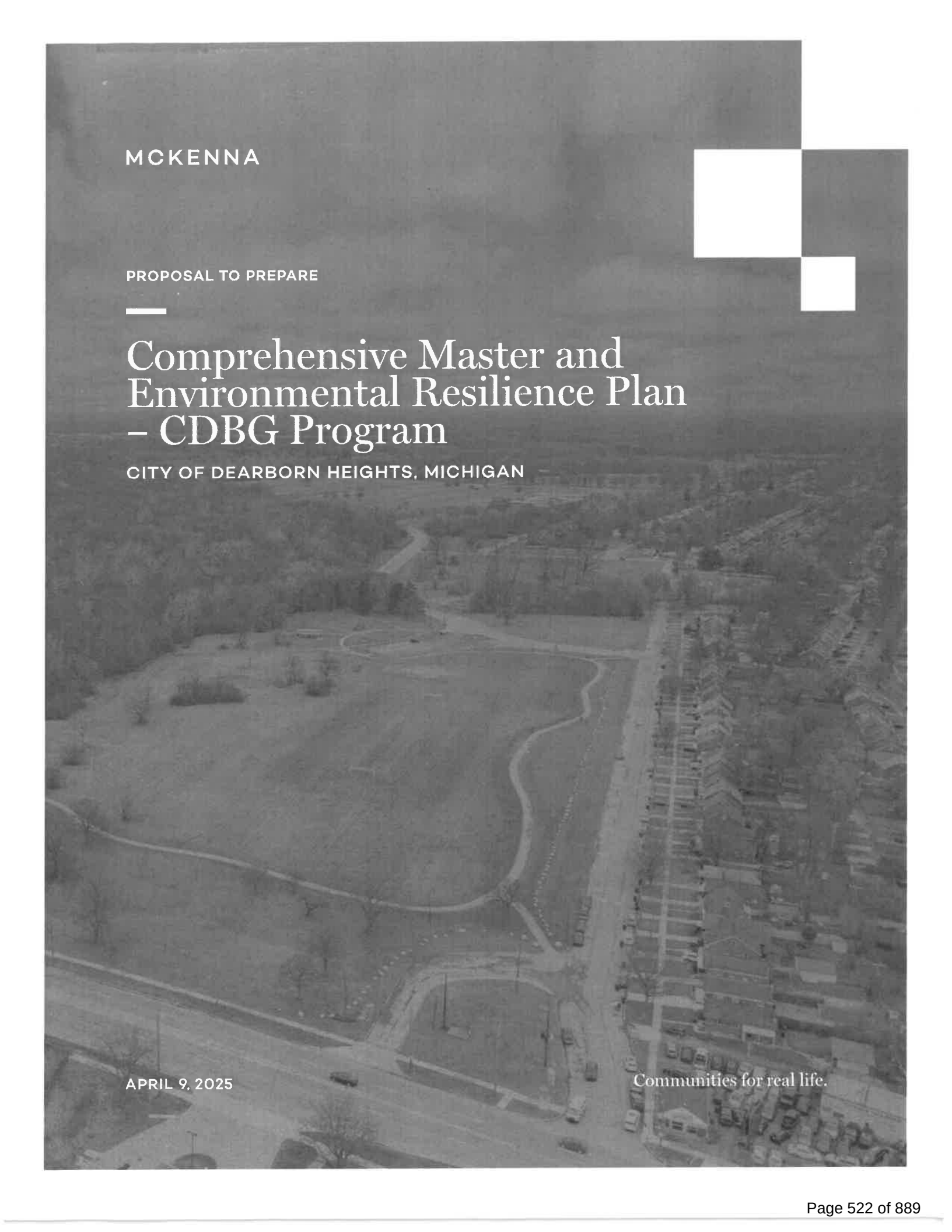
CITY OF DEARBORN HEIGHTS

PROJECT NAME :Comprehensive Master and Environmental Resiliency Plan

Project Number: 2025-003



	Bidder	Bid Amount
1	OHM	\$154,390.00
2	Mckenna	\$120,000.00



MCKENNA

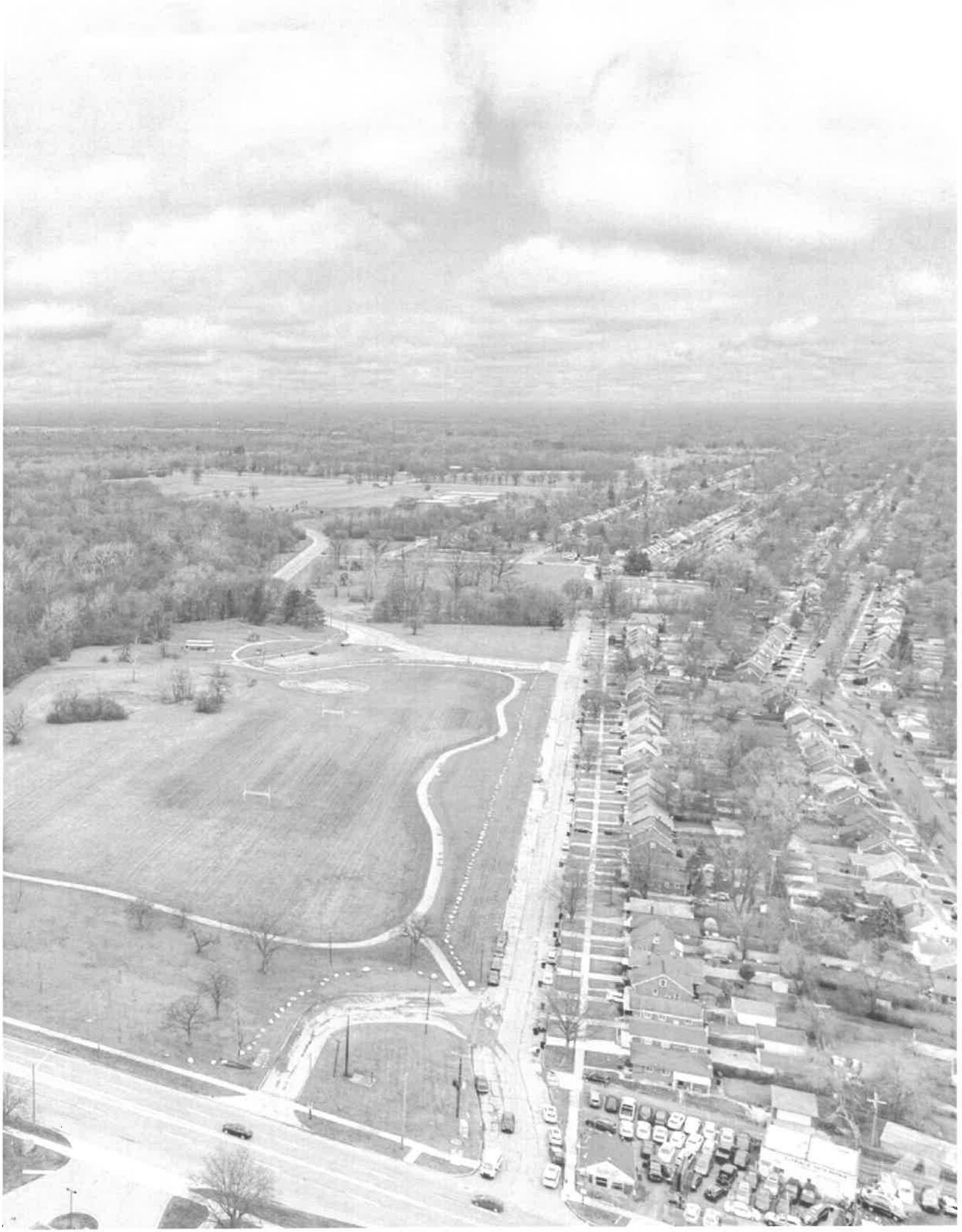
PROPOSAL TO PREPARE

Comprehensive Master and Environmental Resilience Plan – CDBG Program

CITY OF DEARBORN HEIGHTS, MICHIGAN

APRIL 9, 2025

Communities for real life.





April 9, 2025

Mahdi Baydoun
City of Dearborn Heights
6045 Fenton Street
Dearborn Heights, MI 48127

Subject: Partnership for the City of Dearborn Heights Comprehensive Master and Environmental Resilience Plan

Dear Mr. Baydoun and Dearborn Heights Leadership,

Shaping the future of Dearborn Heights with a bold vision, careful planning, and actionable policy is one of the most powerful ways to uplift your community. McKenna is thrilled by the prospect of collaborating with your Department to create a forward-looking Comprehensive Master and Environmental Resilience Plan. Like Dearborn Heights, McKenna is committed to planning processes that cultivate a social, economic, and environmental landscape that reflects and respects the needs of your current community while fostering aspirations and opportunities for the evolving people and places of Dearborn Heights. With our expertise, passion, and innovative approach, we are confident that McKenna is the dynamic partner you need to bring this process to life.

PROJECT UNDERSTANDING, WITH A VISION FOR OPPORTUNITY

We recognize that in the face of rapid demographic and environmental change, the City of Dearborn Heights is embarking on a transformative journey to design a refreshed Comprehensive Master Plan with the use of CBDG funding. Informed by the Dearborn Heights community, this initiative will establish a bold, unified vision for the City's future that celebrates the social and economic assets already present within the community while addressing critical priorities such as sustainable land use, strategic growth management, and diverse housing opportunities. Further, McKenna understands that the Comprehensive Master Plan will be complemented by an Environmental Resilience Plan that directly tackles the City's ongoing flooding challenges through innovative stormwater management policies, resilient housing strategies, and the thoughtful revitalization of flood-prone areas to better serve the community. By proactively identifying and addressing vulnerabilities, particularly in flood-prone zones along the Rouge River and Ecorse Creek, Dearborn Heights is taking decisive action to safeguard its neighborhoods, strengthen its economic foundation, and to serve as a thought leader to peer communities along the Rouge River Watershed. Beyond shaping a visionary roadmap, the Comprehensive Master Plan and Environmental Resilience Plan will lead to a comprehensive modernization of local policies and procedures, including a full-scale review of and targeted updates to the Zoning Ordinance.

A modern, vibrant, and well-executed Comprehensive Master Plan isn't just important; it is imperative for the City's long-term growth and stability. From expanding affordable housing and strengthening environmental safeguards to driving economic prosperity, this visionary planning effort—paired with thoughtful policy and practical partnerships—will serve as a vital framework to guide sustainable progress, ensuring that Dearborn Heights remains an incredible place to live, work, play, and stay.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

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WHY OUR TEAM?

McKenna is one of the Midwest's premier planning and design firms. We work within market-based development realities and manage complex planning processes, zoning regulations, and growth management and redevelopment principles every day. Our experience in implementing smart, context-specific development in Midwest municipalities—including in many of Dearborn Heights' neighboring communities—informs our understanding of how to create sensible, actionable policy.

The interdisciplinary McKenna team presented within this proposal brings the right expertise and a proven approach to help the City navigate this challenging but rewarding process. To honor Dearborn Heights' diverse needs, we have assembled core team members who are recognized leaders in land use policy, environmental and sustainability management, housing, economic development, growth management, placemaking, inclusive public engagement, implementation, and strategic planning. Together, McKenna is prepared to partner with the City and its community in rising to the challenge of creating a more dynamic, vibrant, and resilient future.

Enclosed, you will find our full proposal, including a detailed scope of work, qualifications, and cost estimate. We welcome the opportunity to discuss our submission further or answer any questions. Please feel free to reach me directly at (248) 596-0920 or jjackson@mcka.com.

Respectfully submitted,

McKENNA

A handwritten signature in dark ink, appearing to read 'John Jackson', with a stylized, flowing script.

John Jackson, AICP, NCI
President

Certifications

OBLIGATION:

By signing this letter, the respondent certified that the signatory is authorized to bind the Respondent.

If awarded the contract, the Respondent acknowledges its complete responsibility for the entire contract, including payment of any and all charges from the contract.

QUALIFICATIONS:

The respondent has not had a record of substandard work within the last five years.
The respondent has not engaged in any unethical practices within the last five years.

Company Name: McKenna Associates, Inc.
Address: 235 East Main Street, Suite 105, Northville, MI 48167
Contact Person: John R. Jackson, AICP
Phone: 248-596-0920
Fax: 248-596-0930
Email: jjackson@mcka.com

Signature of Person Authorized to Sign:

A handwritten signature in black ink, appearing to read 'J. Jackson', is written over a horizontal line.

Title: President, McKenna

Date: April 9, 2025





Comprehensive Master and Environmental Resilience Plan – CDBG Program

CITY OF DEARBORN HEIGHTS, MICHIGAN

APRIL 9, 2025

Prepared by:

MCKENNA

235 East Main Street, Suite 105
Northville, Michigan 48167

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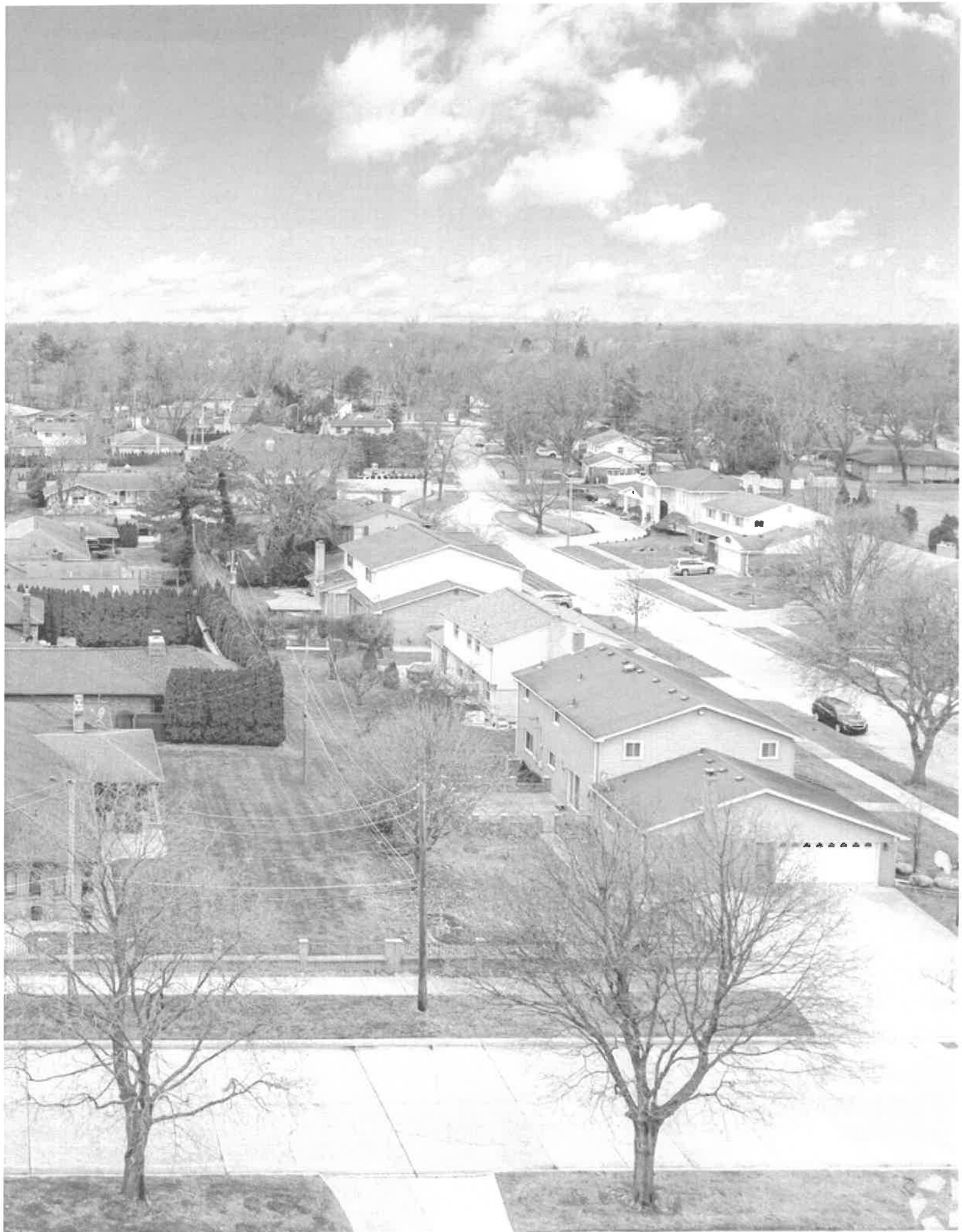
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Executive Summary



McKenna's expert planners are prepared to work hand-in-hand with the Dearborn Heights community, ensuring meaningful progress from day one.

PROJECT TEAM

Our interdisciplinary project team, overseen by Vice President Laura Haw, brings diverse expertise to the project, from land use policy and environmental management to housing and economic development. The public engagement expertise of our professionals will further ensure that the priorities of City stakeholders guide the preparation of the new Comprehensive Master and Environmental Resilience Plan.

HUD EXPERTISE

McKenna is a Midwest-based consulting firm with a 47-year tradition of professional planning and community development assistance to Midwestern local units of government in meeting the intent and spirit of the U.S. Department of Housing and Urban Development requirements for planning and implementation of CDBG, HOME, and other HUD programs.

PROJECT SCHEDULE

McKenna proposes a 14-month timeframe for preparing the Comprehensive Master and Environmental Resilience Plan simultaneously with the Zoning Ordinance Review. This timeline can be adjusted with Dearborn Heights leadership as needed.

FEE

We propose a lump sum fee of \$120,000, which includes the services and end products in the attached scope of work, in accordance with the RFP.

We can work with you to customize our proposed scope of work to eliminate, add, or modify elements, with our overall fee adjusted accordingly.

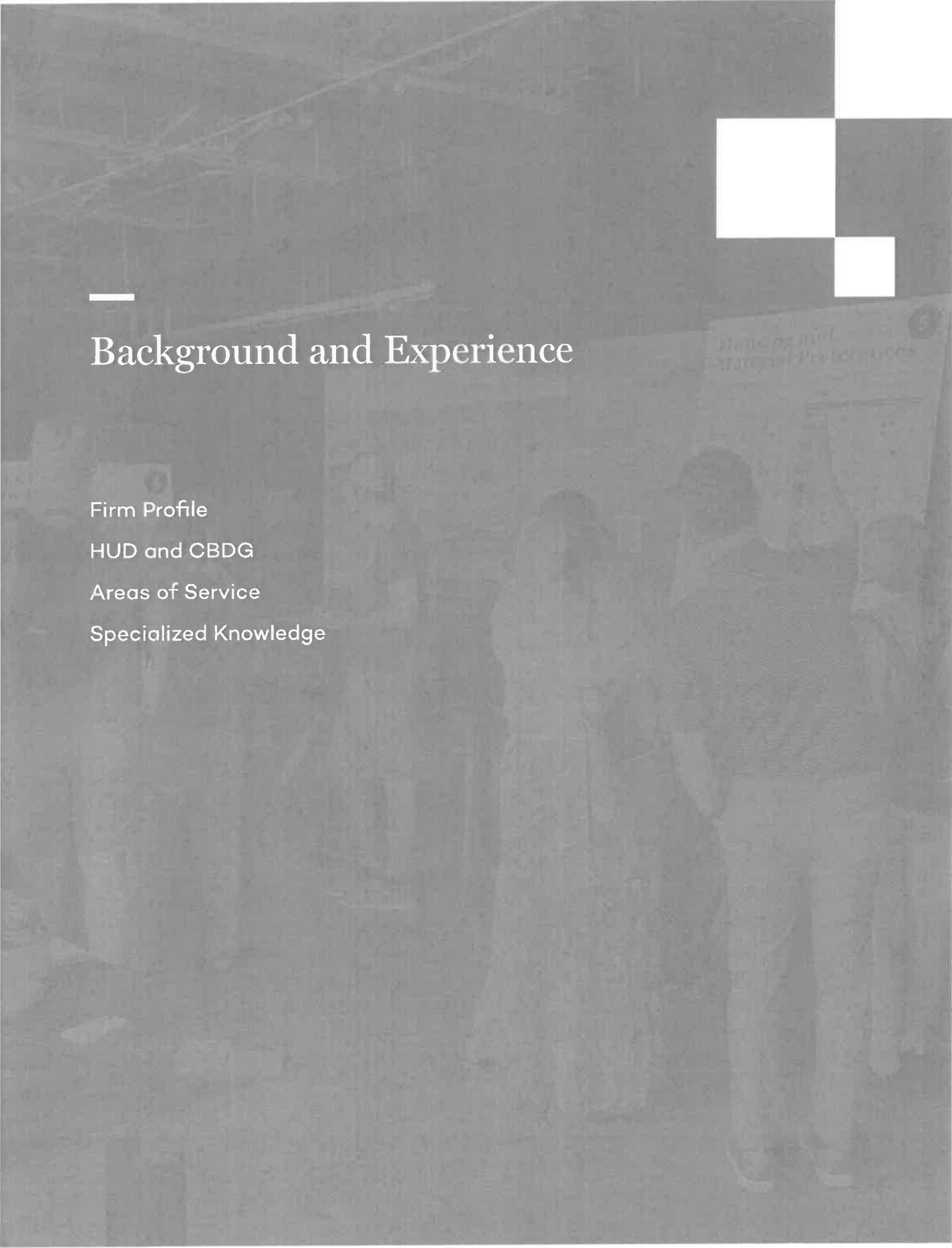
COMMUNITY ENGAGEMENT

Our team understands the vital role of community engagement in the Comprehensive Plan process. This proposal outlines a range of activities designed to inspire community participation, build momentum, and ensure a diverse array of voices are heard and valued.

The McKenna Team scope includes the following engagement efforts:

- » Twice Monthly Meetings with Core Staff
- » Interactive Project Website
- » Digital Online Survey
- » Focus Groups and Neighborhood Pop-Up Workshops (4)
- » Community Open Houses (2)
- » 3-Day Resilience Charrette
- » Public Meetings (8)





Background and Experience

Firm Profile

HUD and CBDG

Areas of Service

Specialized Knowledge

Firm Profile



McKenna’s downtown Northville, Michigan headquarters—a repurposed Ford Motor Company plant designed by Albert Kahn, built in the 1930s. Our work spaces reflect McKenna’s commitment to our people, our communities, sustainable design and the rich technology heritage of the Midwest.

McKenna’s team of talented planning, design and building professionals help municipal leaders develop and maintain communities for real life. From street festivals, neighborhood parks, and storefronts, to parking spots, coffee shops, and farmers’ markets, we want your community to thrive. Headquartered in Northville with offices in Grand Rapids, and Kalamazoo, Michigan, McKenna provides planning, zoning, landscape architecture, community and economic development and urban design assistance to cities, villages, townships, counties, and regional agencies, as well as select private clients. Our success can be measured by the physical improvements to hundreds of McKenna client communities, and by our 47-year record of client satisfaction and on-time, on-budget delivery.

McKenna currently provides project services to more than 85 communities and private land investors in the Midwest. Anticipating and responding to change is a major distinction of McKenna’s practice. Our innovation and depth of experience is a resource for public and private decision-makers; we are a corporation of 30-plus planners, building code experts, urban designers, and landscape architects formed under the laws of Michigan on May 2, 1978.

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Columbus, OH 43212
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HUD and CBDG



HUD PROGRAM EXPERIENCE

McKenna has a record of success in assisting partner entitlement jurisdictions with their HUD program requirements, including Consolidated Plans, Analyses of Impediments to Fair Housing Choice, Housing Needs Assessments, Housing Studies, Annual Action Plans, CDBG and NSP planning, and administration that meet and exceed HUD requirements and community expectations, while coming in on budget and ahead of deadline. Over the past 10 years, McKenna has helped communities secure millions of dollars in direct federal funding for local housing, community development, and economic development programs. Below is a list of entitlement communities for which McKenna has provided community development services, including Dearborn Heights:

Community Development Block Grant (CDBG) Minor Home Repair

City of Novi, Oakland County, MI
Lyon Charter Township, Oakland County, MI
Van Buren Charter Township, Wayne County, MI
Garden City, Wayne County, MI

Analyses of Impediments (AI) and Consolidated Plans (CP)

COMMUNITY	AI	CP
City of Ann Arbor, MI	✓	
City of Battle Creek, MI	✓	✓✓
City of Dearborn Heights, MI	✓	✓
City of East Lansing, MI		✓
City of Kalamazoo, MI		✓✓✓
Kent County, MI	✓	
City of Lincoln Park, MI	✓	✓
City of Livonia, MI		✓
Macomb County, MI		✓
City of Midland, MI	✓	
City of Saginaw, MI		✓
City of Sterling Heights, MI	✓	
Wayne County, MI		✓
City of Michigan City, IN	✓	
City of Alliance, OH		✓
Clermont County, OH	✓	✓✓
City of Lima, OH		✓✓
City of Elyria, OH	✓	✓
City of Springfield, OH		✓
City of Toledo, OH		✓



Housing Studies and Neighborhood Plans

COMMUNITY / AUTHORITY	STUDY
City of Bay City, MI	Neighborhood Revitalization Plan South End Neighborhood Revitalization Plan Upper Floor Housing Study
City of Battle Creek, MI	Comprehensive Housing Study
City of Belleville, MI	Belleville Area Senior Citizens Non-Profit Housing Corporation Senior Housing Market Analysis Western V Community Conference Housing Study
City of Benton Harbor and Berrien County Land Bank, City of Benton Harbor, MI	NSP2 Neighborhood Plan
Genesee County Metropolitan Planning Commission, City of Flint, MI	Senior Housing Plan
City of Hazel Park, MI	Hazel Park Housing Study
City of Highland Park, MI	Highland Park Housing Assistance Plan Manchester Housing UDAG
City of Dearborn Heights, MI	Senior Housing Study
City of Ecorse, MI	Senior Housing Market Analysis
Livingston County, MI	Livingston County Housing Rehabilitation Program
Michigan State Housing Development Authority	State-wide Senior Housing Study
City of Detroit, MI	Harmony Village Rehabilitation
City of Fenton, MI	Senior Housing Action Plan
Frenchtown Charter Township, Monroe County, MI	Housing Market Analysis
City of Lakeville, MI	Addison Township Senior Citizen Non-Profit Housing Corporation
City of Lincoln Park, MI	Lincoln Park Housing and Community Development Program
City of Pontiac, MI	Housing Study and Needs Assessment
City of Romulus, MI	Housing and Community Development Plan Romulus Residential Program Senior Housing Locational Analysis



CBDG REFERENCES AND LETTERS

NAME OF PROJECT	CONTACT
LYON CHARTER TOWNSHIP Administration of Minor Home Repair Program (CDBG)	Michele Cash Clerk 58000 Grand River Avenue New Hudson, Michigan 48165 (248) 437-2240
CHARTER TOWNSHIP OF VAN BUREN Administration of Property Maintenance and Blight Control Program (CDBG)	Matt Best Director of Public Services 46425 Tyler Road Van Buren Township, Michigan 48111 (734) 699-8900
CITY OF GARDEN CITY Administration of Housing Rehabilitation Program (CDBG)	Dale "Doc" Dougherty City Manager 6000 Middlebelt Garden City, Michigan 48135 (734) 793-1600





Honoring Yesterday. Building Tomorrow.

January 14, 2020

To whom it may concern,

For over 20 years, McKenna has administered the Community Development Block Grant (CDBG) program for Lyon Charter Township. The minor home repair program has been in place since 2008, aiding low-income residents of the Township in making impactful investments into their homes. Projects that qualify for minor home repair funding include roof, window, or door replacements, HVAC, plumbing, or electrical repair, and other physical improvements that impact the quality of life of our residents.

Since the minor home repair program was initiated, McKenna has helped the Township distribute funding for 30 projects. McKenna's consultants have administered the program for the Township, including:

- Receipt of the applications from our residents;
- Vetting the applications for completeness and qualifications;
- Corresponding with contractors and evaluating project quotes;
- Awarding funds;
- Managing available Minor Home Repair budget;
- Reporting to Oakland County's CDBG Administrators.

We have been very satisfied with the service McKenna's team has provided for our residents in dispersing Lyon Township's minor home repair funds. The program has been administered in a timely, courteous, and professional manner; we are confident in the work that McKenna continues to perform for the Township and do not hesitate to recommend their services for administering a minor home repair program.

John Dolan
Supervisor

Michele Cash
Clerk

Patricia Carcone
Treasurer

58000 Grand River Ave New Hudson, MI 48165 Phone 248 437 2240

John Dolan *Supervisor* - Patricia D. Carcone *Treasurer* - Michele Cash *Clerk*
Lise Blades *Trustee* - Kristofer Enlow *Trustee* - John Hicks *Trustee* - Sean O'Neil *Trustee*

w w w l y o n t w p o r g



Charter Township of Van Buren

BOARD OF TRUSTEES

SUPERVISOR Kevin McNamara	CLERK Leon Wright	TREASURER Sherry A. Budd	
TRUSTEE Sherry A. Frazier	TRUSTEE Kevin Martin	TRUSTEE Reggie Miller	TRUSTEE Paul D. White

To whom it may concern,

In 2015, McKenna began the Property Maintenance & Blight Control CDBG program in Van Buren Township. The program has been immensely effective. During this time, we have observed visual improvements to neighborhoods throughout the Township. Since the inception of the program the McKenna team has accomplished the following:

- Issued notices to and had voluntary compliance with demolition of unsafe structures at 20+ properties.
- Issued notices to and had 40+ structures rehabilitated by property owners.
- Programmed CDBG funds and successfully used those funds to bid out and complete demolition activity at 21 properties.
- Have worked successfully with Wayne County for all of the demolitions.
- Have 40+ ongoing property rehab and demolition cases, actively working with property owners to get properties rehabbed and maintained.
- Filed the required quarterly reports and annual report required by Wayne County and HUD for compliance with their rules.

To fulfill these accomplishments, it's required McKenna to develop a close relationship with Housing & Urban Development (HUD), the Wayne County CDBG Program, and property owners in the Township. Fortunately for the Township, this close relationship and success have become a routine process for the Blight Control & Property Maintenance CDBG program at Van Buren Township. Therefore, we have found McKenna to be an invaluable component to our Blight Control & Property Maintenance CDBG Program.



Matt Best
Director of Public Services

46425 Tyler Road, Van Buren Twp., MI 48111-5217 Website: vanburen-mi.org
Telephone 734-699-8900 Fax 734-699-5213

January 14, 2020

City of Novi, Michigan
Community Development Block Grant Administrator

Dear Sir or Madam,

McKenna has administered the City of Garden City's Community Development Block Grant (CDBG) program for a number of years - either in whole or part since 1990. Garden City is a sub-recipient of Wayne County's entitlement CDBG program and – on top of conducting traditional “bricks and mortar” style projects – has long focused on housing rehabilitation for low- to moderate-income households.

We have found that McKenna “does what it takes” to accomplish our objectives, persistent in spite of changing funding levels, objectives, County staffing / administration, and increasingly tight spending deadlines. We have found their professionals to be sensitive and dedicated to our residents and responsive to our staff. In addition to serving as the CDBG administrator, McKenna has served as the City's planning consultant during the last three decades.

Typical roles required under our program that McKenna has successfully conducted are:

- Managing the annual application for funding process;
- Developing annual projects and qualifying the projects under the County's and HUD's regulations;
- Preparing and submitting required reports;
- Administering the housing rehabilitation program, from maintenance of files and intaking applications to administering construction contracts and submitting all paperwork for reimbursement;
- Administering “bricks and mortar” projects such as rehabilitation of City facilities, ADA-compliance improvements to public spaces, and the like.

In acknowledgement of the City's and McKenna's longstanding relationship, I offer this letter of recommendation. Please let me know if you have any questions; you may email me at DocD@GardenCityMI.org

Sincerely,

Dale “Doc” Dougherty
City Manager

Areas of Service



Community Planning

- » Master Plans (Cities, Villages and Towns, Townships, Counties, and Regions)
- » Strategic Planning Facilitation
- » Neighborhood Preservation Plans
- » Redevelopment Plans
- » Corridor Plans
- » Downtown Plans
- » Growth Management Plans
- » Park and Recreation Plans
- » Capital Improvements Programs
- » Community and Fiscal Impact Analysis
- » Waterfront Planning
- » Open Space Planning
- » Historic Preservation Plans
- » Transportation and Parking Plans
- » GIS Analysis and Alternative Testing
- » Access Management

Economic Development

- » Public/Private Partnerships
- » Brownfield Redevelopment Planning
- » Downtown Redevelopment Action Plans
- » Corridor Redevelopment
- » Tax Increment Finance Plans
- » Grant Applications
- » Redevelopment Project Management
- » Market Studies: Retail, Commercial, Residential, Industrial, Institutional
- » Redevelopment Financing Assistance
- » Land Assembly/Eminent Domain Assistance

Building Department Administration

- » Zoning Administration
- » Building Code and Zoning Enforcement
- » Building Inspection
- » Electrical, Mechanical and Plumbing Inspections
- » Property Maintenance and Housing Inspection
- » Landscape Construction Observation
- » Code Enforcement
- » Compliance with State
- » Department Management Plans

Parks and Recreation

- » Parks and Recreation Master Plans
- » Park Design (neighborhood, community, regional)
- » Ball Field Planning and Design
- » Park and Recreation Facilities Design
- » Bikeway and Trail Planning and Design
- » Grant Applications
- » Public Participation
- » Universal and ADA Accessibility
- » Park and Recreation Furnishings



On-Site Management Services

- » Zoning and Planning Administration
- » Tax Increment Finance Authority Management
- » Downtown Development Authority Administration
- » CDBG Administration
- » Housing Rehabilitation
- » Project Management—Capital Improvement Projects
- » Redevelopment Project Administration
- » Community Development Administration
- » Economic Development Administration

Development Codes

- » Zoning Ordinance
- » Zoning Ordinance and Resolution Review and Preparation
- » Continuing Advisory Services to Elected and Appointed Officials, Planning and Zoning Commissions, and Boards of Appeal
- » Subdivision and Condominium Regulations
- » Form-Based Codes
- » Environmental Regulations—Wetlands, Woodlands
- » Expert Witnessing and Court Testimony on Zoning Sign Regulations
- » Annexation Advisory Assistance
- » Sex-Oriented Business Regulations and GIS Testing
- » Open Space Regulations
- » Planning and Zoning Code Training Seminars
- » On-Site Zoning Administration



Complete Streets and Transportation Planning

- » Complete Streets Policy Development
- » Complete Streets Design Guidelines
- » Complete Streets Procedure and Implementation
- » Corridor Plans
- » Streetscape Plans
- » Bicycle & Pedestrian Plans
- » Bicycle Parking Plans
- » Bicycle Sign Plans
- » Bike Share Feasibility Studies
- » Intersection Design & Crossing Plans
- » Zoning and Regulatory Review
- » User Maps and Wayfinding Studies
- » Transportation Master Plans
- » Site Plan Review of Transportation Facilities
- » Circulation Studies Vehicles and Pedestrian
- » TOD Studies
- » Education and Training
- » Transportation and Parking Plans
- » Access Management
- » Parking Studies

Public Participation (NCI Certified)

- » Charrettes
- » Hands-on Workshops
- » Focus Groups
- » Roundtable Discussions
- » Surveys (telephone, online, direct mail)
- » Public Hearings
- » Open Houses
- » Interactive Citizen Advisory Committees
- » Youth Outreach
- » Community Walks and Bike Rides
- » Pop-Up / Storefront Workshops
- » Consensus Building
- » Participatory Decision-Making
- » Interviews (one-on-one, intercept)
- » Community Preference Surveys

Community Development

- » HUD CDBG Administration
- » Analysis of Impediments to Fair Housing
- » Environmental Review Records
- » Consolidated Plans
- » Elderly Housing Assistance
- » Five Year and Annual Action Plans
- » CDBG Program Planning and Applications
- » Housing Rehabilitation Administration
- » Market Studies – Market Rate, Elderly and Assisted Housing
- » Housing Market Studies (MSHDA approved)

Urban Design

- » Community Design Plans
- » Placemaking Strategies
- » Parks, Greens, Commons and Plaza Design
- » Streetscape Design
- » Site Planning
- » Community Character Planning
- » Historic Park Design
- » Computer Visualization (before/after)
- » Design Review
- » Site Evaluation and Selection
- » Design Manuals
- » Neo-Traditional Design (TND)
- » Urban Form Pattern Books
- » Mixed Use (residential, retail, office, public, institutional) Design
- » Public Art

Sustainability Plans

- » Sustainability Indicators Analysis, Evaluation Criteria, and Program Improvements
- » Develop Neighborhood Stabilization Plans
- » Green Infrastructure Plan for Community's Public Property
- » Walkable/Bikeable Audits and Implementation Plans
- » Community Master Plan, Strategic Plan, or Capital Improvement Plan
- » Plan for Low Impact Development (LID) Components
- » Local Planning and Zoning
- » Access Management Plans for Transportation Corridors

Landscape Architecture

- » Residential Development Plans (single family detached/attached; multi-family, elderly, mixed use, townhouses) Conventional & Cluster
- » Site Analysis and Design
- » Site Layout and Planning
- » Construction Drawings and Construction Observation
- » Landscape Architecture (MSHDA-approved)
- » Arborist Services (tree surveys and maintenance plans)
- » Greenways and Trail Planning and Design
- » Native Plant Landscapes
- » Wayfinding, Signs, and Interpretive Stations
- » Environmental Performance Standards
- » Public Art Development
- » Public Space Design—Greenways, Bikeways, Streetscapes
- » Wetlands, Woodlands, Groundwater, Aesthetic, and Vista Protection Regulations
- » Sustainable Landscape Design



Comprehensive and Resilience Planning



Our Team has a long working history in communities of all sizes throughout the Midwest. On the following pages, we present selected Case Studies of our most relevant experience. McKenna's track record of success gives us the confidence that we are the best, most qualified firm to work with you on the Comprehensive Master and Environmental Resilience Plan, and we hope that you will contact our references.

The chart below shows how our highlighted projects reflect relevant experience in the issues and opportunities facing Dearborn Heights:

COMMUNITY	REDEVELOPMENT	NEIGHBORHOOD PLANNING	HOUSING / MIXED USE	CORRIDOR REVITALIZATION	PARKS / PRESERVATION	MOBILITY / INFRASTRUCTURE
Livonia, MI — Master Plan, Mobility Plan, and Zoning Ordinance	✓	✓	✓	✓	✓	✓
Birmingham, MI — Master Plan	✓	✓	✓	✓	✓	✓
Eastpointe, MI — Master Plan, Corridor Planning, and Zoning Ordinance	✓	✓	✓	✓	✓	✓
Holland, MI — Unified Development Ordinance, Master Plan, and Fair Housing Analysis	✓	✓	✓	✓	✓	✓
Mt. Pleasant, MI — Master Plan	✓	✓	✓	✓	✓	✓
Walker, MI — Master Plan and Zoning Ordinance		✓	✓	✓	✓	✓
Grandville, MI — Master Plan, Zoning Ordinance, Downtown Plan, and Parks Plan	✓	✓	✓	✓	✓	✓
Royal Oak, MI — Master Plan and Parks and Recreation Plan	✓	✓	✓		✓	✓
Rochester, MI — Sustainable Rochester Plan	✓	✓	✓	✓	✓	✓



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Communities for real life.

What we did:

DESIGN

Placemaking and Public Spaces
Urban Design

DESIGN

Master Planning
Economic Development
Neighborhood Planning
Public Engagement

Livonia Vision 21, the City's Comprehensive Master Plan

CITY OF LIVONIA, MICHIGAN

McKenna partnered with the City of Livonia to develop a truly action-oriented, community driven plan that would build on years of progressive municipal planning. The primary focus for this comprehensive master plan, *Livonia Vision 21*, was to identify priority steps for the next three (3) years that would continue to secure Livonia for the next 100-years.

Livonia Vision 21 is not only the City's comprehensive policy document directing future decisions for land use, transportation, neighborhoods, infrastructure and open space, among other topics. It is also a community plan that resulted from McKenna's robust public engagement program and was strengthened by the involvement of community members throughout 2018.

Throughout the planning process, there were numerous opportunities for stakeholders to offer ideas and reactions with the 16 member appointed steering committee, administration and elected officials. Community engagement opportunities included online surveys, public meetings, presentations, and workshops. Exercises with the public focused on future land use, mobility, visual preference surveys, and missing middle housing and were designed to facilitate conversation about the most important aspects of the community. Outreach efforts also included an intense, two-day charrette in which three special planning areas for the City were creatively redesigned.

With significant public input, the *Livonia Vision 21* Plan positions Livonia for continued success and confirms the aspirations of residents, businesses and stakeholders.



PHOTO: JEFFREY BROWN

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Master Plan

CITY OF BIRMINGHAM, MICHIGAN

Birmingham, Michigan—renowned for its world-class downtown, impeccable neighborhoods, and engaged residents—hadn't prepared a citywide master plan since 1981, though a number of sub-area and special topic plans had been prepared in the ensuing years. Recognizing that the community needed to synthesize the volumes of plans and policies that were on the books, separately, and

due to demand by City leaders that neighborhoods needed a planning light shone on them, the City selected McKenna—as part of a top-notch team including DPZ, Gibbs Planning Group, and Jacobs—to prepare The Birmingham Plan: A Citywide Master Plan for 2040.

A defining feature of the planning process was the extensive, detailed execution of a public engagement program, which included: 1) Individual interviews with elected and appointed officials; 2) Roundtable discussions with residents, organized by neighborhood district; 3) Roundtable discussions with subject matter experts based on their appointment to roughly a dozen City boards and commissions; 3) Three online and hard copy surveys timed at critical points in the planning process; 4) An eight-day design charrette; 5) Ongoing public comment on the draft and final plans during public meetings; and 6) An interactive website, which served as the go-to information repository for the multi-year planning effort.

The resulting plan focuses on neighborhoods, a handful of mixed-use districts, and the connective tissue of all the City's land—its streets, parks, plazas, sidewalks, and civic buildings. The City now has a playbook built on hard-earned trust that will provide dividends over the coming decades.



B THE
BIRMINGHAM
PLAN
2040



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Zoning Ordinance Update

CITY OF EASTPOINTE, MICHIGAN

Eastpointe is a community located just outside of the eastside of Detroit with a population of over 30,000 people. Like many communities in Michigan, Eastpointe experienced the pains of an outdated, non-user and non-business friendly zoning ordinance. However, Eastpointe's visionary and guiding documents like the Master Plan and the 9 Mile Strategic Corridor Plan represent their true core values such as creating a more walkable, accessible, business friendly and retail diverse city.

In order to meet these goals and implement their visionary documents, the City of Eastpointe called upon McKenna to perform a holistic update of the zoning ordinance.

McKenna created a work plan that prioritized community engagement and Redevelopment Ready Community Best Practices. Along with city administration, McKenna created a steering committee that consisted of members from the Planning Commission, City Council, Downtown Development Authority, Zoning Board of Appeals, City leaders and the Redevelopment Ready Community Planner. In order to make the process interactive, McKenna created worksheets for each Steering Committee meeting. Worksheets contained creative and educational material to guide the committee members in not only understanding complex planning and zoning policy, but also leading them to make the best decisions for their future growth and development needs. One concept that McKenna helped cultivate was the Central Business District Overlay, which is a zoning tool that helps preserve the iconic four corners of the city's downtown: Gratiot and 9 Mile. Even though this major intersection, or major node, sees a lot of vehicle traffic, it is the heart of the City's downtown. Therefore, the committee created the overlay, which requires elevated design standards and edited business uses for these specific four corners. With the new zoning ordinance, the City designed its community to be the community they always knew it could be but didn't quite have the tools.





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Communities for real life.

DESIGN
Form-Based Code

What we did:
PLANNING
Public Engagement
Zoning

Unified Development Ordinance, Master Plan and Fair Housing Analysis

CITY OF HOLLAND, MICHIGAN

The City of Holland is a historic and beautiful community, with waterfront, neighborhood business districts, legacy industrial areas, and one of Michigan's most successful downtowns.

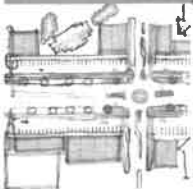
In spite of its strengths, the City's zoning ordinance was originally written in 1943 and amended—but never fully rewritten—dozens of times since.

Recognizing that a code commensurate with the community's expectations was overdue, Holland leaders engaged McKenna to engage in a comprehensive rewrite. Subsequently, McKenna also assisted the City with an update to their Master Plan, and a Fair Housing Analysis.

The project team engaged in a comprehensive public outreach program, including a week-long charrette, neighborhood meetings, online surveys, stakeholder engagement, and a series of public hearings held around the City.

The resulting planning and zoning system included a number of innovative elements, including:

- A form-based code for the downtown and select corridors and neighborhood business districts.
- A "greenfield" district to ensure that undeveloped sites on the edge of the city would be built out in an urban format.
- A "redevelopment" mixed use district for legacy industrial areas in the core of the City.
- An airport overlay, consistent with MDOT and FAA regulations, to ensure development near the airport would not be incompatible with aviation.
- A progressive landscaping section rooted in sustainability.



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What we did:

PLANNING

Transportation Planning
Parks and Recreation Planning
Public Engagement

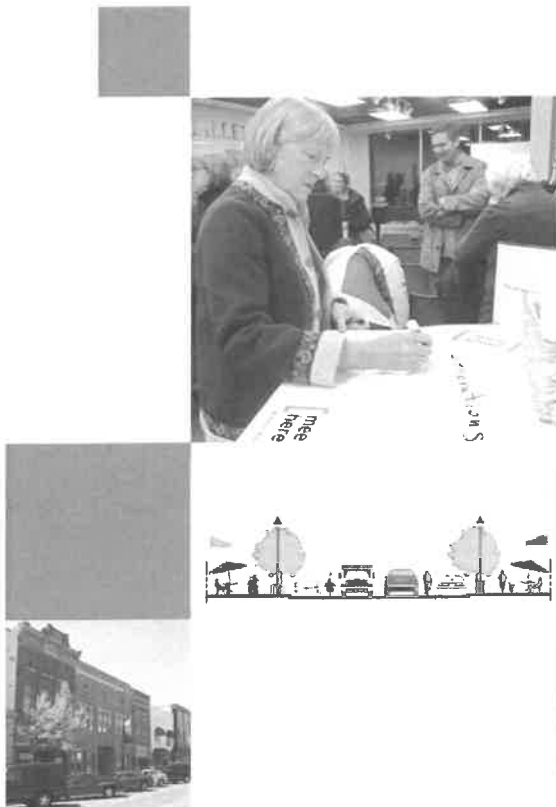
Master Plan

CITY OF MT. PLEASANT, MICHIGAN

Located in Central Michigan within Isabella County, Mt. Pleasant features a traditional downtown, various business corridors, historic neighborhoods, and a rich park system, connected along the Chippewa River. The City is also home to Central Michigan University, Mid-Michigan Community College and two of the region's most heralded health and hospital centers.

Recognizing a shared vision for the future was critical to the success of Mt. Pleasant's needed Parks and Mobility Plan, the City partnered with McKenna to bring the community together through meaningful public engagement and to facilitate the development of a robust and action-oriented connected master plan.

Following a week-long charrette and various public engagement activities, McKenna developed recommendations for the City's land use and transportation system and its interface with the design of public spaces, which includes an analysis of street and intersection typologies and innovative mobility strategies. The Plan is designed to link Mt. Pleasant's most important parks, commercial districts, and employers, and establish easy to navigate connections for people to drive, take public transit, walk, and bike in their neighborhoods and around the City.



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What we did:

PLANNING

Master Planning
Public Engagement
Land Use Planning
Neighborhood Planning

Master Plan and Zoning Ordinance

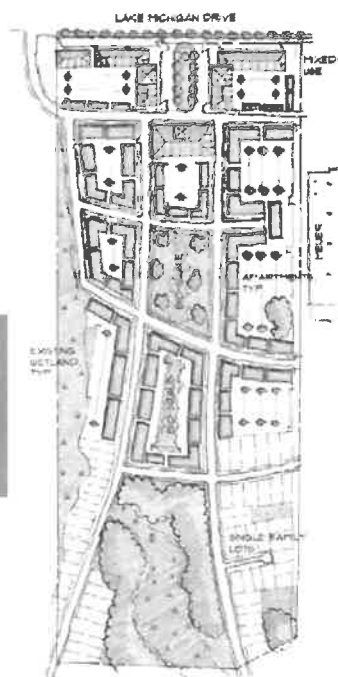
CITY OF WALKER, MICHIGAN

The City of Walker, a large suburban community wrapping north and west of Grand Rapids, had a long history of comprehensive and detailed land use planning. Following its 1998 Master Plan, it undertook a series of sub-area plans. However, by 2019, it was time for a new comprehensive vision.

McKenna understood that the City's various neighborhoods had different needs and visions for themselves. So we separated the City into four districts—Alpine, Standale, South Walker, and Northwest Walker—and conducted individualized public engagement, which led to a deep understanding of each neighborhood and how best to address challenges and maximize existing assets.

Then, McKenna and City staff stitched together the four plans like a jigsaw puzzle, creating a vision that worked on a City-wide level, but also addressed individual neighborhood concerns.

Following the adoption of the Master Plan, McKenna assisted the City with a zoning update to implement the vision. The new ordinance included overlay districts to create a walkable center in each of the neighborhoods and develop clear metrics for housing density as the City grows.



Walker 2020
MASTER PLAN | CITY OF WALKER, MI



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Communities for real life.

What we did:

DESIGN

Form-Based Code
Suburban Retrofit

PLANNING

Master Planning
Parks and Recreation Planning
Downtown Planning
Public Engagement
Zoning

Master Plan Zoning Ordinance Downtown Action Vision Parks & Recreation Plan

CITY OF GRANDVILLE, MICHIGAN

The City of Grandville, a historic community on the banks of the Grand River in West Michigan, features a wide variety of business districts and neighborhood typologies. In an effort to enhance its downtown and surrounding historic residential areas from suburbanization, the City developed a multi-pronged economic development approach.

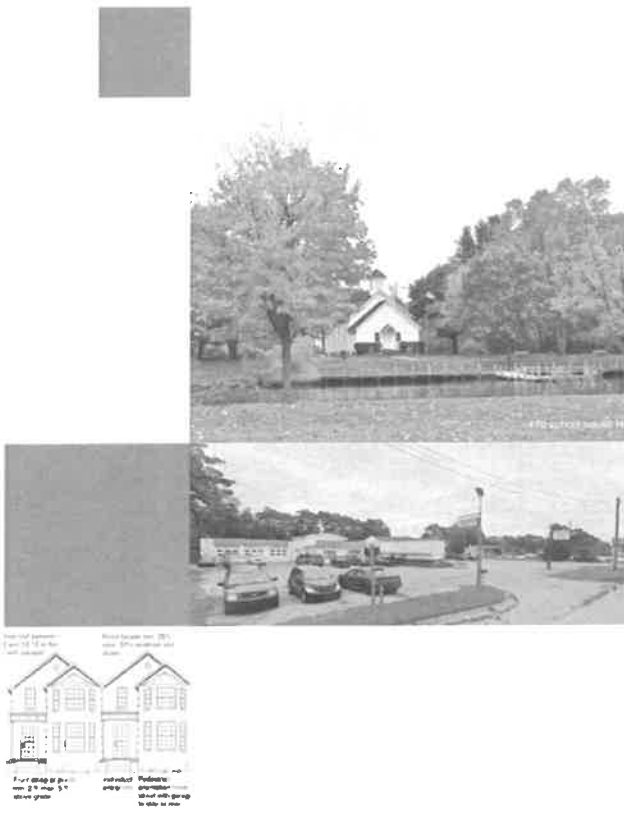
The efforts worked wonders, helping create a vibrant, exciting place to live, work, play, and shop. But just a few blocks away, the mid-century suburban commercial corridors of 28th Street was not faring so well, nor was the nearly 30-year-old indoor mall, Rivertown Crossings.

With business flocking to the downtown, the 28th Street corridor and the mall fell into decline. The strip commercial typology of past decades was no longer attracting investment, and it was time for a change.

The City engaged McKenna for another multi-pronged approach, with a particular focus on re-energizing 28th Street and re-thinking the future of the mall. The McKenna team used an innovative approach to suburban retrofit, adding a requirement for a “slip street” frontage to separate local business traffic from rapidly moving regional traffic, and improve the pedestrian environment.

The approach flowed through several planning and zoning documents - the Master Plan, the Zoning Ordinance, the Downtown “Action Vision”, and even the Parks and Recreation Plan, which identified areas for non-motorized connectivity.

The result was a code that allowed for new investment and a transformation of the tired corridors into vibrant economic hubs for the City—albeit one with a very different character from the downtown.



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Communities for real life.

What we did:

PLANNING

Master Planning
Public Engagement

Master Plan

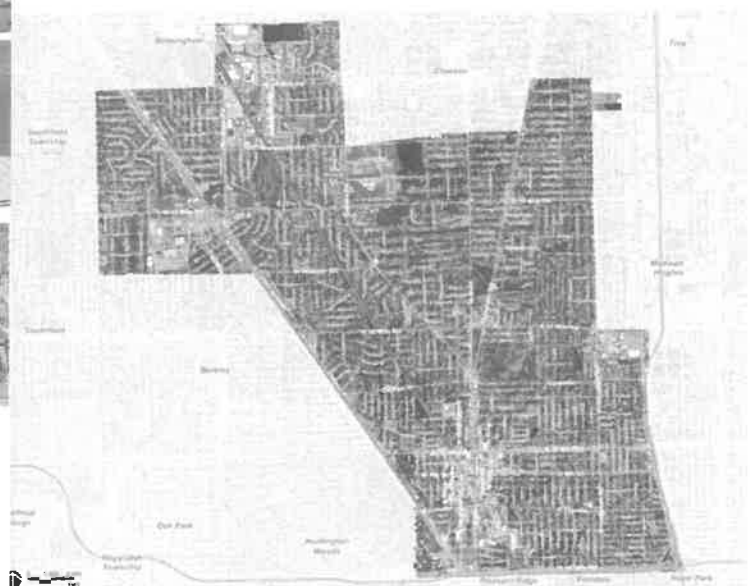
CITY OF ROYAL OAK, MICHIGAN

Royal Oak is a desirable, thriving town in central Metropolitan Detroit. It benefits from a walkable downtown, a diversity of high-quality neighborhoods and a long history of championing the provision of parks. To build on these strengths and move toward the next generation of Royal Oak's success, the City enlisted a team of DPZ, McKenna, LandUseUSA and Jacobs to create a new Master Plan for the City in late 2022. The Plan will help Royal Oak realize its strategic goals, including to be a welcoming, engaged and livable community, through a process that is rooted in significant public and stakeholder engagement.

The Master Plan, currently in the early input and analysis stage, will translate recent efforts for sustainability, climate action, age inclusiveness and housing diversity into actionable land use policy. The resulting Plan will provide the City with a roadmap to realize its potential as a great place to live, work, shop, dine, visit and recreate that is a model of sustainable, resilient growth and economic success.



Royal Oak
MASTER PLAN



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Communities for real life.

What we did:

PLANNING

Master Planning
Downtown Planning
Neighborhood Planning
Public Engagement

Sustainable Rochester Plan

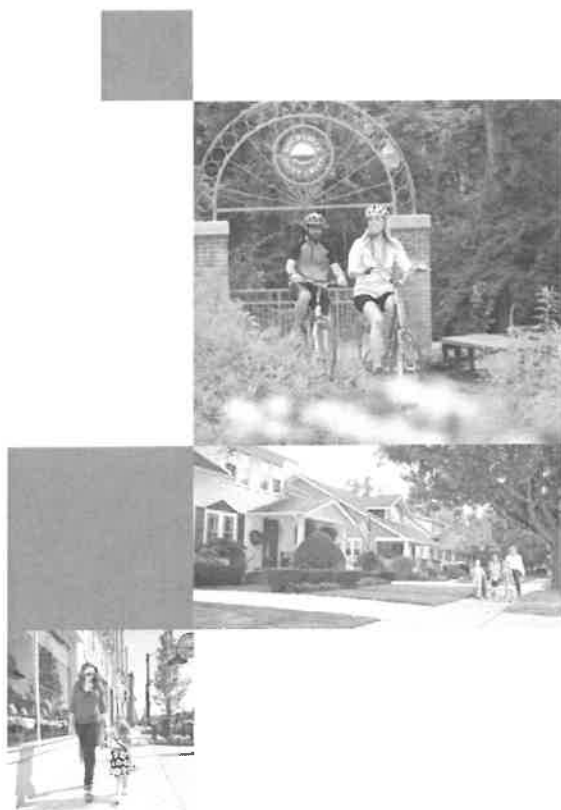
CITY OF ROCHESTER, MICHIGAN

Rochester, one of Michigan's premier medium-sized cities located north of Detroit, is surrounded by fast-growing communities—and thus has been subject to extreme development pressure. Rochester's walkability, vibrant downtown, and traditional neighborhoods have made it the center of this highly attractive suburban area in metro Detroit.

The City's recently updated Master Plan identified a number of "potential intensity change areas"—sites likely to redevelop in the near future. Rochester experienced a building boom of mixed-use and residential development in its downtown consistent with the Master Plan. However, City leaders saw the need to gain a thorough understanding of the impact each of these projects would have on the character of the community, as well as impacts on the community's natural, historic, and man-made systems.

Rochester engaged McKenna to develop a sustainability tool that would establish key measurable indicators. McKenna analyzed and developed 20 Rochester-specific indicators including tree coverage, traffic, parking, stormwater, and financial impact. McKenna's analysis included a determination of the baseline for each indicator; then, working closely with the Interdisciplinary Working Committee through a robust public process, McKenna developed optimal levels for each indicator based on the objectives of the Master Plan. The McKenna team developed a scoring system, on which each new development is scored—ensuring that future development is sustainable and consistent with the established and envisioned character of the community. In addition, the City appointed McKenna to its Sustainability Directorship.

Rochester leaders are highly satisfied with the Sustainable Rochester process and resulting sustainability tool and have directed McKenna to incorporate the program into the development review process for a comprehensive, coordinated approach to community planning and design excellence.



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COMPREHENSIVE PLANNING PROJECT REFERENCES

CLIENT	PROJECT INFORMATION
LIVONIA, MICHIGAN Mark Taormina, AICP Planning and Economic Development Director City of Livonia 33000 Civic Center Drive Livonia, MI 48154 (734) 466-2292	Livonia Vision 21 – Comprehensive City-Wide Master Plan and Zoning Ordinance » Completely new Master Plan adopted in 2018 » Zoning Ordinance adoption draft issued Dec. 2020 » Redevelopment of old “Livonia Mall” site and City Center » Redevelopment of Commercial Corridors » Flexible housing types and neighborhoods » Public engagement - mini charrette model https://livonia.gov/DocumentCenter/View/349/Livonia-Starts-Now-Vision-21-PDF
HOLLAND, MICHIGAN Steve Peterson, AICP Senior Planner City of Holland 270 S. River Avenue Holland, MI 49423 (616) 355-1300	Unified Development Ordinance, Master Plan Update, and Fair Housing Analysis » Three-Year Engagement-Heavy Zoning Overhaul, Adopted 2021 » Master Plan Update, Adopted 2023 » Sub-Area Planning for Washington Square Neighborhood https://www.cityofholland.com/868/Unified-Development-Ordinance-UDO https://www.cityofholland.com/251/Adopted-Master-Plan
WALKER, MICHIGAN Frank Wash Assistant City Manager and Community Development Director City of Walker 4243 Remembrance Road NW Walker, MI 49534 (616) 453-6311	Walker 2020 » Citywide 2040 Vision (Adopted 2020) » Focus on four Neighborhood Cluster plans » Urban design plans for redevelopment sites » Incorporates past plans and sub-area plans » Zoning Ordinance Update » 2024 Master Plan Update (Housing-Focused) » Public engagement – series of neighborhood open houses with robust online feedback options www.walker.city/government/walker_master_plan.php

McKenna has prepared hundreds of Comprehensive Plans over our 47-year history and can provide additional information at the City's request.

Specialized Knowledge



McKenna has a proven track record of successfully supporting partner entitlement jurisdictions in meeting their HUD program requirements. This includes the development of Consolidated Plans, Analyses of Impediments to Fair Housing Choice, Housing Needs Assessments, Housing Studies, Annual Action Plans, and the planning and administration of CDBG and NSP programs. McKenna consistently delivers results that not only meet but exceed HUD requirements and community expectations, all while staying on budget and ahead of schedule. Over the past decade, McKenna has played a key role in helping communities secure millions of dollars in federal funding for local housing, community development, and economic development initiatives.

HUD REQUIREMENTS FOR CDBG FUNDING

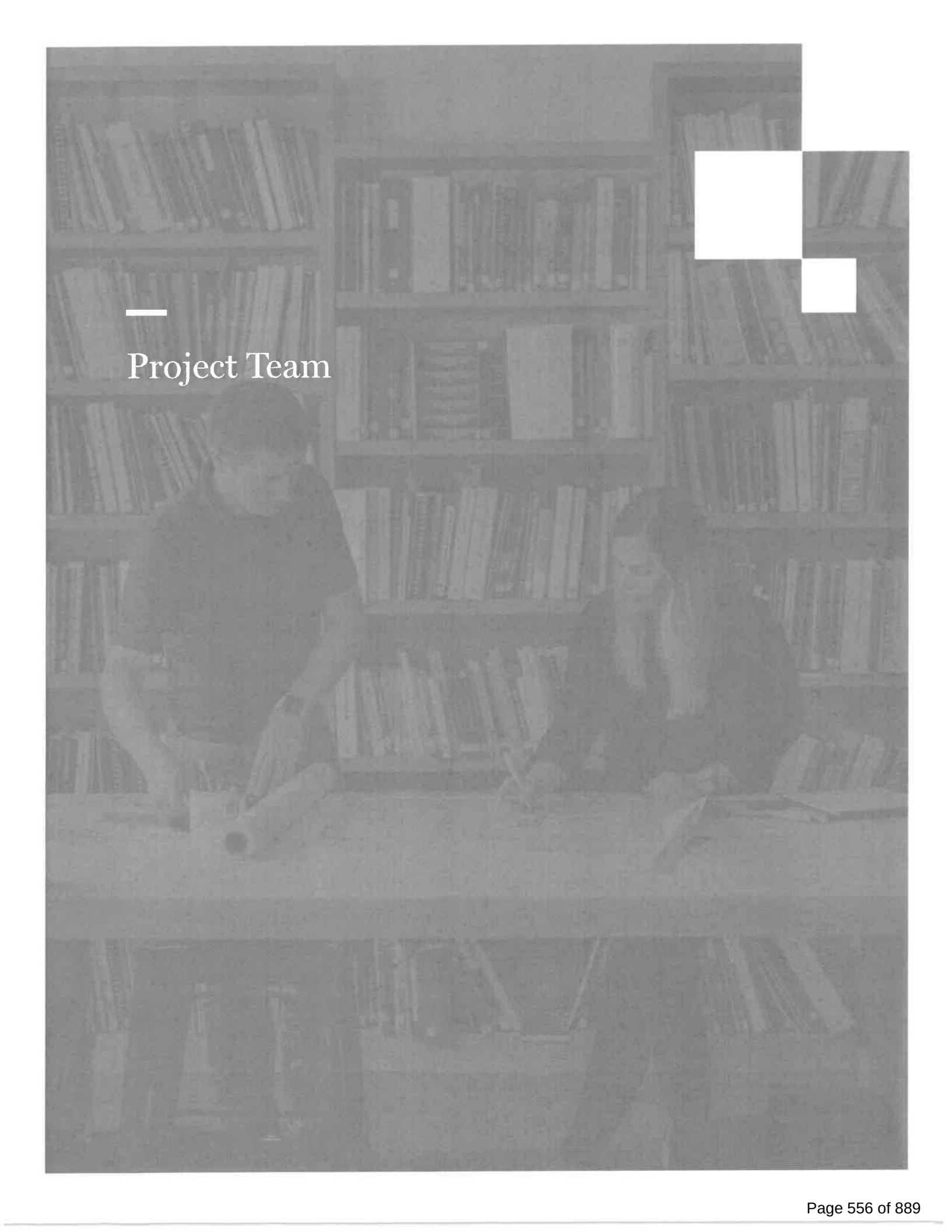
Due to our extensive experience with administering CDBG funds, McKenna has a strong working understanding of HUD's requirements for CDBG awards.

Funding Purpose. McKenna understands that the CDBG program provides annual grants to states, cities, and counties to foster the development of thriving urban communities. It aims to ensure decent housing, create suitable living environments, and expand economic opportunities, primarily for low- and moderate-income individuals. HUD determines the amount of each entitlement grantee's annual funding allocation by a statutory dual formula which uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth lag in relationship to other metropolitan areas.

Eligible Activities. CDBG funds support various community development activities, including property acquisition, relocation, demolition, and the rehabilitation of residential and non-residential structures. The program also funds the construction of public facilities like water and sewer systems, streets, and neighborhood centers, as well as public services (within limits), energy conservation, and renewable energy projects. It provides assistance to businesses for economic development and job creation/retention. Each activity must align with the program's national objectives, which currently include: benefiting low- and moderate-income persons, addressing slums or blight, or responding to urgent community development needs that pose a serious threat to health or welfare.

Engagement. Community engagement is a fundamental and necessary part of all CDBG funding, and all grants require a comprehensive citizen participation plan. These plans must provide pathways for the engagement of all community members, including vulnerable populations, through activities, public hearings, and comment opportunities.

Reporting. McKenna also understands that the CDBG program has several reporting requirements, including submitting an Annual Performance Report to HUD within 90 days after the end of a grantee's program year. Grantees must also consider the needs of individuals with disabilities when planning and implementing activities funded by CDBG, and report on the number of individuals with disabilities benefiting from specific activities. Additionally, grantees are required to establish and maintain at least three major categories of records, ensuring they are accurate, complete, and organized.



— Project Team



Our proposed project team brings diverse expertise to Dearborn Heights' planning process, including market analysis, housing, sustainability and resilience, innovative development techniques, and plan implementation strategies. The public engagement expertise of our professionals will ensure that the priorities of the City and the community guide the preparation of the Plans.

Members of our team are deep listeners, industry leaders and community change-makers. Together, we organize efficient and effective comprehensive planning projects that amplify local visions and enable targeted plans with a strong implementation focus.

Our professionals embrace:

- » Highly effective, culturally-aware public processes
- » Walkability, bicycling facilities, greenways, trails, complete streets, healthy streets
- » Active living and non-motorized transportation
- » Placemaking
- » Broadband and digital access
- » Parks and open space
- » Economic development
- » Livable communities
- » Environmental preservation
- » Land use and conservation
- » Traffic and intersection analysis
- » Context-sensitive design solutions

We believe the most important work was done before we arrived and will be ongoing after we leave.

We help build bridges from the past and make course corrections for the future.

TEAM MEMBERS

We have assembled an exceptionally well-qualified team of professionals to work with Dearborn Heights throughout this exciting planning endeavor, each holding core competencies in comprehensive planning, CBDG-funded projects, sustainability and resilience, and housing affordability and access.

Each team member will play a critical role in plan development—consider this team an extension of your internal capacity. Detailed resumes are included at the end of the proposal.



Laura Haw, AICP, NCI, Vice President
Project Director

As Project Director, Laura will oversee the execution of the project to make sure that deliverables are well-designed, on-time, and on-budget. Laura brings years of experience in working collaboratively with municipal leaders, developers, and the public to provide land use solutions with a focus on equity and sustainable development that enhance the quality of life for all.

Jane Dixon, AICP, NCI, Principal Planner
Project Manager

Jane will be the day-to-day contact for the City. Jane has extensive experience managing comprehensive planning processes, zoning ordinance updates, and strategic economic development initiatives throughout the Midwest, and is a champion of cutting-edge community engagement tools and techniques. Her portfolio includes overseeing a range of HUD- and CDBG-funded projects and administering all federal reporting processes.

Lauren Sayre, AICP, Senior Planner
Spatial Analysis · Transportation Planning · Economic Development

Lauren specializes in conducting detailed GIS analyses to support comprehensive planning and zoning ordinance updates, enabling data-driven spatial decision-making. Lauren has led numerous transportation and non-motorized mobility initiatives throughout Michigan and is a nationally recognized expert in planning and zoning for economic prosperity and community well-being.

Ashley Jankowski, Associate Planner
Sustainability and Resilience · CDBG · Community Engagement

Ashley has extensive background in managing municipal sustainability planning efforts and vulnerability assessments that promote environmental, economic, and social resilience. With a strong background in managing DOT, HUD, and CDBG-funded projects, Ashley has a deep understanding of leveraging federal resources to support local initiatives.

Emily Huhman
Assistant Planner
Housing Affordability and Access · CDBG · Community Engagement

Emily brings a strong background in housing, including experience carrying out housing and short-term rental studies, administering affordable and supportive housing models, and in overseeing CDBG home repair programs. Emily has assisted in developing a number of comprehensive master plans in communities across Michigan, including the Inkster Master Plan, and is an expert of inclusive community engagement.

Aayush Patel
Associate Planner and Urban Designer
GIS · Design · Land Use

Aayush has extensive experience with GIS, master planning, and urban design and supports communities in reimagining the possibilities of commercial corridors, neighborhood fabrics, and public space. Aayush is skilled in managing urban design processes, housing studies and sub-area planning for communities of different sizes across the midwest.

Carrie Leitner, Senior Art Director
Graphics, Marketing, and Publicity · Document Design

Carrie will oversee the creative direction of all design and visual communication of the Comprehensive Master and Environmental Resilience Plan, including all project branding, graphic design, web development, and document design work. As Senior Art Director, Carrie ensures that all deliverables provided by McKenna strike the balance between creativity and functionality, and bring pride to our client communities.

Organization Chart



- Dearborn Heights Team
- McKenna Team

DEARBORN HEIGHTS
RESIDENTS

DEARBORN HEIGHTS
OFFICIALS

PROJECT DIRECTOR
Laura Haw, AICP, NCI
Vice President

PROJECT MANAGER
Jane Dixon, AICP
Principal Planner

PLANNING AND DESIGN SPECIALISTS

Lauren Sayre, AICP, Senior Planner
Spatial Analysis · Transportation Planning · Economic Development

Ashley Jankowski, Associate Planner
Sustainability and Resilience · CDBG · Community Engagement

Emily Huhman, Assistant Planner
Housing Affordability and Access · CDBG · Community Engagement

Aayush Patel, Associate Planner and Urban Designer
GIS · Design · Land Use

Carrie Leitner, Senior Art Director
Graphics, Marketing, and Publicity · Document Design



Laura E. Haw, AICP, NCI

VICE PRESIDENT

EDUCATION

Master of Urban Planning

Physical Planning and Design
Taubman College, University of Michigan

Bachelor of Arts (with honors)

International Development
Michigan State University

Bachelor of Arts (with honors)

Political Science / Pre-Law
Michigan State University

PROFESSIONAL EXPERIENCE

Lean Zoning / Ordinance and Regulatory Review

Prepares complete zoning ordinances, overlay districts, form-based standards, and comprehensive text and map amendments for cities, villages, and townships in Michigan. Streamlines and re-structures zoning ordinances to reduce red-tape, add clarity, and ensure quality building form. Prepares amendments to address new development trends including elderly housing and accessory dwelling units, urban agriculture, non-traditional historic districts, and planned unit developments. Recent zoning ordinance re-write projects include: City of Eastpointe and City of Wayne.

Comprehensive Master Plans and Corridor Planning

Prepares master plans, sub-area plans, and corridor plans including data collection, documentation and analysis of existing conditions, character planning, goals and objectives, and recommendations / strategic matrices for future project prioritization, phasing, and implementation processes. Focuses on downtown districts, feasibility analyses, catalytic impact assessments, and ease of development opportunities. Recent master plan projects include: City of Birmingham, Charter Township of Plymouth, Village of Blissfield, City of Clio, City of Eastpointe, and Village of Lake Orion.

Public Engagement

Organizes and facilitates public engagement events, including community-wide public workshops, charrettes, focus groups, steering committees, and open houses to inform and capture the visions and ideas of stakeholders. Designs innovative materials for exercises, including presentations, visioning and mapping activities, and priority ballot voting exercises to ensure interactive and meaningful public engagement. Organizes and manages online public engagement platforms, including social media, and the development of communication plans.

Parks and Recreation / Open Space Planning

Develops parks and recreation master plans, per MDNR requirements, including facilities assessment, natural features inventory, deficiencies analysis, and action plan programming. Experience in Phase II of Parks and Recreation master planning with MDNR grant applications. Performs open space planning, including greenways (site analysis, traffic calming, low-impact design techniques, gateways and wayfinding signage, local public art and a community maintenance plan) and develops vacant land re-activation strategies rooted in green infrastructure and conversation. Recent 5-Year Recreation Plan projects include: City of Royal Oak, City of Mt. Pleasant, and Village of Lake Orion.

Site and Urban Design

Skilled in the preparation and review of site plans, special land use requests, zoning amendments, and variance applications. Experience in the site design of residential and mixed-use neighborhoods in Michigan, including empty-nester housing, townhomes, and high-rise apartment complexes. Background in creating planned unit developments for luxury campgrounds (550+ units in SC and CO) with recreational attractions, pedestrian amenities, and natural resource conservation / eco-tourism.



PROFESSIONAL EXPERIENCE

On-site Planning, Zoning and Economic Development Services

Handles all day-to-day planning and zoning matters, addressing questions from the public, Township officials and developers; working through project planning; coordinating planning activity with Engineering and Department of Public Works. Provides guidance to Code Enforcement regarding ordinance requirements on an ongoing basis and works actively with Code Enforcement official(s) on ongoing basis to enforce Zoning Ordinance regulations and finding solutions to zoning related issues. Provides ongoing planning and zoning advisory services, including reviews for site plans, special land uses, zoning amendments, and variance applications. Coordinates with municipal staff to deliver excellent customer service to residents, businesses, and applicants.

Non-Motorized Transportation Planning

Instrumental collaborator on non-motorized transportation projects, including BIKE/WALK Livonia, a non-motorized plan for the City of Livonia.

Graphic Design / Document Layout

Prepares document layouts for annual reports and master plans, including innovative and creative approaches to tables, maps, and information graphics and documenting successful urban planning and design projects. Additional experience creating of brand identity, marketing materials (brochures, flyers, presentation boards, etc.) and other graphics for clients.

Downtown Development Authority (DDA) / Tax Increment Financing (TIF)

Prepares downtown plans for a wide range of Michigan downtowns that focus on detailed projects to implement, with prioritize phasing and cost estimates. Examples of recent Downtown TIF Plans include: City of Ecorse, City of Wayne, Village of Lake Orion, and Village of Blissfield.

MEMBERSHIPS

American Institute of Certified Planners
American Planning Association
Michigan Association of Planning

CERTIFICATIONS

National Charrette Institute (NCI)

Charrette Systems and Management and Facilitation

PUBLIC SERVICE

Commissioner, Environmental Leadership Commission, Charter Township of Plymouth.

June 2020 - Present

Project Manager and Research Fellow, Policy Team, New Story Non-Profit.

April 2020 - October 2021

Adjunct Professor of Urban & Regional Planning, Eastern Michigan University

January 2023 - Present

PUBLIC SPEAKING AND SEMINARS

"Do Creative and Helpful Staff Reports Exist?" Michigan Association of Planning (MAP) Annual Conference, Mackinac Island, Michigan, 2022.

"Do Creative and Helpful Staff Reports Exist?" Student Michigan Association of Planning (SMAP) Annual Conference, Ypsilanti, Michigan, 2023.

"Develop Your Parks Inventory with One (or-Two) Clicks" National Planning Conference (NPC) - American Planning Association, Philadelphia, Pennsylvania, 2023.



Jane Dixon, AICP, NCI

PRINCIPAL PLANNER

EDUCATION

Master of Urban and Regional Planning
Taubman College
University of Michigan

**Bachelor of Arts in Political Science /
Bachelor of Arts in History**
Oakland University

HONORS

Certificate of Women in Leadership, Michigan Municipal League 16/50 Project

PROFESSIONAL EXPERIENCE

Public Engagement

Designed and conducted engagement for various municipal projects, including master planning, parks and recreation, downtown development, and annexation. Planned and organized engagement events—focus groups, surveys, interviews, public meetings—across the full lifetime of projects. Facilitated on-site meetings and engages with residents and public officials. Designed engagement plans to ensure under-reached residents are brought into the conversation. All public engagement focusing on authentic, equitable, and continuous involvement.

Community Planning

Developed comprehensive plans, aging-in-place plans, parks plans, downtown development plans, market studies, and housing analysis for small communities to large townships. Researched and analyzed existing conditions, gathered and balanced public feedback, and created effective, clear, community-specific recommendations.

Provided day-to-day planning services for Michigan communities of all sizes, including interacting with the public and local officials. Evaluated development proposals, such as site plans and variance requests, for compliance with local regulations and planning best practices. Believes that all community planning work focuses on identifying common visions for the future and creating concrete strategies that improve residents' quality of life.

Administration and Program Management. Administered municipal boards and commissions, including planning commissions, downtown development authorities, and transportation commissions. Coordinated meetings, materials, and public and staff relations. Managed both long-term and day-to-day planning projects for multiple municipalities and maintained high-quality, timely task delivery.

MEMBERSHIPS

American Institute of Certified Planners
American Planning Association
Michigan Association of Planning

CERTIFICATIONS

National Charrette Institute (NCI)
Charrette Systems and Management and Facilitation

PUBLIC SERVICES

Treasurer, Board of Directors People's Food Co-op of Ann Arbor



Lauren Sayre, AICP

SENIOR PLANNER

EDUCATION

Master of Urban Planning
Wayne State University

**Bachelor of Science in Geography
and Sustainable Planning**
Grand Valley State University

PROFESSIONAL EXPERIENCE

Community Planning and Development

Serves as the community planner and zoning administrator for municipalities across Michigan. Oversees site plan development reviews and facilitates pre-development meetings. Streamlines the business application and permitting processes to enhance efficiency. Provides staffing support and presents at Planning Commission, Zoning Board of Appeals, and City Council meetings. Develops comprehensive plans, parks and recreation plans, and subarea plans for communities throughout Michigan. Engages residents and stakeholders through several outreach methods. Researches and analyzes existing conditions and public participation results to inform recommendations.

Researches and develops development resources for communities to utilize. Experienced with child care readiness and providing planning and zoning support to encourage child care development. Provides technical services to communities throughout Michigan to remove administrative and procedural barriers to child care.

Zoning

Provides support for communities by conducting zoning audits. Researches zoning topics. Updates zoning ordinance by providing text amendments or complete ordinance updates. Develops and maintains easily interpreted zoning maps for communities.

Parks and Recreation Planning

Creates parks and recreation master plans in accordance with MDNR requirements, encompassing facilities assessments, natural features inventories, deficiencies analyses, and action plan programming. Performs parks and recreation inventories. Develops recreation plans that are actionable and aligned with community recreation goals.

GIS Mapping

Experienced in creating maps from both spatial datasets and conceptual drawings. Develops online maps for real-time data collection and as a public engagement tool. Designs graphically pleasing maps illustrating demographics, land use, zoning, and other data. Performs analysis on spatial data sets to understand trends in communities and surrounding areas. Manages spatial databases and GIS data deliverables.

Transportation Planning

Creates implementable non-motorized transportation plans. Researches existing conditions using census and spatial data, site visits, and community outreach. Coordinates with communities through stakeholder meetings, surveys, and public workshops to develop actionable goals. Develops recommendation framework for non-motorized transportation system.

PUBLIC SPEAKING

"Is Your Community Child Care Ready?" Michigan Association of Planning (MAP) Annual Conference, Grand Rapids, Michigan, 2024.

MEMBERSHIPS

American Institute of Certified Planners
American Planning Association
Michigan Association of Planning



Ashley Jankowski

ASSOCIATE PLANNER

EDUCATION

Master of Urban and Regional Planning
University of Michigan

**Master of Environment and Sustainability,
Environmental Justice Specialization**
University of Michigan

Bachelor of Arts, Environmental Studies
New York University

Bachelor of Arts, Journalism
New York University

PROFESSIONAL EXPERIENCE

Community Engagement and Development:

Assists in preparing and facilitating creative community engagement strategies to gather and amplify community knowledge, concerns, and visions for the future. Experience in interviewing, survey writing, and quantitative and qualitative data synthesis regarding master planning, parks and recreation, economic development, mobility, and housing.

Facilitates public education of and engagement with local planning efforts through original journalistic writing and reporting, and develops citizen journalism trainings and other community storytelling resources.

Comprehensive and Master Planning:

Co-creates community-driven plans for diverse cities, downtowns, parks, corridors, and neighborhoods. Assists with demographic and conditions analyses, public participation processes, community visioning efforts, and implementation strategies

Economic Development:

Experience supporting municipalities in achieving Redevelopment Ready Certification, including drafting RRC-compliant Board and Commission Application Forms, Orientation Packets, and Bylaws.

Co-designs Development Handbooks and Microbusiness Best Practices to facilitate ease and diversity of small business ownership in midwestern cities.

Zoning Administration

Completes technical reviews detailing recommended changes to zoning ordinances. Conducts research, zoning ordinance comparisons across multiple communities, and assisted in writing zoning ordinance amendments.

Sustainability and Equity:

Experienced in developing and implementing multi-stakeholder Sustainability Action Plans at the campus and municipal scale, and in promoting sustainability literacy through creative outreach and storytelling campaigns. Assisted cities across North America in measuring, managing, and disclosing their GHG emissions and environmental data to CDP.

Integrates principles of justice, equity, diversity, and inclusion into all planning efforts through equity analyses, deep community listening, participatory planning strategies, and inclusive design.

CERTIFICATIONS

Redevelopment Ready Communities Best Practices Training

Graduate Teaching Certificate, University of Michigan

Diversity, Equity, and Inclusion Certificate, University of Michigan

Certified Carbon Literate, The Carbon Literacy Project, University of Manchester



Emily Huhman

ASSISTANT PLANNER

EDUCATION

Master of Urban and Regional Planning

Taubman College
University of Michigan

Bachelor of Political Science and Sociology

University of Michigan

PROFESSIONAL EXPERIENCE

Community Engagement

Assisted in preparing and facilitating community engagement events to gather community knowledge of benefits and concerns in urban, suburban, and rural communities. Experience in survey writing and administration to gain resident insights into multiple areas, including master planning, parks and recreation, economic opportunity, and housing needs.

Housing Policy and Economic Development

Served in case management roles in housing subsidy programs, including Low-income Public Housing, Housing Choice Voucher, and Permanent Supportive Housing programs. Success in grant writing, applications, and administration of HUD- and ARPA-funded grant opportunities. Knowledge of low-income housing development and improvement programs, including LITHC and RAD. Wrote a guide to development outlining the development process and potential local and state incentives for commercial development for a small Michigan city.

Data Management and Analysis

Experienced in conducting demographic analysis using Census data. Completed data analyses using survey data. Knowledge of real estate databases such as CoStar to gather housing and commercial market data.

Zoning Administration

Completed technical reviews detailing recommended changes to zoning ordinances. Conducted research, zoning ordinance comparisons across multiple communities, and assisted in writing zoning ordinance amendments. Prepared meeting minutes for Planning Commission meetings.

MEMBERSHIPS

American Planning Association
Michigan Association of Planning



Aayush Patel

ASSOCIATE PLANNER

EDUCATION

Master of City Design
College of Urban Planning and Public Affairs
 University of Illinois at Chicago

Bachelor of Architecture
Aditya College of Architecture
 Mumbai University

PROFESSIONAL EXPERIENCE

Urban Design and Subarea Planning

Assisted in developing visionary concept ideas for suburban and urban communities across Chicago and Michigan. Led vision development plans for the West Standale area in the City of Walker, Michigan using rezoning and overlay tools, and balancing urban design principles like walkability, bike-ability with drivability around a mixed-use development. Contributed to illustrating the development vision for Tecumseh's revitalization efforts for the South Evans corridor and the Tecumseh Products site—a brownfield site by incorporating multi-modal transportation strategies, safe pedestrian and vehicular circulation and increasing access to public recreational facilities. Developed and illustrated neighborhood revitalization plan for the City of Hamtramck (Michigan). Assisted in making wayfinding design and planning or bike trail networks in Michigan. Collaborated in placemaking and urban design vision for lower village area in Cascade township (Michigan).

Architecture Planning and Design

Managed and assisted principal architects in site planning and architecture design for single family-residential projects in India and Dubai. Collaborate with site engineers and civil engineers for appropriate construction solutions for projects. Provide site administration and project management services for the company to ensure seamless project execution. Developed construction drawing sets independently for architecture projects and assisted senior design staff in preparation of interior design drawing sets and presentations. Participated in design development of various interior and architecture space planning projects with principal architects and senior design staff. Developed 3D models and visualizations using industry standard software and rendering platforms.

Public Engagement

Assisted in developing public engagement strategies to generate high-quality community feedback from Chicago's McKinley Park neighborhood by facilitating charrette activities, public workshops, focus groups, and presentations for an urban planning and design project. Designed, developed and managed community and business surveys in English, Mandarin, and Spanish followed by managing the collected database and access using QR codes. Managed and assisted in public workshops for planning and design projects in the City of Portage (Michigan) and City of Walker (Michigan).

Zoning Analysis, Comprehensive planning and GIS Mapping

Experienced in creating maps and spatial datasets for communities and cities like Walker, Grandville, Cascade, Port Sheldon. Designed graphically pleasing maps illustrating demographics, land use, zoning, transportation conditions, utilities and natural features on both urban and regional scales. Developed comprehensive master plan text and graphics for communities, villages and townships throughout Michigan along with writing and analyzing recommendations based on best planning practices. Assisted in reviewing site plans and special land use application for communities. Assisted in drafting text, developing graphics and analysis of public feedback for amendments for the City of Portage's form-based code district.

MEMBERSHIPS

American Planning Association
 American Institute of Architects
 Council of Architecture, India

CERTIFICATIONS

LEED Green Association (Pursuing) U.S. Green Building Council
 Licensed Architect (India) Council of Architecture, India



Carrie Leitner

SENIOR ART DIRECTOR

EDUCATION

Bachelor of Fine Arts in Graphic Design
University of Michigan

Internet Professional Curriculum Courses
Washtenaw Community College

PROFESSIONAL EXPERIENCE

Document Design and Layout - Planning and Zoning

Designed and produced simple and complex layouts for documents including community master plans, zoning ordinances, and urban design plans.

Downtown and Retail Corridor Branding

Created brands and identities for private firms and Michigan downtowns and corridors. Developed multiple concepts for elaboration in a range of styles. Branding included downtown logos, document design, banners, brochures, and wayfinding signage.

Art Director Municipal Projects

Created initial design and messaging concepts for a multitude of high profile municipal clients, capital campaigns and annual giving initiatives.

Image Editing and Production

Edited complex photographic and illustration graphics using Photoshop and Illustrator for zoning ordinances and master plans. Managed elaborate projects including color correction, recreation plan renderings, and branding for municipal electrical energy use education.

Illustration and Visualization - Zoning, Planning, and Design

Produced graphic ideas quickly and successfully which conveyed the clients' vision. Rendered detailed zoning graphics, facade improvements, and corridor and neighborhood visualization using Adobe Photoshop.

Website Design and Implementation for Public Engagement

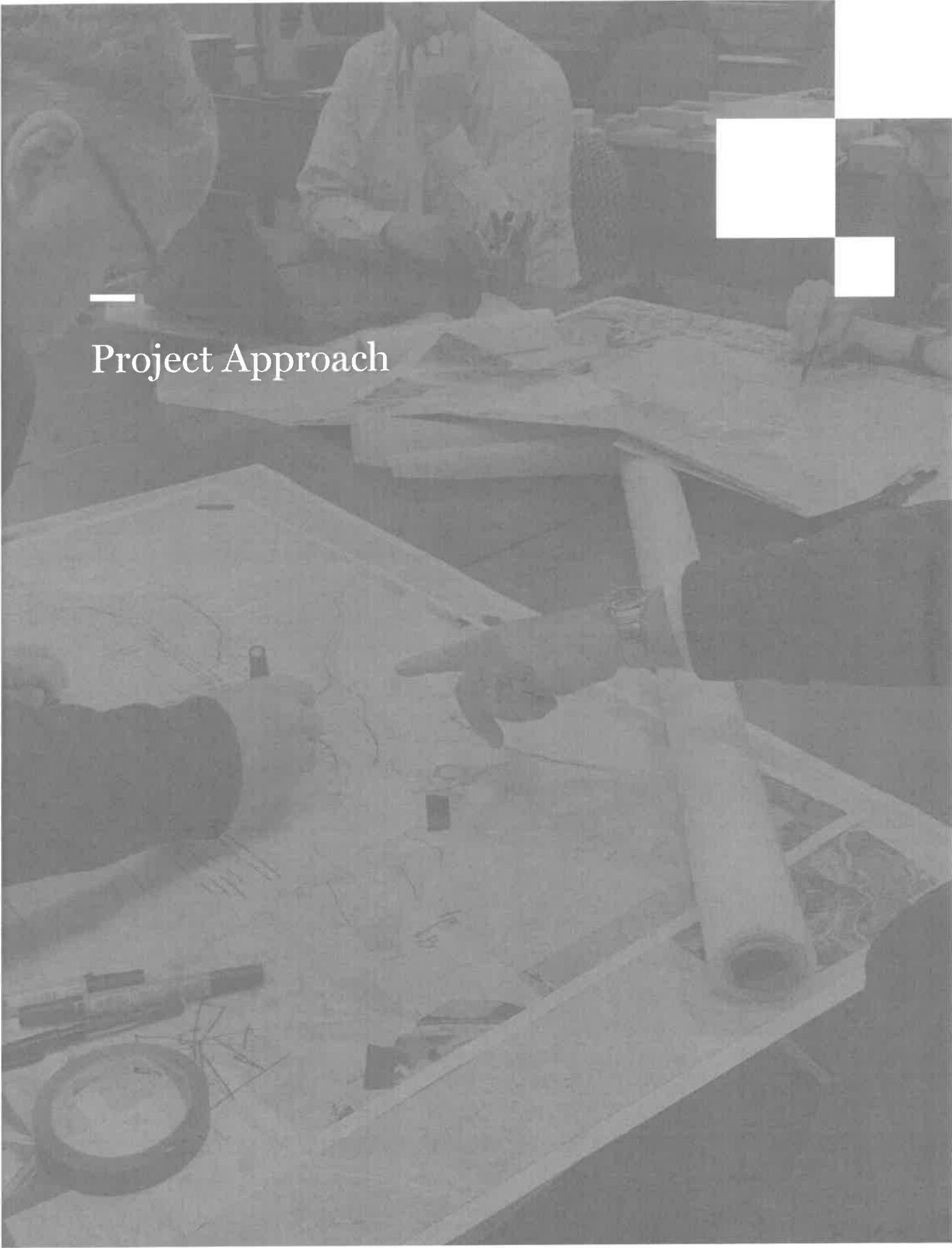
Planned website architecture to clearly deliver content for stakeholder use under simplified navigation. Formatted websites to include municipal documents for public review and comments.

Hand Renderings and Art Work

Created privately-commissioned portraits in pencil and charcoal. Created the first annual Charlevoix (MI) Venetian Festival poster in oil pastel. Appeared in the Charlevoix Waterfront Art Fair exhibiting pen and watercolor paintings of local street scenes and building sketches. Rendered several site and landscape concept plans with pen and ink.

SOFTWARE EXPERTISE

Highly proficient and skilled in Adobe Creative Suite (InDesign, Illustrator, Photoshop) and Microsoft Office (Word, PowerPoint).



Project Approach

Our Project Approach



McKenna understands that Dearborn Heights seeks a Comprehensive Master and Environmental Resilience Plan that sets a clear vision, guides local decisions, and effectuates economic progress and community well-being. But above all, we believe this work will be a collaborative effort between our Project Team and the City that must be rooted in the values and aspirations of City leadership, key stakeholders, and diverse community members every step of the way. To meet these expectations, we propose the following seven-step process:

STEP 1: Planning for Collaboration: Comprehensive Master Plan Kick-Off and Work Plan Development

STEP 2: Identify, Qualify, and Analyze

STEP 3: Planning for People: Community Engagement and Local Listening

STEP 4: Planning for Resilience: Vulnerability Assessment and Mitigation Strategy

STEP 5: Synthesis and Action

STEP 6: Implementation Strategies

STEP 7: Adoption and Next Steps

This step-wise project approach is detailed below, and can be adjusted in partnership with the City.



Comprehensive Master Plan Kick-Off and Work Plan Development



KICK-OFF MEETING

We will meet virtually with City Staff to review the finalize a structure for review and management of the process and:

- » Establish a working relationship,
- » Reach an understanding of expectations,
- » Answer questions,
- » Make mutually agreed upon adjustments in the Work Plan,
- » Clearly delineate CBDG reporting requirements, deadlines, and responsibilities, and
- » Identify preferred method(s) of communication (i.e., email, Zoom, Microsoft Teams, etc.).

FINAL WORK PLAN

We will finalize the Work Plan for the Comprehensive Master Plan process, based on the Project Approach included in this proposal. This includes the following sections to be worked on over the course of the project:

- » Existing Conditions Element
- » Housing Element
- » Transportation / Mobility Element
- » Community and Cultural Resources Element
- » Economic Development Element
- » Land Use Element and Zoning Plan
- » Implementation Element

Further, we will finalize the Work Plan for the interconnected Environmental Resilience Plan process. This includes the following sections to be worked on over the course of the project:

- » Existing Resiliency Conditions Element
- » Risk and Vulnerability Assessment
- » Community Assets Assessment
- » Mitigation and Adaptation Strategies
- » Environmental Resilience Action Plan

Identify, Quantify, and Analyze



DEARBORN HEIGHTS 2025—EXISTING CONDITIONS ANALYSIS

Setting a clear vision for the future begins with acquiring a deep understanding of Dearborn Heights—its people, its places, and its economy—as it stands today. As a precursor to our planning work, we will comprehensively review the following:

- A. **REGIONAL CONTEXT.** Using data from the City, Wayne County, the U.S. Census, and other available sources, McKenna will develop a snapshot of the City's position as it relates to the region in terms of its relationship to development patterns, arterial roads and highways, and natural features and open space.
- B. **EXISTING LAND USES.** We will conduct an existing land use analysis using the best available data and field verification. Our team will update the City's most recent existing land using survey data, field verification (where needed), and aerial photographs for the base data. The information will be mapped to illustrate the existing conditions. The Team will also analyze current Future Land Use Maps to identify where land use changes have aligned with that original vision, where they have remained the same, and where they have changed into different use categories altogether.

Quantities of land uses will be computed and compared with any previously collected data to determine significant changes or trends. Conflicting land uses or land uses that are potentially incompatible with future development will be identified and analyzed.



C. **POPULATION AND ECONOMY.** Dearborn Heights needs up-to-date data to make informed decisions. Characteristics of the City's population will be compared to the population in the region and peer communities in Michigan and the Metro Detroit Region. Population trends and projections as well as demographic characteristics of the community will be identified and analyzed to understand the impact on the community and future development. Specific neighborhoods will also be analyzed to understand the nuances and ensure the Plan recognizes the needs of all parts of the City. Further, data on income, education, employment, and broadband access will be included. This may also include a comparison of the sources of the City's tax base, depending on the data that is available, and general economic outlook considerations. The Project Team will investigate employment and commuting needs and analyze how individual neighborhoods fit in with the regional economy.

D. **HOUSING NEEDS.** The Project Team will describe the existing and projected housing supply and demand in Dearborn Heights in more detail, and note trends and relationships. Factors to be described and analyzed will include: housing supply (type, age, occupancy, tenure, and value), housing demand (headship rate, homeownership rate, population growth projections, etc.), and affordability. Differences between neighborhoods will be analyzed to understand their differing needs. The Housing Needs Analysis will have three major conclusions, which will tie directly to Future Land Use Planning for each neighborhood:

- The number of housing units needed City-wide over the next 20 years (with a 10-year interim window as well).
- The anticipated numbers of different housing types, price points, and densities that will be demanded, based on the anticipated demographics of new households in Dearborn Heights.
- The availability of appropriate land for different styles of housing growth, given infrastructure availability and neighborhood character.

The analysis will allow the Project Team and City Leaders to develop a Future Land Use Plan that is market responsive and can help to target development towards intentional nodes. This work will serve to expand housing availability while preserving the character of the City's neighborhoods, even as Dearborn Heights grows.



E. **TRANSPORTATION AND MOBILITY.** Using data provided by the City, Wayne County, SEMCOG, and MDOT, the Team will prepare an updated inventory of existing transportation conditions and assets including traffic counts, transit routes, and the non-motorized/pedestrian network and identify:

- 1) Traffic Congestion or Safety Concerns
- 2) Gaps in the Pedestrian/Non-Motorized Network
- 3) Transit Connectivity (or Lack Thereof)

The Team will review regional transportation planning efforts and when needed, consult with State, County, and local transportation officials to identify other factors that may influence the City's Comprehensive Master Plan.

F. **RETAIL AND BUSINESS LANDSCAPE.** In order to gain a deeper understanding of the land use needs in the City—and especially along the major corridors—we propose to include a retail gap analysis. These in-depth analyses will go beyond simple data reporting to include a deep understanding of the need for retail land uses in the community, which can then be reflected on the Future Land Use Map. The Retail Gap Analysis, for each of the primary corridors, will allow City Leaders to better understand which neighborhoods travel across town for goods, and which have retail amenities nearby. This analysis will also identify any food deserts, and develop an understanding of the catchment area for the City's major retail districts.

G. **COMMUNITY AND CULTURAL ASSETS.**

The Team will approach community life and placemaking by analyzing the understanding of “place” within Dearborn Heights, including public community spaces such as schools, libraries, parks, religious institutions as well as popular historical, cultural, entertainment, and shopping nodes where people tend to congregate. We will collect data from local and County sources, and conduct field observation of such places to understand where community life naturally happens, and how these spaces can be amplified as a fundamental resource for the future of the City.





DEARBORN HEIGHTS' RISKS AND HAZARDS—EXISTING RESILIENCY CONDITIONS ANALYSIS

As a complement to the Existing Conditions Analysis, McKenna will carry out an Existing Resiliency Conditions Analysis. We cannot manage what we do not measure; for this reason, environmental resilience planning must begin with getting an overview of the current environmental and socioeconomic conditions, risks, and hazards present in Dearborn Heights. The following community characteristics will be reviewed:

A. **SOCIAL VULNERABILITIES.** Using data from the City, Wayne County, the U.S. Census, and other available sources, McKenna will develop a snapshot of Dearborn Heights' social vulnerability, including but not limited to:

- 1) Income and Poverty Rates
- 2) Employment Rates
- 3) Race and Ethnicity
- 4) Health Conditions and Disabilities
- 5) Broadband Access
- 6) Vehicle and Transportation Access
- 7) Non-Native English Speakers

B. **NATURAL HAZARDS.** During this analysis, McKenna will also use data from the City, Wayne County, the U.S. Census, and other available sources to understand the natural hazards present in the environment and climate of Dearborn Heights, including but not limited to:

- 1) Flooding
- 2) Severe Storms
- 3) Extreme Heat
- 4) Pollution
- 5) Fires
- 6) Pandemics and Community-level Health Events

These hazards will be assessed as they pertain to human safety, the built environment, transportation, utility infrastructure and energy security, emergency service provisions, and more.

C. **ONGOING RESILIENCE PLANNING AND ASSETS.** In addition to assessing risk and vulnerability, McKenna will dedicate time to analyzing the resiliency resources currently in the community—such as social services and networks, communications infrastructure, emergency services, community facilities, as well as resiliency planning efforts currently underway, such as the Stormwater Master Plan.





Community Engagement and Local Listening

LET'S STRATEGICALLY ENGAGE

Our community engagement approach is based upon a philosophy that comprehensive outreach is essential to shaping an effective plan. Dearborn Heights' leaders, stakeholders, and community members must see themselves represented in the Comprehensive Master Plan to take ownership for its success.

We propose a multi-faceted community engagement process that prioritizes meaningful dialogue and centers deep listening to local knowledge and needs, as detailed below. The purpose of this collaborative process is to identify strengths, weaknesses, and opportunities for the future of the City, and to build consensus around how Dearborn Heights should approach the community's most pressing needs and aspirations. In addition to a range of asynchronous engagement opportunities, please note that we are prepared to ensure equitable engagement that accommodates diverse community members, including translation services, spiritual rooms, family-friendly activities, and so forth.

A. **STRATEGIC COMMUNICATIONS PLAN.**

McKenna will work with the Community Development Department to develop a Strategic Communications Plan for the project, which will include, but is not limited to:

- 1) A project brand and logo to be used in all communications.
- 2) Branded templates for press releases, notices, emails, and news articles.
- 3) Regular local media engagement.
- 4) Strategic use of City social media pages, including Facebook, Instagram, and X (Twitter).

B. **INTERACTIVE, BRANDED PROJECT WEBSITE.**

A branded website with information about the plan, including schedule, progress, and planned activities, will be a critical tool for informing the public about why these Plans are being developed and how they can share their input. We will work with the Dearborn Heights to provide and regularly update a website layout that is easy to navigate, provides rolling opportunities for asynchronous engagement and feedback, and communicates information about project progress.

The online engagement can also be presented in different languages, ensuring that the content reaches all members of the Dearborn Heights community.



- C. **COMMUNITY SURVEY.** The Team will create and embed an easy-to-use online survey on the Interactive Project Website, with physical copies available upon request, designed to elicit a wide sampling of community input on their needs and priorities for the Comprehensive Master and Environmental Resilience Plan. The survey offers an opportunity for residents and stakeholders to share their thoughts if they cannot attend meetings or other engagement events. We will work under the direction of Dearborn Heights to engage local residents, schools, businesses, property owners and tenants, and other stakeholders to inform the public when the survey goes live.

The survey can be translated at the request of the City, ensuring that input is comfortably shared by all community members.

D. **FOCUS GROUP AND NEIGHBORHOOD VISIONING SESSIONS WORKSHOPS.**

We propose to hold four (4) Focus Group Workshops and four (4) Neighborhood Visioning Sessions across Dearborn Heights. The events would happen simultaneously, where the Visioning Sessions would be for the general community in attendance, while Focus Group Workshops would be subject-specific pertaining to the Comprehensive Plan. These Workshops would be held in strategic, community-favored locations to ensure a maximum number of residents and other stakeholders can attend ones most convenient to them.

- E. **COMMUNITY OPEN HOUSES.** In addition to the stakeholder outreach as described above, The Team will organize two (2) Community Open Houses. We propose one Open House at the beginning of the planning process to help identify the major themes of the Plan, and one toward the end of the planning process to validate project priorities, goals, objectives, and future land uses.



Vulnerability Assessment and Mitigation Strategy



A CHARRETTE *for* RESILIENCE

As an addition to our community engagement efforts, the 3-day Charrette will focus specifically on assessing local vulnerability to hazards, identifying local assets, reimagining flood-prone parcels, and developing targeted strategies that will inform the Environmental Resilience Plan.

We will deploy our Team in all corners of the City during the Charrette. We will set up a single mobile studio in a central location, but we will hold activities across the City.

We propose to have Resilience Open Houses each night in community spaces, culminating in a City-wide event, and debrief with City Leaders on the final day.

WHAT IS A CHARRETTE?

The basis for development of the Environmental Resilience Plan will be a 3-day-long Charrette, a resource-intensive design workshop that requires not only extensive preparation but also expert execution. McKenna's expert Charrette facilitators possess a varied set of skills, ranging from the ability to facilitate challenging public meetings, to managing talented design teams, to orchestrating content production.

Our dynamic, interactive, and design-driven Charrette process provides appropriate training and orientation, delivers energizing workshop sessions, and crystallizes concepts. Through the Charrette process, our facilitators plant new ideas, but more importantly, they bring forth and clarify the shared needs, values, interests, knowledge and passions of the community.



RESILIENCE PLANNING AND CHARRETTES

Charrettes are a method of solving a complicated design problem, or series of problems, while involving a diverse set of stakeholders and interested parties. As these problems are solved through consensus, they are a necessary precursor to developing Plans that have broad community buy-in. A skillfully-led Charrette has the highest probability of effectively resolving contentious and challenging problems. The success of the Charrette model is a result of its orientation to a diverse, intergenerational swath of stakeholders who call the area home, including property and business owners, residents, students, community leaders, users of all transportation modes, public safety and first responders, and school staff. During this 3-day-long process, we plan to cover the following items inherent to the Environmental Resilience Plan:

- **Risk and Vulnerability Assessment.** Identifying and mapping hazards and (compounding) vulnerabilities across people and places in Dearborn Heights.
- **Community Assets Assessment.** Identifying the social, cultural, environmental, economic, and infrastructural resources currently available to the community in the face of vulnerability.
- **Mitigation and Adaptation Strategies.** Developing a multi-faceted series of actions, policies, and strategies to reduce the likelihood of hazards, and to respond to and reduce the harm of hazards when they occur.
- **Environmental Resilience Action Plans.** Creating specific and prioritized action plans to implement environmental resilience strategies, including timelines, responsible parties, and funding sources.

In an Environmental Resilience and Comprehensive Plan context, the Charrette's strength in eliminating "re-work" adds extra value to City Staff and Officials. By solving the most pressing problems surrounding a new Plan upfront, in a collaborative manner, the need for unforeseen rounds of revisions during the approval process is drastically reduced—creating a budget-friendly process with minimal headaches at the administrative level.

RESILIENCE CHARRETTE COMPONENTS INCLUDE:

Pre-Charrette Stakeholder Analysis. Before a Charrette takes place, the landscape of Dearborn Heights stakeholders and neighborhoods will be mapped. Developed in close consultation with City Staff, this database will contain the "who's who" of the community, ensuring that targeted invitations to participate go out to all community members with a vested interest in the resilience planning process. This process cultivates trusting, one-on-one relationships with key individuals in the community, and ensures that Charrette workshops and focus group meetings are not only well attended, but are attended by the right mix of stakeholders, to achieve the best possible results.

Focus Group Meetings. The purpose of holding focus group meetings is to allow participants to guide the Team's focus to the important issues and the unique resilience needs of the community. Charrettes gain significant knowledge and support through these interviews. A common open-ended question is, "What the single most important issue we must address for this Plan be a successful project?"





Walking and Windshield Tours. Walking and driving tours of flood-prone areas, parcels acquired using FEMA disaster recovery funding, stormwater management infrastructure, and neighborhoods will be conducted with residents and other community stakeholders. Diverse groups of people, including community leaders, planners, public safety officials and civic and elected leaders have the opportunity to feel and hear problems up close. These audits are one of the most powerful tools for people to discuss common issues or interests and concern for the hazards, vulnerabilities, and opportunities of Dearborn Heights—all of which will shape the scope of the Environmental Resilience Plan.

Resilience Pop-Ups. To engage the most diverse swath of the community, we plan to meet Dearborn Heights community members where they are with resilience pop-up events that encourage community members to informally share their perception of and experience with Dearborn Heights' hazards and assets, as well as their vision for the future of flood-prone areas. In concert with the engagement efforts of the Master Plan, we will also be able to easily share project information and encourage asynchronous input in a variety of ways. This community knowledge will more holistically and accurately inform the Environmental Resilience Plan.

Mobile Studio. The Mobile Studio transforms a convenient location in Dearborn Heights into a working office. Designers, planners, architects, and other specialists all work together on-site to articulate ideas generated by the public in real time. The collaborative, collective, all-inclusive design process happens openly and in conjunction with the public.

THE CHARRETTE OUTCOME

The Charrette will result in the creation of a Risk, Vulnerability, and Assets Assessment, a series of tangible and prioritized Mitigation and Adaptation Strategies, as well as early design concepts for the vacated parcels. Taken together, the major ingredients for a first draft of the Environmental Resilience Plan can be developed in a compressed timeframe, achieving efficiencies of cost and scale. An impressive output of draft text and images is ultimately generated in the creative and frenetic Charrette environment, produced in an open and transparent setting, and with the assurance of stakeholder consensus.



Synthesis and Action



Following our robust calendar of strategic meetings, quantitative and qualitative data analysis, and community listening, McKenna plans to synthesize findings and identify priorities to develop a strategic, immediately actionable framework for Dearborn Heights. While the components of the Comprehensive Master and Environmental Resilience Plan are detailed separately below, we realize that these two components are undoubtedly interconnected and will necessarily inform the other.

COMPREHENSIVE MASTER PLAN

A. **GOALS AND OBJECTIVES.** The Project Team will review the City's existing goals with the City Staff and modify them as necessary based upon the 2025 analyses, community engagement efforts, the Resilience Charrette, and other input received. Using that as a foundation, we will refine the goals and objectives for the Master Plan, which will collectively set the direction for the document.

- **Goals** are general in nature and, as they relate to planning, are statements of ideals toward which the City will strive.
- **Objectives** are more specific policies and are intended to present a means to attain the stated goal.
- **Strategies** are general approaches used to achieve objectives. Each objective may include 3-8 strategies, depending on how complicated the objectives are. Strategies should be actionable and measurable and explain how the objective will be accomplished and a given approach should be taken. The goals, objectives, and strategies will be separated into categories (i.e., housing, economic development, transportation, etc.), and prioritized in terms of how they will contribute to the realization, continual evaluation, and support for subsequent Plan policies.



- B. **FUTURE LAND USE PLAN.** The Dearborn Heights Comprehensive Master Plan will outline the desired future land uses and key characteristics for various areas within the City. In addition to land use recommendations, the Plan aims to enhance and preserve the City's quality of place and natural character. Community character is shaped by factors such as the quality of the built environment, public and open spaces, natural resource conservation, and the diversity of land uses. The Future Land Use Plan will build upon previous planning efforts, providing clear guidance on the character, density, and types of uses permitted across the City. Importantly, the Plan will pinpoint areas designated for growth and residential density while establishing boundaries to protect new development from flood-prone areas and other areas the City would like to preserve.
- C. **HOUSING PLAN.** This section of the Comprehensive Master Plan will synthesize the unique housing supply and demand challenges and opportunities within Dearborn Heights. Working closely with the recommendations of the Environmental Resilience Plan, the Housing Plan will include a series of policy, partnership, and programmatic recommendations to increase the density of quality housing in strategic areas within the City while promoting housing affordability and access to current and prospective community members.
- D. **URBAN DESIGN PLAN.** This section of the Comprehensive Master Plan will provide a visual "pattern book" to guide future urban form elements in Dearborn Heights. It will build a palette of form elements, including building types, architectural design elements, colors, and streetscaping elements, that will direct the design parameters of future development in all contexts throughout Dearborn Heights. Importantly, this section will create a predictable image of high-quality development that will inform the expectations of residents, business owners, and potential developers. Clear and highly visual design standards in the Master Plan can then be translated into future zoning amendments as needed to regulate development proposals.

- E. **TRANSPORTATION PLAN.** In order to provide a transportation system that meets the needs of the City and provides a high quality of life for its residents, businesses, and visitors, the City must work with MDOT, Wayne County, and other agencies to provide various transportation options, including non-motorized travel. The transportation section of the Comprehensive Master Plan will be prepared to utilize Complete Streets principles—including non-motorized trails, on-street bikeways, paved shoulders, and the preservation of a quiet, residential character along corridors where that is practical and desirable.

The Plan will recognize the important role that the automobile plays in Dearborn Heights transportation system. However, it will analyze the potential for continued expansion of nonmotorized transportation to play an increasing and defining role in the City and surrounding area. Our Team will also explore ways to extend and expand existing non-motorized trails.

ENVIRONMENTAL RESILIENCE PLAN

Goals and Objectives. In close partnership with the City, the Project Team will build on the comprehensive hazard, vulnerability, and resilience analyses, as well as the valuable input and ideas gathered during the Resilience Charrette. These shared insights will help shape a set of meaningful and holistic goals, objectives, and strategies for both hazard mitigation and adaptation. This Plan will work to reduce Dearborn Heights' risk to hazards, and prepare the City to effectively respond to reduce harm when hazards inevitably occur.

Flood Zone Design Concepts. Given the need to plan for vacant flood-zoned parcels acquired by FEMA, the Environmental Resilience Plan will include several community-inspired design concepts that pose a strategic reimagining of these areas. Paired with state-of-the-art stormwater management techniques, these concepts will support the Dearborn Heights community in learning to live with, rather than fight against, the flooding of their neighboring watersheds.

Implementation Strategies



A. Implementation and Transparency Matrices.

Matrices will be developed for each component of the plan that include specific recommendations, priorities, capital expenditures, programs, and actions will be provided that align most closely with the vision and priorities identified throughout the planning process for both the Comprehensive Master and the Environmental Resilience Plan.

The matrices will identify:

- 1) Each project or action
- 2) Its importance
- 3) A timeframe for completing the project
- 4) The person, body, or organization responsible for overseeing the project
- 5) Funding opportunities for the project
- 6) Metrics for success and reporting methods

B. Zoning Plan. The Zoning Ordinance will be one of the most effective tools for accomplishing the land use and resiliency goals of the Comprehensive Master and Environmental Resilience Plan. The Comprehensive Master Plan will be developed in a way that ensures every proposed Future Land Use category has a corresponding zoning district. McKenna will conduct a full review of the Zoning Ordinance, and subsequently work with City Staff, the Planning Commission, and the public to identify:

- 1) Areas where future zoning changes may be made, to be reflected on the Future Land Use Map.
- 2) Additional standards necessary to align with the Stormwater Master Plan and to promote resilience of flood-prone areas (among other areas of concern).

The Team will create an updated Zoning Plan along with the Future Land Use Plan. The Zoning Plan will include a description of what zoning districts correspond to planned land use categories, where new zoning districts will be required, overlay district locations, and other recommended zoning techniques to implement into Comprehensive Master and Environmental Resilience Plan. The Zoning Plan can then be used as the basis for amending the Zoning Ordinance following the Plan's Adoption.

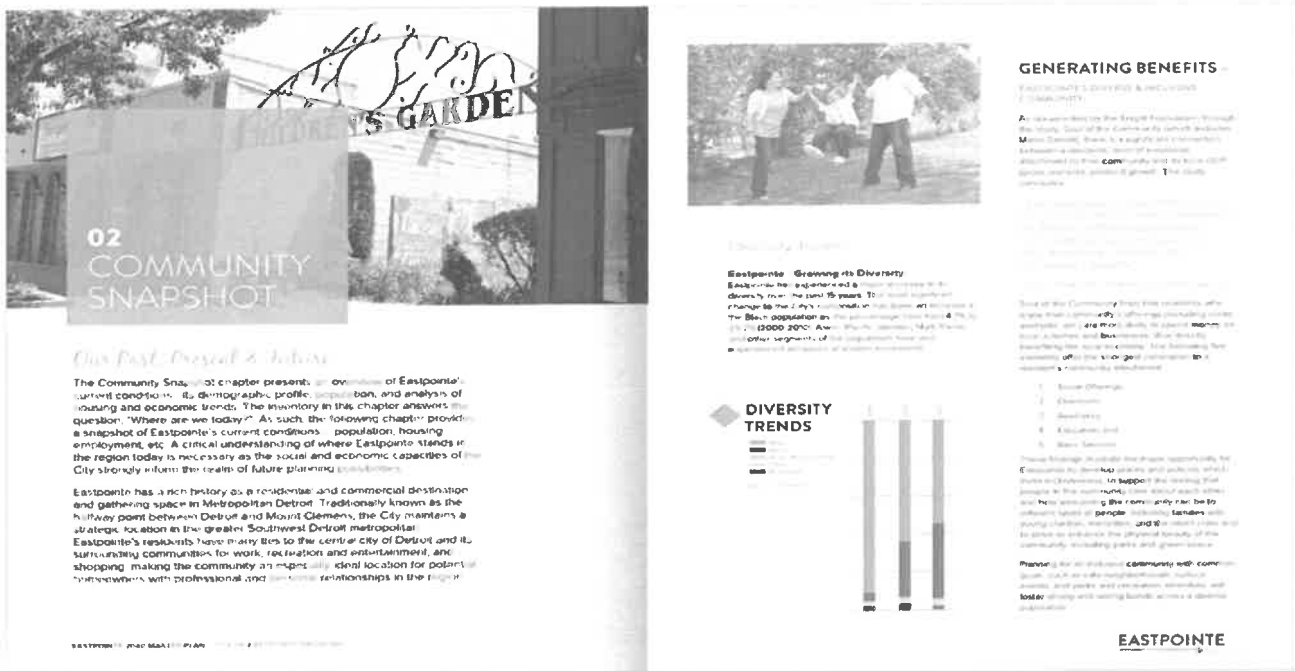
ENVIRONMENTAL PROTECTION									
PROJECT	PRIORITY	TIMEFRAME	RESPONSIBILITY				FUNDING		
			TOWNSHIP	OTHER GOVT	PRIVATE	PUBLIC	PRIVATE	TF	
Adopt a stormwater management plan	A	1	TF	TF	TF				
Examine the possibility of pervious pavement on Township-owned parking lots and new traffic roadways	A	1	TF	TF	TF				
Encourage new development to be respectful of natural features. Restrict new development that would threaten the rural areas of the Township	C	2	TF	TF	TF				
Pursue additional farmland development right to agreements	B	2	TF	TF	TF				

TRANSPORTATION									
PROJECT	PRIORITY	TIMEFRAME	RESPONSIBILITY				FUNDING		
			TOWNSHIP	OTHER GOVT	PRIVATE	PUBLIC	PRIVATE	TF	
Require sidewalk construction for all new development	A	1	TF	TF	TF				
Work with regional partners, TF authorities, and the private sector to construct the network of non-motorized pathways envisioned by this plan	A	1	TF	TF	TF				
Work with the Monroe County Road Commission to re-align the intersection of LaFayette and East Duster Roads, as envisioned in the LaFayette Road Corridor Plan	A	1	TF	TF	TF				
Build sidewalks in strategic locations to connect residents to schools, amenities, jobs, and retail. Ensure sidewalks are compatible with ADA Standards.	A	1	TF	TF	TF				
Work with Lake Erie Transit to improve the rider experience through improved transit stop amenities on both public and private property	A	1	TF	TF	TF				
Require street design that connects neighborhoods to each other, to amenities, and to job centers. Discourage dead-ends and cul-de-sacs	A	1	TF	TF	TF				
Conduct a study regarding the feasibility of road extensions, such as extending Hwy Road to Albion Road	A	1	TF	TF	TF				
Work with MDOT to improve the I-75 interchange with LaFayette Road as envisioned in the LaFayette Road Corridor Plan	A	1	TF	TF	TF				
Investigate the possibility of grade separated railroad crossings for auto traffic or non-motorized pathways in key locations	A	1	TF	TF	TF				
Assist in the City of Monroe and Monroe County's attempt to have railroad bars consolidated	A	1	TF	TF	TF				

Zoning Plan Comparison Example

LAND USE AREA	CORRESPONDING ZONING DISTRICTS
RESIDENTIAL	
Residential Reserve	ARG
Suburban Single Family	R-1
Traditional Single Family	R-2
Multiple Family Residential	RM-1
Manufactured Housing	MHP
COMMERCIAL	
Neighborhood Commercial	BUS
Regional Commercial	BUS
INDUSTRIAL	
Light Industrial	IND
Industrial Park	IND

Adoption and Next Steps



McKenna will assist Dearborn Heights' staff and leadership with the adoption process as follows:

- A. **Public Meetings.** We propose four (4) public meetings each for the Planning Commission and City Council throughout the process that will be used to explain the planning and adoption process, provide a forum for Planning Commission and City Councilmembers to ask questions, and establish the process for drafting, reviewing, and adopting both Plans.
- B. **Distribution of Draft Plan.** The Team will prepare the draft Comprehensive Master and Environmental Resilience Plan, including all elements described above and present it for review by the Planning Commission and City Council. Based on the input and direction received, we will revise the draft and submit it to the Commission for recommendation to the City Council for consideration.
- C. **Final Review, Planning Commission Public Hearing, and Adoption.** Upon conclusion of the draft review and comment period for noticed entities, McKenna will review all comments received and—if deemed necessary—make modifications to the draft. The Team will attend the Planning Commission public hearing to explain the Plan to the public, respond to review by entities, and assist with the adoption by the Planning Commission. The Team will also plan to attend the City Council Meeting to discuss adoption and provide assistance with final adoption of both the Comprehensive Master and Environmental Resilience Plan.

We understand that these Plans will be used as a framework for future planning efforts. With that in mind, we would be more than happy to provide support, training, and resources for how these Plans will inform the update of the Zoning Ordinance and other plans and policies. These education and implementation resources can help ensure that the Comprehensive Master and Environmental Resilience Plan are closely connected to accomplish the vision for Dearborn Heights.

Project Schedule



PROPOSED 14 MONTH PROCESS

We propose to complete the Dearborn Heights Comprehensive Master and Environmental Resilience Plan over the course of approximately 14 months. The table below is an example timeline of tasks and meetings. The overall project timeline can be adjusted accordingly to suit the City's needs:

STEP	MONTH													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1. Kick-off and Work Plan Development														
2. Identify, Quantify, and Analyze														
3. Planning for People														
4. Planning for Resilience														
5. Synthesis and Action														
6. Implementation Strategies														
7. Adoption and Next Steps														
Bi-Weekly Core Staff Meetings (28)	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Neighborhood Visioning Sessions (4)			X	X	X	X								
Focus Groups (4)			X	X	X	X								
Community Open Houses (2)		X							X					
Resilience Charrette (1)							X							
Planning Commission Meetings (4)		X					X			X			X	
City Council Meetings (4)			X					X			X			X

Project Fee and Deliverables



PRELIMINARY PROPOSED FEES

The following is an itemized breakdown of the fees to complete the Dearborn Heights Comprehensive Master and Environmental Resilience Plan, as described in this proposal. We propose to complete the project for a lump sum of **\$120,000**.

Please note, we are happy to adjust the scope of proposal elements to meet the budget needs of the City.

PROPOSED WORK PROGRAM COSTS (CAN BE MODIFIED AT CITY'S REQUEST)		FEE
Step 1: Planning for Collaboration: Kick-Off and Work Plan Development		\$5,000
Step 2: Identify, Quantify, and Analyze		\$10,000
a) Existing Conditions Analysis		
b) Existing Resiliency Conditions Analysis		
Step 3: Planning for People: Community Engagement and Local Listening		\$40,000
a) Interactive Project Website		
b) Community Survey		
c) Neighborhood Visioning Sessions (4)		
d) Focus Group Meetings (4)		
e) Community Open House (2)		
f) Planning Commission Meetings (2) and City Council Meetings (2)		
Step 4: Planning for Resilience: Vulnerability Assessment and Mitigation Strategy		\$20,000
a) 3-Day Resilience Charrette		
Step 5: Synthesis and Action		\$30,000
a) Future Land Use Plan		
b) Housing Plan		
c) Urban Design Plan		
d) Transportation Plan		
e) Environmental Resilience Plan		
Step 6: Implementation Strategies		\$10,000
a) Implementation and Transparency Matrices		
b) Zoning Plan		
Step 7: Adoption and Next Steps		\$5,000
a) Planning Commission Meetings (2) and City Council Meetings (2)		
SUBTOTAL		\$120,000



INCLUDED DELIVERABLES

McKenna will provide the following Comprehensive Plan and Environmental Resilience Plan deliverables:

- Project branding and marketing materials.
- One (1) unbound original copy of the final Comprehensive Plan, including the Environmental Resilience Plan, along with twelve (12) bound copies. In addition, McKenna will provide electronic files of all text, maps, and graphics incorporated in the final plan. Some or all of the electronic files can be used on the City's website and geographic information system.

All deliverables, meetings, general and administrative burden, costs of supplies and materials and other direct costs as noted in the proposal and Timeframe Flow Chart are included in the lump sum price above. Additional services beyond the scope can be provided, at the City's request based on McKenna's professional fee schedule (below) or a separate negotiated fee.

MCKENNA PROFESSIONAL FEE SCHEDULE

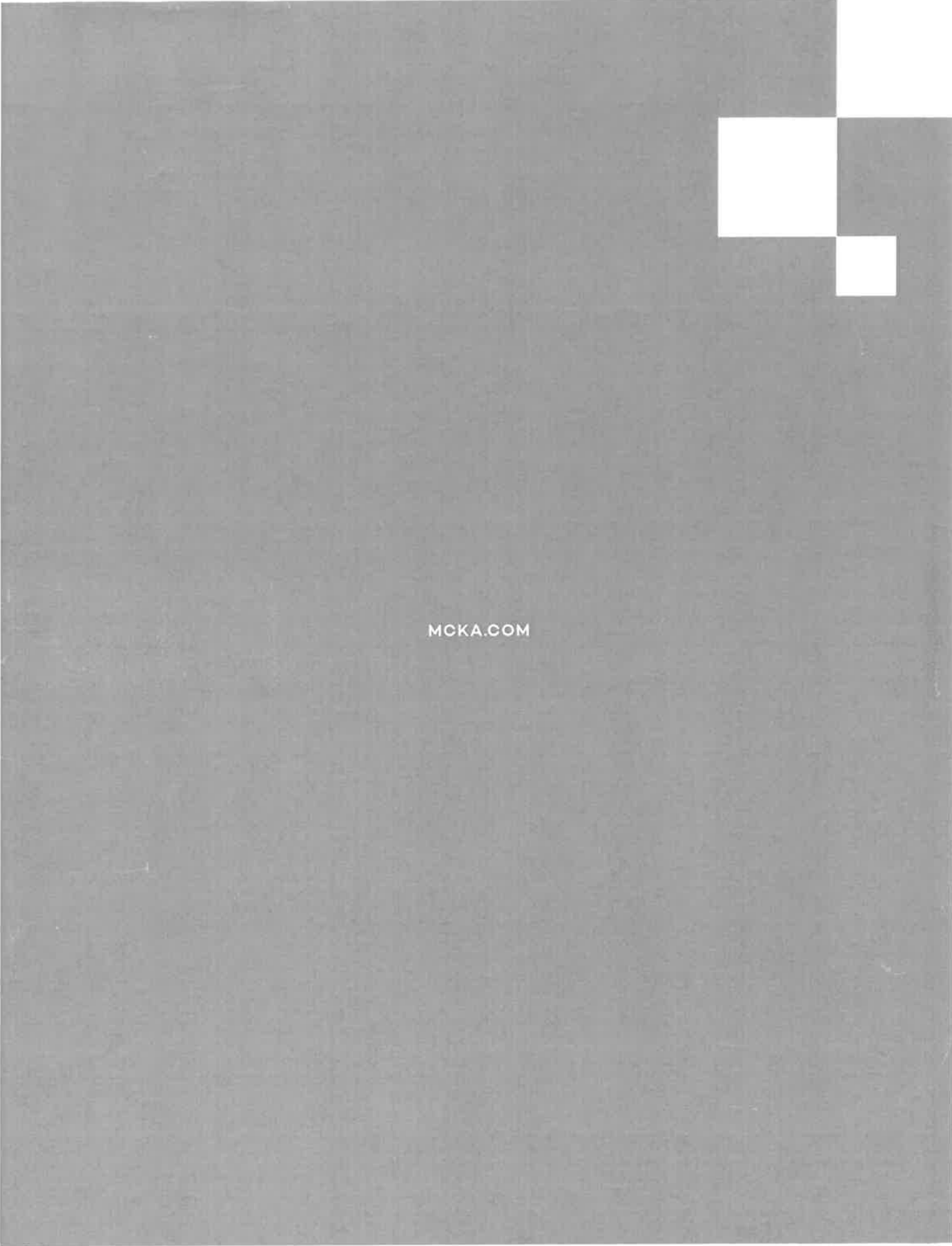
Additional services beyond the scope can be provided, at the City's request based on McKenna's professional fee schedule (to the right) or a separate negotiated fee.

PROFESSIONAL CLASSIFICATION	RATE PER HOUR*
President	\$220
Executive or Senior Vice President	\$200
Vice President	\$190
Director	\$180
Senior Principal or Manager	\$175
Principal	\$145
Senior	\$130
Associate	\$110
Assistant	\$100
Administrative Assistant	\$75
Consultation, preparation for, and sitting as expert witness in legal matters.	\$220

* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Taxes and Telephone.

These rates do not include photography, outside reproduction, document or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage will be invoiced at the Federal mileage rate.

These hourly rates are valid through December 31, 2025, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.



MCKA.COM



Qualifications for

COMPREHENSIVE MASTER & ENVIRONMENTAL RESILIENCE PLAN

City of Dearborn Heights

Submitted by: OHM Advisors

**34000 Plymouth Road
Livonia, MI 48150**

Office Phone 734-522-6711

EIN: 38-1691323

**Authorized Negotiator:
George Tsakoff, PE, Principal in Charge**

**34000 Plymouth Road
Livonia, MI 48150**

Direct: 734-466-4439

Cell: 734-495-9568

Fax: 734-522-6427

Email: george.tsakoff@ohm-advisors.com



Proposal Due Date

Wednesday, April 9, 2025, 3PM

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INTRODUCTION / TRANSMITTAL LETTER

- Understanding of Scope
- Certifications
- Authorized Negotiator/ Principal in Charge

April 9, 2025

Mr. Mahdi Baydoun
Mr. Ali Dib, PE
City of Dearborn Heights
6045 Fenton Street
Dearborn Heights, MI 48127

Re: Comprehensive Master and Environmental Resilience Plan

The City of Dearborn Heights (the City) is taking proactive steps to address the environmental impacts of recent flooding in the City and build a more resilient future. The development of a Comprehensive Master Plan (CMP) and Environmental Resilience Plan (“The Plan”) looks to establish a long-term vision of the City through the lens of sustainability. These efforts will also be coupled with the Infrastructure Resiliency Plan for a truly holistic approach. Together, these two planning documents will provide a strategic framework for growth, sustainability, and infrastructure investment that will enhance the quality of life in the City.

At OHM Advisors, we specialize in holistic planning solutions that integrate environmental, infrastructure, and community needs. Our OHM team is passionate about developing feasible and forward-thinking strategies that address complex planning challenges. We recognize that flooding, infrastructure, and land use decisions are interconnected, and our approach is geared towards solutions that are both effective and adaptable. Our goal with the CMP and Environmental Resilience Plan is to identify the right mix of recommendations that address the community’s goals for a safer, more vibrant, and more resilient City.

The OHM team sees the following as keys to the successful development of the CMP and Environmental Resilience Plan:

- ▶ **Comprehensive Community Analysis** – A thorough understanding of the City’s environmental and planning context is essential. The OHM team will use data-driven analysis and modeling tools, such as UrbanFootprint, to assess current conditions and inform coordinated strategies within the City.
- ▶ **Meaningful Community Engagement** – Gathering feedback from residents and stakeholders in the City is a key aspect of enhancing community buy-in and long-term success of the Plan. The OHM team will utilize a community specific engagement strategy to gather feedback about plan strategies and priorities from a diverse set of community members.
- ▶ **A Holistic Approach to Planning** – The CMP and Environmental Resilience Plan must address a wide range of challenges, from land use and mobility to stormwater management and climate resilience. Our multi-disciplinary team features a deep bench of experts that will lend their expertise to crafting holistic recommendations for the Plan.
- ▶ **Focus on Implementation** – A Comprehensive Master Plan should drive positive change in a community and not just sit on a shelf. The OHM team is committed to developing strategies for the Plan that **include practical, phased implementation strategies that support long-term success.**

By integrating the CMP and Environmental Resilience Plan with the Infrastructure Resiliency Plan, the City will be positioned to make informed decisions about future development, infrastructure investments, and environmental sustainability. Our team is ready to support the City in creating a forward-looking plan that balances growth with resilience, to ensure a thriving community for years to come.



A certification that the Respondent has not had a record of substandard work within the last five years.



A certification that the Respondent has not engaged in any unethical practices within the last five years.



A certification that, if awarded the contract, the Respondent acknowledges its complete responsibility for the entire contract, including payment of any and all charges resulting from the contract.

If you have any questions, or if you would like to discuss any part of our proposal in detail, please feel free to reach out at either george.tsakoff@ohm-advisors.com or at 734-466-4439. OHM's project team looks forward to developing our working relationship further and we appreciate the opportunity to propose on this project!

Sincerely,
OHM Advisors

George A. Tsakoff, PE
Principal in Charge

2

BACKGROUND & EXPERIENCE

- Firm Overview & History
- Our Subconsultant
- CDBG Experience & Other Relevant Experience
- Letters of Recommendation
- Capacity & Workload
- Unique Qualifications/Characteristics
- Firm Locations / MI Presence
- Insurance Coverage

Who We Are

We are a multi-office team of 750+ from different backgrounds, striving to use our combined expertise and talents to continually advance the communities we serve. Our work spans client communities across the public and private sectors—including municipalities, state and federal agencies, Fortune 100 companies, developers, schools, universities, and more. As a growing firm with full-service capabilities under one roof, we’re listed on ENR’s list of Top 500 Design Firms and recognized for our contributions to our industry. But it’s not awards or personal gain that drives us. It’s a passion for making a difference through innovative, people-focused problem solving, design and ideas that drive whole communities forward—today, and well into the future.

Everything we do is grounded in the need to help communities solve problems and make places better for people. Not just today, but well into the future. Our singular forward-thinking focus on putting the needs of people first in our solutions drives our thinking and innovation from conception through completion—and guides us in everything we do.

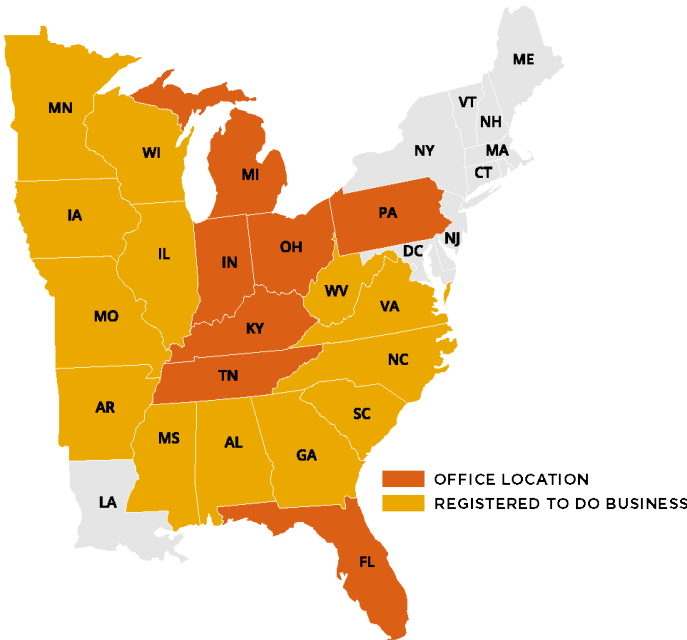
Firm Growth

OHM Advisors was established in 1962 and has been growing steadily ever since. Since our beginnings, we’ve understood that meeting the advisory needs of our clients starts with building their trust. For more than 60 years, our goal has been to create honest client partnerships for today’s challenges that last well into the future.

Firm Ownership

OHM Advisors is a privately held corporation, governed by a seven-member Board of Directors and has 58 employee shareholders.

Full Legal Name	Orchard, Hiltz & McClimment, Inc.
DBA	OHM Advisors
Age of Firm	Incorporated 05/22/1962
Type of Entity	Privately Held Corporation - MI
Federal EIN	38-1691323



Project Focus: PLANNING

As planners, our job is to help local governments unlock a community’s potential. We draw on a wide breadth of experience, perspectives and public engagement tactics to create a variety of comprehensive land use, downtown revitalization and infrastructure plans that help shape your community’s local environment and maximize its economic function and beauty.

We tailor our planning process to each client. Always at the core of that process is engaging public and private stakeholders and the whole community through channels that reach people where they are. By garnering feedback via public meetings, community events, mobile and social media engagement, websites and more, we gain insight and aspiration on which to build a well-rounded strategy, while building trust and excitement for your project.

We understand the benefits of amending outdated codes and standards and adopting new user-friendly, graphic and legally defensible codes to guide and promote growth and economic prosperity. We can help you develop simple and accessible zoning codes, design standards and guidelines during the planning process that promote quality, sustainable development and elevate the character of your community.

Our Services

AREAS OF EXPERTISE



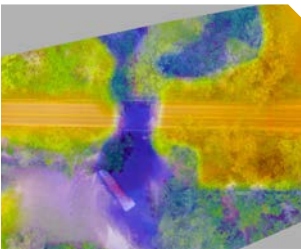
Architecture ▽

- Complete Architectural Design Services
- Site & Facility Evaluation
- Facility Master Planning
- Space Planning & Programming
- Interior Design
- Sustainable Design



Construction Engineering ▽

- Construction Design
- Construction Engineering & Observation
- Project Administration & Closeout



GIS & Innovative Technologies ▽

- Mobile GIS
- Software Solutions
- System Analysis
- System Design & Implementation
- Innovative Technologies



Landscape Architecture & Urban Design ▽

- Public Park Space & Master Plans
- Streetscapes
- Trails & Greenways
- Green Infrastructure
- Branding, Wayfinding & Signage
- Visualization & Graphics
- Site Design



Mechanical, Electrical & Plumbing Engineering ▽

- Heating, Ventilation & Air Conditioning
- Plumbing
- Lighting & Controls
- Power Distribution
- Safety & Security



Municipal Engineering ▽

- Community Engineering
- Infrastructure Assessment & Planning
- Funding Assistance
- Design & Implementation



Planning ▽

- Public Engagement & Facilitation
- Economic Development Planning
- City & Regional Planning
- Land Development, Zoning & Entitlements
- Transportation Planning
- Codes & Standards



Surveying ▽

- Road Design Surveys
- ALTA/NSPS Land Title Surveys
- Boundary Surveys
- Topographical Surveys
- Hydrographical Surveys
- Right-of-way Surveys
- As-built Surveys
- Stock Pile Volumetric Surveys
- Construction Layout



Transportation ▽

- Traffic Engineering
- Transportation Planning
- Roadway & Highway Design
- Bridge Engineering & Diverse Structures
- Multimodal Transportation Engineering



Water ▽

- Stormwater Management
- Drinking Water
- Wastewater
- Asset Management
- Ecological Services



501 Avis Drive
Ann Arbor, MI 48108

Donald Carpenter, PhD, PE
248.763.4099
dcarpenter@drummondcarpenter.com

Infrastructure Resiliency
Planning
Public Awareness & Education

Drummond Carpenter, PLLC (Drummond Carpenter) is a CVE-verified Service-Disabled Veteran-Owned Small Business (SDVOSB) specializing in civil, environmental, and water resources engineering and applied research. Drummond Carpenter was founded in 2016 and is organized around five key service areas:

- *Green Infrastructure & Sustainability*
- *Civil & Water Resources Engineering*
- *Environmental Modeling*
- *Environmental Assessment & Remediation*
- *Nuclear Disposal & Storage*

Drummond Carpenter is headquartered in Orlando FL with Michigan offices in Southeast Michigan, Ann Arbor and Traverse City. Drummond Carpenter has completed over 300 projects in 20+ states for various clients including municipal, county, state, and federal governmental organizations, private industry, and non-profit organizations. Drummond Carpenter's staff of engineers, geologists, and scientists are capable, qualified, and experienced to perform various relevant services including civil site design and specification development; conveyance system and pump station design; green stormwater infrastructure design; stormwater & watershed management; hydraulic and hydrologic (H&H) modeling; field data collection; asset management; resiliency planning; community engagement; and grant procurement and administration.

Drummond Carpenter staff are intimately familiar with stormwater management in Southeast Michigan having worked on projects with Macomb, Oakland, and Wayne counties; Detroit Water & Sewerage Department (DWSD); Huron Clinton Metropolitan Authority (HCMA); and non-profit organizations such as Clinton River Watershed Council (CWRC), Friends of the Rouge, and Erb Family Foundation. Drummond Carpenter has multiple staff that are certified community engagement specialists and are skilled at facilitating focus groups, listening sessions, and design charrettes. Recently, Drummond Carpenter organized regional stormwater management focus groups for HCMA, Friends of the Rouge, CRWC, City of Ann Arbor and Michigan Sea Grant. Finally, Drummond Carpenter has developed and implemented public and stakeholder engagement plans and is currently working on comprehensive stormwater and resiliency projects for DWSD, City of Ann Arbor, and SEMCOG.

Drummond Carpenter staff have extensive multi-state experience in stormwater and watershed modeling and development of civil site and infrastructure plans that align with the technical aspects of the project. For example, Drummond Carpenter has developed 100s of green infrastructure conceptual plans for DWSD, Pittsburgh Water & Sewer Authority, Michigan Sea Grant and local non-profits. In many cases, the feasibility assessments and conceptual plans were advanced to design and implementation. Drummond Carpenter is currently designing large scale stormwater implementation projects for Oakland County Water Resources Commissioner, Ingham County Drain Commissioner, Kent County Drain Commissioner, as well as DWSD.

Drummond Carpenter's municipal infrastructure design experience extends beyond Detroit. For example, Drummond Carpenter is currently designing multiple combined sewer drop connection structures as part of Allegheny County Sanitary Authority (ALCOSAN) Allegheny River Tunnel Near Surface Package 6 Project and recently completed design support for twenty-five primary and waste activated sludge pumps over 100 valves, discharge and suction piping, and pipe headers up to 16-inch in diameter across eight pump stations at the ALCOSAN North-End Plant. Drummond Carpenter is the project manager and engineer-of-record for the \$55M utility retrofit for the North Little Rock VA Hospital, which includes a 1.5 million gallon elevated potable water storage tank, a new potable water pump house, the replacement of 6 miles of potable water mains, the replacement of 3 miles of steam and condensate piping, and the rehab or replacement of 4 miles of sanitary and storm sewers and associated structures. Drummond Carpenter has multiple active projects with Orange County (FL) Utilities at multiple treatment plants involving pump design and hydraulics, and staff have experience working with large municipal clients on wet weather issues throughout Florida and other states such as the Louisville and Jefferson County (KY) Metropolitan Sewer District, Pittsburgh (PA) Water and Sewer Authority, and Knoxville (TN) Utilities Board. Finally, Drummond Carpenter has continuing services contracts throughout Florida including City of Orlando, Orange County, Seminole County, Volusia County, Martin County, and three of the five state Water Management Districts. Through these contracts we are performing comprehensive infrastructure assessment and design services that include utilities, roadways, stormwater management systems, and natural resource enhancements.

Donald Carpenter, PhD, PE, LEED AP
248.763.4099
dcarpenter@drummondcarpenter.com

Oregon Comprehensive Plan

OREGON, OHIO

The Oregon Comprehensive Plan provides a strategic framework to guide the city's growth and development over the next decade. At the heart of the planning process was an equitable community engagement strategy designed to ensure participation from all demographics and sectors of the city, particularly in a community with physical and cultural divides. This inclusive approach sought input from a diverse cross-section of residents, businesses, and stakeholders, ensuring the plan reflected the needs and aspirations of the entire community.

In land use planning, the plan focuses on identifying key areas for future industrial and technology-based development to support economic growth and innovation. It also prioritizes the revitalization of aging commercial corridors, recognizing the need to modernize these areas and transform them into vibrant economic hubs. This includes recommendations for zoning adjustments, infrastructure upgrades, and placemaking strategies aimed at attracting new businesses and creating more pedestrian-friendly spaces.

Beyond land use, the plan addresses community branding and identity, offering recommendations on how Oregon can define and enhance its image through targeted physical improvements and capital projects. These improvements are designed to elevate the city's appeal, attract new investments, and foster a stronger sense of place. The plan's comprehensive approach ensures that Oregon will not only accommodate growth but will do so in a way that strengthens its unique identity and ensures a sustainable, inclusive future.



COMPLETION

Design
4.2024 - 6.2025

CLIENT INFORMATION

City of Oregon
Joel Mazur,
City Administrator
5330 Seaman Road
Oregon, OH 43616
419-698-7095
Jmazur@oregonohio.org

COST

Design
\$143,000

SERVICES PROVIDED

Planning
Community Engagement

Greater Warren/Conner Neighborhood Framework Plan

DETROIT, MI



The Greater Warren/Conner planning area is home to one of the largest parks in Detroit, a sprawling vehicle assembly plant, and five distinct neighborhoods that have experienced decades of disinvestment. The recent expansion of the Stellantis Jefferson Assembly plant involved a Community Benefits Ordinance that resulted in a dedicated funding source for neighborhood projects. OHM Advisors was tasked with developing a Neighborhood Framework Plan that identified priority projects to be implemented by the Community Benefits Ordinance fund, as well as long term recommendations to guide future growth in the area.

The Neighborhood Framework Plan centers on the development of feasible recommendations within five distinct focus areas: Neighborhood Stabilization, Parks and Open Space, Mobility and Streets, Commercial Development, and Sustainability and Resiliency. Recommendations for the focus areas have been developed through a combination of detailed technical analysis and meaningful community engagement that look to improve the quality of life of residents.

The Greater Warren/Conner Neighborhood Framework Plan represents the diverse needs of the community and includes feasible recommendations to rehab residential housing, improve connections between neighborhood assets, reinvest in Brewer Park, and balance new investment with climate and health equity. It will serve as a guide for future neighborhood investments to greatly improve community well-being, safety, and quality of life for Detroiters in the neighborhoods within the Planning Area.



COMPLETION

Design
08.2022 - 12.2023

COST

Design
\$340,000

CLIENT INFORMATION

City of Detroit Planning & Development Department
Brendan Cagney,
Planner (East Region)
2 Woodward Ave, Suite 808,
Detroit, MI 48226
313.224.4804
cagneyb@detroitmi.gov

SERVICES PROVIDED

Community Engagement
GIS Services
Planning
Transportation Planning

Multi-Community Planning Grant / GWK Community Stormwater Standards

OAKLAND COUNTY, MI

The Oakland County Water Resources Commissioner, in collaboration with the 14 communities that are served by the George W. Kuhn Drainage District successfully secured a grant from the Southeast Michigan Council of Governments. The purpose of the grant was to review existing stormwater design standards for the combined sewer systems tributary to the George W. Kuhn Drain retention treatment basin and review existing ordinances that create barriers to implementation of green infrastructure (GI).

The goal of the project was to evaluate the potential for new stormwater standards coupled with consistent, greater use of district-wide GI practices and to reduce flow volumes into the combined sewer system. The District spends approximately \$45 million per year to send combined sewage (sanitary and stormwater flows) to the Great Lakes Water Authority Water Resource Recovery Facility. Because a large percentage of this flow is a direct result of stormwater runoff, reducing the flow into the combined sewer system will decrease regional drainage district and local costs for combined sewer conveyance and treatment. This can be accomplished through enhanced stormwater management and control, including the use of GI, which has social and environmental benefits beyond the economic benefits.

Each community has varying levels of stormwater requirements for new and redevelopment projects to manage stormwater. Additionally, each community has barriers within their municipal codes that inhibit the design of GI, including out-of-date parking and landscaping requirements. The grant effort included active engagement with the district's municipal stakeholders in a series of discussions of how stormwater standards could be applied consistently across the district, in ways that support reduced stormwater runoff as well as identification of code changes that would foster GI implementation. This project leveraged efforts being undertaken through a parallel effort to revise stormwater standards throughout southeast Michigan for the municipal separate storm sewer areas. As a result, proposed stormwater standards were developed that can be applied at the county and across all drainage district communities providing simplicity in the design process and reduced inter-municipal disparities in stormwater treatment and control standards.

A Triple Bottom Line (TBL) analysis was conducted as part of the project. The TBL analysis assumed a 15% rate of redevelopment (i.e., turnover) of non-residential properties during the next 30 years, as well as additional GI implemented for road projects and for other properties seeking stormwater credits. The calculated total economic benefit exceeds the costs to install green infrastructure by year 26. The immediate and lasting environmental and social benefits include reduced energy consumption, enhanced air quality, decrease in surface flooding, increased level of service, and additional 'green collar' jobs related to the installation, inspection, and maintenance of GI components.



COMPLETION

Design
9.2018 - 3.2023

COST

Design
\$300,000

CLIENT INFORMATION

Oakland County Water
Resources Commissioner

Jim Nash
Oakland County Water Re-
sources Commissioner

1 Public Works Drive
Waterford, MI 48328

248.858.0958

SERVICES PROVIDED

Funding
Stormwater Engineering

Regional Stormwater Rules and Policy Guidance

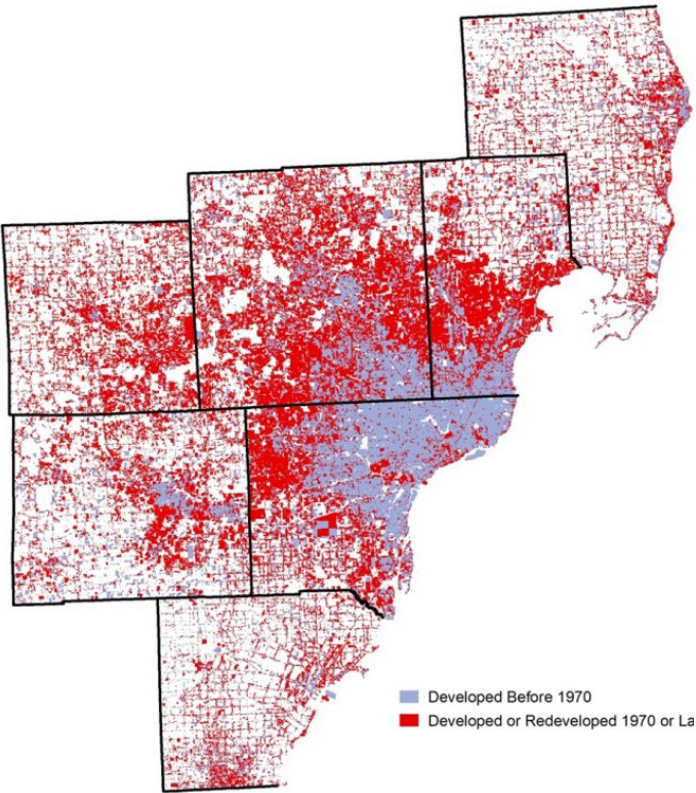
LIVINGSTON, MACOMB, OAKLAND & WAYNE COUNTIES, MI

Livingston, Macomb, Oakland and Wayne County are working collaboratively to improve their stormwater standards under the Michigan Department of Environment, Great Lakes and Energy (EGLE) municipal separate storm sewer systems (MS4) requirements. OHM is working with the counties as a key consultant to provide technical guidance to develop regional stormwater rules for land development and redevelopment. This work focuses on the evaluation of water quality, channel protection standards and operation and maintenance that meet the unique needs of Southeast Michigan, as well as innovative flood control guidance that provides flexibility for greenfield and brownfield site plans of various sizes.

The regional committee meets at least once a month to discuss the stormwater standards, needs and uniqueness of each county, and negotiations with EGLE. To assist with developing the stormwater standards and negotiations, OHM involvement has been vast. OHM has performed the following tasks for the regional committee:

- Creation of spreadsheet templates to plug in site plan characteristics to check developers calculations,
- Development of hydrologic and hydraulic models in PCSWMM to run different water quality and channel protection standard scenarios within multiple counties,
- Analyze county-wide data to determine average parcel size, most common soil types, percentage of greenfield versus brownfield sites available for development or redevelopment,
- Development of technical documentation to present rules and gain consensus on standards at the county levels, and
- Prepare documents to seek regulatory approval from EGLE.

OHM has been instrumental at the regional level, collaborating with all four counties, to provide technical support in the development of the new stormwater standards and negotiate with the regulatory authority.



COMPLETION

Design
12.2024

COST

Design
\$101,000

CLIENT INFORMATION

Wayne County Department of
Public Services

Patrick Cullen
Division Dir. / Dpeuty Drain
Commissioner

3600 Commere Ct
Wayne, MI 48184

734.326.4437

SERVICES PROVIDED

Stormwater Engineering

NPDES Phase II Stormwater Facilitation Services

WAYNE COUNTY, MI

As the prime consultant, OHM Advisors has been providing facilitation services for the Alliance of Downriver Watersheds (ADW) for over 11 years. ADW is comprised of communities/entities within the Lower Huron Subwatershed, the Ecorse Creek Watershed, and the Combined Downriver Watershed. The purpose of the facilitation services is to assist the 22 member communities/entities in meeting their NPDES Phase II stormwater permit requirements. This includes preparing permit application material and development and implementation of collaborative, IDEP, PEP and TMDL Implementation plans.

To assist the ADW members with their required progress reporting to EGLE, an annual report is compiled of all ADW activities.

Since the formation of the ADW, the OHM Advisors-led team has secured nearly \$2.5 million in federal and state grants to implement nearly \$3.4 million in water quality improvement projects in the downriver watersheds. Grant funding has been used for the construction of green roofs at the Woodhaven-Brownstown School District, tree planting across the ADW, invasive species mapping and removal at sites across the watershed, creation of public education materials, and watershed master planning. SAW grant funding has been used to develop the collaborative permit requirements, develop green infrastructure concept plans and inventory assets across the ADW communities, including outfalls, detention ponds and municipal properties.

Updating and maintaining the ADW website and creating a monitoring strategy to track progress are ongoing efforts.

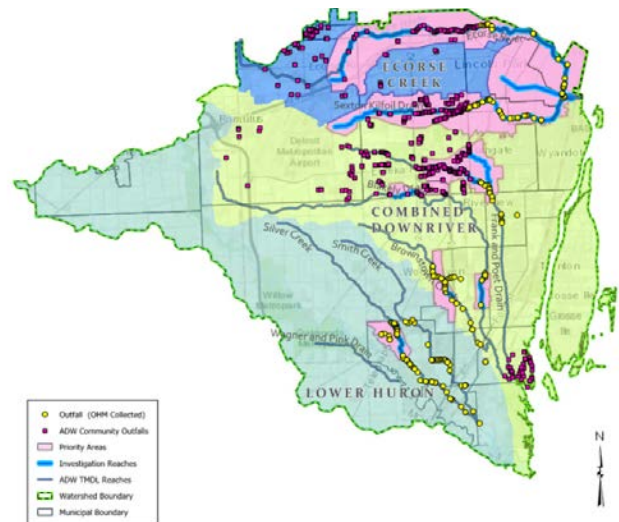
Monitoring implementation efforts includes annual monitoring of water quality, water quantity and macroinvertebrate sampling at selected ADW stormwater outfalls and road-stream crossing locations.

Meeting facilitation includes the following:

- Public Education & Technical Advisory Committee
- Finance Committee
- Meeting agendas & minutes
- Coordinating with all 22 ADW members, the EGLE, & other stakeholders



TSS sample results captured during annual monitoring at South Ecorse Creek site from 2012 to 2019. The red line indicates the 80 mg/L threshold. The green line indicates the trend.



Outfall identification work conducted along approx. 40 miles of ADW drainage courses and waterways locating 265 discharge locations (previously unmapped) across ADW streams and drains.

COMPLETION

Design

2010 - Ongoing

COST

Design

\$1,065,000 (as of 2024)

CLIENT INFORMATION

Alliance of
Downriver Watersheds

Ron Akers,
Chairperson

46425 Tyler Road
Van Buren Twp, MI 48111
734.699.8913

SERVICES PROVIDED

Community Engagement
Funding
Stormwater Engineering
MS4 Permit Support
Dry Weather Outfall Screening

neighborhood greenspaces and park habitats. Any future development strategy and right-of-way improvements should aim to enhance the ecological function and habitat value to preserve and improve the corridor's bio-diversity. Public and private property improvements should include street trees to create urban tree canopy, GSI implementation to address stormwater management and enhance the local plant diversity, and habitat improvements in adjacent parks and greenspaces.

Complete streets provide safe, collective routes within the public right-of-way for all transportation modes. Ash Street has been identified as an important neighborhood connector and would benefit from traffic calming and enhanced pedestrian safety measures.

Street stormwater infrastructure (such as bioswales and
raingardens) incorporated along public roadways and private property
street-facing yards improves stormwater management, habitat
diversity, and the pedestrian/vehicular buffer

Clear lane markings to identify vehicle lanes, bike lanes, street routes, parking areas, and crosswalks help prioritize pedestrian and non-motorized transit safety, as well as improve the connectivity to neighborhood open/green spaces.



- | | |
|---|---|
| | EX. RIGHT-OF-WAY |
|  | EX. GLWA SEWER |
|  | EX. GLWA WATER |
|  | EX. DTE GAS LINE |
|  | EX. DTE ELECTRICAL CONDUIT |
| | EX. UNDERGROUND HIGH-VOLTAGE TRANSMISSION CABLE |
|  | EX. UNDERGROUND FIBEROPTIC |
|  | EX. ATT CONDUIT |
|  | EX. ATT TRANSMISSION LINE |

*NOT ALL EXISTING UTILITIES LISTED ABOVE ARE PRESENT ON THIS MAP

FUTURE IMPROVEMENTS LEGEND

- | STREET IMPROVEMENTS | |
|---|---|
|  | SIDEWALK IMPROVEMENTS |
|  | TRAFFIC CALMING/PEDESTRIAN CROSSING BUMP-OUT |
|  | CROSSWALK MARKINGS |
|  | GREEN STORMWATER INFRASTRUCTURE (GSI) OPPORTUNITY |
|  | TREE PLANTINGS/HABITAT IMPROVEMENT |
|  | BIKE LANE MARKINGS (SHARED OR DEDICATED) |



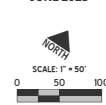
Right-of-way and private property street yard landscape plantings along the overall ecological corridor enhance bio-diversity, and



Pedestrian safety interventions such as bump-outs calm traffic and reduce the street crossing distance required by pedestrians.

NORTH CORKTOWN
ASH STREET

CONCEPTUAL DESIGN STUDY
green stormwater infrastructure
non-motorized connectivity
habitat improvements
JUNE 2023



15TH ST

82 FT.

145 FT.

GATEWAY FEATURE

ALLEY

GATHERING SPACE
~700 SQ. FT.

GSI ~700
SQ. FT.

41 FT.

141 FT.

82 FT.

TEMPLE ST

NATURAL PLAY AREA
~1500 SQ. FT.

SERVICES PROVIDED
Community Engagement
Construction Administration
Construction Engineering
Ecological Services
Planning
Stormwater Engineering

Farmington Master Plan

FARMINGTON, MI

In 2018, the City of Farmington initiated a process to update their Master Plan. OHM Advisors, along with CIB Planning as the sub-consultant, led the city through a dynamic planning process to capture and build on current planning momentum. With a strong foundation set by the various city-wide and sub area plans completed by OHM, Farmington was set to review, update, and grow their community's vision.

Working with stakeholders, city staff, and the public at large, the project team developed a plan that defines a direction through both policy and land use. The plan outlines several key areas that provide opportunity for revitalization. In providing greater detail on the desired character and development goals, each area contains an action plan and prioritizes key steps necessary to fulfill the vision and to maintain economic competitiveness.

An extensive public engagement process was implemented that included a community survey, resident and business-based stakeholder meetings, and numerous public meetings. This engagement strategy, along with a strong understanding of local and regional conditions and trends, allowed for a blueprint for future development that truly reflects the values and aspirations of the community.



COMPLETION

Design
2018 - 2019

COST

Design
\$60,000

CLIENT INFORMATION

City of Farmington
Kevin P. Christiansen, AICP,
Economic and Community
Development Director
23600 Liberty Street
Farmington, MI 48335
248.474.5500

SERVICES PROVIDED

Community Engagement
Planning



E. Warren/Cadieux Neighborhood Framework Plan

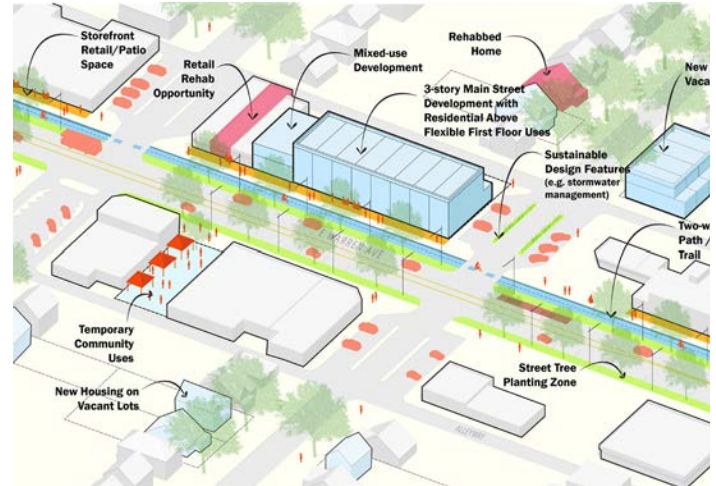
DETROIT, MI

Drawing from philanthropic contributions and public funding, Detroit's Strategic Neighborhood Fund is designed to continue the City's renaissance through focused investment in specific areas to catalyze neighborhood redevelopment. The initiative looks to drive economic vitality and enhance quality of life through neighborhood stabilization centered on the rehabilitation and restoration of vacant housing, the introduction of mixed-use development at opportunity sites, the addition of new amenities at parks and public spaces, and mobility improvements and streetscape enhancements to complement commercial corridors.

The East Warren / Cadieux area, encompassing the neighborhoods of Morningside, East English Village, and Cornerstone Village, presents an opportunity to maximize the effects of public investment due to its burgeoning commercial district along E. Warren, strong neighborhoods along either side of E. Warren, and an appetite by residents to build on community assets, like the Alger Theater, to improve their community. The City partnered with OHM Advisors to lead the development of a Neighborhood Framework Plan that outlines near-term capital improvement projects as well as financing strategies and policies to make positive, lasting change in the neighborhood for all residents.

Public engagement was a key component of the planning process to ensure the Plan reflected the spirit and priorities of the East Warren / Cadieux community, while still working within the City's constraints. Due to challenges presented by the COVID-19 pandemic, our team had to develop new strategies for engaging with the community while remaining socially distant. A variety of inclusive tools were used that allowed our team to listen to the questions, concerns, ideas, and priorities that community members and business owners have for their neighborhood.

Grounded in feedback from the community, our team developed conceptual designs constrained to the available funding that set the City up for final design and implementation. The study focuses on locating each individual recommendation in strategic locations to allow investments to build on each



other. The E. Warren Corridor has been redesigned into a neighborhood main street through mobility and streetscape enhancements that will complement the investment in high-quality commercial and mixed-use development in the same area. Catalytic projects to stabilize housing will be located near E. Warren to support local businesses. Increased access to the parks will complement neighborhood stabilization efforts. The action-oriented Plan will guide future investment in the neighborhood and ensure new development aligns with the goals and aspirations of the community.

COMPLETION

Design
10.2019 - 05.2021

COST

Design
\$333,000

CLIENT INFORMATION

City of Detroit
Jeff Klein, PLA, ASLA,
Deputy Chief of Landscape
Architecture
2 Woodward Ave, Suite 808
Detroit, MI 48226
313.628.0900

SERVICES PROVIDED

Community Engagement
Funding
Landscape Architecture
Planning
Transportation Planning

Lake Charlevoix Communities Coastal Resilience Project

CHARLEVOIX, BOYNE & EAST JORDAN, MICHIGAN



The Lake Charlevoix Communities: Increasing Capacity for Coastal Resilience project was a collaboration between the Tip of the Mitt Watershed Council (TOMWC), Drummond Carpenter, and three municipalities within the Lake Charlevoix watershed: Boyne City, Charlevoix and East Jordan. Drummond Carpenter assisted with securing the grant funding from the Charlevoix County Community Foundation, the Coastal Management Program, Michigan Department of Environment, Great Lakes, and Energy and the National Oceanic and Atmospheric Administration. The project team selected areas for green stormwater infrastructure (GSI) consideration based on stormwater outlets to Lake Charlevoix, conditions of existing infrastructure, future planned improvements, and meetings with city officials. Locations of recommended GSI practices were artistically rendered to demonstrate how GSI could be integrated into the existing infrastructure. Due to 2020 public health considerations, an ArcGIS StoryMap (website based immersive story platform) was created as the information dissemination and collection vehicle to the public. The overall project StoryMap included background information on the project, links to the individual community StoryMaps, and a video recording of the public engagement webinar on stormwater pollution and GSI. StoryMaps for each community contained details for each GSI site including interactive GIS maps, existing and artistically rendered images, and a brief description of proposed GSI treatments. After the public was virtually guided through the StoryMaps, they were surveyed to gauge their reaction to the proposed GSI practice locations, aesthetics, and prioritization

for implementation of the practices. These responses provided feedback regarding which applications each community favored as well as other comments and concerns voiced by the public.

The project team prepared a final report and presented the final graphical renderings, educational information and the public engagement survey results to each of the three communities. The report included site analysis for potential GSI practices throughout each community, stormwater modeling, estimates of runoff volume treated, cost estimates for implementation, public survey data, and educational information about green infrastructure practices. The project was also used as a case study for interactive digital storytelling to engage the public in watershed planning efforts.

CLIENT INFORMATION

Office of the Great Lakes
Lauren Day,
Associate Director
231.347.1181 x1109
watershedcouncil.org

SERVICES PROVIDED

Green Infrastructure
Sustainability
Public Engagement
Public Outreach
Charrette Facilitation
Stormwater Modeling
Community Planning
Graphical Renderings



Sustainable Small Harbor Management Project Phase 2

GREAT LAKES / STATEWIDE MICHIGAN



Drummond Carpenter staff led this project that used an Integrated Assessment (IA) approach for evaluating strategies for Michigan small harbors to become more sustainable while facing an uncertain future. The project was co-funded by Michigan Sea Grant, Michigan Department of Natural Resources, Michigan Office of the Great Lakes, and Michigan State Housing Development Authority. The original phase of the Sustainable Small Harbors project was conducted in 2014-2017 to develop long-term, sustainable strategies that would enable Michigan's small Great Lakes coastal communities to maximize the benefits of their harbor facilities in the face of uncertain environmental conditions and funding sources.

Phase 2 of the project included updating the comprehensive decision-making toolkit that includes social, economic, and environmental components for small harbor harbors to follow to be more sustainable in the face of climate change and varying social constructs. The project also included follow-up and assessment of progress with case study communities (Au Gres, New Baltimore, Rogers City, and Ontonagon) and dissemination of lessons learned from phase 1. Lessons learned during proof of concept were subsequently tailored and applied to additional communities in Michigan including Arcadia, Benton Harbor, Elk Rapids, Lexington, and St. Joseph.

Drummond Carpenter developed the 2nd Edition of Sustainable Small Harbors Guidebook and affiliated Tools & Tactics. The Guidebook has chapters on strategies for social, environmental, and economic sustainability and advances new tools associated with environmental justice, engineering with nature, and coastal resiliency. A series of conference presentations and webinars were also provided to educate leaders around the State of Michigan on the available materials within the Guidebook.

CLIENT INFORMATION

Michigan Sea Grant
Dr Silvia Newell,
Director, MI Sea Grant
734.647.8215
senewell@umich.edu

SERVICES PROVIDED

Green Infrastructure
Sustainability
Public Engagement
Public Outreach
Charrette Facilitation
Community Planning
Community Mapping
Site Visioning
Graphical Renderings



Royal Oak Green Infrastructure

ROYAL OAK, MICHIGAN

The City of Royal Oak commissioned an evaluation of using Green Infrastructure (GI) to reduce runoff entering the City's stormwater system. The project included an analysis of conditions, pilot site applications, and a final report demonstrating how various GI stormwater management solutions could be used as a guide for future stormwater management planning in the City of Royal Oak. As part of the project, the consultant team reviewed city-wide existing soils and groundwater elevations as well as conducted site specific geotechnical evaluations at six locations identified as pilot project locations. Sites were selected to represent a variety of site types including parking lots/alleys, local streets, major roadway, and city parks. These sites were then evaluated by the design team for two storm events: the NOAA Atlas 14 10-year, 1-hour storm and the 98th percentile storm.

The City of Royal Oak Stormwater Management Plan for Green Infrastructure has been advanced through the evaluation phase to provide the final recommendations for implementing GI at various pilot sites and to capture and treat 2.2 million gallons of runoff. With the diversity of application sites available to the city and the efficacy of GI demonstrated in the project report, GI can be a valuable tool in the City's toolbox.

The final outcome was the City of Royal Oak Green Infrastructure Evaluation Report that described green infrastructure potential in their community organized around land use typology including parks, alleys, parking lots, major roads, and neighborhood subdivisions. The report provides a plan for implementation on the sites evaluated and recommendation for transfer to other areas of the city based on volume of stormwater removed, cost, soil infiltration, social use, and implementation concerns.

CLIENT INFORMATION

City of Royal Oak
Holly Donoghue, PE,
City Engineer
248.246.3260
hollyd@romi.gov

SERVICES PROVIDED

Green Infrastructure
Sustainability
Site Visioning
Conceptual Stormwater Design
Hydrologic Modeling
Cost Estimating
Community Planning



Clinton River Watershed Council WaterTowns

CLINTON RIVER WATERSHED, MICHIGAN



The Clinton River Watershed Council (CRWC) is a non-profit organization whose mission is to protect, enhance, and celebrate the Clinton River watershed. Drummond Carpenter staff executed every aspect of this in progress multi-year project (2014 – 2023) to provide conceptual green infrastructure site designs for downtown and municipal areas of community partners in support of the CRWC WaterTowns program (funded by the Erb Family Foundation).

Drummond Carpenter staff worked with municipal leaders and CRWC to determine key locations within the communities and then developed conceptual site designs include community specific green infrastructure (GI) improvement recommendations (such as rain gardens, porous pavement, bioswales, etc.) along with community place making suggestions (such as gathering spaces, trails, etc.). The site designs consisted of artistic renderings of the GI improvements and illustrative site plans. The renderings and illustrative site plans have been critical in communicating the vision to the partners and securing community acceptance. They were accompanied by hydrologic modeling calculations of stormwater volume retained on site and a general cost estimate for construction and maintenance. This aided community leadership to prioritize and fund GI improvements.



Each community received a final report and public presentation, mounted graphic display boards, and spreadsheets for computing GI cost and hydrologic performance should they desire to modify design inputs. To date, conceptual GI designs have been provided to over twenty communities and a majority of the communities have implemented at least one recommended GI improvement within two years after participating in the program with Drummond Carpenter providing civil site designs in many cases.

CLIENT INFORMATION
Clinton River Watershed
Council
Jennifer Hill,
Executive Director
248.759.8134
jennifer@crwc.org

SERVICES PROVIDED
Green Infrastructure
Sustainability
Community Planning
Hydrologic Modeling
Graphical Renderings
Conceptual GI Design



Green Infrastructure Implementation

STATEWIDE, MICHIGAN

The project team (including consulting partners, academia, municipal leadership and an advisory board) identified and attempted to address barriers to large-scale implementation of green infrastructure projects. The project team undertook the following task as part of the project.

- Highlighted successful green infrastructure projects through case studies and testimonials.
- Compared the costs and benefits of green infrastructure efforts across the state.
- Compiled sources of creative funding opportunities to help communities launch large-scale projects.
- Identified common regulatory barriers and offer strategies for overcoming them.
- Hosted focus groups and presentations for local government officials and professional associations that are or could become involved with green infrastructure projects.
- Conducted community visioning sessions in diverse communities across the state including Royal Oak, Elk Rapids, and Zeeland

At the end of the project, the project team is developing a tool kit and information packet that can help decision-makers determine how green infrastructure projects might fit into their own communities. The tool kit will include case studies, economic analyses, and options for potential funding mechanisms.



CLIENT INFORMATION

Michigan Sea Grant
Dr Silvia Newell,
Director, MI Sea Grant
734.647.8215
senewell@umich.edu

SERVICES PROVIDED

Green Infrastructure
Sustainability
Site Visioning
Graphics
Community Engagement
Focus Groups



www.farmgov.com

23600 Liberty Street
Farmington, MI 48335



Office of City Manager

Telephone 248-474-5500
Fax 248-473-7261

April 2025
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

To Whom It May Concern,

The City of Farmington has worked closely with OHM Advisors for decades on a wide variety of projects ranging from planning, landscape architecture, civil engineering, and all manner of as-needed requests. Currently we are working with OHM on the development of our updated Master Plan. Our relationship with OHM continues to be strong, as we work together to move the City forward.

At the beginning of 2025, OHM led the development of our Master Plan and has worked closely with our staff to coordinate the plan development with local stakeholders and the community. This plan contains several sub-plans including a Parks and Recreation Plan and Downtown Master Plan. From the start of this project, OHM has provided a structure and calendar to guide the project and ensure efficient progress; hosted regular steering committee meetings to review existing data and provide interesting insights as to what the data may mean; and, moderated discussion groups to gain an understanding of Farmington from the viewpoint of our stakeholders. There has been regular and effective communication with staff to discuss what will be presented, as well as wrap up from presentations and next steps. The project has stayed on schedule, due to regular check-ins and follow-up, which is important for a project of this scope. OHM's communication skills, planning expertise, and commitment to quality work has been and will be key to the development of this plan, which will lay the groundwork for the future of the City of Farmington.

Please accept this letter of recommendation of OHM Advisors and consider giving them the opportunity to perform for you as well as they have for us in Farmington.

Best Regards,

A handwritten signature in blue ink, appearing to read 'Chris M. Weber', is written over a light blue horizontal line.

Christopher M. Weber
Assistant City Manager
City of Farmington

Kevin Schronce
City of Detroit Planning and Development Department
2 Woodward, Detroit, MI 48226
schroncek@detroitmi.gov

April 8, 2025

To Whom It May Concern,

The City of Detroit Planning and Development Department has had the pleasure of working closely with OHM Advisors for the past three years on our Greater Corktown Choice Neighborhoods Critical Community Green Stormwater Infrastructure (GSI) plan. This two-phased project involves the creation of a Functional GSI Open Space Network and a GSI Implementation Plan.

In phase one, OHM collaborated with us and the North Corktown Neighborhood Association to identify small-scale design and construction projects on several vacant City-owned parcels in North Corktown. The goal was to create a Functional GSI Open Space Network Plan that enhances stormwater capacity for future developments. This plan, presented in the form of a Project Directory, is a compilation of neighborhood-scale, cost-effective activation solutions that focus on connectivity across the neighborhood, health, and sustainability.

In phase two, OHM has been instrumental in integrating GSI into our Street Calming and Pedestrian Connectivity Plan. Their expertise and deep knowledge of GSI have been invaluable, and their ability to collaborate seamlessly with the street design team has been exemplary.

OHM Advisors has consistently delivered high-quality work in areas such as project management, community and stakeholder engagement, green stormwater infrastructure strategy, schematic design, and construction documentation. Their work has been thorough, innovative, and executed with a high level of professionalism.

I am confident that OHM Advisors will bring the same level of excellence and commitment to any future endeavors. I wholeheartedly recommend them for any consulting role, as I believe they will be a tremendous asset to any team or project.

Sincerely,

Kevin Schronce

Kevin Schronce
Associate Director
Department of Planning & Development
City of Detroit



March 31, 2025

Mr. Mahdi Baydoun, Financial Analyst
and Executive Assistant
Mr. Ali M. Dib, P.E., City Engineer
City of Dearborn Heights,
6045 Fenton Street
Dearborn Heights, MI 48127

Dear Mr. Baydoun and Mr. Dib:

As the Oakland County Water Resources Commissioner, I am pleased to recommend Drummond Carpenter, PLLC, for the City of Dearborn Heights' Request for Proposals for the City's Comprehensive Master and Environmental Resilience Plan. My staff and I have collaborated with Drummond Carpenter on several projects and found its staff to be exceedingly professional and committed to providing quality service. I was especially impressed by its expertise in green infrastructure and stormwater management planning and design – topics of which I am particularly involved.

As part of its Professional Services Contract with Oakland County, Drummond Carpenter has assisted with several projects, including improving regional resiliency by designing stormwater retrofits. Further, the company's vice president, Don Carpenter, has a proven track record of promoting both public awareness and educational initiatives invaluable in enhancing community engagement while increasing the public's understanding of stormwater management throughout the region.

In addition to serving as a senior advisor on the Southeast Michigan Regional Stormwater Standards Committee where he assisted multiple counties revise their stormwater design standards, Dr. Carpenter also is the director of the Great Lakes Stormwater Management Institute at Lawrence Technological University.

In short, it is without reservation that I recommend Drummond Carpenter, PLLC, to the City of Dearborn Heights for its Comprehensive Master and Environmental Resilience Plan efforts.

Sincerely,

A handwritten signature in blue ink that reads "Jim Nash".

Jim Nash



One Public Works Drive • Building 95 West • Waterford, MI 48328-1907
Phone: 248.858.0958 • Fax: 248.858.1066 • www.oakgov.com/water

Capacity & Workload

OHM Advisors attests to the fact that the key personnel provided within this proposal have adequate availability to provide the services as outlined in this document. Not only are the specific project personnel outlined here dedicated to the success of this project, we've got a bench of over 750 professionals at the ready should additional expertise be needed along the way to ensure milestones are hit.

We have planning leads along with several layers of experienced staff that will be leveraged for Dearborn Heights as needed. We are poised to leverage this strength for the City as we have on our previous planning efforts throughout the region. Additionally, we are supported by staff at Drummond Carpenter, our subconsultant, who bring additional skills and staff to meet the needs of your projects.

See tables below for our capacity broken down by discipline, firm-wide and for our Michigan locations.

DISCIPLINE	HEADCOUNT/CAPACITY	
	FIRM	MI (ALL)
ARCHITECTURE & INTERIOR DESIGN	30	12
CONSTRUCTION ENGINEERING	152	126
GEOGRAPHIC INFORMATION SYSTEMS	14	8
LANDSCAPE ARCHITECTURE & URBAN DESIGN	26	7
MECHANICAL, ELECTRICAL & PLUMBING ENGINEERING	19	10
MUNICIPAL ENGINEERING	169	101
PLANNING	20	6
SURVEYING	64	25
TRANSPORTATION, STRUCTURAL & GEOTECHNICAL ENGINEERING	42	51
WATER RESOURCES ENGINEERING & ENVIRONMENTAL	56	47
CADD TECHNICIANS	22	15
ADMINISTRATIVE & IT PROFESSIONALS	103	66

DRUMMOND CARPENTER STAFF	HEADCOUNT/CAPACITY	
	FIRM	MI (ALL)
ENVIRONMENTAL / PLANNING / RESILIENCY	36	9

We Share Your Vision

OHM is well-versed in developing master plans in a wide range of communities throughout Michigan, Ohio, and Pennsylvania. Additionally, our team has led and supported transportation, streetscape, economic development, and parks and recreation planning efforts throughout the State of Michigan. Our approach is always to start with a process that will meet the community's goals, think creatively to complex solutions, and develop holistic and feasible recommendations. Our experienced team of planners and urban designers work closely with our engineering and water resources staff in a collaborative approach to community building.

OHM utilizes a number of specialized tools and techniques in the development master plans that focus on high quality data collection and analysis, informative graphic design, gathering meaningful community feedback, and developing eye-catching visualizations and renderings. These tools are all standard within our planning process and are used at key points in the process.

Data Collection and Analysis

OHM will rely on publicly available data, client data, and highly accurate internal datasets to form a complete picture of the community at the start of the planning process. ArcGIS, ArcGIS Online, ESRI Business Analyst, UrbanFootprint, and other specialized planning software are used to quickly and efficiently analyze community characteristics to inform the development of plan recommendations.

Graphic Design

OHM is highly skilled in graphic design techniques including document design, map making, and the development of project posters, infographics, and public information documents. The Adobe Suite of products (InDesign, Illustrator, and Photoshop) will be used to create easy to read, custom graphics for inclusion in the plan document.

Community Engagement

The OHM team has had experience working with a wide variety of communities and understands that each community has preferences for disseminating information and gathering feedback. OHM has expertise in utilizing a wide range of tools to gather feedback, including public meetings, online surveys, interactive maps, project newsletters, social media, websites, and more. A unique public engagement plan focused on the



Greater Warren / Conner Framework Plan

City of Dearborn Heights will be created at the beginning of the project to outline the key tools, techniques, and timeframes for engagement. The goal is to identify and utilize those tools that will encourage residents to interact and provide their feedback on the Plan.

Visualizations and Renderings

As part of the master planning process, it is helpful to illustrate how the plan's recommendations would look if implemented. OHM will create high quality renderings to show the complex, overlapping recommendations for specific areas within the City in a way that is easy for staff, elected officials, residents, and developers to understand. The illustrations developed range from simple massing drawings to photorealistic, 3D renderings.



3D conceptual rendering of the proposed Broughton Road extension in Macomb Township, MI.

Our Roots are In Michigan

Relationships, Not Clients

In 1962, engineering veteran John E. Hiltz joined Melvin “Ernie” Orchard to form John E. Hiltz & Associates in **Detroit, Michigan**, with 15 employees. Their vision was a firm built on extraordinary relationships with municipal clients, providing insightful engineering counsel, and delivering on a promise to Advance Communities.

Over the years, John E. Hiltz & Associates became Orchard, Papke, Hiltz and McCliment, Inc., Orchard, Hiltz & McCliment, Inc., and then OHM Advisors; while continually growing and diversifying our team and offerings to become a full-service consulting firm.

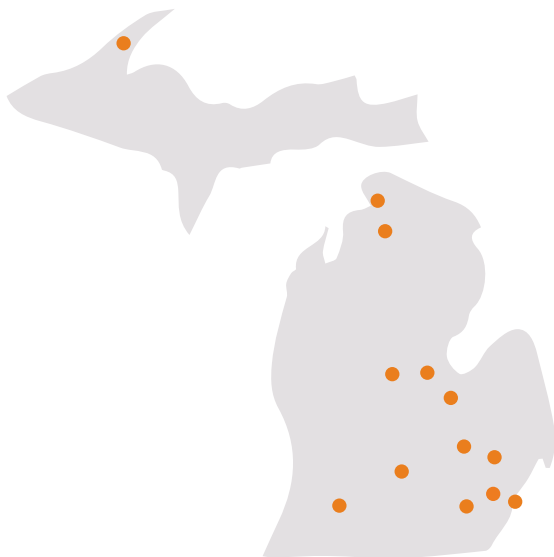
We later moved to new headquarters in **Livonia**, and continued growing its culture as trusted advisors to its Michigan community clients, including the cities of Livonia, Ypsilanti, and Farmington and the townships of Superior and Pontiac (now the City of Auburn Hills). **These original clients are still with us today – a testament to our strong client relationships!**

Purposeful Growth

At the start of our sixth decade, the firm continued the fastest growth period in its history, achieving impressive rankings on ENR’s list of Top 500 Design Firms and opening new offices across Ohio and the Greater Louisville area. Continuing to build upon our passionate mission to Advance Communities, our multi-state team of 750+ works with municipalities, state and federal agencies, Fortune 100 companies, developers, schools, universities and more to create designs that drive whole communities forward.

Move Communities Toward Tomorrow

Since our founding in 1962, we’ve stayed true to our roots—our people, our values and our mission—as we cultivate innovative solutions for the future. It’s where we start in every client community we partner with, working together today to make tomorrow better.



OHM Advisors currently has 13 offices in Michigan.

We are headquartered in **Livonia**, and that office will serve as your contract office for this project. Livonia is a quick **7 miles / 15 minutes away from Dearborn Heights!**

Other locations in Michigan include:

- | | |
|----------------|----------------|
| » Detroit | » Saginaw |
| » Auburn Hills | » Mt. Pleasant |
| » Ann Arbor | » Midland |
| » Lansing | » Gaylord |
| » Kalamazoo | » Petoskey |
| » Fenton | » Hancock |

In addition to our Michigan locations, we also have 13 additional offices spread across Ohio, Tennessee, Indiana, Kentucky, Pennsylvania, and Florida!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/21/2024

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

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

PRODUCER Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9861		CONTACT NAME: Certs@pciaonline.com PHONE (A/C, No, Ext): (800) 969-4041 FAX (A/C, No): (800) 969-4081 E-MAIL ADDRESS: Certs@pciaonline.com															
INSURED Orchard Hiltz & McCliment, Inc., DBA: OHM Advisors 34000 Plymouth Rd., Livonia MI 48150		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: AIG Property Casualty Company</td> <td>19402</td> </tr> <tr> <td>INSURER B: National Union Fire Insurance Co</td> <td>19445</td> </tr> <tr> <td>INSURER C: Travelers Property and Casualty Company of America</td> <td>36161</td> </tr> <tr> <td>INSURER D: XL Specialty Ins. Co.</td> <td>37885</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A: AIG Property Casualty Company	19402	INSURER B: National Union Fire Insurance Co	19445	INSURER C: Travelers Property and Casualty Company of America	36161	INSURER D: XL Specialty Ins. Co.	37885	INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 24-25 New All

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liability ☒ X,C,U GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			GL 3961062	06/01/2024	06/01/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Employers Liability - \$ 10,000 COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY ☒ Com. \$1,000 ☒ Coll. \$1,000			AL 7107738	06/01/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CUP-4X416635-24-NF	06/01/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 10,000,000 EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC011967688 & WC011967689	06/01/2024	06/01/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			DPR5036974	12/01/2024	12/01/2025	Each Claim \$ 5,000,000 Ann Aggregate \$ 7,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

For Informational Purposes Only

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

AUTHORIZED REPRESENTATIVE

Michael Cosgrove

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ACORD 25 (2016/03)

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3

SPECIALIZED KNOWLEDGE

- Familiarity with the Scope Items & Requirements

Our Experience

The unique nature of this project and the overlap with the Infrastructure Resiliency Plan presents an opportunity for a data-driven, community-informed approach to planning. The OHM team will pair a comprehensive data collection and analysis strategy with meaningful community engagement to inform the creation of a well-informed and actionable plan. The Project Approach outlines our knowledge of the Plan development process and the key steps in the development of the Comprehensive Master Plan and Environmental Resilience Plan.

COMMUNICATIONS AND PROJECT MANAGEMENT

At the start of the project, the OHM team will meet with staff from the City to discuss the key administrative and logistic details of the project. At this meeting, the OHM team will review and finalize the scope of work, project timeline, and overall project purpose to align team members. Additionally, high-level project goals will be identified by the client team to help guide the Plan. Finally, the OHM team and City staff will agree on a cadence of project coordination meetings, including meeting format and location, and communications protocols, which will be documented in a Project Management Plan.

EXISTING CONDITIONS ANALYSIS AND DISCOVERY

Key to a well-informed plan is the collection and analysis of appropriate existing conditions data within the City. The Plan includes a wide range of topics to review, including land use, demographics, socioeconomic trends, transportation, and environmental conditions. The OHM team is highly experienced in collecting and synthesizing this data for communities around Southeast Michigan and leverages the most accurate data sources. Additionally, the team has access to UrbanFootprint and ESRI, two industry-leading planning tools that maximize the speed and efficiency of performing existing conditions analyses.

Existing conditions data will be compiled into a master ArcGIS database for further analysis, mapping, and visualization. The analysis will focus on past, current, and future trends in the City, and region, which will inform the development of the Plan. Datasets may include, but are not limited to, the following:

- Demographic and population conditions and trends
- Employment
- Land use and zoning
- Parks, recreation, and open space
- Roads, transit routes, stops & traffic volumes
- Sidewalk & non-motorized facility network
- Existing & future land use
- Economic development
- Public utilities
- Waterways and flood zones
- Wetlands
- Stormwater utilities
- Stormwater-related codes and ordinances

The purpose of the Existing Conditions Analysis is to understand the context of the City and determine where opportunities may lie and how the various needs of the Plan interact spatially. The patterns, key findings, and analysis results will serve as a foundation for developing targeted strategies and recommendations in later phases of the project.

PUBLIC INFORMATION AND COMMUNITY ENGAGEMENT STRATEGY

The Plan presents an opportunity for creative public engagement that will focus on gathering feedback from residents about their vision for the future of the City. The input collected throughout the project will shape the Plan's recommendations and build excitement and trust around the process. The OHM team has access to a variety of engagement tools, including in-person and virtual meetings, interactive mapping, websites, online and paper surveys, social media,



and more. Working collaboratively with City staff, the project team will develop an engagement strategy for the Plan that will best encourage feedback from a wide range of residents and community stakeholders.

The OHM team brings a wealth of community engagement experience from projects around Michigan to gather meaningful input and build trust with residents and stakeholders. To begin, the OHM team will meet with small focus groups in the community. At these meetings, an interactive idea generation exercise will be conducted with the stakeholders to identify community priorities. The output from these activities will be used in later tasks. For this project, we envision these groups may include:

- ▼ **Schools and Youth Organizations**
- ▼ **Developers and Real Estate Professionals**
- ▼ **Area Chamber and the Business Community**
- ▼ **Local Organizations and Neighborhood Groups**
- ▼ **Environmental Advocacy Groups**

In addition to engagement with the broader community, the OHM team will rely on a Steering Committee to help guide the Plan's development, identify issues and opportunities unique to the City, and provide feedback on the recommended strategies. The OHM team recommends establishing a Steering Committee made up of 10-15 members representing the following groups:

- City department staff
- City Council and Planning Commission
- Relevant Boards and Commissions, including but not limited to Ecorse Creek Commission, Community and Cultural Relations Commission, Watershed Stewards Commission, Commission on Aging
- Local School Districts
- Business Community Leaders

Rather than focusing engagement on just one project public meeting, our team has found success holding multiple "rounds" of public engagement that utilize various tools for feedback capture, including surveys, online information, and public meetings. This gives community members that ability to participate in their own time in a way that best suits them. We envision the following public engagement rounds:

- ▼ **Round 1** – Provide an overview of the CMP and Environmental Resilience Plan, seek input on the challenges and opportunities within the City, workshop community goals and objectives, and begin collecting ideas about the future of the community.
- ▼ **Round 2** – Present the draft Plan recommendations, collect feedback on the strategies and plan recommendations, provide information on status of Infrastructure Resiliency Plan.
- ▼ **Round 3** – Present final Plan recommendations and open public comment period.

This multi-phase approach allows residents and stakeholders to have multiple opportunities to provide input in ways that are convenient and accessible. By engaging the community at every stage, we will develop a Plan collaboratively that is both visionary and implementable, with strong local support for its recommendations.

OPPORTUNITIES FRAMEWORK

Building on the Existing Conditions Analysis and insights from the first round of public engagement, the OHM team will develop an Opportunities Framework map that outlines the challenges, constraints, existing community amenities, and potential opportunities within Dearborn Heights. The Opportunities Framework will serve as a guiding tool that helps align the various needs within the City. Since the Opportunities Framework map is oriented spatially, the project team will be able to easily pinpoint areas of overlap, where targeted investments could be strategically paired with enhancements to nearby parks, streetscapes, and commercial corridors, creating a more cohesive and vibrant neighborhood.

The Infrastructure Resiliency Plan allows us to strengthen the Opportunities Framework by coordinating the areas targeted for infrastructure investment with the areas identified in the Comprehensive Master Plan process. The OHM team recommends having a joint work session with both project teams to allow for a coordinated vision across each effort.



DEVELOPMENT OF PLAN STRATEGIES

Building on the Opportunities Framework, the OHM team will create a strategic vision for the City through a series of goals, development principles, objectives, and action items for each element of the Plan. These principles will articulate the City's future growth, development, and resilience strategies, forming the foundation for the Plan recommendations. Potential recommendations for the Plan include, but are not limited to:

- Land Use Changes
- Housing Strategies
- Flood Mitigation
- Green Stormwater Infrastructure Strategies
- Stormwater Management Standards
- Environmental Resilience
- Transportation and Mobility
- Parks, Recreation, and Open Space
- Zoning and Development Policy

The OHM team will also develop a draft future land use map and preliminary focus area concepts that outline key investment areas. The Plan framework will further accomplish the items below as a component of the final Plan and market elements:

- ▼ **GUIDE** the development of a community wide plan that also identifies specific potential public and/or private projects in areas throughout the City that are targeted for investment.
- ▼ **INFORM** and guide property owners and potential investors as to the City's vision for growth and redevelopment that supports future growth without sacrificing level of service standards.
- ▼ **MEASURE** progress and effectiveness of the development and redevelopment of targeted sites to identify projects have synergistic qualities that strengthen the City's resilience.

HUD / CDBG

The OHM team is aware that the Plan is funded through a CDBG-DR grant. The OHM team has worked with the

City of Detroit on two CDBG funded planning projects in Corktown with the Planning & Development Department and on the Eastside of Detroit with the Detroit Water & Sewerage Department. For both projects, the OHM team was responsible for meeting specific objectives listed in the grant agreement and meeting key requirements as part of the project, including public hearings and public participation sessions. Although the Plan will consist of a different scope of work than these two projects, the requirements are the same and the OHM team is experienced in meeting them.

COORDINATION WITH INFRASTRUCTURE RESILIENCY PLAN

The CMP and Environmental Resilience Plan being developed in parallel with the Infrastructure Resiliency Plan creates a unique opportunity for cross-coordination and collaboration. The OHM team suggests that the two Plans interact with each other to build a shared vision for the future of the City. Although each Plan has its own scope and objectives, their outcomes are connected. The OHM team is committed to establishing recurring check-in meetings with the Infrastructure Resiliency Plan team to share information, coordinate plan recommendations, and build complementary strategies into each document.

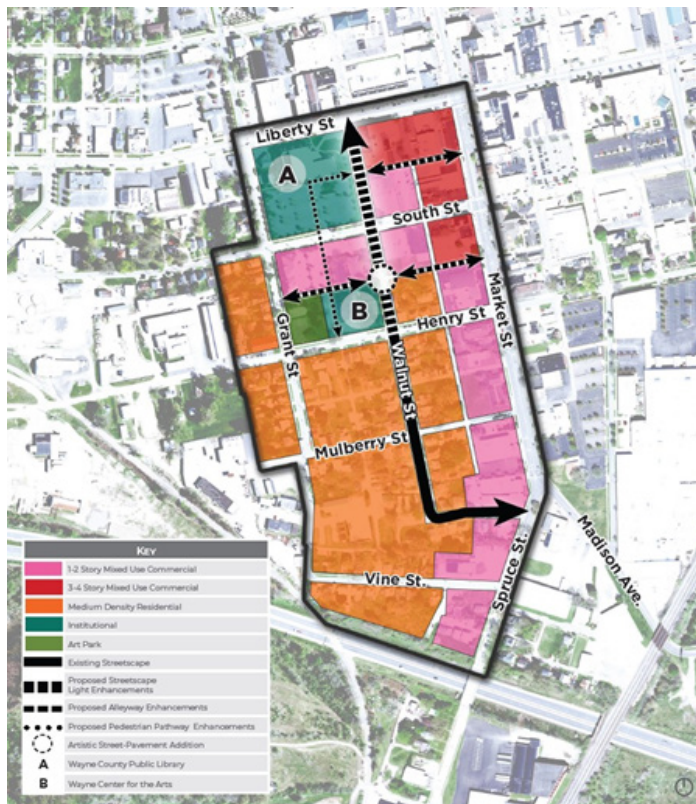
Coordination between the two Plans is particularly important to the attraction of new development to the City. The CMP and Environmental Resilience Plan will be looking at areas where future growth can occur and key to this is the coordination of infrastructure and adequate stormwater management to support new development. Through a collaborative process, the OHM team will work with the Infrastructure Resiliency Plan team and the City of Dearborn Heights to collaborate on the cumulative effects of the larger plan recommendations and address potential red flags.

FINAL PLAN DEVELOPMENT

Utilizing the existing conditions data, community feedback, and technical analysis, the OHM team will develop a final CMP and Environmental Resilience Plan that lays out a comprehensive and holistic strategy for the future of the City. The document will serve as a guidebook for both current and future staff to achieve the vision of the community through coordinated efforts and targeted investments. Key to the final Plan document is the inclusion of the follow specific plan sections that will aid in the implementation of the Plan goals:

Focus Area Plans

Focus areas for key areas within the City will be developed to articulate more detailed concepts by applying the vision, goals, and objectives of the Plan to specific sites. Specific recommendations for these areas will be rendered or modeled using computer graphics to illustrate how redevelopment opportunities interact with other targeted strategies. The results of this task will show how the vision translates to the built environment and will serve as a powerful marketing tool to communicate the vision and development potential to staff within the City, the community, and the private sector.



Focus area plans, such as this, will be instrumental in identifying a future vision for targeted areas of the City that are identified for new development or redevelopment.

Development Ordinances

The Focus Area Plans are only as good as the land use policies that allow the vision to be implemented. The OHM team will assess current zoning regulations to identify barriers to desired development and recommend updates to zoning and development policies that align with the community's vision and promote green stormwater infrastructure. An example of a common barrier in codes and ordinances is the requirement to use concrete or asphalt pavement only. By modifying this

language to be more flexible, a barrier to using a permeable surface is removed.

Updated development ordinances and zoning adjustments may be needed to allow development that consists of a new building typology within a focus area.



Updated development ordinances and zoning adjustments may be needed to allow development that consists of a new building typology within a focus area.

Development Typologies

Community feedback and overall City goals will be utilized to create a set of housing and development typologies that will guide staff and developers in realizing the community's vision for the City. Housing typologies included in the Plan can help expand the potential housing options from just single-family homes and multi-family housing to include a range of "missing middle" development types. Typology recommendations for multi-family developments may include ground floor retail opportunities, townhouses, live/workspaces, micro-apartments, and more to increase the affordability, utility, and the total number of residential units.

Sustainability Approaches/Environmental Resilience

An essential aspect of the Plan will be identifying opportunities to introduce sustainability into a wide variety of recommendations, especially around reducing stormwater runoff and the effects of flooding. A balanced approach must be taken to the development of policies focused on improving the environmental sustainability of the City with consideration to the impact those policies may have on the feasibility of new development. The OHM team will explore how sustainability policies can support long-term infrastructure and development needs without placing undue financial burdens on property owners and developers.

The sections illustrated above are a key aspect of the Plan to address the loss of residential parcels and properties located within the floodplain. These items will work collectively to guide the City in working with the community and developers to bring in new residential redevelopment. The Comprehensive Master Plan will build community consensus, establish the sequence of events, identify potential policy changes, and document the infrastructure needs and other improvements needed to support the implementation of the focus area visions.

Following the development of the additional plan sections, the OHM team will then work with Dearborn Heights staff to finalize the final Plan document. We anticipate the Final CMP and Environmental Resiliency Plan including the following:

- Executive Summary
- Community Vision (Statement of Purpose)
- Overview of the Planning Process
- Plan Framework
- Existing Conditions Analysis
- Public Engagement Summary
- Land Use and Future Land Use Map
- Environmental Resilience Strategies
- Focus Area Plan/Target Redevelopment Sites
- Implementation Matrix & Funding Plan

The draft Plan will first be submitted to the client to review. The OHM team will present the final plans to the City Council and other appropriate commissions as part of the public hearing process, ensuring that decision-makers and community members fully understand the plan's recommendations and how they will guide the future of Dearborn Heights. Input and feedback from local leaders will be encouraged, creating an open dialogue to address questions or concerns. This collaborative approach allows for the final Plan to reflect the City's priorities while fostering a sense of shared ownership among its leadership. Comments or recommendations from the elected officials will be carefully reviewed and incorporated into the final Plan.

Following the elected officials meeting, Round 3 of public engagement will provide an opportunity for residents and stakeholders to review the draft Plan and offer feedback before final adoption. One round of changes will be made to the final document based on feedback from staff, elected officials, and the public. A final digital copy of the Plan will be prepared and delivered to the city. The future land use map files will be delivered in an ArcGIS file format.



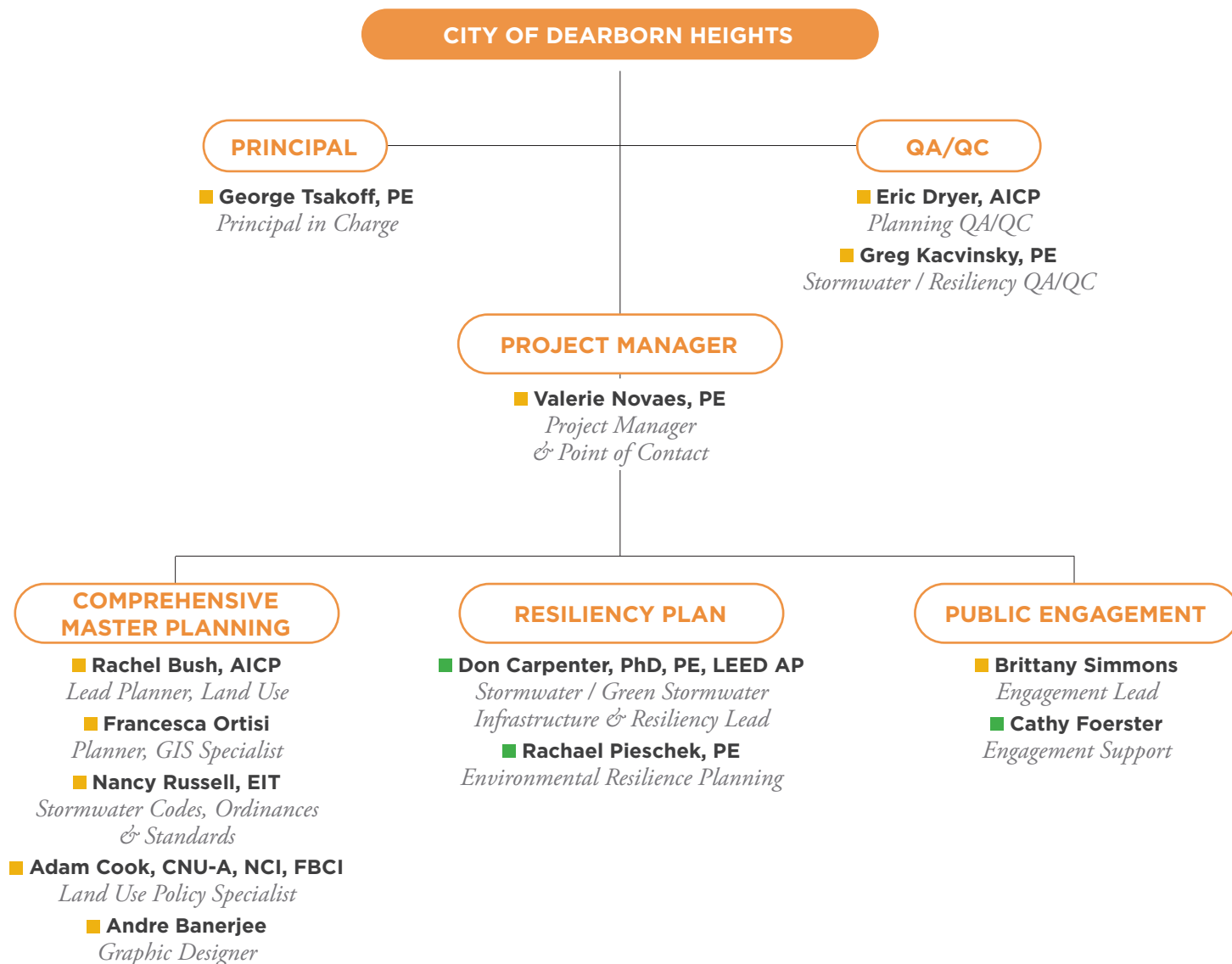
4

PERSONNEL / PROFESSIONAL QUALIFICATIONS

- Team Organizational Chart
- Key Staff Resumes
- Project Staff Located in MI

Your Project Team

ORGANIZATION CHART



■ OHM Advisors
 ■ Drummond Carpenter

Valerie Novaes, PE

PROJECT MANAGER & POINT OF CONTACT



Education

- Master of Science in Biosystems Engineering, Michigan State University, 2015
- Bachelor of Science in Biosystems Engineering, Michigan State University, 2005

Professional Registration(s)

- Professional Engineer
- MI, 2012, #59016

Experience

With OHM since 2018
15 years prior experience

Professional Development

- DPRCG Risk Management Workshop, April 2023
- ACEC Emerging Leaders Program, 2022 Graduate
- MWEA Stormwater and Watershed Seminar, Dec. 2022

Background

Valerie serves as the firms Practice Leader for Stormwater and Senior Project Manager in OHM Advisors' Environmental and Water Resources Group (EWRG). In this role, Valerie works with clients on a wide variety of watershed studies, green stormwater infrastructure (GSI) concepts and design, streambank and shoreline restoration design, as well as hydraulic modeling of stormwater and sanitary collection systems and stormwater policy development associated with National Pollutant Discharge Elimination Program (NPDES) permits. Valerie's expertise and energy remain with environmental, water quality and stormwater management work. In 2020 she began an adjunct position teaching stormwater management design at Lawrence Technological University in Southfield, MI and serves as the senior technical advisor for the University of Michigan senior design civil engineering course.

Select Relevant Experience

Multi-Community Planning Grant / GWK Community Stormwater Standards, Oakland County, MI

Project Manager; This is a multi-community effort to review existing stormwater design standards for the combined sewer systems tributary to the George W Kuhn (GWK) Drainage District. Project work included a review of existing ordinances (focusing on drainage and zoning rules) that create barriers to Green Infrastructure and the development of a scoping document that summarizes the ordinance/rules review, provides a set of proposed drainage and zoning standards that will encourage open space and better stormwater management which includes the triple bottom line elements (economic, environmental and social) and a roadmap for community implementation. This project is administered through a SEMCOG Planning Grant.

Greater Corktown Green Stormwater Infrastructure Implementation Plan, Detroit, MI

Project Manager; Project work involves the development of a green stormwater infrastructure (GSI) implementation plan for the Greater Corktown neighborhood that supports planned development projects and future development, and development of an open space network plan. As part of the open space network plan, pilot GSI projects will be identified and selected, followed by design and implementation. OHM will provide construction engineering and administration for the implementation of the GSI pilot projects. The final result of this effort will provide the city with a roadmap to effectively manage stormwater runoff in the Greater Corktown neighborhood while providing ecological improvements and a more resilient community for future generations.

Regional Stormwater Rules and Policy Guidance, Livingston, Macomb, Oakland & Wayne Counties, MI

Project Manager; Key consultant to assist the four-county group to develop regional stormwater rules for land development. This work focuses on the evaluation of water quality and channel protection standards that meet the unique needs of Southeast Michigan, as well as innovative flood control guidance that provides flexibility for greenfield and brownfield site plans of various sizes. Developed technical guidance on proposed rules and prepared documents to seek regulatory approval from EGLE.

Valerie Novaes, PE

PROJECT MANAGER & POINT OF CONTACT

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Select Relevant Experience Continued

Columbia Avenue Stormwater Design, Battle Creek, MI

Project Manager; Responsible for hydrologic and hydraulic analysis and detailed design that were performed for two project areas along Columbia Avenue (M-96). The project was coordinated with MDOT through a partnership agreement to direct stormwater runoff from the Columbia Avenue commercial corridor away from Goguac Lake to two existing retention/detention ponds. Drainage work includes detention and retention pond dewatering analysis, sewer system, detention and retention pond capacity, followed by detailed design and preparation of construction drawings.

Ford Cove Shoreline & Coastal Wetland Restoration Feasibility Plan, Grosse Pointe Shores, MI

Project Manager; Project included the development of a feasibility plan to restore and reestablish native habitat that has been lost on the Ford House grounds and in Ford Cove, including 5.5 acres of coastal marsh, 8 acres of nearshore habitat, 4 acres of adjacent forested wetland and roughly 1 mile of Great Lakes shoreline. Utilizing the latest technology in concert with natural processes and nature-based solutions to impairments in this coastal habitat, this work focused on the feasibility of harnessing ecosystem services to provide healthy conditions for our native flora and fauna and support the historical and ecological landscape envisioned by the Ford family and Jens Jensen.

Brandenburg Park Lakeshore Restoration, Chesterfield Township, MI

Project Manager; As Project Manager, Val led the detailed design, team coordination, and construction engineering for implementation of the Brandenburg Park shoreline on Lake Sinclair and habitat restoration. Restoration efforts included 740 lf of shoreline softening as well as 1.5 acres of nearshore habitat creation. The preliminary design features sections of rocky breakwater intended to promote establishment of healthy assemblages of game fish and provide forage for waterfowl, along with anchored rootwads intended to provide habitat for herpetofauna. Project work also includes preparation of a Joint Permit Application and stakeholder meetings. The design project effort included extensive coordination with agencies including Chesterfield Township, Great Lakes Commission, National Oceanic and Atmospheric Association, Michigan Department of Environmental Quality, and the United States Army Corps of Engineers adjacent property owners, and the

Michigan Department of Environment, Great Lakes and Energy (EGLE). Project work also included bidding assistance, construction engineering, construction surveying, and post-construction restoration monitoring. The design phase included extensive coordination with multiple government agencies and the Township.

Maheras-Gentry Park Coastal Habitat Restoration Feasibility Study, Engineering and Design Services, Detroit, MI

Project Manager; Responsible for all phases of study, design and preparation of construction documents for this coastal and habitat restoration project. Study phase project tasks include historical records review, SHPO research, biological monitoring, restoration concept design, and public outreach for this NOAA-funded habitat project. Design elements include coastal engineering, native prairie, flatwoods restoration, offshore shoals, as well as herpetofauna and fish breeding and cover treatments. Project work also included public engagement with park stakeholders to listen to feedback and incorporate into the final design.

Dearborn Citywide Sewer Study, Dearborn, MI

Project Manager; for this citywide hydrologic and hydraulic evaluation of the sanitary, combined, and storm sewers and development of recommendations to successfully mitigate street and basement flooding. Project tasks include developing hydrologic and hydraulic models for six project areas, flow metering and data analysis, model calibration, evaluating existing system performance, completing a root cause analysis to flooding issues and development of solutions. These tasks culminate in the delivery of a final set of feasible 5-year and 30-year solutions. This set of solutions will serve as a roadmap for the City to mitigate flooding into the future.

Huron Stormwater Management Plan, Phases I & II, Huron, OH

Project Manager; for a two-phased study to evaluate the City of Huron's stormwater system, including desktop and field-based data collection for the existing sewer system, development of a digital stormwater geodatabase, and an inventory of key stormwater assets. Phase II tasks include the creation of an H&H model to identify flooding root causes and identification of capital improvement projects to alleviate flooding risk across the city.

George Tsakoff, PE

PRINCIPAL IN CHARGE



Education

- Master of Science in Civil Engineering, Wayne State University, 2013
- Bachelor of Science in Civil Engineering, Michigan State University, 1998

Professional Registration(s)

- Professional Engineer

- MI, 2013, #6201060848

Experience

With OHM since 2013

15 years prior experience

Background

As a Principal in OHM Advisors Municipal Services Group, George Tsakoff's expertise includes general municipal consultation, engineering analysis, design, and contract preparation and administration for a wide array of civil and municipal improvement projects. George is involved with projects from start to finish, including phases of work for engineering analysis, preparation of construction plans, contract documents, and detailed specifications, as well as bidding and construction phases.

George specializes in serving as an advisor to municipal clients to help them achieve not only their short-term goals and projects, but to think about and plan for the long-term. In this role, he assists with ongoing general engineering services, capital improvement planning and implementation, and grant and loan funding. He also has experience with the CDBG program managed through HUD, as well as the MI-EGLE State Revolving Fund, Drinking Water Revolving Fund, and SAW Grant Funding for stormwater, asset management, and wastewater improvements.

Select Relevant Experience

Water Reliability Study & Master Plan, Ann Arbor, MI

Principal-in-Charge; for this comprehensive water system master plan update, reliability study, and CIP for the City of Ann Arbor. OHM Advisors won this project in late 2023 over several other competitors to provide the updated master plan for the city public water system. Components of the master plan update include Planning & Demand Projections, Hydraulic Modeling & Analysis, Asset Management Plan, Capital Improvement Plan and Public Engagement.

MacArthur Shared Use Pathway and Crosswalk Improvements, Superior Township, MI

Principal-in-Charge, for the planning, design and construction of new pathway and crosswalk improvements along MacArthur Blvd and Harris Road, including a mid-block crossing near Fireman's Park. This project received a Planning Grant through SEMCOG for preliminary design efforts and HUD grant funding to support the completion of construction improvements. Further, yearly CDBG funds distributed to the Township through HUD are being used to improve the entrance to the Township Fire Station No. 2.

Pittsfield Village Improvements, Ann Arbor, MI

Principal-in-Charge; for the development of a comprehensive plan that encompasses previously recommended utility and roadway improvements within the Pittsfield Village neighborhood. OHM Advisors is performing the field data collection as well as the detailed design and preparation of bidding documents for construction of the recommended improvements. The total construction cost of this project is anticipated to be over \$14M with OHM Advisors providing contract administration and inspection services over 2025 and 2026.

George Tsakoff, PE

PRINCIPAL IN CHARGE

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Select Relevant Experience Continued

7 Mile Road at Sheldon Road Roundabout, Northville, MI

Principal-in-Charge; for design of a roundabout at the intersection of Seven Mile and Sheldon. This improvement is to help with capacity improvements at the intersection due to the new Downs Development. Numerous stakeholders were involved in the project including the City of Northville, their Mobility Committee, Wayne County, Wayne County Parks, EGLE, the Down Developer Toll Brothers/ Hunter Pasteur Homes and their consultants and the public utilities in the area, mainly Detroit Edison. All the required work had to be vetted and pulled together so the intersection can be rebuilt in 2025, prior to the opening of initial phases of the development.

DWSD CS-1921 As-needed Engineering Design for Water and Sewer Projects (2021–2024), Detroit, MI

Principal-in-Charge; for various water main design tasks consisting of more than 24 miles of water main replacement mainly within local neighborhoods in the city. Much of the work is funded by Michigan Drinking Water State Revolving Fund (DWSRF) loans. OHM Advisors is assisting with preparation of preliminary engineering reports, construction drawings, specifications, opinion of probable costs at various stages of design, and preparation of documentation and clearances needed to satisfy DWRSF requirements.

The Downs PUD Consultation (Northville Downs Site Redevelopment), Northville, MI

Principal-in-Charge; to provide comprehensive consultation to the City in technical matters for a proposed PUD redevelopment of the former Northville Downs Harness Racing site, proposed as The Downs PUD. This mixed-use development contains various types of residential uses, retail, and greenspace improvements, as well as associated CIPs at the perimeter. Services provided included site plan review, traffic analysis, review of development agreement, survey, engineering plan review, and more.

5 Mile Road Reconstruction Design; Phase 1, Northville & Plymouth Township, MI

Principal-in-Charge; for the design and contract administration of the reconstruction of 5 Mile Road involving roadway removal and widening between Ridge Road and Beck Road, and Ridge Road between Halyard Drive to north of Five Mile Road. George has been involved with various components of this project since 2016, with preliminary engineering efforts and consultation to the client. This project has various funding sources for design and construction engineering efforts, including a \$2M grant administered through HUD for engineering and contract oversight services. Additionally, a new traffic signal is being installed at 5 Mile Rd and Ridge Rd as part of Carbon Reduction Grant in summer of 2025.

7 Mile Rd & Hines Rd Roundabout, City of Northville, Wayne County, MI

Principal-in-Charge; for the study phase and preliminary engineering of this Congestion Mitigation & Air Quality Grant funded project by SEMCOG. Wayne County is reviewing and permitting this design to be administered through the Local Agency Program (LAP), with design anticipated to begin in 2026. Construction is anticipated in 2028 based on current funding. This would be the second roundabout along the 7 Mile Rd corridor with the roundabout at Sheldon/Center St to be constructed in late 2025. These two roundabouts along with intersection improvements at S. Main St will provide a highly functioning transportation corridor (both for motor and non-motorized use) by the end of the decade to support the increased population demands for the redevelopment of the Northville Downs site.

Eric Dryer, AICP

PLANNING QA/QC



Education

- Master of City and Regional Planning, University of Oklahoma, 2013
- Bachelor of Science in Biology, University of Michigan, 2010

Experience

With OHM since 2018
7 years prior experience

Certifications

- American Institute of Certified Planners, #029160

Background

Eric is a Detroit-based planner with a passion for improving communities through targeted and coordinated investments, specifically by enhancing the sustainability of transportation systems through improved options for multi-modal travel. He brings a data and design-driven approach to helping communities determine the best way for multi-modal, non-motorized, and transit system improvements to be implemented. Eric has led the development of M2D2 Guidebook, which will help MDOT add multi-modal facilities to state roadways, along with the planning and evaluation of potential congestion solutions on crosstown corridors in Grand Traverse County. In both Westland and Livonia, Michigan, Eric led the development of non-motorized safety education campaigns to educate residents on proper cycling safety. He has also been responsible for delivering public transit planning studies in Grand Rapids, Detroit, and Ann Arbor. Recently, Eric led the City of Detroit's E. Warren/Cadieux Neighborhood Framework Plan and is leading the SMART Park and Ride Design Study. He has also led transportation, non-motorized, and transit planning studies in Westland, Grayling, Lansing, and for the Huron Clinton Metroparks.

Select Relevant Experience

Broughton Road Corridor Concept, Macomb Township, MI

Project Manager responsible for developing a conceptual vision for an extension of Broughton Road in Macomb Township. The community is looking to develop a new Downtown district, home to local businesses, mixed use buildings, and vibrant public spaces alongside a walkable street. Following a traffic study, the team developed a set of photorealistic renderings that illustrate the long term vision for the corridor, to be used to capture funding and entice developers.

Greater Warren/Conner Neighborhood Framework Plan; Detroit, MI

Project Manager for a neighborhood planning study on the Eastside of Detroit looking to deliver a catalytical revitalization recommendations. The planning area surrounds the large Stellantis auto assembly plant and has been subjected to environmental issues for decades. The plan is focused on identify near and long-term strategies to stabilize the neighborhoods, spur commercial development, improve mobility, and address sustainability and environmental concerns.

East Warren/Cadieux Neighborhood Framework Plan, Detroit, MI

Project Manager responsible for delivering a catalytic neighborhood revitalization plan for three City of Detroit neighborhoods on the east side of the City. The plan focused on identifying near term strategies to stabilize the neighborhoods, spur commercial development, redesign E. Warren Avenue, and develop concepts to improve a regional park. The plan has helped catalyze new development through public investment.

Kalamazoo Parks and Recreation Master Plan; Kalamazoo, MI

Project Manager for a five-year parks and recreation master plan for the City of Kalamazoo. Responsible for developing an equitable and community input focused framework to guide investment in the parks system over the next five years. OHM paired the community engagement process using both in-person and digital tools with a technical planning analysis

Eric Dryer, AICP

PLANNING QA/QC

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Select Relevant Experience Continued

to develop recommendations that address deficiencies and attract more users to the parks system.

Nine Mile Corridor Plan; Oakland County, MI

Project Manager responsible for developing a concept for a connected and cohesive non-motorized pathway from Hazel Park to Farmington Hills. The plan is intended to assist each community in implementing walking and biking pathways that allow for safe and feasible travel between communities and would link to recreational facilities within each city.

Greater Corktown Green Stormwater Infrastructure Implementation Plan, Detroit, MI

Deputy Project Manager responsible for developing a Green Stormwater Infrastructure (GSI) plan for the Corktown neighborhood in Detroit. The team will develop feasible GSI improvements on a number of sites within Corktown and North Corktown that will help address the flooding issues in the area and serve as a proof of concept for other neighborhoods in the City.

Roosevelt Park Improvements, Detroit, MI

Transportation Planner; Responsible for providing non-motorized transportation options that connect to and travel within Roosevelt Park. OHM led a full redesign of the park and included three meetings with the community. The engagement helped to provide the design team with valuable input on what improvements and amenities the community desired for the park; both for the short term and long term.

Washtenaw Avenue (M-17) Planning and Environmental Linkages (PEL) Study; Washtenaw County, MI

Project Manager responsible for identifying and evaluating roadway design concepts for Washtenaw Avenue through three communities; Ypsilanti, Ypsilanti Township, and Pittsfield Township. The Study identified a future design of Washtenaw Avenue that will dedicate space for transit operations and add needed bike and pedestrian connections, while right-sizing space for private vehicles. A 10 year phasing plan was developed to ensure that MDOT and the local community partners can implement the vision with the funding available.

RTA Access to Transit Program: RTA of Southeast MI

Principal In Charge for a program intended to identify and

select locations throughout Macomb, Oakland, Wayne, and Washtenaw Counties for investments in projects that will improve rider access to public transit. The Access to Transit Program uses a data driven analysis to select key locations in SE Michigan where improvements are most needed and will recommend specific improvements to those select locations. The evaluation and selection methodology was documented and will be used in future years as funding comes available.

M-59 Corridor Study, Macomb County, MI

Project Manager leading the development of a corridor study along M-59 (Hall Road) in northern Macomb County. M-59 is one of the major east-west corridors in Macomb County that serves not only as a major transportation corridor but also as an economic hub for the communities that border it. The goal of the study was to identify how the corridor is changing, what the consequences of those changes are, and how the communities can work together to address these issues. The project team developed a series of recommendations focused on connectivity, economic development, land use, and transportation to begin leading the region to a future vision for M-59.

Mack Avenue Streetscape Plan; Detroit, MI

Project Manager responsible for developing a plan for improving Mack Avenue from Conner Street to Moross Road. Mack Avenue passes through Detroit, Grosse Pointe Park, Grosse Pointe, and Grosse Pointe Farms and lacks a cohesive identity between the four communities. This plan identifies streetscape improvements while retaining unique character.

Road Commission for Oakland County Safe Streets for All Plan, Oakland County, MI

Lead Planner responsible for supporting the development of a Safety Action Plan for the Road Commission for Oakland County (RCOC). Using a data driven and local community focused approach, the County's entire road system was evaluated to prioritize safety improvement projects with the greatest opportunity for impact. When finalized, the Safety Action Plan will identify specific project locations and preferred alternatives to target for future funding opportunities. Intended as a living document, the Safety Action Plan will include a method for future analysis and updates as safety projects are implemented.

Greg Kacvinsky, PE

STORMWATER / RESILIENCY QA/QC



Education

- Master of Business Administration, University of Michigan, 2002
- Bachelor of Science in Civil Engineering, University of Wisconsin, 1995

Professional Registration(s)

- Professional Engineer
- MI, 1999, #6201045590
- NC, 2023, #056326

Experience

With OHM since 2011
16 years prior experience

Background

Greg Kacvinsky has extensive experience in water resources engineering, focusing on watershed master planning, sewer system design, combined sewer system analysis, floodplain studies, capital improvement program development, and regulatory assistance. He has led numerous urban watershed projects that have integrated conventional hydraulic improvements with watershed-wide measures to reduce runoff and enhance stormwater quality. Greg also assists clients with program funding options, including stormwater utility implementation and business planning for local enterprise funds. His experience throughout the Midwest brings a unique perspective, as he employs best practices learned through projects in Illinois, Wisconsin, Iowa, Indiana, Ohio, as well as in Michigan. Greg routinely presents at regional and national conferences on engineering issues relating to municipal sewer systems, stormwater management, stormwater utilities, Low Impact Development (LID), hydrologic and hydraulic modeling, watershed master planning, and other wet weather phenomena.

Select Relevant Experience

Allen Creek Floodplain and Floodway Remapping, Ann Arbor, MI

Provided technical oversight and QC review of a SWMM-based model to update the floodplain and floodway boundaries for the Allen Creek, a 5 square mile urban watershed that includes the University of Michigan and downtown Ann Arbor. This effort included the submittal of a Letter of Map Revision (LOMR) application to update the floodplain and floodway to reflect a recent flood control project and to replace an older HEC-RAS analysis that did not adequately represent the system of enclosed drains and overland (street) flood routes. The remapping effort impacted the flood boundaries of nearly 500 parcels and reduced flood insurance premiums for dozens of parcels near the flood control project.

DWSD, Green Stormwater Infrastructure Program Management (CS-1884A), Detroit, MI

Program Manager; A \$12 million contract to provide DWSD with stormwater planning, design, and site plan review services. This project included the design of Green Stormwater Infrastructure projects, including system modeling, sewer separation, infiltration BMPs, flood control, and water quality enhancement. This project also included assistance with updating stormwater design standards and policies, reviewing site plans, and providing guidance on key transportation infrastructure projects.

Auburn Hills Stormwater Asset Management Plan, Auburn Hills, MI

Project Manager; Project consisted of the City's \$2 million SAW Grant to develop Asset Management Plans for its stormwater and wastewater infrastructure. The project included City-wide enhancements to its GIS databases, record drawing research, system survey, detention pond and open channel assessments, sewer televising, manhole inspections, modeling, and the development of rate studies for both utilities. The stormwater rate study included coordination with key local stakeholders to explore the feasibility of community-wide revenue sources for the stormwater system.

Greg Kacvinsky, PE

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Select Relevant Experience Continued

Regional Stormwater Rules and Policy Guidance, Livingston, Macomb, Oakland & Wayne Counties, MI

Project Consultant; assisted the four-county group to develop regional stormwater rules for land development. This work focused on the evaluation of water quality and channel protection standards that met the unique needs of Southeast Michigan, as well as innovative flood control guidance that provides flexibility for greenfield and brownfield site plans of various sizes. Developed technical guidance on proposed rules and prepared documents to seek regulatory approval from EGLE.

Briarwood Ponds Retrofit Study, Washtenaw County, MI

Project Manager; A study of the existing four stormwater detention ponds surrounding Briarwood Mall. These ponds, on a branch of the Mallet's Creek, were not designed to address water quality or to provide any reasonable detention for frequent storm events. This study included an analysis of potential retrofits to outlets of each of the four ponds, including the impacts on along downstream reaches of Mallet's Creek as far downstream as Mary Beth Doyle Park. The project team used the City's SWMM model to analyze the retrofits and compared pond water levels to observed level data from sensors installed by the University of Michigan Engineering Department.

Midland Stormwater Master Plan & Capital Improvement Plan, Midland, MI

Project Manager; A city-wide analysis of Midland's stormwater collection system, including the development of a SWMM-based model. The model was used to evaluate the impacts of the June 2017 flood, which was close to a 100-year storm event. OHM worked closely with City staff to determine the appropriate Level of Service for the stormwater system and developed a Capital Improvement Plan to replace undersized storm sewers throughout the City. The final report also included recommendations to develop a dedicated funding source for stormwater.

Allen Creek Flood Control, Ann Arbor, MI

Project Manager; Hydraulic design and survey components of a \$7.4M FEMA-funded flood control project, serving as a subconsultant to Bergmann Associates. This project included detailed site survey and hydraulic modeling to reduce the

Allen Creek floodplain by approximately six feet along the Depot Street corridor. Successfully obtained a Conditional Letter of Map Revision (CLOMR) from FEMA and provided design services for the flood control weir and culvert to the Huron River.

Battle Creek Stormwater Asset Management Plan, Battle Creek, MI

Project Manager; This project included a City-wide condition assessment of wastewater and stormwater assets, development of a Capital Improvement Plan and O&M Plan for all assets, and recommendations for future budgets. The Stormwater Asset Management Plan included a funding feasibility study with recommendations for a Stormwater Utility, and the development of hydraulic models for components of the City's stormwater system.

OCWRC Stormwater Rules Update, Oakland County, MI

QA/QC Engineer; Worked with the OCWRC to develop a new set of stormwater rules to address new EGLE permit requirements. This project included a complete re-write of the County's stormwater rules manual, addressing stormwater infiltration requirements, flood control requirements, and design standards. As part of this project, the team developed a new spreadsheet tool to simplify the calculation process and provide an efficient method to determine required volumes.

Traverse City Stormwater Asset Management Plan & Stormwater Master Plan, Traverse City, MI

Project Manager; SAW Grants for both stormwater and wastewater. This project included the development of a City-wide stormwater hydrologic/hydraulic model, flow metering for the wastewater system, and physical evaluation of collection system assets, including over 30 miles of storm sewer assets and over 1,000 manholes. Developed Capital Improvement Plans for both the stormwater and wastewater systems, and worked with the City to explore funding options for the stormwater system.

Rachel Bush, AICP

LEAD PLANNER, LAND USE



Education

- Master of Urban Planning, Wayne State University, 2022
- Bachelor of Science in Environmental Science, Oakland University, 2018

Experience

With OHM since 2022
1 year prior experience

Certification

- American Institute of Certified Planners (AICP)

Background

Rachel is a Detroit-based planner dedicated to fostering more sustainable, equitable, and engaged communities. Thus far, her work has centered on enhancing transportation systems, developing non-motorized pathways and trails, comprehensive planning, and parks and recreation planning. In addition to her bachelor's and master's degrees, Rachel has received educational specializations in sustainability and agriculture. Prior to joining OHM Advisors, she worked in local government at the city and county level. In working closely with municipal leadership, stakeholders, and community members, Rachel identifies community strengths and aspirations and fosters opportunities for internal and external collaboration to ensure plans reflect community values and priorities. With a diverse customer service background, extensive outdoor experience, strong organizational skills, and an inquisitive mindset, Rachel brings unique perspective to every team.

Select Relevant Experience

Greater Corktown Green Stormwater Infrastructure Implementation Plan, Detroit, MI

Planner; Contributing to the development of a green stormwater infrastructure (GSI) implementation plan for the Greater Corktown neighborhood that supports ongoing and future development. The project includes developing an open space network plan and identifying pilot GSI projects for design and implementation. The final plan will provide the City with a roadmap for managing stormwater runoff, improving ecological systems, and enhancing community resilience.

Greater Warren/Conner Neighborhood Framework Plan, Detroit, MI

Planner; Assisting in the development of a Neighborhood Framework Plan focused on the area surrounding the Stellantis Jefferson Assembly Plant on Detroit's eastside. The plan integrates technical analysis with community input to guide residential improvements, new commercial development, park and open space enhancements, and transportation and mobility updates. Each recommendation includes strategies to advance sustainability, resilience, and health equity.

Delta Township Master Plan, Delta Township, MI

Planner; Supporting the development of a master plan to prepare Delta Township for future growth, particularly given its proximity to Michigan State University and new industrial developments. The plan evaluates future land uses, growth scenarios, housing implications, connectivity, and transit modes. It will establish guidelines to direct future growth and development while identifying capital improvement priorities to enhance resilience and sustainability.

Master Plan, Downtown Plan, and Parks and Recreation Plan, Farmington, MI

Planner; Leading the development of the City of Farmington's Master Plan, Downtown Plan, and Parks & Recreation Plan through an integrated planning process to establish a cohesive vision for future growth. Farmington Forward 2025 is focused on providing a unified set of recommendations that align land use, economic development, mobility, and park system improvements to guide investment over the next 10 years.

Rachel Bush, AICP

LEAD PLANNER, LAND USE

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Select Relevant Experience Continued

Oregon Comprehensive Plan, Oregon, OH

Planner; Supporting the development of a comprehensive plan that balances future growth with environmental preservation in an agricultural community situated on Lake Erie. Rachel contributed to the existing conditions analysis, led community engagement efforts, and supported the development of a plan framework that promotes diverse housing options, reimagines a Town Center, and preserves agricultural land and open space.

DWSD, Green Stormwater Infrastructure Program Management (CS-1884A), Detroit, MI

Planner: On behalf of the City of Detroit, OHM is managing the Green Stormwater Infrastructure program, including review and response to applications for GSI credits and departmental capital improvement projects throughout the City. Rachel designed interpretive signage for a bioretention basin installed at a Detroit Public School.

DWSD, Far West Detroit Stormwater Improvement Project (CS-1884A and PC 808), Detroit, MI

Planner: As a member of the project team, Rachel designed educational signage and attended community engagement events to interface with community members about their desires, needs, and concerns related to the project.

Washtenaw Avenue (M-17) and Planning and Environmental Linkages (PEL), Washtenaw County, MI

Planner: Supporting the development of a community backed roadway design for Washtenaw Avenue from Carpenter Road in Pittsfield Township to Summit Street in the City of Ypsilanti. The study is looking to identify a future design for Washtenaw Avenue that will improve conditions for all users, build on previous planning efforts, and help catalyze the land use goals of each community.

Oakland County Parks American Rescue Plan Act (ARPA) Parks Improvement Planning, Oakland County, MI

Planner: Facilitated six focus group sessions, designed surveys, and synthesized community priorities identified in the surveys to assemble improvement strategies for three Oakland County Parks to leverage \$3 million in ARPA funds and promote park equity in communities disproportionately affected by COVID-19.

Arts Alleys Initiative Detroit, MI

Planner: Designed high-quality maps, project information graphics, community engagement boards, and presentations for the City of Detroit Office of Arts, Culture, and Entrepreneurship to spread awareness and collect community feedback on the proposed transformation of five publicly-owned alleys into arts-centered, activated public spaces.

Orchard East Subarea Plan Monroe, MI

Lead Planner: Neighborhood plan that is focused on community context and community-driven decisions to address new residential housing options, local retail development, and neighborhood identity. An extensive conditions analysis, stakeholder interviews, and public engagement will establish Orchard East's identity as a cultural district in Monroe.

Kalamazoo Parks and Recreation Plan Kalamazoo, MI

Planner: Responsible for developing an equitable and community input focused framework to guide investment in the parks system over the next five years. OHM has conducted an extensive community engagement process that relies on both in-person and digital tools to gather input from residents. This input is paired with a technical planning analysis that identifies the deficiencies in the parks system. Recommendations will attempt to address these deficiencies and set up the department to attract more users to the parks.

Francesca Ortisi

PLANNER, GIS SPECIALIST



Education

- BS in Geography and Sustainable Planning – Environmental & Urban Development, Grand Valley State University, 2020

Experience

With OHM since 2020
2 years prior experience

Certifications

- Certification in Urban and Regional Planning
- Certification in Geographic Information Systems

Professional Affiliation(s)

- Michigan Association of Planning – Michigan Chapter

Background

Francesca brings a wealth of experience to the table, with five years of GIS focusing on asset management, field data collection, data processing, manipulation, existing conditions technical analysis, as-builts digitization, and cartographic map design. Additionally, she has two years of urban planning experience, emphasizing data-driven existing conditions analysis, transportation planning, figure creation and design, and engaging with the public.

Francesca is responsible for supporting any planning effort/task, utilizing data analysis to complete existing conditions analysis, creating maps and graphics for all reports using GIS and Adobe Illustrator, and using GIS tools to enhance planning practices. Francesca also assists in occasional landscape architecture projects on GIS specific tasks as needed.

In addition to Francesca's experience in the workplace, she is also a member of the Michigan Association of Planning and has completed multiple ESRI training certifications on different GIS and urban planning related topics.

Select Relevant Experience

Mack Avenue Streetscape Plan, Detroit, MI

GIS Specialist/Planner I; Compiled various data layers pertaining to the current condition of the area. Prepared data analysis and findings described in a memo explaining pedestrian safety, condition of transportation facilities, demographics, land use, etc.

Greater Warren/Conner Neighborhood Framework Plan Detroit, MI

Planner I; Created an existing conditions GIS interactive map and developed all data driven sections of the existing conditions memo. Created all figures and maps for the report and all public meetings. Applied data analysis tools to determine which areas are densely vacant and densely occupied per the project scope. Partook in site visits to photograph all points of interest to include in the final report.

LinkUS Northwest Corridor, Phase II, Columbus, OH

GIS Specialist; Assisted planners in symbolizing a map to show opportunity parcels based on development level criteria. By using data received from the city, heat maps were created to show concentrated travel destinations within Columbus to create a public transportation system servicing areas of high activity.

Livonia Mobility Needs Assessment, Livonia, MI

Planner I; Conducted all data analysis to contribute to existing conditions analysis by utilizing socio-economic, safety, transportation, employment data, and more. This data was utilized to create numerous maps and graphics to reflect the current condition of the City regarding transportation and demographic patterns.

Francesca Ortisi

PLANNER, GIS SPECIALIST

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Select Relevant Experience Continued

SEMCOG Infrastructure Asset Management Plan Development Assistance

GIS Specialist: Assisted in conducting additional data entry for the specific communities participating in the Asset Management Plan. In addition, she was responsible for schema conversion from the municipalities' designated structure to SEMCOG standards.

TCRPC Tri-County Regional Trails Plan Lansing Area, MI

GIS Specialist: Conducted parcel opportunity analysis by overlaying multiple GIS layers to conclude which parcels are more optimal for trail development. This project is ongoing and will need further GIS analysis of the safety of these routes contributing to finding optimal opportunities to build trails for the public to use.

Lansing Wellhead Protection Services 2023 Lansing Area, MI

GIS Specialist & Planner: Supported mapping and planning efforts in support of the Lansing Wellhead Protection Team's (WHPT) source water protection efforts.

RCOC Safe Streets / SS4A Grant Oakland County, MI

Planner & GIS Specialist for the development of a comprehensive Safety Action Plan with the Road Commission for Oakland County. Funded through the Federal Safe Streets and Road for All Program, this plan includes a comprehensive review of existing plans, policies and safety performance on the entire RCOC system. The developed data driven approach includes the review of over 100,000 crash reports to assist in targeting planned safety improvement projects. Coordination of community outreach efforts and a focus on vulnerable users and equity considerations will bring a renewed focus to future system improvement planning.

Washtenaw Avenue (M-17) and Planning and Environmental Linkages (PEL) Washtenaw County, MI

Project Planner responsible for assisting in the developing a community backed roadway design for Washtenaw Avenue from Carpenter Road in Pittsfield Township to Summit Street in the City of Ypsilanti. The study is looking to identify a future design for Washtenaw Avenue that will improve conditions for all users, build on previous planning efforts, and help catalyze the land use goals of each community through a series of community engagement efforts, public meetings, media outreach, and local governmental agency coordination to develop multiple alternative solutions which are being narrowed down to the preferred option for the corridor.

M-59 Corridor Study Macomb County, MI

Planner: OHM led the development of a high-level framework for the seven communities to focus on over the coming years to help achieve their goals. The plan's recommendations focused on improving the corridor conditions in five focus area, including placemaking and public art, greening of the corridor, non-motorized connectivity, land use and development nodes, and transportation. The specific projects were prioritized based on feasibility, cost, and need with the goal of incrementally improving the corridor over the next decade.

Nancy Russell, EIT

STORMWATER CODES, ORDINANCES, & STANDARDS



Education

- Bachelor of Science in Environmental Engineering, with concentration in Water Resources, University of Colorado, 2014

Professional Registration(s)

Engineer in Training

- MI, 2014

Experience

With OHM since 2014

All experience with OHM

Professional Development

- EPA-SWMM
- PCSWMM
- XPSWMM
- HEC-RAS

Background

Nancy Russell is a water resources engineer in the Environmental and Water Resources Group. She is primarily involved with stormwater and sanitary sewer modeling, and enjoys opportunities to analyze sewer systems, identify problems, and discover solutions using computer modeling software, as well as engaging the public to understand complex projects. Nancy's background provides her with a well-rounded understanding of the technical aspects of environmental engineering. Nancy is instrumental in projects related to stormwater management. She has modeled stormwater collection systems across the State of Michigan providing communities with innovative green solutions to their systems. Nancy is also knowledgeable about sanitary collection systems. She has modeled and designed assets for sanitary systems. She uses collected flow meter data to analyze the capacity of the sanitary system and provides recommendations that are cost effective. Nancy is proficient in various computer programs, including EPA-SWMM, XPSWMM, PCSWMM, HEC-RAS, ArcGIS, H2ometrics, and Antecedent Moisture Models (I3dLab). She has modeled stormwater and sanitary sewers for communities across the State of Michigan. She is proficient at presenting model results and synthesizing information across a wide set of disciplines and to a broad spectrum of individuals.

Select Relevant Experience

Multi-Community Planning Grant / GWK Community Stormwater Standards, Oakland County, MI

Project Engineer; Present Standards SEMCOG Planning Assistance Program Grant, Southeast MI Completed a Stormwater Standards and Green Infrastructure Study for Oakland County Water Resources Commissioner's office in collaboration with the George W. Kuhn Drainage District. The purpose of the study was to review and summarize existing municipal code and existing stormwater design standards to identify barriers to green infrastructure. Additionally, the study evaluated the potential for new stormwater standards coupled with consistent use of GI practices within the Drainage District to reduce wet weather flows into the combined sewer collection system. The final report also included a triple bottom line analysis based on the potential new stormwater standards across the Drainage District.

Regional Stormwater Rules and Policy Guidance, Livingston, Macomb, Oakland & Wayne Counties, MI

Project Engineer; Assisting Livingston, Macomb, Oakland, and Wayne County to standardize stormwater management rules across most of Southeast Michigan. Modeling example sites (undeveloped and developed) using PC-SWMM to demonstrate the updated stormwater standards for the Counties.

OCWRC Stormwater Rules Update, Oakland County, MI

Project Engineer; Assisting Oakland County Water Resources Commissioner's office with updating their stormwater standards manual, leading stakeholder workshops, and developing a Green Infrastructure Program for the George W Kuhn (GWK) Drainage District. Quarterly meetings are held to discuss the combine system stormwater requirements, stormwater funding and implementing GI.

Nancy Russell, EIT

STORMWATER CODES, ORDINANCES, & STANDARDS

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Select Relevant Experience Continued

DWSD, Far West Detroit Stormwater Improvement Project (CS-1884A and PC 808), Detroit, MI

Project Engineer; Completing the Basis of Design for the West Warren Sewer Separation project by modeling the proposed stormwater collection system as well as the existing combined sewers using PC-SWMM. The model will identify the necessary size of the storage facility needed to project against surface flooding and flow rate reduction to the Detroit CSO outlet.

I-94 Modernization As-Needed Design, Detroit, MI

Project Engineer; Developing regional conceptual drainage alternatives focused on large-scale green infrastructure options and collaboration between MDOT, DWSD, and local community groups. Proposed alternatives to maximize flow to treated DWSD CSO outfalls and MDOT stormwater-only outfalls in order to minimize MDOT contribution to downstream basement flooding problems. Specific tasks included: Hydraulic modeling, which included utilization of the existing GDRSS hydraulic model, antecedent moisture hydrologic modeling, preparing conceptual cost estimates, and report writing.

Auburn Hills Stormwater Asset Management Plan, Auburn Hills, MI

Project Engineer; Collected record drawings to incorporate historic and newly collected data regarding the City's assets into the GIS databased. Led the hydrologic and hydraulic EPA-SWMM model effort. Six miles of stream and over 30 detention ponds were surveyed and assessed to develop the model. All of the collected data and model outputs were incorporated in the Funding Feasibility Study, which the city plans to utilize when developing future stormwater funding options.

Royal Oak Stormwater Utility Implementation, Royal Oak, MI

Project Engineer; Assisting the City with the development of a Stormwater Management Plan that addresses their assets and create a separate stormwater utility fee to include the George W Kuhn Retention Treatment Basin debt and drainage charges. The SMP will establish the City's stormwater program budget, needed revenue and utility fee billing methodology.

Midland Stormwater Master Plan & Capital Improvement Plan, Midland, MI

Project Engineer; Developed the XPSWMM model for the city-wide analysis of Midland's stormwater collection system. The model was used to evaluate the impacts of the June 2017 flood, which was close to a 100-year storm event. OHM worked closely with City staff to determine the appropriate Level of Service for the stormwater collection system and developed a Capital Improvement Plan to replace undersized storm sewers throughout the city.

Traverse City Stormwater Asset Management Plan & Stormwater Master Plan, Traverse City, MI

Project Engineer; Led the development of the hydrologic and hydraulic models using XP-SWMM for the 1, 2, 5, and 10-year recurrence interval events. Incorporated green infrastructure into the models to reduce pollutants and enhance the City's level of service. All of the collected data and model outputs were incorporated in the City's GIS database and the Funding Feasibility Study, which the city plans to utilize when developing future stormwater funding options.

Rochester Hills Stormwater Asset Management Plan, Rochester Hills, MI

Project Engineer; Led the data analysis for Rochester Hills' stormwater and wastewater infrastructure. The project includes City-wide enhancement of its GIS databases, physical evaluations of collection system assets, flow metering, modeling, data analytics and the development of rate studies for both utilities. The stormwater rate study will include coordination with key local stakeholders to explore the feasibility of community-wide revenue sources for the stormwater system.

Southfield Stormwater Utility Proposal, Southfield, MI

Project Manager; Assisting the City with the development of a Stormwater Management Plan that addresses their assets and create a separate stormwater utility fee to include the George W. Kuhn (GWK) Retention Treatment Basin debt service, drainage charges, traditional stormwater operation and maintenance (O&M), capital improvements, and implement recommendations from the previous studies. The SMP will establish the City's stormwater program budget, needed revenue and utility fee billing methodology.

Adam Cook, CNU-A, NCI, FBCI

LAND USE POLICY SPECIALIST



Background

Adam is a highly-skilled planner with extensive expertise in urban planning, design, economics, and community development. He brings a deep understanding of city planning and urban design to every project. As an experienced private-sector consultant, he specializes in market analysis and strategic development, working collaboratively to create sustainable and thriving communities. Adam's ability to communicate effectively with stakeholders, combined with his attention to detail, make him a valuable asset in multidisciplinary teams. Passionate about shaping the built environment, he seeks to leverage his expertise in both public and private sectors, contributing to projects that foster vibrant, resilient places.

Select Relevant Experience

Van Buren Charter Township, Michigan Master Plan & Corridor Plan*

Project manager. Van Buren Charter Township in western Wayne County, Michigan is located between two major airports and on major transportation corridors. While its location is a magnet for industrial growth, it is confronting changes that have the potential to alter the area's semi-rural character. The Township-wide Master Plan, adopted in 2020 and funded in part with CDBG, was the first such plan adopted in over 30 years, and established a modern set of land use categories and policies to address these challenges. The Sumpter Road Corridor Plan, adopted in 2022, focused on a single corridor facing development pressures, and was the basis for a form-based zoning district that was built around ensuring continuance of semi-rural character.

Harper Woods, Michigan, Poupard School Developer Request for Qualifications Package*

Project manager and urban designer. The closure of a neighborhood elementary school in this legacy suburban community northeast of Detroit created an opportunity to add new housing types to a city that is fully built-out. Working with city staff, community stakeholders, and two school districts, a Developer Request for Proposals package was created that outlined a Preferred Development Scenario for the 6-acre site that included Missing Middle housing types while integrating into the context of the surrounding neighborhood. This Scenario ultimately led to a development proposal for 71 duplexes and townhomes which is expected to break ground in 2025.

Madison Heights, Michigan, Zoning Ordinance*

Form-based code specialist. Madison Heights is a suburban community in southeast Oakland County, Michigan, that was built-out during an era of automobile-oriented planning and zoning, lacking an historic center. Madison Heights' new Zoning Ordinance, adopted in 2024, implements a recent Master Plan and creates the regulatory environment to develop walkable, mixed-use areas in the city. A form-based code was written that applies to areas intended to become the city's future City Center district, and unique Mixed-Use Innovation districts were created, intended to accommodate a range of residential, commercial, and employment uses in a walkable setting.

Education

- MSc. (ABD) Urban and Regional Planning, Eastern Michigan University, Ypsilanti, MI, 2010
- B.S. Mathematics; Economics, The University of Michigan-Dearborn, Dearborn, MI, 2005

Experience

With OHM since 2025
12 years prior experience

Certifications

- National Charrette System (NCI) Management & Facilitation Certificate (2016)
- Form-Based Codes Institute (FBCI) Core Curriculum Certificate of Completion (2013)
- Congress for the New Urbanism, Accredited Membership (CNU-A) (2011)
- National Charrette System (NCI) System Certificate (2011)
-

Adam Cook, CNU-A, NCI, FBCI

LAND USE POLICY SPECIALIST

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Select Relevant Experience Continued

Hazel Park, Michigan Master Plan & Zoning Code*

Project manager. Hazel Park is a community bordering Detroit and facing growth pressures due to its premier location in Oakland County, Michigan. The Master Plan states a vision for future development that encourages creative entrepreneurship and vibrant urbanism, while creating the environment for small-scale developers to build affordable Missing Middle housing. The Zoning Code is a city-wide form-based code that allows by-right development of building types that are compatible with the city's unique context. Notably, it allows by-right development of houses with pre-approved plan sets in the "Pattern Book Homes for 21st Century Michigan" developed by the Michigan Municipal League.

Birmingham, Michigan Master Plan*

Urban designer and researcher. The 2040 Master Plan for Birmingham is another step in the evolution of a community whose roots in planning date to 1929. Beginning in the 1990s, the community made the decision to plan for vibrant, walkable urbanism, and made notable strides in achieving that goal.

Dearborn, Michigan Living Street Plan*

Project manager. Home to Ford Motor Company's headquarters, Dearborn has a unique history and contains two traditional downtown districts. Michigan Avenue (US-12) is the main street serving the western downtown and its heavy traffic volumes and cross-section limit walkability. The Living Street Plan envisions the transformation of a street one block south of Michigan Avenue into a shared space for all users, creating the basis for vibrant urbanism in a walkable setting.

Royal Oak, Michigan Master Plan*

Urban designer. The Royal Oak Master Plan, expected to be adopted in 2025, is the result of over two years of community engagement and feedback. The foundations of the plan were created during a charrette in 2023, which included detailed studies and design concepts for existing and potential mixed-use nodes throughout the city.

New Haven, Indiana Lincoln Highway Corridor Plan*

Consulted on market analysis, historical research, and urban design. This plan presents a vision for reimagining the Lincoln Corridor's design as a safe, vibrant, and attractive urban destination, honoring the historic significance of Lincoln Highway and reinventing it as a premier urban destination that supports new retail, employment, and housing opportunities.

Canal Winchester, Ohio Comprehensive Plan & Market Study*

Project manager, Lead market analyst, and Charrette manager. The result of two years of community engagement and detailed study, "Canal Winchester: A Community in Action" is the first comprehensive plan to be adopted in nearly thirty years in a Central Ohio community facing the pressures and opportunities of major growth and change. Since its adoption, it has guided new investment while providing a predictable blueprint for growth that residents are actively using in the decision-making process.

**Completed prior to joining OHM Advisors.*

Andre Banerjee

GRAPHIC DESIGNER



Education

- Bachelor of Science, Landscape Architecture, The Ohio State University, 2018

Experience

With OHM since 2021
3 years prior experience

Background

As a landscape designer and researcher, Andre believes that user experience is at the core of successful outdoor spaces. Andre uses landscape design to advocate for social equity and mental wellbeing, striving to create holistic and inclusive built environments. Andre's focus on social justice through design has contributed to the success of a variety of projects including multi-family, mixed-use, commercial, and industrial developments. A talented designer, Andre is adept at utilizing a variety of software to create 3D models, renderings, and illustrative diagrams to communicate design intent to clients and key project stakeholders.

Select Relevant Experience

Farmington Master Plan, Farmington, MI

Urban Designer; Leading the development of the City of Farmington's Master Plan, Downtown Plan, and Parks & Recreation Plan through an integrated planning process. Farmington Forward 2025 is focused on providing a unified set of recommendations that align land use, economic development, mobility, and park system improvements to guide investment over the next 10 years. Andre assisted in creating 3D diagrams that highlighted existing conditions and potential development strategies.

I-75 at Front & Elm Street Project Environmental Linkages (PEL) Study, Monroe, MI

Urban Designer; This study evaluated alternative solutions to upgrade the interchange geometry, improve access, and increase safe operations while fitting with the multiple environmental, historic and socio-economic constraints of the site to prepare the project for the next phase of environmental clearance and design, as well as engage the public on the process and the alternative selection. Andre oversaw the 3D graphic renderings of the improvements.

Muskegon Heights Industrial District Access & Wayfinding Improvements, Muskegon Heights, MI

Urban Designer; Muskegon Heights has two separate industrial districts within the city, both having significant neighborhood and urban street interface. The project sought to identify key gateway opportunities and to improve appearance of the districts from the standpoint of visitor experience. The design team developed a hierarchy of streets with various appearance characteristics and created private development guidelines to set aesthetic standards throughout the districts. Andre assisted in creating 3D graphics that showcased the streetscape improvements.

Medina Comprehensive Plan, Medina, OH

Urban Designer; The focus of this project was to create a plan that sets forth a vision for the future of Medina, heavily relying on graphics to convey the design intent to stakeholders. OHM concentrated on focus areas to show how the overall vision translates into the built environment. The project team navigated existing conditions, capacity of the site, and market demand to create an equitable and community-driven plan. Andre assisted in the conceptual planning and 3D conceptual graphics for steering committee meetings.

Andre Banerjee

GRAPHIC DESIGNER

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Select Relevant Experience Continued

Easton Grey Town Center Development, Avon, IN

Urban Designer; OHM was tasked with creating a mixed-use town center for the City of Avon, serving as a community activator and destination that feeds into the larger development. The design integrated residential and commercial uses along with stormwater, streetscape, transportation and placemaking strategies. Andre assisted in the conceptual planning and design development phases and created plan and 3D conceptual graphics for public and private stakeholders.

One Alliance Place, Reynoldsburg, OH

Urban Designer; OHM partnered with the Christian Missionary Alliance to design a campus for their new office headquarters in Central Ohio. Through many iterations, the project team balanced the client's needs, the capacity of the site, and market demand while emphasizing a sense of place as the forefront of design. The project proposed a blend of office, retail, residential, and event space. Andre assisted in the conceptual site planning, 3D modeling, diagramming and graphic coordination.

Reynoldsburg Civic Park, Reynoldsburg, OH

Park Designer; The project included 30% design plans & estimate for a large 110-acre park that will include many different community recreational amenities. When complete, the park will serve as a signature community and regional destination offering elements that include an amphitheater, a great lawn for community events, shelter houses, a pavilion with public restrooms, a splash pad, turf adaptive sports field, multi-use paths, a nature playground, expanded community garden, tennis/ pickleball courts, basketball courts, a dog park, a frisbee golf course, cricket field and a kayak/canoe launch. Andre assisted in the graphic diagramming and illustrative renderings of the project.

LinkUS Northwest Corridor, Phase II, Columbus, OH

Urban Designer; The Northwest Corridor is at the forefront of new high-capacity transit network development in the Central Ohio region, and a key LinkUs corridor identified in the Insight 2050 Corridor Concepts Study. The OHM team is a subconsultant on this complex project that includes dedicated guideway BRT design, land use planning, sewer

capacity analysis, streetscape design, and mobility planning. Andre assisted in creating illustrative graphic renderings for stakeholder and client meetings that conveyed design scenarios for various transit-oriented development zones.

Hilliard Focus Area Zoning, Hilliard, OH

Urban Designer; The project consisted of visually supported, contextually sensitive, and environmentally sustainable standards that prioritize the physical layout of developments over their single-use function. Although created for use in five distinct areas, these standards were designed to be adaptable across various neighborhood, district, and corridor settings, serving as a flexible framework that can be calibrated or fine-tuned for application in other parts of the Hilliard community. Andre assisted in creating 3D diagrams that conveyed the design intent for each of the districts.

Downtown Intersection Improvements & Traffic Calming, Piqua, OH

Urban Designer; Intersection improvement and streetscape extensions at seven intersections in historic downtown Piqua, including the formation of curb bumpouts at each quadrant to narrow the travel lanes on both Main Street and the intersecting side streets, new ADA pedestrian's ramps, and accentuated crosswalks, rain gardens and drainage improvements, and urban landscaping. Andre oversaw the 3D illustrative renderings that were used in client and stakeholder meetings.

Skip's Landing Concept and Schematic Design, Coshocton County, OH

Landscape Designer; The design improvements at Skip's Landing will create a new destination for Coshocton residents and the region and allow visitors to appreciate the natural beauty of the area. Program elements include a new roundabout gateway, boat launch, market shelters and associated parking, restroom hookups, playground, naturalized prairie and extension to the McWayne Riverwalk. Andre assisted in the 3D modeling, illustrative diagramming, and graphic coordination of the project.

Don Carpenter, PhD, PE, LEED AP

STORMWATER / GSI & RESILIENCY LEAD



Education

- Ph.D., Environmental and Water Resources Engineering, University of Michigan (2001)
- M.S. Civil Engineering, Oregon State University (1996)
- B.S. Civil Engineering, Purdue University (1993)

Professional Registration(s)

- Professional Engineer
- MI, #6201056764

Experience

28 Years prior experience

Professional Certification(s)

- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- NCI Charrette Facilitation Certified, National Charrette Institute, Portland OR

Specializations

- Green Stormwater Infrastructure
- Hydrologic and Watershed Modeling
- Community Planning, Placemaking, Outreach and Education
- Design of Stormwater BMPs
- Design Manual Development
- Resiliency Planning

Background

Donald D. Carpenter is a professional engineer and accredited green design professional whose expertise includes green stormwater infrastructure (GSI), stormwater best management practices (BMPs), hydrologic & hydraulic (H&H) modeling and design, community engagement, and stormwater master planning. Dr. Carpenter has over 27 years' experience working with diverse clients across the United States as a researcher and practicing professional. Since 2000, he has also been a professor at Lawrence Technological University and has taught courses and workshops on stormwater management, hydrology, design, and ethics. As an NCI Certified Charrette Facilitator, he has extensive experience in community engagement and master planning. His efforts have facilitated community implementation of GSI and the development of community socio-economic sustainability plans. As a national stormwater expert, Dr. Carpenter serves on the Washington Department of Ecology Bureau of External Reviewers and assists in the certification of innovative stormwater technologies. Finally, Dr. Carpenter is an active leader and board member for several committees and non-profit organizations dedicated to improving water quality and citizen quality of life including Pure Oakland Water (POW), Cranbrook Institute of Science, Great Lakes Stormwater Collaborative, and Society of American Military Engineers. He is recognized stormwater expert and regional resource for communities in southeast Michigan and has served on various committees and working groups for over 20 years including the SEMCOG Green Infrastructure Task Force.

Select Relevant Experience

Grant Administration Support, Southeast Michigan Council of Governments

Professional services consultant in support of SEMCOG's USEPA GLRI Grant to implement green infrastructure in Southeast Michigan. Services include grant administration, site visits, design review, coordination of community awardees, and technical presentations.

Oakland County Green Infrastructure Engineering Support Services, Oakland Co., MI

Drummond Carpenter has an on-call professional services contract and has supported Oakland County Water Resources Commission and Parks & Recreation Department on multiple planning and design projects including conceptual plans, design documents, cost estimates, grant support, stakeholder engagement, and modeling.

Huron-Clinton Metropolitan Authority (HCMA) Regional Stormwater Management Strategy Project, Detroit Metro Area, MI.

Dr. Carpenter assisted HCMA with the development of a regional stormwater management strategy including identifying the potential role of HCMA in this space. Dr. Carpenter assisted with the creation of an Advisory Board, organized stakeholder focus groups, reviewed existing stormwater management plans from local governments, watershed groups, and regulatory agencies, and developed regional solutions/strategies to address key regional stormwater management issues.

Engineering and Design Services for Storm Water Management Practices (CS-1830), Detroit Water and Sewerage Department (DWSD), Detroit MI.

Project Manager and Senior Technical Consultant for a subconsultant as-needed professional services contract. The overall goal is to incentivize stormwater management on private property.

Don Carpenter, PhD, PE, LEED AP

STORMWATER / GSI & RESILIENCY LEAD

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Select Relevant Experience Continued

Tasks included advising DWSD on program implementation, conducting site visits and interviewing stakeholders, advising on stormwater management implementation strategies, and overseeing developing of site assessment reports that include stormwater runoff calculations, conceptual site plans, and implementation costs.

Engineering and Design Services for Green Stormwater Infrastructure Program Management (CS-1884A), DWSD, Detroit MI.

Project Manager and Senior Technical Consultant for a subconsultant as-needed professional services contract. Project tasks include conducting site visits, revising DWSD stormwater design and drainage charge credit manuals, developing large scale site plans and construction documents for sewer separation projects, drafting reports and proposals for plan implementation, site plan reviews, developing educational outreach materials, meeting with stakeholders and permit agencies, and developing grant proposals.

Fenkell Stormwater Projects, DWSD, Detroit MI.

Dr. Carpenter was the primary author on four funded grant proposals that secured over \$1.6M in funding for DWSD in 2022 under the CS-1884A contract. He now serves as the Project Manager for the four projects on behalf of DWSD and Drummond Carpenter is responsible for complete civil site design plans, construction documents, and specifications. The projects are slated for construction in 2024 and collectively will treat 9 MG of stormwater annually from 56 acres of urban land through the implementation of over 20 rain gardens.

Huron-Clinton Metropolitan Authority (HCMA) Stormwater Master Plan, Detroit Metro Area, MI.

Dr. Carpenter assisted with the development of the HCMA Stormwater Master Plan. He was responsible for identifying locations of and sizing of green stormwater infrastructure retrofits at all thirteen HCMA facilities. Final Project reporting included ArcGIS database of locations, typical GSI design details, computational summaries of each proposed practice, cost estimates and background information on each of nine proposed GSI techniques.

Green Stormwater Infrastructure Market Analysis and Business Plan for Southeast Michigan, Friends of the Rouge, Detroit Metro Area, MI.

In 2022, Dr. Carpenter brought his expertise in collaboration, business, and stormwater to assist in developing a marketing analysis and business plan for the Southeast Michigan Green Stormwater Infrastructure Collaborative which is a group of non-profit watershed organizations. Dr. Carpenter's primary role was to host focus groups for community partners and stakeholders including a SWOT analysis of the proposed business venture. Dr. Carpenter also published a pamphlet of GSI techniques, co-authored the final report, Green Stormwater Infrastructure Market Analysis and Business Plan for Southeast Michigan, and an article for the Siedman Business Review, Catalyzing a Business Response to Michigan's Deficient Green Stormwater Infrastructure.

Green Infrastructure Planning, City of Royal Oak, MI.

Dr. Carpenter was a technical consultant and co-author of the City of Royal Oak Green Infrastructure Evaluation Report that described green infrastructure potential organized around land-use typology including parks, alleys, parking lots, major roads, and neighborhood subdivisions. The report provides a plan for implementation and recommendations for transfer to other areas of the city based on volume of stormwater, cost, soil infiltration, social use, and constructability.

Green Infrastructure Implementation – Planning for a Sustainable Future, Michigan Sea Grant, Ann Arbor, MI.

Dr. Carpenter was the Project Director on a project that identified and addressed barriers to large-scale implementation of green infrastructure projects through robust community engagement including focus groups, community visioning sessions, and broad internet-based survey. The project team included consulting partners, academia, municipal leadership, and an advisory board. The final report suggested tools for decision-makers to implement green infrastructure projects into their own communities.

Rachael Pieschek, PE

ENVIRONMENTAL RESILIENCE PLANNING



Education

- M.S. Civil Engineering, Lawrence Technological University (2017)
- B.S. Civil Engineering, Lawrence Technological University (2014); B.S. Architecture, Lawrence Technological University (2014)

Professional Registration(s)

- Professional Engineer
- MI, #6201067414

Experience

10 Years prior experience

Professional Certification(s)

- NCI Charrette Facilitation Certified, National Charrette Institute, Portland OR

Specialization(s)

- Green Infrastructure (GI) and Low Impact Development (LID)
- Stormwater Monitoring and Assessment
- Artistic Rendering and Illustrative Site Plans
- Hydrologic and Watershed Modeling
- Green Infrastructure Design
- Community Planning, Placemaking, Outreach

Background

Rachel Pieschek is a multi-disciplined professional with a strong background in civil engineering and architecture, bringing over a decade of experience in water resource management, community planning, and sustainable infrastructure design. A licensed Professional Engineer in Michigan, she specializes in green infrastructure, stormwater best management practices (BMPs), hydraulic monitoring, and hydrologic modeling and design. Rachel has played a key role in numerous resiliency and green infrastructure projects, collaborating closely with municipalities, stakeholders, and the general public to develop innovative, sustainable solutions that address both environmental and community needs. Beyond technical expertise, Rachel excels in bridging the gap between engineering and public engagement. As a National Charrette Institute (NCI) Certified Charrette Facilitator, she has extensive experience with interactive design processes that bring community visions to life. She has successfully worked with municipalities and private entities to transform complex challenges into practical, forward-thinking designs. With her architectural background, Rachel is also highly skilled in artistic rendering software, allowing her to communicate project concepts effectively and illustrate how final designs integrate with site constraints and human-centered elements.

Select Relevant Experience

Green Infrastructure Planning for WaterTowns, Clinton River Watershed Council, Rochester MI.

Project Engineer for this on-going multi-year project (2014 – 2025) to provide conceptual green infrastructure master plans for downtowns, parks, and municipal campuses. The conceptual plans include specific green infrastructure techniques along with community placemaking suggestions organized around different typologies. Plans also include cost estimates, artistic renderings, illustrative site plans, and hydrologic modeling for stormwater captured. Assistance is provided for two or three communities per year and in several communities, Drummond Carpenter has advanced the plans to design and implementation. Sustainable Small Harbor Management Project, Michigan Sea Grant, Ann Arbor, MI. Ms. Pieschek was a design lead and charrette facilitator on this project for evaluating strategies for Great Lakes' small harbor communities to become more sustainable. Primary outcome was a comprehensive decision-making toolkit that included social, economic, and environmental components for communities to follow. The project also included conducting design charrettes at seven communities to inform toolkit development.

Twin Cities Harbor Charrette, Michigan Sea Grant, Ann Arbor, MI.

Designer and facilitator for this harbor redevelopment and sustainability project for the cities of Benton Harbor and St. Joseph. Facilitators and communities collaborated to form collective jurisdictional planning and address local inequities. A series of public meetings were used to build consensus including environmental justice strategies to create a shared governance model for the harbor area.

Rachael Pieschek, PE

ENVIRONMENTAL RESILIENCE PLANNING

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Select Relevant Experience Continued

Lake Charlevoix Watershed Coastal Resilience, Tip of the Mitt Watershed Council, Charlevoix, MI.

Ms. Pieschek was project engineer on this project that selected areas for GSI retrofits based on existing infrastructure, master plans, and stakeholder meetings. Public feedback on proposed designs was solicited via interactive online ArcGIS StoryMaps. The final report included site analysis for potential GSI practices, stormwater modeling, estimates of runoff volume treated, cost estimates for implementation, and public survey data.

Rogers City, Huron Pines, Rogers City, MI

Project manager and design engineer for professional services support of Rogers City stormwater projects on behalf of Huron Pines. Support included advising on stormwater issues including GSI visioning, construction drawings for road reduction and bioswale, modeling, grant assistance, and cost estimating.

Green Infrastructure Planning, City of Royal Oak, MI.

Project engineer and contributor to the City of Royal Oak Green Infrastructure Evaluation Report that described potential green infrastructure retrofits organized around land-use typology. The report provides a plan for implementation and recommendations for transfer to other areas of the city based on volume of stormwater, cost, soil infiltration, social use, and constructability.

Huron-Clinton Metropolitan Authority (HCMA) Stormwater Master Plan, Detroit Metro Area, MI.

Ms. Pieschek supported the development of the HCMA Stormwater Master Plan. Responsible for identifying locations and sizing of green infrastructure retrofits at all thirteen HCMA facilities. Project included ArcGIS database development, typical GI design details, computational summaries, and background information on each of nine proposed GI techniques. She contributed to estimating treatment sizing, and implementation costs. The report included typical design cross-sections, modeling and computational summaries, and background information on each of the nine potential green infrastructure techniques.

Engineering and Design Services for Green Stormwater Infrastructure Program Management (CS-1884), DWSD, Detroit MI.

Ms. Pieschek was a Technical Consultant for a subconsultant as-needed professional services contract. Project tasks include reviewing and revising DWSD stormwater design and drainage charge credit manuals, developing large scale site plans and construction documents for sewer separation and stormwater management projects, drafting reports and generating stormwater modeling for proposals for plan implementation.

Fenkell Stormwater Projects, DWSD, Detroit MI.

Ms. Pieschek is a Project Engineer on four funded grant proposals that secured over \$1.6M in funding for DWSD in 2022 under the CS-1884A contract. She conducts modeling and GIS mapping in support of the projects. GIS mapping has played a critical role in the design and planning phases of the project including the use of digital elevation maps (DEM) and infrastructure shapefiles. The GIS mapping has been integrated within neighborhood scale hydrologic and hydraulic modeling as well as AutoCAD design plans for the rain gardens. She also assists on flow monitoring plans, civil site design plans, and construction documents. The projects are slated for construction in 2024 and collectively will treat 9 MG of stormwater annually from 56 acres of urban land through the implementation of over 20 rain gardens. The rain gardens are positioned in historical drainage paths to promote neighborhood resiliency by reducing the burden on existing infrastructure.

Green Infrastructure Implementation – Planning for a Sustainable Future, Michigan Sea Grant, Ann Arbor, MI.

Ms. Pieschek was a facilitator and consultant on a project that identified and addressed barriers to large-scale implementation of green infrastructure projects through robust community engagement including focus groups, community visioning sessions, and broad internet-based survey. The project team included consulting partners, academia, municipal leadership, and an advisory board. She provided data analysis for the final report which suggested tools for decision-makers to implement GI projects into their own communities.

Brittany Simmons

ENGAGEMENT LEAD



Education

- Master of City & Regional Planning, 2020, University of Michigan (Ann Arbor, MI)
- Bachelor of Arts, 2018, University of Michigan (Ann Arbor, MI)

Experience

With OHM since 2023,
3 years prior experience

Background

Brittany is a Detroit-based planner whose place-based, community-driven research and analysis guide strategies that make cities more livable, equitable, and economically vibrant. Brittany draws from diverse experiences in New York, New York, and Detroit, Michigan, that have informed her creative approach to crafting thoughtful economic and community development initiatives and strategies.

Select Relevant Experience

Greater Warren/Conner Neighborhood Framework Plan, Detroit, MI

Planner; Supporting a neighborhood planning study on the Eastside of Detroit looking to deliver catalytic revitalization recommendations. The planning area surrounds the large Stellantis auto assembly plant and has been subjected to environmental issues for decades. The plan is focused on identifying near and long-term strategies to stabilize the neighborhoods, spur commercial development, improve mobility, and address sustainability and environmental concerns.

DWSD, Green Stormwater Infrastructure Program Management (CS-1884A), Detroit, MI

Planner; for on-call work on engagement and educational materials for the City of Detroit Water and Sewerage Department (DWSD) for various green stormwater infrastructure projects.

Southeast Oakland County Safe Streets for All Plan, Oakland County, MI

Planner; Developed a Safe Streets for All (SS4A) Safety Action Plan for seven communities located in Southeast Oakland County: Ferndale, Pleasant Ridge, Hazel Park, Oak Park, Huntington Woods, Madison Heights, and Berkley. These communities form the most urban portion of Oakland County and experience much different mobility needs than other parts of the County. The Safety Action Plan followed the process for SS4A projects laid out by the Federal Highway Administration to identify key safety improvement areas and recommend countermeasures to address safety issues.

Washtenaw Avenue (M-17) and Planning and Environmental Linkages (PEL), Washtenaw County, MI

Planner; Planner responsible for assisting in the development of a community-backed roadway design for Washtenaw Avenue from Carpenter Road in Pittsfield Township to Summit Street in the City of Ypsilanti. The study is looking to identify a future design for Washtenaw Avenue that will improve conditions for all users, build on previous planning efforts, and help catalyze the land use goals of each community through a series of community engagement efforts, public meetings, media outreach, and local governmental agency coordination to develop multiple alternative solutions which are being narrowed down to the preferred option for the corridor.

Brittany Simmons

ENGAGEMENT LEAD

Email: brittany.simmons@ohm-advisors.com

Office Phone: N/A

Fax: (734) 522-6427

Select Relevant Experience Continued

M-59 Corridor Study, Macomb County, MI

Planner; OHM led the development of a high-level framework for the seven communities to focus on over the coming years to help achieve their goals. The plan's recommendations focused on improving the corridor conditions in five focus areas, including placemaking and public art, greening of the corridor, non-motorized connectivity, land use and development nodes, and transportation. The specific projects were prioritized based on feasibility, cost, and need with the goal of incrementally improving the corridor over the next decade.

Livonia Mobility Needs Assessment, Livonia, MI

Planner; assisting with the development of a transportation network strategy that provides accessibility and connectivity to City destinations, is designed for people, and responds to advances in transportation technology. The study incorporates new mobility strategies such as micro-transit, ride-hailing partnerships, electric vehicles, and bike and/or scooter share to help the system increase capacity, services, and connections to regional transit partners.

Kalamazoo Parks and Recreation Plan, Kalamazoo, MI

Planner; responsible for developing an equitable and community input-focused framework to guide investment in the parks system over the next five years. OHM has conducted an extensive community engagement process that relies on both in-person and digital tools to gather input from residents. This input is paired with a technical planning analysis that identifies the deficiencies in the parks system. Recommendations will attempt to address these deficiencies and set up the department to attract more users to the parks.

RCOC Safe Streets / SS4A Grant Oakland County, MI

Planner: responsible for supporting the development of a Safety Action Plan for the Road Commission for Oakland County (RCOC). Using a data driven and local community focused approach, the County's entire road system was evaluated to prioritize safety improvement projects with the greatest opportunity for impact. Led by a Safety Action Planning Committee with representatives from both local and county agencies, the Safety Action Plan capitalizes on a long history of agency coordination. When finalized, the Safety Action Plan will identify specific project locations and preferred alternatives

to target for future funding opportunities. Intended as a living document, the Safety Action Plan will include a method for future analysis and updates as safety projects are implemented.

Exclusionary Zoning Research for The Century Foundation, New York, NY*

Focused on four geographies across New York state, led survey production and distribution, as well as stakeholder interviews to understand what New Yorkers think about zoning and its impact on K-12 educational outcomes.

New Rochelle Downtown Revitalization Initiative, New York, NY*

To redevelop a local highway into a linear park and reestablish connections between the local community and the City's Downtown; managed concept development and implementation of virtual reality engagement, led stakeholder engagement strategy design, as well as planned and executed public design workshops.

Measuring Neighborhood Change in Islandview Greater Villages Central, Detroit, MI*

Conducted a comprehensive study of neighborhoods on Detroit's east side to analyze the preliminary impact of Capital Impact Partners' real estate investments on the housing market and demographic shifts, with a targeted focus on the efforts to low-income and long-term residents.

Advancing Equitable Home Sales Strategies for Detroit's Claytown, Nardin Park and Northeast, Detroit, MI*

Facilitated interviews and thorough analysis of demographic and real estate metrics to develop recommendations for boosting home sales in three Detroit neighborhoods. Submitted presentation of findings and 100+ page report to the Detroit Land Bank Authority on evidence-based strategies.

**Completed prior to joining OHM Advisors.*

Cathy Foerster, AICP

VULNERABILITY & RESILIENCY PLANNING



Education

- BA, University of Central Florida, Legal Studies, 1993

Experience

30 Years prior experience

Professional Certification(s)

- Certified Land Planner, US, AICP No. 016300, 2000

Specializations

- Resiliency Planning
- Water Resources Planning
- Community Planning, Outreach and Education
- Grant Assistance and Compliance
- Technical Editing

Background

Ms. Foerster is a certified land planner with 30 years' professional experience in water resources planning, environmental planning, and community planning. Her expertise includes the preparation of adaptation strategies, vulnerability assessments, water quality improvement plans, coastal management plans, and stormwater master plans.

Ms. Foerster assists local governments in the successful completion of resilience assessments that are in compliance with the Florida Department of Environmental Protection Resilient Florida Program. This requires acquiring and analyzing data; conducting exposure and sensitivity analyses of critical assets and infrastructure; identifying adaptation strategies and projects; prioritizing adaptation and mitigation projects; public outreach; and grant management.

Ms. Foerster conducts public meetings and facilitates community engagement on resilience, water resources, coastal, and community redevelopment initiatives. She assists clients in the preparation of grant applications as well as compliance and reporting activities associated with awarded grants. She excels at editing and managing preparation of technical documents and coordinating diverse stakeholders who contribute to the final product.

Select Relevant Experience

Vulnerability Assessment, City of Apopka, FL.

Prepared a vulnerability assessment in compliance with the Resilient Florida grant program. Tasks included data acquisition, exposure and sensitivity analyses of four state-prescribed critical asset categories (transportation, critical [water, wastewater, etc.], community, and natural/historic/cultural), recommendations to reduce flood vulnerability, and a prioritized list of critical assets. Served as the City's grant liaison with FDEP, responsible for all grant management and compliance activities. More than 1,300 critical assets were assessed and prioritized for flood resilience.

Vulnerability Assessment, Lake County, FL, City of Cocoa Beach, FL and City of Titusville, FL.

Prior to joining Drummond Carpenter in March 2025, served as the project manager on three in-process/under development vulnerability assessments in compliance with the Resilient Florida grant program. Tasks included data acquisition, exposure and sensitivity analyses, recommendations to reduce flood vulnerability, and a prioritized list of critical assets. Served as the County's grant liaison with FDEP, responsible for all grant management and compliance activities.

Cathy Foerster, AICP

VULNERBILITY & RESILIENCY PLANNING

Email: cfoerster@drummondcarpenter.com

Office Phone: (904) 315-4676

Fax: N/A

Select Relevant Experience Continued

San Sebastian River Resiliency Assessment, St. Johns County, FL.

Reviewed existing county comprehensive planning policies to provide guidance to the Public Works Department on future activities that could result in adaptation strategies, land development code revisions and comprehensive plan revisions to support resiliency of the San Sebastian River and the study area.

Coastal Management Plan, Town of Holden Beach, NC.

Lead planner and facilitator on the conversion of the Town's existing beach maintenance plan to an overall coastal management plan for the oceanfront (8-mile shoreline) and two inlets. The plan identifies short-term and long-term goals, strategies and projects. Facilitated three public meetings and two work sessions with the Town's Inlet and Beach Protection Board and Town Manager.

Coastal Resiliency Assessment, City of Atlantic Beach, FL.

Determined the future 100-year flood hazards due to anticipated sea level rise for the years 2044, 2069, and 2119 to estimate future coastal flood risks from increased storm surge elevations and wave heights at Atlantic Beach due to rising seas.

Stormwater Management Master Plan Update, Pasco County, FL.

Prepared a holistic update of a 20-year master plan. Responsible for analysis and recommendations associated with the County's stormwater management program; comprehensive plan, land development, code and ordinances; and overall final report. Conducted community outreach through an adaptively managed webpage, public input sessions, and online comment form.

Stormwater Master Plan, Flagler County, FL.

Conducted review of the County's comprehensive plan, land development code, ordinances, and public works manual to ascertain existing stormwater management policies and regulations. Reviewed and commented on subconsultant deliverables, including growth projections and a resilience assessment. Identified grant funding opportunities specific to Florida projects through the FDEP Resilient Florida Program. Participated in three public meetings and two Board of County Commission presentations to present findings and recommendations.

North Fort Myers Feasibility Study, Lee County, FL.

Reviewed and ranked 27 projects within five subwatersheds in proximity to an FPL easement in the north Fort Myers area for flood abatement and water quality improvements. Projects were ranked using 14 weighted criteria.

Town & Country Community Plan, Hillsborough County, FL.

Lead planner in the preparation of a master plan for a 9.5 square mile special focus area and an area of influence 37 square miles in size. Issues included revitalization and rehabilitation of the urban core within the special focus area. Facilitated several community workshops during the planning process.

Branan Field Road Corridor Study, Clay County, FL.

Completed land planning tasks and prepared final report for a 23,000-acre study. Tasks included regulatory research, strategy formulation, technical analysis and review of the comprehensive amendment process, and facilitating community participation.

4. PERSONNEL / PROFESSIONAL QUALIFICATIONS | Project Staff in MI

	KEY STAFF	ROLE ON THIS CONTRACT	HOME OFFICE
1	Valerie Novaes, PE	Project Manager & Point of Contact	Livonia
2	George Tsakoff, PE	Principal in Charge	Livonia
3	Eric Dryer, AICP	Planning QA/QC	Detroit
4	Greg Kacvinsky, PE	Stormwater / Resiliency QA/QC	Charlotte, NC
5	Rachel Bush, AICP	Lead Planner, Land Use	Detroit
6	Francesca Ortisi	Planner, GIS Specialist	Detroit
7	Nancy Russell, EIT	Stormwater Codes, Ordinances, & Standards	Livonia
8	Adam Cook, CNU-A, NCI, FBCI	Land Use Policy Specialist	Columbus, OH
9	Andre Baerjee	Graphic Designer	Columbus, OH
10	Don Carpenter, PhD, PE, LEED AP	Stormwater / Green Infrastructure & Resiliency Lead	Ann Arbor
11	Rachael Pieschek, PE	Environmental Resilience Planning	Ann Arbor
12	Brittany Simmons	Public Engagement	Detroit
13	Cathy Foerstar, AICP	Engagement Support	Orlando, FL

Out of our 13 key staff, 9 are located in Michigan.
That's 69% Michigan-based participation!

- OHM Advisors
- Drummond Carpenter



Project Costs

FEE BREAKDOWN BY TASK

	OHM Advisors										Drummond Carpenter				
	Principal G. Tsakoff	Pro Eng V V. Novaes	Planner V E. Dryer	Pro Eng V G. Kacvinsky	Planner II R. Bush	Planner I T. Ortisi	Grad Eng V N. Russell	Specialist IV A. Cook	Coordinator II A. Banerjee	Planner II B. Simmons	PIC	PM	Project Eng	Staff Eng	Tech Adv
Task Description	\$237	\$215	\$185	\$215	\$135	\$115	\$175	\$220	\$120	\$135	\$237	\$198	\$176	\$154	\$237
Project Management/ Communications	8	42									26	26			
Existing Conditions Analysis		4	4		35	35							4	8	2
Public Engagement Round 1	1	4	4		8	8				24			8		30
Public Engagement Round 2	1	2	4		8	8			8	24					
Public Engagement Round 3	1	2	4		8	8			8	24					
Opportunities Framework		4	6		12	14									
Plan Strategies Development			6	4	24	16	8	4							
Infrastructure Resiliency Plan Coordination			4	4	8		8		8			6			6
Final Plan Development	1	2		4	32	16		4		8		2	6	6	2
- Focus Area Plans			6		24	16		8	30			2	4	16	4
- Development Ordinances			4		8		46	12							
- Development Typologies			8		8	8		12	8						
- Sustainability Approaches/ Env. Resilience			4		8	8						20	44	10	
Total Labor Hours	12	60	54	12	183	137	62	40	62	80	26	56	66	40	44
Total Labor Cost	\$2,844	\$12,900	\$9,990	\$2,580	\$24,705	\$15,755	\$10,850	\$8,800	\$7,440	\$10,800	\$6,162	\$11,088	\$11,616	\$6,160	\$10,428
Total Per Firm	\$106,664										\$47,726				
Project Total	\$154,390														

*Fee schedule assumes a one-year project timeline

Approved for the Agenda of:	APPROVED with Amendment
8/12/2025	Motion No. 25-434

8.A.



Mayor's Office

TO: Honorable City Council Members
 FROM: Bill Bazzi, Mayor
 DATE: August 4, 2025
 RE: City Depositories - Update Bank Documents

Council Members,

I am requesting the City Council to approve the updating of the City of Dearborn Heights Comerica and Chase signor cards. The updated signor cards that are effective immediately should reflect the following:

Mayor- Bill Bazzi
 City Clerk- Lynne M. Senia
 City Treasurer- Lisa A. Hicks (Hicks-Clayton)
 Interim Comptroller- Mahdi I. Baydoun

Sincerely,

Attachments:

None

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-435

8.B.



Mayor's Office

TO: Honorable City Council Members

FROM: Bill Bazzi, Mayor

DATE: August 4, 2025

RE: Commission on Women and Girls Appointment

Motion to appoint n to the Women and Girls Commission.

Council Members:

I would like to appoint Ms. Elyana Hussain to the Women and Girls Commission, term to expire in April 2027. This appointment is to replace Ms. Zaynab Abdallah.

Please update your records to reflect this change. Thank you.

Sincerely,

Attachments:

None

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-436

8.C.



Mayor's Office

TO: Honorable City Council Members

FROM: Bill Bazzi, Mayor

DATE: August 5, 2025

RE: Planning Commission Appointment

Council Members:

I would like to appoint Ali Ayoub, to the Planning Commission, term to expire in January, 2026. This appointment is to replace Saif Alsenad Term to expire 01/2026.

Please update your records to reflect this change. Thank you.

Sincerely,
Bill Bazzi
Mayor

Attachments:

None

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-437

9.A.



Treasurer's Office

TO: Honorable City Council Members

FROM: Lisa Hicks-Clayton, Treasurer

DATE: August 5, 2025

RE: Treasurer Hicks-Clayton - 2025 Summer Tax Due Date Extension

Dear Honorable City Council Chair & Members,

I am submitting a request for your consideration to adopt by resolution an extension of the 2025 summer tax deadline from August 18, 2025 to August 28, 2025. The Treasurer's office has received many inquiries regarding an extension which would assist with hardships. Many individuals and businesses find themselves in need of a little extra time to sort out their finances. Fortunately, a tax extension can provide that much-needed breathing room to ensure everything is in order. Reasons for requesting a 2025 tax deadline extension vary widely, including personal emergencies and complex financial situations.

In closing, thank you for your time and consideration of this request.

Respectfully,

Lisa Hicks- Clayton
Treasurer

Hassan Ahmad
Council Chair ProTem

Attachments:

None

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-438

9.B.



Treasurer's Office

TO: Honorable City Council Members
 FROM: Lisa Hicks-Clayton, Treasurer
 DATE: August 5, 2025
 RE: Treasurer Hicks-Clayton - BS&A Staff Training Proposal

Dear Honorable Council Chair & Members,

The Treasurer's office would like to schedule a B S & A Back to Basics training session. This would be an all-day customized training for treasury staff based on each staff member's area of work responsibility and utilization of B S & A software. We feel it is imperative to properly train staff members to properly use B S & A to its fullest capabilities and streamline treasury services, as well as present accurate financial reporting. Training has been handed down for years and this has created a need for the most up-to-date training for this valuable resource. We must be proactive and supportive of our staff members, including training.

Please note the proposal includes \$1,295.00 estimated for travel. However, I have spoken to our B S & A representative on this matter. The actual travel expenses will be significantly lower as there will not be hotel expenses or air travel expenses, and minimal travel mileage. The final invoice will reflect actual expenses following completion of all training activities based on Federal Guidelines. I anticipate the expenses would be under \$2,000.00.

Respectfully Submitted,

Lisa Hicks-Clayton
 Ctiy of Dearborn Heights, Treasurer
 MiCPT, ACPFIM, CPFA
 (313) 791-3417

Attachments:

1. Treasurer-BS&A training-proposal

Proposal to...
City of Dearborn Heights, Wayne County MI
July 09, 2025

Quoted by: Dominic Schneider

Onsite Training

BS&A Payments	\$1,325
One day @ \$1,325/day	
Estimated Travel Expenses	\$1,295
Total Proposed	\$2,620

Estimated Travel Expenses are outlined in this proposal. The final invoice will reflect actual expenses following the completion of all training activities based on the Federal Guidelines described below.

\$160/\$185/\$225 per day hotel, varies by state
\$90 per day car rental
\$70 per day meals
\$730 per trip airfare/related expenses
\$0.70/mile round trip for drive distance

Training scheduled from 9am-4pm

Training days quoted/billed in full day increments only.

If used for multiple entities or for more than 15 attendees, please contact BS&A for appropriate pricing.

Signature constitutes an order for products and services as quoted.

Signature

Date

Please complete the following for our records:

Project Contact Name	<u>Lisa Hicks-Clayton</u>	Title	<u>Treasurer</u>
Phone/Fax	<u>(313) 741-3410</u>	Email	<u>IT Director</u>
Mailing Address	<u>6045 Fenton St.</u>		<u>Treasurer@dearbornheights.mi.gov</u>
City, State, Zip	<u>Dearborn Heights, MI 48127</u>		

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-439

9.C.



Assessor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Kimberly Comer, Director

DATE: August 5, 2025

RE: Assessor Comer - Commercial Appraisal Services Contract

Motion to approve the Agreement for Appraisal Services between the City and Judeh and Associates for \$5,500 agreed free. In addition, authorize the Mayor and Clerk to sign the contract on behalf of the City. Furthermore, authorize the Mayor and Comptroller or Clerk to sign the necessary warrants, and the Treasurer to issue payment from Account Contractual Services 101-200-818.000 Current Budget \$68,271.

Attachments:

1. Judeh Contract

JUDEH & ASSOCIATES
Your Real Estate Valuation Team

Office: (313) 277-1986
Fax: (313) 277-8634
www.judehonline.com

AGREEMENT FOR APPRAISAL SERVICES

PARTIES: City of Dearborn Heights Client hereby agrees to employ Judeh & Associates Appraiser to appraise the _____

PROPERTY: located in Wayne County, State of Michigan legally described as:

ADDRESS: 26650 Ford Rd., Dearborn Heights, MI hereinafter called Property.

APPRAISAL REPORT: Appraiser agrees to prepare in writing an Appraisal Report in conformity with any professional organizations to which Appraiser may belong with a final conclusion as to value. The purpose of this appraisal is: Purchase Sale Mortgage Financing Loan Underwriting
 Asset Management XX Tax Appeal – appeal years 2024 & 2025
 Other: _____

INTEREST to be appraised: XX **Fee Simple** _____ Leased Fee _____ Other: _____

COMPLETION of the appraisal shall no later than September 19, 2025 subject to unforeseen circumstances or conditions beyond the control of the Appraiser. The number of originals to be prepared will be xx electronic and/or _____ hard copies.

PAYMENT FOR SERVICES:

XXX AGREED FEE. Client agrees to pay Appraiser a cash fee of \$5,500

 n/a HOURLY-PER DIEM. Client agrees to pay Appraiser a cash fee of \$_____ per hour for time expended on client's behalf over and above the development of the appraisal report, if the need arises.

n/a EXPENSES. Appraiser shall be additionally paid for usual and necessary expenses for the following:

XX LITIGATION (**if needed**). In the event Appraiser is called upon, voluntarily or otherwise, to testify in court or deposition regarding the Appraisal Report herein, Client agrees to pay an additional sum of \$ 225.00 per hour for each _____ plus Appraiser's usual and customary expenses.

XX CANCELLATION. If this agreement is canceled at any time prior to delivery of the Appraisal Report, Client agrees to pay a fee of 50% of agreed upon fee.

 n/a RETAINER fee in the amount of \$ is payable to Judeh & Associates to apply toward the total fee herein.

The Appraiser's fee is in no way based on the final value estimate of the appraised Property, and all sums hereunder are due and payable regardless of the amount of the final value estimate. In the event it is necessary to employ an attorney to collect any sums due herein, Client agrees to pay reasonable attorney's fees and court costs expended by Appraiser.

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-440

9.D.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: August 4, 2025

RE: City Engineer Dib - Southeast Michigan Council of Governments (SEMCOG) Road Safety Audit Grant Agreement

Please authorize the Motion to approve the attached Grant Agreement from the SEMCOG Road Safety Audit Grant Agreement. In addition, authorize the Mayor and Clerk to sign the contract on behalf of the City. Furthermore, authorize the Mayor and Comptroller or Clerk to sign the necessary warrants, and the Treasurer to issue payment for the \$24,981.31 which includes \$4,996.26 the 20% local non-federal match from Account 101-440-808.000.

Sincerely,

Attachments:

1. Road Safety Audit Agreement between SEMCOG and Dearborn Heights

Agreement for Road Safety Audit

This Agreement (“Agreement”) dated _____, 2025 (the “Effective Date”) is made between the Southeast Michigan Council of Governments (“SEMCOG”) located at 1001 Woodward Avenue, Suite 1400, Detroit Michigan 48226, and Dearborn Heights (the “Grant Recipient”), for the purpose of setting forth the exclusive terms and conditions by which SEMCOG desires to provide consulting services to perform a Road Safety Audit as presented in Attachment I.

In consideration of the mutual obligations specified in this Agreement, the parties, intending to be legally bound hereby, agree to the following:

Scope of Services. SEMCOG retains AECOM (the “Consultant”), and Consultant agrees to perform/supply for the Grant Recipient all items outlined in Attachment I to this Agreement. Any Service outside of the scope as defined in Attachment I to this Agreement will require an Addendum to the agreement, signed by all parties.

Consideration / Compensation.

RSAs will be completed by qualified and independent consultants. SEMCOG will procure the Consultant for services to complete the RSA identified in Attachment I of this Agreement.

The City of Dearborn Heights (“Grant Recipient”) will submit the 20% local non-federal match of \$4,996.26 from the total project cost \$24,981.31 (which includes a fixed fee of \$2,415.17, as stated in Attachment I, to SEMCOG, once the work is complete and the consultant has submitted a final invoice. SEMCOG will provide payment to the Consultant as stated in Attachment I, upon satisfactory completion of audit and submission of invoice and report.

For the services performed and expenses incurred by the Consultant under this Agreement, it is agreed that the total cost shall not exceed the amount specified in Attachment I of this Agreement, without the written approval of SEMCOG.

Final Report. The Consultant will submit a final RSA Report to SEMCOG and Grant Recipient within 30 days of the completion of the audit. The Grant Recipient will submit a response to recommendation in the RSA Final Report to SEMCOG not later than ninety (90) days following receipt of the report from the consultant.

Additional requirements for Grant Recipient.

Grant Recipient will:

- Coordinate with SEMCOG staff in planning and development of the project.
- Identify local representatives and stakeholders for the RSA.
- Schedule, provide meeting space for, and participate in RSA activities.
- Provide available relevant data and documents to the audit team.
- Review and provide comments on draft RSA findings report.

Grant Recipient Agrees that project outcomes and successes can be used for SS4A reporting to USDOT; future trainings (e.g., SEMCOG Universities) and regional case studies promoted by SEMCOG; any physical, digital or GIS information/data developed is shared with SEMCOG for regional planning and/or online mapping or other applications.

Notice. All notices or requests required or contemplated by this Agreement shall be in writing and such notice shall be delivered by email. These notices must request the recipient confirm receipt. Notices may also be sent through USPS to the addresses listed herein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be made and executed by their proper officials.

SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

ATTEST:

BY:

Title:

Executive Director

GRANT RECIPIENT

ATTEST:

BY:

Title:

Title:

Attachment I

Scope of Work: RSA for the City of Dearborn Height - Annapolis St from Telegraph Rd to Merrick St and Pardee Ave from Annapolis St to Van Born Rd

Background: The City is seeking to improve safety, especially nonmotorized safety, in school zones. The intersection of Annapolis St and Pardee Ave is a priority focus area due to a recent fatal crash involving a student riding a bicycle. Pardee Elementary School is located at this intersection. Nearby on Pardee Rd is O.W. Best Middle School and also a senior recreation center. Findings from this RSA will help improve safety for vulnerable road users in this location and will also be applied throughout the city.

RSA Process:

The following are the eight steps of an RSA, along with the responsible parties:

1. Identify project or existing road for RSA – Grant Recipient/Road Owner, SEMCOG
2. Select multi-disciplinary RSA team (consultant) – SEMCOG
3. Conduct start-up meeting with project owner/design team, SEMCOG, and other stakeholders to exchange information – RSA team
4. Perform field reviews under various conditions – RSA team
5. Conduct RSA analysis and prepare report of findings – RSA team
6. Present RSA findings to project owner/design team, SEMCOG, and other stakeholders – RSA team
7. Project owner/design team prepares formal responses – Grant Recipient/Road Owner
8. Implement findings as appropriate – Grant Recipient/Road Owner

SEMCOG RSA Cost Proposal for Dearborn Heights

4/10/2025

Labor Hours					
Task	Hours per Staff Classification				
	Sterling	Sarah L	Peyton	Srishti	Admin
	\$79.69	\$55.29	\$45.80	\$38.80	\$35.00
0: Project Initiation	2				6
1: Identify Interdisciplinary RSA Team	1				
2: Prepare Relevant Data and Documents	1	8	6	24	
3: Conduct RSA Kick-off Meeting	2	8	2	4	
4: Perform Field Reviews		12	12	10	
5: Conduct Findings Meeting	2	6	6	6	
6: Prepare Draft RSA Findings Report	2	10	30	30	
7: Conduct Cost Analysis and HSM Analysis			4	8	
8: Final RSA Findings Report Submission	2	1	4	4	
Labor Cost					\$9,922.33
Overhead Cost (Total Labor x 121.28% Overhead Rate)					\$12,033.80
Fixed Fee (11%)					\$2,415.17
Total Direct Expenses (including rental car, mileage, meals, and reproduction costs)					\$610.00
Total Estimated Cost					\$24,981.31

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-441

9.E.



Building Department

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: August 4, 2025

RE: City Engineer Dib - Ecorse Creek Basin - Utility Site Modifications for Incinerator Property Council Members,

As owners of the parcel currently under design by the Army Corp of Engineers, the city must authorize the consultants to have utility access to existing systems in order to properly perform the design services as part of the proposed Ecorse Creek Retention Basin. Please authorize the attached DTE Energy Management request.

This City-owned site housed the former trash incinerator facility. Former structures have been removed however the underground utilities (electric, gas, water and sewers) remain and need to be modified to accommodate the new project. Water and sewers are under the City's control and can be revised relatively easily. However, electricity and gas systems must be coordinated with DTE as part of the Army Retention Basin Project. This resolution if approved, will authorize the Army consultant to work with DTE to address the needed modifications. It is required to ensure "property owners" are aware of the work.

Sincerely,

Attachments:

1. DTE Incinerator Management Access



Building & Engineering Department

Bill Bazzi
Mayor

Ali Dib, P.E.
City Engineer

July 17, 2025

RE=Utility site modifications at the Incinerator property

To: DTE Energy

As part of the Powers street Basin project currently in the design phase by the U.S. Army Corp of Engineers (U.S.A.C.E), the **City of Dearborn Heights** hereby authorizes **Alexander Watson** of **AECOM** to manage all matters concerning the Electric and Gas utility demolition for the property located at **4901 S Inkster Rd, Dearborn Heights, MI 48125**.

This authorization includes but is not limited to managing all aspects related to the utility services provided at the above address. Please grant **Alexander Watson** full access to account details and allow him to perform any necessary actions related to utilities on the city's behalf.

This approval is limited to the above project only and is subject to the City of Dearborn Heights council approval (see attached council resolution).

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-442

9.F.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 4, 2025

RE: Comptroller's Office - Annual Financial Audit and Single Audit - Engagement Letter

Honorable Council,

Requesting approval to award the Financial Audit and Single Audit 3-Year Service bid to the lowest bidder, Alan C. Young & Associates, and authorize the Mayor and the Clerk to sign the contract on behalf of the city. Furthermore, authorize the Mayor, Comptroller or Clerk to sign the necessary warrants, and the Treasurer to issue the necessary payments out of GL 101-223-817.000 (Comptroller's Office Contractual Services).

Attachments:

1. Tally Sheet
2. YeoandYeo (1)
3. Clark Schaefer Hackett Proposal for City of Dearborn Heights (1)
4. AHP_AndrewHooperPavlik (2)
5. Alan_C-Young (1)

CITY OF DEARBORN HEIGHTS

Date: 07/16/2025

Solicitation
Number:
07032025B



PROJECT NAME : Annual Financial Audit and Single Audit of the City of Dearborn Heights, Michigan

	Bidder	Year Ended	Max. Estimated Hours	Bid Amount	Total
1	Yeo & Yeo	06/30/25	385	\$73,500.00	\$229,450.00
		06/30/26	320	\$76,450.00	
		06/30/27	320	\$79,500.00	
Total			1025	\$229,450.00	
2	Alan C. Young	06/30/25	510	\$61,750.00	\$190,500.00
		06/30/26	510	\$63,500.00	
		06/30/27	510	\$65,250.00	
Total			1530	\$190,500.00	
3	AHP Andrews Hooper Pavlik	06/30/25	700	\$83,350.00	\$260,550.00
		06/30/26	700	\$86,850.00	
		06/30/27	700	\$90,350.00	
Total			2100	\$260,550.00	
4	CLARK SCHAEFER HACKETT	06/30/25	261	\$65,000.00	\$199,500.00
		06/30/26	261	\$66,500.00	
		06/30/27	261	\$68,000.00	Note: \$5,000 for Annual Comprehensive Financial Report not included in Maximum Fee proposed
Total			783	\$199,500.00	



City of Dearborn Heights
Request for Proposal
Alan D. Panter, CPA, CGFM, Principal
880 W. Long Lake Road, Suite 400
Troy, MI 48098
248.239.0900

July 16, 2025



Let's thrive.

Yeo & Yeo is a business success partner using the power of listening, perspective, and connected purpose to help our clients, communities, and colleagues thrive. We are grateful for the opportunity to be considered for this initiative, providing guidance on your unique path.

The following pages outline our company, our differences, our proposed relationship, and our commitment to you. If you have any questions, concerns, or clarifications, we're here to help. We appreciate your time and attention.

Thank you.



July 16, 2025

City of Dearborn Heights
6045 Fenton Road
Dearborn Heights, MI 48127

Submitted through BidNet

Thank you for considering Yeo & Yeo for your auditing needs. We are pleased to provide this proposal for your audit work for the fiscal years ending June 30, 2025, through 2027.

Yeo & Yeo is an innovative firm that is among the leading certified public accounting and consulting firms in the country. The following key points highlight our qualifications:

- A commitment to performing quality governmental audit, tax and consulting services. The firm currently provides services for more than 180 governmental audits.
- Members of the firm's Government Services Group are active in several associations, foundations, boards and committees.
- With our award-winning Audit process, our clients recognize greater efficiency, timely turnaround, and overall ease in the audit.
- A clear position of leadership among regional providers of auditing, accounting, business consulting, employee benefits, technology and tax services.
- Members of the firm's Government Services Group are frequent presenters at state and local conferences and trainings.

Yeo & Yeo has the knowledge and experience to furnish the auditing services that you are requesting. We adhere to the highest quality standards and are committed to serving timely and efficiently.

We appreciate the opportunity. Thank you for your consideration.

Sincerely,

Alan D. Panter, CPA, CGFM
Principal, Yeo & Yeo
alan.panter@yeoandyeo.com



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Attachment:

Appendix A - Hours and Fees Per Fiscal Year



Firm Qualifications.

Independence

Yeo & Yeo is independent of the City of Dearborn Heights as defined by generally accepted auditing standards and the U.S. General Accounting Office's *Government Auditing Standards*.

We are not aware of any conflicts of interest related to the City of Dearborn Heights or any of its agencies or component units for the past five (5) years and have quality control procedures in place to address any items or circumstances that may arise.

License to Practice in Michigan

Yeo & Yeo is licensed by the State of Michigan, Department of Licensing and Regulations, to practice public accounting in the State of Michigan. All key professional staff assigned are properly licensed to practice in the State of Michigan.

Debarment, Suspension, Ineligibility, and Voluntary Exclusion

The company or any of its employees is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract.

Other Qualifications

- Yeo & Yeo meets the continuing education and external quality control requirements of *Governmental Auditing Standards*.
- Yeo & Yeo does not have a record of substandard audit work.
- We follow the American Institute of Certified Public Accountants' *Interpretation 501-3, Failure to Follow Standards and/or Procedures or Other Requirements in Governmental Audits*.





Peer Review.

Yeo & Yeo's most recent external peer review was for the period ended August 31, 2022. The pass report is the highest possible mark. The peer review letter follows:



Report on the Firm's System of Quality Control

To the Principals of
Yeo & Yeo, P.C., CPAs and
Advisors and the
Peer Review Committee of the
Michigan Association of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Yeo & Yeo, P.C., CPAs and Advisors (the "firm") in effect for the year ended August 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Yeo & Yeo, P.C., CPAs and Advisors in effect for the year ended August 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Yeo & Yeo, P.C., CPAs and Advisors has received a peer review rating of pass.


 CERTIFIED PUBLIC ACCOUNTANTS

Glen Allen, Virginia
February 22, 2023

Yeo & Yeo has no issues with any federal or state desk reviews or field reviews of its audits during the past three years. Yeo & Yeo has not had any disciplinary action taken or pending during the past three years with state regulatory bodies or professional organizations.



Accountability. Transparency. Possibility.

Government Industry Experience.

Governmental Audit Quality Center (GAQC) Member

Yeo & Yeo is a member of the AICPA's Governmental Audit Quality Center (GAQC) committed to adhering to the highest standards in performing quality government audits. As a benefit of GAQC membership, our audit professionals have access to the latest notices and advice regarding audit, accounting and regulatory issues. In turn, Yeo & Yeo will keep you informed of important issues and best practices.

GFOA Certificate of Achievement for Excellence in Financial Reporting Experience

Yeo & Yeo supports the Certificate of Achievement for Excellence in Financial Reporting Program (Annual Comprehensive Financial Report program) with audit team members currently active in the certification review process, including Yeo & Yeo's Government Services Group Member, Jamie Rivette, who serves on the Special Review Committee. The following clients have earned their Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

- Cass County
- Charter Township of Independence
- City of Alma
- City of Bay City
- City of Farmington Hills
- City of Fenton
- City of Midland
- City of Oak Park
- City of Portage
- City of Saginaw
- City of St. Clair Shores
- City of Troy

Actively Involved

Our audit professionals and members of Yeo & Yeo's Government Services group are actively involved in industry associations that keeps us on the forefront of industry and regulatory issues and also allows us to share our expertise as frequent presenters and trainers.

- Government Finance Officers Association
 - GFOA Certificate of Achievement for Excellence in Financial Reporting Program Special Review Committee member
- Michigan Certified Public Accountants Government Task Force
- Michigan Municipal League
- Michigan Townships Association
- State of Michigan Advisory Committee for Implementation of Uniform Chart of Accounts
- Michigan Government Finance Officers Association
 - Board of Directors
 - Accounting and Auditing Standards Committee
 - Legislative Committee
 - Membership and Mentoring Committee



About Yeo & Yeo.

Yeo & Yeo has grown from a family-owned business to being among the Top 200 certified public accounting and consulting firms in the country. Our team of 33 Principals, 4 Presidents, and more than 275 professionals provides comprehensive solutions for individuals, businesses, school districts, units of government, and not-for-profit entities.

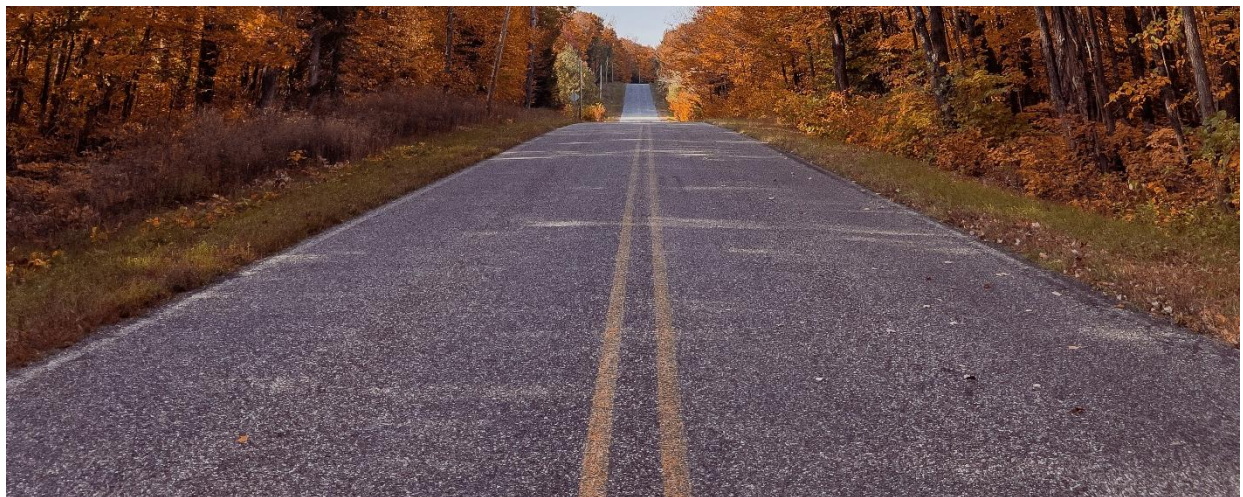
Yeo & Yeo is a full-service firm, providing accounting, auditing, business consulting, and tax services for businesses and organizations throughout Michigan since 1923. With the support of Yeo & Yeo HR Advisory Solutions, Yeo & Yeo Technology, Yeo & Yeo Wealth Management, and Yeo & Yeo Medical Billing & Consulting, we have created a strong network of professionals available to consult and proactively propose solutions for our clients.

The firm has nine offices throughout Michigan that are easily accessible to our clients with multiple locations. With locations in Alma, Ann Arbor, Flint, Kalamazoo, Lansing, Midland, Saginaw, Southgate, and Troy, the firm is positioned to provide local, hands-on service. The firm's audit team consists of over 60 auditors. We utilize a team approach to staffing audit engagements based on the required skill sets of the team, rather than where the office is physically located. Because of this, we may draw on governmental professionals who are based in any of our offices.

At Yeo & Yeo, we listen to your vision, we help you fulfill it, and we walk alongside you easing complexities – never adding to them.

Yeo & Yeo's certified public accountants and advisors provide organizations and businesses with forward-thinking, comprehensive solutions in accounting, audit, tax, and business consulting to improve accountability, reduce risk, enhance profitability, and minimize taxes.

Whatever your chosen path, wherever you'd like to go, Yeo & Yeo is here with you. From everyday needs to long-term goals, let's get there. Together.





A Proud Family of Companies.

Through our family of companies, we work with you to achieve your unique goals. It is focused expertise, designed to bring all you need, exactly how you need it.



YEO & YEO

CPAS & ADVISORS

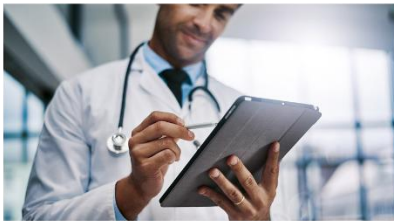
Comprehensive solutions in accounting, audit, tax, and business consulting. Helping you thrive with confidence.



YEO & YEO

HR ADVISORY
SOLUTIONS

Helping you build better teams, grow, and succeed. Recruiting, training, compensation, employee handbooks and more.



YEO & YEO

MEDICAL BILLING
& CONSULTING

Helping your medical practice thrive. Complete medical billing and practice management consulting solutions.



YEO & YEO

TECHNOLOGY

Helping you stay productive and always ready. Managed IT, cloud, security, network solutions, and more.



YEO & YEO

WEALTH MANAGEMENT

Helping you plan for what's next. Financial planning, asset management, tax-smart investing, and more.





5 Companies

YEO & YEO
CPAS & ADVISORS

YEO & YEO
HR ADVISORY
SOLUTIONS

YEO & YEO
MEDICAL BILLING
& CONSULTING

YEO & YEO
TECHNOLOGY

YEO & YEO
WEALTH MANAGEMENT

Founded in 1923

for a century+ of
perspective and service.

Offices across Michigan

to help you exactly
where you are.

33 Principals 4 Presidents

offering unmatched expertise
and proven commitment
across the state.

250+ Team Members

service and industry
specialized professionals
dedicated to your needs.

Reach Beyond Michigan

through our extended network.

AN INDEPENDENT MEMBER OF
IBDO
ALLIANCE USA



96%

of our people say
they are proud to work
for Yeo & Yeo.



Giving Back

to our communities and those in need
through the Yeo & Yeo Foundation.

301 Organizations
received a donation

\$630,000
total awarded donations

\$580,365
contributions from
Yeo & Yeo employees,
leaders, and firm revenue

Awards

recognizing our level of
commitment and success.





Identification of Anticipated Potential Audit Problems.

This identifies and describes any anticipated potential audit problems, the firm's approach to resolving these problems/issues and any special assistance that will be requested from the City of Dearborn Heights.

Information Not Ready

We will have open communication during the audit to help prevent this but will schedule the audit as planned and we can be flexible with the timing, to an extent considering commitments to other clients. Our engagement letters also contain provisions for additional fees when audits need to be rescheduled without adequate notice. We will also contact management as soon as any issues arise.

Additional Charges for Services

Should additional services/assistance be necessary, we will discuss with management and get approval prior to charging for any additional services. Our engagement letters contain provisions for additional billings in certain circumstances, such as delays in the audit process or numerous journal entries.

Report Format

Website for examples/reports of our past financial statements:
<https://treas-secure.state.mi.us/DocumentSearch>

Uncooperative Employees

We will discuss this issue with the appropriate level of management.

Surprises

Management will receive draft reports of any comments, recommendations, or findings to make sure facts are correct and corrective action is appropriate.

Timeline

If our timeline for the presentation is ever in jeopardy, we will communicate this to the appropriate level of management immediately.

Staffing/Personality Issues

We ask that if you encounter any issues with our staff, whether it be a new staff member, a manager, or a partner, that you contact the appropriate level of management so that we can make a decision that will benefit the City of Dearborn Heights.



Personal. Knowledgeable. Approachable.

Meet Your Engagement Team.

Partner, Supervisory and Staff Qualifications and Experience

Your project will be staffed with individuals who collectively possess the necessary skills in financial management, accounting and auditing, technology, internal controls, and compliance with laws and regulations, together with knowledge of governmental regulatory requirements. The following individuals will be assigned to your audit team.



Alan Panter

CPA, CGFM | Principal
Principal In-Charge



Michael Rolka

CPA, CGFM | Principal
Concurring Reviewer



Nicole Demand

CPA | Manager



Alan D. Panter

CPA, CGFM

Principal.



Education

Bachelor of Arts in Accounting from Michigan State University

Professional Certifications

Certified Public Accountant (CPA)
Certified Government Financial Manager (CGFM)

Professional Memberships

American Institute of Certified Public Accountants
Michigan Association of Certified Public Accountants
AICPA Employee Benefit Plan Audit Quality Center
Government Finance Officers Association
Michigan Government Finance Officers Association
Michigan School Business Officials
Detroit Economic Club

Specialty Areas

Audit and consulting for state and local government entities, education, and nonprofit organizations
Employee Benefit Plan Audits
Internal controls and procedures analysis
Single Audits under 2 CFR 200

Experience

Yeo & Yeo (2017 to present)
Abraham & Gaffney (2003-2017)
New World Systems (1997-2002)
Panter Master Controls (1995-1997)
KPMG, LLP (1993-1995)
Ernst & Young, LLP (1992-1993)
Yeo & Yeo, PC (1989-1992)

Community Service

Knights of Columbus Council #15967 – Treasurer
Clarkston-Independence District Library – Board Secretary

Presentation/Presenter

Yeo & Yeo Internal Training
Yeo & Yeo Government Client Training
Michigan Government Finance Officers Association
Central Michigan School Business Officials
Library of Michigan
Michigan Library Association
Michigan Municipal Treasurer's Association
Macomb-St. Clair School Business Officials

Training

MSBO – Business Manager / CPA workshop
MSBO – Annual Conference & Exhibit Show
MICPA – Governmental Accounting & Auditing Conference
GFOA – Annual Conference
AICPA – Employee Benefit Plans Conference
MICPA – EBPAQC Designated Partner Audit Planning
MICPA – Michigan School District Update
MICPA – Audits of Employee Benefit Plans
Employee Benefit Plan Training
Accounting Updates
MGFOA – Annual Conference

Author

Library of Michigan-Public Library Financial Management Guide (2013, 2019, 2021)





Michael L. Rolka

CPA, CGFM

Principal.



Education

Bachelor of Professional Accountancy from Saginaw Valley State University (2012) with a major in Accounting and minor in Finance

Professional Certifications

Certified Public Accountant (CPA)
Certified Government Financial Manager (CGFM)

Professional Memberships

American Institute of Certified Public Accountants (AICPA)
Michigan Association of Certified Public Accountants (MICPA)
Michigan Government Finance Officers Association (MGFOA)

Experience

Yeo & Yeo (2012 to present)
Principal
Firm Government Services Team Leader
Firm Audit Team



Specialty Areas

Audits of Municipalities
Single Audits under the Uniform Grant Guidance
Audits under *Government Auditing Standards*
Audits of local school districts

Community Service

Clinton River Watershed Council Finance Committee
MICPA Governmental Accounting and Auditing Expert Panel
MGFOA Standards Committee
MGFOA Board of Director
Special Olympics

Presentation/Presenter

Government Fraud Case Studies
MICPA – *Model Accounting: Compensated Absences*
MICPA – *Creating Impactful Presentations Delivering Government Audit Results*
MICPA – *An Abundance of Relief: Auditing Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)*

Training

Michigan Government Finance Officers Association Annual Conference
Governmental Accounting & Auditing updates
Uniform Guidance
Michigan Municipal League Conference
MICPA Government & Auditing Conference
School Update



Nicole K. Demand CPA Manager.



Education

Bachelor of Science in Professional Accountancy
from Saginaw Valley State University (2019)

Professional Certifications

Certified Public Accountant (CPA)

Professional Memberships

American Institute of Certified Public Accountants
(AICPA)
Michigan Association of Certified Public Accountants
(MICPA)
Saginaw County Chamber of Commerce
Saginaw Young Professionals Network (YPN)

Experience

Yeo & Yeo (2024 to present)
Manager
Member of Audit Managers Team
Andrews Hooper Pavlik, PLC (2019 to 2024)
Manager
Senior Accountant
Staff Accountant

Specialty Areas

Audits of Non-Profit Organizations
Audits of Local School Districts
Audits of Higher Education
Audits of Financial Institutions
Audits under *Governmental Auditing Standards*
Audits under Uniform Grant Guidance

Community Service

Saginaw Community Foundation – Investment
Committee Member
Girls on the Run – Volunteer

Training

Non-Profit Training
School Updates
Accounting Updates
Single Audit Training
Governmental Training
Ethics



Client References.

Yeo & Yeo brings a depth of experience in your industry. This helps us understand the terminology, the challenges, the processes, the trends, and the potential risks. With this foundation, we create a plan based on the exacting needs of your organization. Knowledge and insight meet personalization and possibilities: a perfect combination.

We have worked with the following organizations and encourage you to reach out to them to help better experience the Yeo & Yeo difference.

City of Troy

Rob Maleszyk, CFO
Robert.maleszyk@troymi.gov
586.649.8712
500 W. Big Beaver Rd.
Troy, MI 48024

City of Utica

Philip Paternoster, Treasurer
treasurer@cityofutica.org
586.739.1600
7550 Auburn Rd.
Utica, MI 48317

City of Farmington Hills

Thomas Skrobola, Finance Director/Treasurer
tskrobola@fhgov.com
248.871.2430
Dept. of Central Services, Purchasing Division
31555 Eleven Mile Rd.
Farmington Hills, MI 48336

City of Fraser

Elaine Leven, City Manager
citymanager@micityoffraser.com
586.293.3100
33000 Garfield Rd.
Fraser, MI 48026



The Yeo & Yeo Audit Process.

YeoLean is a reimagined, Lean Six Sigma-based audit process, providing greater efficiency and overall ease in the audit engagement. Our professionals come on-site with a purpose of maximizing our immersion while minimizing your time.

Experience quicker turnaround time, thorough communication, and a structured workflow for maximum efficiency. Our award-winning process is more than applying concepts to improve processes, but rather a cultural change of focusing on audit value and continuous improvement. The audit will be performed in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*.



Pre-Planning

Pre-planning will assist in determining the information to be gathered during the audit process. Pre-planning includes a meeting with management and the audit committee to determine the logistics of the audit.



Planning

Proper planning assists us in developing an audit plan that focuses on key areas and issues. The planning phase of the audit will include the following to be used in risk assessment:

- Gathering information about the organization and environment
- Reviewing prior year audit results
- Identifying unusual and unexpected financial trends
- Obtaining an understanding of internal controls at both the entity and activity level
- Walking through significant transaction classes
- Consider management override of controls



Risk Assessment

This phase of the audit will include assessing the risk of material misstatement of the financial statements:

- Identifying significant audit areas
- Identifying significant and fraud risks using information gathered during the planning process
- Discussions with employees, management, and the Board
- Assessing risk by audit assertion (existence/occurrence, rights, and obligations, completeness, valuation, allocation, and cutoff) for account balances
- Utilization of data extraction software



Audit Plan

The audit plan will be developed to cover the significant audit areas and the risks identified during the risk assessment process. This is the core of the audit and ensures the audit is tailored to your specific needs. This is not a one-size-fits-all audit.



Single Audit

Evaluation and testing of internal controls and compliance of federal awards will be performed in accordance with the 2 CFR 200 compliance supplement and Government Auditing Standards issued by the Comptroller General of the United States. We provide specific testing and risk assessment for each major program based on the fourteen compliance areas.



Reporting

We will prepare the financial statements and disclosures from the trial balance and the information that you provide to us.

The following reports will be provided:

- Opinions on the financial statements in accordance with generally accepted auditing standards.
- Internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
- Compliance with requirements applicable to each major program and on internal control over compliance in accordance with 2 CFR 200.

We will report to those in charge of governance in accordance with professional standards. Management comments will be prepared to provide management with the opportunity to strengthen internal controls and operating efficiency.

The financial statements and communication letter will be reviewed with management before they are finalized to ensure that information has been appropriately interpreted and recommendations are practical.



Document Portal: Suralink.

Suralink is a web-based communication platform that adds transparency and efficiency to your audit. The platform provides a secure file transfer portal, dynamic request list, and real-time workflow updates. Suralink keeps all requests in the same place, making it easier to complete your engagement.



Delegate, Assign, and Filter Requests

- Delegate requests to specific team members and filter requests by status or owner
- The status of each request is indicated by a color and automatically changes with progress



Central Dashboard with Real-Time Progress Updates

- Easily view the percentage of progress of requests and engagements
- See the real-time status overview of each request in a quick view bar
- Each request holds files, comments, assignments, and an activity log
- Set preferences to receive notifications of activity relating to your engagement



Improve Efficiency

- Spend your time getting the job done, not reconciling a messy list of outstanding items
- Download all files in a section, edit a group of requests, communicate with your team, or drag and drop multiple files at the same time—all with just a few clicks



Protect Your Sensitive Information

- Integrate your current two-factor authentication provider or start using Google at no cost
- Protect sensitive information with inactivity time-out and SSL AES 256-bit encryption





Nurturing A Relationship Built on Success.

Educational Content and Resources.

Yeo & Yeo keeps you informed about important issues affecting your organization and provides the training and resources you need to achieve excellence.



eNewsletters

- Up-to-date information
- Delivered to your inbox
- Custom, timely content



Audit Resource Center

- Tips & Tools
- Easy access on yeoandyeo.com
- Timely Updates



Client Training & Webinars

- Key topics
- Client empowerment & education
- Forum for compliance



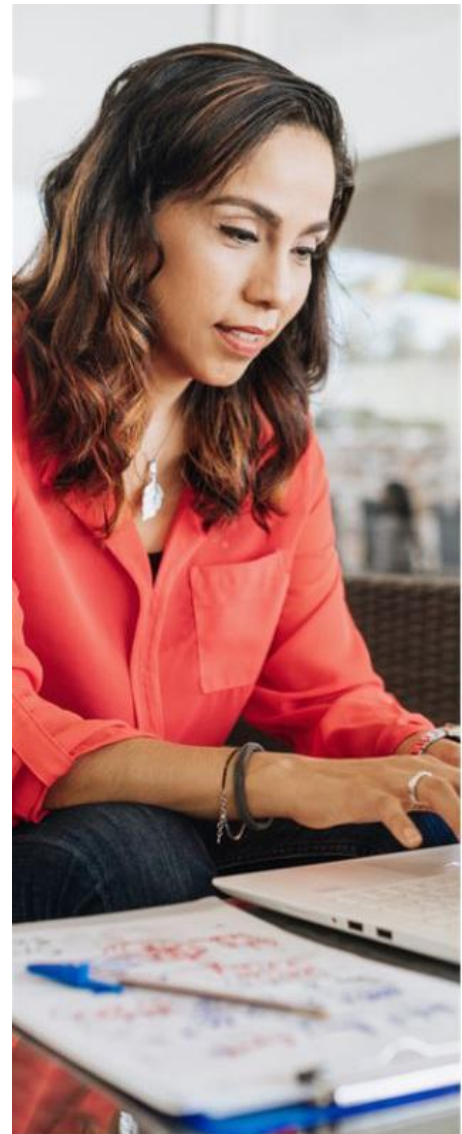
eAlerts

- Urgent information
- Changes, deadlines & need-to-know information
- Instant notifications



Blog

- Deep insight
- Timely perspectives
- Fresh analysis from thought leaders





A Focus on Government Audits.

The Yeo & Yeo Difference.

At Yeo & Yeo, we understand the complexity of state and federal compliance requirements. We also understand the importance of working with a partner you can trust. Our work in governmental audits goes beyond the technical; we want to maximize efficiency in a very human, very Yeo & Yeo way. The following sets us apart.

Exceptional People.

Expertise. Empathy. Enthusiasm. All of Yeo & Yeo's experts choose their career path through personal experience and interest making them extraordinarily dedicated to their work. Yeo & Yeo is known for its exceptional service, professional staff, and the enjoyable experience you will have while working with them.

Deep Experience.

Our statewide firm has over 60 dedicated governmental auditors that provide services to organizations throughout Michigan. We have the knowledge and insight to recognize opportunities and identify specific areas of your organization that can be strengthened.

Timely Communication.

Our start to finish scheduling process ensures accurate pre-planning for a smooth transition. Our clients know what to expect when we arrive on site. We make it a priority to provide frequent updates and communication throughout the entire engagement.

Partner Involvement.

We maintain the same partners on engagements year after year, creating ongoing continuity and deep situational knowledge. Your dedicated partner-in-charge will be onsite and available to you during the audit. A concurring partner will provide a high-level overview for quality control.

A Passion for Community.

It's our passion to invest time, talent, and resources in the communities where we live, work, and play.



Proposed Schedule.

Upon Notification of the Award

Contact with Management
Planning Meeting

October

Field Work (Audit Plan)

November

Exit Conference with Management
Financial Statements
Single Audit Report
Management Letter

December

Presentation



Professional Fees Clarification.

Fees are based on standard hourly rates plus out-of-pocket costs and the time anticipated to complete the audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit.

The bid is based on our estimate of the time required to audit the City of Dearborn Heights under normal circumstances. Adequate, reconciled supporting data must be readily available to maintain and/or reduce overall cost of a properly conducted financial and compliance audit.

Beyond June 30, 2027 Yeo & Yeo provides City of Dearborn Heights the option for an engagement extension. Upon receiving an extension request, Yeo & Yeo will provide City of Dearborn Heights an updated engagement letter outlining fees for the extended engagement option.

The bid includes advice and answers to questions regarding accounting procedures and/or content of the audit report throughout the year that are brief in nature and do not require research.

New Accounting Pronouncements or Standard Updates effective following the date of this document may be subject to additional fees. Our fees may be subject to change if the consumer price index (CPI) exceeds the prevailing rate at the date of the proposal.

This proposal is a statement of interest, not a binding contract.



Billing Rates

Staff Level	Rate
Principal	\$410 - \$499
Senior Manager	\$365 - \$399
Manager	\$295 - \$352
Senior Accountant	\$230 - \$263
Staff Accountant	\$180 - \$210



Client Responsibilities.

To be respectful of your time and ours, we schedule our client work well in advance. When engagements have to be rescheduled it causes a domino effect, as we likely have other clients scheduled in the new requested time slot, and our staff are likely scheduled on another client. As a result, we may have to put your engagement at the end of the line, and/or change staff. When our staff members finishing the work are not the same as those who started it, the audit is less efficient and more disruptive to your and our staff. Our quote is contingent on the following:

- All items on the assistance list being completed by the due dates indicated.
- The audit being performed during the dates scheduled.
- All accounts being adequately reconciled by the beginning of scheduled fieldwork.
- Accurate information provided to us that does not require subsequent rework.
- Suralink is used to provide the assistance list items to us.
- Agreement with due dates for items on Client Assistance List
- Work papers should be in Excel, Word, or PDF format
- Trial balance and budget for each fund as of year-end
- Schedules, reconciliations and supporting documentation for each balance sheet account as of year-end
- Schedules and supporting documents for revenue and expense accounts as determined
- Supporting documents for various walk-throughs, tests of transactions and compliance as specifically requested
- Confirmations as requested
- Copies of notes, leases, and agreements in effect during the year and at year-end
- Required certifications
- Minutes for each board meeting held during the period under the audit and all subsequent minutes to meetings prior to the report date
- Organization chart
- List of all board members, management, and any other known related parties
- Prepare Management Discussion & Analysis
- Schedule of Federal Awards (SEFA), or oversight in preparing of the SEFA
- Oversight in the preparation of the financial statements, Government-wide conversion entries, and data collection form
- Additional information for single audit major program testing

If the above items are not met and the engagement needs to be rescheduled or if additional days need to be scheduled, then an additional price of 20% may apply. Beyond this, the time required for rework and posting client requested entries after we have been given the trial balance will be billed at our standard hourly rates.



Thank You for Considering Yeo & Yeo.

We appreciate the opportunity to present this proposal and are committed to helping you achieve your goals. This is more than just a project for us; it's an opportunity to create an important relationship built on success.

Yeo & Yeo's Government Services was created for this exact purpose, and we look forward to the selection process. Beyond your engagement team, you will have access to our full Government audit team of experts. We would love for you to get to know them. Use the link below or scan the QR code to watch a video introducing our team.



Video link: yeoandyeo.com/government-services-engagement-team

If you have any questions or concerns or need clarifications, do not hesitate to contact me.

Let's thrive.

Alan D. Panter, CPA, CGFM
Principal, Yeo & Yeo
alan.panter@yeoandyeo.com

**Request For Proposal
For The Annual Audit and Single Audit, and Consulting Services of the City of
Dearborn Heights**

APPENDIX A

HOURS AND FEES PER FISCAL YEAR

MAXIMUM POINTS - 25

List the **MAXIMUM ESTIMATED HOURS** by professional classification for each of the years below to perform the independent audits:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>	<i>Maximum Estimated Hours</i>
6/30/2025	25	60	120	180	385
6/30/2026	20	50	100	150	320
6/30/2027	20	50	100	150	320

List the **TOTAL INDEPENDENT AUDIT ALL-INCLUSIVE MAXIMUM FEE** for each year below:

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	\$73,500
6/30/2026	\$76,450
6/30/2027	\$79,500

List the **HOURLY INDEPENDENT AUDIT RATE** by professional classification for each of the years below:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>
6/30/2025	\$499	\$352	\$263	\$210
6/30/2026	\$520	\$366	\$273	\$218
6/30/2027	\$540	\$380	\$283	\$226

Please note: The hours and pricing above do not include a Single Audit. In years when one is required, there will be an additional fee of \$10,000. This fee includes one major program. Additional major programs are \$3,000 each.

Also note: The hours quoted above are for informational purposes only and should not be construed as a minimum or maximum.

Request For Proposal
For The Annual Audit and Single Audit, and Consulting Services of the City of
Dearborn Heights

MANAGEMENT ADVISORY SERVICES:

List the **MAXIMUM ESTIMATED HOURS** by professional classification for each of the years below to perform requested management advisory services:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>	<i>Maximum Estimated Hours</i>
6/30/2025					
6/30/2026					
6/30/2027					

List the **TOTAL MANAGEMENT ADVISORY SERVICES INCLUSIVE MAXIMUM FEE** for each year below:

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	
6/30/2023	
6/30/2024 Option	

List the **HOURLY MANAGEMENT ADVISORY RATE** by professional classification for each of the years below:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>
6/30/2025				
6/30/2023				
6/30/2024 Option				

Management advisory services are bid in conjunction with Section V Proposal Requirements Part D Cost Proposal Item (2) Rates for Additional Professional Services of this Request for Proposal.

Additional fees for an Annual Comprehensive Financial Report: \$5,000 .

Please note: We have not provided pricing or maximum limits for any management advisory services due to the unknown nature of the scope of those services. Should additional services be require or requested, the hourly rates on the previous page would be used based on the actual hours spent. This would be fully discussed with you during the audit process.

Proposal for:

City of Dearborn Heights

The contract period for the fiscal years ending June 30, 2025, through June 30, 2027

Prepared by:

CLARK SCHAEFER HACKETT



July 16, 2025

Amr Elaskary
Senior Manager | ASElaskary@cshco.com
3505 Coolidge Road
East Lansing, MI 48823
517.351.5508

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Letter of Transmittal

Clark Schaefer Hackett ("CSH" or the "firm") is pleased to present the following Statement of Qualifications to provide annual audit services for the City of Dearborn Heights (the City) for fiscal years ending June 30, 2025, through June 30, 2027. We believe after reviewing our credentials, you will find CSH is the best fit for the City.

The core competency of CSH is to provide proven technical expertise to state and local governmental entities. For more than 85 years, our accountants have served as primary trusted business advisors to the governments and organizations that form the backbone of the region's economy. Furthermore, we align our services by industry, which permits us a deeper knowledge of our clients and the ability to anticipate their needs based on our understanding of industry trends. Over 95% of clients surveyed said that they look to us for high-quality deliverables, personal attention, and timely service. Here are some ways in which we are prepared to add immediate value:

VALUE

With CSH, our experience and resources are available to you without the fear of being billed every time you call. While we provide industry-leading accounting expertise at a competitive rate, it is our business expertise, personal attention, and ongoing commitment to our clients that provide an even deeper value.

QUICK TURNAROUND

The City needs timely information to make strategic decisions about its future. With CSH, we will make it our priority to ensure that you have the information you need when you need it. We will invest the necessary planning efforts up front to provide efficient service that meets your expectations on time. We take deadlines seriously and extend our commitment to work according to yours.

ONE-STOP SHOP

We have identified a team of expert professionals for the City's engagements. The members of this team focus a large percentage of their practice on governmental organizations and are well-versed in the latest GASB pronouncements and trends that affect your industry.

We have industry knowledge, availability, and technical aptitude to serve all the City's needs. We are pros at assurance work; and you'll also have access to advisors who specialize in other areas such as human resources and cybersecurity consulting.

Sincerely,



Amr Elaskary, CPA | Senior Manager
Clark, Schaefer, Hackett & Co
3505 Coolidge Road, East Lansing, MI 48823
517.351.5508

Technical Portion of Proposal

2. Independence

The firm should provide an affirmative statement that it is independent of the City of Dearborn Heights and all of its component units as defined by generally accepted auditing standards issued by the Comptroller General of the United States.

The firm should also list and describe the firm's professional relationships involving the city or any of its component units for the past five years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audit.

In addition, the firm shall give the City written notice of any professional relationships entered into during the period of this agreement.

Affirmation of Independence



We affirm that Clark Schaefer Hackett and all professional personnel proposed to conduct this engagement are independent of the City of Dearborn Heights and its component units as defined by the Governmental Auditing Standards, published by the U.S. General Accounting Office and will maintain independent with respect to the Governmental Auditing Standards.

Conflicts of Interest



Clark Schaefer Hackett affirms it, and all professional personnel proposed to conduct this and all engagements are in compliance and will maintain compliance with laws and rules regarding conflicts of interest. Firm policies and procedures are in place to ensure employees are continuously aware of potential, actual or perceived conflicts of interest matters.

CSH is unaware of any such professional relationships with the City or any of its agencies or component units for the past five (5) years. CSH will provide the City with written notice of any professional relationships entered into during the period of this agreement.

3. License to Practice in Michigan

An affirmative statement should be included that the firm and all assigned key professional staff are properly licensed to practice in Michigan.

Affirmation of Licensure



CSH affirms that it is registered as a certified public accounting firm and it and all assigned professional staff for this agreement are licensed to practice in the State of Michigan. Beyond the borders of Michigan, we are also positioned as the firm of choice for countless organizations in Kentucky, Ohio, and Indiana.

4. Firm Qualifications and Experience

The proposer should state the size of the firm, the size of the firm's governmental auditing, accounting and consulting staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement on a full-time basis and the number and nature of the staff to be so employed on a part-time basis.

The firm is also required to submit a copy of the report on its most recent external quality control review, with a statement whether that quality control review included a review of specific government engagements.

The firm shall also provide information on the results of any federal or state desk reviews or field reviews of its audits during the past three years. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three years with state regulatory bodies or professional organizations.

Founded in
1938



Among
The Top 60
 Firms in the Nation

10 Offices
Across



Ohio, Kentucky, Michigan & Mumbai

More Than 550
 Professionals & Staff



Clark Schaefer Hackett Advantage

As one of the region's largest accounting firms, Clark Schaefer Hackett is a leader in providing services to government entities in the region. As a "Top 60" accounting firm in the United States, we offer immediate access to approximately 50 shareholders and over 550 service professionals to provide comprehensive assistance in the accounting, consulting, and information technology areas.

For over three decades, Clark Schaefer Hackett has served hundreds of local governments including cities, counties, school districts, and other special entities. Of unique interest to the City would be our significant area of practice in the governmental sector.

We are More

Additionally, we provided additional tailored solutions through our brand extensions, Clark Schaefer Consulting and Clark Schaefer Strategic HR.

Clark Schaefer Consulting is a trusted partner to Fortune 1000 companies and high-growth organizations across the region. Clients call on us to navigate today's most complex growth, risk, and technology challenges. With our holistic approach to solution development, we solve our clients' most pressing issues while simultaneously preparing them for their next strategic move.

Clark Shaefer Strategic HR has been providing human resources and recruiting expertise to organizations of all sizes for nearly three decades, and we're proud to be recognized as a leader in our industry. We partner with you to develop, strengthen, augment, or manage your HR function.

Government & Public-Sector Assurance

Within the governmental sector, we have established a Government Services Group of 30 dedicated professionals who focus the entirety of their practice on governmental clients exclusively. We see audits as an opportunity for you to make smarter decisions and improve your organization's performance.



Our Assurance Services Include:

- ✓ Financial statement audits, reviews, & compilations
- ✓ Uniform Guidance compliance audits
- ✓ HUD audits
- ✓ Preparation of Annual Comprehensive Financial Reports (ACFRs)
- ✓ Agreed-upon procedures
- ✓ Utilities
- ✓ Qualified plan administration & consulting for 403(b) plans
- ✓ GASB implementation



Cybersecurity & Risk Management

Internal controls are a critical component of corporate infrastructure. From analytics to training, to regulatory compliance and cybersecurity, we help you manage and reduce risk.

- ✓ Cybersecurity health check
- ✓ NIST Framework
- ✓ General data privacy regulation
- ✓ Fraud examination & forensic accounting
- ✓ Operational activity & internal control structure
- ✓ SOC reports



Business Services & Outsourcing

- ✓ Temporary accounting assistance
- ✓ Reconciliation of accounts
- ✓ Capital asset management

Engagement Service Location



The City's engagement will be performed by a team comprised of members of the CSH Government Group and based at our office at 3505 Coolidge Rd. East Lansing, MI 48823.

All key members of the team, **Amr Elaskary, Senior Manager; Luke Downing, Shareholder; Cody Mitchell, Senior Manager; and Daniel Morris, Manager**, are full-time employees. Any part-time accountants or staff who will be working on this engagement will be engaged as needed.

Peer Review



Our Peer Review is performed by one of the largest CPA firms in the U.S. By opting to be peer-reviewed by this prestigious multi-state firm, known for exemplary quality control practices, CSH, and our clients, can be confident in our quality controls. We are pleased to report that CSH received the highest rating available with no comments for further consideration. The peer review was conducted in accordance with generally accepted governmental auditing standards and included a review of specific government engagements. CSH has successfully passed all federal and state desk reviews performed in the last five years. Please find a copy of our most recent peer review at the end of this proposal.

Disciplinary Action

CSH had a disciplinary hearing with the Accountancy Board of Ohio in April 2025, which resulted in the assessment of a nominal fine. The hearing was prompted by a settlement CSH entered with the SEC in February 2024, related to alleged violations of auditor independence rules. The SEC's press release and the related order are publicly available on the SEC's website.

5. Partner, Supervisory and Staff Qualifications and Experience

Identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. Indicate whether each such person is registered or licensed to practice as a certified public accountant in Michigan.

Provide information on the government auditing experience of each person, including information on relevant continuing professional education for the past three years and membership in professional organizations relevant to the performance of this audit.

Provide as much information as possible regarding the number, qualifications, experience and training, including relevant continuing professional education, of the specific staff to be assigned to this engagement.

The City of Dearborn Heights Engagement Team



The City's Engagement team will comprise of tenured members of our government services group to include **Amr Elaskary, Senior Manager**, who will serve as the primary contact with overall responsibility for serving your organization's audit, compliance, and consulting needs. **Luke Downing, Shareholder**, will be the concurring reviewer. **Cody Mitchell, Manager**, will be working closely with Amr on a day-to-day basis along with **Daniel Morris, Manager**.

Each member of this team is licensed to practice within the state of MI.

More Than Just an Audit Team

Know that your access to CSH's expertise goes beyond assurance. Your team's breadth of knowledge in current assurance and tax regulatory requirements and best practices equips them to help you identify potential operational and strategic financial decision-making improvements. But they can do more for you as well, having immediate access to experts in risk management, cybersecurity, business advisory, and outsourcing.

Thought Leadership

Through our Thought Leadership Program, we keep you informed on key industry developments, regulatory changes, trends, and best practices, ensuring you stay ahead and well-prepared for the future. Our team shares insights through articles, webinars, and industry reports, providing the information you need to plan for changes, adopt new technologies, and measure your organization's success. For more resources, go to www.cshco.com/insights. At the conclusion of the audit, we provide a presentation with performance metrics, key trends, and actionable insights, empowering you to forecast challenges and make informed, strategic decisions.

To learn more about the team, please see their biographies on the following pages.



AMR ELASKARY, CPA, CFE

Senior Manager

Assurance Services | Government Services Group

Practice Summary:

Amr Elaskary, CPA, CFE, is a recognized leader in the accounting profession, serving in a Governor-appointed role on the State Board of Accountancy and as a member of the AICPA Government Performance and Accountability Committee. He leverages this experience to shape accounting practices with a well-rounded, informed perspective, staying ahead of evolving GASB accounting standards and helping clients navigate and implement regulatory changes seamlessly.

With over a decade of experience overseeing audit engagements under Yellow Book and Uniform Guidance, Amr brings a wealth of expertise to his clients. As a dual-certified CPA and Certified Fraud Examiner (CFE), he offers strategic guidance to strengthen internal controls, enhance fraud detection, and ensure compliance with complex federal grant regulations. By collaborating closely with clients, Amr designs efficient, adaptable internal control systems that significantly reduce fraud risk and improve operational efficiency. CSH affirms that Amr Elaskary is licensed to practice as a certified public accountant in the State of Michigan.

Professional Affiliations:

- AICPA
- MI Association of Certified Public Accountants
- Association of Certified Fraud Examiners
- Government Finance Officers Association – MI & OH.
- Board member of the State board of Accountancy appointed by the Governor.

Recent and Relevant Continuing Professional Education Courses	Sponsor	Date	Hours
NFP Kickoff	CSH	12/6/2024	16.20
Accountancy Board Meeting	Acc. Bd. of OH	12/5/2024	28.00
A&A Update with Galasso	Galasso	11/6/2024	4.00
Independence Training	Galasso	11/5/2024	4.00
A&A Update	CSH	11/1/2024	3.60
NASBA 117th Annual Meeting	Acc. Bd. of OH	10/30/2024	20.00
AICPA Peer Review Industry Update: Government Auditing	AICPA	10/22/2024	4.50
Nonprofit & Governmental Accounting Update	Galasso	8/7/2024	4.00
2024 Governmental Auditing Update & Common	Galasso	8/6/2024	3.50
NASBA Eastern Regional Meeting	Acc. Bd. of OH	6/6/2024	14.00
AuditWatch Solutions: Re-engineering Session	Reuters	5/23/2024	4.00
AuditWatch Solutions: Best Practices	Reuters	5/22/2024	4.00
The Ohio Ethics Law 2024: 50 Yrs of Promoting Gov. Ethics	OhioLearn	1/18/2024	1.00
A&A Kickoff	CSH	12/18/2023	4.00
2023 Board Meetings	Acc. Bd. of OH	10/20/2023	24.00
36th Ohio GFOA Annual Conf. & Membership Meeting	Ohio GFOA	10/13/2023	19.00
Ethical Intelligence	Cognificant	10/13/2023	3.00
2023 Accounting Update & Risk Assess. Best Practices	Galasso	9/22/2023	3.00
2023 Audit Update	Galasso	9/21/2023	4.00
Nonprofit & Gov. Acct. Update & Common Audit	Galasso	9/6/2023	4.00
Single Audit & Yellow Book Update	Galasso	9/5/2023	4.00
AICPA Peer Review Must-Select Industry Update: Gov.	AICPA	8/12/2023	5.00
CSH NFP Conference; CSH NFP Workshop	CSH	7/20/2023	10.75
CSH Consulting Skills	CSH	12/15/2022	5.00
Prof. Liability and Audit Services	CSH	11/29/2022	1.00
2022 Firmwide A&A Update	CSH	11/21/2022	4.00
Analytics/Decision Making	Carnegie	10/20/2022	8.00
35th Ohio GFOA Annual Conf. & Membership Meeting	Ohio GFOA	10/7/2022	16.60
What's Going on at the AICPA	Galasso	9/8/2022	4.00
What's Going on at the FASB	Galasso	9/7/2022	4.00
Ohio GFOA Advanced Govt Accounting Seminar	OH GFOA	8/18/2022	13.00
Organizational Performance, Part 1	Carnegie	8/11/2022	10.00



BRIAN MOSIER, CPA, CGFM

Shareholder

Assurance Services | Government Services Group

Practice Summary:

Brian is the Chair of the firm's Government Services Group. He has been with the firm for 14 years, providing accounting, auditing, and consulting services to governmental and not-for-profit (NFP) organizations. Brian has worked with some of the largest county and municipal governments in the region and also works with school districts, state agencies, social service agencies, membership organizations, and foundations. Brian performs audits for both government and NFP clients under the requirements of Uniform Guidance and Yellow Book. He uses his background in working with a diverse group of governmental entities and NFPs to bring new and fresh ideas to each of his clients in order to improve their operations. In addition to his client service role, Brian enjoys speaking to industry groups about new accounting standards, best practices, and grant compliance requirements.

Professional Affiliations:

- AICPA
- Ohio Society of Certified Public Accountants
- AGA Financial Management Standards Board
- Association of Government Accountants, Immediate Past Regional Vice President
- Central Ohio Association of Government Accountants, President
- Government Finance Officers Association, Special Revenue Committee Member

Recent and Relevant Continuing Professional Education Courses	Sponsor	Date	Hours
GAO Standards – Yellow Book	Checkpoint	12/19/2024	6.00
Single Audits of Governmental and Nonprofit Entities	Checkpoint	12/19/2024	8.00
Independence Training	Galasso	11/5/2024	4.00
A&A Update	CSH	11/1/2024	3.60
Peer Review Must-Select Industry Update: Gov. Audit Stds.	AICPA	10/21/2024	4.50
2024 Combined IPA Conference	AoS	9/5/2024	7.20
Michigan Specific Ethics – Impact of State Statute & Administrative	MICPA	6/21/2024	1.00
2024 State and Local Gov. Audit Planning Considerations	AICPA	5/15/2024	2.00
AuditWatch Solutions: Re-engineering Solutions	Reuters	5/9/2024	4.00
AuditWatch Solutions: Best Practices	Reuters	5/8/2024	4.00
Audit Out of Scope Work	CSH	1/17/2024	1.00
Positive Employee Relations Training	CSH	12/7/2023	2.80
36th Ohio GFOA Annual Conference & Membership Meeting	Ohio GFOA	10/13/2023	19.00
Nonprofit & Gov. Acc. Update & Common Audit Deficiencies	Galasso	9/6/2023	4.00
Single Audit & Yellow Book Update	Galasso	9/5/2023	4.00
Peer Review Must-Select Industry Upd: Gov. Auditing Stds.	AICPA	8/4/2023	5.00
Ethics for Ohio CPAs – ETHXOH	Checkpoint	12/28/2022	3.00
2022 AICPA & CIMA Gov. and Not-for-Profit Training	AICPA	10/26/2022	15.50
AGA Professional Development Training	AGA	10/18/2022	9.50
35th Ohio GFOA Annual Conf. & Membership Meeting	Ohio GFOA	10/7/2022	17.90
2022 IPA Conference	Ohio AoS	9/14/2022	6.90
Peer Review Must-Select Industry Update: Gov. Auditing Stds.	AICPA	8/5/2022	3.50



LUKE DOWNING, CPA

Shareholder

Assurance Services | Government Industry Group

Practice Summary:

Luke Downing has experience in multiple industries including government. Luke provides attestation services that include internal control testing, compilations, reviews, and audit services. His extensive knowledge in these industries and services enables him to provide his clients with valuable insights and guidance.

Luke understands the importance of client service and satisfaction and he focuses on developing strong relationships throughout all client engagements. His clients are continually impressed with his responsiveness to their needs — he is always quick to provide the essential consultation necessary to reach their desired outcomes. CSH affirms that Luke Downing is licensed to practice as a certified public accountant in the State of Michigan and a member of the AICPA and MICPA.

Professional

Affiliations:

- AICPA
- Michigan Association of Certified Public Accountants

Recent and Relevant Continuing Professional Education Courses	Sponsor	Date	Hours
Governmental Accounting for Revenue	Checkpoint	12/31/2024	7.00
Single Audits of Governmental and Nonprofit Entities	Checkpoint	12/31/2024	8.00
A&A Update with Galasso	Galasso	11/6/2024	3.00
Independence Training	Galasso	11/5/2024	1.00
A&A Update	CSH	11/1/2024	3.60
Multi-Family Update 2024	AHACPA	10/14/2024	8.00
Coaching for Managers	CSH	9/25/2024	4.50
Intro to Advanced Pricing Methods	Fore	9/23/2024	5.50
Nonprofit & Governmental Accounting Update	Galasso	8/7/2024	4.00
2024 Gov.I Auditing Update & Common Deficiencies	Galasso	8/6/2024	4.00
AuditWatch Solutions: Re-engineering Session	Reuters	5/23/2024	4.00
AuditWatch Solutions: Best Practices	Reuters	5/22/2024	4.00
Multifamily Update	AHACPA	10/10/2023	8.00
2023 Accounting Update & Risk Assessment Best Practices	Galasso	9/22/2023	4.00
2023 Audit Update	Galasso	9/21/2023	3.50
Nonprofit & Gov.Acc. Update & Common Audit Deficiencies	Galasso	9/6/2023	4.00
Single Audit & Yellow Book Update	Galasso	9/5/2023	4.00
CSH NFP Conference	CSH	7/20/2023	6.00
Consulting Fundamentals	CSH	6/12/2023	1.50
2022 Firmwide A&A Update	CSH	11/21/2022	4.00
What's Going on at the AICPA	Galasso	9/8/2022	4.00
What's Going on at the FASB	Galasso	9/7/2022	4.00
HUD Accounting & Auditing Update	AHACPA	8/31/2022	8.00
Uniform Guidance Update	Galasso	8/10/2022	4.00
Nonprofit Accounting Update	Galasso	8/9/2022	4.00



CODY MITCHELL, CPA

Manager

Assurance Services | Government Services Group

Practice Summary:

Cody specializes in auditing governmental entities adhering to the requirements of the Yellow Book and Uniform Guidance. He has extensive experience in Single Audits and grant compliance, helping clients navigate federal and state regulations while enhancing internal controls for effective operations.

As an active member of CSH Government Services Group, Cody conducts local government audits and presents at GFOA Conferences on various accounting topics. He participates in national and state-level GFOA training, ensuring he stays updated on the latest audit approaches and accounting standards. His clients appreciate his strong communication skills and deep understanding of their operations.

Professional Affiliations:

- AICPA
- Ohio Society of Certified Public Accountants
- Ohio Government Finance Officers Association (GFOA)
- Michigan Government Finance Officers Association

Recent and Relevant Continuing Professional Education Courses	Sponsor	Date	Hours
NFP Kickoff	CSH	12/6/2024	17.40
A&A Update with Galasso	Galasso	11/6/2024	4.00
Independence Training	Galasso	11/5/2024	4.00
A&A Update	CSH	11/1/2024	3.60
Ohio GFOA Advanced Governmental Accounting Seminar	GFOA	8/8/2024	14.00
2024 Gov. Auditing Update & Common Deficiencies	Galasso	8/6/2024	4.00
AuditWatch Solutions: Re-engineering Session	Reuters	5/23/2024	4.00
AuditWatch Solutions: Best Practices	Reuters	5/22/2024	4.00
Seminar #1 - May 6, 7, & 8, 2024 - Online 3 Days - (Gov.)	SFA	5/8/2024	17.00
Positive Employee Relations	CSH	5/1/2024	2.00
EBPA Annual Conference - Advanced Session	CSH	4/30/2024	4.00
Michigan Government Finance Officers Program	MGFOA	3/8/2024	3.40
Audit Out of Scope Work	CSH	1/17/2024	1.00
A&A Kickoff	CSH	12/18/2023	4.00
36th Ohio GFOA Annual Conf. & Membership Meeting	Ohio GFOA	10/13/2023	12.00
Ethical Intelligence	Cognificant	10/13/2023	3.00
MGFOA Fall Institute	MGFOA	10/10/2023	11.00
Nonprofit & Gov. Acct. Update & Common Audit Deficienc	Galasso	9/6/2023	4.00
Single Audit & Yellow Book Update	Galasso	9/5/2023	4.00
Ohio GFOA 2023 Advanced Gov. Accounting Seminar	Ohio GFOA	8/3/2023	13.00
CSH NFP Conference	CSH	7/20/2023	6.00
CSH NFP Workshop	CSH	7/19/2023	7.25
CSH Amazing Race Levels Discussions	CSH	6/28/2023	1.00
Giving USA - Toledo	CSH	6/20/2023	1.00
Consulting Fundamentals	CSH	6/15/2023	1.50
2022 Firmwide A&A Update	CSH	11/21/2022	4.00
35th Ohio GFOA Annual Conf. & Membership Meeting	Ohio GFOA	10/7/2022	16.60
MGFOA Programs	MGFOA	9/14/2022	15.20
Ohio GFOA Advanced Governmental Accounting Seminar	GFOA	8/18/2022	13.00
Uniform Guidance Update	Galasso	8/10/2022	4.00
Nonprofit Accounting Update	Galasso	8/9/2022	4.00
NFP Industry Conference	CSH	7/7/2022	6.00
NFP Workshop	CSH	7/6/2022	7.50
OH-PSR Ethics Course	Becker	5/22/2022	3.00
Employee Benefit Plan Annual Training Fair	CSH	5/18/2022	8.00



DANIEL MORRIS

Manager

Assurance Services | Government Services Group

Practice Summary:

As an Assurance Manager, Daniel is responsible for all aspects of audit, review, and compilation services. He supervises staff on audit/reviews and client communication ensuring compliance and client satisfaction. He specializes in serving not-for-profit and government clients, as well those in the affordable housing industry.

Daniel strategically approaches his clients' current and future needs by gaining an in-depth understanding of their businesses and the key risk factors they face. He focuses on the timely delivery of audit and review reports to meet client deadlines. As a trusted advisor, he aims to put his clients at ease during these processes.

Professional

Affiliations:

- AICPA
- Michigan Association of Certified Public Accountants

Recent and Relevant Continuing Professional Education Courses	Sponsor	Date	Hours
A&A Update with Galasso	Galasso	11/6/2024	4.00
Independence Training	Galasso	11/5/2024	4.00
A&A Update	CSH	11/1/2024	3.60
Multi-Family Update 2024	AHACPA	10/14/2024	8.00
Nonprofit & Governmental Accounting Update	Galasso	8/7/2024	4.00
Auditing Update and Common Deficiencies	Galasso	8/6/2024	4.00
Navigating AI Ethics: Balancing Innovation and	Becker	5/31/2024	1.00
MI Specific Ethics – Impact of State Statute and	MICPA	5/30/2024	1.00
Re-engineering Session	Reuters	5/23/2024	4.00
AuditWatchy Solutions: Best Practices	Reuters	5/22/2024	4.00
A&A Kickoff	CSH	12/18/2023	4.00
Multifamily Update	AHACPA	10/10/2023	8.00
2023 Acc. Update & Risk Assess. Best Practices	Galasso	9/22/2023	4.00
2023 Audit Update	Galasso	9/21/2023	3.50
Nonprofit & Gov. Acctg. Update & Common Audit	Galasso	9/6/2023	4.00
Single Audit & Yellow Book Update	Galasso	9/5/2023	4.00
CSH NFP Conference	CSH	7/20/2023	6.00
Examining the New Lease Accounting Standard	Becker	5/17/2023	2.00
The Role of the Whistleblower	Becker	4/28/2023	1.00
CSH Consulting Skills	CSH	10/20/2022	8.20
What's Going on at the AICPA	Galasso	9/8/2022	4.00
What's Going on at the FASB	Galasso	9/7/2022	4.00
HUD Accounting & Auditing Update	Galasso	8/31/2022	8.00
Uniform Guidance Update	Galasso	8/10/2022	4.00
Nonprofit Accounting Update	Galasso	8/9/2022	4.00
MI Specific Ethics – Impact of State Statute & Admin.	MICPA	4/18/2022	1.00
Maintaining prof. ethics in a culture of oversharing	Becker	4/18/2022	1.00

Involvement in Developing Government Accounting and Auditing Policies/Standards

CSH's government Services Group has many members serving on several boards and committees committed to ensuring best practices in regulatory compliance and auditing policies/standards. From the proposed engagement team specifically, Amr Elaskary, senior manager, is on the Ohio State Society of CPAs auditing and accounting committee and responds to the new accounting standards. Senior Manager Cody Mitchell does the same serving the MGFOA.

Additionally, we have subject matter experts serving on the GFOA Special Review Committee's ACFR Program, reviewing ACFRs and ensure compliance with GFOA requirements, including Brian Mosier, Shareholder, also assigned to the City's engagement team.

Of our over 550 professionals and staff involved with numerous other regulating bodies, providing feedback and helping to review and develop accounting standards.

Retention of Staff



We are committed to lasting relationships, emphasizing continuity at a team and informational level. Many of our clients require support at different times and specialized expertise, with various delivery methods. We prioritize team-based continuity so clients can receive consistent care regardless of geography. From an information perspective, we will ensure all team members understand the City's goals and can help you achieve them.

Accurate hiring, successful onboarding, timely coaching, and, most importantly, performance management ensure we can provide you with consistent quality service.

Quality Training



When provided with a clear path for personal and career growth within a positive culture, employees commonly experience increased job satisfaction and are more likely to stay with their team. Our commitment to our professionals' success, in turn, encourages their commitment and loyalty to our success, ultimately contributing to our client's success. It's a simple concept that requires an ongoing commitment to professional development and a keen focus on staff retention.

From the very start of their onboarding, our professionals are equipped for success. Tools include proven career progression guidance, dynamic mentoring programs, performance monitoring, ongoing feedback, and continuous improvement methodologies. Training methods incorporate traditional classroom or online forums with innovative, dynamic, hands-on workshops to support their personal growth and, importantly, best serve our clients using the latest and best industry practices.

Areas of training include technical skills, team building, industry specialization, and leadership development. While technical skills are critical, our staff is also coached on soft skills enhancement to create and nurture beneficial working relationships with clients.

6. Prior Engagements with Dearborn Heights

List separately all engagements within the last five years, ranked on the basis of total staff hours, for the city by type of engagement (i.e., Audit, Management Advisory Services, Other). Indicate the scope of work, date, and the name and telephone number of the principal client contact. Please make a statement within your proposal if your firm has not done any prior engagement work with the city within the past five years.

References

We believe that our clients' words are the best testament to our commitment to providing uniquely tailored services. Please feel free to contact the following client references regarding CSH services:

Entity Name: City of Adrian	Date: 6/30/2024
Contact Name: Nathan Owen	Title: Finance Director
Phone Number: 517.264.4842	
Email: nowen@adrianmi.gov	
Description of Services: Government Standards Audit on ACFR; Uniform Guidance Report; ACFR Preparation & GAAP Conversion	
Partners: Amr Elaskary	Hours: 175

Entity Name: City of Ypsilanti	Date: 6/30/2024
Contact Name: Rheagan Basabica	Title: Finance Director / Treasurer
Phone Number: 734.483.1105	
Email: rbasabica@cityofypsilanti.com	
Description of Services: ACFR Preparation & GAAP Conversion; Financial Statement Audit; Police & Fire Pension Fund Audits	
Partners: Amr Elaskary	Hours: 205

Entity Name: Jackson County	Date: 12/31/2024
Contact Name: Cecilia Anderson	Title: Finance Director
Phone Number: 517.768.6614	
Email: canderson@mijackson.org	
Description of Services: Government Standards Audit on ACFR; Uniform Guidance Report	
Partners: Amr Elaskary	Hours: 519

Previous Experience with the City

CSH affirms that it has not performed any prior engagement work with the City of Dearborn Heights in the past 5 years.

7. Similar Engagements with Other Government Entities

For the firm's office that will be assigned responsibility for the audit, list the most significant engagements performed in the last five years that are similar to the engagement described in this request for proposal. These engagements should be ranked on the basis of total staff hours. Indicate the scope of work of the government entity, date and/or period covered, general fund expenditures (excluding interfund/transfers out), engagement partners, total hours, and the name and telephone number of the principal client contact.

Additional Government Clients

In addition to the previously mentioned clients, some other governmental audits we currently perform include, but are not limited to:

Counties

County of Jackson	Hamilton County	Morrow County	Logan County
County of Mason	Columbiana County	Butler County	Portage County
Cuyahoga County	Putnam County	Hancock County	Wyandot County
Clark County	Union County	Mercer County	Lucas County
Carroll County	Pickaway County	Clinton County	
Greene County	Henry County	Athens County	

Cities

City of Ypsilanti	City of Hamilton	City of North Olmsted	City of Sylvania
City of Adrian	City of Harrison	City of Oxford	City of Toledo
City of Perry	City of Bucyrus	City of Perrysburg	City of Trenton
City of Escanaba	City of Madeira	City of Piqua	City of Union
City of Canal Fulton	City of Marion	City of Powell	City of U. Arlington
City of Cincinnati	City of Massillon	City of Rittman	City of Urbana
City of Circleville	City of Middletown	City of Sidney	City of Washington
City of Cleveland	City of Moraine	City of South Lebanon	City of Wellston
City of Crestview Hill	City of Mt. Vernon	City of Springdale	City of Wilmington
City of East Liverpool	City of Loveland	City of Springfield	City of Worthington
City of Eaton Rapids	City of Athens	City of Stow	

School Districts

Beavercreek City SD	Forest Hills SD	New Richmond EV	Talawanda SD
Bellbrook-Sugarcreek LSD	Greeneview LSD	North Baltimore LSD	Tecumseh LSD
Bethel Local Schools	Lakota Local SD	Northeastern LSD	Toledo City SD
Bright Local SD	Lancaster County PS	Northmont City SD	Troy City SD
Bryan City SD	Lockland LSD	Northridge LSD	Twin Valley Com. LSD
Cedar Cliff LSD	Mechanicsburg VSD	Ottawa Hills LSD	Western Reserve LSD
Columbus Grove LSD	Miami Trace LSD	Paulding Ex. VSD	Zane Trace LSD
Dayton City SD	Minster LSD	Springfield City SD	Northwest Ohio ESC
Fairfield City SD	Monroeville LSD	Sycamore Comm.SD	Sylvania City SD
Felicity-Franklin LSD	New Miami LSD		

Villages and Townships

Perry Township	Riley Township	Williamstown Township	Windsor Charter Twp
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Special Governmental Entities

Butler Co. Edu. Serv. Ctr.	Criminal Justice Coordinating Council	Lucas City. Economic Dev.	Public Health - Dayton & Montgomery County
Calhoun Co. Land Bank Auth.	Dayton Metropolitan Housing Auth.	Lucas County Board of Develop. Disability	River City Correctional Center
Calhoun Co. Treasurer	District Health Dept. #10	Lucas County Trans. Improvement Dist.	Sidney-Shelby County Board of Health
Campbell City Housing Choice Voucher Prog.	Erie County Health Dept.	Mason County Promise Zone Auth.	SW. Shiawassee Emer. Serv. Alliance
Cleveland Metro. Park Dist.	Greene Co. Career Ctr.	Medina Co. Health Dept.	Sylvania Recreation Corp.
Columbus Metro. Library	Greene Family and Children First Council	Miami Valley Career Technology Ctr.	Toledo-Lucas County Port Auth. and Airport
Combined Allen County General Health Dist.	Jefferson Health Plan	Ohio River Valley Water Sanitation Commission	Transit Auth. of N. KY
Comm. Correctional Ctr. of Butler, Clermont & Warren Counties	Lenawee Public Transportation Auth.	Ohio Water Development Auth.	Upper Valley Career Ctr.

Colleges and Universities

Shawnee State University & Foundation	Central Ohio Tech. College
Cuyahoga Comm. College & Foundation	Cincinnati State Tech. & Comm. College & Foundation
Edison State Comm. College & Foundation	Clark State Comm. College & Foundation
Lorain County Comm. College & Foundation	Rio Grande Comm. College
Owens State Comm. College & Foundation	Marion Tech. College & Foundation

Consulting and GAAP Conversion Clients

Bellbrook - Sugarcreek LSD	Delaware City Trans. Improvement Dist.	North Baltimore LSD
Berkshire Landing NCA	Green Township	Ohio Air Quality Dev. Auth.
Butler Tech. and Career Dev. Schools	Lockland Local SD	Washington Court House City SD
Cedar Cliff LSD	Metropolitan Sewer Dist. of Greater Cincinnati	West Chester Dev. Council
Clermont Northeastern LSD	Milton-Union EVS	West Chester Township
Clinton Area Transit Auth.	New Miami Local SD	North Baltimore LSD
Covington EVS		

8. Specific Audit Approach

The proposal should set forth a work plan, including an explanation of the audit methodology to be followed, to perform the services required in Section I of this request for proposal. In developing the work plan, reference should be made to such sources of information as the City's financial report, organizational charts, and financial and other management information systems. Proposers will be required to provide the following information on their audit approach: a. Proposed segmentation of the engagement b. Level of staff and number of hours to be assigned to each proposed segment of the engagement c. Extent to which statistical sampling is to be used in the engagement d. Extent of use of technology in the engagement

Proposed Segmentation

Based on our review of the prior year's financial statements, the information provided during any proposal conference calls, and prior experience with similar entities, we identified the key audit segment areas for which proposed testing procedures are noted above. For each audit segment area, we have estimated the number of hours we deem necessary to complete the procedures by each level of personnel proposed for this engagement for the City. Table of Budgeted Audit Hours by Segment below.

<i>Audit Segment Area</i>	<i>Total Hours</i>	<i>Shareholders</i>	<i>Manager</i>	<i>Senior/Staff</i>
<i>Client Meetings</i>	9	3	4	2
<i>Engagement Planning</i>	9	1	2	6
<i>Documentation of Internal Control Structures</i>	5	1	2	2
<i>Testing of Internal Control Structures</i>	4	1	1	2
<i>Documentation and Testing of IT Components</i>	4	1	1	2
<i>Cash and Cash Equivalents</i>	10	1	1	8
<i>Receivables</i>	8	1	1	6
<i>Other Assets</i>	7	1	1	5
<i>Capital Assets and Depreciation</i>	8	1	1	6
<i>Accounts Payable</i>	6	1	1	4
<i>Unearned revenue</i>	4	1	1	2
<i>Long-Term Obligations (including Pension and OPEB)</i>	10	1	1	8
<i>Deferred Inflows/Outflows of Resources</i>	4	1	1	2
<i>Equity – Net position and Fund Balance</i>	5	1	1	3
<i>Property Tax Revenue</i>	10	1	1	8
<i>Intergovernmental Revenue</i>	10	1	1	8
<i>Charges for Services</i>	6	1	1	4
<i>Payroll Expenditures</i>	4	1	1	2
<i>Non-Payroll Expenditures</i>	8	1	1	6
<i>Compliance Testing</i>	4	1	1	2
<i>Financial Statement Preparation</i>	80	10	20	50
<i>Single Audit Testing (One Major Program)</i>	20	4	4	12
<i>Reporting Procedures</i>	10	3	5	2
<i>Audit Supervision and Review</i>	16	8	8	-
Total Hours	261	47	62	152

Audit Approach



The CSH audit approach will be firmly established after determining the associated audit risks. While some auditing procedures are required to be performed by standards, our assessment of the audit risks associated with the financial statements, compliance with material laws and regulations, as well as compliance with requirements that could have a direct and material effect on each major program will dictate what approach is utilized in the various work segments of this audit.

Audit risks will be evaluated based on our understanding of internal controls structure, policies, and procedures, level of automation, and oversight by management at the City. Once an understanding is developed, we will document, and test to the extent necessary, that our understanding of these risk factors is accurate. Outside factors influencing audit risk will also be evaluated during this process. Outside factors could include but are not limited to funding policies, the local economy, the regulatory environment, and/or changes in financial reporting requirements.

Once audit risks and controls established at the City to mitigate these risks have been identified, documented, and assessed by senior management, including the engagement Shareholder, audit programs will be uniquely tailored for each work segment anticipated for the audit. Shareholder involvement early in the planning process provides the necessary insight, as well as proactive vision, related to the audit risks and is necessary to ensure the groundwork for an effective and efficient audit.

Our Shareholders and/or Managers are on-site and manage the entire audit process to ensure issues are identified, investigated, and resolved promptly. The Manager will be on-site to review and discuss the audit with staff, as well as the City, while audit procedures are being conducted, not just at the pre-audit and/or post-audit conferences. The City benefits by having our most experienced personnel actively involved throughout the entire audit process.

Audit Planning

We believe that a complete and comprehensive audit plan established before fieldwork is the key to an efficient and effective audit process. Our objectives include the following:

- Update our understanding of the environment in which the City operates including any changes in method(s) of funding, regulatory requirements, compliance requirements, and/or changes in reporting standards and how those changes affect the City.
- Consult with the management of the City to identify changes in goals, policies, and/or operations from those of prior periods.
- Establish an understanding of the City's concerns regarding financial reporting and compliance issues, including major federal programs. Inquiries of appropriate management and staff members regarding possible fraud factors will be conducted.
- Based on preliminary financial information, we will establish planning materiality thresholds to be used during our risk assessment. Planning materiality will take into consideration the results from our preliminary analytical procedures performed on the financial data.
- Significant line items (material and those not material but deemed significant due to other risk factors) will be identified based on planning materiality. For significant transactional accounts, we will document the internal controls and perform walk-throughs based on that documentation to determine whether controls have been implemented. Based on our assessment of audit risk associated with each significant

line item, we will determine and design the necessary tests of internal control elements to support our planned audit approach.

- In consultation with the City, we will identify those laws and regulations (federal, state, local, self-adopted) which are deemed to be direct and material to the amounts presented in the financial statements.
- Once the risk assessment is complete, audit programs and specific work scopes for each significant audit segment will be developed. Areas of higher audit risk will be assigned to the most experienced audit team members. A section of items for testing will be developed.
- Finalize our overall audit plan by communicating the timing of tests to be performed, sample selections and required documentation to the City, preparation, and distribution of necessary audit confirmations, and preparing our audit planning memo which notes audit goals among other matters.

Understanding and Documenting Internal Controls

The knowledge of control activities needed to plan the audit is necessary to identify types of potential misstatements, consider factors that affect the risk of material misstatement, and design substantive tests. We will identify key balances, classes, or assertions for which we believe an understanding of controls is necessary.

Generally Accepted Auditing Standards require us not only to document our understanding of the internal control components but also to substantiate key controls for significant transaction classes which have been put into operation. Documentation of control components will be achieved through flowcharts, questionnaires, decision tables, or memorandums as we deem appropriate. We will perform walk-throughs of significant key control components to determine whether they have been put into operation and are working as intended.

Analytical Procedures

Analytical procedures of various forms across all auditing segments are key to our audit process. Planning analytics help pinpoint significant audit areas as well as provide risk information to determine the nature, timing, and extent of substantive procedures for a specific line item. In each audit segment, we scrutinize key financial and operational data changes to assess the outcomes reported in the financial statements. Finally, our concluding analytics provide us with a final opportunity to evaluate the results of our auditing procedures in comparison with the amounts and disclosures in the final financial statements.

Sampling

When we apply auditing procedures to less than 100 percent of the transaction class, account balance, or population, audit sampling is involved. We may use sampling in four distinct types of audit tests:

- Substantive tests of individual account balance details
- Substantive tests of details of individual transaction classes
- Tests of controls over internal controls or compliance
- Tests of compliance with laws and regulations, including for each major federal program

For all audit samples, we will clearly define the population, document our determination of the number of transactions/items necessary for the sample to support our test objectives, select transactions/items that are representative of the population, project our sample results to the population, and consider sampling risk. Typically, we utilize non-statistical sampling.”

Information Technology (IT)



The City's IT environment will be analyzed in two separate components: 1) the general computer control environment, and 2) specific applications which affect amounts or disclosures within the basic financial statements. General computer controls include network security settings, the ability to gain access to the network, procedures used to add or remove network access permissions, and disaster recovery plans. We will interview the appropriate personnel to document the items noted above as well as perform a walk-through, if necessary, to determine whether appropriate controls have been implemented to address any identified risks.

We use Pro Systems FX Engagement as the firm's paperless audit work paper system for all engagements. This tool contains all audit-based documentation and data and can be rolled forward from one year to the next, allowing information to be easily updated for the current year. An additional significant benefit for our clients is that documents can be provided electronically in advance. Most testing procedures are then set up before we arrive on-site, reducing interruptions and the burden on client operations during this time and allowing them to gather the necessary documentation at a convenient pace to their work schedules.

For efficient data management, we employ Circit, an audit confirmation platform, for each engagement. This platform ensures secure, fully encrypted data transmission, providing our clients with peace of mind about the safety of their information. Circit also offers automated Provided By Client (PBC) lists of the information we need to complete your audit, including due dates, real-time progress made in completing and submitting these items, and the sending of reminders as necessary. Benefits of using Circit:

- Real-time visibility into the status of audit requests means no more static Excel request lists.
- Streamlined audit process — documents are linked directly to requests for ease of access.
- Dashboards providing audit status.
- Automation of the request process — audit requests can roll forward each year to create efficiencies for us and the client. (Items added late in the audit also roll forward to ensure we are asking for them earlier next year). The PBC list can be provided early.
- Central source for requests - No more back-and-forth emailing going over open items. Circit has in-app messaging for better organization of questions about requests.
- Clients have more control over the request list and can delegate requests to their team.
- A central source for audit documents — electronic signatures allow engagement letters and management representation letters to be easily completed and filed in one place.

Leading the Way in Innovative Integrated Audit Solutioning

*CSH is proud to be part a cohort of major accounting firms developing a new, industry-leading **Dynamic Audit Solution (DAS)**, a dynamic end-to-end innovation, led by the American Institute of Certified Public Accountants.*

CSH uses IDEA, a powerful data analysis software program that permits the importation of historical financial data in virtually any format (text, PDF, Excel, etc.) and quick formatting for the effective performance of analytical procedures. Additionally, IDEA enables searching through vast populations of data (check numbers, payees, budget data, etc.) to identify abnormalities within the population. Our use of the IDEA software has significantly benefited our current clients by reducing the number of customized

reports requested for the audit. This reduction not only saves time but also streamlines the audit process, making it more efficient for our clients.

Financial Reporting

In two separate reviews of the financial statements performed by Senior Managers and Shareholders, CSH will assess the process used to prepare those financial statements for completeness (agree to trial balance and other City reports), accuracy (foot and cross-foot, tie amounts to trial balances, cross-reference to statement amounts and other documentation), as well as assessing the adequacy of the disclosures included (financial statement disclosure checklist). Any implementation of new accounting standards will be evaluated for proper presentation, disclosure, and, if necessary, adjustment of prior amounts. CSH is always available to our clients to discuss, in advance, the implementation of new accounting standards into the financial statements.

Single Audit Testing (When applicable)

In accordance with the Uniform Guidance, we will perform procedures to obtain an understanding of internal control over federal programs sufficient to plan the audit to support low assessed level of control risk for the assertions relevant to the compliance requirements of each major program. Furthermore, we will test the internal controls over major programs to ensure a low control risk assessment can be supported.

We will also determine if the City has complied with laws, regulations, and the provisions of contracts and grant agreements that may have a direct and material effect on each of the City's major programs. We will utilize the OMB Compliance Supplement and include tests of transactions and other auditing procedures sufficient to support our opinion on compliance for the major federal programs.

Using our risk assessment of the federal programs, we will select major programs.

Once the audit is completed, we will compose the schedule of findings and questioned costs, which will be included in the financial statement package, as well as OMB Form SF-SAC, the Data Collection Form. The Data Collection Form is completed electronically; we will enter the auditor's portion of the form and the form will need electronic approval by us as the auditors and by the City. We will work closely with the City to ensure this form is completed and submitted in accordance with OMB regulations.

ACFR Preparation Approach (When applicable)

We propose providing the following financial consulting services to the City:

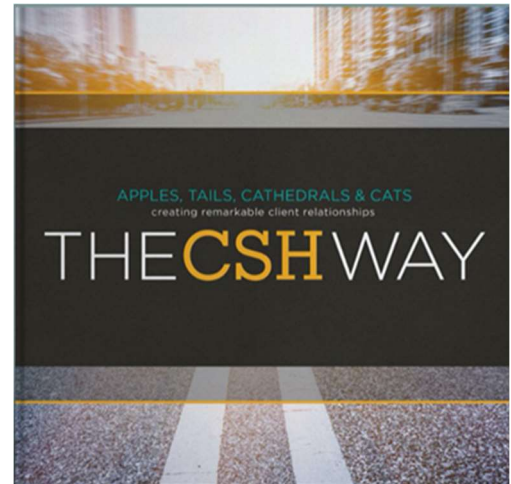
- Prepare accrual entries to prepare basic financial statements in accordance with generally accepted accounting principles (GAAP) based on reports and information provided by the City;
- Prepare the combined financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by the City, finalize all revisions by the City and the auditor conducting the audit, and provide a copy suitable for printing the Annual Comprehensive Financial Report (ACFR);
- Apply accounting and financial reporting expertise to assist you in the preparation of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.
- Assist the City in preparing the introductory and statistical sections of the ACFR; and
- Assist the city with the preparation of a final complete ACFR and submission to GFOA.

We will conduct our consulting services in accordance with the Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with applicable professional standards, including the AICPA's Code of Professional Conduct, and its ethical principles of integrity, objectivity, professional competence, and due care when preparing the financial statements and performing the compilation engagement.

Our Service Approach

We believe CPA services are what you buy, and the experiences you have are what matter. We invest considerable time in understanding our clients' needs, where other firms fall short, and what it takes to truly excel. To win your business is one thing. Earning long-term loyalty through a meaningful partnership is another.

Our book entitled **The CSH Way** documents our approach to creating remarkable relationships through excellent service. It builds on our mission and firm values by defining the client experience we seek to deliver. We are committed to ensuring that the City experiences remarkable service, ultimately creating an enduring relationship worth talking about.



Create Remarkable Relationships **The CSH Way**

The CSH Way is both a philosophy and mindset that guides our staff in creating value for you in a way that transcends purchased services. The four key pillars of The CSH Way are:

The four key pillars of **The CSH Way** are:



| Trust

Having a trusted advisor and receiving reliable, high-quality deliverables are two of the top benefits clients desire from our relationship. They want to be able to place their trust in us and our work.



| Vision

Clients are looking for our leadership, innovation, familiarity with their business, and ability to anticipate their needs as they grow. They want us to have a vision for their successful future.



| Guidance

Exceptional responsiveness to client needs and expectations is a highly appreciated service aspect. Clients want us to plan engagements tailored to their objectives, managing deadlines, priorities, and scope.



| Outcomes

Clients consider our expertise much more valuable when they understand the real-world ways it benefits them and the results we can offer. When we apply our knowledge to client issues, we can deliver their desired outcomes.

Audit Timeline

For the audits of the financial statements of the City for the contract period of June 30, 2025, through June 30, 2027, our timetable follows the specifics outlined in the RFP; however, we will always work with management to ensure a mutually agreeable work schedule is established annually, which allows each audit engagement to be performed in accordance with the terms contained within the RFP. Note: Multi-year contracts will follow similar dates, to be assumed to fall within seven (7) days of the schedule.

Services to be performed	Timeline
CSH and representatives of the City hold an entrance conference	Determined by City
CSH provides a detailed audit plan and a list of schedules and templates to be prepared by the City	After entrance conference
CSH completes interim fieldwork	As determined in entrance conference
CSH and representatives of the City hold a progress conference	As needed during Fieldwork
CSH completes fieldwork	By November 15
CSH provides informal results to management for discussions	During fieldwork
CSH and the City hold an exit conference and revised reports are provided for review and approval	Conclusion of fieldwork
CSH delivers the final report and issue the audit well before the state deadline	By December 1
CSH to present to Council	As requested

9. Identification of Anticipated Potential Audit Problems

The proposal should identify and describe any anticipated potential audit problems, the firm's approach to resolving these problems, and any special assistance that will be requested from the city.

Based on our current understanding of the facts and circumstances, as well as pending or potential changes in generally accepted accounting principles and auditing standards, we do not anticipate any audit problems. Should any issues arise during the engagement, we will proactively bring them to the City's attention and work towards a mutually acceptable solution.

At Clark Schaefer Hackett, we provide direct access to in-house expertise of over 85 years in the profession, ensuring fast resolution of any unexpected audit problems or technical issues.

10. Report Format

The proposal should include sample formats for the Single Audit reports and Management Letter if they are to be in a different format than the current ones.

Sample Management Letter

[Client's Letterhead]

[Report Date]

Clark Schaefer Hackett
3505 Coolidge Rd
East Lansing, MI 48823

This representation letter is provided in connection with your audit of the financial statements of the City of Dearborn Heights, Michigan (the "City"), which comprise the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information as of June 30, 202X, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered to be material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated [Date of Engagement Letter], including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.

- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of City Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the City and involves—
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the names of the City's related parties and all the related party relationships and transactions, including any side agreements.

Government-specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have taken timely and appropriate steps to remedy identified and suspected fraud or noncompliance with provisions of laws, regulations, contracts, and grant agreements that you have reported to us.
- 21) We have a process to track the status of audit findings and recommendations.
- 22) We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.

- 23) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 24) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 25) The City has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 26) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 27) We have appropriately identified, recorded, and disclosed all leases in accordance with [GASBS No. 87](#).
- 28) We have appropriately disclosed or recognized conduit debt obligations and/or certain arrangements associated with conduit debt obligations in accordance with [GASBS No. 91](#).
- 29) We have appropriately identified, recorded, and disclosed subscription-based information technology arrangements in accordance with [GASBS No. 96](#).
- 30) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 31) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 32) As part of your audit, you assisted with preparation of the financial statements and disclosures and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures and schedule of expenditures of federal awards.
- 33) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 34) The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 35) The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 36) The financial statements include all fiduciary activities required by [GASBS No. 84](#), as amended.
- 37) The financial statements properly classify all funds and activities in accordance with [GASBS No. 34](#), as amended.
- 38) All funds that meet the quantitative criteria in [GASBS Nos. 34](#) and [37](#) for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 39) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 40) Investments, derivative instrument transactions, and land and other real estate held by endowments are properly valued.

- 41) Provisions for uncollectible receivables have been properly identified and recorded.
- 42) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 43) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 44) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 45) Special and extraordinary items are appropriately classified and reported.
- 46) Deposits and investment securities and derivative instrument transactions are properly classified as to risk and are properly disclosed.
- 47) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 48) We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 49) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 50) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 51) With respect to the combining statements and individual fund statements.
 - a) We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- 52) With respect to federal award programs:
 - a) We are responsible for understanding and complying with and have complied with, the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards.
 - b) We acknowledge our responsibility for preparing and presenting the schedule of expenditures of federal awards (SEFA) and related disclosures in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
 - c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.

- d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
- f) We are responsible for establishing, designing, implementing, and maintaining, and have established, designed, implemented, and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g) We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i) We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *OMB Compliance Supplement* relating to federal awards and [have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards OR confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards].
- j) We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k) We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l) Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E).
- m) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- n) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- o) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- p) There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- q) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or

material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.

- r) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- s) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- t) We have monitored subrecipients, as necessary, to determine that they have expended subawards in compliance with federal statutes, regulations, and the terms and conditions of the subaward and have met the other pass-through entity requirements of the Uniform Guidance.
- u) We have issued management decisions for audit findings that relate to federal awards made to subrecipients and such management decisions have been issued within six months of acceptance of the audit report by the Federal Audit Clearinghouse. Additionally, we have followed-up ensuring that the subrecipient has taken timely and appropriate action on all deficiencies detected through audits, on-site reviews, and other means that pertain to the federal award provided to the subrecipient.
- v) We have considered the results of subrecipient audits and have made any necessary adjustments to our books and records.
- w) We have charged costs to federal awards in accordance with applicable cost principles.
- x) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- y) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
- z) We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.
- aa) We are responsible for taking corrective action on each audit finding of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.
- bb) We have disclosed to you all contracts or other agreements with service organizations, and we have disclosed to you all communications from the service organizations relating to noncompliance at the service organizations.

Signature: _____
 Title: _____

Signature: _____
 Title: _____

Sample Single Audit Report(s)



3505 Coolidge Road, East Lansing, MI 48823
P. 517.351.5508 | F. 517.351.5468

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Mayor and City Council
City of Dearborn Heights, Michigan:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Dearborn Heights, Michigan (the "City") as of and for the year ended June 30, 202X and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated [report date].

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Firm Signature

East Lansing, Michigan
[report date]

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON
INTERNAL CONTROL OVER COMPLIANCE AND REPORT ON SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Mayor and City Council
City of Dearborn Heights, Michigan:

Report on Compliance for Each Major Federal Program***Opinion on Each Major Federal Program***

We have audited the City of Dearborn Heights, Michigan's (the "City") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 202X. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 202X.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City as of and for the year ended June 30, 202X, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon, dated [report date], which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Firm Signature

East Lansing, Michigan
[report date]

Sample ACFR Opinion



3505 Coolidge Road, East Lansing, MI 48823
P. 517.351.5508 | F. 517.351.5468

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and City Council
City of Dearborn Heights, Michigan:

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Dearborn Heights, Michigan (the "City"), as of and for the year ended June 30, 202X, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the report of other auditors, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City, as of June 30, 202X, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Audit Standards*). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and other required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated [report date] on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Firm Signature

East Lansing, Michigan
[report date]

Cost Portion of Proposal (Appendix A)

1. Total All-Inclusive Maximum Price per Year

This section of the proposal should contain the total maximum pricing information relative to performing the auditing, accounting, and consulting engagements as described in this request for proposal. The total all-inclusive maximum price per year to be bid is to contain all direct and indirect costs including all out-of-pocket expenses.

Independent Audits

Maximum Estimated Hours

<i>Year Ended</i>	<i>Shareholders/ Signers</i>	<i>Managers</i>	<i>Seniors</i>	<i>Staff</i>	<i>Maximum Est. Hours</i>
6/30/2025	47	62	72	80	261
6/30/2026	47	62	72	80	261
6/30/2027	47	62	72	80	261

Total Independent Audit All-Inclusive Maximum Fee

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	\$60,000
6/30/2026	\$61,500
6/30/2027	\$63,000

Hourly Independent Audit Rate

<i>Year Ended</i>	<i>Shareholders/ Signers</i>	<i>Managers</i>	<i>Seniors</i>	<i>Staff</i>
6/30/2025	\$300	\$250	\$200	\$200
6/30/2026	\$308	\$256	\$205	\$210
6/30/2027	\$316	\$262	\$210	\$210

Management and Advisory Services

Maximum Estimated Hours

<i>Year Ended</i>	<i>Shareholders/ Signers</i>	<i>Managers</i>	<i>Seniors</i>	<i>Staff</i>	<i>Maximum Est. Hours</i>
6/30/2025	40 hours <i>included in Audit Hours</i>				
6/30/2026	40 hours <i>included in Audit Hours</i>				
6/30/2027	40 hours <i>included in Audit Hours</i>				

Total Management Advisory Services Inclusive Maximum Fee

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	Included in Audit
6/30/2026	Included in Audit
6/30/2027 Option	Included in Audit

Hourly Management Advisory Rate

Advisory services are included in the rates provided for audit.

Additional fees for an Annual Comprehensive Financial Report: _____\$65,000_____

Out-of-Pocket Expenses Included in the Total All-Inclusive Fixed Fee

Out-of-pocket expenses associated with the proposed engagement; including transportation, lodging, and meals among others, are assumed in our hourly rates stated in the schedule above. Clark Schaefer Hackett will accept reimbursement for travel, lodging, and subsistence at the City's prevailing rates for its employees. All expense reimbursements will be charged against the total all-inclusive fixed fee submitted by the firm.

2. Rates for Additional Professional Services

If it should become necessary for the City to request the auditor to render any additional services to either supplement the services requested in this RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the agreement between Dearborn Heights and the firm. Any such additional work agreed to between the City and the firm shall be performed at the same rates set forth in the proposal amounts described above.

Rates by Professional Level for Additional Professional Services

Professional Level	Hourly Rate
Shareholders/ Signers	\$ 374
Managers	\$ 300
Seniors/Staff	\$ 225

3. Manner of Payment

Progress payments will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's proposal. Interim billings shall cover a period of not less than a calendar month. The final payment will be withheld pending delivery of the firm's final reports.

Clark Schaefer Hackett understands that progress payments will be made on the basis of work completed during the course of the engagement and reasonable out-of-pocket expenses incurred in accordance with our dollar cost bid proposal. Interim billings will cover a period of not less than one calendar month.

Modifications to Proposed Terms

Clark Schaefer Hackett understands any additional work agreed to between the City and Clark Schaefer Hackett will be performed at an hourly rate that will not exceed the average hourly rate for the corresponding fiscal year set forth in the schedule of fees and expenses above.

Appendix A - Peer Review



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

March 29, 2024

To the Partners of Clark, Schaefer, Hackett & Co. CPAs and Advisors, and the National Peer Review Committee:

We have reviewed the system of quality control for the accounting and auditing practice of Clark Schaefer, Hackett & Co., CPAs and Advisors (the "firm") applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act; audits of employee benefit plans; an audit performed under FDICIA; and examinations of service organizations (SOC 1 and SOC 2 engagements)

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Clark, Schaefer, Hackett CPAs and Advisors applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency (ies) or fail. Clark, Schaefer, Hackett & Co., CPAs and Advisors has received a peer review rating of pass.

Carr, Riggs & Ingram, LLC

Carr, Riggs, & Ingram, LLC



A **VIEW** of Success

A Proposal to Provide Professional Services Prepared for

City of Dearborn Heights

Submitted by

Greg Soule, CPA, CFE - Partner

Delivered on

July 16, 2025

Prepared by



43252 Woodward Avenue, Suite 150 | Bloomfield Hills, MI 48302
248.340.6050 | www.ahpplc.com

July 16, 2025

Mahdi Baydoun
City of Dearborn Heights
Dearborn Heights, Michigan

Choosing an audit team is an important decision for you and the City of Dearborn Heights, but it doesn't need to be a complicated one. The team you select should have the ability to add *value* and advise your organization as you grow and your needs change. It should have *integrity* and an *efficient* and collaborative work ethic that shows a commitment to the City of Dearborn Heights' success based on a *wealth* of experience in the local government industry. You need a team who can identify and respond to your specific needs, keeping you in their *VIEW* at all times. We are that team!

Based on our review of your previous reports, RFP, and our knowledge of the industry, we have made the following observations:

- **Scope of Work** – We understand that management is requesting an audit of the financial statements for the City of Dearborn Heights and assistance preparing the financial statements. You've noted that a single audit of federal expenditures is expected to be required.
- **Need for a Firm Committed to Municipalities** – AHP currently serves many governmental organizations. Please call our references.
- **Need for Timely Service** – AHP is committed to audit reports delivered on your timeline. We ensure this through our technology, including workflow and collaboration tools listed within this proposal, and having management onsite during fieldwork.
- **Need for an Experienced Team** – All of the executives and management assigned to your services have municipal experience. We have also ensured your team includes expertise in information technology and compliance audits of federal awards.
- **Need for More than Just an Auditor** – We expect open and frequent communication throughout the year on trends and issues affecting the City. We will collaborate with you and offer recommendations to improve operations.

We have taken the above observations into consideration and have assembled a team of professionals with the necessary skills and experience to provide solutions to meet the needs of the City of Dearborn Heights today and into the future.

Thank you for the opportunity to propose on the City of Dearborn Heights engagement. We would be happy to speak with you in more detail about the information contained in this proposal. We look forward to working with you. Greg Soule is authorized to represent the firm regarding this proposal and can be reached via phone at 248-340-6050 and via email at gregory.soule@ahppc.com. This proposal is valid for 90 days.

Sincerely,

Andrews Hooper Pavlik PLC

Proposal Roadmap

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<i>A Snapshot of Your Proposal</i>	Page 4
<i>Firm Overview</i>	Page 6
<i>Your Audit Team</i>	Page 8
<i>Your AHP Experience</i>	Page 12
<i>Audit Approach</i>	Page 14
<i>Industry Experience</i>	Page 23
<i>References</i>	Page 26
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<i>Proposed Fees</i>	Appendix A
<i>Peer Review Report</i>	Appendix B



*As a client of AHP, you can trust that our interactions
are guided by these four core principles:*

Value

Quality services from a regional firm that bring value to our clients

Integrity

A high level of integrity to support the continued success of our clients and our firm

Efficiency

Efficiency in achieving cost-effective results for our clients and AHP

Wealth

Services that increase our clients' wealth of knowledge and financial resources

Snapshot

A glimpse into your proposal

We are excited to propose on auditing services for the City of Dearborn Heights. As a client of AHP, you'll receive top-notch client service based on the AHP VIEW philosophy. Guided by our VIEW, AHP's goal is to create a long-term relationship in which you receive exceptional value, creative solutions, and excellent service. In this proposal you'll find how our VIEW translates to success for this engagement and your organization. Below is a summary of what you'll find in the proposal.

Value

Quality services from a regional firm that bring value to our clients

- We believe our fees are fair to both our clients and our firm and we work hard to ensure you'll see the value of the solutions we provide above and beyond the scope of the engagement.
- As a client, you will have direct and significant access to engagement partners and executives in all phases of our services, as well as throughout the year.
- Year-round we answer miscellaneous questions and communicate with you when any issues affecting City of Dearborn Heights arise.
- We feel our proposed fees are fair to you and to AHP. If additional services are needed, the associated fees will be at the same reasonable rates.

Integrity

A high level of integrity to support the continued success of our clients and our firm

- AHP has the appropriate licensure, independence, experience, and controls in place to support the integrity of the work we will perform for you.
- You can trust our experience in financial reporting is backed by an unblemished record. Our practices are sound, and we will protect your confidentiality with utmost seriousness.
- AHP has controls in place to ensure quality standards have been met and is subject to internal and external quality control procedures.
- You'll find a sample of AHP clients who will endorse our level of integrity in the *References* section.

Snapshot

Efficiency

Efficiency in achieving cost-effective results for our clients and AHP

- *Your AHP Experience* goes into detail on how we work with your current auditors and staff to ensure the transition to a new firm is smooth.
- Effective use of technology allows us to work seamlessly with you throughout the engagement, increasing collaboration and efficiency. It also provides us with the ability to provide you with the best service team possible, regardless of location.
- AHP's *Audit Approach* is a process designed to obtain sufficient audit evidence and render an opinion in a manner that is timely and cost-effective for our clients.

Wealth

Services that increase our clients' wealth of knowledge and financial resources

- *Your Audit Team* is constructed of professionals who have significant experience in auditing governmental entities. We leverage the skill sets and experience of professionals from across the firm for your benefit.
- Our professionals stay ahead of trends in governmental accounting and auditing, as well as the latest in compliance and federal program auditing, ensuring that your audit will be completed efficiently.
- AHP's membership in Allinial Global (AG), an association of over 100 accounting and consulting firms throughout the world, extends your access to expertise through the extensive industry and service-specific knowledge base of our fellow AG firms.
- We continue to discuss with you and evaluate any potential impact that new and emerging issues will have on the City of Dearborn Heights (fees related to resolution of the issues will be fair and reasonable based on the time incurred).

Testimonial Video

Please visit <https://www.ahpplc.com/about> to watch this short video to learn more about AHP and why our clients chose and continue to choose us.



Firm Overview

AHP by the Numbers

1993 Built on a foundation of delivering excellence and value, Andrews Hooper Pavlik PLC was founded in 1993 by three partners from the Saginaw and Lansing offices of Ernst & Young. They set out to provide traditional accounting, audit, and tax services with accessibility at a local level. Our “Big Four” firm history allows us to bring a level of technical and industry experience to our engagements that makes AHP stand out from other regional CPA firms.

Large enough to meet all of your accounting and consulting needs...

10 Our roots are in ten Michigan offices, but our geographic reach extends much further. We have clients throughout the midwest and beyond.

Ann Arbor

Bay City

Bloomfield Hills

Flint

Grand Rapids

Marquette

Midland

Okemos

Owosso

Saginaw



2 AHP’s two affiliates have broadened our service offering and allowed us to transition beyond traditional certified public accounting services into a trusted advisor role.

AHP CONSULTING

Offers a broad range of services to help businesses improve processes, manage risk, and promote growth. We also offer an extensive array of technology services that are designed to assist you in identifying and organizing your business’ pertinent information, safeguarding it from unauthorized users, and regenerating it should a disaster occur.

AHP FINANCIAL SERVICES INC

As an Independent Registered Investment Advisor, AHPFS can provide a full portfolio of retirement planning and investment management services to assist you in planning for a secure future. With their innovative financial planning tools, clients are able to visualize their future with confidence.

190+ With a team of over 190 professionals to provide a full suite of professional services.

#12 *AHP’s current ranking on Crain’s 2025 list of Michigan Accounting Firms by Number of Employees.*

...small enough to offer personalized service.

Client Satisfaction Survey

3 When asked which three words they would choose to describe AHP, the top three answers were:

**Professional
Responsive
Knowledgeable**



“We have confidence AHP can handle any difficult situation that comes up. They always answer the call and come through for us.”

- Matt Pumford
Owner of Pumford Construction

97% of clients surveyed indicated they were likely to recommend AHP services to a friend, 6 family member, or colleague.

Firm Overview

AHP has a proven and successful track record of delivering high quality.

License to Practice, Membership, and Registration

AHP is registered to practice in the State of Michigan and is a member of the Michigan Association of Certified Public Accountants (MICPA) and American Institute of Certified Public Accountants' (AICPA). All key professional staff members are properly licensed to practice in the State of Michigan.

We are registered with the Public Companies Accounting Oversight Board (PCAOB) and our most recent PCAOB inspection was completed in 2021 with no comments. Industry specific memberships and registrations are listed in the Industry Experience section.

Peer Review

Our most recent peer review was completed in 2022, with the highest rating available, and is enclosed as Appendix B. Our peer review included governmental engagements. Our firm is appropriately covered by professional liability insurance.

Independence

AHP is independent of the City of Dearborn Heights as defined by the United States Government Accountability Office's *Government Auditing Standards* and U.S. Generally Accepted Auditing Standards. AHP has no professional relationships involving the City of Dearborn Heights or any of its agencies or component units for the past five years. We will notify the City of any relationships that would impair our independence.

No Desk or Field Reviews and Disciplinary Action

- Because of the size of our governmental audit practice, our engagements are reviewed regularly by the Auditor General of the State of Michigan. The results of these reviews have not resulted in any written comments.
- No members of AHP or AHP itself have had any disciplinary action taken or pending.
- AHP has no record of substandard work.

Debarment, Suspension, Ineligibility, and Voluntary Exclusion

AHP is in compliance with the provisions of 24 CFR Part 24 and neither the firm nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract. Additionally, the firm will not use, directly or indirectly, any of the funds provided by this contract to employ, award contracts to, or otherwise engage the services of, or fund any contractor/subcontractor during any period that the contractor/subcontractor is debarred, suspended, or ineligible under the provisions of 24 CFR Part 24.



Your Audit Team

People make the difference in any professional relationship.

The City of Dearborn Heights will be served mainly by our Bloomfield Hills office, but we will also leverage the skill sets and experience of professionals from across the firm for your benefit. All proposed staff listed are full-time employees and we will not use any sub-contractors on this engagement. Your engagement will be staffed by the following AHP professionals. All members of the engagement team have received appropriate CPE during the past three years.



Gregory Soule, CPA, CISA, CISSP, CFE – Partner

Greg will serve as the **Engagement Executive** for the City. Greg serves in a similar role in other municipal and City audit engagements and has served municipalities throughout his entire 18 year career. Greg is also a member of GFOA and serves on the GFOA Special Review Committee, reviewing submitted financial statements for compliance with GFOA award criteria.

Greg has served as a discussion leader and lecturer for various educational programs on topics of accounting, auditing, internal controls, fraud, and forensic accounting. In addition, he has published articles in both local and national business publications.

Professional History:

- Over 18 years of public accounting experience with AHP
- Serves institutions of higher education, governmental entities, and not-for-profit organizations

Education:

- Central Michigan University

Continuing Professional Education:

- Meets CPE requirements under Government Auditing Standards
- Accounting and Auditing CPE during the past two years exceeds 80 hours

Other Activities:

- American Institute of Certified Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)
- MICPA Information Technology Task Force – Past Chair
- MICPA Forensic Accounting Task Force
- Central Michigan University – School of Accounting Advisory Board
- St. Paul of the Cross Retreat Center – Audit Committee
- Member of Michigan GFOA

Your Audit Team



Jamie Rabe, CPA – Partner

Jamie will serve as the **Independent Review Partner** for the City of Dearborn Heights. She will be independent of the planning and performance of the audit and will perform a review of the audited financial statements and critical items for compliance with professional standards. Jamie will draw from her breadth of experience to perform a valuable technical review and help identify matters that are important to you.

Professional History:

- Over 20 years of auditing, accounting, and financial reporting experience with AHP.
- Has served as the engagement executive or independent technical reviewer for governmental, not-for-profit, employee benefit plan, and other engagements.

Education:

- Northern Michigan University

Continuing Professional Education:

- Meets CPE requirements under Government Auditing Standards
- Accounting and Auditing CPE during the past two years exceeds 80 hours

Other Activities:

- American Institute of Certified Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)
- United Way for South Central Michigan – Board Treasurer

Your Audit Team



Danielle Hoppe, CPA – Manager

Danielle will serve as the **Audit Manager** for the City. She will have primary responsibility for overseeing day-to-day audit services and supervising staff in the field. Danielle serves multiple governmental organizations in a similar role.

Professional History:

- Over 7 years of auditing and financial reporting experience with AHP
- Extensive experience with governmental, and not-for-profit organizations, including single audits and report preparation/review
- Conducts internal training seminars on governmental accounting and auditing

Education:

- Northwood University

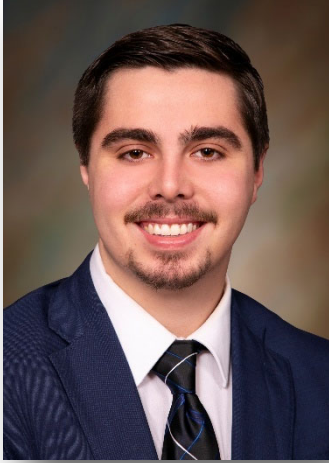
Continuing Professional Education:

- Meets CPE requirements under Government Auditing Standards
- Accounting and Auditing CPE during the past two years exceeds 80 hours

Other Activities:

- American Institute of Certified Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)

Your Audit Team



Justin Comis – Audit In-Charge

Justin will serve as the **Audit In Charge** for the City of Dearborn Heights. He will have primary responsibility for executing the day-to-day audit services and supervising staff. Justin has served in a similar role on other governmental and City engagements.

Professional History:

- Extensive experience with governmental and municipal organizations
- Conducts internal training seminars on governmental accounting and auditing

Education:

- Central Michigan University

Continuing Professional Education:

- Meets CPE requirements under Government Auditing Standards
- Accounting and Auditing CPE during the past two years exceeds 80 hours

Other Activities:

- American Institute of Certified Public Accountants (AICPA)
- Michigan Association of Certified Public Accountants (MICPA)

We will also assign other qualified professional staff in providing audit services to the City of Dearborn Heights. We ensure your dedicated service team will be of the highest caliber. Professional staff to be assigned to the City of Dearborn Heights engagement will have obtained the continuing professional education required under *Government Auditing Standards*.

Your AHP Experience

Collaboration is the key to audit efficiency.

The Transition to AHP

We understand the thought of transitioning to a new firm can be intimidating, but we commit to doing our best to help make it an easy process!

Upon being awarded the audit, our first step is to coordinate the transition with your current auditor. We review their workpapers, review their communications with your organization, and address areas of continuing accounting and auditing significance. We leverage this information in developing our initial planned audit approach. Once the audit plan is developed and coordinated with the City of Dearborn Heights, the plan will be executed by the engagement team in accordance with the planned timelines listed in the Audit Approach section of this proposal.

The first year of an audit relationship will take more time on our part as we work to develop and refine our understanding of your systems and processes. **We do not bill extra for this time and instead view it as an investment in our relationship with the City of Dearborn Heights.** We view that this additional time spent understanding your systems is critical in ensuring the audit will go smoothly in future years.

Use of City of Dearborn Heights Staff

As is consistent with most CPA firms, we assume that the City of Dearborn Heights staff will reconcile and close the general ledger, locate documents selected by us for testing, investigate any questions or discrepancies that we have based on our testing, and run reports from the general ledger system (or provide us access to your general ledger system to allow us to look up transactions and activity), among other functions. We will work with your staff throughout the audit to ensure a smooth and efficient audit.

Quality Review Process

We ensure the quality of our service not only by guaranteeing involvement of partners and managers in every phase of the audit, but also through our policy of Executive and Independent Review on every significant engagement. The Executive Reviewer on your engagement will review every audit area, followed up with a review of the financial statements and sensitive audit areas by the Independent Review Partner. These reviews are preceded with detail review by the manager or senior manager, who will be on-site during fieldwork.

“Great service, working
with great people.”

- Bill Gipson, Senior VP / Treasurer
Fishbeck, Thompson, Carr & Huber, Inc.

Your AHP Experience

Use of Technology

Technology has rapidly changed the way we provide services to our clients. It allows us to work seamlessly with you throughout the engagement, increasing collaboration and efficiency.

At AHP, workpapers are always retained electronically on a secure server. This allows engagement executives and team members to access information on a real-time basis from multiple locations with no service disruptions. This also provides us with the ability to provide you with the best service team possible, regardless of location.

Anytime transferring sensitive information is discussed, security is a concern. AHP has systems and policies in place to ensure all of our clients' information is safe. Our team members take great pride and ownership in ensuring our clients' information always remains confidential and secure. We would be glad to discuss our internal controls and policies with you in greater detail if you would like more specific information.

Suralink

AHP utilizes Suralink, a browser-based client workflow and collaboration tool that assists in tracking audit requests and status updates. This dynamic tool creates and tracks each requested document, such as bank reconciliations or Board minutes, and provides reporting regarding the status of each requested item.

Using the Suralink dashboard, you can immediately understand what requests have been fulfilled, which requests have been accepted by the audit team, or what requests have not been fulfilled. The tool's easy-to-use interface streamlines the audit document request and management process. We also use Suralink to send secure files, such as the final audit reports and workpapers.

Potential Audit Problems

To ensure our clients have the highest level of satisfaction, we encourage frequent and open communication between the engagement team and your team. Our goal for every client is to add value while performing an efficient and collaborative engagement. AHP works diligently to ensure our clients' needs are met. We do not anticipate any problems that could negatively impact the audit. We believe that early detection of potential issues or problems is critical to providing you with the information you need to make quality decisions that may impact the City of Dearborn Heights. The planning stage of our audit is designed to identify key issues that impact the City of Dearborn Heights and communicate these items to you as early as possible. We will meet with your management team regularly to discuss accounting, reporting, or operating issues, and potential problems.

If an audit issue arises during the engagement, the timeliness and level of communication would depend on the severity and materiality of the issue. Items that would be included in the management letter would be communicated to management in advance of the management letter issuance. Certain issues would be brought to the attention of management, and potentially City Council, immediately, as prescribed under professional standards.

We understand additional audit effort may be required for assistance with adoption of new GASB standards. Fees for such assistance will be discussed with you and will be fair and reasonable based on the time incurred.

Audit Approach

Scope of Your Engagement

You are requesting a proposal for the years ending June 30, 2025 through 2027 (with two optional years) for the City of Dearborn Heights including the following services:

- Financial statement audit for the City of Dearborn Heights, in accordance with Generally Accepted Auditing Standards and *Government Auditing Standards*
- Assistance with preparation of the financial statements
- Consultation services to City personnel throughout the year regarding matters or developments affecting accounting and financial reporting of governmental entities
- Single audit of federal expenditures, if required

Value-Added Services

There are various services we will provide for the City of Dearborn Heights at no additional charge. These services include:

- Year-round answers to brief miscellaneous accounting, business operations, or tax questions that may arise (should the question warrant significant research, any fees would be fair and reasonable based on the time incurred)
- Workpapers and reports retained for a minimum of seven years
- Periodic mailing of information on relevant and emerging issues
- Discussions and evaluation of any potential impact that new and emerging issues will have on the City of Dearborn Heights (fees related to resolution of the issues will be fair and reasonable based on the time incurred).

Financial Statement Audit Key Phases

Our professional responsibility is to obtain sufficient audit evidence before an opinion is rendered on any financial statements. To achieve this, we will conduct our work in the following phases:

- Pre-Engagement Planning
- Assess Internal Controls and Risks
- Audit Fieldwork
- Reporting and Conclusion

Details of these phases are listed on the following pages. All phases will be performed by staff and seniors and overseen by managers and partners. We anticipate using two to three partners, one manager, and two or more staff accountants on this engagement.

Report Format

The City of Dearborn Heights can continue to use its current report format. AHP will perform the typing and assembly of all audit reports using the City's current organization.

Audit Approach

Financial Statement Audit Key Phases

Phase 1

Pre-Engagement Planning

- Planning meeting with your personnel to discuss audit scope, process, and timing
- Review prior year audit results and predecessor workpapers
- Obtain an understanding of the City of Dearborn Heights programs and activities

Phase 2

Assess Internal Controls and Risks

- Obtain an understanding of internal controls over key transaction cycles, including information technology controls
- Perform walkthroughs of significant transaction classes
- Assess risks of material misstatements, including consideration of fraud risks and risks by audit assertion for each significant balance and transaction class

Phase 3

Audit Fieldwork

- Design and perform specific audit procedures for your organization based on information obtained during Phase 1, focusing on areas of greatest risk
- Include testing of internal controls where effective and efficient to do so, in accordance with professional standards
- Utilize substantive analytical procedures and review of financial information and operating trends
- Focus on an efficient process that minimizes disruptions to your staff

Phase 4

Report and Conclusion

- Draft financial statements and agree to underlying audited records
- Draft other required reports
- Prepare a management letter detailing recommendations for strengthening internal controls or improving operating procedures
- Audit closing meeting to discuss audit results and review reports before final issuance
- Report to those charged with governance

Audit Approach

A Tailored Approach for Your Benefit

Overall Audit Approach

Audit Strategy

We use a customized, governmental audit program and trial balance management tool. This tool aligns with the Michigan Uniform Chart of Accounts and GASB requirements.

The audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

The AHP audit approach entails a thorough, up-to-date understanding of the City's operations and business. The benefits are two-fold: a cost-effective audit tailored to your circumstances and a knowledgeable audit team capable of advising you about your financial, operating, and administrative business issues. Our approach focuses on the combined impact of your operating environment, the effectiveness of your internal controls, and your financial and operating results. That means that we audit what is important.

Audit planning is a key component to understanding the nature of the entity, the key systems and processes used, identification of key controls, and risk assessment.

Key Features of Our Audit Approach

- ***A systematic approach to planning*** that involves our most experienced people. We review with your people their operating routines and how they evaluate operating results, and gain an understanding of your business that is essential to our work.
- ***Early and ongoing communication with management.*** We keep you informed and anticipate audit problems. Last-minute surprises are avoided.
- ***Avoiding unnecessary disruptions*** to normal operations and to ensure maximum utilization of your internal resources by working with your people. We integrate analyses performed by your staff into our audit approach to avoid the disruption to your staff of requesting items in "our" format. We will make this a priority and stress performing our procedures at your staff's convenience and not to meet our schedules.
- ***An evaluation of internal controls*** from a business perspective by focusing on what the accounting system is designed to do, and then seeing how well it functions. This directs us to areas of greatest risk and improves efficiency.

Audit Approach

Key Features (continued)

- **Analytically review procedures** to see that financial and operating trends and relationships make sense. Effective use of these procedures reduces the amount of time-consuming, detailed testing required in a conventional audit.
- **A focus on account balances** that enable us to quickly identify significant accounts and high risk areas of each client.
- **A thorough review of your computer processing and controls** over these operations is an integral part of our audit approach, which will not be billed as an additional cost. The results of this review are incorporated into our audit approach to provide the most efficient combination of substantive audit tests and computer processing reliance as possible.

Our audit approach begins in the planning phase with the updating of our understanding of your business and the environmental aspects of your operations. We then identify sources of information and factors affecting these account balances and federal financial awards programs and perform a risk assessment. Through these phases, we are able to develop our audit procedures to address the areas of audit importance in your operations. After designing our audit approach for the City, we will coordinate the completion of the work during the interim and year end periods. Continually through these phases of our audit, we will communicate with you to ensure that we are meeting your needs and will update you as to the status of the work being completed.

Method of Systems Evaluation and Documentation

In performing our audit, we will initially determine the extent to which your systems are automated and identify certain factors related to the processing environment, including the organizational structure and segregation of duties, the nature of the hardware and system software used, the structure of your networks, and an indication of the controls in place. This information will be considered in assessing the overall control environment and will enable us to determine the information systems audit resources that will be needed throughout the audit.

AHP continues to place a strong emphasis on the importance of information systems auditing. We demonstrate our commitment by assuring that our auditors are adequately trained and have access to the resources necessary to effectively review the most complex systems.

AHP's information systems audit activities include review and evaluation of internal controls in information systems environments and use of audit software and other computer-assisted audit techniques.

Audit Approach

At AHP, information systems auditing is not a discipline separate and distinct from auditing itself. Rather, basic information systems auditing concepts and techniques are requisite parts of our auditor's knowledge. However, we recognize that many organizations require a higher level of IT expertise to evaluate controls in more complex environments. We have trained professionals on staff who provide this expertise. To implement this computer-based audit process, our IT auditors are auditors first and computer technicians second. They have received intensive IT education through our internal training programs, computer manufacturers' and university courses, and rigorous on-the-job training and experience.

Our audit efforts are focused on the City's significant application systems. We obtain an understanding of specific application transaction processing to identify where errors could occur. We then identify and test the controls the City relies on to prevent or detect errors. As many of the controls reside within the computer processing environment, we would also identify and test controls over the computer processing itself — primarily controls over program changes, access to data files, file maintenance, and other controls. By identifying and testing these controls, we are able to implement the most effective and efficient combination of audit procedures as they relate to computer operations. The depth of the review is balanced against the risk, complexity, and significance of the applications.

Compliance with Laws and Regulations

Our audit, as required under *Government Auditing Standards*, will include consideration of compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. We will not provide an opinion on compliance.

Annual Comprehensive Financial Report (ACFR)

We noted the City is considering moving to an ACFR report. If requested, we will assist the City in preparation of the ACFR using information provided by the City. We take that information and then insert it and formation it into a document maintained on our systems. We have a formal quality control process consisting of four layers of review, including typing/grammar, mathematical accuracy, executive review, and independent partner review. This is the process we follow for every report.

Conclusion and Wrap Up

At the end of our procedures, we will meet all reporting requirements of the City, State, GFOA, and *Government Auditing Standards* with reports over the following:

- The City's financial statements (including component units).
- Our report on the City's internal control over financial reporting and on compliance and other matters in accordance with *Government Auditing Standards*.
- Other reporting required by the State of Michigan.

Audit Approach

Uniform Guidance Audit Approach

The major phases of an examination under *Uniform Guidance* include: a) background review and detailed survey of compliance requirements, b) control systems evaluation, c) substantive tests for compliance with laws and regulations, and d) audit conclusion briefing and draft report preparation.

Background Review and Detailed Survey of Compliance Requirements

Our objective during this phase is to confirm and document our understanding of your operations, the flow of financial data among the significant account groups, the reporting process, and the internal accounting and administrative controls. We also identify all federal awards under *Uniform Guidance*, assign risk classification, and identify compliance requirements to be tested.

We can then develop an efficient plan for integrating the testing required for the *Uniform Guidance* audit with that performed in conjunction with the annual financial statement audit.

Control Systems Evaluation

Uniform Guidance requires that we determine the adequacy of accounting and administrative systems of internal control, the extent of compliance with applicable federal laws and regulations, and the appropriateness of the reports made to federal program officials.

These objectives require that we study the systems of internal control using methods similar to those used for an annual financial statement audit. However, our focus in this phase will be upon compliance with laws and regulations for federal awards. Whenever possible, we will determine compliance with these provisions using sampling methods on selected transactions, reports, and other documents.

In addition, we will use several other references to determine the specific audit requirements:

- **Uniform Guidance** – The administrative guidelines for federal contracts and grants; the allowable and unallowable cost provisions applicable to federal contracts and grants; the detailed criteria for federal audits.
- **OMB Compliance Supplement** – This supplement provides a list of program requirements for many federal financial assistance programs administered by educational institutions and not-for-profit organizations.
- **Government Auditing Standards** – The GAO's audit requirements applicable to *Uniform Guidance*.
- Grant documents, as applicable.

Substantive Tests for Compliance with Laws and Regulations

Our study will determine if the systems of internal controls address the several criteria outlined in *Uniform Guidance*. Our consideration of the system of internal control which includes our assessment of control risk is the basis for determining the extent of our substantive testing to determine whether the expenditures under each major federal award comply with applicable laws and regulations. These tests will include procedures to ensure that each selected award expenditure was made for allowable services, that those who received services or benefits were

Audit Approach

eligible to receive them, that matching requirements, levels of effort and earmarking limitations were met, that federal financial reports and requests for reimbursement were developed from records that can be reconciled to the institution's financial statements, and that amounts claimed or used for matching were determined in accordance with governmental regulations.

Audit Conclusion Briefing and Draft Report Preparation

We will meet with the City's management to discuss the results of the *Uniform Guidance* audit. If any exceptions related to noncompliance are noted, we will seek your comments concerning the exceptions as well as provide recommendations to ensure that the exceptions do not reoccur.

At the end of our audit, which will be performed in conjunction with our financial statement audit, we will meet all reporting requirements of *Uniform Guidance* through the issuance of the final *Uniform Guidance* reports which will include:

- The City's financial statements and a schedule of expenditures of federal awards.
- Our report on the financial statements and the schedule of expenditures of federal awards, which states that the audit was performed in accordance with *Government Auditing Standards* and *Uniform Guidance* and, will include an opinion as to whether the financial statements are fairly presented in conformity with U.S. GAAP.
- Our report on our understanding of the system of internal controls and our assessment of control risk which includes a description of procedures used to obtain our understanding.
- Our report on internal controls which will identify material weaknesses (if any) that we have identified during our audit procedures which include assessing control risk.
- Our report on compliance which will include: a) our opinion as to major program compliance with laws and regulations applicable to awards tested; b) a schedule indicating material findings of noncompliance (if any) including the sample size which contained the item of noncompliance discovered, the size of the population (both number and dollar values) from which our sample was selected, and the number and dollar values of occurrences of noncompliance detected; and c) a report recommending corrective actions (if necessary) related to any of the instances of material noncompliance. Within this section of the report, we would be pleased to assist the City in drafting its response, if desired. Any findings related to federal awards that are not material will not be included in the *Uniform Guidance* report. Instead, we will communicate these findings, along with our other management letter recommendations, to management.

Audit Approach

Staffing and Hours

The following summarizes staff hours by level and segment of the engagement.

Professional Level	Pre-Audit Planning	Risk Assessment	Audit Fieldwork	Report and Wrap Up	Single Audit	Total
Partners	10	10	30	30	5	85
Managers	20	20	40	40	10	130
Seniors	30	30	40	40	20	160
Staff Accountants	30	40	140	80	35	325
	90	100	250	190	70	700

Audit Approach

Timetable

The expected timing for the completion of the audit and overall work plan is outlined below. The ability to meet these deadlines is contingent upon receiving the levels of assistance from the City of Dearborn Heights staff as indicated in your proposal request. As outlined in the request for proposal, entrance, progress, and exit meetings will be held with AHP and the City of Dearborn Heights to communicate pertinent audit matters throughout the engagement.

<i>Planning and Preliminary Audit Work</i>	August
<i>Fieldwork</i>	September
<i>Report Date (Draft Reports Completed)</i>	Mid-November
<i>Completion of Audit</i> Final Printed Reports Provided	December 1
<i>Presentation to City Council</i>	December meeting

“AHP is a partner that meets and exceeds our expectations every time.”

Paul Barbeau
Director, Michigan Baseball Foundation
Former President & GM, Great Lakes Loons

Industry Experience

A Commitment to Your Industry

Governmental organizations are a significant focus for AHP. We currently have over 50 people working on audits of governmental organizations. Our commitment to governmental organizations and our reputation in Michigan are well known based on over 40 years of services through Andrews Hooper Pavlik PLC and its predecessor offices. AHP performs numerous governmental audits and single audits, including municipalities, component units and agencies of the State of Michigan, universities, community colleges, and other governmental entities. AHP's experience includes assistance with and preparation of Annual Comprehensive Financial Reports, including those submitted to the GFOA as part of the Certificate of Achievement for Excellence in Financial Reporting program.

AHP's federal single audit experience is extensive. This experience covers most typical federal and state assistance programs, including both construction and operating grants. Federal granting sources include the US Departments of Education, Health and Human Services, Housing and Urban Development, Transportation, and others.

AHP Stays Current on Matters Important to Municipal Clients

By staying ahead of trends in governmental accounting and auditing, as well as the latest in compliance and federal program auditing, we ensure that your audit will be completed efficiently. This wealth of knowledge will be leveraged throughout your audit to ensure that you are getting up-to-date, accurate information. Through internal and external trainings and events, each of AHP's professionals obtain the continuing professional education required under *Government Auditing Standards*. We also consistently exceed the continuing professional education requirements of the AICPA, the Michigan State Board of Accountancy, the U.S. Government Accountability Office, and any other regulatory agencies where applicable.

Mandatory Training for Professional Staff Members – Our partners and staff spend an average of 60 hours per year in formal education. This represents 150% of the required amount.

Specialized Training – Staff members receive specialized training, where appropriate, in matters affecting our municipal clients. The training programs are designed for each individual so as to ensure a proper balance in accounting and auditing experience and meet the education requirements of *Government Auditing Standards*. Additional training is provided for industry-specific matters (e.g., implementation of recent GASB pronouncements).

Organizational Involvement – AHP is a member of the AICPA Center for Audit Quality, the Governmental Audit Quality Center, and the Employee Benefit Plan Audit Quality Center. Our professionals serve on various task forces of the Michigan Association of Certified Public Accountants (MICPA). In addition, Greg Soule, AHP Partner, is a member of the Michigan Government Finance Officers Association (MGFOA). Through these resources and direct communication with the standards boards, we remain aware of current and emerging issues.

Industry Experience

Thought Leadership

AHP professionals have presented to numerous industry organizations, including at Michigan Association of CPAs (MICPA) annual governmental accounting and auditing conferences, including a recent presentation by Greg Soule at the March 2025 Spring Michigan Government Finance Officers Association conference (on the topic of Preparing for an Audit). Recent presentations at other MICPA conferences have covered:



- Emerging technologies
- New auditing standards
- Audit documentation requirements
- Changes in accounting standards
- Ethics

In addition, we offer a webinar series that is free for our clients to attend. Previous webinars have covered the new changes in financial reporting, revenue recognition, tax topics, cybersecurity, and an update to the financial markets. We continue to invest in thought leadership and presentations to ensure our clients are aware of emerging issues relevant to governmental organizations.

Additional Resources

All professional staff maintain an awareness and understanding of current developments in technical literature and other resources, including:

- Governmental Accounting Standards Series including the Action Report
- Government Finance Review published by GFOA
- GFOA Newsletter
- The Practitioners Publishing Company (PPC) Governmental Update
- Accounting and Financial Reporting for Governmental Entities published by PPC
- Michigan Uniform Budgeting Act
- Michigan Government Accounting & Auditing Guide

Allinial Global Member

AHP is a proud member of Allinial Global (AG), an association of over 100 accounting and consulting firms throughout the world. Our membership with AG allows us to reinforce client service by exchanging expertise, resources, and advice in a wide range of industries. Your access to expertise is extended through the extensive industry and service-specific knowledge base of our fellow Allinial Global firms.



Industry Experience

AHP Governmental Engagements

While AHP serves clients in a number of industries, a significant percentage of our business is dedicated to governmental entities. Our governmental experience was gained through performing services for many entities. A sample of these includes:

Cities

- City of Berkley
- City of Essexville
- City of Clare

Townships

- Charter Township of Midland
- Charter Township of Oakland
- Homer Township
- Ingersoll Township
- Larkin Township
- Lee Township
- Warren Township
- Grant Township
- Laird Township
- Thomas Township

Counties and Transit Authorities

- Clare County Transit Corporation
- Midland County Central Dispatch Authority
- Sanilac County
- Sanilac County Transportation Corp

Villages

- Village of Chesaning
- Village of Dansville
- Village of Lake Orion

Libraries

- Capital Area District Library
- Clinton-Macomb Public Library
- Community District Library
- Rochester Hills Public Library
- Plymouth District Library
- Orion Township Public Library

State of Michigan Agencies and Component Units

- Michigan Education Savings Program
- Michigan Unemployment Insurance Agency
- State Bar of Michigan
- State Building Authority of the State of Michigan

Colleges and Universities

- Delta College
- Monroe County Community College
- Oakland University
- Saginaw Valley State University
- Washtenaw Community College

Other Governmental Entities

- Marquette Board of Power and Light
- Michigan Universities Self-Insurance Corporation

References

We focus on long-term relationships with our clients with the ultimate goal of benefiting you. As we get to know you and your operations better, we are better able to provide highly tailored advice and recommendations.

The following is a sample of AHP audit clients served by those assigned to your engagement:

Michigan Unemployment Insurance Agency Partner in Charge: Greg Soule Financial and Single Audits 2,700 Hours 2004 – Present	Debbie Ciccone, Manager, Office of Audit and Compliance 517.241.6745 cicconed@michigan.gov
Sanilac County Partner: Greg Soule Financial and Single Audit 500 Hours 2022 – Present	Mr. Nathan Roskey, County Administrator 810.648.2933 nroskey@sanilacounty.net
City of Berkley Partner: Greg Soule Financial Audit 400 Hours 2024 – Present	Mr. Carl Johnson, Finance Director 248-658-3340 cjohnson@berkleymi.gov
City of Essexville Partner: Greg Soule Financial Audit 300 Hours 2018 – Present	Mr. Craig Goulet, City Manager 989.893.7192 cmanager@essexville.org
Oakland Township Partner: Greg Soule Financial Audit 250 Hours 2023 – Present	Mr. John Giannangeli, Treasurer 248-651-4440 jgiannangeli@oaklandtownship.org
City of Clare Partner: Greg Soule Financial Audit and Single Audit 250 Hours 2000 – Present	Ms. Vicki Corlew, Treasurer / Finance Director 989.386.7541 vcorlew@cityofclare.com
Village of Lake Orion Partner: Greg Soule Financial Audit 200 Hours 2017 – Present	Ms. Sonja Stout, Clerk/Treasurer 248.693.8391x102 stouts@lakeorion.org

Your Investment

We believe our fees should be fair to both our clients and our firm. We establish our fees based on our estimate of time spent and the complexity of work to be performed.

The fees presented on the fee proposal include assistance with the preparation of the financial statements and related notes and supplementary information, and processing of the financial statements, based on information provided to us by you, as well as preparation of a management letter with any internal control recommendations identified during the audit process. The proposed fees are all-inclusive which would include all out-of-pocket and administrative costs and routine inquiries that do not require extensive time or research (any fees for questions that require such time or research would be fair and reasonable based on the time incurred).

The proposed fees include consultation services to City personnel throughout the year regarding matters or developments affecting accounting and financial reporting of governmental entities, pursuant to prevalent and changing accounting and auditing standards, as requested in the proposal request. Potential one-time costs could result from matters that require additional time and effort outside of the normal course of audit services, including significant financial reporting or compliance matters; adoption of new accounting standards; accounting assistance and assistance with year-end closing adjustments; and other out-of-scope services that may be requested. To the extent possible, we will discuss any such matters with you in advance, and related fees will be fair and reasonable based on the time incurred.

Value-Added Services

There are various services we will provide for City of Dearborn Heights at no additional charge. These services include:



- year-round answers to brief miscellaneous accounting, business operations, or tax questions that may arise (should the question warrant significant research, any fees would be fair and reasonable based on the time incurred)
- workpapers and reports retained for a minimum of seven years
- periodic mailings of information on relevant and emerging issues
- discussions and evaluation of any potential impact that new and emerging issues will have on City of Dearborn Heights (fees related to resolution of the issues will be fair and reasonable based on the time incurred).

Appendix A:

Fee Proposal

**Request For Proposal
For The Annual Audit and Single Audit, and Consulting Services of the City of
Dearborn Heights**

APPENDIX A

HOURS AND FEES PER FISCAL YEAR

MAXIMUM POINTS - 25

List the **MAXIMUM ESTIMATED HOURS** by professional classification for each of the years below to perform the independent audits:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>	<i>Maximum Estimated Hours</i>
6/30/2025	85	130	160	325	700
6/30/2026	85	130	160	325	700
6/30/2027	85	130	160	325	700

List the **TOTAL INDEPENDENT AUDIT ALL-INCLUSIVE MAXIMUM FEE** for each year below:

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	\$ 83,350
6/30/2026	\$ 86,850
6/30/2027	\$ 90,350

List the **HOURLY INDEPENDENT AUDIT RATE** by professional classification for each of the years below:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>
6/30/2025	200	150	110	90
6/30/2026	205	155	115	95
6/30/2027	210	160	120	100

Above all-inclusive fees include \$7,000 related to a single audit, assuming one major program. In the event a single audit is not required, those fees wouldn't be charged. In the event there are multiple major programs, the fee would increase \$3,000 to \$5,000 per additional major program, depending on the complexity of the additional program(s) to be audited.

**Request For Proposal
For The Annual Audit and Single Audit, and Consulting Services of the City of
Dearborn Heights**

MANAGEMENT ADVISORY SERVICES:

List the **MAXIMUM ESTIMATED HOURS** by professional classification for each of the years below to perform requested management advisory services:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>	<i>Maximum Estimated Hours</i>
6/30/2025					
6/30/2026					
6/30/2027					

List the **TOTAL MANAGEMENT ADVISORY SERVICES INCLUSIVE MAXIMUM FEE** for each year below:

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	
6/30/2023	
6/30/2024 Option	

List the **HOURLY MANAGEMENT ADVISORY RATE** by professional classification for each of the years below:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>
6/30/2025	359	230	184	147
6/30/2023				
6/30/2024 Option				

Management advisory services are bid in conjunction with Section V Proposal Requirements Part D Cost Proposal Item (2) Rates for Additional Professional Services of this Request for Proposal.

Additional fees for an Annual Comprehensive Financial Report: \$7,500 - \$10,000.

AHP's management services are only quoted for an hourly rate. In the event services are requested, a fee will be discussed and agreed-upon in advance using the above hourly rates. ACFR fees are quoted as a range and assume the City will provide AHP the Introductory and Statistical information in an appropriate format. In the event AHP is required to gather the information directly, additional fees at the above hourly rates will be charged.

Appendix B:

Peer Review Report



Report on the Firm's System of Quality Control

To the Members
Andrews Hooper Pavlik PLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Andrews Hooper Pavlik PLC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended December 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act; audits of employee benefit plans, an audit performed under FDICIA, and examinations of service organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Andrews Hooper Pavlik PLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended December 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Andrews Hooper Pavlik PLC has received a peer review rating of *pass*.

Kelley Galloway Smith, PSC

Ashland, Kentucky

June 15, 2022

**PROPOSAL TO PROVIDE
PROFESSIONAL SERVICES FOR THE
ANNUAL FINANCIAL AUDIT AND SINGLE AUDIT OF THE
CITY OF DEARBORN HEIGHTS, MICHIGAN**



DUE: JULY 16, 2025

**CONTACT PERSON (S)
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Certified Public Accountants & Consultants

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**A PROPOSAL TO PROVIDE PROFESSIONAL SERVICES FOR THE ANNUAL
FINANCIAL AUDIT AND SINGLE AUDIT OF THE
CITY OF DEARBORN HEIGHTS, MICHIGAN**

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Confidentiality Statement

The contents of this “**Proposal**” are considered confidential and proprietary information of Alan C. Young & Associates P.C. (ACY). No part of this proposal may be reproduced, completely or in part, or divulged to any other party without a prior written permission from ACY.



Alan C. Young & Associates, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

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(313) 873-7502 (Fax)
www.alancyoung.com

July 16, 2025

City of Dearborn Heights
6050 Fenton Road
Dearborn Heights, Michigan 48127
Attn: Comptroller's Office

Dear Sirs:

We are pleased to submit our proposal to provide professional auditing services to the City of Dearborn Heights (the City) for the fiscal years ending June 30, 2025 through 2027. The audits will be performed in accordance with auditing standards generally accepted in the United States of America, and Government Auditing Standards. The accompanying proposal explains why the City should choose Alan C. Young & Associates, P.C. as its independent certified public accountants for this project. We believe our qualifications and experience will undoubtedly enable us to continue to meet the City's audit and consulting requirements.

Alan C. Young & Associates, P.C. specializes in governmental and non-profit auditing, financial reporting and consulting services. Our expertise in your market produces real value for our clients. We recognize that the successful completion of an audit requires a proper organization of the audit and a team of professionals having technical training and proficiency in the practice of public accounting. By implementing the latest in risk-based auditing techniques, advanced planning, extensive use of technology, and significant on-site presence by our top executives, we have built a solid reputation for the quality and timeliness of our work as well as for the easy access to our best people. We have organized our audit team to maximize the total experience of our company. As you will note within our proposal, each member of the assigned audit team has significant training and experience in governmental auditing.

There are significant reasons why we believe we are distinct from other firms that want to serve the City:

1. The quality of the service team we have selected to serve the City is the clearest evidence of our commitment to you. Selected for their experience, our Directors, Principal and Manager have extensive experience servicing governmental entities including cities and municipalities.
2. We are dedicated to continuing to provide the best possible service in an experienced, timely, responsive manner and committed to serving you.

3. We meet all the prospective selection criteria.
4. We will deliver the audit reports within the required time periods.
5. We are equipped to accommodate all of your present and future requirements.

We believe that our commitment, staffing, and prior experience with your audits make Alan C. Young & Associates, P.C., CPAs most qualified to continue to perform the independent audits that are required by the City. The past quality of our work provides the basis as to why we believe Alan C. Young & Associates, P.C. is the most suitable firm to continue to provide the services as required by you.

We certify that we have not colluded with any competing bidder or City employee or entered into any type of agreement of any nature to fix, maintain, increase or reduce prices or competition regarding the items covered by this Request for Proposal.

The person(s) authorized to execute contracts on behalf of the firm for purposes of this audit proposal is:

Alan C. Young, MST, CPA, CGMA
(E-mail: ayoung@alancyoung.com)

James D. Wilde, II, MAcc, CPA
(E-mail: jwilde@alancyoung.com)

7310 Woodward Ave, Suite 740
Detroit, Michigan 48202

(313) 873-7500 (Tel.)
(313) 873-7502 (Fax)

Website: www.alancyoung.com
EIN# 38-2463166

This proposal is a firm and irrevocable offer, for the annual financial and federal single audits for the fiscal years ending June 30, 2025 through 2027 and, which will remain in effect for a period of 90 days. We believe this proposal meets the requirements based on our understanding of the Request for Proposal, but if you have any questions, please let me know. We will be happy to meet with you and other personnel at any time to discuss this proposal. Thank you again for the opportunity to propose. We look forward to continuing to work with you and the personnel at the City.

Sincerely,

ALAN C. YOUNG & ASSOCIATES, P.C.



Alan C. Young, MST, CPA, CGMA
Chief Executive Officer

Executive Summary

Statement of Submission

- (a) **The City of Dearborn Heights, Michigan (the City)** is requesting proposals from qualified firms of certified public accountants to conduct a financial and single audit for fiscal years ending June 30, 2025 through 2027.

This “**Response for Audit Services**” is to demonstrate the qualifications, competence and capacity of **Alan C. Young & Associates, P. C. (ACY)** to undertake an independent audit required by the City in conformity with the requirements of this RFP. ***We have the capabilities, we have the experience, and we want to continue to put them to work for the City.***

***Ranked by Crain's
Detroit Business
Magazine as one
of the “25 largest
CPA firms” in
Michigan for over
15 Years***

- (b) ACY specializes in governmental and non-profit auditing, financial reporting and consulting services. We have been in business for over 40 years. We have employed over thirty (30) full-time staff members during each of the last three years.
- (c) ACY is located in Detroit, Michigan. The audit will be performed from our office and the City's office, if chosen as the auditors of the City
- (d) We affirm that we will perform the requested work in accordance with the requirements outlined the RFP.
- (e) The partner who will be in charge of this audit will be Alan C. Young, the Principal will be James Wilde and the Manager will be Surender Gupta. (Please see pages 12-19 for qualifications and experience of the Engagement Team selected for your audit).)

In this response to your RPF, you will find:

- **Our qualifications and relevant auditing experience** - which detail why we qualify to be chosen by the City for this audit engagement. You will find that we are dedicated to servicing governmental organizations and have done so for over 40 years. In our business, true clarity comes only with experience.
- **Details why we qualify to be chosen by the City for this audit engagement** - With our firm's commitment to governmental services we are appropriately staffed and knowledgeable on a number of service areas important to governmental entities. We have extensive experience performing financial audits for numerous Cities and governmental entities. See page 11 for a list of governmental references.

Executive Summary (Continued)

Experience

We have in depth experience in providing these types of audits and we have demonstrated proficiency in providing our clients with excellent service relating to your required needs as outlined in the RFP.

Our firm has a thorough, firsthand, understanding of the importance of the many factors that determine the success of your City including funding from federal and state agencies as well as the challenge of compliance regulations. These factors can determine how successful your City will be as well as determine your ability to grow and continue to serve the needs of the community

Our experience allows us to provide you with innovative solutions that meet the needs of your City. Our services include:

- Informing clients of changing standards affecting governmental organizations
- Audits and reporting requirements including Single Audits
- Governmental reporting issues
- Needs analysis and regulatory filings
- Internal financial systems and controls
- Audits of employee benefit and retirement plans
- Budget and cash flow projections
- Bond issues and debt refunding
- Agreed upon procedures

Resources

Keys to an effective and efficient audit are using the right people and the most current audit technology. We offer the services of highly experienced professionals who have specialized in governmental auditing and accounting for many years. We have the knowledge and experience regarding the accounting system, internal control structure and reporting requirements of your City. Our staff also participates in ongoing training courses to stay up-to-date on the latest changes impacting governmental audits. The quality of the team we have created to serve the City is the clearest evidence of our commitment to you. Selected for their extensive experience, our manager, principal and director have extensive experience servicing governmental entities including cities, municipalities, etc. We will leverage that experience to provide you with the most efficient audit service possible.

Executive Summary (Continued)

Commitment

We seek a long term relationship with the City that will allow us to continue to contribute to your ongoing success. We are committed to understanding your needs and fulfilling those needs in an effective and economical manor.

Our technical approach

Our audit approach is designed to be comprehensive in addressing the significant accounting and auditing issues and tailored to the unique needs of the City.

Our engagement will include:

- Planning
- Testing of internal controls and major account transaction cycles
- Substantive testing of year-end balances
- Extensive participation of senior management during all phases of the audit of our engagement

Peer Review

ACY does not have a record of substandard work. The firm is subject to an external peer review every three years. This review is conducted by the AICPA wherein we are assessed on our quality control procedures. Alan C. Young & Associates, P.C. has been assessed on quality control procedures for accounting and auditing practices under the Peer Review Assessment Requirements of the AICPA for which we are a member. The most recent report letter is attached in Exhibit A. This peer review included a review of specific governmental engagements.

ACY History

ACY is located in Detroit, Michigan. We are one of Michigan's largest minority and most trusted auditing, taxation, management consulting, business process outsourcing and accounting firms. We also provide services for information technology for staffing on a project basis.

The firm was founded in 1983 on the premise of providing high quality services to all of its clients. Directors and staff consist of professionals who possess competence in accounting, auditing, taxation, management consulting, and many other areas of the public accounting field.

Alan C. Young & Associates, P.C. specializes in governmental and non-profit auditing, financial reporting and consulting services.

The founder and CEO, Mr. Alan C. Young, who was the past Chairman of the Board of Directors of the MICPA, and who was appointed by the governor to two terms on the State Board of Accountancy, leads the firm as we aspire to operate with the highest integrity and a commitment and reputation for serving the community.

We have received recognition by the State of Michigan, the County of Wayne and the Detroit City Council for exceptional achievement, outstanding leadership and dedication to improving the quality of life for citizens in the State of Michigan.

Our strategic focus is to provide the highest quality services and cost-effective solutions to our clients in the following areas:

"Our mission is to build committed partnerships with our clients, understand their needs, work habits and expectations, and provide them with the global support they can count on to accomplish their business objectives."

- **Auditing Services** – Our auditing team provides services to a variety of clients. Our diverse academic backgrounds and practical experiences allow us to provide services to municipalities, corporations, partnerships, sole proprietorships, other not-for-profit organizations and individuals. Our professional staff has assisted a full range of clients in the following areas:
 - Municipalities
 - Authorities and Other Governmental Entities
 - Non-Profit and Other Charitable Organizations
 - For Profit Corporations
 - Churches and Other Religious Organizations
 - Compliance Audits & Examinations
 - Tax Exempt Foundations
 - Health & Human Services
 - School Districts
- **Accounting Services** – Our accounting team provides services to our clients in various accounting related areas. Our focused services are bank & other reconciliations, cash management, financial & statutory reporting, general & technical accounting and data processing services.

ACY History (Continued)

- **Management Consulting** – Our management consulting team helps our clients define a strategic management approach and a process to successfully implement business solutions. These include:
 - Strategizing project implementation plans
 - Business process reviews
 - Process reengineering of the financial systems
 - Analysis of various accounts to develop the corrective action plan to strengthen the financial stability of the organization
 - Quality control management and implementation strategy

Commitment To Quality Control

Because of our broad client base, we are able to devote the necessary time to specialize and thus provide the required service. To assist us in this specialization, we subscribe to several specialized news service publications, such as:

- ◆ Single Audit Information Service
- ◆ GAAS Update Service
- ◆ GAAP Update Service
- ◆ GAQC – AICPA Update Service
- ◆ EBPQC – AICPA Update Service

Our auditors regularly attend training seminars conducted by various governmental organizations, the AICPA and the MICPA.

We have been ranked by Crain's Detroit as one of the largest CPA firms in Michigan (and the only Minority firm so noted) for over 15 of the past 25 years.

Listed by Crain's as one of the 25 largest African American-Owned businesses in the State of Michigan.



We were selected as Corp! Magazine's "Diversity Firm of the Year" in 2015.



Named by Forbes as "Best in State Top CPAs" 2025.

ACY History (Continued)

Accreditations/Certifications/Awards

	GSA Contract # 47QRAA22D009H
	Affiliate Membership Certification from Michigan Minority Supplier Development Council (MMSDC)
	Member of Diverse Organization of Firms (DOF)
	Detroit Based Business/Detroit Small Business (DBB/DSB) Detroit Headquartered Business (DHB)
	City of Detroit and Wayne County certification as a Minority-Owned Business Enterprise (MBE)
	Wayne County - Fair Employment Practices Resolution
	Wayne County - Small Business Enterprise (SBE)
	Wayne County – County Based Enterprise (CBE)
	Crain's List of Largest African American Owned Businesses 2023
	Member of American Institute of Certified Public Accountants (AICPA)
	Member Michigan Association of Certified Public Accountants (MICPA)

ACY Qualifications

The firm has highly qualified professional personnel. We employ over thirty (30) full-time staff members. Directors and staff consist of professionals who possess competence in accounting, auditing, taxation, management consulting, information technology and many other areas of the professional service field. Our current professional staff possesses credentials including Certified Public Accountant, Chartered Accountant, Chartered Global Management Accountant, Masters of Business Administration, Masters of Science in Accounting, Masters of Science in Taxation and Bachelor of Science Degrees in Accounting and Finance.

Our personnel have gained extensive auditing, consulting and accounting experience through prior employment with government agencies and auditing organizations as well as performing under our numerous contracts with state governments. ACY has been able to successfully provide staff to properly service all of our engagements.

We understand the governmental sector and we know how to work with the agencies to gain an understanding of their specific issues so that we can meet their unique needs. Our services focus on areas and needs primary to governmental organizations – everything from financial and related audits to performance and operational audits. GAAP administration, expenditure controls, federal funds administration, operation improvements, information technology risk management, regulatory/compliance issues, internal controls, and building and transportation audits are some of the many issues and areas for which we supply services to state and local governments.

Our professional staff stays informed of pertinent issues and share leading practices related to governance, audits, accounting, financial reporting and the law.

We constantly keep ourselves abreast of the ever-changing economic and regulatory environment of the clients we serve.

Our extensive knowledge of the industry and our commitment to providing you with a team of professionals that are dedicated to government compliance will result in saving you time and money. We are able to offer a full range of skills to help organizations succeed. ***Our client base is a testament to the confidence the governmental sector places in us. We would be delighted to continue to serve the City of Dearborn Heights.***

Statement of Good Standing

We affirm that we are in good standing with the State Board of Accountancy and are properly licensed for practice as certified public accountants.

Independence

Alan C. Young & Associates, P.C. is independent of the City of Dearborn Heights as defined by generally accepted auditing standards and Government Auditing Standards.

Prior Engagements with City of Dearborn Heights

ACY has not done any prior engagement work with the City within the past five years other than the financial and single audits for the years ended June 30, 2022 through 2024.

ACY Qualifications (Continued)

Professional Relationships with the City

At present, ACY has no professional relationships with the City or any of its Council members. No City officer or employee, nor any business entity in which they have an interest: a) has an interest in the contract awarded; b) has been employed or retained to solicit or aid in the procuring of the resulting contract and c) will be employed in the performance of such contract without immediate disclosure of such fact to the City. ACY does not and has not had any professional relationship involving the City or any of its component units for the past five years. In addition, we agree to give the City written notice of any professional relationships entered into during the period of this agreement.

Statement on Discrimination

It is the policy of our firm that no individual be discriminated against in employment with regard to race, color, national origin, age, handicap, sex or religion. Furthermore, our firm complies with all applicable laws in consideration for employment selection of training, transfer recruitment rates of pay or other forms of compensation demotion or separation.

Conflict Of Interest Statement

To the best of the proposer's knowledge, there is no related party, kinship, financial or other conflicts of interest between the City and any employee of Alan C. Young & Associates, P.C.

Confidentiality

ACY will not discuss, distribute or use in any way the data or information acquired in the course of providing services to the City without prior approval by the City.

ACY will not undertake a specific activity which may be viewed as adverse to the interest of another client without obtaining the agreement of both parties.

Indemnification

ACY understands that the City assumes no liability for any legal expenses, other than for its own defense. ACY agrees to indemnify and save harmless the City and its officers agents and employees from and against any and all loss damages, injury, personal injury, death, breach of contract however caused, resulting directly or indirectly from the performance of the contract by ACY.

Debarment, Suspension, Ineligibility and Voluntary Exclusion

We are in compliance with the provisions of 24 CFR Part 24. Neither our firm nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract. Additionally, we will not use, directly or indirectly, any of the funds provided by this contract to employ, award contract to, or otherwise engage the services of, or fund any contractor/subcontractor during any period that the contractor/subcontractor is debarred, suspended or ineligible under the provisions of 24 CFR Part 24. Additionally, no disciplinary actions have been taken or pending against our firm during the past 3 years with state regulatory bodies or professional organizations. We have also not participated in any projects where our contract has been terminated.

Performance History & Client References

Similar Engagements

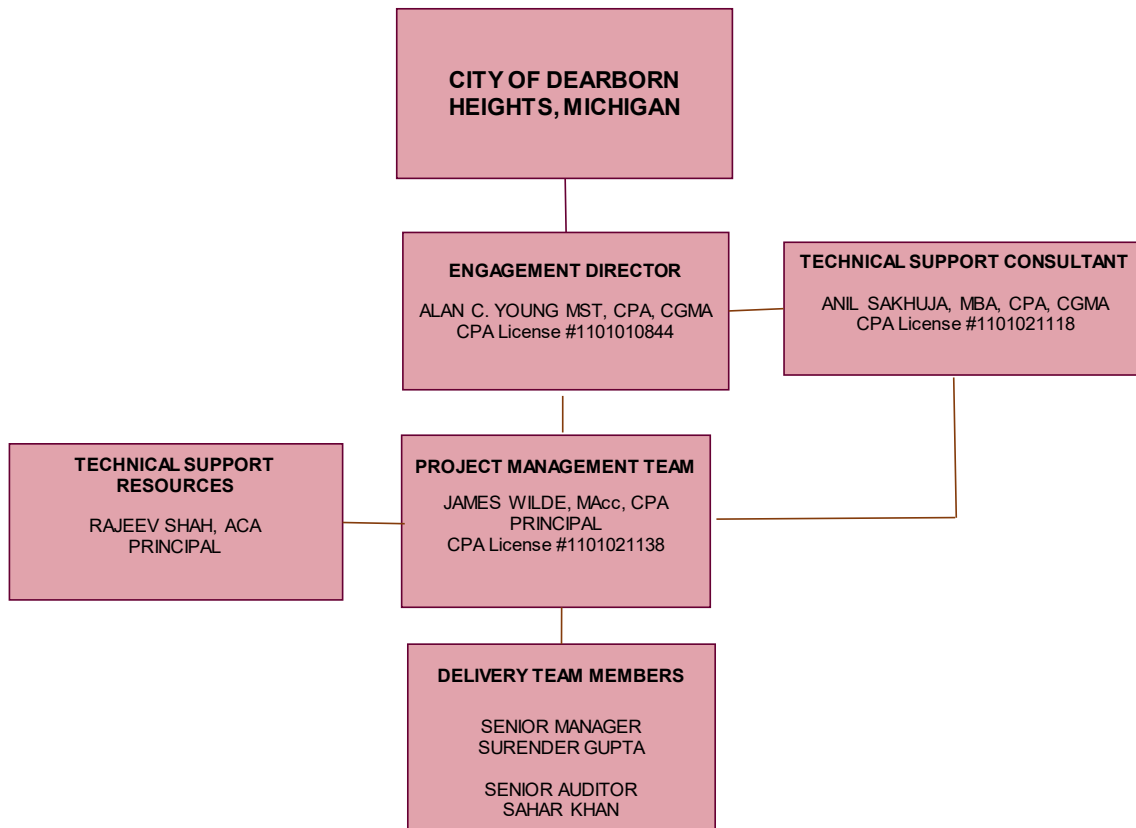
Below are four governmental client references:

Client	City of Belleville	
Engagement Partner	Alan Young	
Engagement Principal	Jay Wilde	
Engagement Scope	Financial and Single Audit	
General Fund Expenditures	\$3.2 million	
Date	2006 to Present	
Total Hours	160	
Client Contact	Mr. Jason Smith	(734) 697-9323
Email address	jsmith@bellevilleonthelake.com	
Address	6 Main Street, Belleville, MI 48111	
Client	City of Wayne	
Engagement Partner	Alan Young	
Engagement Principal	Jay Wilde	
Engagement Scope	Financial Audit	
General Fund Expenditures	\$20.7 million	
Date	2016 to Present	
Total Hours	400	
Client Contact	Ms. Katie Sample	(734) 722-2000
Email address	ksample@cityofwayne.com	
Address	3355 S. Wayne Road, Wayne, MI 48184	
Client	Detroit Transportation Corporation	
Engagement Partner	Alan Young	
Engagement Principal	Rajeev Shah	
Engagement Scope	Financial Audit, Single Audit and Compliance Audit	
General Fund Expenditures	\$22.2 million	
Date	1999 to Present	
Total Hours	320	
Client Contact	Ms. Karen Foster	(313) 221-1247
Email address	kfoster@thepeoplemover.com	
Address	535 Griswold, Suite 400, Detroit, MI 48226	
Client	City of Melvindale	
Engagement Partner	Alan Young	
Engagement Principal	Jay Wilde	
Engagement Scope	Financial and Single Audit	
General Fund Expenditures	\$11.2 million	
Date	2023 to Present	
Total Hours	450	
Client Contact	Mr. Rich Ortiz	(313) 429-1059
Email address	finance@melvindale.org	
Address	3100 Oakwood Blvd, Melvindale, MI 48122	

We have proven ourselves and will continue to do so every day. We want the opportunity to demonstrate to you how our unique combination of people, services and experience can achieve your goal of a successful audit engagement. ***We are dedicated to continuing to provide the best possible service in an experienced, timely, responsive manner and committed to serving you.***

Audit Team Qualifications & Experience

Audit Team Organizational Chart



Audit Team Qualifications & Experience (Continued)

We affirm that we have the necessary staff to complete the engagement according to the specified times outlined in this proposal.

We have been successful in retaining staff continuity year after year on our audit engagements because of our low staff turnover. We feel that this continuity is essential in maintain a close, long-term working relationship and performing a top-quality audit year after year.

We have had no federal or state desk reviews or field reviews of our audits during the past 3 years, nor has anyone in our firm had disciplinary action taken against or pending with state regulatory bodies or professional organizations.

All members of our auditing staff, including the above referenced personnel, comply with Yellow Book CPE requirements. Due to the significant amount of government audits we perform, we require all staff to comply with Yellow Book standards. Accordingly, all staff receives a minimum of 24 hours of continuing education bi-annually specifically relating to governmental accounting and auditing, including training specifically related to single audits/federal grants.

The certified public accountants scheduled for this assignment are all licensed to operate in the State of Michigan. The firm is a member in good standing of both the AICPA and the MICPA.

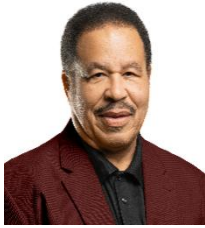
No complaints have been made against any of the team members assigned to this engagement to the state board of accountancy or other regulatory authority. We pledge to maintain staff continuity on your engagement. We feel our expertise with the City provides vital insight that can only be achieved through this level of continuity.

Audit Team Selection and Flexibility

We are pleased to present the audit team we have carefully selected to serve your organization. This team has been chosen based on their relevant experience, technical expertise, and demonstrated ability to deliver high-quality audit services tailored to the needs of clients within your industry. Each member brings a deep understanding of regulatory requirements, internal controls, and financial reporting standards, ensuring a thorough and efficient audit process.

Please note, while this team has been designated as your primary audit team, our firm has several other equally qualified professionals across various departments and service lines who are available to step in should circumstances require. Whether due to client preference, capacity adjustments, or the need for specialized expertise, we maintain the flexibility to reassign or supplement team members at any point in the engagement—without disruption to service continuity or audit quality. Our commitment is to ensure that you always have access to the best resources and support possible, and we are confident that our team structure allows us to do just that.

Audit Team Qualifications & Experience (Continued)



ALAN C. YOUNG, MST, CPA, CGMA

Chief Executive Officer, Managing Director

Licensed to practice as a CPA in Michigan

Alan C. Young is the founder and currently, Managing Director/CEO of *Alan C. Young & Associates, P.C.*, one of the largest minority C.P.A. firms in Michigan being listed in *Crain's Business Detroit* magazine as one of the 25 largest CPA firms for over 15 years. Founded in March, 1983, the firm employs over 35 professionals with a diverse clientele which includes churches, municipalities, school boards, media personalities, professional athletes along with a number of non-profit organizations and foundations. The firm is headquartered in Detroit.

Mr. Young's public accounting career began in 1979 with Deloitte & Touche (Deloitte) (formerly Haskins & Sells), one of the "Big Six" firms, where he served for six years. Responsible assignments at Deloitte included serving as supervisor on several audit jobs, including Fisher Body-Livonia and General Motors Assembly Division (G.M.A.D.), as well as a tax specialist in foreign taxes on location in Saudi Arabia.

Mr. Young holds a Masters of Taxation degree from Walsh College, Troy, Michigan. He is a graduate of Michigan State University and is currently (unless otherwise noted) an active member in numerous charitable, civic, and community organizations including:

- **Michigan Association of Certified Public Accountants – (Past Chairman)**
- **Appointed by 2 Governors to the Michigan State Board of Accountancy**
- **American Institute of Certified Public Accountants – (Council Member)**
- **Accounting Aid Society – (Board of Directors)**
- **Booker T. Washington Business Association (President 1992-1994; Chairman of the Board – 1995 to 1997)**
- **Board of Directors – First Independence Bank of Detroit (Commencing November 1996 to present)**
- **Detroit Regional Chamber of Commerce – Board Member**
- **Kappa Alpha Psi Fraternity (National Auditor)**
- **Michigan State University Black Alumni Board**

Audit Team Qualifications & Experience (Continued)



JAMES D. WILDE II MACC, CPA

Chief Compliance Officer & Principal

Licensed to practice as a CPA in Michigan

James is a Principal with more than 30 years' experience serving Churches, Municipalities, School Districts, Not-for-Profit and Tax clients.

Relevant Experience

With more than 30 years industry experience, James has served a wide variety of governmental clients. He has extensive experience in governmental auditing, including Single Audits under the Uniform Guidance, HUD audits, preparation and review of individual and corporate tax returns, accounting, and business operations. He has managed the audits of many programs receiving federal awards. He has trained staff on all aspect of the audit engagements. James has delivered presentations to client management, Board of Directors and Audit Committees. He also has reviewed and prepared individual and corporate tax returns, accounting, and business operations. James had researched technical issues and provided interpretation of the accounting treatment for reporting in the financial statements.

Background

James holds a MAcc from University of Michigan. He is a CPA licensed to practice in Michigan and is a Member of the AICPA, and MICPA. He is in compliance with continuing education requirements as provided in Government Auditing Standards, having attended accounting and auditing courses related specifically to governments and single audits.

James also serves as an instructor in various in-house professional development courses.

Audit Team Qualifications & Experience (Continued)



RAJEEV SHAH, ACA

Principal, Chief Operational Officer

Rajeev Shah is a Principal with experience serving School Districts, Churches, Municipalities, Non-Profit, For-Profit, Manufacturing, Construction, Contracting and Retirement Plan clients.

Relevant Experience

Rajeev Shah oversees the firm's operations, policies and procedures supporting the delivery of efficient and high quality financial advisory and business consultancy services to clients.

Rajeev has over 30 years of industry experience, working with clients in various sectors including governmental and nonprofit organizations. He has extensive experience in governmental auditing, conducting Single Audits under the Uniform Guidance, managing Retirement Plans, and overseeing accounting and business operations. Rajeev has managed all aspects of engagements and performed audits according to federal grant guidelines, specifically Title 2 U.S. Code of Federal Regulations (CFR) Part 200, covering Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Rajeev has vast experience in grants management, internal controls, financial accounting, budgeting process and over all policies and procedures for companies with an annual budget of over 100 million. He has worked with a number of entities in reviewing their internal control structure to identify the weaknesses and provide recommendations to strengthen their processes.

Background

Rajeev holds a bachelor's degree in accounting and is a Chartered Accountant. He is affiliated with the Institute of Chartered Accountants of India (ICAI), the American Institute of Certified Public Accountants (AICPA), and the Michigan Association of Certified Public Accountants (MICPA). Additionally, he has served on the MICPA Retirement Plans Task Force. Currently, he is the Chair of the Audit Committee and Treasurer of Detroit PBS. Rajeev remains in compliance with the continuing education requirements outlined in Government Auditing Standards, having completed relevant accounting and auditing courses focused on government and single audits.

Rajeev also serves as an instructor in various in-house professional development courses.

Audit Team Qualifications & Experience (Continued)



SURENDER GUPTA, B.COM (HONS.), FCA

Senior Manager

Surender Gupta is a Senior Manager at Alan C. Young & Associates, P.C. He has over 40 years of experience serving governmental, non-profit organizations and for profit organizations.

Relevant Experience

Experience with performing financial audits of accounts, accounting practices & controls.

Experience in performing financial and single audits for Government and nonprofit organizations.

Audit work including auditing cash, accounts payable, fixed assets, accounts receivable, notes payable, revenue, and expense accounts.

Financial statement preparation, planning, and completion of audit, review, and compilation engagements, in accordance with GAAP and OCBOA for various clients and industries.

Internal control testing by means of walkthrough testing of cash receipts, cash disbursements, and payroll.

Provide management recommendations to clients on improving accounting (financial and operational) procedures and internal controls.

Background

Surender is a Chartered Accountant (India) and holds a Bachelor In Commerce degree from University of Delhi. He also holds professional certifications as a Chartered Secretary (U.K.) and CMA (U.K.) in addition to an LL.B. degree. He is in compliance with continuing education requirements as provided in Government Auditing Standards, having attended accounting and auditing courses related specifically to governmental and single audits.

Audit Team Qualifications & Experience (Continued)



SAHAR KHAN

Senior Auditor

Sahar has over ten plus years of extensive experience working in the planning and performance of audit engagements of manufacturing, real estate, multi-national nonprofits and governmental entities. She has worked with Alan C. Young & Associates, P.C. for over eight years, focusing mainly on audits of governmental units and nonprofit organizations.

Relevant Experience

- Testing the design and effectiveness of Client's internal controls by completing walk-throughs of complex business processes and analyzing results to identify weaknesses.
- Performing all aspects of audits including planning identifying & evaluating risks, control as well as substantive testing and reporting for manufacturing, non-profit, school districts and governmental entities.
- Performing Single audits under the uniform guidance, performing risk assessment, and testing internal controls and reporting the audit findings in accordance with criteria as per uniform guidance.
- Evaluating ratio variances and performing financial statements analysis to ensure that they are not materially misstated.
- Understanding the significant accounting and auditing issues, new developments and plan audit procedures to ensure financial statements are presented in alignment with US GAAP.

Education

- Bachelor of Science in Applied Accounting, Oxford Brookes University, UK
- Certified Accounting Technician, Center of Financial Excellence, Pakistan

License/Certifications/Affiliations

- Association of Certified Chartered Accounts (ACCA)

Audit Team Qualifications & Experience (Continued)



ANIL SAKHUJA, MBA, FCA, CPA, CGMA

Consultant

Licensed to practice as a CPA in Michigan

Anil Sakhuja is a Consultant with more than 45 years of experience serving Not-for-profit organizations, Municipalities, Churches, For-profit clients including Automotive, Manufacturers, Software Consulting and School Districts.

Relevant Experience

With more than 50 years industry experience, Mr. Sakhuja has served a wide variety of not-for-profit, for profit and governmental clients. He has extensive experience in auditing, including Single Audits under the Uniform Guidance, US GAAP, IFRS and HUD audits. He has directed all aspects of client engagements. He has reviewed and prepared individual and corporate tax returns including 5500, 990, 1065 and 1120. He has managed the audit and accounting departments for several years as an employee and now provides consulting services in these areas.

Background

Mr. Sakhuja started his career in Public Accounting in 1973 after graduating from the University of Delhi, India with a B.Sc. and a MBA. He has over 40 years of experience which includes four (4) years with a large public accounting firm as a supervisor on several large manufacturing units. The later years of experience were as an Internal Auditor and Controller for companies having multiple manufacturing and sales units. Since 1990, the majority of his experience relates to the financial and compliance audits with a concentration on governmental and not-for-profit entities. Mr. Sakhuja has researched technical issues and provided interpretation of the accounting treatment for reporting in the financial statements.

Mr. Sakhuja is a Chartered Accountant and CPA licensed to practice in Michigan and is a Member of the AICPA, MICPA and Institute of Chartered Accountants of India. He is in compliance with continuing education requirements as provided in Government Auditing Standards, having attended accounting and auditing courses related specifically to IFRS, US GAAP governments and single audits. Mr. Sakhuja also serves as an instructor in various in-house professional development courses.

Mr. Sakhuja reviews and consults on all audit engagements and 990 matters.

Nature of Services Requested

Based on your RFP, the following is our understanding of your requirements:

1. **Financial Audit** – We will perform financial audits for the years ending June 30, 2025 through 2027. Our audits would be made in accordance with generally accepted auditing standards, and Government Auditing Standards, and would accordingly, include such tests of the accounting records and such other auditing procedures we consider necessary to enable us to render an opinion on the fairness of your financial statements. The audit report will include all elements required under professional standards including the independent auditor's report, management discussion and analysis, all necessary components of the basic financial statement the notes to financial statements, and any required supplemental information along with other supplemental information. As part of the financial audit, we will assist the City in the preparation of the Management Discussion and Analysis.

As always, we will be conscious of the possibility that errors, defalcations, or similar irregularities may exist, however, we cannot guarantee the discovery of these, should they exist. If conditions are discovered which lead us to believe that material errors, defalcations, or other irregularities may exist, or if any other circumstances are encountered that require extended services, we will promptly advise the appropriate company official. An immediate, written report to the Mayor and City Council would be made of all irregularities, fraud and illegal acts or indication of illegal acts of which we become aware.

2. **Single Audit** – We will perform federal single audits for the years ending years ending June 30, 2025 through 2027. Our examination of the federal programs would be made in accordance with generally accepted auditing standards, the standards for financial and compliance audits contained in Government Auditing Standards (issued by the U.S. General Accounting Office) the Single Audit Act of 1984 as revised in 1997, and the provisions of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) and, accordingly, will include such tests of the according records and such other auditing procedures as we consider necessary in the circumstances. As part of our examination, we would issue any federal financial assistance programs supplemental information as required by the above provisions. As part of the compliance audit, we would also submit the Single Audit Data Collection form to the federal clearinghouse.
3. **Comprehensive Annual Financial Report (CAFR)** – If applicable we would assist the City in publishing a CAFR and transmitting to the State.
4. **General Consultation** – We will make qualified staff members available to the City for general consultation, regarding financial accounting and reporting issues. There will be no additional charges for general consultation inquiries.

Nature of Services Requested (Continued)

5. **Audit Communication Letter** - At the conclusion of the engagement, we will issue an audit communication letter containing the Auditor's communication with those charged with governance. This letter will include any significant recommendations from the audit. Additionally, we will communicate any internal control related matters and any fraud or illegal acts discovered during our audit. This letter will also include other comments and recommendations. We view these comments as an integral part, and possibly the most important aspect, of our client service. Our goal in preparing these comments and recommendations is to provide useful, practical suggestions that will support and help management and, at the same time, provide an objective review of the accounting, reporting and operational issues facing City. Our letter will focus on identifying ways to reduce costs, improve internal accounting controls and procedures as well as improve the operating efficiency of the City.
6. **Exit Meeting** – We will conduct an annual exit conference with the designated City personnel to review draft copies of the reports prior to issuance of the final report and presentation to City Council.
7. **Professional Consulting Services** – We will be available throughout the duration of our contract to provide consulting services. Fees for any such project would be discussed and agreed upon prior to the commencement of services.

Work Plan

Our technical approach – Our audit approach is designed to be comprehensive in addressing the significant accounting and auditing issues and tailored to the unique needs of the City.

Our approach encompasses the philosophy that auditing should be viewed as a contributing factor to better business and administrative practices. This objectivity and comprehensiveness is an important characteristic of our professional approach. We believe that audits, when properly conducted, should evaluate financial practices, identify inefficiencies and potential problem areas and highlight opportunities.

Our audit will provide you with an opinion on the fairness of your financial statements. Audits will be conducted in accordance with generally accepted auditing standards and will include tests of accounting records, internal controls and other audit procedures that may be considered necessary to render an opinion on the fairness of the financial statements.

Our engagement will include:

- ◆ Planning and Risk Assessments
- ◆ Transaction testing and internal control examinations. Complex functions would be documented through the use of flowcharts. Internal control processes would be updated annually.
- ◆ Substantive testing of year-end balances
- ◆ Extensive participation is maintained by our engagement partner and manager during all phases of the audit.

Time Requirements

We will complete our audit in three (3) phases:

<u>Phase</u>	<u>Procedure</u>
---------------------	-------------------------

Phase 1	
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- | | |
|--|---|
| | <ul style="list-style-type: none">a) Discussion of the accounting environment, planned approach and schedules required to complete the job for the year ending June 30th. This includes establishment of a projected starting date.b) Assessment of control procedures and determining nature, timing and extent of audit proceduresc) Risk assessments and finalization of audit plan |
|--|---|

Phase 2	
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- | | |
|--|---|
| | <ul style="list-style-type: none">a) Year-end fieldwork and report preparation. |
|--|---|

Phase 3	
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- | | |
|--|--|
| | <ul style="list-style-type: none">a) Provide preliminary drafts of the audit reports, and a draft report on the internal accounting control weaknesses to be reviewed by the City.b) Preliminary draft review meeting with designated City personnel.c) Deliver the number of bound copies requested and one (1) digital copy in PDF format of the final reports after exit meeting or no later than December 31.d) Provide the final report(s) to the State of Michigan, final reports are to be uploaded to the State no later than December 31.e) Presentation of the audit report to the City Council. |
|--|--|

Detailed Approach and Methodology

OUR DETAILED AUDIT APPROACH AND METHODOLOGY TECHNICAL APPROACH

ACY's extensive experience in governmental auditing assures you of a thorough audit, tailored to your unique requirements.

ACY'S goal is to provide the highest quality service and the greatest value. We train and develop specialists and utilize cross-functional service teams to ensure your audit, tax, and consulting needs are met. In addition, ACY has the concept of continuous process improvement in all areas of our practice. We have project teams working on a number of projects geared to reducing costs and improving efficiency. These include continually challenging our audit approach, expanding the use of technology in our practice, and streamlining our internal processes. We are committed to these concepts, and they will continue to be an integral part of our practice.

SPECIFIED AUDIT APPROACH

Our audit approach is designed to be comprehensive in addressing the significant accounting and auditing issues and tailored to the unique needs of the City.

Our audit approach is segmented as follows:

- Planning/Preliminary
- Year End Work
- Financial Statement preparation and issuance

Our partners, principals, managers, and staff assigned to this engagement will assume responsibility consistent with the complexity and experience necessary to complete an efficient audit of the City.

The following pages outline our staffing, testing methods and final procedures we propose to use on your audit.

PHASE 1: PLANNING/PRELIMINARY

- Start upon notice to proceed
- Entrance conference will be held to discuss and set the audit calendar
- Performed in the first phase of the audit
- 20% to 30% of total hours
- Staffed by entire engagement team; Manager and Principal's involvement is greater during this phase
- Preliminary analytical review conducted in accordance with the applicable professional standards to assist in planning, nature, timing and extent of procedures.

Detailed Approach and Methodology (Continued)

OUR DETAILED AUDIT APPROACH AND METHODOLOGY TECHNICAL APPROACH (Continued)

We believe appropriately assessing risk is essential to performing an effective and efficient audit. Statement on Auditing Standards No. 94 - Information Technology Controls requires that we check and test the effectiveness of the City's IT processes. Statement on Auditing Standards No. 99 - Assessing the Risk of Fraud defines specific steps an auditor must perform in consideration of fraud. These steps include, but are not limited to, additional and substantial journal entry testing due to the level of management control in this area, discussions with financial and non-financial management regarding fraud and fraud risks.

With the information gathered in this process, we will gain an understanding of the account balances and related elements of each of the units of the City's financial statements. Based on that understanding, we will assess the risk of material misstatements in each of the elements of the financial statements. This assessment will drive our review of internal controls and systems, and the design of our tests of the year-end balances. Internal control systems documentation will be updated on an annual basis.

We will obtain an understanding of the systems and document the system, procedures, and related controls for the following areas: Cash Disbursements/Purchasing, Payroll, and Revenue/Cash Receipts. Typically, we select a sample of items to be tested in each area in order to provide statistically valid results. Our sample sizes will conform to the guidelines set forth in the request for proposal and will be in accordance with professional standards. Our sample sizes will be based upon the suggested sample sizes determined by PPC (the audit software utilized by our firm) and will be based upon size of population and related risk. The sampling techniques used will include random and judgmental selection to achieve adequate coverage of audit areas being tested.

The tests of transactions and controls described previously will be conducted by senior audit and information systems specialists. The audit specialist will evaluate procedures and controls in the relevant transaction cycles. Our expectation is that documentation already exists for both the procedures and the data processing systems in place, and we plan on using that documentation. To the extent it does not exist, we will document the system as necessary.

The information technology audit consultant performs a review of the general control environment of EDP operations at the City and tests certain EDP operations in more detail. The areas of review will include two areas as follows:

- **General Controls** - including change management, password security, disaster recovery planning, physical security, backup and recovery and computer operations management.
- **Application Controls** - including billing and collections, purchasing, payroll, registration and decentralized system integration.

Detailed Approach and Methodology (Continued)

OUR DETAILED AUDIT APPROACH AND METHODOLOGY TECHNICAL APPROACH (Continued)

These reviews will provide additional support to our assessment of risk, the integrity of the information provided by these systems, and will factor into the design of our tests of year-end balances. In addition, these reviews will allow us to assess how we will utilize technology-based tools and audit software in the performance of our work.

Our goal is to plan and conduct our examinations in the manner that is focused on those areas with a risk of material misstatement, taking into account the systems, policies, and procedures that will mitigate that risk and reduce the amount of work we must perform. In addition, we will work with your staff to identify and resolve any audit, accounting, and reporting issues well in advance of year-end.

The programming for the audit will be specifically tailored during the planning phase of the engagement and throughout the audit. In general, our audit programming will be the result of our assessment of risk, our determination of materiality, and our ability to rely on internal controls. Based on these factors we will determine the extent and nature of the tests to be performed. The tests will consist primarily of verification of year-end balances, examination of client prepared analyses, third-party confirmations, and analytical review. During the planning process we will also determine the pertinent laws and regulations, debt covenants, compliance requirements, etc. that will be subject to audit test work, these will be determined through inquiry along with review of pertinent documents, etc.

We will provide the City's staff with a complete list of all schedules to be prepared by them. Whenever possible, we will utilize schedules prepared by the City in the ordinary course of reconciling and closing the books for the year.

PHASE 2: YEAR-END FIELDWORK

- 55% to 65% of total hours
- Conducted in early September
- Staffed daily by senior and staff accountants; all the managers and partners assigned to the audit will be present in the field for most of each day of the field work.
- Progress conferences will be regularly conducted with designated parties
- Sampling may be used to determine items to be tested; specific areas where sampling may be used are typically identified during the planning stages and are heavily dependent on the nature of the account to be tested, the size of the population etc.

A typical financial audit will involve the following substantive procedures:

Cash and Cash Equivalents

Obtain and test bank reconciliations, agree the bank balances to the bank statements, the book balances to the financial statements, and investigate material reconciling items; prepare a master cash schedule to assist in the preparation of cash foot note.

Receivables

Obtain detailed schedules; trace receivable balances to subsequent receipts.

Detailed Approach and Methodology (Continued)

OUR DETAILED AUDIT APPROACH AND METHODOLOGY TECHNICAL APPROACH (Continued)

PHASE 2: YEAR-END FIELDWORK (Continued)

Capital Assets	Obtain or prepare a summary schedule of capital assets showing beginning balances, additions, and ending balances for capital assets and accumulated depreciation; agree summary balances to detailed records, vouch significant additions and deletions, and recalculate current depreciation expense
Accounts Payable	Obtain detailed schedules and vouch individually significant items, search for unrecorded liabilities and subsequent disbursements.
Accrued Payroll	Obtain schedules and detail test the balances
Debt	Read loan documents, obtain amortization schedules and agree balances. Vouch select principal and interest payments. Test any restrictive covenants.
Federal Revenue	Reconcile all revenues to appropriate support
Other Revenue and Expenses	Test the revenue recognition policy. Analytically review budgets, actual and prior year balances using calculated materiality as a measurement tool; this will generate various inquiries, which will be directed to the appropriate personal, whose responses we will then corroborate. Finally, we will perform test of transactions selected.

All of our staff have access to a number of technology-based tools including PPC E-Tools, Excel, Word, audit software, as well as a number of other proprietary software analytical tools. The extent to which these and other tools are used depends on the needs of the engagement and the results of our systems review. We will use these tools to the extent they will enhance the quality of our work, improve efficiency, and reduce the amount of work the City's staff must do.

As the year end fieldwork procedures are completed, we will review the work papers. All comments and issues generated by these reviews will be resolved in the field. Also, while the audit team is in the field, the financial statements will be completed along with the relevant foot notes and all audit programs will be finished and reviewed.

Communication during the entire process will be frequent. In addition to scheduled meetings, we will provide frequent updates during the course of the engagement and any audit issues will be discussed as they are identified. At the completion of our engagement, we will issue a letter of recommendations that focuses on higher risk policy level issues, as well as the information required by our professional guidelines. In addition, we will provide the administration with input on less significant issues where warranted.

Detailed Approach and Methodology (Continued)

OUR DETAILED AUDIT APPROACH AND METHODOLOGY TECHNICAL APPROACH (Continued)

PHASE 3: FINANCIAL STATEMENT PREPARATION AND ISSUANCE

- We will meet with the City to summarize the results of the fieldwork and to review significant findings.
- Final reports
- 15% to 20% of total hours
- Staffed by entire engagement team though manager and partner involvement is greater during this phase
- Exit conference will be held with the City's designated personnel to discuss results of fieldwork and to review significant findings.

Upon completion of the financial statements, they will be reviewed by our concurring partner for quality control

We have implemented firm wide Quality Control Procedures to ensure all engagements meet the quality standards. The significant components of this system are as follows:

- All workpapers and audit programs are reviewed by the supervisors, managers and ultimately the engagement partner
- Draft financial statements and other reports are reviewed by the manager, engagement partner and concurring partner.
- Finally, the financial statements and other reports are reviewed for format, presentation and compliance with all applicable professional guidance.

Identification of Anticipated Potential Problems - Should an issue arise, it is our philosophy to communicate the issue with the appropriate individuals as soon as possible to ensure timely resolution.

The City's auditors must follow Statement on Auditing Standards 99, (SAS 99) which relates to the auditor's consideration of fraud in a financial statement audit. SAS 99 requires a heightened sense of professional skepticism as well as additional procedures to be performed in an effort to detect fraud. SAS 99 has not, however, changed the auditor's responsibility as it relates to fraud. Should any problems arise during the course of the audit, we will work closely with the City's staff to resolve the problems and will provide special assistance upon approval of the City's staff. We will not provide services that will impair our independence under rules set forth by auditing standards generally accepted in the United States of America.

Pricing

We understand that fees are an important consideration in your selection process. Our fees for services are based primarily on the efficient hours required to complete the assignment and the value for the services rendered. Consistent with our intent to invest in and develop a long-term relationship, we have calculated our fees on a normal, annual recurring basis. Because of our long-standing, close relationships with our clients and our success in obtaining new clients, we believe that our services have met our clients' expectations and our fees are fair and reasonable.

Please see Appendix A for our pricing information.

We offer a competitive fee estimate for the requested services based on discussions and assumptions regarding timing, responsibilities, and expectations as well as our previous experience. It is our understanding that the financial records will be in good condition and that your personnel will prepare pertinent schedules and reports on a timely basis. If not, we reserve the right to renegotiate our fees.

Our pricing assumes that the City staff will provide us with balanced trail balances and all supporting audit workpapers for audit testing. The City staff will be responsible for the preparation of the management discussion and analysis with our assistance.

This proposal assumes there will not be significant changes in your entity and the reporting requirements of regulatory agencies or financial accounting standards. If any additional hours come to our attention, we will alert you as soon as we determine such and get your approval prior to incurring and billing the additional hours.

Reasons to Choose Alan C. Young & Associates, P.C.

ACY can add value to your business. We offer a broad range of services to support every aspect of your organization. Our many benefits include:

- Knowledge of the governmental audit environment
- Extensive experience in serving municipal clients
- Improved process delivery
- Commitment to confidentiality
- Access to current technical resources
- Extensive partner and manager involvement
- High continuity of staff
- Professional personnel with diversified business expertise
- Enhanced focus on Quality
- Competitive Cost

We pledge to:

- ❖ Be proactive in meeting your needs and providing you with the quality service you deserve
- ❖ Invest the time to fully understand your operations and goals
- ❖ Maintain close communication with you
- ❖ Keep you informed of current industry developments
- ❖ Provide valuable ideas that enhance your profitability
- ❖ Charge fees that are fair and reasonable

Statement of Performance Standards

1. The audits shall be performed in accordance with generally accepted government auditing standards (GAGAS).
2. The audits shall cover activities for the years ended June 30, 2025 through 2027.
3. Our firm will review its findings with the City's designated representatives as appropriate.
4. Our firm's working papers and reports will be retained, for a minimum period of seven (7) years after the date of the audit report unless we are notified in writing by the City of the need to extend the retention period.
5. Our firm agrees to have a Certified Public Accountant, in charge of the audit team.
6. Our firm agrees to notify the City immediately, if evidence of possible fraud is discovered.
7. Alan C. Young & Associates, P.C. accepts all administrative requirements of the RFP and will comply with such requirements.

Consulting Services

We have found from our past experience that audit and accounting services are not the only services required by our clients. Our consulting professional can provide advice in various information system-related areas, including:

- Business Planning
- Tailored Training Programs
- Systems Analysis and Selection
- Testing/Audit Monitoring
- Internal Audit Services
- Data Processing, etc.

For general consulting services, we would be happy to provide you with fee estimates prior to beginning a project, so that you can properly control your costs.

We strongly believe that the firm you select should be the firm best qualified to serve your needs based on its technical expertise, method of operation and competence of firm's personnel assigned to the engagement. This, in the long run, will result in your obtaining the best service and value at the lowest cost, which is our objective.

Conclusion

In conclusion, we believe Alan C. Young & Associates is uniquely qualified to provide the specific needs of the ***City of Dearborn Heights***, because:

1. **We meet all the requirements of your Request for Proposal.** We believe that as you review our qualifications, you will find us well qualified to continue to provide you with the services you require.
2. Alan C. Young & Associates is well conversant with accounting and auditing techniques because of its exposure with your audits.
3. We can deliver your audit reports on a timely basis.
4. Alan C. Young & Associates is a full services firm and can provide additional services in an efficient, integrated manner.
5. Because of our low staff turnover, we have been successful in retaining staff continuity year after year on our audit engagements.
6. We are truly large enough to meet your needs, yet small enough to deliver the responsive service you expect.
7. ***We are most interested in continuing to be a part of the City's team - an independent part, but nevertheless a part. We feel we are in a position to assist you in achieving your objectives.***

Quality Control / Peer Review Report

EXHIBIT A



Report on the Firm's System of Quality Control

March 29, 2023

To the Partners of Alan C. Young & Associates and the Peer Review Committee Michigan Association of Certified Public Accountants.

We have reviewed the system of quality control for the accounting and auditing practice of Alan C. Young & Associates (the firm) in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act; audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Alan C. Young & Associates in effect for the year ended June 30, 2022, has been suitably designed and

16650 15 Mile Rd., Fraser, MI 48026 (586) 552-5652 www.jfclausenpc.cpa

complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Alan C. Young & Associates has received a peer review rating of *pass*.

Jason F. Clausen, P.C.



AICPA Peer Review Program
Administered in Michigan by the
Michigan Association of CPAs

May 25, 2023

Alan Young
Alan C. Young & Associates
7310 Woodward Ave Ste 740
Detroit, MI 48202-3165

Dear Alan Young:

It is my pleasure to notify you that on May 23, 2023, the Michigan Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

MICPA Peer Review Committee

MICPA Peer Review Committee
MICPA Peer Review Committee
micpa@micpa.org
(248)267-3700

cc: Jason Clausen, Anil Sakhuja

Firm Number: 900010084026

Review Number: 594866

888 W. Big Beaver, Ste. 550, Troy, MI 48064-4736 | P: 248.267.3700 | F: 248.267.3737 | E: micpa@micpa.org | micpa.org
aicpaglobal.com | cimaglobal.com | aicpa.org | cgma.org

Pricing Sheet

APPENDIX A

HOURS AND FEES PER FISCAL YEAR

MAXIMUM POINTS - 25

List the MAXIMUM ESTIMATED HOURS by professional classification for each of the years below to perform the independent audits:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>	<i>Maximum Estimated Hours</i>
6/30/2025	50	200	160	100	510
6/30/2026	50	200	160	100	510
6/30/2027	50	200	160	100	510

List the TOTAL INDEPENDENT AUDIT ALL-INCLUSIVE MAXIMUM FEE for each year below:

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	\$61,750
6/30/2026	\$63,500
6/30/2027	\$65,250

List the HOURLY INDEPENDENT AUDIT RATE by professional classification for each of the years below:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>
6/30/2025	\$180	\$120	\$100	\$80
6/30/2026	\$185	\$125	\$105	\$82
6/30/2027	\$190	\$130	\$105	\$82

MANAGEMENT ADVISORY SERVICES:

List the **MAXIMUM ESTIMATED HOURS** by professional classification for each of the years below to perform requested management advisory services:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>	<i>Maximum Estimated Hours</i>
6/30/2025	**	**	**	**	**
6/30/2026	**	**	**	**	****
6/30/2027	**	**	**	**	**

List the **TOTAL MANAGEMENT ADVISORY SERVICES INCLUSIVE MAXIMUM FEE** for each year below:

<i>Year Ended</i>	<i>Total All-Inclusive Maximum Fee</i>
6/30/2025	**
6/30/2026	**
6/30/2027	**

*****Hours are not quantified for advisory services since no specific services are being requested at this time. An estimate would be determined upon the request for any specific services.***

List the **HOURLY MANAGEMENT ADVISORY RATE** by professional classification for each of the years below:

<i>Year Ended</i>	<i>Partners</i>	<i>Managers</i>	<i>Supervisory Staff</i>	<i>Staff</i>
6/30/2025	\$225	\$140	\$110	\$85
6/30/2026	\$225	\$140	\$110	\$85
6/30/2027	\$225	\$140	\$110	\$85

Management advisory services are bid in conjunction with Section V Proposal Requirements Part D Cost Proposal Item (2) Rates for Additional Professional Services of this Request for Proposal.

Additional fees for a Comprehensive Annual Financial Report: \$8,000

Proposal Evaluation Worksheet

APPENDIX B

PROPOSAL EVALUATION WORKSHEET

TECHNICAL QUALITY (TWO SECTIONS) - MAXIMUM POINTS - 75:

EXPERTISE AND EXPERIENCE: (MAXIMUM POINTS - 55)

1. The firm's past experience and performance on comparable government engagements (max 30 points)	
2. The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation (max 10 points)	
3. Firm's involvement in developing government accounting and auditing policies/standards (max 5 points)	
4. Proximity of the firm's closest office to the city (Max 5 points)	
5. Firm's size and structure (max 5 points)	

AUDIT APPROACH: (MAXIMUM POINTS - 20)

1. Adequacy of proposed staffing plan for various segments of the engagement (max 10 points)	
2. Adequacy of sampling techniques (max 5 points)	
3. Adequacy of analytical procedures (max 5 points)	

FINAL TABULATION OF SCORES:

TOTAL TECHNICAL QUALITY POINTS (MAXIMUM 75)	
TOTAL COST EVALUATION POINTS (MAXIMUM 25) (Lowest Bid/Individual Proposal Bid) x points assigned for price = score	
TECHNICAL QUALITY+ COST EVALUATION= TOTAL POINTS (MAXIMUM 100 points)	

Approved for the Agenda of:	REFERRED BACK
8/12/2025	Motion No. 25-443

9.G.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 5, 2025

RE: Comptroller's Office - Updated Procurement Policy

Honorable Council:

I am requesting approval of the attached updated procurement and purchasing policy. Thank you

Attachments:

1. Procurement and Purchasing Policy

Section 1: General Purchasing Policies

1. The Comptroller's Office shall act as the purchasing oversight division for the City of Dearborn Heights. It is the responsibility of a Comptroller Department designated employee to review and record all invoices and payment requests into the accounting software. Subsequently, the Comptroller reviews and approves invoice/payment requests, denying any requests that violate the policies or charter established by the City. Checks/warrants will be printed by the designated employee and signed afterward by the Comptroller. In the event the Comptroller is absent, the Clerk has the authority to sign all warrants for purchases being made. The City Council may also authorize an Interim Comptroller to sign checks/warrants in the event a vacancy in the Comptroller position exists. All checks/warrants must go to Mayor and the Treasurer for final review and signature. The Treasurer and Mayor also have the authority to deny any checks/warrants that violate the policies or charter established by the City.

2. Only department heads and executive administration have the authority to purchase or contract with any vendor or organization for the procurement of products or services. Department heads may designate another employee to make purchases on their behalf but must authorize the purchase via signature and general ledger number prior to submission for payment.

3. Upon receipt of any product or service, the quantity and type of service or of material must be checked against the invoice, and any discrepancy, shortage, or back order should be resolved prior to submission for payment to the Comptroller's Department.

The following items must be considered before making any purchases or engaging in a contract with a vendor:

- A. Parts, materials, and supplies shall be purchased of the required quality and quantity. Goods discounted for large quantity purchases shall be planned for and purchased whenever possible. The quality of goods and services is as important as the price.
- B. Purchasing and contracting for the City shall be handled in a manner that promotes the best interests of the City while providing a fair, open, and competitive opportunity for businesses to participate in the purchasing and contracting process.
- C. Conduct all purchasing activities in such a manner as to develop and maintain good public and vendor relationships.
- D. Follow sound recognized purchasing practices which will ensure adequate supply and delivery of requirements at scheduled times.
- E. Prohibit and refuse all gifts, favors and other gratuities to employees engaged in the purchasing function which may in any way be considered as influential in such matters.
- F. Prohibit any employees engaged in the purchasing function or formal bid process from having financial interest or any other personal gain either directly or indirectly. Any employee who has been determined to commit such offense may be subject to appropriate disciplinary action.
- G. Cooperate freely with other departments and be receptive to counsel from them.
- H. To deal fairly. Favoritism is to be avoided, and each transaction is to be as equitable as possible.

Section 2: Purchasing Limits, Petty Cash Cards, And Exceptions

1. The following limits will be put in place for all purchasing and procurement. The purchasing limits may be updated from time to time with City Council approval
 - A. **Transactions/purchases of \$5,000 or less.** Department heads are authorized to purchase goods, products, contract labor, or services (i.e., "transactions") directly from vendors. Effort to obtain the best price possible should be made.
 - B. **Transactions/purchases between \$5,000 and \$25,000.** Department heads are authorized to purchase goods, products, contract labor, or services (i.e., "transactions") directly from vendors and encouraged (but not required) to obtain quotes. Purchases in this range must be approved by City Council prior to payment. City council may reject payment of services or products in this range if deemed that city standards or policies outlined are not met.
 - C. **Transactions/purchases above \$25,000.** Department heads must go through the formal bid process as outlined in Section 3. City Council will award bids to vendors/companies during public meetings, considering the recommendation of the department(s) making the purchase(s). City Council may deny the recommended selection of a bidder and proceed with a different selection

Purchasing Limit/Range	Formal Bid Required?	Council Approval Required?
Less Than \$5,000	No	No
Between \$5,000 to \$25,000	No	Yes
Over \$25,000	Formal Bid Process	Yes

2. The following are exempt from having to go before City Council for payment approval. This is due to the recurring and/or time-sensitive nature of these payments.
 - A. Salaries and wages of city employees
 - B. Utilities (gas, electricity, water)
 - C. Internet, phone, and pre-approved telecommunications/IT Contracts
 - D. Contractual payments for services and/or goods with definitive amounts previously approved by City Council (i.e. sanitation, road repairs, capital projects, vehicle leases etc.)
3. Purchase limits will be assessed on individual invoices. There may be multiple invoices on a single check/warrant to reduce the number of checks printed and mailed.
4. Emergency purchases may be made over \$5,000 with written approval by the Mayor, with the notion that the product or service is needed immediately and can't be postponed. The Mayor must immediately notify City Council in writing the reason and explanation for the emergency payment. These purchase(s) must be presented during the following City Council Meeting.

5. A monthly check register will be provided to the City Council by the 5th of each month. The check register will also be publicly published at the first City Council Meeting of each month.
6. Department petty cash cards (debit cards) will follow the guidelines below.
 - A. The standard amount for individual department petty cash cards will be \$3,000. A department may request a higher limit, but the amount must be approved by City Council. City Council has the authority to update the limits of the petty cash cards as deemed necessary.
 - B. On a monthly basis, department heads must submit the petty cash card statement along with any receipts to both the Comptroller's Office as well as the Treasurer's Office. This must be completed by 10th of each month. Consistent failure to submit statements with back up will result in the card being blocked, and purchases on the card being prohibited.
 - C. Purchases on petty cash cards will be reviewed by both the Comptroller's Office and Treasurer's Office. If a petty cash card is deemed to be misused for purchases that violate the City's policies, then disciplinary action will be taken. City Council will be notified of any misuse of a department petty cash card. A card may be taken away from a department if necessary.

Section 3: Formal Bidding Process

1. The formal bidding procedure serves several purposes, namely:
 - A. It informs the Comptroller's Department of the needs other departments making the bid requests have
 - B. It serves as a document on which the material or service needed can be accurately described and requested
 - C. It allows the city to obtain the most economic services available under open, fair, and competitive conditions.
2. Bid requests should, whenever possible, be prepared far enough in advance of need to allow the Comptroller Department sufficient time to secure competitive prices and to allow the supplier to make normal delivery.
3. The bid request is to be completed by the department requesting a product or service. The bid request and all necessary information shall be sent electronically to the Comptroller for further processing.
4. A properly processed Bid Request must contain the following information:
 - A. If possible, the Comptroller's Department should be notified of a particular vendor, or vendors whose product was purchased in the past and found satisfactory. Any suggested vendor(s) will be notified of a bid posting.
 - B. The date of the request along with a descriptive title of the bid
 - C. A definite delivery date should be stated whenever feasible. Such substitutes as "as soon as possible", "rush" and "now", often indicates poor planning on the part of the using department and should be avoided. Every effort should be made to prepare far enough in

advance so as not to create an emergency. Definitive delivery dates ensure proper administrative planning

- D. The delivery point. (This must be specific, if vague, indefinite or no information is given, confusion resulting in costly delays will ensue.)
 - E. The name of the department.
 - F. The start and end date/time of the bid submission acceptance, along with any additional notes.
 - G. The general ledger account number to which the materials or services are to be charged. The Comptroller's Office will check and verify the account number, ensuring that the general ledger number is accurate and funds are available to use.
 - H. A clear and concise description of the desired material or service requested as to size, color, type, etc., and a brief description of the purpose for which the material or service is needed. If the specifications are too vague, the Comptroller's Office may return to the requesting department for more precise information
- 5. Authorization from the department head requesting the bid attesting to the fact that materials or services being requested will be business. In addition, the signer affirms that the materials or services are provided for in the budget. If not, the bid request must go to City Council for approval, prior to being advertised. An approximate budget amendment shall accompany the approval request.
 - 6. Upon receipt of the bid request, the Comptroller (or designated employee within the Comptroller Department) shall ascertain whether the material or supplies were included in the budget. Non-budgeted bids must be accompanied by a motion for a budget amendment during presentation to the City Council. The motion must be approved by City Council before awarding the bid to a selected candidate
 - 7. If all requirements listed above are met, the Comptroller's Office may proceed with the bid process and put the project out to bid for the general public. The bid process should adhere to the following guidelines:
 - A. The City Comptroller (or designated employee) shall advertise and arrange proper notice through various sources, which will bring the information to the attention of the appropriate contractors or vendors. The Comptroller's Department will supply interested contractors or vendors with specifications, instructions to bidders and other pertinent information, which would be previously provided by the requesting department.
 - B. Bids will be collected but left unopened until the time previously announced. Electronic or physical submissions are accepted. Subsequently, they will be opened by the City Comptroller (or designated employee) in a public setting, allowing vendors to view the opening. Two employees from the city must be in attendance of the bid opening.
 - C. The Comptroller or designated employee must receive at least three (3) bids from vendors. If at least three bids are not received, then the bid will go out for a second time to receive additional submissions. If a project goes out to bid twice, and does not receive three bids, then it may be considered with the bids submitted.

- D. If a submission is missing any required information/documents (bid bonds, deposits, pricing, etc.) as requested by the City, then the submission will automatically be disqualified. Alteration of proposals is prohibited after they have been publicly opened.
- E. Those bids that are read by the City Comptroller (or designated employee) will be noted and listed on a tally sheet. The bids are then processed and coordinated with the requesting department prior to consideration by the City Council. All bids and the tally sheet will be presented to Council City for review and made public.
- F. Non-budgeted bids must be accompanied by a budget amendment during presentation to the City Council. The amendment must be approved by City Council before awarding the bid to a selected candidate.
- G. Once a bid has been selected and subsequently approved by the City Council, the winning vendor will be notified. The contract between the vendor and City will be submitted to for signature by the Mayor and Clerk. If necessary, the Corporation Counsel may review the contract. A copy of the fully executed contract must be kept on record within the Clerk's Office. Once signed by both the Mayor and the Clerk, the selected candidate may proceed with the agreed proposal.

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-444

9.H.



Comptroller's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Mahdi Baydoun, Deputy Comptroller

DATE: August 4, 2025

RE: Comptroller's Office - Budget Amendments

Honorable Council:

Please approve the Budget Amendments in the attached document. Thank you

Attachments:

1. Budget Amendments 08.12.2025

Budget Amendments					
Department:	Parks & Recs				
Account Description	GL Number	Current Budget	Amended Amount	Amended Budget	Remaining Balance
Parks & Recs Salaries	101-691-706.000	\$ 339,806.00	\$ 14,000.00	\$ 353,806.00	\$ 318,686.62
Parks & Recs Overtime	101-691-709.000	\$ 17,340.00	\$ (7,000.00)	\$ 10,340.00	\$ 10,340.00
Parks & Recs Part Time	101-691-707.100	\$ 215,220.00	\$ (5,000.00)	\$ 210,220.00	\$ 194,525.74
Mayor's Office Part Time	101-171-707.100	\$ 23,220.00	\$ (2,000.00)	\$ 21,220.00	\$ 15,213.75
Notes: Amendment for parks and recs employee position reclassification previously approved by council (Recreation Coordinator)					
Department:	Highway				
Account Description	GL Number	Current Budget	Amended Amount	Amended Budget	Remaining Balance
Grant Expenses	101-440-808.000	\$ -	\$ 24,981.31	\$ 24,981.31	\$ 24,981.31
Transfer from Major & Local Streets Fund	101-000-676.001	\$ 132,676.00	\$ 4,996.36	\$ 137,672.36	\$ 137,672.36
State Grants (Revenue)	101-000-549.000	\$ 513,824.00	\$ 19,984.95	\$ 533,808.95	\$ 533,808.95
Notes: SEMCOG Audit Safety Grant Amendment. 20% Match (\$4996.36) reimbursed from Major & Local Streets.					

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-445

9.I.



Department of Public Works

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: John Danci, Director

DATE: August 4, 2025

RE: DPW Director Danci - Purchase & Payment - Water Vactor

Motion to approve the purchase and payment of a Vactor 2100i from MacQueen Group for a cost not to exceed \$643,400. This will be paid from GL# 592-537-981.000 (beginning balance \$450,000 end balance \$0) and GL# 592-540-981.000 (beginning balance \$297,530 - end balance \$104,130). Both are capital outlay GL#s within the water department. In addition, authorize the Mayor and Comptroller or Clerk to sign the necessary warrants, and the Treasurer to issue payment from Account GL# 592-537-981.000 and GL# 592-540-981.000.

Attachments:

1. FY 25_26 Vactor Purchase



MACQUEEN™

Michigan Office:
78 Northpointe Drive
Lake Orion, Michigan 48359
Phone: (248) 370-0000
Fax: (248) 370-0011

Vactor 2100i for City of Dearborn Heights

1 – Vactor 2115i Mounted on a Freightliner 114SD with 370HP Cummins and 3000RDS Transmission

Quoted through Sourcewell 101221-VTR Includes

15 Yard Ex-Ten Steel Cylindrical Debris Body

Curbside Operator Station

Intuitouch Electronic Package

Double Acting Hoist Cylinder

Handgun Assembly

Flat Rear Door w/Hydraulic Locks

Dual Stainless Steel Float Shut Off System

Microstrainer Prior to Blower

Rear Door Pipe Rack – Fixed Position

Lube Manifold with Lube Chart

Debris Body Vacuum Relief System

Debris Body Up Alarm

Low Water and Water Pump Flow Indicator

3" Y-Strainer at Passenger Side Fill and at Rodder Pump

Liquid Float Level Indicator

Digital Water Pressure Gauge

Front Joystick Boom Control

Boom Out of Position Alarm

Midship Handgun Coupling

Chassis Engine Cooling Package

Digital Hose Footage Counter

Rodder Pump Drain Valves

800' x 1" Extendable Hose Reel

Hydraulic Oil Temperature Alarm

Tow Hooks on Front and Rear

Back Up Alarm

Rear and Front Camera System

Emergency Flare Kit and 5 lbs. Fire Extinguisher

Debris Body and Rear Door Flush Outs

6" Rear Door Knife Valve with Camlock at 3 o'clock Position

4" Decant Pump on Rear Door at 6 o'clock Position

Full Rear Door Swinging Screen

Cyclonic Centrifugal Debris Separators with Washout System

Curbside and Streetside Fold Down Pipe Racks

Rear Door Splash Shield

Air Purge System

1,500 Gallon Water Capacity

Front Blower Controls

Blower High Temperature Safety Shutdown

Digital Debris Body Level Indicator Tied to Vacuum Relief

Wireless Belly Pack Controls

Rotatable Boom Inlet Hose

Body Inlet Anti Splash Valve

180* 10 ft. Telescoping 8" Boom
Telescopic Boom Elbow – Hard Hat Style
80 GPM @ 2,500 PSI Rodder Pump
Cold Weather Recirculator
Handgun Couplers – Front and Rear
Hydro Excavation Kit
600' x 1" Piranha Rodder Hose
Rodder Hose Pinch Roller
High Pressure Hose Reel
Final Filter and Silencer Ball Valve Drains
Auto Indexing Rodder Hose Wind Guide
Rear Directional LED Arrowboard with Directional Control
Waterproof Rechargeable Handheld Spotlight
14 Light Package
2 Self-Leveling LED Boom Work Lights
Safety Cone Storage Rack – Post Style
Front Bumper Mounted Toolbox with LED Markers
Long Handle Tool Storage
Behind Cab Toolbox
Toolboxes at Driver Side Chassis Frame and Subframe, and Passenger Side Frame
Inbound Freight, PDI, Training, and Delivery
Heated Rodder Pump Cabinet \$ Heat Traced Lines
1,000' Hose Rodder Hose Reel with 900' of Rodder Hose

Provided Through the MiDeal Contract # 240000000166



Total with All Options Included Not to Exceed - \$643,400

If you would like to proceed with this purchase, please sign and date below and return it to
Chris.Baldas@Macqueengroup.com

Signature:

Date:

Provided by Chris Baldas
Territory Sales Representative for MacQueen Group
Quoted on 7-24-25

Approved for the Agenda of:	APPROVED
8/12/2025	Motion No. 25-446

9.J.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Roger Farinha, Corporation Council

DATE: August 12, 2025

RE: **ADDED AT MEETING** - Roger Farinha - Intergovernmental Agreement with Garden City - Family Resource Center Establishment

Honorable Council:

I am requesting approval for the attached Intergovernmental Agreement between The City of Dearborn Heights and Garden City and for the Mayor and City Clerk to sign the agreement.

Sincerely,
Roger Farinha
Corporation Counsel

Attachments:

1. Intergovernmental_Agreement_Final

INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF GARDEN CITY AND THE CITY OF DEARBORN HEIGHTS

This Intergovernmental Agreement ("Agreement") is entered into by and between the City of Garden City, a Michigan municipal corporation ("Garden City"), and the City of Dearborn Heights, a Michigan municipal corporation ("Dearborn Heights"), collectively referred to as the "Parties."

RECITALS

- WHEREAS, both Garden City and Dearborn Heights are authorized under the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 et seq., and the Intergovernmental Contracts Between Municipal Corporations Act, 1951 PA 35, MCL 124.1 et seq., to enter into intergovernmental agreements for the joint exercise of powers and performance of functions.
- WHEREAS, the Parties desire to collaborate to expand Youth Assistance Program (YAP) services and First Contact Initiative services to Dearborn Heights residents through the establishment of a Family Resource Center (FRC) located in Dearborn Heights.
- WHEREAS, the Parties wish to set forth their mutual understanding regarding the responsibilities and commitments in support of this initiative.

NOW, THEREFORE, in consideration of the mutual understandings of the Parties and in conformity with applicable law, the Parties agree as follows:

SECTION 1. PURPOSE

The purpose of this Agreement is to facilitate the provision of YAP and First Contact services by Garden City personnel within a facility provided by Dearborn Heights, thereby improving access to critical youth intervention and prevention programming in the community.

SECTION 2. RESPONSIBILITIES OF GARDEN CITY

- Provide sufficient staff, including a site supervisor, to implement YAP services at the Dearborn Heights FRC, maintaining required case load ratios.
- Offer all YAP programming available in Garden City, including but not limited to:
 - Life Choices intervention/diversion groups
 - Strengthening Families prevention/intervention groups
 - Case management
 - Intake and assessment
 - Individual client meetings
 - Coordination with referral sources, mental health providers, and schools
- Deliver technical support and supervision of the YAP program operating at the Dearborn Heights FRC.

- Train newly hired and future staff related to YAP and First Contact services.
- Fulfill obligations under the First Contact Initiative contract and, upon award, the YAP contract.

SECTION 3. RESPONSIBILITIES OF DEARBORN HEIGHTS

- Provide adequate and secure confidential office and program space, including:
 - Office space for staff
 - At least two group rooms
 - Confidential file storage
 - Bathroom access suitable for drug screenings
- Provide furniture, utilities, telephone access, and sufficient WiFi internet access.
- Supply a refrigerator, watercooler, and printer/scanner access.
- Refer an average of fifteen (15) clients per month for services.
- Provide and maintain required technology (e.g., computers, accessories) including IT support to Garden City staff for Dearborn Heights-owned devices used by the program.

SECTION 4. JOINT COMMITMENTS

- Subject to the termination provisions below, both Parties commit to supporting this initiative for a minimum term of five (5) years.
- Either Party may terminate this Agreement provided that no less than ninety (90) days' written notice is given, unless otherwise agreed in writing.
- The continuation of this project is expressly contingent on the award and maintenance of the First Contact Initiative and YAP contracts with Wayne County.

SECTION 5. ADMINISTRATION

Each Party shall designate a representative to coordinate the responsibilities and communication under this Agreement. The designated representatives shall meet periodically to evaluate program operations, staffing, and service delivery.

SECTION 6. EXHIBITS

The following documents are attached for reference and clarification of the proposed collaboration. These Exhibits are not material parts of this Agreement and are included for informational purposes only:

- Exhibit A – Proposed Project Timeline
- Exhibit B – Organizational Chart for FRC Staffing
- Exhibit C – Life Choices Program Manual

SECTION 7. GENERAL PROVISIONS

- Choice of Law, Venue and Jurisdiction. All matters arising out of or relating to this Agreement, are governed by, and construed in accordance with, the laws of the state of Michigan. Each party agrees that it will not bring any action, litigation, or proceeding against any other party in any way arising from or relating to this Agreement in any forum other than the courts of the state of Michigan sitting in Wayne and any applicable Michigan appellate court. Each party submits to the exclusive jurisdiction of those courts and agrees to bring any such action, litigation, or proceeding only in those courts. Entire Agreement: This Agreement represents the entire understanding between the Parties and supersedes all prior negotiations, representations, or agreements, whether written or oral.
- Amendments: Any amendment or modification to this Agreement must be in writing and signed by both Parties.
- Severability: If any portion of this Agreement is determined to be unenforceable, the remainder shall continue in full force and effect.
- No Third-Party Beneficiaries: This Agreement is intended solely for the benefit of the Parties and does not create rights in any third party.
- No Waiver of Immunity: No provision in this Agreement constitutes or acts as a waiver of any governmental immunity to the Parties, their agencies, officers, employees, elected and/or appointed officials under applicable statutory or common law.
- Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.
- Force Majeure. Neither Dearborn Heights nor Garden City shall be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts beyond Dearborn Heights or Garden City's control, including, but not limited to: (1) acts of God; (2) flood, fire, storm, earthquake, or explosion; (3) war, invasion, hostilities, terrorist threats or acts, riot, or other civil unrest; (4) government order or law; (5) actions, embargoes, or blockades; and (6) action by any governmental authority.
- Assignment. No party may assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of the other parties. Any purported assignment in violation of this Section shall be void.

SECTION 8. OWNERSHIP OF RECORDS

Garden City shall be the sole owner of all records generated in connection with the services provided under this Agreement. Garden City shall retain such records as required by law and shall act as the custodian of such records for the purpose of authorizing their release pursuant to Michigan's Freedom of Information Act or as otherwise required by law.

SECTION 9. RELEASE

In consideration of Garden City's and Dearborn Heights provision of services under this Agreement, Garden City and Dearborn Heights hereby mutually releases Garden City/ Dearborn Heights, its departments, officials, employees, and agents from any and all claims, demands, and damages, known or unknown, that arise from or relate to the services provided under this Agreement.

SECTION 10. INDEMNITY

To the fullest extent permitted by law, Dearborn Heights and Garden City mutually agree to indemnify, defend, and hold harmless each other respectively, its elected and appointed officials, employees, agents, and representatives from and against any and all claims, liabilities, damages, and expenses arising out of the performance of this Agreement by Dearborn Heights / Garden City.

SECTION 11. INSURANCE

Each Party shall maintain general liability insurance coverage during the term of this Agreement. Garden City and Dearborn Heights shall each provide and keep in force general liability and other applicable insurance policies with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. Each Party shall name the other as an additional insured and shall provide proof of insurance upon request.

SECTION 12. INTEGRATION AND BINDING EFFECT

This Agreement sets forth the entire understanding of the Parties and supersedes any and all prior oral or written agreements. This Agreement shall be binding upon and inure to the benefit of the successors and permitted assigns of each Party.

SECTION 13. VALIDITY, HEADERS, AND DATES

If any provision of this Agreement is held invalid or unenforceable, the remainder shall remain in full force and effect. Headings in this Agreement are for convenience only and shall not affect its interpretation. Any due dates falling on a weekend or holiday shall be extended to the next business day.

SECTION 14. GOVERNING LAW AND NON-DISCRIMINATORY SERVICES

This Agreement shall be governed by the laws of the State of Michigan. Services provided under this Agreement shall be rendered without discrimination as to recipients or quality of service.

SECTION 15. AMENDMENTS AND ASSIGNMENTS

This Agreement may only be amended in writing signed by both Parties. No Party may assign or transfer its responsibilities listed in this Agreement without the prior written consent of the other Party.

SECTION 16. WAIVER

The failure of either Party to enforce any provision of this Agreement shall not constitute a waiver of future enforcement of that or any other provision.

SECTION 17. NOTICES

All notices and other communications required or permitted under this Agreement will be in writing and will be deemed given when delivered personally or by first class mail addressed as follows (or any other address that is specified in writing by either party):

If to Garden City:

Timothy Gibbons, City Manager
City of Garden City
6000 Middlebelt
Garden City, MI 48135

If to Dearborn Heights:

Bill Bazzi, Mayor
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

SECTION 18. RELATIONSHIP OF PARTIES

The parties are independent entities. No liability or benefits, such as Workers' Compensation, pension rights, or insurance rights, arising out of, or related to a contract for hire or employer/employee relationship, accrues to either party or either party's agents, contractors, subcontractors, or employees as a result of this Agreement. No relationship, other than that of independent contractor will be implied between the parties, or either party's agents, employees, contractors, or subcontractors.

IN WITNESS WHEREOF, the Parties have executed this Intergovernmental Agreement as of the date indicated below.

CITY OF GARDEN CITY

By: _____

Name:

Title:

Date:

CITY OF DEARBORN HEIGHTS

By: _____

Name:

Title:

Date:

The Issue

Petition to Address the Unauthorized Disclosure of Minors' Personally Identifiable Information (PII)

To Whom It May Concern:

We, the undersigned residents, parents, and concerned citizens of Dearborn Heights are writing to formally express our deep concern and outrage over the recent act of gross negligence or incompetence that released personally identifiable information (PII) of minors on a publicly accessible website. This violation of COPPA has not only violated the rights of our children and their families but has also eroded public trust in the institutions responsible for safeguarding such sensitive data.

Our Concerns:

The public release of minors' PII constitutes a serious breach of privacy and safety, potentially exposing our children to risks including identity theft, exploitation, and harassment.

The publication of this information without adequate safeguards shows a gross negligence or incompetence in data handling practices.

There has been insufficient public acknowledgment, accountability, or communication from the responsible parties regarding the scope of the incident and the steps taken to address it.

Our Requests:

We, the undersigned, request the following actions be taken and entered into public record:

Official Acknowledgment: That it be formally and publicly acknowledged that this act of gross negligence occurred, including the specific nature of the PII disclosed and the length of time it remained accessible to the public.

Transparency: That a comprehensive report be released to all parties impacted disclosing:

The dates and duration of the data exposure.

The number of individuals impacted.

A list of all individuals, agencies, or entities who accessed or downloaded the file during the time it was publicly available.

A detailed list of what information was made accessible.

A detailed explanation of the failure to act and notify the parties involved.

Accountability and Penalties: That individuals and/or departments responsible for allowing this act of negligence be held accountable. This includes a transparent investigation (preferably a third party) into how this act of negligence occurred, and if it was malice, a criminal prosecution shall occur.

Appropriate punitive actions against all personnel involved in this act of negligence.

A plan of action to safeguard the parties involved.

Policies: Implementation of policy to ensure the safety and privacy of residents PII.

Preventive Measures: That new and improved data security protocols be implemented immediately to ensure that this type of gross negligence can not occur again, and that these protocols be made publicly available.

Our children deserve better. As guardians and citizens, we cannot stand by while their privacy and safety are compromised. We urge the responsible bodies to act swiftly, transparently, and justly.

Respectfully,

The undersigned citizens of Dearborn heights, parents involved and loved ones of the children involved.

[Signature Page Attached]

Name	City	State	Postal Code	Country	Signed On
Sara Short					7/25/2025
Michaela Diaz					7/25/2025
David Suski					7/25/2025
Joe Saunders					7/25/2025
Teresa Browning					7/25/2025
Tara Dudley					7/25/2025
Roy Wood					7/25/2025
Amber Adkins					7/25/2025
Cagney Haidar					7/25/2025
Stacey Lohmeier					7/25/2025
Kristen Al-Mesbahi					7/25/2025
Danielle Hackett					7/25/2025
Joshua Golembiewski					7/25/2025
Samantha Dempkowski					7/25/2025
Danielle Ziehm					7/25/2025
Kayte Saylor					7/25/2025
Chris Gidden					7/25/2025
Carl Wilhelm III					7/25/2025
Hussein Anani					7/25/2025
Shannon Borkowski					7/25/2025
Aaron Jackson					7/25/2025
Natalie Powell					7/25/2025
Michelle Dakin					7/25/2025
Trishia Greer-cretul					7/25/2025
Brendan Dulmage					7/25/2025
Paige Mullins					7/25/2025
Luke Krocak					7/25/2025
Rebecca Leo					7/25/2025
Tess Dudley					7/25/2025
Latanya Gater					7/25/2025
Stacey Wieck					7/25/2025
Jessica Perez					7/25/2025
Michelle Reynolds					7/25/2025
Korryn Gambino					7/25/2025
Angie Hussett					7/25/2025
Terri Dulmage					7/25/2025
Stephanie Barrera					7/25/2025
Alishia Boyle					7/25/2025
Tee bee					7/25/2025
Nicole Hect					7/25/2025
Kristine Grosshans					7/25/2025
Lupe Hernandez					7/25/2025
Sotero Lopez					7/25/2025
Katie Gentry					7/25/2025
Chassidy Riopelle					7/25/2025
Kelly dobronski					7/25/2025
Carl Wilhelm					7/25/2025
Janie Olewnik					7/25/2025
Ash Othman					7/25/2025
Kyle Montgomery					7/25/2025
Krystal Fitch					7/25/2025
Tyler B					7/25/2025
Holly West					7/25/2025
Tessa Saunders					7/25/2025

Andrea Peters	7/25/2025
Elaine Krocak	7/25/2025
Electa Appleton	7/25/2025
Samantha Eubanks	7/25/2025
David Jones	7/25/2025
Ashley Olson	7/25/2025
Tara Bennett	7/25/2025
Zanib Hammoud	7/25/2025
Montana Fitch	7/25/2025
Justine Navarre	7/25/2025
Jeff Ouellette	7/25/2025
Sydney Gleeson	7/25/2025
Nikki Terry	7/25/2025
Denise Schiller	7/25/2025
Richie Graham	7/25/2025
Alyssa Jones	7/25/2025
Alban Ala	7/25/2025
Lisa Way	7/25/2025
Sheri Sulkowski	7/25/2025
Kara Dulmage	7/25/2025
Whitney Smith	7/25/2025
Leslie Hayes Hayes	7/25/2025
Alexis Wolfe	7/25/2025
Cynthia Esper	7/25/2025
Colleen Hill	7/25/2025
SHANNON JURINCIC	7/25/2025
Krystal Fougrousse	7/25/2025
Bridgette Traugher	7/25/2025
K Parker	7/25/2025
Autumn Archey	7/25/2025
Greg Minor	7/25/2025
Nancy Harris	7/25/2025
Tiffany Wardell	7/25/2025
Bryanne Smith-Elliott	7/25/2025
Jeanine McKay	7/25/2025
shelby hickerson	7/25/2025
Courtney Loriaux	7/25/2025
Charles Peters	7/25/2025
Jillian Akers	7/25/2025
Jennifer Mckay	7/25/2025
Alexis Cochran	7/25/2025
Kimberly McCoy	7/25/2025
Amy Saenz	7/25/2025
Albana Ala	7/25/2025
Matthew Usitalo	7/25/2025
Jessica Rozdoske	7/25/2025
Lindsey Berry	7/25/2025
Nancy Gorham	7/25/2025
Jessei Olivera	7/25/2025
Kelli LaJoice	7/25/2025
Lisa Greene	7/25/2025
Carly Baylor	7/25/2025
Justin Berry	7/25/2025
Kharisma Gerhart	7/25/2025
Charlene Ouellette	7/25/2025

Ashley Jones	7/25/2025
Virginia Voorhies	7/25/2025
Margaret Fisher	7/25/2025
Lance Mazbough	7/25/2025
Samantha Roberts	7/25/2025
Linda Causey	7/25/2025
Rachel Ozenghar	7/25/2025
Laci Cumper	7/25/2025
Jacqueline Kokila Kokila	7/25/2025
Tammy Green	7/25/2025
Rachel Schmitt	7/25/2025
Joyce McLaughlin	7/25/2025
DeAna Kapelczak	7/25/2025
Ashlee Holbrook-Howell	7/25/2025
Cathrine Bunker	7/25/2025
Carrie Mason	7/25/2025
Deandre Pearson	7/25/2025
Jesse Hill	7/25/2025
Cheryl Boland	7/25/2025
Kailee Bocks	7/25/2025
Skylar Lake	7/25/2025
Jaquella Smith-Wilson	7/25/2025
Jill Mullinax	7/25/2025
Justin Wills	7/25/2025
Kimberly Signori	7/25/2025
Danielle Jericho	7/25/2025
Deanna Mccluskey	7/25/2025
Sue Ziehm	7/25/2025
Taylor McIntyre	7/25/2025
Jennie Wagstaff	7/25/2025
Patricia Wittstock	7/25/2025
Tom Wencel	7/25/2025
Jamie Rozumny	7/25/2025
Elise White	7/25/2025
Carlos Domenech	7/25/2025
Theo Tue	7/25/2025
Katerina Ristovski	7/25/2025
NICOLE GERHART	7/25/2025
Rebecca Laughlin Rupe	7/25/2025
Ruth Wilson	7/25/2025
Colleen Hall	7/25/2025
Samantha Tomasic	7/25/2025
Sesley Edwards	7/25/2025
Paul Markillie	7/25/2025
Dawn Dixon	7/25/2025
Jason Peterson	7/25/2025
Jordan Baker	7/25/2025
Sharon Noyse	7/25/2025
Bradley Porter	7/25/2025
Ashley Ruiz	7/25/2025
Zahira Tedder	7/25/2025
Richelle Belle	7/25/2025
Sabrina Sedgeman	7/25/2025
Marilyn Porter	7/25/2025
Andrea Birmingham	7/25/2025

Daniel Warchuck	7/25/2025
Maysa Zeidan	7/25/2025
Cassandra Paylor	7/25/2025
April Seeburgwr	7/25/2025
Bobbi Winland	7/25/2025
Daniel Doss	7/25/2025
Dillon Birmingham	7/25/2025
Clinton Clark	7/25/2025
Ryan Hall	7/25/2025
Tanya Donovan	7/25/2025
Mark Vannest	7/25/2025
Cali Bagomaan	7/25/2025
Amanda Beste	7/25/2025
Jeffrey Calkins	7/25/2025
Natalie Fera	7/25/2025
Nick Anthony	7/25/2025
Rob Harris	7/25/2025
Angela Farmer	7/25/2025
Joshua Farmer	7/25/2025
Lindsey Smith	7/25/2025
Kathleen Lemanski	7/25/2025
Stephanie Stephens	7/25/2025
Brandon Frausto	7/25/2025
Kathy Rowoldt	7/25/2025
Thomas Doney	7/25/2025
Tracy Shaffer	7/25/2025
Lisa Curry	7/25/2025
Brittany Bloodworth	7/25/2025
Joshua Cowsert	7/25/2025
Joanne Rose-Mich	7/25/2025
Rachel Biggars	7/25/2025
Deborah Tutro	7/25/2025
Ryan Boyd	7/25/2025
Brenda Weston	7/25/2025
Samantha Jablonski	7/25/2025
wendy campbell	7/25/2025
Nathan Hayes	7/25/2025
Talasi Robinson	7/25/2025
Kala Yurgalite	7/25/2025
Debra Benyi	7/25/2025
Alison Gottlob	7/25/2025
Pam Roberts	7/25/2025
Breanna Dunn	7/25/2025
Deborah Wright	7/25/2025
Styx Flaherty	7/25/2025
Nina Pizzino	7/25/2025
Kelly King	7/25/2025
Samantha Skora	7/25/2025
Krysta Campbell	7/25/2025
Paulette Victory	7/25/2025
Germana Ledda	7/25/2025
Tiffany Kamin	7/25/2025
Angela Linares	7/25/2025
Gerilyn Maurer	7/25/2025
Brittany Kusiak	7/25/2025

Makyla Peavy	7/25/2025
Angelina Stuart	7/25/2025
Kristen Winborn	7/25/2025
Tyler Wilkewitz	7/25/2025
Dillon Lowery	7/25/2025
Teala Ray	7/25/2025
Robert Moosdorf	7/25/2025
Emma Lemanski	7/25/2025
Sean Urrea	7/25/2025
D B	7/25/2025
Haley Sassin	7/25/2025
Elizabeth Campbell	7/25/2025
Terry Burnaska	7/25/2025
Brian Mabe	7/25/2025
Bethany Wright	7/25/2025
Jamie Heilman	7/25/2025
Mikayla Bowling	7/25/2025
mary loewen	7/25/2025
Nicole Fair	7/25/2025
Lisa love	7/25/2025
Wanda Sisson	7/25/2025
HAILEY SCHERLITZ	7/25/2025
Andrea Gilbeau	7/25/2025
Rebecca Napier	7/25/2025
Tiana Bonner	7/25/2025
Jon Wieck	7/25/2025
Davida Havner	7/25/2025
Rhonda Medlock	7/25/2025
Ashley T	7/25/2025
Mo Baydoun	7/25/2025
Tabatha Kerr	7/25/2025
Madison Tyree	7/25/2025
Lena Arzouni	7/25/2025
Jackie Wallace	7/25/2025
Cheryl Leo	7/25/2025
Jim Schoonover	7/25/2025
Vanessa Mullins	7/25/2025
Sophia Pentecost	7/25/2025
Makayla Antolin	7/25/2025
Dave Boyd	7/25/2025
Cassie Parker	7/25/2025
Sandra Hall	7/25/2025
Elizabeth Saunders	7/25/2025
Jeffrey Michael	7/25/2025
Corey Hoffmann	7/25/2025
Sarah Whited	7/25/2025
Anthony Tropiano	7/26/2025
Abe Haidar	7/26/2025
Julie Haidar	7/26/2025
Luayy Fadel	7/26/2025
LaShea Fulks	7/26/2025
Alicia Archey	7/26/2025
Harmony Haas	7/26/2025
Janice Seay	7/26/2025
Alicia Peters	7/26/2025

Catherine Bustria	7/26/2025
Megan Skora	7/26/2025
Julie Armstrong	7/26/2025
Leah Morrow	7/26/2025
Nathan Boyd	7/26/2025
Venessa Todd	7/26/2025
Erica Cummings	7/26/2025
Bree'Anne Scott	7/26/2025
Christopher Scott	7/26/2025
Wendy Taylor	7/26/2025
Crystal Fry	7/26/2025
Desiree Stoner	7/26/2025
Amanda Douglas	7/26/2025
Bob Stanford	7/26/2025
Tanis Campbell	7/26/2025
Michele Smith	7/26/2025
Stephanie Glass	7/26/2025
Damon fitch	7/26/2025
Heather Moffat	7/26/2025
Lori Judd	7/26/2025
Rochelle Yurgalite	7/26/2025
Yasmine Hicks	7/26/2025
Cassie Georgeson	7/26/2025
Francine Piazza	7/26/2025
Trisha Kluger	7/26/2025
Linda Rowland	7/26/2025
Eugene Nemeth	7/26/2025
Kelly Shaw	7/26/2025
Mike McInnes	7/26/2025
Brenda Farmer	7/26/2025
Krystal Montroy	7/26/2025
Meagan Lyons	7/26/2025
Deseraie Dixon	7/26/2025
Heather Brooks	7/26/2025
Bruce Miller	7/27/2025
Tia Keena	7/27/2025
Barbara Gorney	7/27/2025
Terasa Joseph	7/27/2025
Eric Lawson	7/27/2025
Arlene Reich	7/27/2025
Tyler Welter	7/27/2025
Laila Saeed	7/27/2025
Louelle Sam	7/27/2025
Bekah scholten	7/27/2025
David Minster	7/27/2025
Renee Littleton	7/27/2025
Nicole KENNEDY	7/27/2025
Mark Brenkus	7/27/2025
Ron May	7/27/2025
Jennifer Pierson	7/27/2025
Angela Martin	7/27/2025
Andrea Messer	7/27/2025
Everett Macaulay	7/27/2025
Michelle Zhang	7/28/2025
Tracy Androsuk	7/28/2025

Rebecca Whited	7/28/2025
Joseph Smith	7/28/2025
Alexander Sellers	7/28/2025
Tammara Thayer	7/28/2025
Laura Dunaway	7/28/2025
Renee Hernandez	7/28/2025
Allison Frost	7/28/2025
Jess Hayden	7/28/2025
Shana Benson	7/28/2025
Kimberly Comstock	7/28/2025
Robert Synor	7/28/2025
Gerald Alma III	7/28/2025
David Hall	7/28/2025
Jeremiah Hagler	7/28/2025
John Hengy	7/28/2025
Hebba Zamzami	7/28/2025
Kristall Tedesco	7/28/2025
Karrie A Mellin	7/29/2025
Noah Hansz	7/29/2025
Brandon Herbert	7/29/2025
Christopher Chouinard	7/29/2025
Keddie Jenkins	7/29/2025
Bethany Lindemann	7/29/2025
Travis Branum	7/29/2025
Josh Vaandering	7/29/2025
Alexis Laek	7/29/2025

Approved for the Agenda of:	REFERRED TO A THIRD READING
8/12/2025	Motion No. 25-448

11.A.



Planning Commission

TO: Honorable Mayor Bill Bazzi

Honorable City Council Members

DATE: July 27, 2025

RE: Second Reading of Proposed Ordinance H-25-02 - Short Term Rentals

Honorable Council, the Planning Commission is requesting approval of the Short Term Rental Ordinance with changes as detailed in their motion.

Attachments:

1. COUNCIL AGENDA. STR LETTER (2)
2. COUNCIL AGENDA. STR BACKUP. PC MINUTES 6-12-25
3. COUNCIL AGENDA. STR ORDINANCE (2)



Planning Commission

To: Hon. Bill Bazzi, Mayor
Hon. City Council Members

From: Wissam Fadlallah, Chairman
Planning Commission

Date: July 22, 2025

Re: Proposed SHORT TERM RENTAL ORDINANCE – City Council/Miotke - Public Hearing

The Proposed Short Term Rental Ordinance was submitted to the Planning Commission on May 8, 2025, for a public hearing at the next Planning Commission meeting. The details of the ordinance was presented by Gary Miotke, on behalf of the City Council, at the Planning Commission meeting on June 12, 2025. The meeting, along with the Public Hearing, notice was published in the newspaper, the city website, and the City Hall Facebook page (multiple times). The Planning Commission had a 3 to 2 vote in its recommendation to City Council in respect to the Proposed Short Term Rental Ordinance, stated above. After much deliberation and discussion regarding the terms, language, and fines presented in the Short Term Rental Ordinance, the Planning Commission made the following motion:

Amended Motion by Lisa Farrens-Oshanski, supported by Ali Turfe , to recommend an Approval of the Proposed SHORT TERM RENTAL ORDINANCE to City Council, subject to the penalty clause being increased to a minimum of one thousand dollars (\$1,000.00), in addition the language in the proposal be tightened up so it is very clear to all readers.

Absent: Hassan Bazzi, Jill Myslinski, Johnny Vidinovski, Saif Alsenad
Roll call vote:

Ali Turfe	Yes
Fadi Akkawi	Yes
Jim Jomaa	No
Lisa Farrens-Oshanski	Yes
Wissam Fadlallah	No

Motion Carried

Part of the discussion involved the Planning Commission attorney reminding the Planning Commission that any Zoning Ordinance Amendment must be evaluated in conjunction with Section 36-523 (c):

1. Will the proposed amendment be in accordance with the basic intent and purpose of the zoning ordinance?



Planning Commission

- 2. Will the proposed amendment further the comprehensive planning goals of the city?*
- 3. Have conditions changed since the zoning ordinance was adopted or was there a mistake in the zoning ordinance that justifies the amendment?*
- 4. Will the amendment correct an inequitable situation created by the zoning ordinance, rather than merely grant special privileges?*
- 5. Will the amendment result in unlawful exclusionary zoning?*
- 6. Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes?*
- 7. If a rezoning is requested, is the proposed zoning consistent with the zoning classification of surrounding land?*
- 8. If a rezoning is requested, could all requirements in the proposed zoning classification be complied with on the subject parcel?*
- 9. If a rezoning is requested, is the proposed zoning consistent with the trends in land development in the general vicinity of the property in question?*

The rough draft of the minutes of the Planning Commission meeting held on June 12, 2025, are included as backup. The minutes also include public comment that was voiced during the Public Hearing for the Proposed Short Term Rental Ordinance.

Respectfully,

Wissam Fadlallah
Chairman, Planning Commission

/Attachments (2)

/km



DRAFT

Page 1
Minutes of the Planning Commission
June 12th, 2025

**PLANNING COMMISSION
REGULAR MEETING, THURSDAY, JUNE 12TH, 2025, 6:00 PM**

Meeting called to order by Wissam Fadlallah at 6:08p.m.

ROLL CALL: by Kari McKinnon

PRESENT: Ali Turfe, Fadi Akkawi, Jim Jomaa, Lisa Farrens-Oshanski, Wissam Fadlallah

ABSENT: Hassan Bazzi, Jill Myslinski, Johnny Vidinovski, Saif Alsenad

ALSO PRESENT: Alex Hishon, Attorney; Ali Baydoun, Building Dept.; Ali Dib, Plan Review; Kari McKinnon, Recording Secretary

APPROVAL OF AGENDA:

Motion by Lisa Farrens-Oshanski, supported by Ali Turfe, to Approve the Agenda for June 12th, 2025.

Motion Carried

A second motion, later in the meeting, by Ali Turfe, supported by Jim Jomaa, to Amend the Agenda for June 12th, 2025, by reversing the order of the Agenda after item E – Comments from Members of the Public on Non-Agenda Items to start with I. – Postponed Case(s), Item 3. SPR2025-0005: 5401 S. Telegraph / International Outdoor Inc. And ending with F. - New Business: Proposed Short Term Rental Ordinance.

Motion Carried

APPROVAL OF MINUTES: May 8th, 2025

Motion by Ali Turfe, supported by Jim Jomaa, to Approve the Minutes from May 8th, 2025.

Motion Carried

Fadlallah: Anyone here to speak on non-agenda items?

Theodore May/Hickory Court: We have been notified that next to our complex, you are putting in an apartment complex without notifying any of the residents. We have major sewer problems as it is. A two or three story complex next to us will cause major problems. They are fixing Inkster two or three times a year because the pipes freeze and burst. We would like to be heard. What do we have to do to get a petition going? We already have enough problems.

Fadlallah: I'm going to refer this to our attorney with respect to the notice that was given. There are condo units on Ann Arbor Trail, East of Inkster. Are those the ones you are talking about?

May: No, it's Hickory Court on Inkster between Warren and Ford Road, half a mile from Garden City Hospital.

Fadlallah: You mean this came in front of us? I'm not aware of that. He would get a notice?

McKinnon: Yes, but I'm not aware of the project that he is referring to.

Turfe: Part of the process is that the neighbors would get notified before any construction starts.

(Discussion)

Dib: I believe the parcels were rezoned on Inkster to RM. Kari, do you remember?

McKinnon: They were rezoned, but Site Plan Review does fall under the Planning Commission. I'm not familiar with the site that he is referring to. I would need an address or location to see what project it is.

Fadlallah: Call the Building Department on Monday, and speak to Kari. Give her the address for the site and she should be able to help you. I have not seen any plans yet. There wouldn't be a Public Hearing for Site Plan Review.

Vince Drapowski / Columbia: I want to talk about the apartment complex on Ann Arbor Trail that is proposed. I'm hearing today....I'm hearing that it is going to be two, four story buildings. Somebody better figure out what is going on. I'm also hearing that Rick has documentation that that was already zoned RM. I'd like to see that documentation.

Turfe: Which project are you referring to?

Fadlallah: Ann Arbor Trail that is before the City Council for rezoning. What is the status, Kari?

McKinnon: Council had a study session, and it is being brought back before the Council on June 24th. There won't be a public hearing, but there are public comment times during Council meetings.

(Discussion)

*Discussion to Amend the Agenda (motion stated above)

POSTPONED CASES:

SPR2025-0005: 5401 S. TELEGRAPH / INTERNATIONAL OUTDOOR INC. – Special Land Use to change an existing billboard.

Makled / attorney for applicant: Good evening members of the Planning Commission. This is a presentation

so that we can get a....at 5401 S. Telegraph an off premise sign that was existing at the time this application was made. It has now been taken down for safety concerns. At the time this application was made and the fee was paid in December, the sign was existing. We are attempting to replace the existing sign. The Planning Commission has had several occasions where they have heard and issued replacements for signs via Special Land Use. I have a supplement (passed out to all Planning Commission members and supporting staff) that contains all the relevant signs this board has approved in the past for....off premise signs. The location of the board for this specific site is South Telegraph Road, right before the restaurant past the Ecorse River. This sign meets the purpose of the Ordinance, and meets the standard as well. When we look at the points of what we are trying to accomplish, it is similar to the other boards up and down Telegraph. The City has thirteen off premise signs or previous non-conforming billboards. This is an off premise sign. What we are attempting to do is replace the one that has been taken down for safety concerns. What we are looking for is a higher sign and a larger square footage though. We are asking for a seventy foot sign, 14 by 48, in terms of size of the board. The benefit the community would receive, if this board approved it is the applicant is offering the City twelve weeks a year for five years so we can have a community benefit so that the City of Dearborn Heights and all of our city services can use this for fire, for advertising, for City Council, for City Clerk advertising to remind people to vote, to do anything that the City deems appropriate to get messages out to the general public. That is a community that the applicant is offering to this board and to the City. We have seen a board off of Southfield Road in 2018. This board approved that sign. The one off Southfield Road was permanent for 70 feet high and the width I believe is 14 by 48. Identical to the one we are asking for.

Fadlallah: Do you have the minutes for that?

Makled: I don't have the minutes, but I have the permit, if that helps.

Turfe: Do we know for sure that was approved by the Planning Commission not Zoning?

Makled: By the Planning Commission

Turfe: Do you have copies of that in front of you?

Makled: I have the permit. I did a FOIA three times on that board and three times I only get the permit. I have minutes from prior years, but not from the 2018 year. I can show you the permit, it exists.

Fadlallah: I notice the agenda from October 10, 2013....

Makled: Right. So this went before the board in 13, again in 15, and in 18 it was approved.

Fadlallah: These are all to move an existing sign, and one from 2016 to move an existing sign...

Makled: And ours is existing as well.

Fadlallah: The application that was filed with the City....I don't know if we can make a decision on that, we'll get to that in a minute. The application for this particular billboard, was it to install a new billboard or to replace an existing billboard?

Makled: To replace an existing billboard that was on site.

Hishon: As I have stated in the last meeting, the Planning Commission does not have the authority to grant variances to the ordinance. What they are requesting....if you say replacing an existing sign, they are asking to replace it by increasing the height, by increasing the size of the sign. That would require variances, and the Planning Commission cannot grant variances. That is for the Zoning Board of Appeals to do.

Turfe: Why was this brought before the Planning Commission, not the Zoning Board?

Makled: You can vote on it and set conditions. You can make an approval subject to ZBA approval. This is not a new off premise sign. This is an existing sign.

Fadlallah: If it's an existing sign, you to the Building Department and apply for the permit and follow their procedure.

Makled: The Building Department directed us here.

(Discussion)

Makled: We applied to the Building Department. The Building Department directed us and asked us to pay a fee to come before you. We did that. We followed the instructions of what the Administration said. We have prior history of removing or trying to replace signs, it comes before the Planning Commission. That is why we are here today. You can agree to replace the sign. You are allowed to say yes, you can replace the sign, but any enlargement or site variances are subject to ZBA approval.

Fadlallah: We don't have the authority to approve the replacement of signs. That is the Building Department.

Makled: You certainly do.

(Discussion)

Makled: Commissioner, you have authority to vote on these issues for moving. Do you agree that there are prior instances where people have come before the Planning Commission to move signs? Do you agree that has happened?

Turfe: I, personally, have not been on the Planning Commission and seen that, but I have heard that has happened.

Makled: Now we have a history of that. If you have done it in the past and we have an applicant here today and we are getting different treatment, that's a problem for the City. That becomes an equal protection issue. We don't want to be in the position where prior applicants were getting preferential treatment or some other type of approvals. You have an applicant here that followed the procedures, went to the Building Department, did what they were supposed to have done, and applied to replace an existing sign. This board can say ok, replace the existing sign but if you're going to make it higher or wider go to the Zoning Board of Appeals for approval for those issues or put the old board back up.

Fadlallah: You mentioned 2018...do you have the permit?

Makled: Yes, I have the permit. It was in the original packet that I gave you. May I approach? (Yes)

(Discussion)

Turfe: Attorney Makled, can you give me some information regarding the billboard at 4503 S. Telegraph Road, Annapolis and Telegraph? That billboard I noticed....last year.

Makled: That's the Adams board? That's the digital board that you are talking about? That was supposed to have been moved. It came up for relocation, but a new board was put up but the old board remains. It was never taken down. No one has enforced that.

Turfe: You are trying to put up one similar in size?

Makled: Yes. Page 18 in the supplement that I gave you today. If you look a few pages before, it is similar to the one that is on Telegraph and Joy Road, which is also a newer board. If you go to page 20 of the supplement, you'll see the Southfield Road one. That is similar to what we are proposing, 14 by 48.

Farrens-Oshanski: That's almost double in size of what we allow, correct?

Makled: It has been approved by this body before in 2018.

Farrens-Oshanski: I hear you and I appreciate that. The Supreme Court of the United States doesn't always hold to precedent so let's stop with that and deal with the fact that in 2013, 2018, the people sitting here didn't have access to electronic information that we have today and let's move forward.

Makled: Did you have a question?

Farrens-Oshanski: I was just double checking that what you were requesting was not a replacement because it is not a one for one. It is 675 square feet...

Makled: We are asking for a much bigger sign, there is no question about that.

Farrens-Oshanski: So it is not a one for one replacement. Let's be fair about that. Secondly, in 2000...a couple years ago where you said we never removed the other one because no one pressed this. It is your responsibility as the owner...

Makled: That is not our sign. These are other companies that came before us.

Farrens-Oshanski: Thank you for clarifying that for me.

Makled: The applicant does not have any signs in the City, currently.

Jomaa: Did you say the sign was removed for safety reasons?

Makled: Yes, it came down at the end of February. The base is there. Portions of the pole are still there. It has not been abandoned.

Fadlallah: So it wasn't removed completely? (no)

Turfe: What size was the existing sign?

Makled: The existing is smaller, 12 by 24. The height was at 30.

Fadlallah: What is the size of the new one?

Makled: Seventy feet high, and 14 by 48.

Turfe: To replace that sign, you need approval from the Planning Commission?

Makled: We attempted to get replacement approval at the administrative level and they said you have to go to the Planning Commission.

Fadlallah: This is an existing sign...here is what I'm proposing. I'm proposing to send this to the Building Department, recommend an approval of this site with the variances necessary according to your dimensions. Is there a Public Hearing?

McKinnon: There is a Public Hearing. It was not opened last time.

(Discussion)

Fadlallah: I'm going to open the Public Hearing.

Greg Worton /Westpoint: I'm 250 feet or less from the sign. I own the property. They presented this as replacement to the Building Department. It is not a replacement. Since it was presented as a replacement, that is why it came to you. When in fact, this is a new sign. It will be a new sign from the footings up. There is no way that a 70 foot sign can be mounted on the same footings as a 35 foot sign, 12 by 24. That is where the confusion came in first of all. A replacement or repair, the item has to be there. I was informed that it was a miscommunication by Mr. Miller as to why it was taken down. It was a miscommunication, and they came too early. If the board approves this, it is in violation of 25 – 11, number 14 and 17. From what I can understand, this will be noncompliant to the Michigan legislature highway advertising act of 1972. I tried to get copies of this, but my printer kept dying on me. It needs to be permitted through the State of Michigan.

Miller/ applicant: We have a permit through the State of Michigan.

Worton: There is some compliance issues with that. Above and beyond that it will be a distraction to drivers. Van Born and Telegraph is already listed by the Michigan State Police as one of the most dangerous intersections in Wayne County. Further distractions...you have the Walgreens, the stores, Hanover is a major cut through entrance onto Telegraph from the residential areas, the turn arounds and all the traffic coming the other way. This is a disaster waiting to happen. I think in a safety sense this should not be allowed. I don't know if that's considered. I think it should be. There are studies....if you go to scenic.org...there are studies from Texas to Oregon to New Jersey showing that electronic signs are a driver distraction. In the discussion after the meeting last week, the permit submitter said held up his phone and said "Isn't this a distraction to the drivers?". Isn't a billboard designed to make people look? It will be a drain on your resources, police and fire because of the added possibilities of accidents. I really hope you consider this as more of a safety issue than

the ordinance or what panel it should go through.

Fadlallah: If the sign was still there, would it still be a distraction?

Worton: Not like this one. This is double the height. The billboard did have some sight issues, sightline issues with the trees and the buildings.

Fadlallah: We don't have the authority to grant the height and width. If they want a variance from the existing sign dimensions, they will have to go to ZBA.

Worton: If you feel comfortable doing that, it should be ok. It should be investigated more as far as compliance and safety for the residents. Plus, there will be light pollution. It's going to lower property values in the area. It's proven. This is an eyesore. People don't want to look out their window and see a flashing sign.

Fadlallah: If it was in front of your house and you go to the Building Department and say you want to replace it. They can't deny it...same height, same identical....

Worton: But it's not! It's a lighted sign. The other one is not.

(Discussion)

Rachel Lapointe/Merrick: I agree with the safety issues. Regarding the creek and the trees that are along there, the county is planning to cut those down. Any digital lights would be increased without the trees. Right now the trees would block that. It will be more distracting to the drivers. That is a dangerous intersection with lots of accidents. It feels like someone is dying every week right now. You aren't really doing anything about but I think it's important.

Fadlallah: Any other public comment? (No response) I'm going to close the public comment.

Turfe: We can approve the same size.

Motion by Wissam Fadlallah, supported by Ali Turfe, to Approve SPR2025-0005: 5401 S. TELEGRAPH / INTERNATIONAL OUTDOOR INC. with Public Hearing, change billboard sign - replacing the existing billboard sign with the same dimensions to the Building Department given that the owner will comply with any zoning, ZBA variances.

Ali Turfe Yes

Fadi Akkawi Yes

Jim Jomaa No

Lisa Farrens-Oshanski No

Wissam Fadlallah Yes

Motion Carried

SPR2024-0008: 25442 VAN BORN / BASRAH PROPERTIES, LLC – Public Hearing for a Special Land Use; Fit Fast Boxing facility (combining 25436, 25442, 25464, 25468, and 25472)

Fadlallah: Did anyone hear from the owner on this? Building Department?

McKinnon: Last meeting Commissioner Bazzi was going to reach out to the applicant. He is not here tonight, so there are no updates.

SPR2024-0006: 23822 FORD / CHAI GUYS LLC – Request for Outdoor Seating with Public Hearing

Fadlallah: Are there any updates? (No)

NEW APPLICATIONS:

Proposed SHORT TERM RENTAL ORDINANCE - City Council/ Miotke – Public Hearing

Gary Miotke / Special legal counsel on behalf of the City Council: I don't know how much detail you want me to give...

Fadlallah: We just want to look at the Amendment because we looked at the original one that was drafted by Roger last year. What are the changes?

Miotke: This is a brand new section. It is not an Amendment to anything that Mr. Farinha ended up doing. It is a new section, Section 36-81. In essence this would specifically regulate short term rentals. What you are referring to from last year did not enter into anything that I have been involved in. Mr. Farinha ended up presenting an approach to Air BnB's or Short Term Rentals. Then I was asked by City Council to review that and come back with a recommendation to City Council. I suggested that the approach that was taken would not be sufficient given the concerns of City Council and drafted an ordinance accordingly. That is in front of you, incorporating zoning changes under the Zoning Enabling Act and Chapter 36 of the city code. It has to come to you for recommendation even though ultimately the City Council can decide as it wishes. Most important is to recognize that City Council views a number of ordinances as inadequate and have had problems with properties being used for illegal purposes. Otherwise it would be more appropriate to regulate if it was a short term rental that already existed and is permitted under the city code. For example, an apartment building, bed and breakfast...all of these types of units have regulations. Short term rentals as classified here, ie. AirBnB's, have no regulations and can be rented for any purpose. One of the key issues is the rental units are used without any oversight at the facility. This ordinance is in part...I've borrowed from the City of Ann Arbor's ordinance. I have included to end up to ensure that it covers everything it needs to end up covering. Under subsection C, for me the bottom of the second page and onto the third page, A - basically this section accords with the basic intent and purpose of the zoning ordinance chapter 36 of the city code. B - will further the comprehensive planning goals of the city. C - is justified by conditions that have changed since the adoption of the zoning ordinance namely these types of short term rentals. D - does not grant special privileges. E - does not result in exclusionary zoning. F - will not set an inappropriate precedent resulting in the need to correct future planning mistakes. These are all the factors that you have to evaluate on this. They are based under C - 1, 2, 3, 4, 5 that all goes into 6. I would also note the prohibitions. They are more sufficient in this situation. It deals with the rental and the rebuttal presumption under certain circumstances that a property owner has allowed to take place. It will more adequately allow us to catch these types of situations. I would note that many years ago I had to prosecute someone for having a dance studio in their house, and it took quite a

bit of time to prove that because everything was done through the internet and word of mouth. Ultimately the ordinance department was able to get enough evidence to show they were in violation and also get an order to enforce. That was a lot of work. This simplifies that to cut down city resources that would be needed to prosecute this. I would also note that one of the concerns from city council is that there can be situations where certain standards can be watered down through interpretation and that can end up being a serious concern. For example, someone could say these are like a bed and breakfast. No, it is not the same. With a bed and breakfast, the owner is present. In this situation, they are not. For example, down the street from me on Plainfield some time ago there was a near riot situation where the police officers were outnumbered. Had to rely on other departments to help out. When I came home there was a huge police presence and a whole bunch of people. I found out by attending a council meeting what had happened...AirBnB that was being rented and a huge party got out of control. That is what the city council is trying to stop with this ordinance. Another thing I would note, is the suggestion that we can rely on the rental ordinance. The rental ordinance has registration requirements so when you are registering the residence the implication is that it is legal and valid. Prosecuting under that, means that it could be registered and could be legal concedes too much. My mind this is already something that is prohibited but let's do it right and let's do it well. That is why city council voted 6 – 1 or 7 – 0, I don't recall to approve it.

Fadlallah: You mentioned apartment building...so if someone owns an apartment building, they can't have an AirBnB?

Miotke: No, they would have to comply with the apartment regulations. This ordinance does not change that. If you comply with some of the exceptions, and look under the prohibitions....I think that might be your fourth page...under the exceptions A- 2. The prohibitions stated above in this section D Paragraph 1, subparagraphs A, B, and C shall not apply to those types of short term rentals and short term rental units that are otherwise expressly permitted in the city pursuant to chapter 36 of the city code. Such otherwise short term rentals and units include but are not limited to the following: bed and breakfast, boarding houses, hotels, motels, nursing homes, lodging or rooming homes, convalescent homes, rest homes, state licensed residential facilities.

Fadlallah: So in essence, if there is an attendant there, it is permitted. Hotel? Permitted. Nursing home? Permitted.

Miotke: That over simplifies it from a legal standpoint, but yes. Those uses...for example section 36-93....

Fadlallah: These pages should have been numbered.

Miotke: People always say that but when we submit these and end up being published, the numbers end up causing problems in terms of publication.

Fadlallah: So what is asked of us here?

Miotke: You have counsel here from O'Reilly Rancilio to advise you. My understanding is that your role is to give any recommendations or recommend approval for example for any changes.

Hishon: Correct. Just like the rezoning we had at last meeting, you vote whether you recommend approval or recommend denial to city council. That is your amendment ordinance. You go by the same nine standards that you go by for rezoning.

Miotke: That is laid out for you under subsection C in terms of the findings and in particular subsection C paragraph 6 (third page). After my letter is the ordinance. It is the third page of the ordinance. Paragraph 6 in the middle...that is your findings.

Hishon: If you would like, I can tell you what the factors are also. Review considerations for the Planning Commission, Section 36-523(c)

c) *Review considerations.* The planning commission and city council, shall at a minimum, consider the following before taking action on any proposed amendment:

1) Will the proposed amendment be in accordance with the basic intent and purpose of the zoning ordinance?

2) Will the proposed amendment further the comprehensive planning goals of the city?

3) Have conditions changed since the zoning ordinance was adopted or was there a mistake in the zoning ordinance that justifies the amendment?

4) Will the amendment correct an inequitable situation created by the zoning ordinance, rather than merely grant special privileges?

5) Will the amendment result in unlawful exclusionary zoning?

6) Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes?

7) If a rezoning is requested, is the proposed zoning consistent with the zoning classification of surrounding land?

8) If a rezoning is requested, could all requirements in the proposed zoning classification be complied with on the subject parcel?

- 9) If a rezoning is requested, is the proposed zoning consistent with the trends in land development in the general vicinity of the property in question?
-

Turfe: Question for the City Attorney, I don't see anything in the proposed ordinance to address the situation that you addressed about the rioting. Is anyone overseeing the AirBnB's?

Miotke: No one at this point. The idea would be to prosecute, and that would have to be done after the fact.

Turfe: So a situation, a brawl would need to break out in order to prosecute? Would there be more processes and procedures or an ordinance officer that actually goes around to all the AirBnB's?

Roger Farinha / Corporation Counsel: You raised an excellent point. After Mr. Miotke finishes, I would like a chance to address it. This proposal is not approved by the Administration, but by City Council. This is a violation of the city charter that you put a special counsel as a private lawyer. We already proposed a modification, a way to regulate and protect the citizens which you approved after a public hearing. This has come through and I have issues with the language of the proposed ordinance. There are a number of conflicting terms in the agreement and also the findings, the rebuttable presumptions that are mentioned...all have to be addressed. The actual uses of the rental home is vague and overbroad. I will go into detail once the applicant finishes. I thank him for bringing it forward. Again there are issues with the language that have to be addressed now and I would like the opportunity to do so. Again the administration does not support this. Currently there are at least 304 AirBnB's in the city. The question is what kind of litigation do we open the city up to if we start taking away those rentals. The question is what about people that may be a visiting nurse who rent their homes out maybe three months of the year to travel and live there the rest of the time? Senior citizens that rent part of their home out already? This also interferes with existing hotels, motels. This language is vague and crosses over into...but when I get a chance I'll present it to you.

Turfe: This packet that was presented to us, the header Gary Miotke is kind of conflicting. I was under the impression that you were against this ordinance? It sounds like you are for it.

Miotke: I'm for the ordinance that I drafted for city council. City council unanimously approved it at the first reading.

Fadlallah: We don't like to get into politics. We are just here to look at what you are proposing.

Miotke: I am done for now. I am here if you have any questions.

Farrens-Oshanski: Just to clarify, there is no one to oversee it? It does tell you on page 4 that they will be responsible for a municipal civil infraction.

Farinha: The proposed ordinance does not say how it will be prosecuted. With a \$500 fine it is possible that they will be willing to absorb the fine as a cost of doing business. Those are things that need to be addressed that aren't in the current version. I'll start off with the term guests, principal residence, short term rental. The non principle resident short term rental is a whole house. All contemplate mandatory minimum rental terms within a calendar month but don't account for long term rentals that cross through more than one month and exceed the 29 day threshold in the proposed ordinance.

Fadlallah: What's the minimum?

Farinha: He has 29. For instance if the home...means the short term rental unit the definition is vague, overbroad. In addition the term isn't used in any substantive way throughout the rest of the ordinance. The

term permanent resident suggests that a lease holder is included in the definition. It is unclear whether that possibility was intended but doesn't appear to be used again throughout the reading of the ordinance. The principle residence whole house is confusing as it is defined in the ordinance. It explains that the term is a verb, an activity involving a permanent resident hosting visitors for compensation while not occupying the home while the guest is present. Given the definition already provided for short term rentals, it is possible that this definition is redundant throughout this process. Dwelling unit is used but not defined. Elsewhere in chapter 36 it's one or more rooms along with a bathroom, kitchen, facilities designed as a self contained unit occupied by one family for living, cooking and sleeping purposes. It would appear to capture extended stay hotels, motels that have kitchens. That may be an unintended consequence of this ordinance. The ordinance mentions the host typically not being present, but doesn't mention basic health, safety code compliance, that other short term rental establishments, like hotels, are required to follow. The ordinance includes the finding that short term rentals are incompatible with surrounding residential neighborhoods, but doesn't explain why. If used property is a temporary residence, no incompatibility will ever materialize in this ordinance. However, when used improperly for a party or illicit activities that is when the incompatibility arises. He mentioned findings. Short term rentals are used by guests for illegal and illicit activities including drug trafficking. Although the statement is true in some instances, maybe many instances, the current wording suggests that it is always true. I'm looking at liability because I can see the people with existing AirBnB's are going to bring a lawsuit. I have to look at the statute to see how vague, how over broad it covers and if it is defining it properly. The current draft doesn't state how to site and prosecute. In subsection D, paren 3 and paren capital D, there is a typo for as is, it doesn't belong in the sentence, which means short term rental or short term rental unit. Finally the ordinance does not address uses of a rental home. For example, in theory, a person could still use a rental home for 30 days, use it for a party or illicit activities even if the person does not plan to use for the entire rental term. In other words, the 30 day term would simply be a subterfuge to get around the ordinance in order to still engage in activities the ordinance is attempting to prohibit. If I advertise it 90 days in advance, cancel after 61 days, then I advertise it again to get around this ordinance. It takes more time looking at this ordinance properly. I ask you to do so and it is premature, not approved by the administration and opens us up to a number of lawsuits and litigation. Now, we may prevail, but think of the cost. To rush it through right now, it's not a balanced and detailed approach for dealing with the issue.

Fadlallah: A 30 day rental and a sub-lease, how do you control that? I rent my house for 30 days. I'm allowed to, right? (yes) The person that rents it, goes and sub leases it on a daily basis...how do you control that? According to here, I don't think you can do that. It says owner or occupant...it doesn't give a satisfactory definition.

Fadlallah: What about the insurance companies that rent homes in Dearborn Heights for displaced families whose house caught on fire? They rent for 2 weeks, but pay for 4 weeks. How do you address that?

Farinha: It doesn't address the commercial uses. That's part of the problem. A company rents it instead of an individual homeowner...it doesn't address that issue.

Fadlallah: Let's say I own a rental home and Mr. Jomaa calls me and says I have a displaced family that needs a place to stay for 3 weeks while I'm renovating their kitchen that caught on fire and you get paid by the insurance company. I'm going to say no.

Farinha: According to this ordinance you're going to have to say no.

Fadlallah: That's not fair. There has to be a way to compromise and work these things out.

Farinha: That's the one that I brought before you three times, and the public. It provided for family members and hospitals, using it for that purpose or needed a longer term to stay. It was a 3 week stay. It was more defined than what this was.

Fadlallah: Commissioner Oshanski mentioned something about people visiting for 2 weeks or the holiday...

Farrens-Oshanski: That is a very hard point that the attorney, Roger, is bringing forward to us because we are saying it doesn't handle commercial. What if Mr. Miotke decides to become Miotke LLC, is he excluded from this because he's commercially renting the properties short term. I understand there is a language issue. I'm not necessarily against that. I would like to see it rewritten with the specific ordinance codes beside every prohibition. My question for Roger, are you planning to sit and wordsmith this with the Planning Commission or are you seeking permission to go away and come back next month with a revision of what is before us today?

Farinha: I did not bring this before you. Mr. Miotke with the city council, separate from the administration, the mayor and I was hoping the groups could work together, but that has not happened. I was hoping that Mr. Miotke and I could sit down to properly look at this rather than one side then the other side. To properly put together a fair package, presentation that is not political but in the best interest of the residents. I haven't seen a lot of data that supports the complaints or violations of the short term rentals. I was hoping to see more than 2 or 3 people complain. I have not seen that. We have a lot of people that have invested in contracts for AirBnB's or short term rentals. I'm worried about how we are going to deal with all of those. I'm worried about how our ordinance department is going to enforce this. My goal is to hope that Mr. Miotke, Mr. Beydoun, chairman Beydoun, can sit down with us and work something out.

Farrens-Oshanski: I think that's the kind of work detail I'm looking for. We talk about municipal infraction...is that written by the police department or is that written by ordinance enforcement? There would be no teeth to the enforcement.

Farinha: You can go beyond the \$500 fine. The appeals court can consider it a misdemeanor for the first or second time. That's not mentioned here, but that's something we have to address.

Fadlallah: This would ban all short term rentals in the city of Dearborn Heights?

Farinha: Yes, that's what this one does.

Fadlallah: I just gave examples of something...you can't do that...

Farinha: I'm not presenting this to you...

Fadlallah: The commercial side has to be addressed. Almost every rental home in Dearborn Heights is owned by an LLC, not an individual name. That's commercial so that's not in this ordinance. How do you control that?

Miotke: The problem is you are being given inaccurate information. The information that you are being given is taking advantage of things that you are not clearly aware of. For example, the fact that this is a municipal civil infraction...the whole city code is full of sections with infractions being municipal civil infractions. Especially under chapters 36, 7, and 8. This is not a problem. This doesn't create any problem with enforcement. As a matter of fact under other portions of the city code there are designations of what can be issued by individuals that are employed in the ordinance enforcement department. The ordinance enforcement would be able to issue violations, because it's under chapter 36 of the code. There is no need to provide for that in this ordinance. There is no need to say it has to be done by the police department. It is clear contextually already, but you may not be aware of. The reason for having the cut off of less than a calendar month is to make sure that rentals for a calendar month, which is allowed under state law, can otherwise allow it under the city ordinances. There's no problem with respect to those. The problem is when it is a short term rental, not when it ends up being a normal month to month or year to year tenancy. Those will continue as they have in the past, regulated as they have in the past. This ordinance has no impact on them whatsoever, nor is it intended to. It is intended to deal with short term rentals not longer term rentals that otherwise addressed under chapters 7 and 36 of the city code. The issue of not addressing health and

welfare..plumbing..of course it doesn't because these are prohibited uses. Why would you end up saying in your ordinance that prohibited short term rentals, but if you're going to do this illegally, you need to conform to a certain standard that you shouldn't even be trying to follow. Logically, these things should not be included because there is no intention to allow that kind of short term rental use. The short term rental uses that are prohibited are those that are less than a calendar month. Essentially if it's February it's 27 days or less. Otherwise it would be 29. I've never had anyone suggest that anything that I have drafted is not very precise and thorough.

Fadlallah: What short term rentals are not permitted?

Miotke: The ones laid out under subsection D which is the third page. These include things like non principal residence short term rental, or commercial rental, principal residence home stays, and principal residence whole house which start on the first page of the ordinance and carry over to the second page. This is close to the city of Ann Arbor. We are trying to save legal fees by me drafting something that is based on something that has already been thoroughly vetted by the city of Ann Arbor and it's legal department.

Fadlallah: Renting your own home that you claim homestead on is illegal?

Miotke: If it's for a short term and it's for compensation...

Fadlallah: The person that does that should lose the homestead exemption?

Miotke: That's a different question. I don't know the answer to that.

(Discussion)

Fadlallah: So what is allowed?

Miotke: The ones that are already such things as bed and breakfasts, hotels, motels, and apartments. Things that are already subject to existing regulations that have been found to be sufficient.

(Discussion)

Fadlallah: I don't like the idea of a short term rental for a day or 2 or 3. I don't want to live next to that. I think you should sit down with Roger, Administration, Mo B and figure out a way that...this is unfair to a lot of people. If I have some properties that I'm already renting as AirBnB, it's not fair for you to say we don't want this based on these things. City Attorney is saying no, you are allowed to do that based on these things.

Miotke: City Council disagrees with you on policy basis and the City Council is my client. Essentially if you want to convince the City Council they are wrong, then certainly you as a resident....

Fadlallah: I'm not saying they're wrong. I'm saying they should come up with a system that you can control the rental properties. You already have 300 plus. Do you know what each one is?

Turfe: All 300 are on the market right now. If we approve this ordinance and they are operating as AirBnB, they will be penalized immediately.

Miotke: If they continue to do so, they will be violating this ordinance.

(Discussion)

Miotke: That is not the approach that city council wanted to take.

Fadlallah: City council represents the people. I'm one of the people. They have to take our opinion too and figure this out.

Miotke: Out in Ottawa County, the park township prohibition was upheld in November 2024. It can be done, depending on circumstances. City council seems very firmly committed to this approach. Suggesting that the

city council work with the Mayor and Mr. Farinha when city council's position is that Mr. Farinha is no longer Corporation Counsel and has taken that position since April of last year.

(Discussion)

Fadlallah: What happens between city council, the Mayor, Roger ...that has nothing to do with us. We don't look at this particular subject on a political side. This city needs to work together to accomplish what the residents want.

Miotke: You have heard from some of the people, and that seems to be the strong consensus. Again, not my role to say they are wrong and need a different approach. If you wish to make that recommendation, I would assume that you can end up doing so. I just want to say particularly because for me to go through all the things Mr. Farinha has brought up, I could do so easily, but I've just given you a few examples where these things are incorrect. Therefore, I would suggest that your meeting recommendation is very unlikely to be accepted by the city council.

Hishon: I am not in a position to tell you guys what to do. You have the option to recommend approve or to recommend deny as I read off before, you make recommendations along with the findings of fact. This is a public hearing so you will also need to do that, if Roger and Mr. Miotke are done with the main part of the presentation.

Farinha: To clarify, one thing I didn't understand is the unintended internal contradiction. If a person rents the home from January 1st to January 28th, could not rent the same home from January 15th to February 12th also 4 weeks? Less than 30 consecutive days in January, less than 28 consecutive days in February....those things have to be ironed out. You can make the recommendation that they sit down and work it out for the best interest of the residents. I'm open to doing it and I'm saying it needs to be done. The last one, I came back three times before you. It was vetted before it was approved. This needs more work and I'm open to working with the city council. I represent the city council as well as the administration.

Fadlallah: I'm going to open the public hearing. Please state your name, the street you reside on.

Rachel Lapointe / Merrick: First my initial read of it had similar concerns to Roger. Certain situations, charitable...that could be prohibited. There are some things that need to be tweaked a little bit. Our community is big on charitable things. There is a political argument happening. For your own benefit, one thing to remember...you are not the elected officials, you are appointed. City council has heard from the people they have been elected to represent. They are asking you to go a certain course. As the Planning Commission, does it fit a certain course...fit with the Master Plan...fit with the goals of the city...if it does then you should recommend it with whatever tweaks necessary. That will give what the residents want and have asked for repeatedly from council over and over again. You don't need to worry about the politics but does this fit into what the Planning Commission does.

Angela Fenegas / Dwight: I've been in front of you before. I've been a victim of an AirBnB. I have renters now with me, just started today. It's not even the illegal activities but the simple things. I wanted to cut my grass today and trim the trees on that side of the house. Both of the vehicles were parked on the driveway. I took pictures. The vehicles are this far onto my grass. This is the stuff I deal with. My house is immaculate. My house is kept up very well. Last summer I had hookers at my house, parties every night. This went on for nine days. Mr. Miotke brought up the incidence on March 9th on Plainfield street. I did not stay on a Sunday. Went and spoke to 8 residents who dealt with an AirBnB and I have videos. There were at least 200 kids there. We had to call in Garden City police. You probably weren't aware of this. On June 5th on Berwyn, an AirBnB was rented for a graduation party and shots were fired. Police had to be called there. This is out of control. You brought up about rental people being displaced...why would a builder be calling? Shouldn't the insurance be taking care of that? You talk about everyone working together. The Mayor hasn't even been to a council

meeting in 8 months. I am tired of living next door to AirBnB's. My house is decked out for Christmas, my manger scene...he was a chain smoker...he was flicking his cigarette butts all over my Christmas display. He was so involved in his phone that he walked up to my door instead of the AirBnB door to get into his house. It's parties, it's loud, it's chaotic.

Margaret King/ Mayfair: AirBnB's are bad all around. It's just not a good idea. Fire – Angela spoke on that. As far as the safety, you have no one to turn to. There is no management. It's just dangerous all around. I don't want one on my block. Already have enough going on my street. This is from a resident that cares. I want someone that is going to own a home. That's going to take care of it, shovel the snow, do the grass, take care of the property. That's who I want living next to me. Just take that into consideration.

Rachel Dudek/Dudley: I have rented AirBnB's in different cities and it is controlled by the management of the apartment. This is the first time I'm hearing about it being brought up. I feel very passionately about regulation. Let's figure this out so we don't have to try to do it after the fact.

Fadlallah: Anyone else? (No response) I'm going to close the public hearing.

Turfe: My view is I wouldn't want one or deal with what you're dealing with. I like this resolution that was put together. I don't mind approving it.

Jomaa: I'm in agreement with the exception that it needs some tweaking. It's not air tight.

Turfe: There's no oversight. I know people in the city, not personally, that have come up to me to discuss that they own rental properties in the city that haven't been inspected in over 5 years. There's bigger fish to fry than putting together an ordinance. I got neighbors living down from me on Kennedy that haven't cut the grass in months. The city isn't doing anything about it. What makes us think that you put together this ordinance, the fine wording is going to make a difference when there isn't oversight. I think the problem really is the front office and some kind of oversight, start with the rental properties. The city would find a lot of money they could make bringing those up to code.

(Discussion)

Fadlallah: Counsel, can you give us the options for tonight?

Hishon: You're voting to recommend to city council whether or not you think they should approve this ordinance or deny it. It's not really my place to tell you...

Fadlallah: No, just options.

Hishon: It's a recommendation whether or not to approve or deny. It's not your approval or denial, it's what you are recommending to city council in regards to the ordinance. You vote on that with findings of fact along with the determination you have made should be sent to city council. We have heard from residents. This was a public hearing that was scheduled and published.

Fadlallah: I think there are a lot of gaps that need to be filled. I agree with Commissioner Jomaa. This needs to cover more grounds like displaced families, insurance issues, family visiting for the holiday...these things should be addressed in the ordinance. It can't be vague. Certain exceptions need to be addressed.

Farrens-Oshanski: I'm going to disagree with you and Mr. Miotke, please correct me if I'm wrong, for instance when you talk about displacement for fire and the need for temporary housing...if they sign a lease for one month, and only live there for 19 days that's fine. No one else is going to be able to lease that for the remaining nine days and they are copacetic. Am I correct, Mr. Miotke? (Yes) We're not displacing anyone and I can't imagine anyone having a fully furnished house that we're just going to put some relatives in.

(Discussion)

Fadlallah: I can't vote on this. I need more time to take a vote on it, maybe we can table it until the next meeting.

Turfe: Roger, you stated you don't got a problem sitting with attorney Miotke to go over this. Miotke, I'm going to ask you...do you have a problem sitting with attorney Roger and trying to figure out the flaws and concerns my fellow Commissioners have?

Miotke: The city council said this was suppose to be looked at and come back to them within a certain amount of time. That would be inconsistent with their motion. Unless they give me a different direction, I can't...

Fadlallah: Actually, the city council can't put a limitation on when we vote.

Turfe: City Council approved this back on March 6th and it was suppose to be in front of us within 30 days. We're already past that. Roger is willing to meet. How soon can you meet, attorney Miotke?

Farinha: I've known Mr. Miotke for 20 plus years. I can meet tomorrow.

Turfe: Miotke, are you available tomorrow?

Miotke: I'm actually not available tomorrow because I have to deal with some other things...

Fadlallah: Mr. Miotke, are you ever available to meet with Roger?

Miotke: I will be available if the council chair or the city council tells me to be available.

Fadlallah: So you need approval from the city council to meet with the city attorney in order to work this out to make our life easier...city council putting a limitation on us to make a decision on this. Well, I'm not going to make a decision on this. I'm going to let you battle this, both of you.

Miotke: The city council, if these issues were issues and it was a matter of trying to work these things through...this ordinance was presented in March. Why haven't I received a written document that specifies what these issues are? If I had received them, I would be able to have gone through all of them. There is one other option that you have which is to vote to recommend with following things being done...specific carve out with regard to family members, specific carve out having to do with displaced people. I don't know if the city council would agree with you. Certainly, if that were your recommendation that would take care of the matters...

Farinha: I think if you recommend tabling it...

(Discussion)

Miotke: If Mr. Farinha has issues that he wants to present, he can send me an email specifying the specific issues. I'll look at them. We can go through them. If I feel they make sense, then I will...especially if there is an ambiguity, typo, something along those lines...certainly, I'm not perfect in terms of drafting. If there are issues, they shouldn't hold up this process in terms of moving forward.

Farinha: So the answer is yes, you are willing to meet. If I send you the outline, issues that we have..then we can look at what our written correspondence is, then we meet. They can table this to give us a chance to work it out. It is in the best interest of the citizens that we do work it out. It is not in the best interest of the citizens that we continue fighting...

Miotke: The city council determines what is in the best interest of the citizens...

Farinha: Not the city council alone. This is a mayor run city.

(Discussion)

Miotke: The city council gives me direction on what to do. I don't tell them what to do.

Farinha: The charter does not set up precedent where there is two corporation counsels...

Fadlallah: We're not going to get involved in politics. I don't know who has the authority here between the both of you, but I know Mr. Farinha is the city attorney and Mr. Miotke, you're the city council's attorney. This is creating an issue for us that has nothing to do with us. We're not getting involved. Commissioner Turfe looked you in the face and asked if you were willing to sit with Roger and work this out and come back to us with a resolution that we can vote on.

Miotke: I've given you my response...

Farrens-Oshanski: We're getting into things that we have no authority over. When you say Mr. Miotke, are you willing to sit down...you are talking about billable hours. He is employed by the city council. The city council is the legislative body of this city. Therefore it is not up to us whether they meet. We can send it forward with statements with regards to things that we would like to look at along that line. Looking back to my previous conversation, you can have someone there for 15 days. You just can't rent it out for another 14.

Motion by Lisa Farrens-Oshanski, unsupported, to recommend an Approval of the Proposed SHORT TERM RENTAL ORDINANCE to City Council with the following changes: penalty needs to be increased to a minimum of \$1,500.00...

Hishon: I think Roger brought up a good amount of issues. He was speaking for quite a while there. If it is the intent to recommend to approve or deny subject to things that Roger brought up...if you thought Roger's points were valid, you could say recommend to approve or deny subject to the points that Roger brought up on the record today instead of trying to remember or go through each one. I'm not saying your point isn't valid, but if there are other things to address and couldn't remember every single thing that Roger brought up.

Turfe: Personally, I don't have a problem with this ordinance.

Farrens-Oshanski: Are there any other amendments before we take a vote?

Turfe: Commissioners Jomaa and Fadlallah, are there any issues that you want addressed since these two attorneys are not willing to sit down and take our concerns and figure it out. We can figure it out right here.

Fadlallah: I'm not comfortable with the way this reads. I'm not comfortable with the presentation. Conflicting information on both sides. For the public, I'm against this, AirBnB. I just want to do it right.

Farrens-Oshanski: If we were to amend the motion to state we are approving with the recommendation that city council attorney and city attorney meet to clarify the language, because that was the biggest issue...

Fadlallah: I get what you're saying. Let's table this to give them a chance to come back with a resolution.

Farrens-Oshanski: I think we send it forward and city council has to approve the action of Mr. Miotke working with Mr. Farinha.

Farinha: Mr. Miotke was clear that he was not going to work with...

Miotke: That's incorrect.

Farinha: If you're going to push it forward then you guys work it out and pass the buck. Here is the time for you to look at it. You said we need clarifications.

Miotke: If the city council takes your recommendation and says Gary meet with Roger, I'll do whatever they tell me to do. The point is I can't...

Fadlallah: ...recommendation is to approve or deny, there is no options in there. We aren't voting on site plan or rezoning. Even in a rezoning, we recommend an approval or denial. You know the law. You can't just make a motion and put other things in it. I'd like these conditions resolved before we make a recommendation. Come back with that...

Turfe: Counsel, is that something we can't do is put a condition to the motion?

Hishon: Yes, this goes to what the purpose is which is a finding of fact. If you wanted to say in your motion, for example, I recommend to approve or recommend to deny subject to something happening or we approve and make the findings of fact that these things need to be addressed...what you're doing is not just a recommendation to approve or deny, it's a what you're doing here is fact finding that's why you have a public hearing. You have the public come up. The reason that you do all that is so city council has the benefit of the public hearing having been held and having heard everybody in your report that you submit to city council. To answer your question, I guess if you wanted to recommend approval or denial, you can say subject to we think these changes should be made because of the facts that have been presented.

Fadlallah: This is a very important subject. If it was written in stone right here, I would vote on it right now. I'd like to see it amended with all these comments in regards to short term stays for displaced families and things like that.

Amended Motion by Lisa Farrens-Oshanski, supported by Ali Turfe , to recommend an Approval of the Proposed SHORT TERM RENTAL ORDINANCE to City Council subject to the penalty clause being increased to a minimum of one thousand dollars (\$1,000.00) also the language in the proposal be tightened up so it is very clear to all readers.

Turfe: I want to point out to all the commissioners, this ordinance, Section 36-81, was approved by the city council, 7-0. They are the elected body.

Ali Turfe	Yes	
Fadi Akkawi	Yes	
Jim Jomaa	No	
Lisa Farrens-Oshanski		Yes
Wissam Fadlallah	No	

Motion Carried

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Minutes of the Planning Commission

June 12th, 2025

Motion by Fadi Akkawi, supported by Jim Jomaa, to adjourn the meeting.

Motion carried

Meeting adjourned at 8:09 pm.

Respectfully Submitted,

Kari McKinnon, Recording Secretary

**CITY OF DEARBORN HEIGHTS
ORDINANCE NO. H-25-**

AN ORDINANCE OF THE CITY OF DEARBORN HEIGHTS, MICHIGAN RELATING TO AND UPHOLDING THE PROHIBITION OF CERTAIN SHORT-TERM RENTALS, ENSURING THAT THIS PROHIBITION IS NOT DILUTED OR DIMINISHED THROUGH THE IMPROPER INTERPRETATION AND/OR APPLICATION OF EXISTING PROVISIONS IN CHAPTER 36 OF THE CITY CODE, ENHANCING THE CITY'S ABILITY TO ENFORCE THIS PROHIBITION, AND PROVIDING FOR STRICTER PENALITIES FOR THE VIOLATION OF THIS PROHIBITION.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEARBORN HEIGHTS, THAT THE CODE OF ORDINANCES OF THE CITY OF DEARBORN HEIGHTS, MICHIGAN, IS HEREBY AMENDED BY ADDING A SECTION, TO BE NUMBERED 36-81, WHICH SHALL READ AS FOLLOWS:

SECTION I.

Section 36-81. Short-Term Rentals.

(a) **Purposes.** The purposes of this Section are as follows:

- (1) This Section is to uphold and strengthen the existing prohibition in this Chapter of certain short-term rentals.
- (2) This Section is to ensure that this prohibition is not diluted or diminished through the improper interpretation and/or application of existing provisions in this Chapter.
- (3) This Section is to enhance the City's ability to enforce this prohibition.
- (4) This Section is to provide for stricter penalties for the violation of this prohibition.

(b) **Definitions.** For the purposes of this Section, the following terms shall have the following meanings:

- (1) *Guest* means a person or persons renting lodging from a short-term rental host, or through a hosting platform on behalf of the short-term rental host, for 27 consecutive days or less in the month of February or for 29 consecutive days or less in any month other than February.
- (2) *Host* means a person engaged in providing a short-term rental unit.
- (3) *Hosting platform* means a marketplace in any form or format which facilitates short-term rentals, through advertising, matchmaking or any other means.
- (4) *Permanent resident* means the person(s) occupying a property as their principal residence.
- (5) *Person* means any type of person, whether a "natural person" or not; and it includes, but is not necessarily limited to, the following: a natural person, a partnership, an association, a corporation, a limited partnership, a limited liability company, and any other form of organization. This term does not include the United States of America, the

State of Michigan, any political subdivision of the United States of America, or any political subdivision of the State of Michigan.

(6) *Principal residence* means the one dwelling unit where an owner of the property, or tenant for a period greater than 27 consecutive days in the month of February or greater than 29 consecutive days in any month other than February, has their true, fixed, and permanent home to which, whenever absent, they intend to return and that shall continue as a principal residence until another principal residence is established.

(7) *Short-term rental* means the act of renting any dwelling unit in whole or in part for compensation, for periods of 27 consecutive days or less in the month of February or 29 consecutive days or less in any month other than February. This term does not include the act of renting any dwelling unit in whole or in part to the permanent resident or an owner or co-owner of the dwelling unit.

(8) *Short-term rental unit* means any dwelling unit that is rented wholly or partly for compensation, for periods of 27 consecutive days or less in the month of February or 29 consecutive days or less in any month other than February, by persons other than the permanent resident or owner including:

(A) *Non-principal residence short-term rental (or commercial rental)* means an activity where the owner of a non-principal residence hosts visitors, for compensation, for periods of 27 consecutive days or less in the month of February or 29 consecutive days or less in any month other than February.

(B) *Principal residence homestay* means an activity whereby the permanent resident(s) host visitors in their homes, for compensation, for periods of 27 consecutive days or less in the month of February or 29 consecutive days or less in any month other than February, while at least one of the permanent residents lives on-site in the dwelling unit, throughout the visitors' stay.

(C) *Principal residence whole house* means an activity whereby the permanent resident(s) host visitors in their homes, for compensation, for periods of 27 consecutive days or less in the month of February or 29 consecutive days or less in any month other than February, while a residential dwelling unit is not occupied by the owner of record while the guest is present.

(c) Findings.

(1) Pursuant to Chapter 36 of the City Code, certain types of short-term rentals and short-term rental units are and have been permitted in the City subject to the regulations and requirements of Chapter 36 and/or of the City Code more generally. For example, the following are and have been permitted subject to such regulations and requirements: bed-and-breakfasts, boarding houses, hotels, motels, nursing homes, lodging or rooming houses, convalescent homes or rest homes, and State licensed residential facilities. Still, to the extent that short-term rentals and short-term rental units are not or have not been specifically permitted in the City, they have been prohibited pursuant to City Code Section 36-77(a).

(2) Conditions have changed since the adoption of Chapter 36 of the City Code in that short-term rentals and short-term rental units can now be easily facilitated by the internet via hosting platforms and otherwise. This has resulted in a proliferation of short-term rental units, including those described as non-principal residence short-term

rentals (or commercial rentals), principal residence homestays, and principal residence whole houses.

(3) Unlike the previously noted, permitted types of short-term rentals and short-term rental units, these new types of short-term rentals and short-term rental units are (A) unregulated and (B) almost always provided to guests without the owner or host being present during the guest's stay.

(4) Even principal residence homestays (whereby the permanent resident(s) host visitors in their homes) are inferior to bed-and-breakfast inns permitted under City Code Section 36-142, because such permitted bed-and-breakfasts must comply with regulations that ensure that bed-and-breakfasts do not alter the principal residence character of the bed-and-breakfasts or their neighborhoods, are limited to two bed-and-breakfast sleeping rooms, have adequate screening, have adequate parking, and otherwise require compliance with other regulations to protect the health, safety, and welfare of residents and the affected neighborhoods.

(5) Due to the lack of regulation and the lack of owner presence, these new types of short-term rentals and short-term rental units as well as currently prohibited short-term rentals and short-term rental units cause significant problems. They are incompatible with surrounding residential neighborhoods which are typically composed of single-family dwellings. They are used by guests for illegal and illicit activities, including drug trafficking. They are also used by guests to host parties which create neighborhood nuisances via problems with noise, traffic, and parking.

(6) Considering the foregoing, this Section (A) accords with the basic intent and purpose of the Zoning Ordinance, Chapter 36 of the City Code; (B) will further the comprehensive planning goals of the City; (C) is justified by conditions that have changed since the adoption of the Zoning Ordinance; (D) does not grant special privileges; (E) does not result in exclusionary zoning; and (F) will not set an inappropriate precedent, resulting in the need to correct future planning mistakes.

(d) Prohibitions, Enforcement, and Relationships of City Code Provisions.

(1) Prohibitions generally. Except as permitted below under (2) Exceptions, this Section prohibits the following and the following are violations of this Section:

(A) It shall be unlawful for any person who owns or occupies real property within the City, or for any agent or employee of such a person, to provide or to rent to any other person any part of such real property within the City as or for a short-term rental unit. Such an act of providing or renting such real property shall be unlawful whether it is done directly, indirectly, or by way of a hosting platform.

(B) It shall be unlawful for any person who owns or occupies real property within the City, or for any agent or employee of such a person, to operate, engage in, or maintain any short-term rental business related to such real property within the City. Such a short-term rental business related to such real property shall be unlawful whether it is undertaken directly, indirectly, or by way of a hosting platform.

(C) It shall be unlawful for any person who owns or occupies real property within the City, or for any agent or employee of such a person, to offer to or to advertise to provide or to rent to any other person any part of such real property within the City as or for a short-term rental unit. Such an act of offering to or advertising to provide or to rent such real property shall be unlawful whether it is done directly, indirectly, or by way of a hosting platform.

(2) Exceptions. The prohibitions stated above in this Subsection (d) at Paragraph (1), Subparagraphs (A), (B), and (C) shall not apply to those specific types of short-term rentals and short-term rental units that are otherwise expressly permitted in the City pursuant to Chapter 36 of the City Code. Such otherwise expressly permitted types of short-term rentals and short-term rental units include, but are not necessarily limited to, the following: bed-and-breakfasts, boarding houses, hotels, motels, nursing homes, lodging or rooming houses, convalescent homes or rest homes, and State licensed residential facilities. For purposes of this Section and this Paragraph, the use of real property for any short-term rental and/or short-term rental unit shall not be deemed to be otherwise expressly permitted merely because it is similar to or is determined to be similar to a use that is permitted by this Chapter.

(3) Rebuttable presumption regarding advertisement. The following rebuttable presumption shall apply in a prosecution for a violation of the prohibition stated above in this Subsection (d) at Paragraph (1), Subparagraph (C). There shall be a rebuttable presumption that the person who owns the real property within the City that is the subject of the prosecution has, directly or indirectly, authorized such real property to be advertised to be provided or rented to another person as a short-term rental or as or for a short-term rental unit provided the prosecution proves all of the following: (A) The owner of the real property is the defendant or respondent in the prosecution. (B) An advertisement or posting has been published in a newspaper, online, or on a hosting platform regarding the real property within the City that is the subject of the prosecution. (C) Said advertisement or posting was published, was online, or was on a hosting platform within the 60 days prior to the date on which the citation was issued that initiated the prosecution. (D) The advertisement or posting offered to or advertised to provide or to rent such real property or any part of it as a short-term rental or as or for a short-term rental unit. The prosecution may, but does not have to, rely on this rebuttable presumption in the prosecution of an alleged violation of the prohibition stated above in this Subsection (d) at Paragraph (1), Subparagraph (C).

(4) Penalty. Any person who violates any portion of this Subsection (d) of this Section 36-81 shall be responsible for a municipal civil infraction punishable by a civil fine of five hundred dollars (\$500.00) for each such violation.

(5) Interpretation and relationship to City Code Section 36-8. To the extent that this Section 36-81 is inconsistent with City Code Section 36-8, this Section 36-81 shall apply to the enforcement of this Section instead of Section 36-8. To the extent that this Section 36-81 may be harmonized with City Code Section 36-8, these sections shall be harmonized related to the enforcement of this Section. To the extent that City Code Section 36-8 applies to the enforcement of this Section 36-81 and City Code Section 36-8 states nothing that conflicts with this Section, then City Code Section 36-8 shall also apply to the enforcement of this Section.

(6) Interpretation and relationship to City Code Chapter 7, Division 10. – Registration and Inspection of All Rental Dwellings, Sections 7-618 through 7-625. For purposes of this Section, *Division 10* means City Code Chapter 7, Division 10. – Registration and Inspection of All Rental Dwellings, Sections 7-618 through 7-625. To the extent that this Section 36-81 and/or City Code Chapter 36 is or are inconsistent with Division 10, this Section 36-81 and/or City Code Chapter 36 shall control over Division 10. To the extent that this Section 36-81 and/or City Code Chapter 36 may be

harmonized with Division 10, they shall be harmonized. To the extent that Division 10 applies to short-term rentals or short-term rental units and Division 10 states nothing that conflicts with this Section 36-81 and/or City Code Chapter 36, then Division 10 shall also apply to short-term rentals or short-term rental units.

SECTION II.

REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

SECTION III.

SEVERABILITY

Should any section, subsection, clause, or phrase of this ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be invalid.

SECTION IV.

EFFECTIVE DATE

This ordinance shall become effective upon publication as provided by law.

SECTION V.

AUTHENTICATION

This is to certify that the undersigned do hereby authenticate the foregoing record of the ordinance herein set forth.

BILL BAZZI, Mayor

LYNNE M. SENIA, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and correct copy of this ordinance adopted by the Council for the City of Dearborn Heights at a regular meeting of the Council held on the _____ day of _____, 2025, and became effective by publication in the official newspaper of the City of Dearborn Heights and/or by publication as otherwise permitted by the City Charter on the _____ day of _____, 2025.

LYNNE M. SENIA, City Clerk

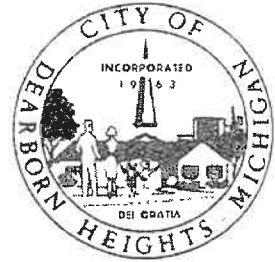
Publication Date: _____, 2025.

BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-24-000013675

City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127
(313)791-3430



THE FOLLOWING LICENSE(S):

AUTO NEW/USED COUNCIL APPROVAL 65.00

BUSINESS

KARS R US AUTO SALES, LLC

ALI BAZZI

8230 N TELEGRAPH

DEARBORN HEIGHTS, MI 48127

TOTAL **\$65.00**

CURRENT LICENSE EXPIRES ON: **May 22, 2025**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.


City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$ and must pay this amount in full before renewing your license.
- ☐ At the present time you are delinquent on your personal property taxes in the amount of \$ and must pay this amount in full before renewing your license.

THE FAILURE TO SECURE A VALID BUSINESS LICENSE IS A VIOLATION OF CHAPTER 8 OF THE CODE OF ORDINANCES AND WILL RESULT IN A CLASS D MUNICIPAL INFRACTION BEING ISSUED.

PLEASE NOTE THE LATE FEE IS 25%

DO YOU HAVE AN ALARM SYSTEM? IS YOUR INFORMATION UP TO DATE?

If you have a security alarm for your business, an alarm registration is required by City ordinance. There is no cost to register your alarm. You may call our office at (313)791-3430 to obtain a copy of the alarm registration form, or print one from the Clerk's page on the Dearborn Heights City website: clerks@dearbornheightsmi.gov

KARS R US AUTO SALES, LLC

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
Phone : 313-791-3410

Received From: KARS R US AUTO SALES, LLC

ALI BAZZI

Date: 07/24/2025 Time: 12:18:55 PM

Posting Date: 07/24/2025

Receipt: 1158985

Cashier: mroureddin

ITEM REFERENCE AMOUNT

BL BUSINESS LICENSING \$81.25

00015270

BL BUSINESS LICENSING \$43.75

00015269

TOTAL \$125.00

CASH COMERICA \$125.00

Total Tendered: \$125.00

Change: \$0.00

Invoice #:
00015270

License #:
BL-25-000014570

License Type:
BUSINESS LICENSE

Application Date:
07/24/2025

Expiration Date:
05/22/2026

Fee Items	Amount
AUTO NEW/USED COUNCIL APPROVAL 65.00	\$65.00
PENALTY	\$16.25

PAID
CITY OF DEARBORN HEIGHTS

JUL 24 2025

BY _____ CK # _____

KARS R US AUTO SALES, LLC

Billing/Invoice Date:

07/24/2025

Total Due:

\$81.25



BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-25-000014578

City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127
(313)791-3430



THE FOLLOWING LICENSE(S):

AUTO NEW/USED COUNCIL APPROVAL 65.00
MOTOR VEHICLE REPAIR STATION 35.00

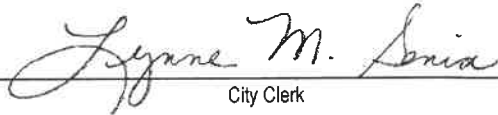
BUSINESS

X DRIVE AUTO SALES
WALED BADERLDEAN
6528 N TELEGRAPH
DEARBORN HEIGHTS, MI 48127

TOTAL **\$100.00**

CURRENT LICENSE EXPIRES ON: **August 25, 2026**

You may renew your license by mail by returning this form prior to the expiration date with your check or money order in the amount indicated above payable to the City of Dearborn Heights. Do not send cash! If you renew more than 7 days late you will be assessed a penalty fee in the amount of 25% of your total license fee.


City Clerk

- ☒ At the present time, you are current on both personal property taxes and water, therefore your license is renewable
- ☐ At the present time you are delinquent on your water bill in the amount of \$ 0 and must pay this amount in full before renewing your license.
- ☐ At the present time you are delinquent on your personal property taxes in the amount of \$ 0 and must pay this amount in full before renewing your license.

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PLEASE NOTE THE LATE FEE IS 25%

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X DRIVE AUTO SALES
WALED BADERLDEAN
6528 N TELEGRAPH
DEARBORN HEIGHTS, MI 48127

Invoice #: 00015278 License #: BL-25-000014578 License Type: BUSINESS LICENSE Application Date: 07/28/2025 Expiration Date: 08/25/2026

Fee Items	Amount
AUTO NEW/USED COUNCIL APPROVAL 65.00	\$65.00
MOTOR VEHICLE REPAIR STATION 35.00	\$35.00

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
Phone : 313-791-3410

Received From: X DRIVE AUTO SALES
WALED BADERLDEAN
Date: 07/28/2025 Time: 4:24:54 PM
Posting Date: 07/28/2025
Receipt: 1159653 *** REPRINT ***
Cashier: nnoureddin

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING 00015278	\$100.00
TOTAL	\$100.00
CHECKS 89266311	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00

PAID
CITY OF DEARBORN HEIGHTS
JUL 28 2025

Y CK #

Billing/Invoice Date: 07/28/2025
Total Due: \$100.00

X DRIVE AUTO SALES
6528 N TELEGRAPH
DEARBORN HEIGHTS, MI 48127

