



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: 5:45 p.m. CITY COUNCIL STUDY SESSION - TIFA Presentation
6:00 p.m. CITY COUNCIL REGULAR MEETING

Location: City Hall Council Chambers - 6045 Fenton

Date: Tuesday, April 9, 2024

Join Zoom Meeting

<https://us06web.zoom.us/j/82739135671?pwd=N2Zqms1pDigsKPSaLNKDbD8hyTcVrY.1>

Meeting ID: 827 3913 5671

Passcode: 082640

One tap mobile

+13092053325,,82415788624#,,,,*084385# US
+13126266799,,82415788624#,,,,*084385# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 646 931 3860 US
+1 507 473 4847 US

+1 564 217 2000 US
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 689 278 1000 US
+1 719 359 4580 US
+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)
+1 360 209 5623 US
+1 386 347 5053 US
+1 408 638 0968 US (San Jose)

Find your local number: <https://us06web.zoom.us/j/82739135671>

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. For participation during the meeting, click on the Zoom link to enter the meeting room and raise your “zoom” hand to indicate that you have a question. You can also contact the WDHT-TV Staff at any of the above phone numbers.

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

**ORDER OF BUSINESS APRIL 9, 2024
REGULAR MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL**

1. **CALL OF MEMBERS**

2. **PLEDGE OF ALLEGIANCE**

A City Council - Resident Recognition

B Crestwood High School Drama Club Presentation

3. **AGENDA APPROVAL**

4. **APPROVAL OF MINUTES**

A Minutes from the Special Meeting of March 26, 2024

B Minutes from the Regular Meeting of March 26, 2024

5. **PUBLIC HEARINGS AND COMMENT ON AGENDA ITEMS**

6. **FUND TRANSFERS AND CURRENT CLAIMS**

A Claims and ACH/Wire Transfers 6-1 thru 6-50

7. **CONSIDERATION OF BIDS**

A **REMOVED AT MEETING** ~~City Engineer Dib – Bid Award – City Owned Property Auction Services~~

8. **REPORTS FROM MAYOR**

A Sale of Vacant Land

9. **REPORTS FROM CITY OFFICIALS**

A Clerk Senia - Annual Liquor License Review

B Clerk Senia - Notice of Public Hearing for the 2024-2025 Corporate Fund Budget

C Treasurer Hicks-Clayton - Annual Investment Report

D City Engineer Dib - Capital Improvement Project Funding Option #1

E City Engineer Dib - Capital Improvement Project Funding Option #2

F Corporation Counsel Farinha - Verizon Wireless - Cherry Hill Cell On Wheels (COW) Agreement

G DPW Director Conrad - Disposal of Used Equipment

- H IT Director Cooper - Purchase & Payment - Testing/Training Laptops for Human Resources and Civil Service
- I Parks & Recreation Director Sower - Weddel Park Replacement Parts & Installation
- J Tax Increment Finance Authority (TIFA) Chairman Emery - TIFA Audit Report - June 30, 2023
- K Tax Increment Finance Authority (TIFA) Administrator Roscoe - TIFA Budget 2024-2025

10. **PETITIONS FROM CITIZENS**

11. **ORDINANCES AND RESOLUTIONS**

- A Council Chairman Baydoun - Extension of the Temporary Food Uses and Licenses at Specific Locations Resolution
- B Councilman Wencel - Motion of No Confidence: Human Resource Director
- C Resolution on Transforming the Great Lakes and St. Lawrence River Basin into a Thriving Blue-Green Economic Corridor While Safeguarding Our Freshwater Resources

12. **COMMUNICATIONS**

13. **NEW BUSINESS**

- A Business License Renewal - Ford Lanes Inc., Erwine's Auto Sales Inc., and Denny's Gin Mill
- B Temporary Food Truck/Tent/Cart License Renewal Application - Shawarmaje

14. **MEMBERS OF THE PUBLIC**

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

15. **ADJOURNMENT**

MINUTES MARCH 26, 2024
SPECIAL MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL

24-123 The meeting was called to order at 5:31 p.m. by Council Chairman Mo Baydoun.

Roll Call showed the following:

Present: Council Chairman Mo Baydoun, Council Chair Pro Tem Hassan Ahmad, Councilman Robert Constan, Councilwoman Denise Malinowski Maxwell, Councilman Hassan Saab, Councilman Tom Wencel.

Absent: Councilwoman Nancy Bryer.

Also Present: City Clerk Senia, Mayor Bazzi, City Engineer Dib, Corporation Counsel Farinha.

The Pledge of Allegiance was led by Councilwoman Denise Malinowski Maxwell.

24-124 Motion by Councilman Ahmad, seconded by Councilman Constan to approve the Amended Agenda for the Special Meeting of March 26, 2024 as submitted.

Motion adopted

24-125 Motion by Councilman Ahmad, seconded by Councilman Saab to move to a Closed Session at 5:35 p.m. so that the City Council may discuss the Written Legal Opinions and Pending Lawsuit, which may include the City Council and Special Legal Counsel Miotke.

A roll call vote was taken.

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

Nays: None.

Absent: Councilwoman Bryer.

Motion adopted

24-126 Motion by Councilman Ahmad, seconded by Councilman Saab to return to an Open Session at 6:10 p.m.

Motion adopted

24-127 Motion by Councilman Ahmad, seconded by Councilman Saab to adjourn the Dearborn Heights City Council Special Meeting.

Motion adopted

The meeting adjourned at 6:10 p.m.

LYNNE M. SENIA
CITY CLERK

MO BAYDOUN
COUNCIL CHAIRMAN

GEORGANNE SEMENIUK
COUNCIL SECRETARY

MINUTES MARCH 26, 2024
REGULAR MEETING OF THE DEARBORN HEIGHTS CITY COUNCIL

Approved for the Agenda of:

04-09-24

24-128 The meeting was called to order at 6:11 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, Councilwoman Denise Malinowski Maxwell, Councilman Hassan Saab, Councilman Tom Wencel.

Absent: None.

Also Present: City Clerk Senia, Mayor Bazzi, Treasurer Hicks-Clayton, Building & Engineering Director Watland, Chief of Staff Hernandez, City Engineer Dib, Interim Comptroller Turner, Corporation Counsel Farinha, DPW Director Conrad, Fire Chief Brogan, Library Director McCaffery, Ordinance Enforcement & Animal Control Director Dishroon, Parks & Recreation Director Sower.

The Pledge of Allegiance was led by Hassan Aoun.

24-129 Motion by Councilman Ahmad, seconded by Councilman Saab to approve the Agenda for the Regular Meeting of March 26, 2024, with the removal of Item 2-A – City Council Resident Recognition, and to and take 11-A – Resolution Regarding Swapka Park Baseball Field out of order to be considered before Section 4 – Approval of Minutes.

Motion unanimously adopted

24-130 Motion by Councilman Ahmad, seconded by Councilman Baydoun to approve the following resolution:

WHEREAS, Gary Barkoff has been a cherished and esteemed member of the Dearborn Heights community, having resided here throughout his entire life;

WHEREAS, Gary Barkoff has been a dedicated and lifelong activist of the D7 Dad's Club, dedicating his time, energy, and passion to the betterment of our community;

WHEREAS, Swapka Park, a treasured recreational space within our community, holds great significance for residents and visitors alike;

WHEREAS, it is fitting and appropriate to honor the honorable Gary T. Barkoff for his outstanding contributions and unwavering commitment to the Dearborn Heights community;

THEREFORE, BE IT RESOLVED, that the last remaining baseball field at Swapka Park shall be officially named the "Gary T. Barkoff Baseball Field" in recognition of his exceptional service and dedication to our community;

BE IT FURTHER RESOLVED, that a dedication ceremony shall be organized to commemorate this significant occasion and to express our heartfelt appreciation to Gary Barkoff for his invaluable contributions, as outlined in 11-A. Per Council Chairman Baydoun communication dated March 21, 2024.

Motion unanimously adopted

24-131 Motion by Councilman Saab, seconded by Councilman Ahmad to approve the Minutes for the Regular Meeting of March 12, 2024, as outlined in 4-A.

Motion unanimously adopted

24-132 Motion by Councilman Ahmad, seconded by Councilman Constan to approve Current Claims and ACH/Wire Transfers 6-1 through 6-67 as submitted.

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

Motion by Councilman Ahmad, seconded by Councilman Constan to approve Current Claims and ACH/Wire Transfers 6-1 through 6-67 as submitted, with the removal of Claims 6-7, 6-35, 6-37, 6-38, 6-39, 6-40, 6-41, 6-42, and 6-43.

1	360 FORENSICS (GUY NUTTER)	\$3,600.00	Police
2	AJAX MATERIALS CORPORATION	\$6,336.00	DPW
3	ALAN C. YOUNG	\$28,375.00	Comptroller
4	ALLIED BUILDING SERVICES OF DETROIT	\$6,325.37	DPW
5	ALLIED BUILDING SERVICES OF DETROIT	\$1,725.10	DPW
6	ALLIED INCORPORATED	\$3,775.82	DPW
7	AMAZON CAPITAL SERVICES	\$18,088.91	All Dept
8	CENTRAL WAYNE COUNTY SANITATION	\$7,952.00	DPW
9	CENTRAL WAYNE COUNTY SANITATION	\$42,136.10	DPW
10	DOMINION VOTING SYSTEMS, INC.	\$4,035.00	Clerk
11	DOWNRIVER UTILITY WASTEWATER AUTH	\$58,719.20	DPW
12	DUKE'S ROOT CONTROL INC.	\$9,333.28	DPW
13	DUKE'S ROOT CONTROL INC.	\$28,284.92	DPW
14	ENTERPRISE FM TRUST	\$5,099.50	Fire
15	ENTERPRISE FM TRUST	\$2,340.01	Ordinance
16	GUARDIAN ALARM COMPANY	\$4,182.96	IT
17	HOME DEPOT CREDIT SERVICES	\$2,805.00	DPW
18	HUSKY ENVELOPE	\$1,775.00	Water Billing
19	HUSKY ENVELOPE	\$2,200.00	Water Billing
20	HUSKY ENVELOPE	\$3,200.00	Water Billing
21	HYDROCORP	\$3,721.50	DPW
22	HYDROCORP	\$3,721.50	DPW
23	INLINER SOLUTIONS, LLC	\$94,670.50	DPW
24	JOHNSON CONTROLS, INC.	\$1,732.00	Police
25	JOHNSON CONTROLS, INC.	\$7,382.00	Police
26	KODA GROUP	\$1,650.00	Police
27	KODA GROUP	\$4,275.00	Police
28	KCI	\$3,324.90	Assessor
29	LEXIPOL, LLC	\$3,819.20	Police
30	MI DEPT OF HEALTH & HUMAN SERVICES	\$3,984.00	Fire
31	NORTHWESTERN UNIVERSITY	\$4,400.00	Police
32	OAKLAND POLICE ACADEMY	\$4,500.00	Police
33	OCCMED CONNECT	\$2,034.00	HR

34	PAT MILLIKEN FORD	\$13,593.00	Police
35	PERF C/O SMIP	\$10,600.00	Police
36	PERKINS LAW GROUP	\$3,750.00	HR
37	PLANTE & MORAN PLLC	\$24,979.50	Comptroller
38	PLANTE & MORAN PLLC	\$48,495.00	Comptroller
39	PLANTE & MORAN PLLC	\$22,600.50	Comptroller
40	PLANTE & MORAN PLLC	\$24,476.25	Comptroller
41	PLANTE & MORAN PLLC	\$21,594.00	Comptroller
42	PLANTE MORAN	\$4,100.17	HR
43	PLANTE MORAN	\$25,400.00	HR
44	PRIORITY WASTE LLC	\$213,465.28	DPW
45	QUAD-TRAN OF MICHIGAN, INC.	\$3,426.56	Court
46	QUAD-TRAN OF MICHIGAN, INC.	\$7,684.00	Court
47	RKA PETROLEUM COMPANIES, INC	\$1,840.86	Fire
48	RKA PETROLEUM COMPANIES, INC	\$20,127.62	DPW
49	ROBERT SCHURIG	\$1,903.00	Police
50	ROGER CHAPMAN	\$3,676.89	Fire
51	SAAD LAW, PLLC	\$6,555.00	Corp Counsel
52	SHRADER TIRE & OIL	\$3,752.19	DPW
53	SHULTS EQUIPMENT, LLC	\$6,318.00	DPW
54	SPECTRUM PRINTERS, INC	\$2,189.46	Clerk
55	STAPLES	\$4,193.27	All Dept
56	THE ACCUMED GROUP	\$7,885.99	Fire
57	THE LIBRARY NETWORK	\$8,522.76	Library
58	THE LIBRARY NETWORK	\$10,110.35	Library
59	URBAN TREE TRIMMING	\$1,575.00	DPW
60	URBAN TREE TRIMMING	\$15,225.00	DPW
61	WADE TRIM	\$5,662.50	DPW
62	WADE TRIM	\$16,266.50	DPW
63	WADE TRIM	\$5,285.50	DPW
64	WADE TRIM	\$4,715.00	DPW
65	WADE TRIM	\$11,497.50	DPW
66	WADE TRIM	\$5,500.00	DPW
67	WAYNE COUNTY	\$476,294.79	DPW

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

Nays: Councilwoman Bryer.

Absent: None.

Motion adopted

24-133 Motion by Councilman Saab, seconded by Councilwoman Bryer to award the bid for the Grass Cutting of City Owned Lots Contract to Artistic Landscaping and Lawn Service in the amount of \$4,285.71 per cut for all City owned properties listed in the bid document and yearly cost of \$60,000.00, effective for the 2024 mowing season through December 2028, and authorize the Comptroller to return the bid bonds to the unsuccessful bidders. In addition, authorize the Mayor and Clerk to sign the contract, as outlined in 7-A. Per DPW Director Conrad communication dated March 19, 2024.

Ayes: Councilwoman Bryer, Councilman Constan, Councilwoman Malinowski Maxwell, Councilman Wencel.

Nays: Council Chairman Baydoun, Council Chair Pro Tem Ahmad, Councilman Saab.

Absent: None.

Motion adopted

24-134 Motion by Councilman Saab, seconded by Councilman Ahmad to award the bid for the Heavy Rescue Truck from SVI Trucks in the amount of \$922,372.00 which will be 100% covered through the OHSP Grant, as outlined in 7-B. Per Fire Chief Brogan communication dated March 19, 2024.

Motion unanimously adopted

24-135 Motion by Councilman Saab, seconded by Councilman Constan to grant permission to Running Fit to hold their Martian Marathon on Saturday, April 13, 2024 at 6:15 a.m., as outlined in 8-A. Per Mayor Bazzi communication dated March 19, 2024.

Motion unanimously adopted

24-136 Motion by Councilman Constan, seconded by Councilwoman Bryer to receive, note, and file the 2024 Liquor License Review, and direct Corporation Counsel to contact and/or draft a letter to businesses with a deficiency, if the department that sited the deficiency has not already done so, requesting the deficiencies be addressed within 30 days of said letter, as outlined in 9-A. Per Clerk Senia communication dated March 20, 2024.

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

Motion by Councilman Constan, seconded by Councilwoman Bryer to table item 9-A Clerk Senia - Annual Liquor License Review until the next regular meeting of the City Council. Per Clerk Senia communication dated March 20, 2024.

Motion unanimously adopted

Council Chairman Baydoun stepped out at 7:14 p.m.

24-137 Motion by Councilwoman Bryer, seconded by Councilman Constan to approve the proposed Right-of-Entry Agreement with Army Corps of Engineers for Ecorse Creek and authorize the Mayor and City Clerk to sign the agreement on behalf of the City, and further authorize the City Engineer to facilitate the work, as outlined in 9-B. Per City Engineer Dib communication dated March 19, 2024.

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

Nays: None.

Absent: Council Chairman Baydoun.

Motion adopted

24-138 Motion by Councilman Saab, seconded by Councilman Wencel to approve the new payment arrangement between the City and Broadspire Services. In addition, authorize the Mayor and Comptroller or Clerk to sign future warrants for these payments to Broadspire Services, and the Treasurer to issue payments accordingly as outlined in 9-F. Per Interim Comptroller Turner communication dated March 14, 2024.

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

Nays: None.

Absent: Council Chairman Baydoun.

Motion adopted

Council Chairman Baydoun returned at 7:18 p.m.

24-139 Motion by Councilman Constan, seconded by Councilwoman Malinowski Maxwell, to approve the purchase of 150 yearly licenses for SmartDeploy directly from the manufacturer for a cost of \$2,466.00 using account number 101-258-728.001, as outlined in 9-D. Per IT Director Cooper communication dated March 14, 2024.

Motion unanimously adopted

24-140 Motion by Councilman Constan, seconded by Councilman Ahmad to approve the Business License Renewal for Cariera's Cucina Italiana at 6565 N. Telegraph, as outlined in 13-A.

Motion unanimously adopted

24-141 Motion by Councilman Saab, seconded by Councilman Constan to approve the temporary food truck/tent/cart license renewal application for Shawarmaje, as outlined in 13-B.

Motion unanimously defeated

24-142 Motion by Councilman Ahmad, seconded by Councilman Saab to adjourn the Dearborn Heights City Council Regular Meeting.

Motion unanimously adopted

The meeting adjourned at 7:58 p.m.

LYNNE M. SENIA
CITY CLERK

MO BAYDOUN
COUNCIL CHAIRMAN

GEORGANNE SEMENIUK
COUNCIL SECRETARY

CLAIMS 4/9/2024

Inv Ref#	Vendor	Inv Amt
1	ALLIED BUILDING SERVICES OF DETROIT	\$ 3,509.00
2	AMAZON CAPITAL SERVICES	\$ 18,088.91
3	DEARBORN ORTHOPEDIC ASSOCIATES	\$ 1,936.63
4	DUKE'S ROOT CONTROL INC.	\$ 21,359.36
5	DUKE'S ROOT CONTROL INC.	\$ 29,490.33
6	DUKE'S ROOT CONTROL INC.	\$ 14,785.37
7	GRACIE GLOBAL LLC	\$ 4,500.00
8	GREAT LAKES WATER AUTHORITY	\$ 10,079.16
9	GREAT LAKES WATER AUTHORITY	\$ 340,781.24
10	HESCO GROUP, INC	\$ 2,161.63
11	JACK DOHENY COMPANY	\$ 2,200.00
12	JOHNSON CONTROLS, INC.	\$ 1,996.60
13	KONICA MINOLTA	\$ 1,716.80
14	KORTE'S COLLISION	\$ 3,747.72
15	MICHIGAN HUMANE SOCIETY	\$ 5,490.25
16	MICHIGAN MUNICIPAL RISK	\$ 12,438.98
17	NEW IMAGE BUILDING SERVICES, LLC	\$ 2,852.01
18	OAKLAND COUNTY TREASURERS	\$ 4,793.00
19	OGLETREE DEAKINS	\$ 2,750.00
20	O'REILLY RANCILIO P.C.	\$ 6,800.00
21	O'REILLY RANCILIO P.C.	\$ 5,024.00
22	PERF C/O SMIP	\$ 10,600.00
23	PLANTE & MORAN PLLC	\$ 24,979.50
24	PLANTE & MORAN PLLC	\$ 48,495.00
25	PLANTE & MORAN PLLC	\$ 22,600.50
26	PLANTE & MORAN PLLC	\$ 24,476.25
27	PLANTE & MORAN PLLC	\$ 21,594.00
28	PLANTE & MORAN PLLC	\$ 37,881.00
29	PLANTE MORAN	\$ 4,100.17
30	PLANTE MORAN	\$ 25,400.00
31	ROSATI, SCHULTZ, JOPPICH &	\$ 1,539.00
32	ROSATI, SCHULTZ, JOPPICH &	\$ 2,033.00
33	ROSATI, SCHULTZ, JOPPICH &	\$ 4,484.00
34	ROSATI, SCHULTZ, JOPPICH &	\$ 5,719.00
35	ROSATI, SCHULTZ, JOPPICH &	\$ 19.00
36	ROSATI, SCHULTZ, JOPPICH &	\$ 57.00
37	SCHENK & BRUETSCH PLC	\$ 2,555.00
38	SHI INTERNATIONAL CORP	\$ 2,629.08
39	SHIFMAN FOURNIER, PLC	\$ 2,534.50
40	TALMADGE STUMP GRINDING	\$ 1,500.00
41	TALMADGE STUMP GRINDING	\$ 3,700.00
42	THE LIBRARY NETWORK	\$ 6,914.35

43	URBAN TREE TRIMMING	\$ 21,636.00
44	WADE TRIM	\$ 9,153.75
45	WADE TRIM	\$ 15,082.50
46	WADE TRIM	\$ 8,658.81
47	WADE TRIM	\$ 14,797.50
48	WADE TRIM	\$ 13,887.50
49	WAYNE COUNTY ACCOUNTS RECEIVABLE	\$ 1,949.48
50	GRAYS OUTDOOR SERVICES	\$ 10,000.00
# of Invoices: 50 # Due: 50 Totals:		\$ 845,476.88



Invoice

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

Invoice Date March 11, 2024	Page 1 of 1
Billing Cycle -	
Invoice Number 00334837	
Amount Due \$3,509.00	

CUSTOMER:

Dearborn Heights
6045 Fenton
Dearborn Heights, MI
48127

LOCATION:

John F Kennedy Library - Dearborn Hts.
24802 Van Born Rd.
Dearborn Hts., MI
48125

Project 185436-WO237631	Terms net 30	Due Date April 10, 2024	Cust PO #
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Description	Qty	\$/ea	Total
Found plugged burners and heat exchanger. Soaked in descaler, returned and cleaned. Performed combustion analysis on both boilers and they are running good	0.00	\$ 0.00	\$0.00
Labor	29.00	\$ 95.00	\$2,755.00
Materials	1.00	\$ 754.00	\$754.00

Comments:

sub-total:	\$3,509.00
sales tax:	\$0.00
total:	\$3,509.00
payments & credits:	\$0.00
balance due:	\$3,509.00

O.K. for payment

3-14-24

#738-738-931.000

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 Kimberly Jackson (313-230-0787).

REMIT PAYMENT TO:

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

AMAZON INVOICE LIST MARCH 2024			
Order Date	Order ID	Total Amount	GL Code
3/12/2024	112-2237313-3729055	\$ 69.57	738-738-886
3/12/2024	113-8917441-7233807	\$ 47.36	738-738-728
3/12/2024	111-3089659-6358637	\$ 222.00	101-300-713.000
3/12/2024	111-6008970-5705049	\$ 1,427.95	101-809-981.001
3/11/2024	114-5621422-2469865	\$ 39.99	738.738.981
3/11/2024	114-0976722-6964202	\$ 56.10	691-728
3/9/2024	112-6799698-2849865	\$ 106.05	738-738-886
3/9/2024	112-5811849-1093033	\$ 39.00	738.738.981
3/9/2024	111-5674047-7842648	\$ 608.08	101-809-981.001
3/9/2024	111-9702137-6963460	\$ 45.08	101-258-981.000
3/9/2024	111-0250429-9241805	\$ 4,299.00	101-809-981.001
3/8/2024	113-3255392-4920219	\$ 19.24	738-738-728
3/7/2024	114-3714430-4549829	\$ 66.63	738-738-886
3/6/2024	112-1887850-1644228	\$ 370.89	738-738-886
3/6/2024	112-4877894-4090647	\$ 116.70	738-738-886
3/6/2024	111-6526154-4182657	\$ 30.32	738738981
3/6/2024	113-0216964-4497806	\$ 31.84	101-809-728.000
3/5/2024	114-4633776-4099454	\$ 107.95	738-738-886
3/5/2024	112-7376505-6310605	\$ 168.99	592-536-728.000
3/5/2024	113-9029295-3340237	\$ 60.98	738-738-728
3/5/2024	113-5018975-7047456	\$ 26.03	101-226-728.000
3/4/2024	114-5041956-5917019	\$ 265.77	101-000-676.911
3/4/2024	112-4767261-9332253	\$ 115.99	738.738.981
3/4/2024	112-9926365-8261017	\$ 19.35	738-738-981.00
3/4/2024	112-6913795-0406651	\$ 8.99	738-738-886
3/4/2024	114-4819917-9437832	\$ 48.99	691-728
3/4/2024	114-5317730-0526605	\$ 72.18	738-738-886
3/2/2024	112-4338734-6569811	\$ 34.06	738-738-981.00
3/2/2024	112-3380138-9788261	\$ 133.64	738-738-886
3/1/2024	111-1622458-1043420	\$ 676.99	101-258-932.000
3/1/2024	114-6038547-6282610	\$ 645.15	101-000-676.911
3/1/2024	114-0990646-0214669	\$ 51.26	738-738-886
3/1/2024	114-9819015-5179442	\$ 23.99	738-738-886
3/1/2024	114-2968892-4169067	\$ 267.75	738-738-886
2/29/2024	111-0316277-0593034	\$ 55.72	101-300-713.000
2/28/2024	113-1487211-0480207	\$ 46.97	738-738-981.000
2/29/2024	113-1487211-0480208	\$ 364.87	101-371-728.000
2/29/2024	113-4922579-6396206	\$ 280.19	592-536-728.000
2/28/2024	113-9288142-6220218	\$ 93.68	738-738-886
2/28/2024	112-2724210-7601855	\$ 239.11	738-738-886
2/28/2024	112-4478284-6396204	\$ 24.85	738-738-728
2/28/2024	112-9907339-9825057	\$ 28.76	738-738-886
2/28/2024	113-1892202-5457867	\$ 21.86	738-738-886
2/28/2024	111-0960407-5394641	\$ 24.99	738-738-981.00

2/28/2024	111-0352389-5053039	\$ 839.99	101-300-932.000
2/27/2024	112-9909502-8625065	\$ 37.98	738-738-886
2/27/2024	111-3898350-0243403	\$ 1,477.60	101-258-932.000
2/26/2024	111-8290509-0401031	\$ 109.89	101-258-932.000
2/26/2024	112-4019434-7868215	\$ 24.98	738-738-886
2/26/2024	111-4694846-5558603	\$ 263.97	101-300-728.000
2/26/2024	114-0043245-4945850	\$ 225.16	101-000-691-887
2/24/2024	112-3469077-8636237	\$ 16.98	738-738-886
2/24/2024	111-9702376-9589848	\$ 39.99	738.738.981
2/24/2024	112-2719102-6336205	\$ 12.99	738-738-728
2/24/2024	112-7973094-2965003	\$ 77.38	738-738-886
2/23/2024	113-5156162-3583413	\$ 58.68	738-738-886
2/22/2024	112-8665408-2901039	\$ 117.65	738-738-728
2/22/2024	112-6121603-4300221	\$ 12.99	101.300.728.000
2/22/2024	111-3563706-2109045	\$ 279.10	101-300-932.000
2/21/2024	112-4084111-1799432	\$ 211.66	101.300.728.000
2/21/2024	112-6594323-1001823	\$ 112.33	738-738-728
2/21/2024	112-3108278-7601823	\$ 119.05	101.300.728.000
2/21/2024	111-1745373-7465039	\$ 103.43	101-300-728.000
2/20/2024	113-1430416-1859431	\$ 130.22	738-738-886
2/20/2024	112-6270761-8161055	\$ 775.60	101-265-728.000
2/19/2024	112-1429988-2824245	\$ 254.79	738.738.981
2/14/2024	112-2929516-0807455	\$ 34.99	738-738-981.000
2/15/2024	112-2929516-0807456	\$ 29.97	738-738-886
2/15/2024	113-6848100-2656207	\$ 6.99	738-738-728
2/15/2024	113-2848381-3957029	\$ 114.90	738-738-728
2/15/2024	111-3828948-2121869	\$ 103.20	101-300-728.000
2/15/2024	111-8360188-8699433	\$ 26.12	738-738-728
2/14/2024	112-3212828-4386666	\$ 85.38	738-738-886
2/14/2024	113-4493973-9624228	\$ 7.29	738-738-886
2/13/2024	112-6578651-4972256	\$ 42.84	738-738-886
2/12/2024	113-6599676-0896234	\$ 829.96	735-735-886
	Total:	\$ 18,088.91	

Broadspire®

BY CRAWFORD & COMPANY

PO Box 14350
Lexington, KY 40512-4350

Fax: (859) 550-2729

March 20, 2024

CIDEARH - CITY OF DEARBORN HEIGHTS
6045 FENTON ST
DEARBORN HTS, MI 48127-3271

To Whom It May Concern:

Enclosed you will find supporting documentation related to a request for payment.

Client Program: DEARBORN HEIGHTS, MI, CITY OF

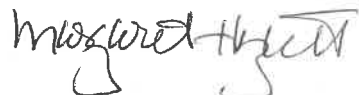
Client Program #: 030790

Broadspire Claim Number : 9000733618001
File Number :
Event Date : 2/12/2008
Insured Name : CITY OF DEARBORN HEIGHTS
Insured Address : 6045 FENTON ST
DEARBORN HTS, MI 481273271
Claimant Name : XXXXXXXXXX
Payee Name : DEARBORN ORTHOPEDICS
Payee Address : 23550 PARK ST
DEARBORN, MI 48124-2592
Voucher Number : 259644004
Transaction Date : 3/20/2024
Voucher Amount : \$1,936.63
Service From Date : 10/12/2023
Service To Date : 10/12/2023

If you have any questions or concerns, please contact the below.

Sincerely,

Lisa A Fular
PO Box 14350 Lexington, KY 40512-4350
(224) 278-1774

Approved 03/20/2024


101-200-724.000



INVOICE

DEARBORN HEIGHTS, CITY
24600 Van Born Rd
Dearborn Heights MI 48125
USA

Document Number
23216

Document Date
03/27/2024

Page
1/1

Customer No.
C-018153

Contact / Phone / Email
LEonard PARKER
313-791-6009
lparker@cl.dearborn-heights.mi.

Duke's Job Number
2981

PO Number

Payment Terms
Net 30

Shipping Type

FOB Point

Delivery Address
DEARBORN HEIGHTS, CITY
24600 VAN BORN
DEARBORN HEIGHTS MI 48125
USA

Invoice Remarks

Service Dates: March 18-24, 2024

Job Details

CCTV-2304-Dearborn Heights ER-2412

Description	Quantity	UoM	Price	Total
10" CCTV Only	751.2		\$ 0.75	\$ 563.40
12" CCTV Only	448.8		\$ 0.75	\$ 336.60
21" CCTV Only	371.5		\$ 0.75	\$ 278.63
8" CCTV Only	574.3		\$ 0.75	\$ 430.73
Emergency Response - Cleaning	44		\$ 250.00	\$ 11,000.00
Emergency Response - CCTV	35		\$ 250.00	\$ 8,750.00

Invoice Subtotal: **\$ 21,359.36**

Total Before Tax: **\$ 21,359.36**

Total Tax Amount: **\$ 0.00**

Total Amount: \$ 21,359.36

Balance Due: \$ 21,359.36

OK to pay
[Signature]

Account # 592-540-818,030

Remittance Address

Duke's Root Control, Inc.
400 Airport Rd., Suite E
Elgin, IL 60123



Tax ID No.: 75-3026801

Website: www.dukes.com

Accounting

Phone: 800-447-6687

Fax: 315-475-4203

E-Mail: accounts@dukes.com



INVOICE

Document Number
22842

Document Date
03/19/2024

Page
1/1

Customer No.
C-018153

Contact / Phone / Email
LEonard PARKER
313-791-6009
lparker@cldearborn-heights.mi.

Duke's Job Number
2981

PO Number

Payment Terms
Net 30

Shipping Type

FOB Point

Delivery Address
DEARBORN HEIGHTS, CITY
24600 VAN BORN
DEARBORN HEIGHTS MI 48125
USA

DEARBORN HEIGHTS, CITY
24600 Van Born Rd
Dearborn Heights MI 48125
USA

Invoice Remarks
Service Dates: March 4-10, 2024

Job Details

CCTV-2304-Dearborn Heights ER-2412

Description	Quantity	UoM	Price	Total
12" CCTV Only	1,024.2068		\$ 0.75	\$ 768.17
21" CCTV Only	293.3		\$ 0.75	\$ 219.98
6" CCTV Only	348.7		\$ 0.75	\$ 261.53
8" CCTV Only	654.2		\$ 0.75	\$ 490.65
Emergency Response - Cleaning	55.5		\$ 250.00	\$ 13,875.00
Emergency Response - CCTV	55.5		\$ 250.00	\$ 13,875.00

Invoice Subtotal: **\$ 29,490.33**

Total Before Tax: **\$ 29,490.33**

Total Tax Amount: **\$ 0.00**

Total Amount: \$ 29,490.33

Balance Due: \$ 29,490.33

Account # 592-540-818, 030

Ok to pay

Remittance Address
Duke's Root Control, Inc.
400 Airport Rd., Suite E
Elgin, IL 60123



Tax ID No.: 75-3026801

Website: www.dukes.com

Accounting

Phone: 800-447-6687

Fax: 315-475-4203

E-Mail: accounts@dukes.com



INVOICE

Document Number
23050

Document Date
03/22/2024

Page
1/1

Customer No.
C-018153

Contact / Phone / Email
LEonard PARKER
313-791-6009
lparker@cl.dearborn-heights.mi.

Duke's Job Number
2981

PO Number

Payment Terms
Net 30

Shipping Type

FOB Point

Delivery Address
DEARBORN HEIGHTS, CITY
24600 VAN BORN
DEARBORN HEIGHTS MI 48125
USA

DEARBORN HEIGHTS, CITY
24600 Van Born Rd
Dearborn Heights MI 48125
USA

Invoice Remarks

Service Dates: March 11-17, 2024

Job Details

CCTV-2304-Dearborn Heights ER-2412

Description	Quantity	UoM	Price	Total
12" CCTV Only	547.1		\$ 0.75	\$ 410.34
15" CCTV Only	166.7		\$ 0.75	\$ 125.03
Emergency Response - Cleaning	32.5		\$ 250.00	\$ 8,125.00
Emergency Response - CCTV	24.5		\$ 250.00	\$ 6,125.00

Invoice Subtotal: **\$ 14,785.37**

Total Before Tax: **\$ 14,785.37**

Total Tax Amount: **\$ 0.00**

Total Amount: \$ 14,785.37

Balance Due: \$ 14,785.37

Account # 592-540-818,030

Ok to pay *Real*

Remittance Address

Duke's Root Control, Inc.
400 Airport Rd., Suite E
Elgin, IL 60123



Tax ID No.: 75-3026801

Website: www.dukes.com

Accounting

Phone: 800-447-6687

Fax: 315-475-4203

E-Mail: accounts@dukes.com



Invoice

INV-GST-000322

Balance Due
\$4,500.00

Gracie Global, LLC
2440 W. Carson St
Torrance California 90501
U.S.A
EIN: 462581527
DUNS: 080945706
UEI: E1SLD3U4Z65
CAGE: 81SU4

Bill To
Dearborn Heights Police Department
25637 Michigan Ave
Dearborn Heights
48125 Michigan
U.S.A

Invoice Date : 03.14.2024
Terms : Net 60
Due Date : 05.13.2024

Subject :
GST Level 2 Certification: Livingston County, MI (October 21-25, 2024)

#	Item & Description	Qty	Rate	Amount
1	Joseph Michael Stephens	1.00	1,500.00	1,500.00
2	Anthony Barbour	1.00	1,500.00	1,500.00
3	Ty Jasman	1.00	1,500.00	1,500.00

Sub Total 4,500.00

Total **\$4,500.00**

Balance Due **\$4,500.00**

OK TO PAY

101-300-962.000 - City Training
AC. Kevin Swore

Notes

POC: Kaylee Heu | gstsupport@gracieuniversity.com | 310-893-0400 x 3
Make all checks payable to Gracie Global, LLC.

Payment Options



Terms & Conditions

To fully reserve your slot(s) to the course, a Purchase Order or payment in full is required. If you do not pay the invoice or send us a Purchase Order before the course's start date, your spot will not be reserved.



www.glwater.org

INDUSTRIAL WASTE CONTROL BILL

Account Name	DEARBORN HEIGHTS
Account Number	300-0291-S
Billing Date	03/19/2024
Due Date	05/03/2024

Billing Inquiries: (313) 965-9775

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127

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

PREVIOUS INVOICE BALANCE		\$19,965.40	
ADJUSTMENTS		\$96.46	
PAYMENTS APPLIED		\$0.00	
		PREVIOUS AMOUNT DUE	\$20,061.86
CURRENT CHARGES			
02/01/2024 to 02/29/2024			
COUNT	METER SIZE	RATE	CHARGE
3	5/8"	\$3.64	\$10.92
226	3/4"	\$5.46	\$1,233.96
281	1"	\$9.10	\$2,557.10
72	1 1/2"	\$20.02	\$1,441.44
89	2"	\$29.12	\$2,591.68
20	3"	\$52.78	\$1,055.60
9	4"	\$72.80	\$655.20
4	6"	\$109.20	\$436.80
592-536-928.000			
OK to pay			
			
NUMBER OF METERS 704		TOTAL CURRENT CHARGES	\$9,982.70
		TOTAL DUE	\$30,044.56

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

Account Name	Account Number	Due Date	Amount Due
DEARBORN HEIGHTS	300-0291-S	05/03/2024	\$30,044.56

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127

AMOUNT REMITTED \$ 10,079.16

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

24 300029119 000003004456 L



WATER INVOICE

www.glwater.org

Account Name	DEARBORN HEIGHTS
Account Number	100-0291-W
Billing Date	03/22/2024
Due Date	05/06/2024

Billing Inquiries: (313) 965-9775

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127

PREVIOUS BALANCE			\$692,044.81
ADJUSTMENTS AND PAYMENTS APPLIED			\$0.00
CURRENT CHARGES			
Charges for the Month of FEBRUARY 2024 - Usage Detail by Meter on Page 2			
WATER USAGE CHARGE	15109.172 MCF	\$8.53 Commodity Charge	\$128,881.24
WATER FIXED MONTHLY CHARGE			\$211,900.00
TOTAL CURRENT CHARGES			★ 340,781.24
TOTAL DUE			\$1,032,826.05

PREVIOUS AMOUNT DUE

\$692,044.81

Paid 3/13/24 # 53593

Paid 2/13/24 # 53596

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

572-537-920.000

OK today RCL

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

Account Name	Account Number	Due Date	Amount Due
DEARBORN HEIGHTS	100-0291-W	05/06/2024	\$1,032,826.05

6045 FENTON
DEARBORN HEIGHTS, MI 48127

You may access your meter data at the WAMR Portal
wamr.glwater.org

Obtain a user login by calling (313) 267-1474 or by email at
wamr@glwater.org

AMOUNT REMITTED \$ *340,781.24*

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

24 100029123 000103282605 2



City of Dearborn Heights

100-0291-W

METER INFO		PREVIOUS		CURRENT		CONSUMPTION	
SITE ID	DATE	READING	DATE	READING	CONSUMPTION	MCF	
DH01A	02/01/24	152144	03/01/24	152144	0	0.00	
DH01B	02/01/24	79958	03/01/24	79958	0	0.00	
DH02A	02/01/24	111685	03/01/24	111685	0	0.00	
DH03A	02/01/24	5958266	03/01/24	6105466	147200	5198.37	
DH10A	02/01/24	385431	03/01/24	385431	0	0.00	
DH10B	02/01/24	36548	03/01/24	36548	0	0.00	
DH11A	02/01/24	37853	03/01/24	37854	1	0.10	
DH11B	02/01/24	19114	03/01/24	19116	2	0.20	
DH12A	02/01/24	18354058	03/01/24	18634692	280634	9910.59	

TOTAL CONSUMPTION (MCF): 15109.172

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)



Knowledgeable • Professional • Attentive • Likeable

29770 Hudson Drive Novi, MI 48377
Phone: (586) 978-7200
hesco-mi.com

Invoice No. 242217

Date: 03/28/2024

Billed To: Dearborn Heights, City of
rconrad@dearbornheightsmi.gov
dborowski@dearbornheightsmi.gov, lparker@dearbornh

Contract ID:
HESCO Project: 20211464 Dearborn Hgts Parkland PS

Contact: Robert Conrad P.O.# Bill Bassi, Mayor Salesperson: Kevin Livingston Due Date: 04/25/2024

Description	Unit	Quantity	Price	Amount
Monthly Preventative Maintenance - Parkland PS 02/14/2024	Each	1.00	305.00	305.00
Call out Technician 02/14/2024 Repairs JD 8.25 Hrs JB 8.25 Hrs	Hours	12.50	148.63	1,856.63

Notes:
Field Service Sheets Enclosed

592-540-818.000

ok to pay

ACH PAYMENTS:
HESCO GROUP LLC
Bell Bank
3100 13th Avenue South
Fargo, ND 58103
Account# 8621466341
ABA (Routing #) 091310521
SWIFT Code BBTUS44

ACH/EFT Remittance:
ap@hesco-mi.com
Remittance Checks To:
HESCO Group LLC
29770 Hudson Drive
Novi, MI 48377

Credit Card Payment:
Please call Receivables
1-888-978-7200 ext 101
OUR TAX ID HAS CHANGED!
EIN: 93-3969817

Page 1

Non-Taxable Amount:	2,161.63
Taxable Amount:	0.00
Sales Tax:	0.00
Total Invoice	2,161.63
Retention:	0.00
Payments/Credits:	0.00
Amount Due	2,161.63



Pump Station PM Form					
Pump Station ID	Parkland Pump Station			Date/Time	2/14/2024 7:45am
Location	Parkland Park Pump Station			Service #	20211464
Reason for Visit	Callout			Site Contact	Dave Borowski
Customer	Dearborn Heights			Phone #	734-578-8909
System As Found					
Arrival Time:	7:45:00am	Well Level:	4ft	Rim to Water Surface:	8ft
Pump Status:	Not Running	Panel Switch Position:	Auto	Alarms?	None
Lead / Lag?	Yes	Pump #1 Run Time:	2522.5	Pump #2 Run Time:	2278.4
Pump Setpoints		Float Setpoints		Level Sensor Setpoints	
Lead Pump ON:	4.3ft	HI Float Elevation:	4.9ft	Relay #1 Lead ON:	P112 4ft 3in
Lead Pump OFF:	3ft	HI Float (NC or NO)	NO	Relay #1 Lead OFF:	P113 3ft
Lag Pump ON:	4.75ft	Low Float Elevation:	2.4ft	Relay #2 Lag ON:	P112 4ft 8in
Lag Pump OFF:	3.05ft	Low Float (NC or NO)	NO	Relay #2 Lag OFF:	P113 3ft 2in
Field Notes					
Level Device Info:	Grease is starting to build up in well. Cleaned off ultrasonic. On omnisite pump 1 was running longer. When we arrived on site Pump 1 was air locked. Could not get it unalocked. Opened Check valve. Check Valve is operating correctly.				
Pulled pump found rags stuffed in impellor. Removed debris and put back together. Pump ran correctly. Station is operating correctly.					
HESCO Notes: 2460 is lock combination on both gates. Park at dentist office if flooded. Hydromanager remote needed.					
Voltage / Amperage				Site Diagram	
Pump #1 Volts L1	212.8	Pump #2 L1	212.9	Rim to Invert	12ft
L2	124.7	L2	124.7		
L3	122.3	L3	122.2		
Across L1 - L2	246.9	L1 - L2	247.4		
L1 - L3	244.7	L1 - L3	244.7		
L2 - L3	246.3	L2 - L3	246.3		
Pump #1 Amps L1	7.7	Pump #2 L1	7.2		
L2	7.9	L2	7.4		
L3	7.3	L3	7		
Control Panel		MH			
Indicator Lights:	working	Check/Clean Floats:	checked		
DTE Meter Value:	17620	Clean Level Sensor:	cleaned		
Exhaust Fan:	working	Confined Space Entry:	Not Made		
Building / Structure					
Sump Operation:	working	Lights OK:	working		
Exercise Valves:	working	Any Water Leaks:	None		
Air Compressor Blow-Out	Completed				
As Left Settings					
Departure Time:	12:00 PM				
Well Level:	3ft 7in				
Rim to Water Surface:	8ft 5in				
Alarms?	None				
Panel Switch Position:	Both In Auto				
Service Crew:	JD, JB				
				Type Of Level Sensor ↓	
				Ultrasonic	
				Yes	
				High Alarm Float	
				1	
				Low Alarm Float	
				1	



Pump Station PM Form					
Pump Station ID	Parkland Pump Station			Date/Time	2/19/2024 8:00am
Location	Parkland Park Pump Station			Service #	20211464
Reason for Visit	PM			Site Contact	Dave Borowski
Customer	Dearborn Heights			Phone #	734-578-8909
System As Found					
Arrival Time:	8:00:00am	Well Level:	4ft	Rim to Water Surface:	8ft
Pump Status:	Not running	Panel Switch Position:	Auto	Alarms?	None
Lead / Lag?	Yes	Pump #1 Run Time:	2523.1	Pump #2 Run Time:	2279.1
Pump Setpoints		Float Setpoints		Level Sensor Setpoints	
Lead Pump ON:	4.3ft	HI Float Elevation:	4.9ft	Relay #1 Lead ON:	P112 4ft 3in
Lead Pump OFF:	3ft	HI Float (NC or NO)	NO	Relay #1 Lead OFF:	P113 3ft
Lag Pump ON:	4.75ft	Low Float Elevation:	2.4ft	Relay #2 Lag ON:	P112 4ft 8in
Lag Pump OFF:	3.05ft	Low Float (NC or NO)	NO	Relay #2 Lag OFF:	P113 3ft 2in
Field Notes					
Level Device Info:	Both Pumps are operating correctly.				
Cleaned ultrasonic off.					
Grease starting to build up in wet well.					
HESCO Notes: 2460 Is lock combination on both gates to Park. Park at dentist office if flooded. Hydoranger remote needed. Key: 3755					
Voltage / Amperage				Site Diagram	
Pump #1 Volts L1	212.5	Pump #2 L1	212.6		
L2	124.4	L2	124.6		
L3	121.2	L3	121		
Across L1 - L2	245.3	L1 - L2	245.1		
L1 - L3	244.9	L1 - L3	244.8		
L2 - L3	245.6	L2 - L3	245.5		
Pump #1 Amps L1	7.5	Pump #2 L1	7.8		
L2	7.6	L2	7.2		
L3	7.9	L3	7.9		
Control Panel		MH			
Indicator Lights:	working	Check/Clean Floats:	checked		
DTE Meter Value:	17770	Clean Level Sensor:	cleaned		
Exhaust Fan:	working	Confined Space Entry:	Not Made		
Building / Structure					
Sump Operation:	working	Lights OK:	working		
Exercise Valves:	working	Any Water Leaks:	None		
Air Compressor Blow-Out	Completed				
As Left Settings					
Departure Time:	9:00 AM				
Well Level:	3ft 3in				
Rim to Water Surface:	8ft 9in				
Alarms?	None				
Panel Switch Position:	Both In Auto				
Service Crew:	JD, JB				

29770 Hudson Drive | Novi, MI 48377 | 586.978.7200 | hesco-mi.com



Remit To:
Jack Doherty Company
L3846
Columbus OH 43260-3846

INVOICE

Invoice No.

223644

Invoice Date

3/26/24

PARTS

Invoice To

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

Ship To:

6045 FENTON
DEARBORN HEIGHTS MI 48127

INFORMATION

Invoice Date:	3/26/2024	P.O. No.:	24-046	Customer Code:	DEAR0001
Due Date:	5/10/2024	Taken By:	AVELIKY	Phone:	313-791-3400
Branch Code:	1100	Delivery Method:			
Reference:	95353				

DETAILS

Vector Training - 27 Employees

Item	Description	Back Ord.	Qty.	Retail Price	Disc \$	Sales Value	Tax	Line Total
OMT	1/2 DAY OMT		1.00	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00
OMT	1/2 DAY OMT		1.00	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$1,100.00

Account # 552-536-962,000

733,34

Account # 101-440-962,000

733,33

Account # 101-265-962,000

733,33

2200,00

Ok to pay
[Signature]

Sub Total: \$2,200.00

Tax: \$0.00

Total: \$2,200.00

Payment Terms: 45 DAYS FROM INVOICE

PLEASE SEE OUR TERMS AND CONDITIONS ON OUR WEBSITE TEAMJDC.COM



JOHNSON CONTROLS
Building Efficiency
Federal ID 39-0380010

ORIGINAL INVOICE

Invoice #: 1-132255386689 Invoice Date: 02/23/2024
PO #/Auth: Service Request: 1-131796955048
Customer WO#: SR Type: L&M
Customer Acct: 1016931 Branch Name: JOHNSON CONTROLS DETROIT MI CB - 0N16

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

Service Site:
CITY OF DEARBORN HEIGHTS
6045 FENTON ST,
DEARBORN HEIGHTS MI 48127-3287

Contractor/License Information :

Requested By: Chris Dishon
Phone: 7347751574

Service Requested: Go through RTU-6 which is down. Change some of the CFM flow setpoints on some of the boxes. Correct some of the setup on graphics.

Service Provided: -Met with Chris, the customer going over the new boxes installed and all the existing stuff throughout the building. The flow through the boxes is where the customers were confuse on. Since these York RTUs are not VAV application and set up for constant fan which they have VFD due to no reheats on VAV boxes. The VFD on RTU-1, 2, 3, 4 and 7 have the smart board. Johnson control has updated the revision last year to the newest revision due to having issue at some point. These VFD on these units are setup where at anytime when calling for heat, the fan speed is @ 100 percent (60hz). Any time when calling for cooling or no call for heat or cool, the fan speed is @ 50 percent (30hz). So this is the confusing part where the customer wasn't understanding the actual flow to all the boxes and why these aren't meeting setpoint. So I've talked with Chris Fletcher regarding the setup on the VFDs. I've added two additional points for all RTUs, one is monitoring point which actual vfd output and the other one if VFD min setpoint for no call for cool and heat. I've set them all to 70 percent instead of 50 percent so we aren't losing air flow. 50 percent fan isn't enough flow for the boxes.

-Customer mentioned about RTU-6 being down. We have a bad controller. I will put together a quote this afternoon. The fan is running in bypass as of now.

-VAV-05 has no air flow eventhough the damper are wide open. Will need to installed differential pressure tubing on ductwork.
Thank you for your business.

Qty	Description	UOM	Unit Price	Sub Total	Tax	Net Price
Labor						
8	01/30/2024 Regular Controls	Hour	\$235.20	\$1,881.60	\$0.00	\$1,881.60
	Sub-Total			\$1,881.60	\$0.00	\$1,881.60
Fees						
1	Trip Charge	Each	\$70.00	\$70.00	\$0.00	\$70.00
1	Disposal, Environmental & Usage Charge	Each	\$45.00	\$45.00	\$0.00	\$45.00
	Sub-Total			\$115.00	\$0.00	\$115.00
				Invoice Sub-Total	\$1,996.60	
				Sales Tax	\$0.00	



JOHNSON CONTROLS
Building Efficiency
Federal ID 39-0380010

ORIGINAL INVOICE

Invoice #: 1-132255386669 Invoice Date: 02/23/2024
PO #/Auth: Service Request: 1-131796955048
Customer WO#: SR Type: L&M
Customer Acct: 1016931 Branch Name: JOHNSON CONTROLS DETROIT MI CB - 0N16

Total Due	USD	\$1,996.60
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Direct Billing Inquiries (866) 866-0888

Terms: Unless otherwise agreed in the contract between Johnson Controls and Customer, payment shall be due full upon receipt, and interest shall be due at a rate of 1.5% per month (18% annually) on invoices not timely paid along with any other recoverable costs of collection.

Disposable, Environmental & Usage (DEU) fee listed on this invoice may include charges for one or more of the following miscellaneous: Electrical, pneumatic, welding supplies, hardware materials, cleaning supplies, or refrigerant reclaim disposal. A lump sum charge was applied rather than itemizing usage.

We hereby certify that these goods are produced in compliance with all applicable requirements of sections 6, 7 and 12 of the Fair Labor Standards Act of 1938, as amended, and of regulations and orders of the Administrator of the Wage and Hour Division issued under section 14 thereof.

O.K. for payment

3-18-24
#101-265-931.000

Please reference the invoice number and amount with all payments. Remit to only the address below.

Payment Terms: NET 30

Direct Billing Inquiries

To Service Department: (866) 866-0888

To Remit Via Credit Card:

Call the phone number listed above.

INVOICE#: 1-132255386669

AMOUNT DUE: USD \$1,996.60

Remit Payment To:

JOHNSON CONTROLS

PO BOX 730068

DALLAS, TX, 75373-0068

To Remit Via ACH Wire Transfers:

JP Morgan Chase

One Chase Manhattan Plaza

New York, NY 10005

Credit to: Johnson Controls Inc.

ABA# 071-000013 Depositor Acct #55-14347

Type of Account: Checking

co-cashappusa@jci.com



Invoice Total	1,716.80
Due Date	03/13/2024

Customer No	2000297071
Invoice No	44253384
Invoice Date	02/22/2024



NEED ASSISTANCE WITH YOUR EQUIPMENT? FOR TECHNICAL SUPPORT OR SUPPLY ORDERS, PLEASE CALL 800-450-5884

Invoice Detail				
Contract Number Asset Description	Itemized Charge(s)	Amount Due	Sales Tax	Total Due
061-0141278-000 KONICA MINOLTA - COPIER S/N A9HJ011010826 BIZ368 25837 MICHIGAN AVENUE DEARBORN HEIGHTS MI 48125 OISDMI	PREVIOUSLY BILLED TOTAL CHARGES	1,373.44	0.00	1,373.44
	CURRENT CHARGES			
	PAYMENT DUE 03/13/2024	343.38	0.00	343.38
KONICA MINOLTA - COPIER S/N A9HJ011010826 BIZ368 25837 MICHIGAN AVENUE DEARBORN HEIGHTS MI 48125 OISDMI				
	SUBTOTAL	1,716.80	0.00	1,716.80
INVOICE TOTAL		1,716.80	0.00	1,716.80

UN TO PAY

AC. ~~Amo~~ Largo
3/13/24

101-300-818.000

Please return this portion with your payment



**Do not send PAYMENTS to this address
RETURN ADDRESS ONLY
P.O. Box 550599
Jacksonville, FL 32255-0599**

Invoice Total	1,716.80
Due Date	03/13/2024

Customer No	2000297071
Invoice No	44253384
Invoice Date	02/22/2024

0000758 01 MB 0.571 **AUTO T3 0 2344 48125-103737 -C01-P00758-I



**CITY OF DEARBORN HEIGHTS
ACCOUNTS PAYABLE
25637 MICHIGAN AVENUE
DEARBORN HEIGHTS MI 48125-1037**

**SEND PAYMENTS TO:**

KONICA MINOLTA
21146 NETWORK PLACE
CHICAGO IL 60673-1211

02000297 01004400 25338400 00001716801

2344-01-0000758-0000001-0000004

Korte's Collision, LLC

27100 Van Born Rd
Dearborn Heights,
MI 48125

Invoice

Date	Invoice #
3/26/2024	11214

Bill To
Dearborn Heights Fire Department 1999 N. Beech Daly, Dearborn Heights, MI 48127

Car #	Insurance Co	Remarks
KUA47848	Fleet	Dearborn Heights Fire Dep...

Quantity	Description	Rate	Amount
	PARTS	2,660.72	2,660.72
8	BODY LABOR	58.00	464.00
6.2	PAINT LABOR	58.00	359.60
	PAINT MATERIALS	260.40	260.40
	MISC SUBLET	3.00	3.00
	Sales Tax	6.00%	0.00
MAR 26 2024 O.K. to pay (335-932) EMS Coordinator CAR <i>[Signature]</i>			
Total			\$3,747.72

Phone #	Fax #	E-mail	Web Site
313-299-9711	313-299-9721	lisa@kortescollision.com	www.kortescollision.com



KORTE'S COLLISION, LLC

"Where Quality Is No Accident"
27100 Van Born Rd, DEARBORN HEIGHTS, MI
48125
Phone: (313) 299-9711
FAX: (313) 299-9721

Workfile ID: a5dd893c
PartsShare: 7Nzh6p
Federal ID: 02-0679708
State ID: F155941
License Number: F155941

Preliminary Supplement 1 with Summary

Customer: Dbn Hgts Fire Dept

Job Number: 11214

Written By: Matthew Korte

Insured: Dbn Hgts Fire Dept
Type of Loss:
Point of Impact: 12 Front

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
Dbn Hgts Fire Dept
(313) 791-3658 Cell

Inspection Location:
KORTE'S COLLISION, LLC
27100 Van Born Rd
DEARBORN HEIGHTS, MI 48125
Repair Facility
(313) 299-9711 Business

Insurance Company:

VEHICLE

2019 FORD Escape SE 4WD 4D UTV 4-1.5L Turbocharged Gasoline Gasoline Direct Injection RED

VIN: 1FMCU9GDXKUA47848	Interior Color:	Mileage In:	Vehicle Out:
License: 030X159	Exterior Color: RED	Mileage Out:	
State: MI	Production Date: 11/2018	Condition: Good	Job #: 11214

TRANSMISSION

Automatic Transmission
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Power Driver Seat

DECOR

Dual Mirrors
Privacy Glass
Console/Storage
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Rear Window Wiper
Telescopic Wheel
Climate Control
Backup Camera
Remote Starter

RADIO

AM Radio
FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection
Satellite Radio

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags

Head/Curtain Air Bags
Hands Free Device

SEATS

Cloth Seats
Bucket Seats
Reclining/Lounge Seats
Heated Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Three Stage Paint

OTHER

Fog Lamps
California Emissions

Preliminary Supplement 1 with Summary

Customer: Dbn Hgts Fire Dept

Job Number: 11214

2019 FORD Escape SE 4WD 4D UTV 4-1.5L Turbocharged Gasoline Gasoline Direct Injection RED

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper		0	0.00	3.2	0.0
3		R&I Lower cover w/o auto park		0	0.00	Incl.	0.0
4	*	Repl Grille silver/chrome	GJ5Z8200C	1	526.25	Incl.	0.0
5	*	Repl Bumper cover w/o auto park	GJ5Z17757APTM	1	485.00	Incl.	3.0
6		Add for Three Stage		0	0.00	0.0	2.1
7		Repl Emblem from 07/12/2018	GJ5Z8213E	1	47.70	Incl.	0.0
8		Repl Reinforcement	GJ5Z8A284AA	1	123.96	Incl.	0.0
9		FRONT LAMPS					
10		Repl RT Headlamp housing w/o black bezel	GJ5Z13008N	1	413.75	0.4	0.0
11		Aim headlamps		0	0.00	0.5	0.0
12		RADIATOR SUPPORT					
13	S01	Repl Upper tie bar	CJ5Z8A284A	1	344.48	1.7	1.1
14	S01	Repl Shutter w/o adaptive cruise	GV4Z8475A	1	719.58 m	0.7	0.0
15		FENDER					
16	*	Rpr RT Fender		0	0.00	1.5	0.0
17	#	Subl Hazardous waste removal		1	3.00 X	0.0	0.0
SUBTOTALS					2,663.72	8.0	6.2

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,660.72
Body Labor	8.0 hrs @	\$ 58.00 /hr	464.00
Paint Labor	6.2 hrs @	\$ 58.00 /hr	359.60
Paint Supplies	6.2 hrs @	\$ 42.00 /hr	260.40
Miscellaneous			3.00
Subtotal			3,747.72
Grand Total			3,747.72
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			3,747.72

Preliminary Supplement 1 with Summary

Customer: Dbn Hgts Fire Dept

Job Number: 11214

2019 FORD Escape SE 4WD 4D UTV 4-1.5L Turbocharged Gasoline Gasoline Direct Injection RED

SUPPLEMENT SUMMARY

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
Added Items							
12	RADIATOR SUPPORT						
13	S01	Repl Upper tie bar	CJ5Z8A284A	1	344.48	1.7	1.1
14	S01	Repl Shutter w/o adaptive cruise	GV4Z8475A	1	719.58 m	0.7	0.0
SUBTOTALS					1,064.06	2.4	1.1

TOTALS SUMMARY

Category	Basis	Rate	Cost \$
Parts			1,064.06
Body Labor	2.4 hrs @	\$ 58.00 /hr	139.20
Paint Labor	1.1 hrs @	\$ 58.00 /hr	63.80
Paint Supplies	1.1 hrs @	\$ 42.00 /hr	46.20
Subtotal			1,313.26
Total Supplement Amount			1,313.26
NET COST OF SUPPLEMENT			1,313.26

CUMULATIVE EFFECTS OF SUPPLEMENT(S)

Estimate	2,434.46	Matthew Korte
Supplement S01	1,313.26	Matthew Korte
Job Total:	\$ 3,747.72	
INSURANCE PAY:	\$ 3,747.72	

Certification:

All repairs and parts listed were furnished in compliance with Michigan Auto Repair Act (P.A. 300)

Matthew J Korte M197908

Michael J Korte M288081



Michigan
Humane

INVOICE # DH 2402

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

Animal handling contract for month ending **February 29, 2024**

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

Flat Rate Boarding Fees = \$ 5,726.25

Sick Injured Wildlife billable days:	4.00
Boarding Rate per billable day:	\$ 55.00
Sick/Injured Wildlife Boarding Fees=	\$ 220.00

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

Healthy Wildlife billable days	0.00
Boarding Rate per billable day	\$ 85.00
Healthy Wildlife Fees	\$ -

RECEIVED
3/27/24

Rabies testing fees =	\$ -
Total =	\$ 5,946.25

Less

Pick-up Fees	\$ 64.00
Boarding Fees	\$ 392.00
	\$ 456.00

Total Due = \$ 5,490.25 ✓


Date 3/27/24

Animal ID	Species	Outcome Type	Outcome Date	Intake Type	Intake Subtype	Intake Date	Intake Contract Jurisdiction	Outcome Person Name	Out Street Address	Out Unit Number	Out City	Out Province	Out Postal Code	Out Email	Out Home Phone	Out Cell Phone
A005525784	Cat	Adoption	2/13/2024 4:34 PM	Stray	Without ID no bite history	2/10/2024 3:29 PM	Dearborn Heights									
A0055257091	Dog	Return to Owner/Guardian	2/10/2024 5:51 PM	Stray	Without ID no bite history	2/10/2024 3:53 PM	Dearborn Heights	Maricus Williams	7701 W Parkway St		Bedford	MI	48219	williams.maricus@gmail.com		(248) 219-4211
A0055268619	Cat	Transfer Out	2/21/2024 8:16 AM	Stray	Without ID no bite history	2/13/2024 11:33 AM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055383765	Cat	Transfer Out	2/23/2024 9:41 AM	Stray	Without ID no bite history	2/20/2024 10:28 AM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055386055	Cat			Stray	Without ID no bite history	2/20/2024 1:36 PM	Dearborn Heights									
A0055387161	Cat	Adoption	2/28/2024 4:21 PM	Stray	Without ID no bite history	2/20/2024 2:50 PM	Dearborn Heights									
A0055387177	Cat	Adoption	2/27/2024 3:23 PM	Stray	Without ID no bite history	2/20/2024 2:50 PM	Dearborn Heights									
A0055415035	Cat	Stray		Stray	Without ID no bite history	2/24/2024 12:15 PM	Dearborn Heights									
A0055423933	Cat	Stray		Stray	Without ID no bite history	2/26/2024 2:19 PM	Dearborn Heights									
A0054479154	Dog	Adoption	2/21/2024 5:50 PM	Transfer In	ACO Stray with ID no bite his	2/1/2024 2:02 PM	Dearborn Heights									
A0055200309	Dog	Euthanasia	2/13/2024 2:25 PM	Transfer In	ACO Stray w/out ID no bite his	2/1/2024 10:15 AM	Dearborn Heights									
A0055201652	Cat	Transfer Out	2/8/2024 9:45 AM	Transfer In	ACO Stray w/out ID no bite his	2/1/2024 12:19 PM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055203109	Cat	Transfer Out	2/8/2024 9:43 AM	Transfer In	ACO Stray w/out ID no bite his	2/1/2024 2:15 PM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055205705	Raccoon	Euthanasia	2/8/2024	Transfer In	ACO Wildlife no bite history	2/1/2024 5:08 PM	Dearborn Heights									
A0055211382	Cat	Transfer Out	2/8/2024 9:40 AM	Transfer In	ACO Stray w/out ID no bite his	2/2/2024 4:05 PM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055214426	Raccoon	Euthanasia	2/3/2024 1:28 PM	Transfer In	ACO Wildlife no bite history	2/1/2024 12:18 PM	Dearborn Heights									
A0055222784	Dog	Return to Owner/Guardian	2/16/2024 12:44 PM	Transfer In	ACO Owner surrenders bite hist	2/5/2024 2:04 PM	Dearborn Heights	Imania Taylor	24309 Eron Ave		Dearborn Heights	MI	48125	td57670@gmail.com		(734) 205-8652
A0055224731	Dog	Owner/Guardian		Transfer In	ACO Stray w/out ID no bite his	2/5/2024 4:42 PM	Dearborn Heights									
A005524371	Raccoon	Euthanasia	2/8/2024 1:01 PM	Transfer In	ACO Wildlife no bite history	2/8/2024 12:14 PM	Dearborn Heights									
A0055370654	Cat	Transfer Out	2/21/2024 8:23 AM	Transfer In	ACO Stray w/out ID no bite his	2/16/2024 4:45 PM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055370692	Cat	Adoption	2/20/2024 4:52 PM	Transfer In	ACO Stray w/out ID no bite his	2/16/2024 4:51 PM	Dearborn Heights									
A0055381115	Dog	Return to Owner/Guardian	2/19/2024 3:13 PM	Transfer In	ACO Stray w/out ID no bite his	2/19/2024 3:03 PM	Dearborn Heights	Mark Sanchez	24751 Hopkint St		Dearborn Heights	MI	48125	mark.sanchez03@gmail.com		(989) 254-1487
A0055387756	Dog			Transfer In	ACO Stray w/out ID no bite his	2/20/2024 3:34 PM	Dearborn Heights									
A0055395523	Dog			Transfer In	ACO Stray w/out ID no bite his	2/21/2024 8:57 AM	Dearborn Heights									
A0055406605	Cat	Adoption	2/27/2024 1:29 PM	Transfer In	ACO Stray w/out ID no bite his	2/22/2024 5:53 PM	Dearborn Heights									
A0055410048	Cat			Transfer In	ACO Stray w/out ID no bite his	2/23/2024 1:06 PM	Dearborn Heights									
A0055410054	Cat			Transfer In	ACO Stray w/out ID no bite his	2/23/2024 1:06 PM	Dearborn Heights									
A0055410289	Cat	Return to Owner/Guardian	2/24/2024 2:21 PM	Transfer In	ACO Stray w/out ID no bite his	2/23/2024 1:28 PM	Dearborn Heights	Amanda Flores	5371 Conasant St		Dearborn Heights	MI	48125		(313) 633-5127	
A0055412329	Cat			Transfer In	ACO Stray w/out ID no bite his	2/23/2024 4:10 PM	Dearborn Heights									
A0055412346	Cat	Transfer Out	2/27/2024 10:56 AM	Transfer In	ACO Stray w/out ID no bite his	2/23/2024 4:10 PM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							
A0055414270	Dog			Transfer In	ACO Stray w/out ID no bite his	2/23/2024 5:00 PM	Dearborn Heights									
A0054259810	Raccoon	Euthanasia	3/21/2024 1:15 PM	Transfer In	ACO Wildlife no bite history	2/11/2024 1:25 PM	Dearborn Heights									
A0055431238	Cat	Adoption	3/5/2024 4:08 PM	Transfer In	ACO Stray w/out ID no bite his	2/27/2024 2:30 PM	Dearborn Heights									
A0055435922	Dog	Euthanasia	3/5/2024 9:49 AM	Transfer In	ACO Stray w/out ID no bite his	2/28/2024 10:56 AM	Dearborn Heights									
A0055443130	Cat			Transfer In	ACO Stray w/out ID no bite his	2/29/2024 11:19 AM	Dearborn Heights									
A0055445993	Cat	Transfer Out	3/5/2024 9:05 AM	Transfer In	ACO Stray w/out ID no bite his	2/29/2024 2:57 PM	Dearborn Heights	MH SNR release SNR	Dearborn Heights							

ELECTRIC CHOICE PROGRAM INVOICE

M.M.R.M.A C/O SCHNEIDER ELECTRIC

FEBRUARY 2024

THE FOLLOWING IS A BREAKDOWN OF THE ATTACHED ELECTRIC UTILITY BILL, PLEASE APPROVE YOUR DEPARTMENT'S PORTION OF THE BILL AND RETURN TO THE COMPTROLLER'S OFFICE ASAP

1999 BEECH DALY
FIRE HQ
101-335-745.000

\$2,384.39



DEPT HEAD SIGNATURE

5400 McKINLEY
RICHARD A.YOUNG CTR
101-692-745.000

\$3,095.29



DEPT HEAD SIGNATURE

26155 RICHARDSON
BERWYN
101-691-943.000

\$1,409.96



DEPT HEAD SIGNATURE

6045 FENTON
CITY HALL
101-265-745.000

\$2,424.34



DEPT HEAD SIGNATURE

4750 PARDEE
ETON CENTER
101-691-942.000

\$950.56



DEPT HEAD SIGNATURE

GENERAL FUND = \$10,264.54

ELECTRIC CHOICE PROGRAM INVOICE

M.M.R.M.A C/O SCHNEIDER ELECTRIC

FEBRUARY 2024

THE FOLLOWING IS A BREAKDOWN OF THE ATTACHED ELECTRIC UTILITY BILL, PLEASE APPROVE YOUR DEPARTMENT'S PORTION OF THE BILL AND RETURN TO THE COMPTROLLER'S OFFICE ASAP

WATER FUND

24600 VAN BORN

DPW/WATER

592-536-745.000

\$2,174.44



DEPT HEAD SIGNATURE

M.M.R.M.A PROGRAM, FEBRUARY 2024			
	Estimated	Actual/Adj	
	FEB 2024	JAN 2024	Total
1999 Beech Daly Rd N	\$3,042.20	(\$657.81)	\$2,384.39
5400 McKinley a/c 19272	\$3,499.08	(\$403.79)	\$3,095.29
26155 Richardson	\$1,980.22	(\$570.26)	\$1,409.96
24600 Van Born (Water)	\$2,376.24	(\$201.80)	\$2,174.44
6045 Fenton	\$2,530.13	(\$105.79)	\$2,424.34
4750 Pardee	\$949.23	\$1.33	\$950.56
Total	\$14,377.10	(\$1,938.12)	\$12,438.98

Electric Choice Program Invoice

Michigan Municipal Risk Management Authority
 c/o Schneider Electric
 12121 Wickchester
 Suite 100
 Houston, TX 77079
 (713) 554-1604

City of Dearborn Heights
ATTN: Donald Barrow
 6045 Fenton
 Dearborn Heights, MI 48127

Invoice Period: Feb-2024
Payment Due Date: 4/6/2024
Account Number: 1000
Account Name: City of Dearborn Heights
Invoice Number: MMRMA-D24021014
Invoice Closing Date: 3/15/2024
Purchase Order:

**If you have questions regarding this bill, please call Jeanne King
 at Schneider Electric at 713.554.1604**

For outages, please call 1-800-457-4545.

Previous Balance	Payments	New Charges	New Balance
\$ 27,278.94	\$ 11,556.14	\$ 12,438.98	\$ 28,161.78

PAYMENTS		
Payment on	2/23/2024	\$ 11,556.14
		\$ -
TOTAL PAYMENTS		\$ 11,556.14

NEW CHARGES		
Est Charges	Feb-2024	\$ 14,377.10
Actual / Adj	Jan-2024	\$ (1,938.12)
TOTAL NEW CHARGES		\$ 12,438.98

You have saved \$ **1.17 (0.01%)** for the month of **Jan-2024** with the Electric Customer Choice Program.
 Cumulative Savings on Electric Choice \$ **397,462.21 (12.50%)**.

Detach and return with your payment

Please include your account number on your check

Account Name: City of Dearborn Heights
Local Utility: Detroit Edison
MAKE CHECK PAYABLE TO: **Michigan Municipal Risk Management Authority ECP**

MAIL YOUR PAYMENT TO:

Department #234101
 Michigan Municipal Risk Management
 Authority ECP
 P.O. Box 67000
 Detroit, MI 48267-2341

Invoice Period: Feb-2024
Invoice Number: MMRMA-D24021014
Payment Due Date: 4/6/2024
Account Number: 1000

PAY THIS AMOUNT **\$ 28,161.78**

AMOUNT ENCLOSED

Pay this Amount

**If payment of Previous Balance has been submitted please disregard the New Balance
 and pay the New Charges only.
 Thank you!**

CONFIDENTIAL

MMRMA Electric Choice Program
Estimated Electric Charge Calculation Detail
(Based on Historical Data) — Page 2 of 6

Member = Local Utility = Billing Period =					Supplier Charges							
					Supplier Bill Cycle		Volumes			Total Supplier Cost (\$)		
							Hourly Peak Demand(kw)	Total Usage(kwh)	Peak or Total Usage(kwh)	Total Demand (\$)	Total Energy (\$)	Total Supplier (\$)
Facility Name	Facility Address	Utility Acct.#	Utility Meter #	Rate Schedule	Bill Start Date	Bill End Date						
1999 Beech Daly Rd N	1999 Beech Daly Rd N	9100-4074-9079	1999767	D4	2/15/2024	3/14/2024	-	15,695	15,695	\$ -	\$ 1,482.60	\$ 1,482.60
5400 McKinley	5400 McKinley	9100-4074-8428	8355771	D4	2/10/2024	3/10/2024	-	16,838	16,838	\$ -	\$ 1,697.87	\$ 1,697.87
26155 Richardson	26155 Richardson	9100-4074-8329	8355455	D4	2/24/2024	3/26/2024	-	7,355	7,355	\$ -	\$ 662.07	\$ 662.07
24600 Van Born Rd Bldg West	24600 Van Born Rd Bldg	9100-4074-8626	8355462	D4	2/10/2024	3/10/2024	-	10,511	10,511	\$ -	\$ 1,064.68	\$ 1,064.68
6045 Fenton	6045 Fenton	9100-4074-9186	3399390	D3	2/15/2024	3/14/2024	-	15,806	15,806	\$ -	\$ 1,488.88	\$ 1,488.88
4750 Pardee	4750 Pardee	9100-0737-3335	9536500	D3	2/10/2024	3/9/2024	-	4,975	4,975	\$ -	\$ 517.12	\$ 517.12
Total								71,179	71,179	\$ -	\$ 6,913.22	\$ 6,913.22

CONFIDENTIAL

MMRMA Electric Choice Program
Estimated Electric Charge Calculation Detail
(Based on Historical Data) — Page 3 of 6

Member = Local Utility = Billing Period =			City of Dearborn Heights Detroit Edison Feb-2024		Utility Charges									
					Utility Bill Cycle		Volumes		Rates		Total Utility Cost (\$)			Total Supplier and Utility Charges (\$)
			Facility Name	Facility Address	Utility Acct.#	Bill Start Date	Bill End Date	30 Minute Peak Demand(kw)	Total Usage(kwh)	Monthly Cust Chg (\$/mo)	System Use Charge (\$/kw)	Surcharges (\$)	Total Utility Charges (\$)	
1999 Beech Daly Rd N	1999 Beech Daly Rd N	9100-4074-9079	2/15/2024	3/14/2024	36	15,695	\$ 13.67	\$ 21.80	\$ 618.74	\$ 1,559.60	\$ 3,042.20			
5400 McKinley	5400 McKinley	9100-4074-8428	2/10/2024	3/10/2024	45	16,838	\$ 13.67	\$ 21.80	\$ 663.82	\$ 1,801.21	\$ 3,499.08			
26155 Richardson	26155 Richardson	9100-4074-8329	2/24/2024	3/26/2024	40	7,355	\$ 13.67	\$ 21.80	\$ 289.94	\$ 1,318.15	\$ 1,980.22			
24600 Van Born Rd Bldg West	24600 Van Born Rd Bldg	9100-4074-8626	2/10/2024	3/10/2024	34	10,511	\$ 13.67	\$ 21.80	\$ 414.37	\$ 1,311.56	\$ 2,376.24			
6045 Fenton	6045 Fenton	9100-4074-9186	2/15/2024	3/14/2024	86	15,806	\$ 11.25	\$ 3.42	\$ 53.09	\$ 1,041.25	\$ 2,530.13			
4750 Pardee	4750 Pardee	9100-0737-3335	2/10/2024	3/9/2024	39	4,975	\$ 11.25	\$ 3.42	\$ 16.71	\$ 432.11	\$ 949.23			
Total						71,179			\$ 2,066.67	\$ 7,463.88	\$ 14,377.10			

CONFIDENTIAL

MMRMA Electric Choice Program

Member = City of Dearborn Heights
Local Utility = Detroit Edison
Usage Period = Various

Actual Adjustment Calculation
(Based on Bill Data) — Page 4 of 6

Month	Facility Name	Facility Address	Utility Acct #	Utility Meter #	Supplier Charges				
					Supplier Bill Cycle		Volumes	Total Supplier Cost (\$)	
					Bill Start Date	Bill End Date	Peak or Total Usage(kwh)	Total Energy (\$)	Total Supplier (\$)
Jan-2024									
	1999 Beech Daly Rd N	1999 Beech Daly Rd N	9100-4074-9079	1999767	1/17/2024	2/14/2024	15,539	\$ 1,467.91	\$ 1,467.91
	5400 McKinley	5400 McKinley	9100-4074-8426	8355771	1/12/2024	2/9/2024	16,672	\$ 1,681.04	\$ 1,681.04
	26155 Richardson	26155 Richardson	9100-4074-8329	8355455	1/25/2024	2/23/2024	7,282	\$ 655.52	\$ 655.52
	24600 Van Born Rd Bldg W	24600 Van Born Rd Bldg West	9100-4074-8626	8355462	1/12/2024	2/9/2024	10,407	\$ 1,054.12	\$ 1,054.12
	6045 Fenton	6045 Fenton	9100-4074-9186	3399390	1/17/2024	2/14/2024	15,649	\$ 1,474.14	\$ 1,474.14
	4750 Pardee	4750 Pardee	9100-0737-3335	9536500	1/12/2024	2/9/2024	4,925	\$ 512.01	\$ 512.01
Total Adjustment							70,474	\$ 6,844.74	\$ 6,844.74

Note: Billing Detail in Bold Italics represents anticipated usage and charges.

Note: Red numerals indicate amount manually adjusted; negative numbers are in parentheses.

CONFIDENTIAL

MMRMA Electric Choice Program

Member =
Local Utility =
Usage Period =

City of Dearborn Heights
Detroit Edison
Various

Actual Adjustment Calculation
(Based on Bill Data) — Page 5 of 6

Month	Facility Name	Facility Address	Utility Acct #	Utility Charges				
				Utility Bill Cycle		Volumes		Total Utility Cost
				Bill Start Date	Bill End Date	30 Minute Peak Demand(kw)	Total Usage(kwh)	Total Utility Charges (\$)
Jan-2024								
	1999 Beech Daly Rd N	1999 Beech Daly Rd N	9100-4074-9079	1/17/2024	2/14/2024	36	15,539	\$ 993.59
	5400 McKinley	5400 McKinley	9100-4074-8428	1/12/2024	2/9/2024	45	16,672	\$ 1,193.96
	26155 Richardson	26155 Richardson	9100-4074-8329	1/25/2024	2/23/2024	40	7,282	\$ 1,052.91
	24600 Van Born Rd Bldg W	24600 Van Born Rd Bldg We	9100-4074-8626	1/12/2024	2/9/2024	34	10,407	\$ 932.50
	6045 Fenton	6045 Fenton	9100-4074-9186	1/17/2024	2/14/2024	86	15,649	\$ 1,033.65
	4750 Pardee	4750 Pardee	9100-0737-3335	1/12/2024	2/9/2024	39	4,925	\$ 429.72
Total Adjustment							70,474	\$ 5,636.33

Note: Billing Detail in Bold italics represents anticipated usage and charges.

Note: Red numerals indicate amount manually adjusted; negative numbers are in parentheses.

CONFIDENTIAL

MMRMA Electric Choice Program

Member =		City of Dearborn Heights		Actual Adjustment Calculation			TOTAL		
Local Utility =		Detroit Edison		(Based on Bill Data) — Page 6 of 6					
Usage Period =		Various					Total Supplier and Utility Charges (\$)	Less: Prior Estimates (\$)	Adjustment Amount (\$)
Month	Facility Name	Facility Address	Utility Acct #						
Jan-2024									
	1999 Beech Daly Rd N	1999 Beech Daly Rd N	9100-4074-9079	\$	2,461.50	\$	(3,119.31)	\$	(657.81)
	5400 McKinley	5400 McKinley	9100-4074-8428	\$	2,875.00	\$	(3,278.79)	\$	(403.79)
	26155 Richardson	26155 Richardson	9100-4074-8329	\$	1,708.43	\$	(2,278.69)	\$	(570.26)
	24600 Van Born Rd Bldg W	24600 Van Born Rd Bldg We	9100-4074-8626	\$	1,986.62	\$	(2,188.42)	\$	(201.80)
	6045 Fenton	6045 Fenton	9100-4074-9186	\$	2,507.79	\$	(2,613.58)	\$	(105.79)
	4750 Pardee	4750 Pardee	9100-0737-3335	\$	941.73	\$	(940.40)	\$	1.33
Total Adjustment				\$	12,481.07	\$	(14,419.19)	\$	(1,938.12)

Note: Billing Detail in Bold italics represents anticipated usage and charges.

Note: Red numerals indicate amount manually adjusted; negative numbers are in parentheses.



Oakland County
CLEMIS
1200 N Telegraph
Pontiac, MI 48341

INVOICE

Customer ID: CU000447
Invoice Number: C1032878
Invoice Date: 12/31/2023
Due Date: 02/29/2024
Amount Due: USD 4,793.00

Bill To:

CITY OF DEARBORN HEIGHTS
POLICE DEPT, ACCOUNTS PAYABLE
25637 MICHIGAN AVE
DEARBORN HEIGHTS, MI 48125

For billing questions, please call: Calvin Moy at 248-858-1037
Email: moyc@oakgov.com

Description - Goods and Services	Quantity	UOM	Unit Price	Amount
CLEMIS Leads OnLine, Service Date: 10/01/23 - 09/30/24	1	Each	4,793.00	4,793.00
Sub Total				4,793.00
Tax				0.00
Invoice Total				4,793.00

PLEASE INCLUDE YOUR INVOICE NUMBER WHEN SUBMITTING PAYMENT.

101-300-818,000
Paid on 05-FEB-24
Vanderplow

Please Remit Payments to:

Oakland County
Treasurers-Cash Acctg Bldg 12 E
1200 N Telegraph
Pontiac, MI 48341
United States of America



Submit Via E-Mail Only –
Do Not Send Hard Copy

OGLETREE, DEAKINS, NASH,
SMOAK & STEWART, P.C.

Attorneys at Law

Administrative Office
50 International Drive
Patewood IV, Suite 300
Greenville, SC 29615
Telephone: (864) 241-1801
Facsimile: (864) 241-1908
www.ogletreedeakins.com

March 15, 2024

Mariana Hernandez
Chief of Staff / FOIA Coordinator
City of Dearborn Heights, MI
6045 Fenton
Dearborn Heights, MI 48127
mhernandez@dearbornheightsmi.gov

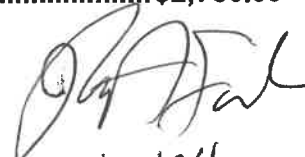
PERSONAL AND CONFIDENTIAL

Bill No. 91207694
Client.Matter # 092580.000001

Re: City of Dearborn Heights, MI Labor Negotiations

For professional services rendered through February 29, 2024, in connection with the above-referenced matter as outlined on the attached detailed billing sheets:

Fees\$2,750.00
Expenses.....\$0.00
Total Due This Bill.....\$2,750.00


3/26/24
101-210-826.000

Wire Payments			ACH Payments		Check Payments
TD Bank NA	ABA #:	0311-0126-6	TD Bank	ABA #:	053902197
300 Delaware Ave	Account #:	7100526246	102 South Main St	Account #:	7100526246
Wilmington, Delaware 19801	Swift Code:	NRTHUS33XXX	Greenville, SC 29601		PO Box 89 Columbia, SC 29202

Credit to Ogletree Deakins Nash Smoak & Stewart / Please include bill numbers / Federal Tax ID: 57-1044820 / UEI#: HJ1HV7QNBAM8

Payable upon receipt. Direct inquiries to the billing attorney or the Account Services Department (864) 241-1801.
If you would like to receive your bills via e-mail, please notify FinOps@ogletreedeakins.com

Atlanta • Austin • Berlin (Germany) • Birmingham • Boston • Charleston • Charlotte • Chicago • Cleveland • Columbia • Columbus • Dallas • Denver • Detroit Metro • Greenville • Houston
Indianapolis • Kansas City • Las Vegas • London (England) • Los Angeles • Memphis • Mexico City (Mexico) • Miami • Milwaukee • Minneapolis • Montréal (Canada) • Morristown
Nashville • New Orleans • New York City • Oklahoma City • Orange County • Paris (France) • Philadelphia • Phoenix • Pittsburgh • Portland, ME • Portland, OR • Raleigh
Richmond • Salt Lake City • St Louis • St. Thomas • Sacramento • San Antonio • San Diego • San Francisco • Seattle • Stamford • Tampa • Toronto (Canada) • Torrance • Tucson • Washington

Mariana Hernandez
Chief of Staff / FOIA Coordinator
City of Dearborn Heights, MI
6045 Fenton
Dearborn Heights, MI 48127
mhernandez@dearbornheightsmi.gov

Re: City of Dearborn Heights, MI Labor Negotiations

For professional services rendered through February 29, 2024

Date	Initials	Description	Hours	Amount
02/05/24	CRM	Legal research regarding question from Margaret Hazlett concerning FOIA request.	0.30	82.50
02/05/24	CRM	Electronic communication to Margaret Hazlett summarizing research concerning FOIA request.	0.20	55.00
02/05/24	CRM	Initial planning for Act 312 hearing with IAFF.	0.60	165.00
02/12/24	CRM	Analyze electronic communication and enclosures regarding request for information from City Council.	0.50	137.50
02/12/24	CRM	Preparation for phone conference regarding request for information from City Council, including review of relevant documents.	0.80	220.00
02/12/24	CRM	Phone conference regarding request for information from City Council.	0.40	110.00
02/12/24	CRM	Video conference regarding police department employee discipline issue.	0.20	55.00
02/12/24	CRM	Preparation for conference regarding police department employee discipline issue, including review of investigation and discipline documents and relevant provisions of collective bargaining agreement.	0.40	110.00
02/13/24	CRM	Phone conversation with POAM attorney regarding their request to adjourn employee discipline arbitration due to ongoing prosecution by Wayne County Prosecutor's office.	0.10	27.50
02/13/24	CRM	Electronic communication to AAA Case Administrator responding to POAM's request to adjourn employee discipline arbitration due to ongoing prosecution by Wayne County Prosecutor's office.	0.10	27.50
02/16/24	CRM	Prepare summary of City Council Resolution from February 14, 2024 and related communications	0.60	165.00

Date	Initials	Description	Hours	Amount
		with Corporate Counsel and Mayor.		
02/16/24	CRM	Initial review of FOIA appeal .	0.10	27.50
02/16/24	CRM	Analyze records subpoena for police department employee and prepare electronic communication to City representatives with recommendations for responding.	1.30	357.50
02/20/24	CRM	Research and respond to electronic communication regarding records request.	1.10	302.50
02/20/24	CRM	Phone conversation with corporation counsel regarding records requests.	0.10	27.50
02/21/24	CRM	Electronic communication to bargaining team regarding upcoming hearing on unfair labor practice charge against IAFF.	0.10	27.50
02/21/24	CRM	Review Notice of Hearing from MERC regarding upcoming hearing on unfair labor practice charge against IAFF.	0.10	27.50
02/21/24	CRM	Additional analyzing of City Council's February 13, 2024 Resolution and draft letter to Council Chair responding to same.	1.30	357.50
02/26/24	CRM	Analyze proposed settlement agreement from COAM regarding Grievance # 24-012 concerning minimum staffing.	0.30	82.50
02/26/24	CRM	Analyze Act 312 petition filed by IAFF and prepare summary of same to City's bargaining team.	1.10	302.50
02/26/24	CRM	Analyze IAFF's Motion for More Definite Statement relative to City's unfair labor practice charge.	0.30	82.50
Total Services:			10.00	2,750.00

Timekeeper Summary

Timekeeper	Title	Rate	Hours	Amount
Christopher R. Mikula	Shareholder	275.00	10.00	2,750.00

TOTAL FEES \$2,750.00
TOTAL EXPENSES \$0.00
TOTAL THIS BILL \$2,750.00


3/26/24

O'REILLY RANCILIO P.C.

ATTORNEYS AT LAW

Sterling Town Center . 12900 Hall Road, Suite 350 . Sterling Heights, MI 48313
(586) 726-1000 . FAX (586) 726-1560 . www.orelaw.com
Tax Identification No. 38-2567969

March 06, 2024

Invoice No: 250156

MARIANA HERNANDEZ
MHERNANDEZ@CI.DEARBORN-HEIGHTS.MI.US
CHIEF OF STAFF / FOIA COORDINATOR
CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127

Client No:25001
Matter No: 00001
Billing Timekeeper: DPD
Billing Through:02/29/2024

GENERAL COUNSEL

FOR PROFESSIONAL SERVICES RENDERED

02/01/24	HLT	REVIEW ARTICLE XVIII OF ZONING ORDINANCE	4.80 hrs	\$768.00
02/02/24	DPD	REVIEW EMAIL FROM AND EMAIL TO R. FARINHA ET AL. RE: REQUESTS FROM COUNCIL MEMBERS FOR POLICE DEPARTMENT INFORMATION; REVIEW CITY CHARTER RE: SAME	0.50 hrs	\$80.00
02/02/24	HLT	COMPLETE REVIEW OF ARTICLE XVIII OF ZONING ORDINANCE; REVIEW ARTICLE XII OF ZONING ORDINANCE	3.50 hrs	\$560.00
02/03/24	AME	REVIEW EMAIL FROM K. MCKINNON RE: SAAD AUTO INVESTMENT; REVIEW ZONING ORDINANCE RE: PROCEDURAL STEPS FORWARD FOR SAME	1.00 hrs	\$160.00
02/05/24	DPD	CONTINUED RESEARCH AND REVIEW OF SIMILAR CHARTER PROVISIONS RE: INSPECTION OF CITY RECORDS BY COUNCIL MEMBERS	0.80 hrs	\$128.00
02/05/24	MDK	REVIEW QUESTION RE: INSPECTION OF RECORDS UNDER CHARTER BY COUNCIL	0.70 hrs	\$112.00
02/05/24	HLT	LEGAL RESEARCH RE INSPECTION OF CITY RECORDS	2.00 hrs	\$320.00
02/06/24	AME	REVIEW OF JANUARY 23, 2024 CITY COUNCIL MOTION RE: SAAD AUTO INVESTMENT RELIEF FROM MORATORIUM FOR ANY FUTURE NECESSARY ZONING APPROVALS	0.20 hrs	\$32.00
02/08/24	AME	DRAFT LEGAL MEMORANDUM RE: 25620 VAN BORN (SAAD AUTO INVESTMENTS LLC)	2.20 hrs	\$352.00
02/09/24	DPD	REVIEW LAW RE: DISCLOSURE OF INTERNAL INVESTIGATION RECORDS; EMAIL TO R. FARINHA ET AL. RE: SAME	0.80 hrs	\$128.00
02/09/24	AME	CONTINUE REVIEWING AND REVISING ARTICLE I OF THE ZONING ORDINANCE; BEGIN REVIEWING AND REVISING ARTICLE II OF THE ZONING ORDINANCE	1.60 hrs	\$256.00

02/09/24	HLT	PREPARATION FOR ZBA MEETING	5.50 hrs	\$880.00
02/12/24	DPD	CONTINUED PREPARATION OF ANALYSIS MEMORANDUM FOR K. MCKINNON RE: SAAD AUTO INVESTMENT LLC	0.30 hrs	\$48.00
02/12/24	AME	CONTINUE REVIEWING AND REVISING ARTICLE II OF THE ZONING ORDINANCE	1.70 hrs	\$272.00
02/12/24	AME	REVISE LEGAL MEMORANDUM RE: 25620 VAN BORN (SAAD AUTO)	0.20 hrs	\$32.00
02/12/24	HLT	PREPARATION FOR ZBA MEETING	3.40 hrs	\$544.00
02/13/24	DPD	CONTINUED PREPARATION FOR ZBA MEETING RE: VARIANCES NEEDED FOR 8052 FENTON	0.40 hrs	\$64.00
02/13/24	HLT	PREPARATION FOR ZBA MEETING	0.80 hrs	\$128.00
02/14/24	DPD	REVIEW E-MAILS RE: COUNCIL PERSON REQUESTS FOR DHPD RECORDS	0.20 hrs	\$32.00
02/14/24	HLT	PREPARATION FOR ZBA MEETING	2.80 hrs	\$448.00
02/15/24	HLT	PREPARATION FOR ZBA MEETING	2.50 hrs	\$400.00
02/15/24	HLT	ATTEND ZBA MEETING	1.30 hrs	\$208.00
02/20/24	DPD	REVIEW EMAIL FROM AND EMAIL TO R. CONRAD AND S. SHOCKEY RE: SUBROGATION CLAIM FOR 17377 W. OUTER DRIVE; REVIEW PRIOR E-MAILS, CLAIM HISTORY, AND CLAIM FORMS FROM D. SCHLARB RE: SAME	0.50 hrs	\$80.00
02/20/24	AME	CONTINUE REVIEW OF ARTICLE II OF THE ZONING ORDINANCE	0.70 hrs	\$112.00
02/21/24	AME	CONTINUE REVIEW OF ARTICLE II OF THE ZONING ORDINANCE RE: POSSIBLE MODIFICATIONS AND AMENDMENTS	0.60 hrs	\$96.00
02/23/24	AME	CONTINUE REVIEW OF ARTICLE II OF THE ZONING ORDINANCE RE: POSSIBLE AMENDMENTS	3.00 hrs	\$480.00
02/27/24	DPD	REVIEW EMAIL FROM AND EMAIL TO S. SHOCKEY RE: TEMPLATES FOR GRANTING FOIA APPEALS	0.50 hrs	\$80.00

TOTAL FEES

\$6,800.00

BILLING SUMMARY

TOTAL FEES

\$6,800.00

TOTAL CHARGES FOR THIS INVOICE

\$6,800.00

[Handwritten Signature]
3/20/24

101-210-826.000

O'REILLY RANCILIO P.C.

ATTORNEYS AT LAW

Sterling Town Center . 12900 Hall Road, Suite 350 . Sterling Heights, MI 48313
(586) 726-1000 . FAX (586) 726-1560 . www.orelaw.com
Tax Identification No. 38-2567969

February 06, 2024

Invoice No: 249659

MARIANA HERNANDEZ
MHERNANDEZ@CI.DEARBORN-HEIGHTS.MI.US
CHIEF OF STAFF / FOIA COORDINATOR
CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127

Client No:25001
Matter No: 00001
Billing Timekeeper: DPD
Billing Through:01/31/2024

GENERAL COUNSEL

FOR PROFESSIONAL SERVICES RENDERED

01/04/24	AME	PREP FOR JANUARY 11, 2024 PLANNING COMMISSION MEETING	2.70 hrs	\$432.00
01/05/24	DPD	CONTINUED REVIEW OF SPECIAL LAND USE APPROVAL REQUEST AT 25620 VAN BORN AND APPLICABILITY OF MORATORIUM	0.60 hrs	\$96.00
01/05/24	AME	PREP FOR JANUARY 11, 2024 PLANNING COMMISSION MEETING	1.50 hrs	\$240.00
01/08/24	AME	PREP FOR JANUARY 11, 2024 PLANNING COMMISSION MEETING	2.60 hrs	\$416.00
01/10/24	AME	PREP FOR JANUARY 11, 2024 PLANNING COMMISSION MEETING	0.90 hrs	\$144.00
01/11/24	DPD	CONTINUED PREPARATION FOR PLANNING COMMISSION MEETING	0.50 hrs	\$80.00
01/11/24	AME	PREP FOR JANUARY 11, 2024 PLANNING COMMISSION MEETING	1.80 hrs	\$288.00

01/11/24	AME	ATTEND JANUARY 11, 2024 PLANNING COMMISSION MEETING	1.50 hrs	\$240.00
01/12/24	AME	REVIEW MPEA, MZEA, AND CODE OF ORDINANCES RE: ANNUAL PLANNING REPORT, ANNUAL CAPITAL IMPROVEMENT PROJECTS, AND ZONING ORDINANCE MODIFICATIONS (CONCERNS RAISED AT JANUARY 11, 2024 PLANNING COMMISSION MEETING); EMAIL TO K. MCKINNON RE: FOLLOW-UP OF SAME	1.30 hrs	\$208.00
01/12/24	HLT	REVIEW OF ZONING ORDINANCE	0.70 hrs	\$112.00
01/15/24	HLT	REVIEW ARTICLE XIV OF ZONING ORDINANCE	1.00 hrs	\$160.00
01/16/24	HLT	REVIEW ARTICLE XIV OF ZONING ORDINANCE	1.40 hrs	\$224.00
01/18/24	AME	BEGIN REVIEW OF ZONING ORDINANCE - ARTICLE I RE: POSSIBLE REVISIONS AND CHANGES	2.20 hrs	\$352.00
01/19/24	HLT	REVIEW OF ZONING ORDINANCE	2.20 hrs	\$352.00
01/24/24	AME	CONTINUE REVIEWING ZONING ORDINANCE RE: POTENTIAL REVISIONS	1.30 hrs	\$208.00
01/24/24	HLT	CONTINUE REVIEW OF ARTICLE XIV OF ZONING ORDINANCE	0.70 hrs	\$112.00
01/25/24	HLT	CONTINUE REVIEW OF ARTICLE XIV OF ZONING ORDINANCE	1.30 hrs	\$208.00
01/26/24	AME	CONTINUE REVIEW OF ZONING ORDINANCE RE: POSSIBLE REVISIONS	0.90 hrs	\$144.00
01/26/24	HLT	REVIEW OF ARTICLE XIV AND ARTICLE XVI OF ZONING ORDINANCE	3.50 hrs	\$560.00

01/30/24	DPD	REVIEW INQUIRY FROM S. SHOCKEY RE: FOIA REQUEST FOR E-MAIL LOGS AND REDACTION OF CITY E-MAIL ADDRESSES; REVIEW EMAIL FROM AND EMAIL TO S. SHOCKEY RE: SAME	0.50 hrs	\$80.00
01/30/24	HLT	REVIEW OF ARTICLE XVII OF ZONING ORDINANCE	1.30 hrs	\$208.00
01/31/24	HLT	REVIEW ARTICLE XVIII OF ZONING ORDINANCE	1.00 hrs	\$160.00
TOTAL FEES				<u>\$5,024.00</u>

BILLING SUMMARY

TOTAL FEES
TOTAL CHARGES FOR THIS INVOICE

\$5,024.00
\$5,024.00

To pay by AMERICAN EXPRESS, VISA or MASTERCARD: Please fill out information below and mail same to:
12900 Hall Road Suite 350 Sterling Heights, MI 48313

Name on Card: _____

Payment Amount: _____

Card No: _____

Billing Address (of Credit Card): _____

Card ID No: _____ (3 or 4 digits)

City _____ State _____ Zip _____

Expiration Date: _____

Signature: _____

Client No: 25001

Cardholder acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligation set forth in the cardholder's agreement with issuer identified hereon.

[Handwritten Signature]
3/20/24

101-210-826.000



To: Mayor Bill Bazzi

Cc: Chief Jerrod Hart

From: Kevin Swope
Director of Police Operations

Subject: SMIP Program 2024

Date: 11/20/2023

Mayor Bazzi and Chief Hart,

I am requesting authorization to attend the Senior Management Institute for Police Program session 92 which takes place July 7, 2023 through July 25, 2023 in Boston, MA. This executive level educational program was developed by the Police Executive Research Forum. I have attached information related to the educational program to this memo. There is no doubt that this prestigious program will instruct me on many important lessons and leadership principles which will benefit the City of Dearborn Heights. The opportunity to join the SMIP program is something that is coveted amongst law enforcement executives as only a small group of law enforcement executives can attend each year. The cost to attend this program is \$11,400 which will be paid from the police forfeiture account. The cost includes training, lodging, parking, and meals. I appreciate any consideration you give this request. Thank you.

A handwritten signature in black ink, appearing to read "Kevin Swope", written in a cursive style.

Director Kevin Swope



Why SMIP

The policing profession is changing as never before. Today's police executives face challenges that did not exist a decade ago, or even a year ago. Recruiting and retention challenges, stubbornly high violent crime rates, communities' concerns about police use of force and calls for reform measures, the worsening opioid crisis, increasing homelessness, constantly evolving domestic terror threats, and the implications of cybercrimes stemming from new technologies – all of these represent new and difficult challenges for police leaders.

Communities expect more from their police departments in terms of de-escalation strategies and critical thinking, appropriate use of force, procedural justice, accountability, and transparency. Police executives seeking to employ new technologies such as facial recognition and drones are often faced with public scrutiny over privacy and other concerns. Issues related to officer wellness, mental health and police suicides are also taking on new prominence. Today's recruits differ in significant ways from previous generations in how they view their careers and what they want to achieve, and recruitment is becoming more difficult. Chiefs and Sheriffs must find new ways to address these issues and deliver a wider scope of services, often with fewer resources. *The very nature of leadership in policing is changing.*

Our goal with SMIP is to ensure that the instruction reflects the best thinking about the changes that are taking place in the field. The SMIP curriculum is continually updated, and the SMIP faculty has the experience and wisdom to prepare attendees to address the current and future challenges in policing. The SMIP program is always informed by recommendations of previous SMIP attendees as well as the leading practitioners and academics who participate in PERF's conferences.

Program Overview

SMIP is a program of the Police Executive Research Forum that provides senior police

executives with intensive training in the latest management concepts and practices used in business and government. It also features discussions of the most challenging issues facing law enforcement executives today.

A demanding three-week course, SMIP brings together a faculty from top universities, successful law enforcement chief executives, and subject matter experts from the private sector. It is designed for **mid- to upper-level police executives who ultimately will lead police agencies** throughout the United States and other participating countries. SMIP's curriculum addresses the issues that demand the attention of today's forward-thinking law enforcement leaders. Classes normally are held at the Boston University School of Law, where participants learn and reside in the university's classrooms and residence hall.

The SMIP Value Proposition

SMIP brings together leading thinkers in corporate and public management to provide intensive training in the latest management theories and practice, innovative solutions to organizational problems, and discussion of important issues in managing public service organizations effectively. The program's goal is to give police managers the same quality of management education available to other leaders in the public and private sectors.

As a developmental program for the profession's current and future leaders, SMIP focuses on leadership and executive development. **The curriculum is much more conceptual than technical and requires participants to think in broad terms about their agencies' environment and operations. Readings and class discussions stimulate critical thinking and problem-solving.**

Participants emerge with an understanding of advanced management practices and effective leadership. They also develop an enhanced awareness of the management methods and resources necessary for fulfilling current or future responsibilities. By sharing individual management experiences and exchanging ideas during group discussions, participants gain confidence in their managerial abilities and develop sources of consultation, advice and support that will endure well beyond the course.

Upon registering to SMIP, attendees are offered free PERF membership for the remainder of the calendar year, and a registration fee waiver for PERF's next Annual Meeting. The extensive resources of PERF and SMIP are available to participants after the course. This commitment has helped make SMIP a national center for the education and training of the future leaders of policing.

What the Course Is All About

SMIP gives participants a clear understanding of general management theory, policy development, planning processes, and organizational behavior. Among the topics covered are diversity, political management, organizational strategy, performance management, organizational change, leadership, managerial problem-solving, strategy implementation, leadership communications, career planning, negotiation, the budgeting process, critical incident response, media relations, officer wellness, and new policing strategies and innovations.

The program requires extensive reading with classroom discussion of the issues presented in the readings. Participants are encouraged to apply the concepts and issues presented within their own organizations. Because of the program's intensity and daily group study, **all participants are required to reside on campus for the program's duration**, except weekends.

Because many participants have already completed post-graduate studies, SMIP does not offer college credit. However, former participants have been awarded graduate credit by colleges they attended upon presentation of the SMIP objectives and course curriculum.

Individual Commitment

SMIP is a very demanding, fast-paced, reading-intensive program that requires considerable commitment and hard work in class and after class through independent and group study assignments. Each day, participants will be called upon in class to offer their perspectives on the issues presented in the assigned cases and readings. A lack of preparedness will result not only in diminished success of the individual, but it can also impact the progress of the entire class. Keeping up with assignments and teamwork is essential.

Qualifications for Individual Attendance

Enrollment is limited. To qualify for SMIP, you must be the chief executive or a senior manager in your agency (lieutenant or above, or professional civilian staff equivalent) with significant responsibility for major agency activities. **A four-year college degree—or the accumulation of 120 credit hours—from an accredited college or university is required.**

The Online Application Process

Beginning October 2, SMIP applications will be accepted on the PERF website. SMIP tuition is set at \$11,150. Tuition covers instruction, materials, planned events, lodging and meals throughout the program. A \$550 credit card deposit is required to submit an online application. In the event an applicant is not accepted, the deposit will be promptly credited back to the card upon which the charge was made. Otherwise, deposits are non-refundable. If accepted, the balance of tuition is due and must be paid by check within 45 days of acceptance notification.

Cancellations

If an accepted applicant needs to cancel their registration, they must let PERF know in writing as soon as possible. SMIP seats are transferable, and it is preferable that the agency find a replacement rather than forfeit the seat. If an applicant needs to cancel and no qualified replacement can be found:

- Prior to 90 days of the start of the applicant's session, PERF will issue a full tuition refund.
- Between 30 – 90 days of the start of the applicant's session, PERF will issue a tuition refund, minus the \$550 deposit.
- 30 days or less from the start of the applicant's session, PERF will not be able to issue a tuition refund.*

**PERF will consider each late cancellation on a case-by-case basis, especially in the event of an agency, health, or family emergency.*

SMIP Scholarships

PERF is excited to announce that we are offering SMIP scholarships again for the 2024 program to agencies and individuals who qualify. This scholarship is intended to benefit agencies that couldn't otherwise send members to SMIP. Each scholarship will cover tuition (\$11,150.00) and flights to/from Boston.

Please read the criteria below to see if you or your agency qualify for a scholarship.

- The applicant's agency must not have sent a member to SMIP within the last 5 years (since the 2018 program).
- The applicant must meet the basic requirements to attend SMIP (achieved the rank of lieutenant or above (or a civilian equivalent) and have a bachelor's degree (or the equivalent of 120-credit hours).
- The applicant must provide a one-page letter of recommendation from the head of their agency. If the applicant is a chief, then they must have a letter of recommendation from their city manager.
- The applicant must provide a brief professional bio, including professional goals, such as the desire to become a chief or a member of a command staff.
- The applicant must submit a brief memo describing a current professional challenge or a challenge their agency is facing and describing how SMIP would assist them in overcoming that challenge.
- The applicant must become a PERF member if they are not one already.

After an initial review of applications, PERF will conduct phone interviews with scholarship finalists.

Please send all application materials to Gabi Sereboff at gsereboff@policeforum.org by Friday, November 17th.

If you have questions, please contact Matt Harman at mharman@policeforum.org or at 202-454-8302.

SMIP Graduates Can Get Credit Toward a Master's Degree

Graduates of SMIP can now get transfer credit toward an M.S. in Law Enforcement & Public Safety Leadership from the University of San Diego. [Click here](#) for details.

For More Information

Questions should be directed to **Senior Principal Matt Harman** at 202-454-8302 (direct), 301-785-4019 (cell/text), or mharman@policeforum.org or **Senior Principal Dan Alioto** at 202-454-8337 (direct) or dalioto@policeforum.org

The Senior Management Institute for Police (SMIP) and the Police Executive Research Forum (PERF) are not affiliated with Boston University. Although SMIP is scheduled to occur on the campus of Boston University, the use of University facilities and/or property does not constitute or imply the endorsement or support of SMIP or PERF by Boston University.



POLICE EXECUTIVE
RESEARCH FORUM

Police Executive Research Forum

Remittance Address:

PO Box 418044

Boston, MA 02241

(202) 466-7820 fax (202) 466-7826

October 6, 2023

Invoice No: 209359407

INVOICE

SMIP Attendee:

Name	Kevin Swope
Organization	Dearborn Heights Police Department
Address	25637 Michigan Ave
	Dearborn Heights, Michigan 48116
SMIP Session	Session 92: July 7th - July 25th

Please pay the **BALANCE DUE** by check within 45 days. The check should be payable to *Police Executive Research Forum*, with the name of the participant and agency in the memo section, and sent to:

PERF c/o SMIP

PO Box 418044

Boston, MA 02241-8044

Description	Amount
Session 92: July 7th - July 25th	\$11,150.00
Parking	Parking - \$250.00
Kevin Swope	
Dearborn Heights Police Department	
Please make checks payable in U.S. funds	
Subtotal	\$11,400.00
Amount Paid to Date	\$800.00
Balance Due	\$10,600.00

PLEASE CONTACT GABRIELLE SEREBOFF AT gsereboff@Policeforum.org or (202) 454-8343 WITH ANY QUESTIONS



POLICE EXECUTIVE RESEARCH FORUM

SENIOR MANAGEMENT INSTITUTE FOR POLICE (SMIP) GENERAL INFORMATION SMIP 2024: SESSIONS 90-93

Congratulations on being selected to attend the Senior Management Institute for Police (SMIP). The enclosed general information will assist you in planning for your arrival, stay, coursework, and departure. Our aim is to make SMIP as enjoyable and meaningful as possible. PERF and Boston University representatives will be available, on-site, before and during your session to answer any questions that may arise outside of the areas covered below. Also, we will send you additional information as we get closer to your SMIP session.

Any questions you may have in the interim should be directed to Matt Harman at (202) 454-8302 (direct), (301) 785-4019 (cell/text), or mharman@policeforum.org, or Dan Alioto at (202) 454-8337 (direct) or dalioto@policeforum.org.

PROGRAM DATES AND RESIDENCE LOCATION

Session 90 – Sunday, June 2 – Thursday, June 20, 2024

Session 91 – Monday, June 3 – Friday, June 21, 2024

Session 92 – Sunday, July 7 – Thursday, July 25, 2024

Session 93 – Monday, July 8 – Friday, July 26, 2024

Student Residence Hall

The Student Village at 10 Buick Street, Boston, MA 02215

(This is your residence hall and the location where you check in.)

ARRIVING AND DEPARTING

The following may be useful in making travel arrangements.

Arrival on Campus

All participants should plan to check in to the dorm Boston University's campus no later than 12:30 pm on your session's Orientation Day (listed below). If flying, plan to arrive at Boston's Logan Airport **no later than 11:00 am**. Flights are often delayed so you may wish to arrive the day before your orientation. There is no additional lodging cost if you arrive a day early, but you should have indicated the day of your arrival in your online application. Please note that program meals start with dinner after your session's orientation, which takes place at 2:00 pm on the first day of your session. If you arrive early, you are on your own for meals until then. If the day of your planned arrival changes from what you indicated on your application, please let either Matt Harman or Dan Alioto know well before arrival (see contact information above). There is no need to inform us of arrival time changes unless your arrival on campus will be delayed.

Orientation Session & Welcome Reception

Our orientation session will take place at **2:00 pm** on:

- **Sunday, June 2 – Session 90**
- **Monday, June 3 – Session 91**
- **Sunday, July 7 – Session 92**
- **Monday, July 8 – Session 93**

You will be given the location and directions to orientation closer to the start of your session.

Graduation

The SMIP program will end by **1:30 pm** on:

- **Thursday, June 20 – Session 90**
- **Friday, June 21 – Session 91**
- **Thursday, July 25 – Session 92**
- **Friday, July 26 – Session 93**

The last class session ends at noon that day. We will then adjourn to a "Graduation Luncheon and Awards Ceremony." Every participant is expected to see the program through to its conclusion. **Please do not make reservations for a flight that departs earlier than 4:30 pm on graduation day.**

If someone other than you will be making your travel arrangements, please be sure they are aware of this schedule. Every year someone misses graduation because they or the person arranging travel did not understand this. In the event you absolutely must depart prior to the official end of SMIP, please arrange for your **agency head** to officially notify PERF in advance. If there are no flights to your destination that late in the day, and you need to stay on campus until the next morning, there is no cost to stay in the residence hall the extra night. However, program meals end with the graduation luncheon and everyone must check out of the residence hall by 11:00 am the next day. You should have indicated

on your online application if you plan to stay until the next morning; if your plans change, please notify Matt Harman in advance.

Personal or Department Automobiles

Boston University is located in the city and is very convenient to mass transit. There is little use for a car in Boston. Most SMIP participants who bring cars find they do not use them during their stay at SMIP.

Renting a car for your three weeks at SMIP is completely unnecessary. Near the campus and in most downtown locations, legal street parking is very hard to find. Public parking lots are expensive. Boston and the BU campus can be very congested, and parking is difficult to find. Police vehicles are not exempt from tickets and towing (it has happened in the past).

If you do plan to drive, the campus has secure parking spaces that can be procured at a cost of \$250 for the full three weeks of the program. If you plan to bring a vehicle and park on campus, you must make arrangements in advance. Please do not approach the BU campus police or other local police departments about parking on their lots. With over 200 of us on campus when sessions overlap, the number of police vehicles driven to SMIP demands that we park in the designated lot. If your parking plans change from what you indicated on your online application, you must let Matt Harman know before arrival. Once PERF takes custody of parking passes a few days before your session starts, they cannot be returned or refunded. **Parking passes will only be issued at check-in if pre-arranged and pre-paid.**

OUTWARD BOUND

This year, PERF will feature one day at Thompson Island Outward Bound Professional (OB). OB is an experiential program that will encourage attendees to apply what's been taught in the classroom to structured and supervised leadership building activities. Each activity and after-action review is focused on amplifying participants' effectiveness in leadership roles. OB is located on Thompson Island in the Boston Harbor Islands National Park.

Attendees should be prepared to spend a day outdoors with their session. The level of physical activity will vary depending on the exercise and role, but OB is designed for participants of all ages and physical abilities. Every attendee will be able to participate in some manner with their classmates. PERF recommends that SMIP attendees plan to pack comfortable clothes and footwear for their session's day at OB. PERF will provide more information on the OB day at SMIP, but for background on OB's adult programs, please visit their website [here](#).

MEALS AND SNACKS

Provided Meals

Meals will be provided, at no additional cost, starting with dinner after orientation and ending with the Graduation Luncheon on your final day. All provided meals will be served in the Boston University cafeteria or provided by PERF and BU Catering. Those of you arriving early or staying late will find various restaurants and fast-casual establishments within the Boston University area. During the program, three meals are provided Monday through Friday. Brunch and dinner will be offered on weekends rather than three meals. Mealtimes will be listed on the class schedule provided at orientation.

There will be one dinner early in the program that is not covered by SMIP, due to a planned SMIP event. Please account for this if your agency is providing a per diem.

Dining Out

In the event you would like to enjoy an occasional meal out, there is a wide variety of restaurants within a few blocks of the campus. Boston is home to many *exceptional* restaurants, though some are out of walking distance from the campus.

Daily Breaks

Each class day, there will be morning and afternoon breaks during which refreshments will be provided. Breaks will provide sufficient time for using the restroom and returning phone calls and text messages.

Convenience Stores

There are small markets all over the BU campus. There is a well-stocked market/sandwich shop in your residence hall, but in the summer it is closed in the evening. Also, a CVS Pharmacy, Target, and Star Market grocery store are within walking distance of the dorm.

VISITORS

Boston and the surrounding area is a great place to vacation, and many attendees have family and/or friends join them in Boston for some sightseeing. June and July are ideal months for visiting Boston, but it is highly recommended that any visitors come before or after, ***but not during***, your SMIP session. This is not to discourage weekend visitors; just be aware that there are still reading assignments to be completed for Monday morning. Most attendees find that during their three weeks in Boston they become sufficiently familiar with the city, and the attractions that would interest their families or guests, that they become excellent tour guides. Thus, the best time for visitors is after SMIP.

Overnight guests and pets are not permitted in the residence hall. Only SMIP attendees and registered PERF staff/faculty are permitted in the 10 Buick Street residence hall after 11:00 pm. Building security requires all guests to sign in and surrender their driver's license. Guests are permitted until 11:00 pm. Campus authorities will look for anyone who has not picked up their license and signed out by 11:00 pm. Please be respectful of the fact that you share the common areas of your suite with three other attendees to whom this is also home. **Neither attendees nor their guests can be accommodated in the residence hall before or after SMIP.**

Visitor Accommodations

In the event you plan to have guests meet you in Boston, there are a number of hotels not too far from the Boston University campus. The Commonwealth Hotel is owned by BU and is located at the east end of the campus (by Fenway Park), about two miles from your dorm. The Doubletree and Hyatt hotels in Cambridge are close by and may be less costly. There are also hotels in the neighboring city of Brookline. The Omni Parker House is a great old but restored hotel in the heart of Boston that *sometimes* offers great deals. Generally though, accommodations near downtown Boston can be very expensive.

Additionally, several dozen colleges and universities in Boston will be holding commencement exercises in early June, making rooms sometimes difficult to find and very costly. You may find the best deals online. Use the 700 block of Commonwealth Avenue, Boston, MA 02215 as the base location for your search of nearby hotels. Since the “T” (mass transit system) is so convenient, you may find more economical rooms away from the city center but still on the “T” routes.

Guests at Graduation

You are welcome to have family members or other guests join you at the Graduation Luncheon and Awards Ceremony, with adequate notice. There is no cost for this. Please limit graduation guests to two people.

FIREARMS

Firearms security is a major issue with the university administration. **Firearms are strictly prohibited by Boston University policy.** The Boston University Police Department understands this may raise a problem for those driving a police vehicle to SMIP. Therefore, they have offered to make secure weapon lock boxes at their facility available to sworn officials attending SMIP. Please utilize these lock boxes. Do not keep weapons in cars or rooms on campus. The campus police headquarters is located on Harry Agganis Way, one block west of our residence hall. If you plan to bring a firearm, please let both the BU Police Department and Matt Harman or Dan Alioto know.

PRE-SESSION READINGS

If you chose to receive your pre-session readings digitally, PERF will email you several links to the PERF publications. If you opted for hard copies, you will receive these in the mail. Regardless of your choice, PERF will send these materials to you about four weeks before your session starts, and you should read these materials before attending SMIP.

FOR MORE INFORMATION AND QUESTIONS

PERF will send you additional logistical information as we get closer to your session. We also plan to host several informational calls to go over more program details and answer any questions you may have. However, should you have any questions prior to those calls or your arrival, please contact Matt Harman at (202) 454-8302 (direct), (301) 785-4019 (mobile/text), or mharman@policeforum.org, or Dan Alioto at (202) 454-8337 (direct) or dalioto@policeforum.org.

We look forward to seeing you in Boston.



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 11/28/2023
Client No: 17784
Invoice No: 10124657
Page: 1

For Professional Services Rendered

For professional services rendered through November 8, 2023 as approved by City Council on October 25, 2022. 24,979.50

Work performed includes bank reconciliations, audit prep, GASB87, fixed assets, CVTRS reports, and client communication.

Staff: 136.5 hours

Balance Due \$24,979.50 USD

2/19/24 Dave E. [Signature]
101-223-817.000

Remittance Information:

Check:

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

Bank
Routing/ABA#
Bank Address

Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
9890996003
Plante & Moran, PLLC



Client Payment Portal:

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



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 02/01/2024
Client No: 17784
Invoice No: 10160976
Page: 1

For Professional Services Rendered

For professional services rendered December 20, 2023 through January 27, 2024 as approved by City Council on October 25, 2022. 48,495.00

Work performed includes bank reconciliations, various journal entries, audit management, single audit research, year-end reporting, training City staff re: cash receipts, client meetings and other communication

Staff: 265 hours

Balance Due

\$48,495.00 USD

2/19/24 *Debra E. Moran*

101-223-817,000

Remittance Information:

Check:

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

Bank
Routing/ABA#
Bank Address

Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
9890996003
Plante & Moran, PLLC



Client Payment Portal:

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



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 11/28/2023
Client No: 17784
Invoice No: 10124667
Page: 1

For Professional Services Rendered

For professional services rendered through November 26, 2023 as approved by City Council on October 25, 2022. 22,600.50

Work performed includes bank reconciliations, audit prep, GASB87, fixed assets, CVTRS reports, and client communication.

Staff: 123.5 hours

Balance Due

\$22,600.50 USD

2/19/24 *Deirdre Ezz*
101-223-817.000

Remittance Information:

Check:

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

Bank
Routing/ABA#
Bank Address

Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
9890996003
Plante & Moran, PLLC



Client Payment Portal:

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



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 02/28/2024
Client No: 17784
Invoice No: 10176756
Page: 1

For Professional Services Rendered

For professional services rendered February 7 through February 27, 2024 as approved by City Council on October 25, 2022.

24,476.25

Work performed includes bank reconciliations, journal entries, tax distribution, department budget meetings, budget preparation, W&S rate study, on-site accounting assistance, client meetings and other communication.

Staff: 133.75 hours

Balance Due

\$24,476.25 USD

Deven Ezy
101-223-817,000

Remittance Information:

Check:

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

Bank
Routing/ABA#
Bank Address

Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001

9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
9890996003
Plante & Moran, PLLC



Client Payment Portal:

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



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 02/28/2024
Client No: 17784
Invoice No: 10176749
Page: 1

For Professional Services Rendered

For professional services rendered January 28 through February 6, 2024 as approved by City Council on October 25, 2022.

21,594.00

Work performed includes bank reconciliations, journal entries, tax distribution, budget preparation, on-site accounting assistance, client meetings and other communication.

Staff: 118 hours

Balance Due

\$21,594.00 USD

Davey E. M.
101-223-817,000

Remittance Information:

Check:

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

Bank
Routing/ABA#
Bank Address

Account Number

Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001

9890996003

Plante & Moran, PLLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202

9890996003

Plante & Moran, PLLC



Client Payment Portal:

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



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: 03/19/2024
Client No: 17784
Invoice No: 10190243
Page: 1

For Professional Services Rendered

For professional services rendered February 19 through March 15, 2024 as approved by City Council on October 25, 2022. 37,881.00

Work performed includes bank reconciliations, journal entries, budget, comptroller questions, TIFA report, tax reconciling, payroll reports, client meetings and other communication.

207 hours at \$183 per hour

Balance Due

\$37,881.00 USD

Approved
101-223-817.000

Remittance Information:

Check:

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

Bank
Routing/ABA#
Bank Address

Account Number

Account Name

Wire Transfer:

Bank of America
026009593
222 Broadway
New York, NY 10038

9890996003

Plante & Moran, PLLC

ACH:

Bank of America
071000039
100 North Tryon Street
Charlotte, NC 28202

9890996003

Plante & Moran, PLLC



Client Payment Portal:

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

Re: Plante Moran Invoice - City of Dearborn Heights

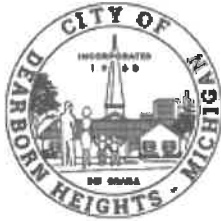
Darren E. Turner [REDACTED]

Thu 3/28/2024 12:59 PM

To: Mahdi I. Baydoun [REDACTED]

Approved

Darren E. Turner Interim Comptroller

**City of Dearborn Heights**

6045 Fenton Street., Dearborn Heights MI 48127

(313) 791-3449

www.dearbornheightsmi.gov**From:** Mahdi I. Baydoun [REDACTED]**Sent:** Thursday, March 28, 2024 12:55 PM**To:** Darren E. Turner [REDACTED]**Subject:** Fw: Plante Moran Invoice - City of Dearborn Heights

This is the billing detail for that invoice

From: Brian Camiller [REDACTED]**Sent:** Thursday, March 21, 2024 2:29 PM**To:** Darren E. Turner [REDACTED]; Mahdi I. Baydoun [REDACTED]**Cc:** Victoria Zielinski [REDACTED]; Michelle Lewis [REDACTED]**Subject:** RE: Plante Moran Invoice - City of Dearborn Heights**Caution:** This is an external email. Please take care when clicking links or opening attachments.

Hi Daren and Mahdi,

See attached. Going forward, we will send this info with the invoice every month.

Brian J. Camiller | Partner | Government Vertical Leader



From: Darren E. Turner [REDACTED]
Sent: Thursday, March 21, 2024 1:10 PM
To: Victoria Zielinski [REDACTED]; Mahdi I. Baydoun
[REDACTED]
Subject: Re: Plante Moran Invoice - City of Dearborn Heights

ATTENTION: This email was sent to Plante Moran from an external source. Please be extra vigilant when opening attachments or clicking links.
Victoria,

Good afternoon. Hope all is well.

I was working with Brian and Michelle to get more detail on the PM invoices. As of last week, City Council has refused to pay PM invoices that do not have detail. Can you please check with Brian/Michelle to update this invoice with the necessary information, so it can be processed ?

Best Regards,

Darren E. Turner Interim *Comptroller*



City of Dearborn Heights

6045 Fenton Street., Dearborn Heights MI 48127

(313) 791-3449

www.dearbornheightsmi.gov

From: Victoria Zielinski [REDACTED]
Sent: Wednesday, March 20, 2024 4:23 PM
To: Darren E. Turner [REDACTED]; Mahdi I. Baydoun
[REDACTED]
Subject: Plante Moran Invoice - City of Dearborn Heights

Caution: This is an external email. Please take care when clicking links or opening attachments.

Hello,

Please see the attached invoice for time incurred through 3/15 sent on behalf of Brian Camiller – Plante & Moran, PLLC.

Contact Brian Camiller at [REDACTED] with any questions regarding this invoice.

Thank you,

Victoria



Plante Moran Group Benefit Advisors II,
LLC

3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 02/14/2024
Client No: 17784
Invoice No: 10169996
Page: 1

For Professional Services Rendered

Completion, printing, mailing, and e-filing of Tax Year 2023 Forms 1094-C and 1095-C as required by the Affordable Care Act 9,300.00

Credit for previous overpayment -5,199.83

Balance Due \$4,100.17 USD

101-226-818.000

Approved 02/20/2024

Margaret H. Felt

Remittance Information:

Check:

PM Group Benefit Advisors II, LLC
3000 Town Center
Suite 100
Southfield, MI 48075

Bank
Routing/ABA#
Bank Address
Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
8666041219
Plante Moran Group Benefit Advisors II, LLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
8666041219
Plante Moran Group Benefit Advisors II, LLC

An affiliate of
**plante
moran**

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



Plante Moran Group Benefit Advisors II,
LLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 3522500

INVOICE

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

Date: 02/14/2024
Client No: 17784
Invoice No: 10169717
Page: 1

For Professional Services Rendered

Quarterly invoice for ongoing health and welfare benefits consulting services.

25,400.00

Balance Due

\$25,400.00 USD

101-226-818.000

Approval 02/20/2024
Margaret Hylton

Remittance Information:

Check:

PM Group Benefit Advisors
II, LLC
3000 Town Center
Suite 100
Southfield, MI 48075

Bank
Routing/ABA#
Bank Address
Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
8666041219
Plante Moran Group Benefit
Advisors II, LLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
8666041219
Plante Moran Group Benefit
Advisors II, LLC

An affiliate of
**plante
moran**

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

City of Dearborn Heights

In Reference To: VTP Canterbury LLC vs. Dearborn Heights
 DOL: 8/1/22
 Matter No.: 130522
 Claim No.: 2302112
 Adjuster: Adam Strong

Invoice # 81250

Professional Services

		<u>Hrs/Rate</u>	<u>Amount</u>
02/05/24	MJZ Receipt/Review correspondence from opposing counsel	0.10 190.00/hr	19.00
02/09/24	MJZ Receipt/Review of Plaintiff's Answers to Requests for Admission	0.10 190.00/hr	19.00
	MJZ Multiple correspondence to and from opposing counsel	0.20 190.00/hr	38.00
02/12/24	MJZ Receipt/Review correspondence from deposition court reporter	0.10 190.00/hr	19.00
	MJZ Receipt/Review of Plaintiff's Motion to Stay Discovery and Compel Mediation	0.20 190.00/hr	38.00
	MJZ Begin preparation of Responses to Plaintiff's Motion to Stay Discovery and Compel Mediation	2.50 190.00/hr	475.00
02/13/24	MJZ Continued preparation of Response to Motion to Compel Mediation and Stay Discovery	0.40 190.00/hr	76.00
	MJZ Multiple correspondence to and from opposing counsel	0.20 190.00/hr	38.00
	MJZ Begin preparation for depositions of corporate representatives of Plaintiff and Plaintiff's management company	1.40 190.00/hr	266.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/13/24	MJZ Multiple correspondence to and from court reporter	0.10 190.00/hr	19.00
02/16/24	MJZ Attend hearing on Plaintiff's Motion to Compel Mediation and Stay Discovery	0.10 190.00/hr	19.00
	MJZ Receipt/Review correspondence from opposing counsel	0.10 190.00/hr	19.00
	MJZ Receipt/Review of Re-Notice of Hearing on Motion to Compel Mediation and Stay Discovery	0.10 190.00/hr	19.00
	MJZ Preparation of Status Report	0.20 190.00/hr	38.00
	MJZ Receipt/Review correspondence from City Attorney	0.10 190.00/hr	19.00
02/20/24	MJZ Multiple correspondence to and from Corporation Counsel	0.20 190.00/hr	38.00
	MJZ Telephone conference with City Attorney	0.20 190.00/hr	38.00
	MJZ Preparation of memo to Mayor and City Council for Closed Session	1.10 190.00/hr	209.00
02/22/24	MJZ Multiple correspondence to and from City Corporation Counsel	0.10 190.00/hr	19.00
	MJZ Multiple correspondence to and from opposing counsel	0.20 190.00/hr	38.00
02/23/24	MJZ Receipt/Review correspondence from City Corporation Counsel	0.10 190.00/hr	19.00
02/29/24	MJZ Receipt/Review of entered Order Granting Motion to Compel Mediation and Stay Discovery	0.10 190.00/hr	19.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/29/24 MJZ	Receipt/Review correspondence from opposing counsel	0.10 190.00/hr	19.00
MJZ	Receipt/Review correspondence from Facilitator	0.10 190.00/hr	19.00
For professional services rendered		8.10	\$1,539.00

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101-210-826.000

In Reference To: Shacorra Mixon and Arrico & Amor Spiers vs. Dearborn Heights, et al
DOL: 1/11/24
Matter No.: 136394
Claim No.: 2400613
Adjuster: Adam Strong

Invoice # 81246

Professional Services

		<u>Hrs/Rate</u>	<u>Amount</u>
02/22/24	MTD Telephone conference with MMRMA Claims regarding file assignment and assistance	0.10 190.00/hr	19.00
	MTD Receipt/Review New File Assignment regarding correspondence to client	0.60 190.00/hr	114.00
	MTD Correspondence to client regarding Removal and documentation needed	0.70 190.00/hr	133.00
	MTD Review of Wayne County Circuit Court filings regarding existence of related criminal cases	0.40 190.00/hr	76.00
	MTD Preparation of Removal Petition and Notice of Filing Removal	0.60 190.00/hr	114.00
02/26/24	MTD Multiple telephone conferences with City Attorney regarding meeting with Lieutenant Guzowski and Director Vanderplow	0.20 190.00/hr	38.00
	MTD Begin preparation of memo to file regarding circumstances surrounding Plaintiff's arrest	0.30 190.00/hr	57.00
	MTD Correspondence to/from City Attorney regarding meetings and client contact	0.20 190.00/hr	38.00
	MTD Begin preparation of Defendants' Answer to Complaint and Affirmative Defenses	1.40 190.00/hr	266.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/27/24	MTD Meeting with Lieutenant Guzowski and Director Vanderplow regarding obtaining videos and incident documentation for Initial Disclosures and Answer to Complaint	2.50 190.00/hr	475.00
	MTD Correspondence to client and City Attorney as to videos and documentation	0.60 190.00/hr	114.00
	MTD Begin preparation of Litigation Action Plan Factual Summary based on meeting information	3.10 190.00/hr	589.00
	For professional services rendered	10.70	\$2,033.00

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3/19/24

101-210-826.000

In Reference To: Joseph Reyna vs. Dearborn Heights, et al
 DOL: 6/22/22
 Matter No.: 134575
 Claim No.: 2304104
 Adjuster: Adam Strong

Invoice # 81248

Professional Services

			<u>Hrs/Rate</u>	<u>Amount</u>
02/01/24	CHY	Continued review of Chief's updated records regarding Plaintiff	1.10 190.00/hr	209.00
	CHY	Continued research regarding Plaintiff, including social media activity	0.90 190.00/hr	171.00
02/06/24	AMP	Correspondence to opposing counsel regarding consent to Magistrate Judge jurisdiction, court order and form response	0.40 190.00/hr	76.00
	AMP	Preparation of Status Report regarding Amended Complaint, Magistrate Judge Consent Request from Court	0.30 190.00/hr	57.00
	CHY	Continued research regarding settlement/verdict regarding Americans with Disabilities Act/Persons With Disabilities Civil Rights Act claims	0.60 190.00/hr	114.00
02/07/24	AMP	Review/analyze Complaint and Preliminary Injunction in lawsuit filed by Police Chief	0.70 190.00/hr	133.00
	AMP	Correspondence with MMRMA Claims regarding update from status of Plaintiff's settlement demand	0.30 190.00/hr	57.00
	AMP	Correspondence with Corporation Counsel regarding Magistrate Judge jurisdiction and settlement demand	0.40 190.00/hr	76.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/07/24	AMP Correspondence with opposing counsel's office regarding Magistrate Judge jurisdiction	0.40 190.00/hr	76.00
	AMP Correspondence with Corporation Counsel regarding meeting	0.10 190.00/hr	19.00
	AMP Correspondence to MMRMA Claims regarding Magistrate Judge consent and update from opposing counsel	0.20 190.00/hr	38.00
02/08/24	AMP Preparation of Litigation Budget	0.60 190.00/hr	114.00
	AMP Receipt/Review of Consent Order and Reference to Magistrate Judge to conduct all proceedings signed by Judge	0.20 190.00/hr	38.00
	AMP Correspondence to Corporation Counsel regarding zoom meeting	0.10 190.00/hr	19.00
	CHY Preparation for and participate in strategy call with Mayor and Corporation Counsel, including review of concurrent lawsuit involving Police Department	0.90 190.00/hr	171.00
	CHY Research regarding conflict of interest based on strategy call Mayor and Corporation Counsel	1.10 190.00/hr	209.00
02/09/24	AMP Continued preparation of Defendants' Answer and Affirmative Defenses	2.30 190.00/hr	437.00
	AMP Receipt/Review of Consent Order and Reference to Magistrate Judge to conduct all proceedings signed by Judge	0.20 190.00/hr	38.00
	AMP Review/analyze records received from the City and Police Department for preparation of Answer	0.90 190.00/hr	171.00
02/12/24	AMP Continued preparation of Defendants' Answer and Affirmative Defenses	1.10 190.00/hr	209.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/12/24	AMP Review/analyze records for preparation of Answer	1.20 190.00/hr	228.00
	CHY Edit/Revise Answer to Amended Complaint	0.20 190.00/hr	38.00
	CHY Continued preparation for follow up meeting with Acting Chief regarding Amended Complaint	0.80 190.00/hr	152.00
02/19/24	AMP Receipt/Review of Order Requiring Rule 26f Meeting and Rule 16 Conference	0.20 190.00/hr	38.00
02/20/24	AMP Receipt/Review of Plaintiff's settlement demand with factual background	0.20 190.00/hr	38.00
02/21/24	CHY Continued research regarding expert cardiologist	0.90 190.00/hr	171.00
	CHY Continued research regarding opposing counsel's recent settlements	0.70 190.00/hr	133.00
02/26/24	CHY Review recent case on Americans with Disabilities Act and reasonable accommodation	0.30 190.00/hr	57.00
	CHY Preparation for proposed deposition questions for Plaintiff' based on recent 6th Circuit case regarding reasonable accommodation	0.80 190.00/hr	152.00
02/27/24	CHY Continued preparation for follow up meeting with City Attorney regarding issues raised in Chief's records	1.10 190.00/hr	209.00
	CHY Begin preparation for meeting with Plaintiff's co-workers, including review of updated records	1.20 190.00/hr	228.00
	CHY Begin research regarding police expert	0.80 190.00/hr	152.00
02/28/24	CHY Continued preparation for meeting with Plaintiff's co-workers, including review of updated records	1.10 190.00/hr	209.00

	<u>Hrs/Rate</u>	<u>Amount</u>
02/28/24 CHY Continued research regarding police expert	0.60 190.00/hr	114.00
CHY Continued research regarding expert cardiologist	0.30 190.00/hr	57.00
CHY Continued research regarding vocational expert	0.40 190.00/hr	76.00
For professional services rendered	23.60	\$4,484.00

This copy of this invoice is for informational purposes only. The original invoice is being paid by the Michigan Municipal Risk Management Authority. If you have any questions regarding any aspect of this billing, please contact Carol A. Rosati at Rosati, Schultz, Joppich & Amtsbuechler, P.C. at the above address or telephone number.


3/19/24

101-210-826.000

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356

March 7, 2024

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
Attn: Erika Mazzitello, FOIA Coordinator

In Reference To: Jihad A. Hachem vs City of Dearborn Heights, et al
DOL: 12/11/21
Matter No.: 119263
Claim No.: 2200507
Adjuster: Adam Strong

Invoice # 81245

Professional Services

		<u>Hrs/Rate</u>	<u>Amount</u>
02/02/24	AMP Continued preparation of Appellees' Brief on Appeal	2.50 190.00/hr	475.00
02/03/24	AMP Continued preparation of Appellees' Brief on Appeal	6.50 190.00/hr	1,235.00
	AMP Legal research regarding additional Whistleblowers' Protection Act cases and Whistleblowers' Protection Act causation in preparation for Appellees' Brief on Appeal	0.50 190.00/hr	95.00
02/04/24	AMP Continued preparation of Appellees' Brief on Appeal	4.10 190.00/hr	779.00
	AMP Continued legal research regarding additional Whistleblowers' Protection Act cases regarding causation and legitimate business reason for adverse action in preparation for Appellees' Brief on Appeal	0.40 190.00/hr	76.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/05/24	AMP Review/analyze deposition transcripts and court hearing transcripts in preparation for Appellees' Brief on Appeal	0.90 190.00/hr	171.00
	AMP Legal research regarding cases cited by trial court in preparation for Appellees' Brief on Appeal	1.10 190.00/hr	209.00
	AMP Legal research regarding cases in Appellant's Brief on Appeal in preparation for Appellees' Brief on Appeal	1.20 190.00/hr	228.00
	AMP Continued preparation of Appellees' Brief on Appeal	5.40 190.00/hr	1,026.00
	CHY Edit/Revise Appellant Brief	0.50 190.00/hr	95.00
02/06/24	AMP Correspondence to City Attorney regarding Appeal Brief contents	0.20 190.00/hr	38.00
	AMP Edit/Revise Table of Contents and Index of Authorities for Appellees' Brief on Appeal	3.20 190.00/hr	608.00
	AMP Correspondence to City regarding Appellees' Brief on Appeal	0.30 190.00/hr	57.00
	AMP Preparation of Status Report to MMRMA Claims regarding Appellees' Brief on Appeal	0.20 190.00/hr	38.00
02/08/24	AMP Attend zoom meeting with Corporation Counsel and Mayor regarding status of appeal, reply and appellate panel	0.70 190.00/hr	133.00
02/09/24	AMP Receipt/Review of Appeal Notice from Court of Appeals regarding request for correspondence regarding case call scheduling conflicts	0.10 190.00/hr	19.00

		<u>Hrs/Rate</u>	<u>Amount</u>
02/20/24	AMP Receipt/Review of message from opposing counsel; Correspondence with opposing counsel regarding concurrence for Motion to Extend Relief Brief	0.30 190.00/hr	57.00
02/27/24	AMP Review/analyze Appellant's Reply Brief and Exhibit	1.10 190.00/hr	209.00
	AMP Preparation of Status Report regarding Appellant's Reply Brief	0.90 190.00/hr	171.00
For professional services rendered		30.10	\$5,719.00

This copy of this invoice is for informational purposes only. The original invoice is being paid by the Michigan Municipal Risk Management Authority. If you have any questions regarding any aspect of this billing, please contact Carol A. Rosati at Rosati, Schultz, Joppich & Amtsbuechler, P.C. at the above address or telephone number.


3/19/24
101-210-826.000

In Reference To: Estate of Joseph S.M. Smith, by Phillip Smith vs. Dearborn Heights
DOL: 10/14/22
Matter No.: 132475
Claim No.: 2303146
Adjuster: Adam Strong

Invoice # 81249

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
02/16/24 MTD Receipt/Review of Plaintiff's Initial Disclosures	0.10 190.00/hr	19.00
For professional services rendered	0.10	\$19.00

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3/19/24
101-210-826.000

In Reference To: Rayan Ramadan (a minor) by Soukaina Badawi vs. Dearborn Heights, et al
DOL: 2/8/22
Matter No.: 122929
Claim No.: 2200705
Adjuster: Adam Strong

Invoice # 81247

Professional Services

		<u>Hrs/Rate</u>	<u>Amount</u>
02/15/24	MTD Correspondence to/from opposing counsel regarding Motion to Approve Settlement	0.20 190.00/hr	38.00
	MTD Correspondence to/from MMRMA Claims regarding status of filing of Motion to Approve Settlement	0.10 190.00/hr	19.00
	For professional services rendered	0.30	\$57.00

This copy of this invoice is for informational purposes only. The original invoice is being paid by the Michigan Municipal Risk Management Authority. If you have any questions regarding any aspect of this billing, please contact Carol A. Rosati at Rosati, Schultz, Joppich & Amtsbuechler, P.C. at the above address or telephone number.



3/19/24

101-210-826.000



211 W. Fort Street, Suite 1410
Detroit, Michigan 48226

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

INVOICE

Invoice # 15884
Date: 02/04/2024
Due Upon Receipt

Fire Station Litigation Review

Fire Station Litigation Review

Date	Attorney	Notes	Quantity	Rate	Total
12/29/2023	JA	Subject: Fire Station	0.30	\$175.00	\$52.50
01/04/2024	JA	Review and analyze partial Partners in Architecture Report; research re concrete testing standards, research statutes of repose/limitations, draft preliminary analysis; tc with corp counsel re same	6.50	\$175.00	\$1,137.50
01/04/2024	JA	Subject: RE: Fire Station 3 emails with Roger/Marianna	0.30	\$175.00	\$52.50
01/04/2024	JA	Subject: SB Engagement / draft same	0.50	\$175.00	\$87.50
01/04/2024	JA	Subject: Re: Fire Station 2 emails	0.30	\$175.00	\$52.50
01/05/2024	JA	Review full 169 page report. Draft analysis of same	6.00	\$175.00	\$1,050.00
01/05/2024	JA	Subject: Re: Fire Station PRIVILEGED 3 emails	0.30	\$175.00	\$52.50
01/11/2024	JA	research re IRS 1023	0.40	\$175.00	\$70.00

Subtotal \$2,555.00

Total \$2,555.00

Detailed Statement of Account

Other Invoices


3/26/24

101-210-826.000



Federal tax ID: 22-3009648
290 Davidson Ave.
Somerset, NJ 08873
Phone: 888-235-3871
Fax: 732-805-9669

Please remit payment to:
SHI International Corp
P.O. Box 952121
Dallas, TX 75395-2121
Wire information: Wells Fargo Bank
Wire R# 121000248
ACH R# 021200025
Account#2000037641964
SWIFT Code: WFBUS6S
For W-9 Form, www.shi.com/W9
Send remittances to - remittance@shi.com

Invoice No. B17938435

Invoice date 2/8/2024
Customer number 1139666
Sales order S58427721

Finance charge of 1.5% per month will be charged on
past due accounts - 18%/yr.
All returns require an RMA# supplied by your SHI
Sales team.

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

Ship To
City of Dearborn Heights MI
6045 Fenton
Dearborn Heights, MI 48127
USA
24-184/David Cooper

Ship Date	Salesperson	Purchase Order	Ship Via	FOB	Terms
2/8/2024	PSI - Gov Great Lakes - MS	24-184	ESD	FOB DEST	NET 30

Item No. Mfg Part No.	Description	Qty Ordered	Qty Shipped	Unit Price	Extended Price
30448741 AAA-11894 ESD Microsoft Select	O365GovE3 ShrdSvr ALNG SubsVL MVL PerUsr Windows - Multiple Windows Platform All Languages ESD Software Contract number: 071B6600113 Sub Contract: 071B6600113-MiDEAL Agreement No.: E4127131 Agreement Name: City of Dearborn Heights, MI Enrollment No.: 46533396 Enrollment Name: City of Dearborn Heights, MI Country of Usage: USA Maintenance From date: 3/1/2024 Maintenance To date: 2/28/2025	12	12	219.09	2,629.08

OK to pay
#130-804
Michelle Adkins
3-15-24

Quote: 23869061

Sales Balance	2,629.08
Freight	0.00
Recycling Fee	0.00
Sales Tax	0.00
Total	2,629.08
Currency	USD

Howard L. Shifman
Brandon Fournier
Robert Nyovich - Of Counsel



31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025
Phone (248) 594-8700
Fax (248) 594-7080
shifmanfournier.com

VIA EMAIL

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

March 19, 2024

Margaret Hazlett, HR Director
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127
RaFarinha@dearbornheightsmi.gov

Re: City of Dearborn Heights/Invoice for Services

Dear Ms. Hazlett:

Attached please find our invoice for services through February 29, 2024. Kindly, process for payment.

Invoice No. 15573

City of Dearborn Heights –	\$ 2,534.50
TOTAL	\$ 2,534.50

Please make check payable to: Shifman Fournier, PLC.

Thank you for your attention in this matter. If you have any questions or comments, please feel free to contact me at your convenience.

Very truly yours,

SHIFMAN FOURNIER

Jessica Fanego, Office Administrator
Jessica@shifmanfournier.com

101-210-826.000
Approved 03/19/2024
Margaret Hazlett

Shifman Fournier
31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025

Invoice submitted to:

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

March 1, 2024

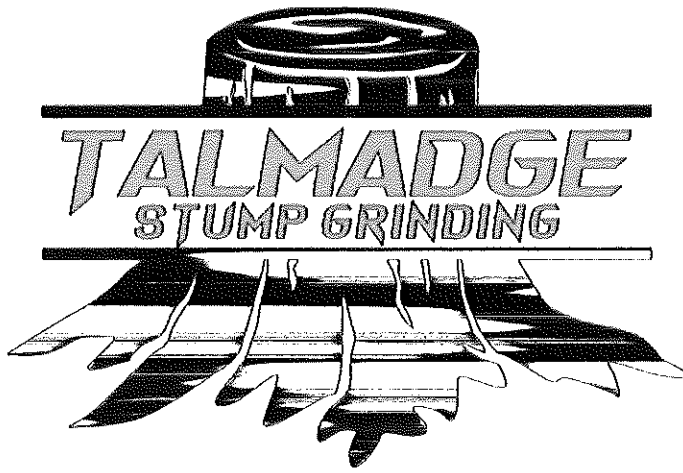
In Reference To: City of Dearborn Heights/General Labor

Invoice # 15573

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
2/20/2024 Telephone Conference regarding pending issues	0.30 185.00/hr	55.50
Receipt and Review correspondence; review contract and file	1.00 185.00/hr	185.00
2/22/2024 Review contract issues from client	1.30 185.00/hr	240.50
2/23/2024 Review issues regarding contract, prior materials and issues from conference call	2.00 185.00/hr	370.00
2/26/2024 Review documents and issues from client	1.20 185.00/hr	222.00
2/27/2024 Telephone Conference regarding pending issues	0.40 185.00/hr	74.00
Preparation for conference call; review issues and materials	2.50 185.00/hr	462.50
Receipt and Review correspondence from client; review issues and preparation of reply	2.20 185.00/hr	407.00
2/28/2024 Preparation of memo and review issues	0.80 185.00/hr	148.00
Review issues from conference call and issues regarding consultation	2.00 185.00/hr	370.00

	<u>Hours</u>	<u>Amount</u>
For professional services rendered	13.70	\$2,534.50
Balance due		<u>\$2,534.50</u>



INVOICE (Project 2)

PREPARED FOR

Caroline Kennedy Library

24590 George Street
Dearborn Heights, MI 48127

DATE OF SERVICE
MARCH 20, 2024

This is to spray weeds, lay weed barrier and lay mulch in the front of the building that faces George Street.

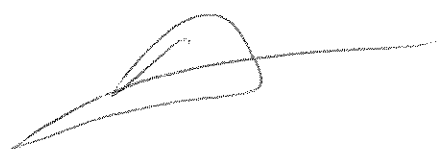
ITEM

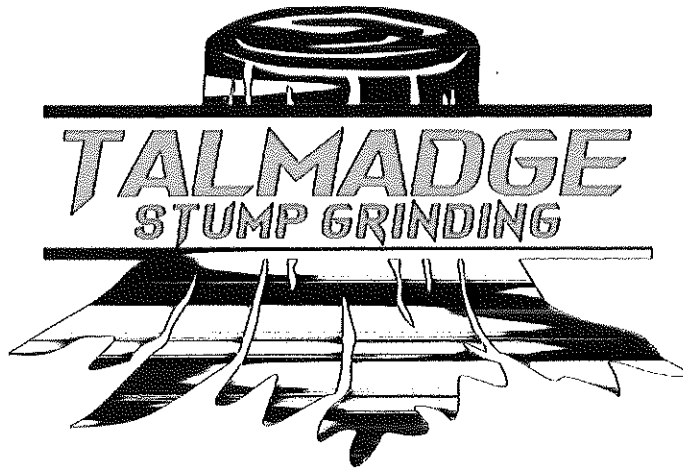
TOTAL

Price includes all materials, delivery and Labor.

\$1500

3/20/2024
778-778-9314
TAM





INVOICE (Project 1)

This is to spray, lay weed barrier and lay mulch:

- five large islands on North side of the building
- area behind the generator
- area around the patio
- 6 trees in front of the building

PREPARED FOR

Caroline Kennedy Library

24590 George Street
Dearborn Heights, MI 48127

DATE OF SERVICE

March 20th, 2024

ITEM	TOTAL
------	-------

Price includes all materials, delivery and labor.

\$3,700

78798-931.00
CE TOPK8
3/20/2024
RLB



BOOK, SUBSCRIPTION & DATABASE INVOICE

41365 Vincenti Ct. Novi MI 48375
248-536-3100 TLN.org

Invoice Number: 73681
Invoice Date: Mar 18, 2024
Due Date: Apr 17, 2024
Net 30 Days

W-9 Form: TLN.org/W9

Bill To:	DHTN #7
Dearborn Heights Caroline Kennedy Libra 24590 George Street Dearborn Heights, MI 48127 USA	

Description	Amount
DHTN** Direct Shipments JAN24	43.98
DHTN** Direct Shipments FEB24	4,807.81
**DHTS Direct Shipments FEB24	2,062.56
<i>OK TO PAY</i> <i>3/21/2024</i> <i>778-798-961.00</i> <i>3/21/2024</i>	

Credit Ref #:

Total Invoice Amount	6,914.35
Payment/Credit Applied	
TOTAL	\$ 6,914.35

Make Payment to: Bank Name: Chase, 43100 Grand River Avenue, Novi, MI 48375 Account Name: The Library Network Account Number: 2490134 Routing Number: 072000326 (must start with 0) Type: Checking
--

Please include invoice number with payment to "The Library Network". A late fee of 1.5% is assessed on amounts over 60 days past due.
Thank you!



5671 Trumbull
Detroit, MI 48208

Invoice

Date	Invoice #
3/22/2024	4458

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

Permit No.		Location	
Quantity	Description	Rate	Amount
1	Worked Performed WE 3-17-24 <i>OK To PAY</i> <i>101-440-820.000</i> <i>ZYM</i> <i>3-25-24</i> <i>Rel</i>	21,636.00	21,636.00
Total			\$21,636.00



25251 Northline Road • Taylor, MI 48180
734.947.9700 • www.wadetrtrim.com

INVOICE

Terms: Net 30 Days
1.5% Per Month After 30 Days
18% Annual Rate

ACH payments accepted. Send inquiries to remit@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad
Public Services Administrator
City of Dearborn Heights
24600 Van Born Road
Dearborn Heights, MI 48125

Invoice : 2030378
Invoice Date : 2/14/2024
Project : DHT100524T
Project Name : General Engineering Services

For Professional Services Rendered For 12/30/2023 Through 1/26/2024

		Billings				
		Fee	Available	To Date	Previous	Current
		50,000.00	50,000.00	9,153.75	0.00	9,153.75
Rate Labor	9,153.75					
					Current Billings	9,153.75
					Amount Due This Bill	9,153.75

592-536-817.000

Ok to pay

145 - General Services**Rate Labor**

Class	Hours	Rate	Amount
Engineer II	14.25	115.0000	1,638.75
Engineer III	0.50	135.0000	67.50
Professional Engineer III	1.00	165.0000	165.00
Professional Engineer V	30.00	215.0000	6,450.00
Project Specialist III /Manager	4.50	185.0000	832.50
Total Rate Labor			9,153.75
Total Bill Task: 145 - General Services			9,153.75

Total Project: DHT100524T - General Engineering Services**9,153.75**

Wade Trim

Remit To:
5251 Northline Road • Taylor, MI 48180
734.947.9700 • FAX: 734.947.1380 • www.wadetrim.com

INVOICE

TERMS: Net 30 days
1.5% Per Month after 30 days
16% ANNUAL RATE

City of Dearborn Heights
6045 Fenton Avenue
Dearborn Heights, MI 48127

Invoice Date : 2/14/2024
Invoice # : 2030378
Project # : DHT100524T

Attention: Mr. Robert Conrad, Public Works Director

Engineering Assistance as Requested from 12/30/2023 through 1/26/2024

Hours	Rate	Amount
-------	------	--------

Assist DPW in MS4 Permit Requirements & Application

Professional Engineer V	5.00	\$215.00	\$1,075.00
Engineer II	2.00	\$115.00	\$230.00
Total			\$1,305.00

Road Project Planning & Budget

Professional Engineer V	4.00	\$215.00	\$860.00
Professional Engineer III	1.00	\$165.00	\$165.00
Engineer II	3.00	\$115.00	\$345.00
Total			\$1,370.00

Assist DPW in Miss Dia Requests, Mapping & Support

Professional Planner II	0.00	\$130.00	\$0.00
Engineer II	5.00	\$115.00	\$575.00
Engineer III	0.50	\$135.00	\$67.50
Professional Engineer V	1.00	\$215.00	\$215.00
Total			\$857.50

NPDES Support

Professional Engineer V	1.00	\$215.00	\$215.00
Total			\$215.00

Weekly Progress meetings

Professional Engineer V	11.00	\$215.00	\$2,365.00
Total			\$2,365.00

CRS FEMA Support

Professional Engineer V	4.00	\$215.00	\$860.00
Total			\$860.00

EGLE Water Main Support

Professional Engineer V	2.00	\$215.00	\$430.00
Project Specialist III/Manager	4.50	\$185.00	\$832.50
Total			\$1,262.50

2024 Water Main Project Support

Professional Engineer V	2.00	\$215.00	\$430.00
Engineer II	4.25	\$115.00	\$488.75
CADD Technician I	0.00	\$65.00	\$0.00
Project Aide III	0.00	\$115.00	\$0.00
Total			\$918.75

Amount Due	\$9,153.75
------------	------------



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INVOICE

Terms: Net 30 Days
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18% Annual Rate

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Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad
Public Services Administrator
City of Dearborn Heights
24600 Van Born Road
Dearborn Heights, MI 48125

Invoice : 2030380
Invoice Date : 2/14/2024
Project : DHT234414T
Project Name : CSO L-42 Construction Engineering

For Professional Services Rendered For 12/30/2023 Through 1/26/2024

P.O. 22-536

Rate Labor

15,082.50

		Billings		
Fee	Available	To Date	Previous	Current
735,445.00	185,086.57	565,440.93	550,358.43	15,082.50

Current Billings 15,082.50
Amount Due This Bill 15,082.50

Total Fee : 735,445.00
To Date Billings : 565,440.93
Total Remaining : 170,004.07

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2029341	11/13/2023	35,025.30	35,025.30
	2029724	12/14/2023	26,885.73	26,885.73
	2030146	1/23/2024	16,266.50	16,266.50
				78,177.53

592-537-981.000

ok to pay

Rate Labor Class	Hours	Rate	Amount
Engineer II	10.00	105.0000	1,050.00
Engineer III	43.50	165.0000	7,177.50
Professional Engineer III	34.00	200.0000	6,800.00
Project Aide III	0.50	110.0000	55.00
Total Rate Labor			15,082.50
Total Bill Task: DHT234414T - CSO L-42 Construction Engineering			15,082.50
Total Project: DHT234414T - CSO L-42 Construction Engineering			15,082.50



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734.947.9700 • www.wadetrtrim.com

INVOICE

Terms: Net 30 Days
1.5% Per Month After 30 Days
18% Annual Rate

ACH payments accepted. Send inquiries to remit@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad
Public Services Administrator
City of Dearborn Heights
24600 Van Born Road
Dearborn Heights, MI 48125

Invoice : 2030385
Invoice Date : 2/14/2024
Project : DHT262101T
Project Name : 2023 Paving Program

For Professional Services Rendered For 12/30/2023 Through 1/26/2024

Resolution 23-415

Evangeline and
Bryan Streets

Rate Labor
Expenses

1,317.50
7,341.31

Billings				
Fee	Available	To Date	Previous	Current
98,000.00	61,523.80	45,135.01	36,476.20	8,658.81

Current Billings 8,658.81
Amount Due This Bill 8,658.81

Total Fee : 98,000.00
To Date Billings : 45,135.01
Total Remaining : 52,864.99

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2029383	11/14/2023	16,527.50	16,527.50
	2029729	12/14/2023	14,663.20	14,663.20
	2030150	1/23/2024	5,285.50	5,285.50
				36,476.20

203-203-895.000

Ok to pay

100 - Project Management**Rate Labor**

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Aide III	0.50	115.0000	57.50
Total Rate Labor			57.50

300 - Construction Engineering**Rate Labor**

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Engineer IV	7.00	180.0000	1,260.00
Total Rate Labor			1,260.00

400 - Testing**Expenses**

<u>Account</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
Subconsultants	6,383.75	1.15	7,341.31
Total Expenses			7,341.31

Total Project: DHT262101T - 2023 Paving Program**8,658.81**



**WADE
TRIM**

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734.947.9700 • www.wadetrtrim.com

INVOICE

Terms: Net 30 Days
1.5% Per Month After 30 Days
18% Annual Rate

ACH payments accepted. Send inquiries to remit@wadetrtrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad
Public Services Administrator
City of Dearborn Heights
24600 Van Born Road
Dearborn Heights, MI 48125

Invoice : 2030386
Invoice Date : 2/14/2024
Project : DHT262201T
Project Name : City Wide School Pedestrian
Crossing Improvements Program

For Professional Services Rendered For 12/30/2023 Through 1/26/2024

Resolution 23-416

Rate Labor 14,797.50

Billings				
Fee	Available	To Date	Previous	Current
65,000.00	39,464.20	40,333.30	25,535.80	14,797.50

Current Billings 14,797.50
Amount Due This Bill 14,797.50

Total Fee : 65,000.00
To Date Billings : 40,333.30
Total Remaining : 24,666.70

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2029385	11/14/2023	1,545.80	1,545.80
	2029731	12/14/2023	12,492.50	12,492.50
	2030152	1/23/2024	11,497.50	11,497.50
				25,535.80

203-203 -817.000

OK to pay
[Signature]

100 - Project Management**Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Project Aide III	0.50	115.0000	57.50
Total Rate Labor			57.50

300 - Report**Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Engineer II	21.50	110.0000	2,365.00
Professional Planner V	64.00	190.0000	12,160.00
Senior Professional	1.00	215.0000	215.00
Total Rate Labor			14,740.00

Total Bill Task: 300 - Report**14,740.00****Total Project: DHT262201T - City Wide School Pedestrian Crossing Improvements Program****14,797.50**



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734.947.9700 • www.wadetrim.com

INVOICE

Terms: Net 30 Days
1.5% Per Month After 30 Days
18% Annual Rate

ACH payments accepted. Send inquiries to remit@wadetrim.com

Remit Payment To: Wade Trim, 25251 Northline Road, Taylor, MI 48180

Attention: Robert Conrad
Public Services Administrator
City of Dearborn Heights
24600 Van Born Road
Dearborn Heights, MI 48125

Invoice : 2030387
Invoice Date : 2/14/2024
Project : DHT262301T
Project Name : Citywide Stormwater and Flood
Mitigation Plan

For Professional Services Rendered For 12/30/2023 Through 1/26/2024

Resolution 23-522 adopted Nov. 14, 2023

Rate Labor 13,542.50
Expenses 345.00

Billings				
Fee	Available	To Date	Previous	Current
45,000.00	34,420.00	24,467.50	10,580.00	13,887.50

Current Billings 13,887.50
Amount Due This Bill 13,887.50

Total Fee : 45,000.00
To Date Billings : 24,467.50
Total Remaining : 20,532.50

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	2029732	12/14/2023	5,080.00	5,080.00
	2030153	1/23/2024	5,500.00	5,500.00
				10,580.00

592 -536-817.000

Ok to pay

100 - Data Collection**Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Professional Engineer II	45.50	145.0000	6,597.50
Senior Professional	16.00	210.0000	3,360.00
Total Rate Labor			9,957.50

Expenses

<i>Account</i>	<i>Cost</i>	<i>Multiplier</i>	<i>Amount</i>
Computer Equipment / Software	300.00	1.15	345.00
Total Expenses			345.00

Total Bill Task: 100 - Data Collection**10,302.50****200 - Storm Water Model****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Professional Engineer II	3.00	145.0000	435.00
Senior Professional	12.00	210.0000	2,520.00
Total Rate Labor			2,955.00

Total Bill Task: 200 - Storm Water Model**2,955.00****90 - Project Management****Rate Labor**

<i>Class</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Professional	3.00	210.0000	630.00
Total Rate Labor			630.00

Total Project: DHT262301T - Citywide Stormwater and Flood Mitigation Plan**13,887.50**

Invoice Number
317466

Invoice Date
03/13/24

COUNTY OF WAYNE
Warren C. Evans - County Executive
500 Griswold, 20th Floor, Detroit, MI 48226
Invoice



Send Remittance to:

Wayne County
Accounts Receivable
500 Griswold, 14th Floor
Detroit, MI 48226

Customer:

City of Dearborn Heights
6045 Fenton
Dearborn Heights MI 48127

Customer Number

500005

Direct Inquiries to:
Mr. Amiel Baldwin
Telephone (313) 224-6286

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	04/12/24	Traf Sig Maint 02/24	1,949.48
101-440-925,000 OK to pay R [Signature]			
Please Pay This Amount => \$			1,949.48

Return Remittance Copy of Invoice with Payment

Invoice Number
317466

Invoice Date
03/13/24

February , 2024 - 500005 Dearborn Heights, City of

Work Order Number	Location	Agency	Maintenance Cost	Overhead Cost	Ohead Rate	Total Billing
00186004	Van Born@*Library Drive	33	45.69	11.42	.25	57.11
00186689	Warren@Fenton	50	260.36	65.09	.25	325.45
00187661	Ann Arbor Trail@Glengary	100	151.92	37.98	.25	189.90
00187662	Ann Arbor Trail@Garling D	100	149.68	37.42	.25	187.10
00187670	Beech-Daly@Wilson	100	551.35	137.84	.25	689.19
00186532	Ann Arbor Trail@Inkster	25	86.16	21.54	.25	107.70
00186696	Warren@Garling/Fieldg	25	228.26	57.07	.25	285.33
00186702	Van Born@Pardee/Heathrln	25	86.16	21.54	.25	107.70
500005 Dearborn Heights, City of			1,559.58	389.90		1,949.48
Sum						

INVOICE

Amount Due (USD)
\$10,000.00

BILL TO
City of Dearborn Heights

bbazzi@dearbornheightsmi.gov

Invoice Number: 1007
Invoice Date: March 27, 2024
Payment Due: March 27, 2024

ITEMS	QUANTITY	PRICE	AMOUNT
Removal Stump removal along falling wall behind Blue Moon.Remove all stumps and releasing pressure on stone wall behind Blue Moon.Disposal of 50 yards of debris	1	\$10,000.00	\$10,000.00

Subtotal: \$10,000.00

Total: \$10,000.00

Amount Due (USD): \$10,000.00

Pay this invoice online at:
link.waveapps.com/kknzvp-tdk63q



[Signature]
4/1/24
101-200-818 000



Grays Outdoor Services
30850 Brown St
Garden City, Michigan 48135
United States

Contact Information
2484702316
[graysservices.com](https://www.graysservices.com)

Approved for the Agenda of:	REMOVED during Agenda Approval
4/9/2024	Motion No.

7.A.



Building Department

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: April 3, 2024

RE: **REMOVED AT MEETING** ~~City Engineer Dib – Bid Award – City Owned Property Auction Services~~

The Engineering staff of the City of Dearborn Heights solicited public bids for City owned property auction services. The attached Request for Proposal (RFP) was publicly advertised by our procurement staff for three (3) weeks. A pre-bid meeting was held on January 20, 2023. Three proposals were submitted, and the staff recommend the award to the lowest responsive and qualified bidder (Bidcorp.com Inc).

This is a three (3) year contract and is intended to address the sale of all City owned properties including but not limited to, seized vehicles, personal property, as well as city owned real estate.

The auction services will be conducted online, and the vendor will be responsible for handling all related advertising, and coordinate showings as depicted in the attached proposal.

I respectfully request that your honorable council award the work to the lowest bidder (Bidcorp.com) as detailed in the attached proposal. Additionally, I respectfully request that your honorable Council authorize the Mayor and the Clerk to sign the necessary contract and the treasurer to process accordingly.

Respectfully
Ali M. Dib P.E.
City Engineer

Attachments:

1. Dearborn Height's property auction RFP
2. Contract Award for City Owned Property Auction Services Council Letter
3. Bids- city owned property auction services

CITY OF DEARBORN HEIGHTS

Bill Bazzi Mayor



REQUEST FOR PROPOSAL

FOR

City owned property auction.

PROJECT NUMBER 2024-0001

Issue Date: January 8, 2024

Pre-proposal Meeting: January 16, 2024, at 1:00p.m., Local Time

Dearborn Heights City Hall

6045 Fenton Street

Dearborn Heights, MI 48127

Proposal Deadline: January 29, 2024 at 3:00 p.m., Local Time

Advertised on Bid-Net

Purchasing Contact: Mathew Paul, Buyer

Phone: (313) 791-3443

Email: mpaul@dearbornheightsmi.gov

Contract manager /City Engineer: Ali M. Dib P.E : ADib@dearbornheightsmi.gov

DESCRIPTION: Proposals are being solicited from professional firms to provide a turn- key online auction service related to the sale of surplus city owned properties.

RFP Instructions

1) PRE-PROPOSAL INFORMATION AND QUESTIONS: Each proposal that is received by the deadline will be evaluated on its merit and completeness of all requested information. In preparing proposals, Respondents are advised to rely only upon the contents of this RFP and accompanying documents and any written clarifications or addenda issued by the City of Dearborn Heights Purchasing Division. If a Respondent finds a discrepancy, error, or omission in the RFP package, or requires any written addendum thereto, the Respondent is requested to notify the Purchasing contact noted on the cover of this RFP, so that written clarification may be sent to all prospective Respondents.

THE CITY IS NOT RESPONSIBLE FOR ANY ORAL INSTRUCTIONS. All questions must be submitted in writing to the Purchasing contact before the Pre-Proposal Question Deadline indicated on the front of this document. No contact regarding this document with other City employees is permitted. All answers will be issued in the form of an addendum.

a) All questions must be submitted in writing to the Purchasing contact before the pre-proposal Question Deadline indicated on the front of this document.

b) No communication is permitted between Proposers and other City of Dearborn Heights Departments or Divisions prior to the award of the proposal unless sanctioned by the Purchasing Division.

2) PRE-PROPOSAL MEETING: A pre-proposal meeting concerning this RFP may be held. If so, the date, time and location will be indicated on the cover of this RFP. Staff will be available at this meeting to answer questions about this RFP. Attendance at the meeting is strongly encouraged.

3) RFP MODIFICATIONS/ADDENDA: Clarifications, modifications, or amendments may be made to this RFP at the discretion of the City. Any and all Addenda issued by the City will be posted as noted on the Cover Page of this document. It is the responsibility of the Respondent to obtain the available Addenda and acknowledge Addenda on the Proposal Form of this RFP. Failure to acknowledge Addenda may result in your proposal being deemed non-responsive and rejected without any further evaluation. If any changes are made to this RFP document by any party other than the City, the original RFP document and associated Addenda in the City's files shall take precedence.

4) PROPOSAL SUBMISSION: The Respondent must include the following items or the proposal may be deemed non-responsive:

i) All forms contained in this RFP, fully completed

ii) Evidence that the Minimum Qualifications listed in the Specifications/Scope of Work are met.

a) Proposals must be electronically uploaded to the MITN (www.mitn.info) website by the due date and time. Allow sufficient time to go through the uploading process. Submit a single file, in PDF, with a size limitation of 20MB. If the file size exceeds 20 MB, please upload in 20 MB increments. For assistance on how to upload, contact MITN directly at (800) 677-1997. The MITN system will not allow for late submittals and a submittal must be completed before the due date and time. This responsibility rests entirely with the Respondent, regardless of delays resulting from the uploading process.

b) Submission of a proposal establishes a conclusive presumption that the Respondent is thoroughly familiar with the Request for Proposal (RFP), and that the Respondent understands and agrees to abide by each and all of the stipulations and requirements contained therein. Businesses that have done work for the City of Dearborn Heights are not exempt from submitting required documents or meeting other requirements listed in this RFP.

c) All prices and notations must be filled in. If not offering on a line item, you must write in "N/A" or "No Offer." Mistakes may be crossed out and corrections must be initialed by the person(s) signing the bid.

d) All costs incurred in the preparation and presentation of the proposal is the Respondent's sole responsibility; no pre-proposal costs will be reimbursed to any Respondent. All documentation submitted with the proposal will become the property of the City of Dearborn Heights.

e) Proposals must be held firm for a minimum of 90 days.

5) WITHDRAWAL: Proposals may only be withdrawn by written notice prior to the date and time set for the opening of proposals. No Proposal may be withdrawn after the deadline for submission.

6) PRICING: In cases where discrepancies are found on the price page when computing the total amount on the price sheet, the unit price shall prevail.

7) REJECTION: The City reserves the right to reject any or all proposals, or to accept or reject any proposal in part, and to waive any minor informality or irregularity in proposals received if it is determined by the Purchasing Agent that the best interest of the City will be served by doing so. If all Proposals are rejected by the City, notice will be posted on the City's websites as noted on the Cover Page of this document. No Proposal will be considered from any person, firm or corporation in arrears or in default to the City on any contract, debt, or other obligation, or if the Respondent is debarred by the City from consideration for a contract award, or if Respondent has committed a violation of the City's Charter and/or Code of Ordinances which resulted in a termination of a contract or other material sanction within the five (5) years immediately preceding the date of issuance of this document.

8) PROCUREMENT POLICY: Procurement for the City will be handled in a manner providing fair opportunity to all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City.

9) PROPOSAL SIGNATURES: Proposals must be signed by an authorized official of the Respondent. Each signature represents binding commitment upon the Respondent to provide the goods and/or services offered to the City if the Respondent is determined to be the most responsive and responsible Respondent. The resulting contract is not binding until fully executed by both parties should the contract require Council approval.

10) CONTRACT AWARD: The City reserves the right to award by item, group of items, or total proposal. The Respondent to whom the award is made will be notified at the earliest possible date. Tentative acceptance of the proposal, intent to recommend award of a contract and actual award of the contract will be provided by written notice sent to the Respondent at the address designated in the proposal. After a final award of the Agreement by the City of Dearborn Heights, the Contractor must execute and perform said Agreement upon full execution by both parties. The date on which the Agreement is signed by the City of Dearborn Heights marks the beginning of the Agreement and shall be binding.

11) NO RFP RESPONSE: For those Businesses who receive this RFP but who do not submit a response, it would help the City of Dearborn Heights if you would please return a notice of why you have chosen not to respond.

12) FOIA REQUIREMENTS: Proposals are subject to public disclosure after the deadline for submission in accordance with state law.

13) CITY SEAL USAGE – USE OF THE CITY SEAL WITH YOUR SUBMITTAL IS STRICTLY PROHIBITED BY ORDINANCE.

Request for Proposals
Dearborn Heights, online auction of city owned properties.

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I. REQUIRED DOCUMENTS 16-24

A. TENTATIVE SCHEDULE

Key milestones for procurement are shown below. Proposers shall note that the dates provided are provided as a guideline only and are subject to change as the City deems them in its own best interests.

RFP Release	Monday January 8,2024
Pre-proposal meeting	Monday January 16,2024
Responses to RFP Due	Monday January 29,2024
Award Approved by City Council (tentative)	Tuesday February 13 ,2024

SCOPE OF WORK AND SPECIFICATIONS

1- Introduction: the city of Dearborn heights seeks a qualified auction service company to address the sale of city owned surplus property. Successful proposers must have verifiable experience providing a turn-key service auctioning off municipal surplus properties and understand the importance of properly marketing these types of auctions.

City owned property covered under this service may include but not limited to :

- 1- Real estate (parcels and/or residential or commercial structures).
- 2- Police seized property including vehicles or other assets.
- 3- Bidder shall photograph and inventory all assets going to auction. This includes real estate.
- 4- Bidder shall provide and place all necessary signage for real estate properties listed for sale.

5-Bidder must have a state of Michigan class D “licensed automotive dealer “and be able to process title work as needed.

6- Bidder will be responsible for securing the necessary “Buy/Sell” agreements between the city and the property purchasers and submit to a local title company for closing.

Submittal requirements:

Responses to this RFP must include:

- Brief written introduction.
- Firm history, experience, expertise, & current projects.
- Team member years of experience & areas of expertise.
- Summary and hyperlinks to recent public property auctions currently underway by proposers.
- Detailed description of available strategies to solicit public interest.
- Description of firm’s experience.

EVALUATION CRITERIA AND SUBMITTAL REQUIREMENTS :

1) EVALUATION: All proposals received will be evaluated by an Evaluation Team that consists of City representatives. The following factors will be considered in making the selection:

- a) Experience and Qualifications – (50 points)
- b) Capacity to Provide Full Scope – (25 points)
- d) Cost – (25 points)

Each proposal submitted in response to this RFP shall focus on these criteria. In addition, the Evaluation Team also may consider the past performance of the Respondent on other contracts with the City or other entities. The City reserves the right to make such additional investigations as it deems necessary and may require the submission of additional information.

2) GENERAL SUBMITTAL REQUIREMENTS:

a) **NUMBER OF COPIES:** The entire response must be uploaded to the Bid-Net. Do not submit a hardcopy. Allow sufficient time to upload to the website. It is preferred that one file, in PDF, be submitted with a single file size limitation of 20MB. The City is not responsible for failure to have the submittal uploaded in a timely manner.

b) **PROPOSAL FORMAT:** Each proposal should be prepared simply and economically. Responses shall be in the same order as the requirements are listed below to ensure the Evaluation Team is able to easily locate the information that is requested in this solicitation.

c) **PROPOSAL CONTENT:** The Respondent must include the following items or the proposal will be deemed non-responsive and rejected without any further evaluation.

- i) All general forms contained in this RFP, fully completed*:
- ii) A complete response to each of the Submittal Requirements in the next section, which are specific to the evaluation criteria.

d) **SUBMITTAL REQUIREMENTS:** Submit a complete response to each of the following items which are specific to the evaluation criteria:

a) Experience and Qualifications

- i) Describe the experience providing similar services
- ii) Describe the experience and qualifications of lead personnel.
- iii) Describe how you meet or exceed the Minimum Qualifications in this document.

iv) Provide at least 3 references for similar projects/contracts, including name of establishment, full address, dates of service, contact name and contact telephone number for reference checks.

e) Capacity to provide full scope:

i) Please list the equipment/assets your company owns or will rent which you intend to use to complete this work.

ii) Submit a detailed work plan (how you will approach the project as outlined in the scope of services). Submit a timeline, preferably in Gantt format.

f) Cost:

i) Complete the Cost Proposal Form included herein.

2) **SHORTLISTING:** The City may shortlist the Respondents based upon responses to the above items. If necessary, the City will conduct interviews/demonstrations. The City will notify each Respondent on the shortlist, if such presentation is required. These presentations will provide an opportunity for the Respondents to respond to questions posed by the Evaluation Team and to clarify their proposals through exhibition and discussion. The City will not reimburse oral presentation costs of any Respondent. The City reserves the right to modify scoring based on its findings from interviews/demonstrations

SPECIAL CONTRACT TERMS AND CONDITIONS

CONTRACT TERM: The fully executed contract is for a three year period renewable at the sole discretion of the City.

2. NEGOTIATION: Services, and prices listed in the Scope of Work and in the Respondent's response to this RFP may be subject to negotiation. Any agreements resulting from negotiation that differ from what is presented in this RFP or in the Respondent's response shall be documented and included as a part of the final contract.

3. INSURANCE SUBMISSION REQUIREMENTS: The successful Proposer (Contractor) must submit proof to the Purchasing Office that they meet all City of Dearborn Heights insurance requirements prior to receiving an executed contract and/or purchase order. Proof of insurance as stated below will be required no later than five (5) business days of request. An "Intent to Award" letter will serve as the request and will be faxed and/or emailed to the intended Contractor. To expedite the process, a copy of your current coverage may be submitted with your bid/proposal/quote. Prior to expiration dates of any required insurance, Contractor shall be responsible for providing proof of continuing coverage. Contractor's name as it appears in the bid documents must be listed as the named insured on the insurance certificate that is submitted.

4. INSURANCE REQUIREMENTS: The Contractor, at its own expense and in its own name, must provide and keep in force during the term of this Agreement the following types of insurance in not less than the amounts indicated below:

a) Commercial General Liability Coverage: Commercial General Liability Coverage including products/completed operations, contractual liability, and personal injury. This insurance shall be on a commercial insurance, occurrence form. The limit amount for this insurance shall be not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.

b) Endorsement - Additional Insured: The certificate must contain, as an endorsement, the following language pertaining to the general liability coverage: "The City of Dearborn Heights, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the City and within appointment of its operating budget including the City of Dearborn Heights are named as additional insured and said coverage shall be considered to be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by the City of Dearborn Heights".

c) Workers Compensation Coverage: At a minimum, Workers Compensation Insurance as required by State of Michigan law, Michigan statutory coverage, or evidence of an exemption for sole proprietors or a State issued exemption for corporations, partnerships or LLCs who have three or less employees. Employer's Liability limits of \$500,000 each accident, \$500,000 disease policy limit and \$500,000 disease each employee.

d) Endorsement - Other: For the above General Liability and Workers Compensation insurance, the policy shall be endorsed to include a waiver of subrogation by the affording carrier in favor of the City of Dearborn.

e) Automobile Liability Coverage: If performance of this Contract requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.

f) Cancellation Clause: Cancellation clause shall state not less than thirty (30) days. It is incumbent upon the Contractor to affect all changes (additional insured, Primary/ noncontributory, and waiver of subrogation) indicated above to its insurance policy. Insurance must be with an insurance company or companies licensed to conduct business in the State of Michigan that has an A.M. Best Company rating of A-, VII or better and is satisfactory to the City of Dearborn Heights.

The demanded coverage that is to be afforded by the Contractor shall be primary and non-contributory in relationship to any and all insurance or self-administered SIR maintained and/or controlled by the City of Dearborn Heights and its budgeted subdivisions. The City reserves the right to require complete, certified copies of all required insurance policies at any time. Any contractors and/or subcontractors utilized by the awarded vendor must also comply with all of the City's insurance requirements. The awarded vendor is solely responsible for ensuring that all contractors and/or subcontractors comply with the City's insurance requirements.

5. KEY PERSONNEL AND SUBCONTRACTORS: It is essential that the Contractor provides adequate experienced personnel and subcontractors, capable of and devoted to the successful accomplishment of work to be performed under this contract. The Contractor must agree to assign specific individuals to the key positions.

a) The Contractor agrees that, once assigned to work under this contract, key personnel and subcontractors shall not be removed or replaced without written notice to the City.

b) If key personnel and subcontractors are not available for work under this contract for a continuous period exceeding thirty (30) calendar days, or are expected to devote substantially less effort to the work than initially anticipated, the Contractor shall immediately notify the City, and shall if needed, subject to the concurrence of the City, replace such personnel with personnel of substantially equal ability and qualifications.

c) The use of any subcontractor is subject to pre-approval by the City of Dearborn Heights Contract Administrator and Purchasing Department.

STANDARD TERMS AND CONDITIONS OF AGREEMENT

1) Assignment/Transfer: Assignment or transfer of this contract without written consent of the City of Dearborn Heights (Purchaser) may be construed by the Purchaser as a breach of contract sufficient to cancel this agreement at the discretion of the Purchaser.

2) Inspection: All goods and services shall be subject to inspection and approval by Purchaser at all reasonable times including inspection during manufacture. Inspection and approval by Purchaser at Contractor's (Seller's) plant does not preclude rejection for defects upon discovery by subsequent inspection. Any goods and services rejected by Purchaser shall be promptly repaired or replaced at Seller's expense. Any and all costs incurred by Purchaser in connection with the return of goods rejected by Purchaser as defective shall be at Seller's risk and expense.

3) FOB and Risk of Loss: All items must be FOB Destination and all freight charges must be included in the Proposal. Seller agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery and acceptance; and such loss, injury or destruction shall not release Seller from any obligation hereunder.

4) Warranty: Seller warrants that it has good and merchantable title to the goods sold hereunder and that said goods shall conform to the descriptions and applicable specifications and samples. Such goods shall be of good merchantable quality and fit for the known purposes for which sold, and are free and clear of all liens and encumbrances. Seller and Purchaser agree that this order does not exclude, or in any way limit, other warranties provided for in this agreement or by law.

5) Excise and Sales Tax: The prices herein must not include any Federal excise taxes or sales taxes imposed by any State or Municipal Government. Such taxes, if included, must be deducted by the Seller when submitting invoice for payment.

6) Invoices: Invoices for goods must be submitted on date of complete shipment. Invoices for services must be submitted within 45 days after completion of Services. Payment will be delayed if the invoice fails to reference PO number, ordering department, unit prices, quantities, totals, and a full description of the order that matches the PO.

7) Payment Terms: Payment will be 2%/10, Net 30 unless otherwise specified by the City of Dearborn Heights.

8) IRS Form W-9: Seller must have on file with the City of Dearborn Heights an IRS Form W-9 before Purchaser will issue any payment to Seller.

9) Compliance with Laws: Contractor represents and warrants that the performance of this order and the furnishing of goods or services required shall be in accordance with the applicable standards, and in compliance with federal, State of Michigan and the city of Dearborn Heights laws, rules, regulations, resolutions, and ordinances including but not limited to the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, the Transportation Safety Act and the Occupational Safety and Health Acts.

10) Amendments: No amendment, modification or supplement to this contract shall be binding unless it is in writing and signed by authorized representatives of the parties

11) Termination: When in the City of Dearborn Heights best interest, the City may unilaterally cancel this agreement at any time, whether or not the Contractor is in default of any of its obligations hereunder. Under any such cancellation, the Contractor agrees to waive any claim for damages, including loss of anticipated profit on account hereof. However, the City of Dearborn Heights agrees that the Contractor shall be paid for items and/or services already accepted by the City, but in no event shall the City of Dearborn Heights be liable for any loss of profits on the order or portion thereof so terminated. Either party may terminate this agreement at any time for the failure of the other to comply with any of its material terms and conditions.

12) Waiver of Breach: No waiver by either party of any breach of any of the covenants or conditions herein contained performed by the other party shall be construed as a waiver of any succeeding breach of this same or of any other covenant or condition.

13) Records and Right to Audit: Contractor's "records" shall upon reasonable notice be open to inspection and subject to audit and/or reproduction at during normal business working hours. The City's representative or an outside representative engaged by City may perform such audits. The City or its designee may conduct such audits or inspections throughout the term of this contract and for a period of three years after final payment or longer if required by law. a. Contractor's "records" as referred to in this contract shall include any and all information, materials and data of every kind and character, including without limitation, records, books, papers, documents, subscriptions, recordings, agreements, purchase orders, leases, contracts, commitments, arrangements, notes, daily diaries, superintendent reports, drawings, receipts, vouchers and memoranda, and any and all other agreements, sources of information and matters that may in the City's judgment, have any bearing on or pertain to any matters, rights, duties or obligations under or covered by any Contract Document. Such records shall include (hard copy, as well as computer readable data if it can be made available), written policies and procedures; time sheets; payroll registers; cancelled checks; subcontract files (including proposals of successful and unsuccessful proposers, proposal recaps, etc.); original estimates; estimating work sheets; correspondence; change order files (including documentation covering negotiated settlements); back charge logs and supporting documentation; general ledger entries detailing cash and trade discounts earned, insurance rebates and dividends; and any other contractor records which may have a bearing on matters of interest to the City in connection with rite contractor's dealings with the City (all foregoing hereinafter referred to as "records") to the extent necessary to adequately permit evaluation and verification of:

a) contractor compliance with contract requirements, b) compliance with the City's Charter and policies, and c) compliance with provisions for pricing change orders, invoices or claims submitted by the contractor or his payees.

b. Contractor shall require all payees (examples of payees include subcontractors, insurance agents, material suppliers, etc.) to comply with the provisions of this article by incurring the requirements hereof in a written contract agreement between Contractor and payee. Such requirements to include flow-down right of audit provisions in contracts with payees will also apply to Subcontractors and Sub-Subcontractors, material suppliers, etc. Contractor will cooperate fully and will cancel Related Parties and all of Contractor's subcontractors (including those entering into lump sum subcontracts) to cooperate fully in furnishing or in making available to the City from time to time whenever requested in an expeditious manner any and all such information, materials and data.

c. The City's authorized representative or designee shall have reasonable access to the Contractor's facilities, shall be allowed to interview all current or former employees to discuss matters pertinent to the performance of this contract and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with this article.

d. If an audit inspection or examination in accordance with this Article, discloses overpricing or overcharges (of any nature) by the contractor to the City more than one-half of one percent (.5%) of the total contract billings the reasonable actual cost of the City's audit shall be reimbursed to the City by the Contractor. Any adjustments and/or payments which must be made as a result of any such audit or inspection of the contractor's invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of the City's findings to Contractor.

14) Complete Agreement: The parties agree that the conditions of purchase stated herein or attachments hereto set forth their entire agreement and there are no promises or understandings other than those stated herein, and that any prior negotiations between the Purchaser and Seller or terms or conditions of sales set forth in the Seller's quotation or order or sales acknowledgement shall not constitute a part of the agreement between the Purchaser and Seller concerning this purchase. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

15) Liability and Indemnity: Contractor agrees to protect, defend, reimburse, indemnify and hold the City of Dearborn, its officers, affiliates, employees and agents harmless at all times from and against any and all claims, liabilities, expenses, losses, demands, damages, fines and causes of action of every kind and character made, incurred, sustained or initiated by any party hereto, any party acquiring any interest hereunder, any agent or employee of any party hereto, any third or other party whomsoever, or any governmental agency, arising out of, incident to, or in connection with this contract, or in the performance, nonperformance or purported performance of the work or services or breach of the terms hereof, except when the City of Dearborn Heights is solely at fault. The City of Dearborn Heights is mindful that this demand for indemnity is more extensive than the corresponding liability coverage that the insurance industry may afford to satisfy this indemnification request.

16) Records: The City of Dearborn Heights reserves the right to inspect all vendor documents relating to this agreement for up to three (3) years after expiration.

17) Insurance: The Contractor, at its own expense and in its own name must provide and keep in force during the term of this Agreement, insurance coverage with limits not less than indicated in the Special Instructions, Terms and Conditions must comply with Federal, State of Michigan, and the city of Dearborn Heights Rules and regulations.

18) Noncompliance: Failure to deliver in accordance with specifications will be cause for the City of Dearborn Heights to cancel the contract or any part thereof and purchase on the open market, charging any additional cost to the Contractor.

19) Protection of Resident Workers: The City of Dearborn Heights supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification and non-discrimination. The contractor is held responsible to establish appropriate

procedures and controls so no services under this contract will be performed by any worker who is not legally eligible to perform such services. The City of Dearborn Heights shall have the right to terminate the contract if the City determines that the contractor has failed to perform satisfactorily with respect to its employment practices in support of INA.

20) Non-Discrimination Clause: The proposer agrees not to discriminate against any employee or applicant for employment, to be employed in the performance of such contract, with respect to hire, tenure, terms, conditions or privileges, of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as material breach of the contract as provided for in Act 220 and Act 453 of the Public Acts of 1976, as amended, entitled "Michigan Handicapper's Civil Rights Act" and the Michigan Elliott Larson Civil Rights Act." The proposer further agrees to require similar provisions from any subcontractors, or suppliers.

21) Subcontracting: The use of a subcontractor is subject to the written approval of the Corporation Counsel of the City of Dearborn Heights.

22) Use of the City Seal: Contractors are prohibited from using the official Seal of the City of Dearborn Heights in this Proposal or in any other manner.

23) Legal Proceedings: Any legal proceedings shall be resolved in Michigan courts.

24) Federally Funded Purchases: Purchases using federal funds are subject to eligibility verifications through the System for Award Management (SAM) prior to award.

REQUIRED SUBMITTAL FORMS

The Following forms are required :

- 1- Proposal form
- 2- Exceptions and alternatives form
- 3-cost proposal form
- 4-verifications of minimum qualifications form
- 5-Business information questioner
- 6-Sub-Contractors form

PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

OFFER TO: CITY OF DEARBORN HEIGHTS :

The Undersigned hereby offers and agrees to furnish the goods and/or services in compliance with all terms, scope of work, conditions, specifications, and addenda in the Request for Proposal.

ADDENDA:

The undersigned has read, understands and is fully cognizant of the Information to Respondents, Offer, and all Exhibits thereto, together with any written addendum issued in connection with any of the above. The undersigned hereby acknowledges receipt of the following addendum(s): _____, _____, _____ (write "none" if none). In addition, the undersigned has completely and appropriately filled out all required forms.

OBLIGATION:

The undersigned, by submission of this Offer, hereby agrees to be obligated, if the Offer is accepted by the City of Dearborn Heights to enter into a Contract to provide the stated goods and/or services for the term as stated herein in accordance with the Scope of Work, Specifications, and Terms and Conditions, together with any written Addenda as specified above and any negotiated terms. If this offer is accepted and signed by the City of Dearborn Heights this RFP document, together with any written Addenda and any negotiated terms shall be (collectively) the contract.

COMPLIANCE:

The undersigned hereby accepts all administrative requirements of the RFP and will be in compliance with such requirements. By submitting this Proposal Form, the Respondent represents that:

1. The Respondent is in compliance with any applicable provisions of the City of Dearborn Heights Charter and Code of Ordinances.
2. If awarded a contract to operate the Concession or provide the goods or Services required in the RFP, the Respondent will comply with the City's Charter and Code of Ordinances. These documents can be found on the City of Dearborn Heights website on the City Clerk's page.

NON-COLLUSION:

The undersigned, by submission of this Proposal Form and other required forms, hereby declares that this Proposal is made without collusion with any other business making any other Proposal, or which otherwise would make a Proposal.

PERFORMANCE GUARANTEE:

The undersigned further agrees that if awarded the Contract, it will submit to the City any required type of guarantee (i.e. irrevocable letter of credit or cash deposit).

SUBMITTAL REQUIREMENTS: The undersigned certifies it has attached a complete response to each of the submittal requirements listed in the Evaluation Criteria and Submittal Requirements section of this RFP.

No proposal may be accepted which has not been signed in the appropriate space below:

Company Name:-----

Address -----

Contact Person -----

Phone -----

Fax -----

Email -----

Signature of Person Authorized to sign -----

Title -----

Date-----

ACCEPTANCE OF OFFER (To be completed by the city of Dearborn Heights)

Mayor's signature _____

Date _____

City Clerk's signature _____

Date _____

EXCEPTIONS AND ALTERNATIVES FORM

Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.

Proposers are to comply with all requirements of this solicitation, otherwise the proposal may be deemed nonresponsive.

Exceptions may be considered if they are presented with the proposal and if the City determines that the exception does not materially alter the intent of this solicitation or that it exceeds the requirements of this solicitation.

---- -No Exceptions Taken

-----Exceptions Taken – See attached*

*Please note that if any exceptions are taken, all required information must be submitted as an attachment

Except as may be indicated above, Proposer is in complete agreement with this entire solicitation including any proposed terms, conditions and business arrangements described herein.

By _____

(Authorized Signature)

Date _____

(Title) _____

COST PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

Total Not-To-Exceed Cost: \$ _____

VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without further evaluation.

1. Provide references that will support the minimum qualification of: "Respondent must have a minimum of three similar projects in the last five years as requested in the Minimum Qualifications section. References must demonstrate at least five years of experience and must reflect work of a repetitive nature.

A- Client Name:

Title:

Client Contact E-mail

Contact Phone Number:

Services performed from and to (dates): _____

B-Client Name:

Title:

Client Contact

Contact Phone Number:

Services performed from and to (dates): _____

C-Client Name:

Title:

Client Contact E-mail

Contact Phone Number:

Services performed from and to (dates): _____

D- Client Name:

Title:

Client Contact E-mail

Contact Phone Number:

Services performed from and to (dates): _____

BUSINESS INFORMATION QUESTIONNEER

Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.

NAME OF COMPANY _____

PRINCIPAL OFFICE ADDRESS _____

TELEPHONE NUMBER _____

DUNS# AND/OR CCR (if applicable)# _____

FORM OF OWNERSHIP (Check One)

Corporation ()

LLC ()

Joint Venture ()

State of Incorporation/Registration

Date of Incorporation/Registration

Partnership () If Partnership, select one of the following: Limited () or General () Individual ()

LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS OR OWNERS

Names : _____

Titles: _____

LIST OF CORPORATE DIRECTORS

Principal Business Affiliation

Name: _____

Other Than Respondent Directorship: _____

HAS YOUR COMPANY OPERATED UNDER ANY DIFFERENT NAMES IN THE PAST FIVE (5) YEARS? **YES / NO**
IF YES, PLEASE IDENTIFY THE NAME(S) UNDERWHICH YOUR COMPANY HAS OPERATED:

SUBCONTRACTORS FORM

Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.

Are there any subcontractors to be utilized under this contract?

YES - You must complete both pages.

NO - You must complete only this page.

ACKNOWLEDGED BY _____

FIRM _____

AUTHORIZED REPRESENTATIVE _____

TITLE _____

SIGNATURE _____

DATE _____

SUBCONTRACTORS FORM (Continued)

(If you have more than one Subcontractor, make additional copies as needed)

Prime Contractor

State relationship, if any, between Prime Contractor and each Subcontractor:

NOTE: Both the Prime Contractor/Consultant and Subcontractor must sign this form appropriately.

Subcontractor:

Fed Tax ID _____

Address: _____

P.O. Box _____

City: County State Zip: _____

Phone:() _____

Fax:() _____

Owners/Partners/Corporate Directors/Principal Stockholders (>5% stock holdings):

Work to perform: _____

Subcontract Amount \$ _____

Percent of Contract % _____

ACKNOWLEDGED BY: _____

I acknowledge that all the above information has been completely filled out and is true.

SUBCONTRACTOR Authorized Signature _____

Name & Title Date _____

I acknowledge that all the above information has been completely filled out and is true.

PRIME CONTRACTOR Authorized Signature Name & Title Date _____



Building & Engineering Department

Bill Bazzi
Mayor

Ali Dib, P.E.
City Engineer

February 1, 2024

To: Honorable Mayor Bill Bazzi
Honorable City Council

From: Ali M. Dib P.E.
City Engineer

Re: Contract award for City Owned property auction services

The Engineering staff of the City of Dearborn Heights solicited public bids for City owned property auction services. The attached Request for Proposal (RFP) was publicly advertised by our procurement staff for three (3) weeks. A pre-bid meeting was held on January 20, 2023. Three proposals were submitted, and the staff recommend the award to the lowest responsive and qualified bidder (Bidcorp.com Inc).

This is a three (3) year contract and is intended to address the sale of all City owned properties including but not limited to, seized vehicles, personal property, as well as city owned real estate.

The auction services will be conducted online, and the vendor will be responsible for handling all related advertising, and coordinate showings as depicted in the attached proposal.

I respectfully request that your honorable council award the work to the lowest bidder (Bidcorp.com) as detailed in the attached proposal. Additionally, I respectfully request that your honorable Council authorize the Mayor and the Clerk to sign the necessary contract and the treasurer to process accordingly.

Respectfully

Ali M. Dib P.E.
City Engineer

CITY OF DEARBORN HEIGHTS



Name of Bid: City Owned Property Auction Services

Bid Date 1/29/2024

Bidder	Bid Deposit	Bid Amount	Notes
Bidcorp.com, Inc 2512 West Grand Boulevard, Suite 306 Detroit, MI 48208		No Cost to City	Non Real Estate Auctions- 8% Buyer Fee Real Estate Auctions – 8% Buyer Fee+ Other Charges
Biddergy LLC (Biddergy.Com) 1919 E Kilgore Service Road Kalamazoo, MI 49001		3% Seller's Fee	
Chuck Cryderman & Associates, LLC 73600 Church Street Armada, Michigan 48005		No Cost to City	Misc Items Buyer Fee – 10% Auto, turuck & Equipments – 10% Buyer Fee Real Estate – 7% Buyer Fee



Response to
REQUEST FOR PROPOSAL
for
Dearborn Heights Michigan
City Owned Property Auction Services
PROJECT NUMBER 2024-0001

January 28, 2024

City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

Re: City of Dearborn Heights RFP for City Owned Property Auction Services Project Number 2024-0001

Dear Mathew,

Bidcorp.com, Inc. is presenting this response to your request for proposal for online auctioning services for the City of Dearborn Heights.

Bidcorp.com, Inc. has been providing successful online governmental auctions for 24 years. We are woman owned, minority owned, and a woman lead Michigan based company with our headquarters in the City of Detroit.

We are pleased to offer cutting-edge technology at the lowest price in the industry for your needs. Our most seasoned staff has been with the company from inception, with the next being with us for 14 years. We are engaged with the primary goal of providing an affordable, safe, and secure arena for our clients to auction surplus items and real property via an online auction. We are proud to say 99% of our auctions posted on Bidcorp.com receive bids and are consummated at or above their reserve price.

Among the many municipalities we serve, some of our diverse current clients include Oakland County, Central Michigan University, Saginaw Township, Sault Area Public Schools, and Huron County Road Commission. We are confident that we meet and will exceed your online auction services requirements outlined in the RFP. We hold the necessary approvals and licenses to effectuate the services for the City of Dearborn Heights.

To see what your new online auction store will look like, **we have already created it for you with some test auctions!** Please go to dearbornheights.bidcorp.com and logon with these credentials:

Mathew Paul, User ID: DearbornHeight and Password: Heights123

Ali M. Dib, User ID: HeightsDearborn and Password: Dearborn456

In your dearbornheights.bidcorp.com account, click on the videos in the test auctions for the **Suburban** and the **Land** in your custom Store to see how the videos can be custom made.

Sincerely,



President, Bidcorp.com, Inc.

kstepanski@bidcorp.com

(248) 679-6907

2512 West Grand Boulevard, Suite 306

Detroit, MI 48208

Bidcorp.com, Inc. is a MI Corporation, FEIN 38-3569864

Youtube video about Bidcorp.com: <https://www.youtube.com/watch?v=KnjWeKAJ1e8>

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RFP Forms

PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

OFFER TO: CITY OF DEARBORN HEIGHTS :

The Undersigned hereby offers and agrees to furnish the goods and/or services in compliance with all terms, scope of work, conditions, specifications, and addenda in the Request for Proposal.

ADDENDA:

The undersigned has read, understands and is fully cognizant of the Information to Respondents, Offer, and all Exhibits thereto, together with any written addendum issued in connection with any of the above. The undersigned hereby acknowledges receipt of the following addendum(s): None, _____ (write "none" if none). In addition, the undersigned has completely and appropriately filled out all required forms.

OBLIGATION:

The undersigned, by submission of this Offer, hereby agrees to be obligated, If the Offer is accepted by the City of Dearborn Heights to enter into a Contract to provide the stated goods and/or services for the term as stated herein in accordance with the Scope of Work, Specifications, and Terms and Conditions, together with any written Addenda as specified above and any negotiated terms. If this offer is accepted and signed by the City of Dearborn Heights this RFP document, together with any written Addenda and any negotiated terms shall be (collectively) the contract.

COMPLIANCE:

The undersigned hereby accepts all administrative requirements of the RFP and will be in compliance with such requirements. By submitting this Proposal Form, the Respondent represents that:

1. The Respondent is in compliance with any applicable provisions of the City of Dearborn Heights Charter and Code of Ordinances.
2. If awarded a contract to operate the Concession or provide the goods or Services required in the RFP, the Respondent will comply with the City's Charter and Code of Ordinances. These documents can be found on the City of Dearborn Heights website on the City Clerk's page.

NON-COLLUSION:

The undersigned, by submission of this Proposal Form and other required forms, hereby declares that this Proposal is made without collusion with any other business making any other Proposal, or which otherwise would make a Proposal.

PERFORMANCE GUARANTEE:

The undersigned further agrees that if awarded the Contract, it will submit to the City any required type of guarantee (i.e. irrevocable letter of credit or cash deposit).

SUBMITTAL REQUIREMENTS: The undersigned certifies it has attached a complete response to each of the submittal requirements listed in the Evaluation Criteria and Submittal Requirements section of this RFP.

No proposal may be accepted which has not been signed in the appropriate space below:

Company Name: BIDCORP.COM, INC

Address 2512 W. GRAND BOULEVARD
SUITE 306
DETROIT, MI 48208

Contact Person KIMBERLY STEPANSKI

Phone 248-679-6907

Fax 248-436-3414

Email kstepanski@bidcorp.com

Signature of Person Authorized to sign *Kimberly Stepanski*

Name Kimberly Stepanski

Title President

Date January 28, 2024

ACCEPTANCE OF OFFER (To be completed by the city of Dearborn Heights)

Mayor's signature _____

Date _____

City Clerk's signature _____

Date _____

EXCEPTIONS AND ALTERNATIVES FORM

Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.

Proposers are to comply with all requirements of this solicitation, otherwise the proposal may be deemed nonresponsive.

Exceptions may be considered if they are presented with the proposal and if the City determines that the exception does not materially alter the intent of this solicitation or that it exceeds the requirements of this solicitation.

☒ -No Exceptions Taken

-----Exceptions Taken -- See attached*

*Please note that if any exceptions are taken, all required information must be submitted as an attachment

Except as may be indicated above, Proposer is in complete agreement with this entire solicitation including any proposed terms, conditions and business arrangements described herein.

By Kimberly Stepanski

(Authorized Signature)

Date Kimberly Stepanski

(Title) President

COST PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

Total Not-To-Exceed Cost: Zero Cost to the City, as outlined below.

Non-Real Estate Auctions:

Bidcorp.com will charge the winning bidder/buyer 8% of the winning bidder's price, not including sales tax. Therefore, the City's fee is zero on non-real estate auction items. No other fees apply to the City.

There is never a cost to the City to add, change, cancel, or relist an auction listing. BidCorp.com earns the 8% fee only on successfully completed auctions. This is when auction items are paid for and picked up by the winning bidder.

Real Estate Auctions:

Bidcorp.com will charge the winning bidder/buyer 8% of the winning bidder's price. This 8% fee includes the Keller Williams sales/brokerage commission. Therefore, the City's fee is zero on their real estate auctions.

Additional fees will apply to the bidder/buyer as such:

Buyer shall pay all buyer and seller closing costs directly to the Title company as outlined on their Closing Disclosure (HUD) which may include:

- Title Company Closing fee (est. \$500)
- Wiring fee (if requested) (est. \$40)
- Recording fee (est. \$30)
- Keller Williams Compliance fee (est. \$395)
- Property Transfer Tax (variable \$ based on transfer tax rate and price)
- Title Policy (if requested, variable \$ based on property)

Again, there is never a cost to add, change, cancel, or relist an auction listing. BidCorp.com earns the 8% fee only on successfully completed auctions. This is when the Title Company closes the transaction. If the bidder does not consummate the real estate transaction, no fees are charged to the City for that auction. All real estate sales are subject to acceptance and approval by the City of Dearborn Heights.

Our cost proposal is zero cost to the City. It is at the sole discretion of the City to absorb any of the costs listed above on an auction-by-auction basis at their choosing.

VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without further evaluation.

1. Provide references that will support the minimum qualification of: "Respondent must have a minimum of three similar projects in the last five years as requested in the Minimum Qualifications section. References must demonstrate at least five years of experience and must reflect work of a repetitive nature.

A- Client Name: Huron County Road Commission - Tom Hentschl

Title: Procurement

Client Contact E-mail nhentschl@comcast.net

Contact Phone Number: 989 269 6404

Services performed from and to (dates): December 23, 2011 to Present

B-Client Name: Sault Area Public Schools - Eric Galen

Title: Procurement

Client Contact egalen@eupschools.org

Contact Phone Number: 906 632 5670

Services performed from and to (dates): July 30, 2015 - Present

C-Client Name: Oakland County - John Coons

Title: Auction Coordinator

Client Contact E-mail oauction@oakgov.com

Contact Phone Number: 248 858 1015

Services performed from and to (dates): April 11, 2009 - Present

D- Client Name:

Title:

Client Contact E-mail

Contact Phone Number:

BUSINESS INFORMATION QUESTIONNEER

Failure to complete this form may result in your Proposal being deemed non responsive and rejected without any further evaluation.

NAME OF COMPANY BIDCORP.COM, INC.
PRINCIPAL OFFICE ADDRESS 2512 W. Grand Boulevard, Suite 306, Detroit MI 48208
TELEPHONE NUMBER 248 679 6907
DUNS# AND/OR CCR (if applicable)# Federal ID# 383569864
FORM OF OWNERSHIP (Check One)

Corporation ☒

LLC ()

Joint Venture ()

State of Incorporation/Registration Michigan

Date of Incorporation/Registration September 13, 2000

Partnership () If Partnership, select one of the following: Limited () or General () Individual () N/A

LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS OR OWNERS

Names: Kimberly Stepanski Maurice Banks Trevor Wisniewski

Titles: President Treasurer Secretary

LIST OF CORPORATE DIRECTORS Chairman of the Board of Directors - Kimberly Stepanski
Board of Director Members: Kimberly Stepanski, Maurice Banks,
Principal Business Affiliation Trevor Wisniewski

Name: N/A

Other Than Respondent Directorship: N/A

HAS YOUR COMPANY OPERATED UNDER ANY DIFFERENT NAMES IN THE PAST FIVE (5) YEARS? NO
IF YES, PLEASE IDENTIFY THE NAME(S) UNDER WHICH YOUR COMPANY HAS OPERATED:

SUBCONTRACTORS FORM

Failure to complete this form may result in your Proposal being deemed non responsive and rejected without any further evaluation.

Are there any subcontractors to be utilized under this contract?

YES - You must complete both pages.

☒ NO - You must complete only this page.

ACKNOWLEDGED BY Kimberly Stepanski

FIRM BidCorp.com, INC.

AUTHORIZED REPRESENTATIVE Kimberly Stepanski

TITLE President/Chairman of the Board

SIGNATURE Kimberly Stepanski

DATE January 27, 2024

Experience providing similar services

Bidcorp.com has been providing online auction services for State and Local governmental agencies since 1999. We embrace the latest technology while consistently providing our services at the lowest cost in the industry. Our online auction software is time tested and trusted.

We currently auction miscellaneous surplus items throughout the entire state of Michigan. Items include but are not limited to real estate, planes, construction equipment, vehicle parts, tools, lawn mowers, automobiles, boats, trucks, trailers, street sweepers, fire trucks, desks, chairs, etc.

Any and all surplus items a government agency may have whether small or big, we've auctioned it all.

A sample of our clients:

- 1) From 1999 through this past year, we held the State of Michigan contract providing surplus goods auction services throughout the entire state of Michigan.
- 2) Since 2009 we have provided Oakland County with auction services for all their surplus items.
- 3) We have assisted MDOT Land Sales providing real estate auction services throughout the state of Michigan.
- 4) We have contracted with the Detroit Public Schools, providing full-service online auction services for public schools throughout the City of Detroit.

A hyperlink to active auctions on Bidcorp can be viewed at www.bidcorp.com.

To see what your new online auction store will look like, **we have already created it for you with some test auctions! Please go to dearbornheights.bidcorp.com and logon with these credentials:**

Mathew Paul, User ID: DearbornHeight and Password: Heights123

Ali M. Dib, User ID: HeightsDearborn and Password: Dearborn456

Got to your Store on Bidcorp.com at: <https://dearbornheights.bidcorp.com/>

Click on the videos in the test auctions for the Suburban and the Land in your custom Store to see how the videos can be custom made.

Samples of real estate and surplus items previously auctioned by Bidcorp.com follow on the next pages:

Land Auctions:










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[Featured](#)
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#67059 | Tract 1610 - (vacant) 64th Street, Byron Township, Kent County, MI

Sold by MI Dept of Transportation











Final Bid:

\$310,100.00

No Reserve 34 Bids

Ended

Start Time: February 16, 2022 at 12:00 PM

End Time: March 3, 2022 at 12:20 PM

Snipe Proof: Ending extended



1 Image

Item Overview

- # Listing ID #67059
- Sold by MI Dept of Transportation
- Posted under Vacant Land
- This is a snipe proof auction
- 1,227 page views

Pricing & Payments

- Administrative Fee of \$2,500.00
- There is no sales tax on this item
- Total with taxes + fees is \$312,600.00
- Payment methods include Money Order, Cashiers Check

* Total above reflects the current bid only.

Pick-Up Only

- Shipping not available
- Buyer must pick-up item
- Item is located in Grandville, MI

Description

Tract 1610 is vacant land located on 64th Street west of Wilson Avenue and North of M-8 in Byron Township, Kent County, Michigan.

MDOT Control Section 41064, Parcels 221 Pt C and 229 Pt B
Tax ID: 41-21-00-400-081 and 41-21-00-400-082

Tract 1610 contains 4.33 acres, more or less.

Please post any questions regarding the property at the end of the auction page.

Attachments

- Tract 1610 - Survey - Parcel 221 Pt C.pdf
- Tract 1610 - Survey - Parcel 221 Pt C



Search Auctions



All Auctions featured Private New Ending Closed Locations Categories

About Help All Stored

#64021 | Tract 1463 - (vacant) Orchard Lake Road, West Bloomfield Township, Oakland County, MI

Sold by MI Dept of Transportation



Final Bid:

\$695,100.00

No Reserve

30 Bids

Ended

Start Time: March 24, 2021 at 12:00 PM

End Time: April 7, 2021 at 12:00 PM

Snipe Proof! May be extended

Item Overview

- # Listing ID #64021
- Sold by MI Dept of Transportation
- Posted under Vacant Land
- This is a snipe proof auction
- 753 page views

Pricing & Payments

- Administrative Fee of \$2,500.00
- There is no sales tax on this item
- Total with taxes + fees is \$697,600.00
- Payment methods include Money Order, Cashiers Check

*Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Buyer must pick-up item
- Item's pick-up address is (vacant) Orchard Lake Road West Bloomfield Township, MI 48322

Description

Tract 1463 is located at (vacant) Orchard Lake Road, West Bloomfield Township, Oakland County, Michigan.

MDOT Control Section 03082, Parcel 23; Property Tax ID: 03-18-35-301-009 & 03-18-35-301-010

The tract is more or less rectangular in shape and contains 2.72 acres +/-, subject to an existing 0.00 acre +/- easement granted to the Oakland County Water Resource Commission. The easement runs east-west across the northern edge of the tract.

Please post any questions regarding the property at the end of the auction page.

Attachments



Tract 1463 - aerial parcel map.pdf
Tract 1463 - Aerial Parcel Map

#62895 | Tract 1541 - (vacant) Dixie Hwy, Waterford Twp, Oakland County, Michigan

Relisted

Sold by MI Dept of Transportation



Final Bid:

\$58,900.00

No Reserve

128 Bids

Ended

Start Time: November 12, 2020 at 12:00 PM

End Time: November 23, 2020 at 12:00 PM

Snipe Proof: Ending extended

Item Overview

- # Listing ID #62895
- Sold by MI Dept of Transportation
- Posted under Vacant Land
- This is a snipe proof auction
- 712 page views

Pricing & Payments

- Administrative fee of 2% (\$1,178.00)
- There is no sales tax on this item
- Total with taxes + fees is \$60,078.00
- Payment methods include Money Order, Cashiers Check

* Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Buyer must pick-up item
- Item is located in Waterford Twp, MI

Description

Tract 1541 is located at (vacant) 4202 Dixie Highway, Waterford Township, Oakland County, Michigan.

M/DOT Control Section 63503, Parcel 200 Pt A; Property Tax ID: 63-13-10-437-005 & 63-13-10-437-013

The tract is zoned C2, Small Business and is located along the shores of the Clinton River (aka Loon Lake) with approximately 243 feet of road frontage. The site is partially cleared and partially wooded. See attached survey for more details.

No permanent structure of any kind can be built that encroaches upon the easement area.

Bidders should make their own inquiries with Waterford Township regarding allowable uses and any zoning or permit requirements. The Michigan Department of Transportation makes no representations, warranties, or claims, expressed or implied, as to fitness for purpose or conditions on the ground. The successful bidder agrees to accept the property in its "as-is" condition.

Attachments

- Tract 1541 aerial parcel map.pdf
- Tract 1541 aerial parcel map

Vehicle Auctions:



Search Auctions



All Auctions Featured Private New Ending Closed Locations Categories

About Help All Stores

#73071 | 2016 Ford F250SD 4DR 4WD Pickup Truck 158,365 Miles S6739

Sold by MiBid Internet Auctions



Final Bid:

\$15,001.00

No Reserve

43 Bids

Ended

Start Time: September 12, 2023 at 8:25 AM

End Time: September 19, 2023 at 8:45 AM

Snipe Proof: Ending extended



Item Overview

- # Listing ID #73071
- Sold by MiBid Internet Auctions
- Posted under Passenger Vehicles
- This is a snipe proof auction
- 1,013 page views

Pricing & Payments

- Item surcharge of 3% (\$450.03)
- Sales tax of 0% (\$927.00)
- Total with taxes + fees is \$10,378.09
- Payment methods include Money Order, Cashiers Check, Visa / Mastercard, Discover, Cash

*Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Buyer must pick-up item no later than September 25 at 3:00PM
- Item's pick-up address is 3111 W. St. Joseph Street, Building 000 Lansing, MI 48917

#72689 | Tow Out 2017 BMW R1200 RTP Police Motorcycle 34,854 Miles S8504

Sold by MiBid Internet Auctions



Final Bid:

\$4,200.00

No Reserve

23 Bids

Ended

Start Time: August 5, 2023 at 8:00 AM

End Time: August 14, 2023 at 8:00 AM

Snipe Proof: May be extended

Item Overview

- # Listing ID #72689
- Sold by MiBid Internet Auctions
- Posted under Motorcycles
- This is a **snipe proof** auction
- 731 page views

Pricing & Payments

- Item surcharge of 3% (\$126.00)
- Sales tax of 4% (\$259.56)
- Total with taxes + fees is \$4,585.56
- Payment methods include Money Order, Cashiers Check, Visa / Mastercard, Discover, Cash

** Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Buyer must pick-up item no later than August 13 at 3:00PM
- Item's pick-up address is 3111 W. St. Joseph Street, Building 500 Lansing, MI 48917

Announcement

Welcome to MiBid, the State of Michigan's online auction site!

Beginning Wednesday, Oct. 4, the State of Michigan surplus program will move to a new online location. Please visit Michigan.gov/Surplus for more information.

Appointments are required for inspection, payment, and pick-up of all MiBid items. Please contact our office at 517-241-4259 to schedule an appointment.

Payment for auctions must be made in the form of cash (exact amount), Cashier's check, Certified check, Money Order, Visa, MasterCard, or Discover. All checks must be made payable to the State of Michigan. State Surplus no longer accepts personal checks, business checks, or credit card checks of any kind.

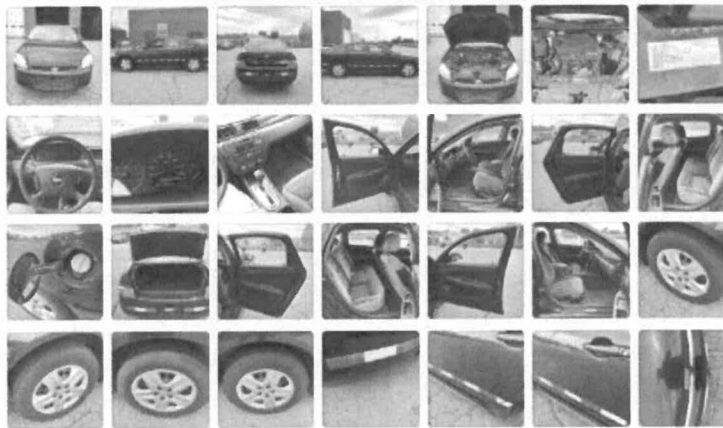
Please review the MiBid Terms & Conditions before placing a bid. Be sure your account stays in good standing by abiding to posted removal dates and times listed for each auction.

#73023 | 2010 Chevrolet Impala 4DR FWD Sedan 50,348 Miles M9354

Sold by MiBid Internet Auctions



28 Images



Final Bid:

\$6,800.00

No Reserve

31 Bids

Ended

Start Time: September 5, 2023 at 8:20 AM

End Time: September 13, 2023 at 8:20 AM

Snipe Proof: May be extended

Item Overview

- # Listing ID #73023
- 📄 Sold by MiBid Internet Auctions
- 🚗 Posted under Passenger Vehicles
- 🔒 This is a snipe proof auction
- 👁️ 1,000 page views

Pricing & Payments

- 💰 Item surcharge of 3% (\$204.00)
- 💰 Sales tax of 6% (\$420.24)
- 💰 Total with taxes + fees is \$7,424.24
- 💳 Payment methods include Money Order, Cashiers Check, Visa / Mastercard, Discover, Cash

* Total above reflects the current bid only.

Pick-Up Only

- 🚚 Shipping not available
- 📅 Buyer must pick-up item no later than September 19 at 3:00PM
- 📍 Item's pick-up address is 3111 W. St. Joseph Street, Building 600 Lansing, MI 48917

Announcement

Welcome to MiBid, the State of Michigan's online auction site!

Beginning Wednesday, Oct. 4, the State of Michigan surplus program will move to a new online location. Please visit Michigan.gov/Surplus for more information.

Appointments are required for inspection, payment, and pick-up of all MiBid items. Please contact our office at 517-241-4859 to schedule an appointment.

Other Auctions:



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#72990 | Mich Craft Aluminum Canoe

Sold by MiBid Internet Auctions

















Final Bid:

\$255.00

No Reserve

17 Bids

Ended

Start Time: September 1, 2023 at 8:20 AM

End Time: September 8, 2023 at 8:20 AM

Snipe Proof: May be extended

Item Overview

- # Listing ID #72990
- Sold by MiBid Internet Auctions
- Posted under Boating
- This is a snipe proof auction
- 322 page views

Pricing & Payments

- Item surcharge of 3% (\$7.65)
- Sales tax of 6% (\$15.78)
- Total with taxes + fees is \$278.43
- Payment methods include Money Order, Cashiers Check, Visa / Mastercard, Discover, Cash

* Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Seller must pick-up item no later than September 14 at 3:00PM
- Item's pick-up address is 3111 W. St. Joseph Street, Building 600 Lansing, MI 48917

Announcement

Welcomes to MiBid, the State of Michigan's online auction site!

Beginning Wednesday, Oct. 4, the State of Michigan surplus program will move to a new online location. Please visit Michigan.gov/Surplus for more information.

Appointments are required for inspection, payment, and pick-up of all MiBid items. Please contact our office at 517-241-4659 to schedule an appointment.

Payment for auctions must be made in the form of cash (exact amount), Cashier's check, Certified check, Money Order, Visa, MasterCard, or Discover. All checks must be made payable to the State of Michigan. State Surplus no longer accepts personal checks, business checks, or credit card checks of any kind.

Please review the MiBid Terms & Conditions before placing a bid. Be sure your account stays in good standing by abiding to posted removal dates and times listed for each auction.

#71694 | 2009 Lund Alaskan Aluminum V-Bottom Boat (MC4728)

Sold by MiBid Internet Auctions



26 Images



Final Bid:

\$8,306.00

No Reserve

42 Bids

Ended

Start Time: May 5, 2023 at 8:00 AM

End Time: May 12, 2023 at 8:45 AM

Snipe Proof: Ending extended

Item Overview

- # Listing ID #71694
- Sold by MiBid Internet Auctions
- Posted under Boating
- This is a snipe proof auction
- 1,816 page views

Pricing & Payments

- Item surcharge of 3% (\$249.18)
- Sales tax of 6% (\$513.31)
- Total with taxes + fees is \$9,068.49
- Payment methods include: Money Order, Cashiers Check, Visa / Mastercard, Discover, Cash

*Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Buyer must pick-up item no later than May 18 at 3:00PM
- Item's pick-up address is 3111 W. St. Joseph Street, Building 600 Lansing, MI 48917

#72640 | Two (2) LG 42in Plasma TVs #1

Sold by MiBid Internet Auctions



Final Bid:

\$116.00

No Reserve

27 Bids

Ended

Start Time: August 2, 2023 at 8:00 AM

End Time: August 9, 2023 at 8:10 AM
 Snipe Proof: Ending extended

Item Overview

- # Listing ID: #72640
- Sold by MiBid Internet Auctions
- Posted under Electronics
- This is a snipe proof auction
- 159 page views

Pricing & Payments

- Item surcharge of 3% (\$3.48)
- Sales tax of 0% (\$7.17)
- Total with taxes + fees is \$126.65
- Payment methods include Money Order, Cashiers Check, Visa / Mastercard, Discover, Cash

*Total above reflects the current bid only

Pick-Up Only

- Shipping not available
- Buyer must pick-up item no later than August 15 at 3:00PM
- Item's pick-up address is 3111 W. St. Joseph Street, Building 800 Lansing, MI 48917

Announcement

Welcome to MiBid, the State of Michigan's online auction site!

Beginning Wednesday, Oct. 4, the State of Michigan surplus program will move to a new online location. Please visit Michigan.gov/Surplus for more information.

Appointments are required for inspection, payment, and pick-up of all MiBid items. Please contact our office at 517-241-4859 to schedule an appointment.



Two Cub Cadet Push Mowers



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72511	\$300.00	19	Jul 28, 2023 at 8:00 AM



Five (5) Pairs of Oakley Sunglasses



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72322	\$56.00	2	Jul 28, 2023 at 8:00 AM



1985 Dynaweld 32TE 8-Wheel Tandem Axle Trailer (098990)



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72474	\$4,400.00	31	Jul 27, 2023 at 8:35 AM



One Pallet of Automotive Seats and Consoles



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72472	\$76.00	10	Jul 27, 2023 at 8:20 AM



2007 V-800 Legend Touring Snowmobile Offsite: (Benzie County)-Beulah, MI



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72455	\$2,025.00	24	Jul 27, 2023 at 8:15 AM



Two Pallets of Used Vehicle Gun Racks/Mounts



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72471	\$560.00	16	Jul 27, 2023 at 8:15 AM



Fifteen (15) Solid Oak Doors Offsite: Ionia, MI



Status:	Listing ID:	Current Bid:	Bids:	End Time:
ENDED	#72446	\$735.00	16	Jul 27, 2023 at 8:15 AM

Experience and qualification of lead personnel



Kimberly Stepanski, Chairman, President, Owner - Kimberly became a licensed Attorney in the State of Michigan in 1995. She has served as the Housing Attorney with Legal Services of Eastern Michigan. She was the Director of the Michigan Pension Rights Project and an Attorney for the Legal Hotline for Michigan Seniors with Elder Law of Michigan. Kimberly has been with BidCorp.com since 2012. Kimberly is a graduate of Saginaw Valley State University with a Bachelors of Degree, and the Thomas M. Cooley Law School with a Juris Doctor.



Maurice Banks, Director, Treasurer, Owner - Maurice has been a licensed Realtor for 23 years. Maurice is a cross-functional executive with more than 20 years of experience leading company-wide financial and sales initiatives. He is an accomplished leader with an exemplary career history in supporting business development strategies through effective implementation. As an executive he has shown an ability to manage and develop teams, establish, and maintain key B2B relationships, and launch profitable business ventures. Maurice has a Bachelor of Science in Accounting from King's College and a Master of Science in Finance from Walsh College.



Trevor Wisniewski, Director, Sales - Trevor has held his Realtor license with Keller Williams for 22 years. Over the past 30+ years Trevor has started several businesses, real estate investment businesses, internet-based businesses, and a registered Broker Dealer that is a member of the Chicago Stock Exchange. Trevor has a Bachelor of Science in Business Administration from Central Michigan University and a Master of Science in International Securities, Investment and Banking from Reading University, England.



Matt Clark, Consultant - Matt was the founder of Waypoint Arts - a web design and development company specializing in customized web solutions. Prior to launching his business, Matt had been building websites for various groups and businesses for the better part of a decade; a passion that grew from his early days at the University of Michigan. Matt had worked for General Electric as a programmer and managing IT security projects for GE Healthcare.

Key Personnel Organizational Structure:

Kimberly Stepanski
President, Chairman, Owner
|
Maurice Banks
Director, Treasurer, Owner
|
Trevor Wisniewski
Director, Sales
|
Matt Clark
Consultant

Bidcorp.com is a Licensed Automotive Dealer, Class D.

Trevor and Maurice hold Realtor Licenses for 20+ years.

How we Meet/Exceed Minimum Qualifications

Bidcorp.com has been providing online auction services for State and Local governmental agencies for 24 years. Our online auction software is time tested and trusted. Bidcorp.com is a Licensed Automotive Dealer, Class D and has experience facilitating Title work. Trevor and Maurice hold Realtor Licenses with Keller Williams, and each have over 20 years of real estate experience.

Our auction experience includes but is not limited to real estate, planes, construction equipment, vehicle parts, tools, lawn mowers, automobiles, boats, trucks, trailers, street sweepers, fire trucks, desks, chairs, etc.

Our online auction software is extremely flexible. Specifically, we offer the ability to:

- Conduct Private auctions aimed at a specific group of bidders
- Conduct Public auctions aimed at everyone - all bidders
- Have multiple line items per lot (ex. parts)
- Have one (1) asset per listing (ex. vehicles)
- Have multiple lots per auction (ex. 7 line items for equipment and 5 line items for vehicles)
- Add sales tax to applicable winning bids
- Structure an auction for various scenarios such as
 - o List specific times for public viewing and different times for pick-up
 - o List multiple locations and complete descriptions including terms of sale
 - o Multiple starting and ending times
 - o Provide auction detail and summary data
 - o Detailed reporting and records in electronic form
- The Ability to stop and cancel auctions, move to the next highest bidder, and retract offers.

Here are more details on our Online Auction Platform:

We can provide you with audit trail reports that record the user ID and date/time stamp for all auction transactions, thus you can audit all transactions in detail.

Bidcorp.com will provide the City complete records of all transactions to include the identification of each item sold, the name of the successful bidder, including the complete address, phone number, email address and sale amount of the item(s) won.

BidCorp.com provides integrated reporting functionality. Many of our clients require specific reporting requirements and we can custom build reports to meet your unique needs at no charge.

Below is a sample of a standard report:

The screenshot shows a web browser window with the URL [https://dearbornheights.bidcorp.com/...](https://dearbornheights.bidcorp.com/). The page features a navigation bar with the Bidcorp logo, a search bar labeled "Search Auctions", and a menu with links: All Auctions, Featured, Private, New, Ending, Closed, Locations, Categories, Help, and All Stores. The main content area is titled "Report Generator" and contains three sections: "Listing End Dates" with "From" and "To" date pickers, "Add Fields" with checkboxes for "Winning price" (checked), "Price, with taxes and fees", "Buyer's name", "Listing's bid count", "Buyer's contact details", and "Private listings only", and "Download Option" with a checkbox for "Download as a CSV file (Excel use)". A "Generate Report" button is at the bottom.

All bids and payments to an auction are immediately emailed to the bidder informing them of their bidding status, winning, out-bid, or paid. They also have Alerts at the top of each page next to their profile which are real-time. The City has the same functionality on the Sellers side of Bidcorp.com. Once an item is sold the Buyer and Seller receive an email on the completed auction (certificate of sale) including pick up information and payment information.

For non-real estate auctions a "PAID" email is generated after the customer pays online via our PayPal or Credit Card provider for your account with Bidcorp.com. Alternatively, if the Buyer pays the City directly in person at pick up, a paper receipt will be provided and the auction will be marked as PAID in the online system generating the "PAID" email.

Bidcorp.com maintains inventory of all items, past and present, listed for sale, items sold, items not sold, canceled, etc. The City will have online

access to all of their auction data. We are able to generate reports and send them to the City as well. This data includes all data on the bidding of the items, including but not limited to: bids received and the winning bid amount.

Technical support, Help Desk, Maintenance of online site, and back- up system to cover emergencies:

Bidcorp.com fully supports our online auction platform at our cost for our clients. All technical support and help desk requests are addressed immediately by one of our support staff and/or your dedicated account representative.

Our website has a HELP section that covers most support related topics for users to read and follow at their own accord. In addition, sellers and bidders are encouraged to email or call us for support.

Support requests are accepted in the form of phone calls and emails. BidCorp.com will assign a dedicated BidCorp.com account representative that you can call or email at any time for support. You will have the mobile phone number for your dedicated account representative. Your representative is available to you 7AM - 8PM 7 days a week. Bidders can contact BidCorp.com via email and our 800 number for support.

Telephone support: Monday - Sunday 7am-8pm.

Email support: Monday - Sunday 24/7.

Real Estate Listings will have the Cell Phone of Trevor and/or Maurice who will field all real estate listings questions.

BidCorp.com has the necessary hardware, virus software, backup software and tools to minimize any downtime impact on your business. Currently we run at 100% uptime. Our servers and systems are monitored in real-time, and our IT staff are electronically alerted of any issues. All maintenance on our software is performed throughout the year as updates and enhancements are required.

We have controls in place to reduce the prevalence of duplicate user accounts using unique usernames and email addresses. We also monitor bidder's accounts to reduce foul play and we deactivate accounts per our client's request. We only allow authorized entities to post auctions on Bidcorp.com and review every user that registers to sell on Bidcorp.com.

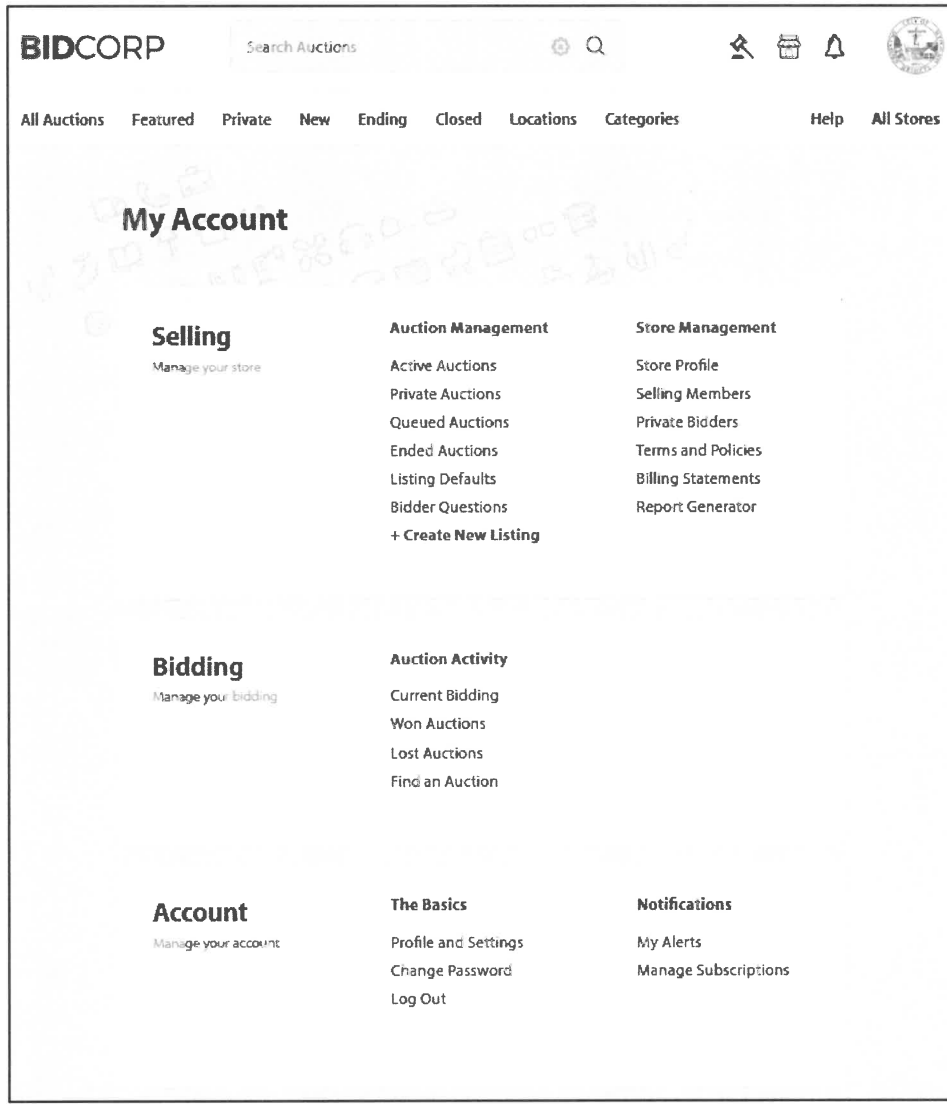
Training and instruction:

We will provide your staff with on-site training of BidCorp.com and the process. We will attend all necessary meetings to fully implement the internet online auction services. In addition, we are available anytime for the on-site training session, refresher training, or new employee training, and attendance for any scheduled meetings.

Your Auction Account:

Our control panel allows the management of your auction operations and customization of your auction settings for your Auctions. We have placed all the most important tools in a single location for ease of use. In addition, we are proud of the many configurable settings that can improve the

efficiency during the auction management process, including Auction Defaults, which allows the creation of presets that automatically complete parts of the auction entry form to save time.



On Bidcorp.com, we can create a customized Storefront for your organization. A "Store" on Bidcorp.com is where you can highlight only your items up for auction, excluding all the other auction items listed by other sellers on Bidcorp.com. We have already created a sample **City of Dearborn Heights Sellers Account Main Page "DearbornHeights.bidcorp.com"**. We can customize your store with pop-up notifications and more:

<https://www.dearbornheightsmi.gov>

Phone Number
(313) 791-3400

Phone Extension

U.S. and Canada Only



Store Announcement

Your Store Announcements will appear on every listing's page above the item's description

B I U

Welcome to the Auction Site for the City of Dearborn Heights!

Here you will be able to bid on City owned surplus items and City owned real estate!



Copyright and Footer Disclaimer

Add your Store's own copyright or disclaimer information that'll appear on the footer of every page

Copyright Entity
City of Dearborn Heights

All bids on auctions are contractual obligations per the Terms of Use.

660 characters left

Sections



Store Logo



Name and Description



Public Contact Details



Store Announcement

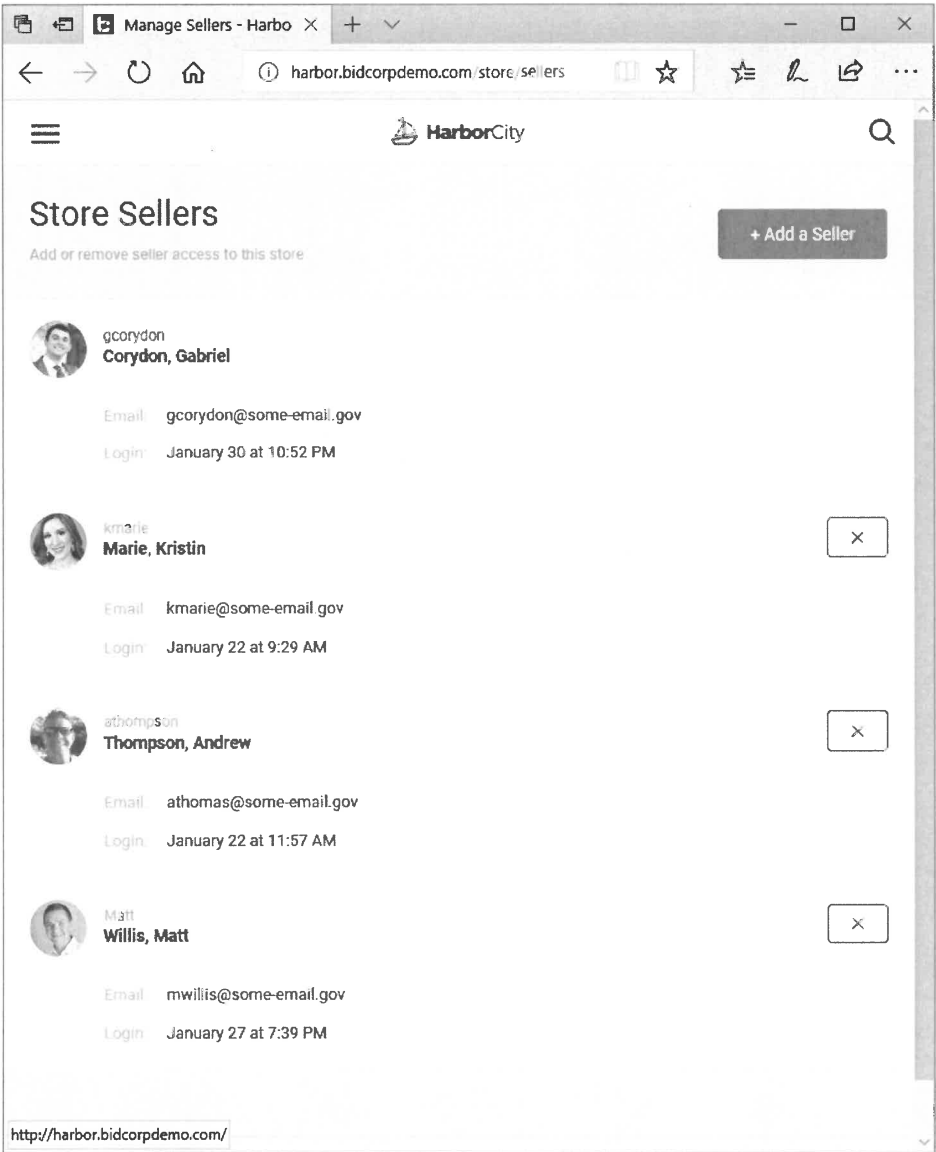


Copyright and
Disclaimer

We have the ability to create announcements which will pop-up on top of all of your live actions. See above "Store Announcement".

In addition, we have the ability to add additional disclaimers, custom to your auctions, that will appear on all your live auctions. As an example, specifying your rules for bidding, pickup, additional terms, closing terms, etc. Please note, BidCorp.com has created the appropriate language in our user agreement and disclaimers to the bidders. When a bid is entered on your auction, it is a legally binding contract and can be used to hold bidders accountable for their bidding actions.

We can grant any of your employees at the City access to create a User Id on DearbornHeights.bidcorp.com, so they will have access to all of the Auction data:



Once we have your Store set up the way you would like it, and your users approved, we can begin listing your auctions. We have two types of auctions we may post, 1) Private Auctions, and 2) Public Auctions. And each of these types of auctions can be set up as either a normal "Auction" or set as a "Buy It Now" price.

Private auctions are where you limit the auction to a set audience. For example, in Michigan all MDOT heavy equipment must first be offered to County Road Commissions to bid on. That would be a private auction in which when posted, all County Road Commissions would be alerted to the private auction for bidding. This auction would only be available for the private audience that you choose. If there are no bidders for the private auction, then you have the ability to easily re-post that auction to the public. Many government entities require this two-tiered bidding system. These auctions can be set as a normal auction, with or without a minimum reserve price, to the highest bidder or set at a "buy-it-now" price.

Public auctions are automatically posted on your own Store website DearbornHeights.bidcorp.com and posted on the main Bidcorp.com website. Public auctions are viewable by everyone and are available for anyone to bid on. These auctions can be set as a normal auction, with or without a minimum reserve price, to the highest bidder or set at a "buy-it-now" price.

All of our Auctions can be snipe-proof auctions. This feature automatically extends the end time of an auction by 5 minutes if a bid is placed on the auction during the last 5 minutes. This prevents bidders from swooping in and grabbing an item at the last second, and ensures every potential bidder has an opportunity to win an auction. It is your option to make your auction snipe-proof or not.

We accommodate both video and images on the auction listings to better sell your item. Pictures and video are a snap to upload. We will take pictures and videos of your items (and real estate) and upload it instantly to the auction listing from our smart phone.

Auction Listing Data. When we create your auctions, there are many details and options to choose from as outlined in the next series of screen shots.

Create Listing

 Listing Settings

- ☐ Import default settings ?
- ☐ This is a **private listing**
- ☐ Make this a **featured item** ?

 Notifications

- ☐ All sellers receive notifications
- ☐ Notifications to me only

Listing Basics

Title:

Category

0 1 2 3 4 5 6 7 8 9

Description

 Time & Duration

- Start this listing immediately**

Start Date

Start Time

Sections

- Settings
- Listing Basics
- Time & Duration
- Pricing Details
- Payment Methods
- Shipping & Pick-Up
- Item Location
- Media Upload

Start Date

Start Time

Duration

☐ Make this auction snipe proof ?

Pricing Details

☐

Standard Auction

☐

Immediate Purchase (Buy Now)

Payment Methods

☐

Money Order

☐

Cashiers Check

☐

Personal Check
(Max \$200)

☐

Visa /
Mastercard

☐

American
Express

☐

Discover

☐

Cash (Exact
change only)

☐

Other

Shipping & Pick-Up

☐

Shipping **not available** (Pick-up only)

☐

Shipping **only to U.S.** locations

☐

International shipping available

☐

Buyer can **pick up** item

Item Location

☐

Specify item's **street address** (Required only for pick-up)

Location Zip

Provide a zip code for city look-up

Sections

-  Settings
-  Listing Basics
-  Time & Duration
-  Pricing Details
-  Payment Methods
-  Shipping & Pick-Up
-  Item Location
-  Media Upload

☐ Specify item's **street address** (Required only for pick-up)

Location Zip

Provide a zip code for city look-up



Media Upload

Drop Files or
Click to Upload

Your images, videos, and attachments begin uploading
automagically!

100 MB limit for videos / 40 MB limit for all other media

By submitting this listing, you reaffirm your acceptance of BidCorp's [Terms and Conditions](#) and the information provided for this listing is accurate to the best of your knowledge.

Submit Listing

Preview Listing

Cancel

Sections



Settings



Listing Basics



Time & Duration



Pricing Details



Payment Methods



Shipping & Pick-Up



Item Location



Media Upload

All bids on auctions are contractual obligations per the Terms of Use.

Once your auctions are live, Bidcorp.com and all the users of your store are able to view and manage all of the auctions easily:

The screenshot displays a web browser window with the title 'Active Auctions - Harbo'. The address bar shows 'harbor.bidcorpdemo.com/store/'. The page header includes the HarborCity logo and a search icon. The main section is titled 'Active Auctions' with a sub-header '596 Auctions' and a sort option 'Sort: Time - Newly Listed'. The page lists five active auctions, each with a thumbnail image, a title, a table of details, and a set of action links.

Status	Listing ID	Current Bid	Bids	Time Left
ACTIVE	#72276	\$150,100.00	20	12 days, 13 hours
ACTIVE	#72268	\$10,800.00	19	16 days, 11 hours
ACTIVE	#72246	\$12,800.00	9	11 days, 18 hours
ACTIVE	#72244	\$2,275.00	17	26 days, 18 hours
ACTIVE	#72243	\$78.99	19	2 days, 18 hours

At the bottom of the page, there is a footer with the URL 'http://harbor.bidcorpdemo.com/#' and a navigation menu with links for 'Privacy', 'Terms', 'Help', 'Contact', and 'Jobs'.

When you click on an auction above you can see it live with real-time bidding updates, bidding history, and bidder questions:

Lot of 5 Professional Ca

harbor.bidcorpdemo.com/auction

HarborCity

Lot of 5 Professional Cameras and Lens | Excellent Condition!

#72244 - Sold by Harbor City



11 Images

Current Bid:

\$2,275.00

No Reserve

17 Bids

Maximum Bid

Bid

Enter \$2,300.00 or more

Time Left:

26 days, 18 hours

Start Time:

January 12, 2018 at 5:55 PM

End Time:

February 26, 2018 at 5:55 PM

Snipe Proof: May be extended

Item Overview

Pricing & Payments

Pick-Up & Shipping

Listing ID #72244

Sold by Harbor City

Posted under Cameras

This is a snipe proof auction

Total with taxes + fees is **\$2,411.50**
Calculation will adjust when bid increases

Sales tax of 6%

There are no premiums on this item

Shipping not available

Buyer must pick-up item within 7 days by 2:30PM

Item is located in Crystal Beach, FL

Bidders can submit questions directly on your auction page. Bidder questions will be easily answered within your City account and on the actual auction's page:

The screenshot shows a web browser window with the address bar displaying `harbor.bidcorpdemo.com/store/`. The page title is "Bidder Questions - Hart". The HarborCity logo is in the top right corner. The main heading is "Open Questions" with a "6 Total" count. Below this is a list of six questions, each with a user profile picture, the question text, the time "13 days ago", and a close button (X).

User	Question	Time	Action
apeto8	asked about #72243 – Used Smartphone / 4.7-inch display / 128GB / GREAT CONDITION	13 days ago	[X]
esmothy	asked about #72245 – Vintage-Looking Wood Bookcase	13 days ago	[X]
jkeggs	asked about #72244 – Lot of 5 Professional Cameras and Lens (Excellent Condition)	13 days ago	[X]
jkeggs	asked about #72268 – 2016 Hatchback Car / Black / LOW MILES. 39,000	13 days ago	[X]
esmothy	asked about #72276 – 5,000 sq ft Beach Front House / Confiscated / LOW RESERVE!	13 days ago	[X]
apeto8	asked about #72245 – Vintage-Looking Wood Bookcase	13 days ago	[X]

At the bottom of the page, there is a copyright notice: "©2018 BidCorp.com, Inc." and a row of links: "Privacy", "Terms", "Help", "Contact", and "Jobs".

Auction Bidding:

All bidders agree to the terms and conditions of BidCorp.com. Fraudulent bidders are deactivated on our site and monitored to verify they do not re-register. If a bidder defaults, we will contact you and ask if you want to re-list the item or offer it to the next highest bidder.

On the main website of BidCorp.com, or at your own Store website domain, **DearbornHeights.bidcorp.com**, bidders can view auction items in real-time on the main page. Bidders can search for auctions using the Search function at the top of the page, by Category or Location at the right, or sort all your auctions illustrated below:

The screenshot displays the HarborCity auction website interface. The browser address bar shows 'harbor.bidcorpdemo.com/'. The website header includes the HarborCity logo, a search bar, and navigation links: 'All Auctions', 'New Today', 'Ending Soon', 'Private', 'Stores', and 'More ...'. A user profile for 'Hi Gabriel!' is visible in the top right corner. The main section is titled 'Featured Auctions' with 538 auctions listed. A dropdown menu for sorting is open, showing options: 'Time - Newly Listed', 'Time - Ending Soonest', 'Price - Lowest First' (selected), 'Price - Highest First', 'Bids - Least First', and 'Bids - Most First'. The right sidebar contains 'Categories' (Boating, Cameras, Passenger Vehicles, Residential Real Estate, Telephones and Systems) and 'Locations' (Clearwater, FL; Crystal Beach, FL; Hilton Head Island, SC; Los Angeles, CA). Four featured auction items are displayed in a grid:

- 5,000 sq ft Beach Front House / Confiscated / LOW RESERVE!**
Hilton Head Island, SC
Image: A large beachfront house.
Price: \$150,100.00
20 Bids
12 days, 12 hours
527 Views
- 2016 Hatchback Car / BI**
Los Angeles, CA
Image: A dark hatchback car.
Price: \$10,800.00
19 Bids
18 days, 11 hours
529 Views
- Lot of 5 Professional Cameras and Lens | Excellent Condition!**
Crystal Beach, FL
Image: A professional camera with a large lens.
Price: \$2,275.00
17 Bids
78 days, 17 hours
800 Views
- Mid-Sized Sailboat (36FT)**
Clearwater, FL
Image: A sailboat on the water.
Price: \$12,800.00
9 Bids
11 days, 17 hours
757 Views

Once the bidder finds an auction they would like to bid on, they can simply enter their maximum bid amount and click "Bid".

2016 Hatchback Car / B

harbor.bidcorpdemo.com/auctions/2016-hatchback-car-black-low-miles-39-0

HarborCity Search Auctions

All Auctions New Today Ending Soon Private Stores More ...

Hi Gabriell

2016 Hatchback Car / Black / LOW MILES: 39,000

#72268 • Sold by Harbor City



1 Image

Current Bid: **\$10,800.00**

No Reserve 19 Bids

Maximum Bid: **Bid**

Time Left: **16 days, 10 hours**

Start Time: January 13, 2018 at 11:09 AM

End Time: February 16, 2018 at 11:09 AM
Bidder Proof: May be extended

Item Overview

Listing ID #72268

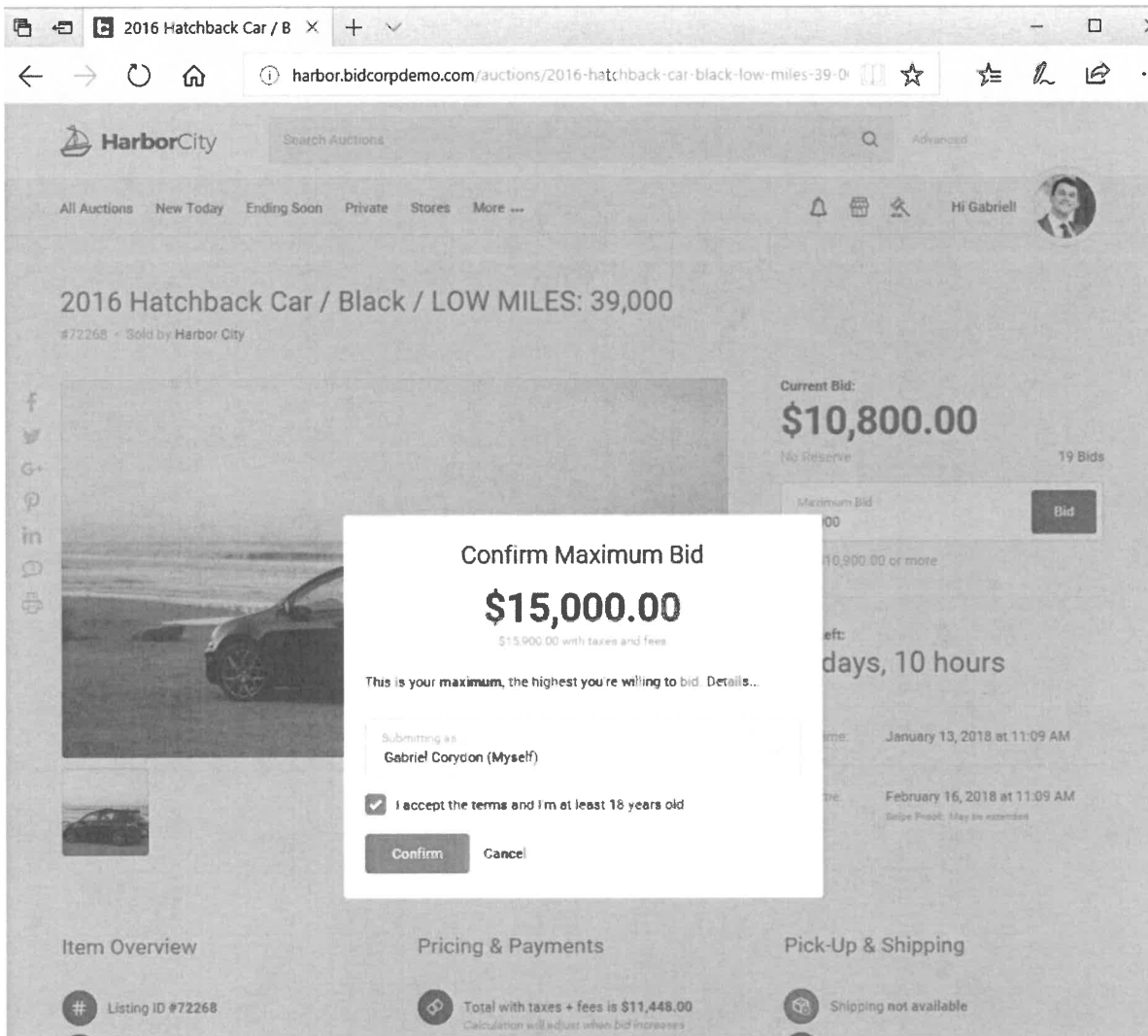
Pricing & Payments

Total with taxes + fees is **\$11,448.00**
Calculation will adjust when bid increases

Pick-Up & Shipping

Shipping not available

A disclaimer will be displayed to confirm they accept the terms and conditions. They must agree and click "Confirm":



Proxy bidding is a feature that is used on all your auctions. This means that a bidder can submit a maximum bid amount and our system will act as a proxy bidder in their absence, placing updated bids for them while trying to keep the bid price as low as possible. This way, when they are bidding, you do not have to be at the computer every minute monitoring your competition.

All bids are immediately emailed to the seller and the bidder informing them of their bidding status (winning or out-bid). They also have alerts at the top of the page next to their profile which are real-time on every page they are on in the system.

Bidders may elect to receive a notification email when an item is listed in a category to which they have subscribed and have interest (this is just a sample of the categories):

Subscriptions - HarborCity

harbor.bidcorpdemo.com/alerts/si

My Subscriptions

Want to know when new listings are posted and when they're ending? Select from our categories below to get daily updates from our sellers here on BidCorp.

☐ Subscribe to all categories

☐ Air Sparge and Soil Vapor Extraction Treatment System	☐ Aircraft
☐ Artwork and Collectibles	☐ Appliances
☒ Automotive and Transportation Equipment and Supplies	☐ ATVs
☐ Books	☐ Bicycles
☐ Buildings-Pole Barns-Garages-Houses	☐ Boating
☐ Bus - Public Transportation	☐ Building and Construction Equipment and Supplies
☐ Clocks and Timepieces	☒ Cameras
☒ Commercial Real Estate	☐ Clothing
☐ Communications and AV Equipment and Supplies	☐ Commodities
☐ E-Z Go's/Gators	☐ Computers and Supplies
☐ Electrical Equipment & Supplies	☐ Ditch Grates
☐ Exercise Equipment	☐ Education Supplies
☐ Farm Vehicles and Trailers	☒ Electronics
☐ Federal Firearms License Dealers Only Gun Sale	☐ Farm Equipment
☒ Fire Equipment	☐ Farming Equipment
☐ Firewood and Saw Logs	☐ File Cabinets
☐ Furniture	☐ Fire Vehicles and Fire Equipment
☐ Golf/Utility Carts	☐ Food Products and Equipment
	☐ Generators

Bidders receive real-time alerts as to their bidding; winning bids, outbid notices, paid, etc. In the bidders account they can view Current Bidding, Won Auctions, Lost Auctions, and Find an Auction. This way they can manage their bids effectively and be notified of any changes to the auction.

The screenshot shows the HarborCity website interface. The top navigation bar includes the HarborCity logo, a search bar, and a user profile icon labeled 'Hi Gabriell'. The main content area is titled 'Current Bidding' and shows 518 auctions. A sidebar on the left lists 'Current Bids', 'Won Auctions', and 'Lost Auctions'. The main auction list displays a 2016 Honda Civic with a current bid of \$12,100.00 and 20 bids. The page also includes a 'My Alerts' section and a footer with links to Privacy, Terms, Help, Contact, and Jobs.

Bid Status	Listing ID	Current Bid	Bids	Time Left
HIGHEST	#72268	\$12,100.00	20	16 days, 10 hours

http://harbor.bidcorpdemo.com/alerts

Other Operational Responsibilities

With regard to the bidding operations, payments, and software management, Bidcorp.com acknowledges and complies with the following and shall:

- Provide and maintain the software utilized that includes inventory control and all aspects of the asset's online auction process.
- Provide all maintenance and upgrades to the hardware and software that the Contractor provides over the term of the contract. All maintenance and upgrades shall be provided at no cost to the City of Dearborn Heights.
- Supply all operating software and applications needed for the auction site to function.
- Provide all maintenance and support, including email and telephone support needed to operate the auction site.
- Provide all security systems, anti-virus and firewalls capable of preventing the hacking of any auction information from the auction servers, capable of preventing the assimilation or distribution of viruses and other programs and capable of preventing any bidder from learning the identity of any other bidder.
- Have and maintain an active Michigan Class D Vehicle Dealer License.
- Have staff that will maintain an active Michigan Realtors License.
- If the City requires, we will provide a method of collecting payments from bidders for surplus items. We agree to accept, at minimum, payment via Pay Pal, wire transfer, cash and/or credit card.
- All real estate auctions will be consummated by a Title Company. The Title Company will disburse real estate auction sale proceeds to the City outlined on the Closing Disclosure (HUD) at closing.
- We will provide this service in accordance with the terms of the executed contract and under the rules, regulations, and supervision of the City.

Provide at least 3 references

VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without further evaluation.

1. Provide references that will support the minimum qualification of: "Respondent must have a minimum of three similar projects in the last five years as requested in the Minimum Qualifications section. References must demonstrate at least five years of experience and must reflect work of a repetitive nature.

A- Client Name: Huron County Road Commission - Tom Hentschl

Title: Procurement

Client Contact E-mail nhentschl@comcast.net

Contact Phone Number: 989 269 6404

Services performed from and to (dates): December 23, 2011 to Present

B-Client Name: Sault Area Public Schools - Eric Galen

Title: Procurement

Client Contact egalen@eupschools.org

Contact Phone Number: 906 632 5670

Services performed from and to (dates): July 30, 2015 - Present

C-Client Name: Oakland County - John Coons

Title: Auction Coordinator

Client Contact E-mail oauction@oakgov.com

Contact Phone Number: 248 858 1015

Services performed from and to (dates): April 11, 2009 - Present

D- Client Name:

Title:

Client Contact E-mail

Contact Phone Number:

List of equipment/assets we have to complete this work

Equipment:

Bidcorp.com has its proprietary software (www.bidcorp.com) and servers hosted with Amazon Web Service (AWS). Our email platform is hosted with Google.

Bidcorp.com employees that will be facilitating the auctions have their own vehicles and equipment for video and audio capturing of auction item details. Owners/Directors hold real estate licenses through Keller Williams.

Detailed work plan

Summary:

Bidcorp.com will provide Turn-Key auction services for your real estate and other auction items. Bidcorp.com staff will take pictures & videos, create the auction description, market, and list all of your auctions on dearbornheights.bidcorp.com and on www.bidcorp.com. Non-real estate winning bidder payment options are at the discretion of the City: 1) Bidcorp.com can collect payment from the winning bidder and remit the funds to the City, or 2) the winning bidder can pay the City directly. Real estate winning bidders will pay the title company at closing and funds will be disbursed to the City at closing.

We hold a Class D Dealer License and have experience processing Title Work.

We hold Realtor Licenses through Keller Williams. All real estate auctioned will be listed on the MLS through Keller Williams. All closings will be handled by a Title Company that will come directly to the City's offices to close the transactions.

Marketing:

BidCorp.com will advertise your auction items. We will create, manage, and provide, at our cost, marketing within the City, throughout the State of Michigan, and throughout the USA. This marketing will include, but is not limited to, press releases, newspapers, radio, and social media.

For real estate, additional targeted outreach and advertising will be employed through:

- The National Real Estate Investors Network which has a reach of over 1,000,000+ followers.
- The Meet-up Network reaching 50,000+ real estate investors.
- The Real Estate Investors Associations (REIA) throughout Michigan.
- Listed on the MLS and disseminated to 100's of real estate websites.
- Keller Williams "For Auction" sign installed in the yard of property.
- Directional "For Auction" signs placed around the neighborhoods.
- Open Houses - We will conduct open houses at the City's discretion.
- Showings - We will organize and oversee showings on the properties.

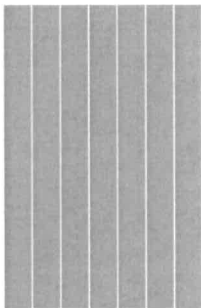
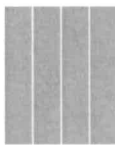
Please find below two (2) step-by-step detailed work plans. The first is for Real Estate Auctions, and the second is for Other Auction Items.

Sample Dates are illustrated. The auctions will begin at the City's discretion.

TASK	ASSIGNED TO	START	END
Determine Beginning Auction Price, Listing Dates, and Timing			
Provide the City a Comparative Market Analysis (CMA) for the properties	Maurice & Trevor	3/4/24	3/8/24
Consult with the City to determine minimum acceptable sale amounts	Maurice & Trevor / City	3/11/24	3/15/24
Determine the timing of all property auctions (i.e. 45 per month, April - June) (or all 130 at one time)	Maurice & Trevor / City	3/11/24	3/15/24
Determine Auction length (days) to provide buyers with time for bidding and due diligence	Maurice & Trevor / City	3/11/24	3/15/24
Inventory all Properties going to Auction	Maurice & Trevor	3/11/24	3/15/24
Forms to Be Completed for Real Estate Transactions - All properties			
Disclosure Regarding Real Estate Agency Relationship	Maurice & Trevor / City	3/18/24	3/28/24
Exclusive Right to Sell	Maurice & Trevor / City	3/18/24	3/28/24
Complete the MLS Listing data sheet	Maurice & Trevor	3/18/24	3/28/24
Seller's Disclosure Statement (if applicable)	Maurice & Trevor / City	3/18/24	3/28/24
Lead Based Paint Disclosure Statement (if applicable)	Maurice & Trevor / City	3/18/24	3/28/24
Showing Instructions (if applicable)	Maurice & Trevor	3/18/24	3/28/24
Any other forms deemed necessary by the City	Maurice & Trevor / City	3/18/24	3/28/24
Execution			
Visit property(s) to be auctioned. Take Pictures and Videos	Maurice & Trevor	3/29/24	3/31/24
Real Estate for Auction sign placed in yard of property(s) with our contact phone number and website	Maurice & Trevor	3/29/24	3/31/24
Various "Real Estate for Auction" signs around the neighborhoods	Maurice & Trevor	3/29/24	3/31/24
Conduct Advertising for auctioned property(s)	Maurice & Trevor	3/29/24	4/19/24
Submit property(s) on the MLS as "Coming Soon" to gather interest	Maurice & Trevor	3/29/24	4/8/24
Turn property(s) live for sale on the MLS with a minimum bid	Maurice & Trevor	4/9/24	4/19/24
Properties are Live for Auction on Bidcorp.com with pictures and videos - (example for 10 days)	Maurice & Trevor	4/9/24	4/19/24
Conduct Open Houses for property(s) (if applicable)	Maurice & Trevor	4/9/24	4/19/24
Schedule and conduct Showings for property(s) (if applicable)	Maurice & Trevor	4/9/24	4/19/24
Field questions from potential buyers/bidders	Maurice & Trevor	4/9/24	4/19/24
Pre-prepare closing package/documents for all property(s) being auctioned	Maurice & Trevor / Title Company	4/9/24	4/19/24
Completion			
Contact winning buyer/bidder of property(s) sold	Maurice & Trevor	4/19/24	4/20/24
Meet with winning buyer/bidder to complete a Buy/Sell agreement for the property	Maurice & Trevor	4/19/24	4/23/24
Meet with the City to complete the Buy/Sell agreement for the property	Maurice & Trevor / City	4/19/24	4/23/24
Submit final documents, executed Buy/Sell agreement, to title company	Maurice & Trevor	4/20/24	4/23/24
Schedule closing date(s) with City, Buyer, and Title company	Maurice & Trevor / Title Company / City / Buyer	4/21/24	4/26/24
Close all transactions through Title company	Maurice & Trevor / Title Company	4/26/24	5/15/24
Provide Buyer with Change of Utilities information (if necessary)	Maurice & Trevor	4/26/24	5/15/24

GANTT CHART - REAL ESTATE AUCTIONS

Mar 4, 2024							Mar 11, 2024							Mar 18, 2024							Mar 25, 2024							Apr 1, 2024							Apr 8, 2024							Apr 15, 2024							Apr 22, 2024						
4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S



Dearborn Heights

Real Estate Auctions (parcels and/or residential or commercial structures)

TASK

Determine Beginning Auction Price, Listing Dates, and Timing

Provide the City a Comparative Market Analysis (CMA) for the properties

-We will prepare CMAs based on MLS data for properties being auctioned

Consult with the City to determine minimum acceptable sale amounts

- Using the CMAs and local market knowledge, we will determine the Starting Bid amounts for Each property.

Determine the timing of all property auctions (i.e. 45 per month, April - June) (or all 130 at one time)

-We will guide the City as to 1) Auction Best Practices, 2) determine how many properties to list at a time, 3) spacing out of auctions to account for closings, and 4) time frame to complete all auctions.

Determine Auction length (days) to provide buyers with time for bidding and due diligence

-We will guide the City on the length of auctions held in order to create more interest in the auctions and provide for showings, open houses, and buyer due diligence.

Inventory all Properties going to Auction

- Our software is designed to provide detailed Inventory / Auction reporting data to the City.

Forms to Be Completed for Real Estate Transactions - All properties

Disclosure Regarding Real Estate Agency Relationship – Form required by Board for listing

Exclusive Right to Sell - Form required by Board for listing

Complete the MLS Listing data sheet - Form required to enter the property on the MLS

Seller's Disclosure Statement (if applicable) - Form required by Board for listing

Lead Based Paint Disclosure Statement (if applicable) - Form required by Board for listing

Showing Instructions (if applicable) – Form to be completed if not vacant land

Any other forms deemed necessary by the City

Execution

Visit property(s) to be auctioned. Take Pictures and Videos

Real Estate for Auction sign placed in yard of property(s) with our contact phone number and website

Various "Real Estate for Auction" signs around the neighborhoods

-These will include Open House signs, directional signs, and auction signs

Conduct Advertising for auctioned property(s)

- Per our Marketing Plan previously outlined:

- Advertise on the MLS,

- Press Release

- Newspaper

- radio

- Many forms of social media via Agent accounts, Bidcorp accounts, and Keller Williams.

- Notify the National Real Estate Investors Network, Meet-up, and REIAs.

Submit property(s) on the MLS as "Coming Soon" to gather interest

-This technique allows Realtors to be informed that these properties will be listed for auction soon. It creates a great buzz and generates a lot of interest.

Turn property(s) live for sale on the MLS with a minimum bid

-This is when the properties will be Live on Auction.

-Notify the National Real Estate Investors Network and the Real Estate Investors Association.

Properties are Live for Auction on Bidcorp.com with pictures and videos - (example for 10 days)

-Based on City input, we will list the properties for auction for a set number of days. All while continuing to market them to the public.

Conduct Open Houses for property(s) (if applicable)

-We will conduct open houses for the properties being auctioned.

Schedule and conduct Showings for property(s) (if applicable)

-We will conduct private showings at buyers request.

Field questions from potential buyers/bidders

-Our names and cell phones will be on the sign in the yard for potential buyers to call us with any questions they may have.

Pre-prepare closing package/documents for all property(s) being auctioned

-We will prepare in advance the Buy/Sell agreement and any pre-title work we can complete prior to the auction completion. This will allow us to close quicker.

Completion

Contact winning buyer/bidder of property(s) sold

-Bidcorp.com will automatically notify us and the winning bidder via email. We will also call the winning bidder to set a time to sign the Buy/Sell agreement and any other real estate required documents.

Meet with winning buyer/bidder to complete a Buy/Sell agreement for the property

Meet with the City to complete the Buy/Sell agreement for the property

Submit final documents, executed Buy/Sell agreement, to title company

Schedule closing date(s) with City, Buyer, and Title company

Close all transactions through the Title company

Provide Buyer with Change of Utilities information (if necessary)

Sample Dates are Illustrated. All auctions will begin at the City's discretion through the year.

TASK	ASSIGNED TO	START	END
Determine Beginning Auction Price, Listing Dates, and Timing			
Inventory items going to Auction	Maurice & Trevor	3/23/24	3/28/24
Determine the timing of auctions (i.e. 10 at a time, scheduled out over the year)	Maurice & Trevor / City	3/23/24	3/28/24
Determine Auction length (days) to provide buyers with time for bidding and due diligence	Maurice & Trevor / City	3/23/24	3/28/24
Consult with the City to determine minimum acceptable sale amounts	Maurice & Trevor / City	3/23/24	3/28/24
Execution			
Take Pictures and Videos of the items going to Auction	Maurice & Trevor	3/29/24	3/31/24
Conduct Advertising for auctioned items	Maurice & Trevor	3/29/24	4/19/24
List the items for Auction on Bidcorp.com with descriptions, pictures and videos - (example for 10 days)	Maurice & Trevor	4/9/24	4/19/24
Schedule and conduct viewing/inspection of items	Maurice & Trevor	4/9/24	4/19/24
Field questions from potential buyers/bidders	Maurice & Trevor	4/9/24	4/19/24
Completion			
Contact winning bidder/buyer of items sold	Maurice & Trevor	4/19/24	4/20/24
Collect money from winning bidder/buyer	Maurice & Trevor	4/19/24	4/23/24
Schedule date and time for Buyer to pick up auction item	Maurice & Trevor	4/19/24	4/23/24
Submit final auction sale details/documents to City of Items sold at auction	Maurice & Trevor	4/20/24	4/23/24
Process Title work for vehicles	Maurice & Trevor	4/20/24	4/26/24
Buyer to pick up their won auction item	Maurice & Trevor / City	4/23/24	5/3/24

GANTT CHART - OTHER AUCTION ITEMS

Dearborn Heights

All Other Surplus Items (Police seized property, vehicles, and other assets)

TASK

Determine Beginning Auction Price, Listing Dates, and Timing

Inventory all Properties going to Auction

- Our software is designed to provide detailed Inventory / Auction reporting data to the City.

Determine the timing of auctions (i.e. 10 at a time, scheduled out over the year)

- We will guide the City as to 1) Auction Best Practices, 2) determine how many properties to list at a time, 3) spacing out of auctions to account for closings, and 4) time frame to complete all auctions.

Determine Auction length (days) to provide buyers with time for bidding and due diligence

- We will guide the City on the length of auctions held in order to create more interest in the auctions and provide for item viewing, inspection, and buyer due diligence.

Consult with the City to determine minimum acceptable sale amounts

- Determine the minimum bid amount for the auction item

Execution

Take Pictures and Videos of the items going to Auction

Conduct Advertising for auctioned items

- Per our Marketing Plan previously outlined:
- We will mention the "other items" in the MLS property listings.
- Press Release
- Newspaper
- Radio
- Many forms of social media via Agent accounts, Bidcorp accounts, and Keller Williams.

List the items for Auction on Bidcorp.com with pictures and videos - (example for 10 days)

- Based on City input, we will list the surplus items for auction for a set number of days. All while continuing to market them to the public.

Schedule and conduct viewing/inspection of items

- We will coordinate the viewing and inspection of auction items.

Field questions from potential buyers/bidders

- The Bidcorp.com help desk will field all calls from bidders with questions on surplus items.

Completion

Contact winning bidder/buyer of items sold

- Bidcorp.com will automatically notify us and the winning bidder via email.

Collect money from winning bidder/buyer.

- If the City request, we can collect the money and remit to the City, or the Bidder can pay directly to the City.

Schedule date and time for Buyer to pick up auction item

- Coordinate the date and time for the winning bidder to pick up their item.

Submit final auction sale details/documents to City of items sold at auction.

- Provide the City with detailed reports of all completed auction items.

Process Title work for vehicles

- If the item is a vehicle, we will prepare and process the title work.

Buyer to pick up their won auction item

COST PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

Total Not-To-Exceed Cost: Zero Cost to the City, as outlined below.

Non-Real Estate Auctions:

Bidcorp.com will charge the winning bidder/buyer 8% of the winning bidder's price, not including sales tax. Therefore, the City's fee is zero on non-real estate auction items. No other fees apply to the City.

There is never a cost to the City to add, change, cancel, or relist an auction listing. BidCorp.com earns the 8% fee only on successfully completed auctions. This is when auction items are paid for and picked up by the winning bidder.

Real Estate Auctions:

Bidcorp.com will charge the winning bidder/buyer 8% of the winning bidder's price. This 8% fee includes the Keller Williams sales/brokerage commission. Therefore, the City's fee is zero on their real estate auctions.

Additional fees will apply to the bidder/buyer as such:

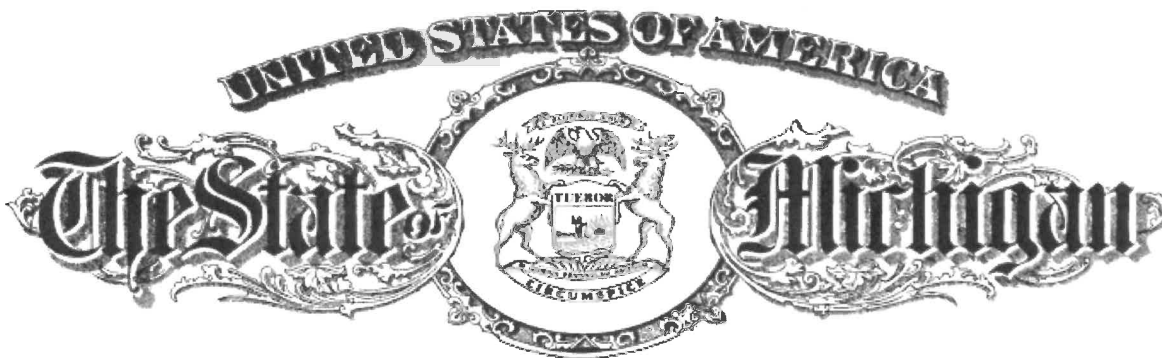
Buyer shall pay all buyer and seller closing costs directly to the Title company as outlined on their Closing Disclosure (HUD) which may include:

- Title Company Closing fee (est. \$500)
- Wiring fee (if requested) (est. \$40)
- Recording fee (est. \$30)
- Keller Williams Compliance fee (est. \$395)
- Property Transfer Tax (variable \$ based on transfer tax rate and price)
- Title Policy (if requested, variable \$ based on property)

Again, there is never a cost to add, change, cancel, or relist an auction listing. BidCorp.com earns the 8% fee only on successfully completed auctions. This is when the Title Company closes the transaction. If the bidder does not consummate the real estate transaction, no fees are charged to the City for that auction. All real estate sales are subject to acceptance and approval by the City of Dearborn Heights.

Our cost proposal is zero cost to the City. It is at the sole discretion of the City to absorb any of the costs listed above on an auction-by-auction basis at their choosing.

LARA Certificate



Department of Licensing and Regulatory Affairs

Lansing, Michigan

This is to Certify That

BIDCORP.COM, INC.

*was validly incorporated on September 13, 2000 as a Michigan DOMESTIC PROFIT CORPORATION,
and said corporation is validly in existence under the laws of this state.*

*This certificate is issued pursuant to the provisions of 1972 PA 284 to attest to the fact that the corporation
is in good standing in Michigan as of this date and is duly authorized to transact business and for no other
purpose.*

*This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit
given it in every court and office within the United States.*



Sent by electronic transmission

Certificate Number: 24010566903

*In testimony whereof, I have hereunto set my hand,
in the City of Lansing, this 28th day of January, 2024.*

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

Verify this certificate at: URL to eCertificate Verification Search <http://www.michigan.gov/corpverifycertificate>.

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	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.
--	--	--

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
BIDCORP.COM, INC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should 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 FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
2512 W Grand Boulevard, Suite 306

6 City, state, and ZIP code
Dearborn, MI 48208

Requester's name and address (optional)
**City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127**

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.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
OR									
Employer identification number									
3	8			1	5	6	9	8	6

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 and 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 ▶ *Kimberly Stepanski*

Date ▶ *1-27-24*

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.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Class D Dealer License

MICHIGAN DEPARTMENT OF STATE

VEHICLE DEALER LICENSE

Class D

To deal as a broker in the sale of new and used vehicles

This vehicle dealer license is issued to the dealer named below by the Secretary of State under the authority in Section 248 of the Michigan Vehicle Code (MCL 257.248).

BIDCORP COM INC
2804 ORCHARD LAKE RD STE 207
KEEGO HARBOR MI 48320-1449

LICENSE NUMBER: D001374
LICENSE EXPIRES: 12/31/2024

Real Estate Licenses

Department of Licensing and Regulatory Affairs

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Licensed Professional Information: Real Estate Salesperson 6501311783

Licensee Detail

License Type:	Real Estate Salesperson	License Number:	6501311783
Name:	Trevor James Wisniewski		
License Issue Date:	07/19/2002	License Expiration Date:	07/19/2025
License Status:	Active	County:	Oakland

Broker License Number:	6505312114	Broker License Status:	Active
Broker Name:	Curtis-Botsford Real Estate LLC		
City:	Farmington Hills		
State:	MI		
ZIP Code:	48334		

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Licensed Professional Information: Real Estate Salesperson 6501303330

Licensee Detail

License Type: Real Estate Salesperson

License Number: 6501303330

Name: Maurice Earl Banks

License Issue Date: 04/04/2001

License Expiration Date: 04/04/2025

License Status: Active

County: Oakland

**Broker License
Number:** 6505312114

**Broker License
Status:** Active

Broker Name: Curtis-Botsford Real
Estate LLC

City: Farmington Hills

State: MI

ZIP Code: 48334

Biddergy LLC

CITY OF DEARBORN HEIGHTS

Bill Bazzi Mayor



REQUEST FOR PROPOSAL

for

City Owned Property Auction Services

PROJECT NUMBER 2024-0001

Issue Date: January 8, 2024

Pre-proposal Meeting: Tuesday, January 16, 2024, at 1:00p.m., Local Time

Dearborn Heights City Hall

6045 Fenton Street

Dearborn Heights, MI 48127

Proposal Deadline: Monday, January 29, 2024 at 3:00 p.m., Local Time

Advertised on Bid-Net

Purchasing Contact: Mathew Paul, Buyer

Phone: (313) 791-3443

Email: mpaul@dearbornheightsmi.gov

Contract manager /City Engineer: Ali M. Dib P.E : ADib@dearbornheightsmi.gov

PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

OFFER TO: CITY OF DEARBORN HEIGHTS :

The Undersigned hereby offers and agrees to furnish the goods and/or services in compliance with all terms, scope of work, conditions, specifications, and addenda in the Request for Proposal.

ADDENDA:

The undersigned has read, understands and is fully cognizant of the Information to Respondents, Offer, and all Exhibits thereto, together with any written addendum issued in connection with any of the above. The undersigned hereby acknowledges receipt of the following addendum(s): **NONE**, _____, _____ (write "none" if none). In addition, the undersigned has completely and appropriately filled out all required forms.

OBLIGATION:

The undersigned, by submission of this Offer, hereby agrees to be obligated, if the Offer is accepted by the City of Dearborn Heights to enter into a Contract to provide the stated goods and/or services for the term as stated herein in accordance with the Scope of Work, Specifications, and Terms and Conditions, together with any written Addenda as specified above and any negotiated terms. If this offer is accepted and signed by the City of Dearborn Heights this RFP document, together with any written Addenda and any negotiated terms shall be (collectively) the contract.

COMPLIANCE:

The undersigned hereby accepts all administrative requirements of the RFP and will be in compliance with such requirements. By submitting this Proposal Form, the Respondent represents that:

1. The Respondent is in compliance with any applicable provisions of the City of Dearborn Heights Charter and Code of Ordinances.
2. If awarded a contract to operate the Concession or provide the goods or Services required in the RFP, the Respondent will comply with the City's Charter and Code of Ordinances. These documents can be found on the City of Dearborn Heights website on the City Clerk's page.

NON-COLLUSION:

The undersigned, by submission of this Proposal Form and other required forms, hereby declares that this Proposal is made without collusion with any other business making any other Proposal, or which otherwise would make a Proposal.

PERFORMANCE GUARANTEE:

The undersigned further agrees that if awarded the Contract, it will submit to the City any required type of guarantee (i.e. irrevocable letter of credit or cash deposit).

SUBMITTAL REQUIREMENTS: The undersigned certifies it has attached a complete response to each of the submittal requirements listed in the Evaluation Criteria and Submittal Requirements section of this RFP.

No proposal may be accepted which has not been signed in the appropriate space below:

Company Name: **Biddergy LLC (Biddergy.com)**

Address **1919 E Kilgore Service Road**
Kalamazoo, MI 49001

Contact Person: **Ed Ouellette**

Phone **269-317-4803**

Fax **269-903-2591**

Email **eouellette@biddergy.com**



Signature of Person Authorized to sign **Ed Ouellette**

Title **President**

Date **1-29-24**

ACCEPTANCE OF OFFER (To be completed by the city of Dearborn Heights)

Mayor's signature _____

Date _____

City Clerk's signature _____

Date _____

EXCEPTIONS AND ALTERNATIVES FORM

Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.

Proposers are to comply with all requirements of this solicitation, otherwise the proposal may be deemed nonresponsive.

Exceptions may be considered if they are presented with the proposal and if the City determines that the exception does not materially alter the intent of this solicitation or that it exceeds the requirements of this solicitation.

X No Exceptions Taken

-----Exceptions Taken – See attached*

*Please note that if any exceptions are taken, all required information must be submitted as an attachment

Except as may be indicated above, Proposer is in complete agreement with this entire solicitation including any proposed terms, conditions and business arrangements described herein.

By Ed Ouellette



(Authorized Signature)

Date 1-29-24

(Title) President

COST PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

Total Not-To-Exceed Cost: 3% seller's fee

A handwritten signature in black ink, appearing to be "E. J. [unclear]".

VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without further evaluation.

1. Provide references that will support the minimum qualification of: "Respondent must have a minimum of three similar projects in the last five years as requested in the Minimum Qualifications section. References must demonstrate at least five years of experience and must reflect work of a repetitive nature.

A- Client Name: City of Battle Creek / Nils Vos

Title: Senior Buyer / Purchasing

Client Contact E-mail npvos@battlecreekmi.gov

Contact Phone Number: 269-966-3381 x 1363

Services performed from and to (dates): City Surplus Online Auctions / 2015 - current

B-Client Name: City of Madison Heights / Dan Yamarino

Title: Motorpool Supervisor

Client Contact E-mail danyamarino@madison-heights.org

Contact Phone Number: 248-709-8921

Services performed from and to (dates): City Surplus Online Auctions / 2022 - current

C-Client Name: City of Ypsilanti / David Canter

Title: DPW Office Manager

Client Contact E-mail dcanter@cityofypsilanti.com

Contact Phone Number: 734-483-1421 x 222

Services performed from and to (dates): City Surplus Online Auctions / 2022 - current

D- Client Name: City of Muskegon / Joe Buckingham

Title: Fleet Supervisor

Client Contact E-mail joe.buckingham@shorelinecity.com

Contact Phone Number: 231-724-4100

Services performed from and to (dates): City Surplus Online Auctions / 2016 - current

BUSINESS INFORMATION QUESTIONNEER

Failure to complete this form may result in your Proposal being deemed non responsive and rejected without any further evaluation.

NAME OF COMPANY **Biddergy LLC**

PRINCIPAL OFFICE ADDRESS **1919 E Kilgore Service Road, Kalamazoo, MI 49001**

TELEPHONE NUMBER **269-903-2590**

DUNS# AND/OR CCR (if applicable)# **013903868**

FORM OF OWNERSHIP (Check One)

Corporation ()

LLC (**X**)

Joint Venture ()

State of Incorporation/Registration **Michigan**

Date of Incorporation/Registration **1-20-2009**

Partnership () If Partnership, select one of the following: Limited () or General () Individual ()

LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS OR OWNERS

Names : **James Dally / Ed Ouellette**

Titles: **CEO / President**

LIST OF CORPORATE DIRECTORS

Principal Business Affiliation

Name: **Ed Ouellette / President**

Other Than Respondent Directorship: _____

HAS YOUR COMPANY OPERATED UNDER ANY DIFFERENT NAMES IN THE PAST FIVE (5) YEARS? **NO**
IF YES, PLEASE IDENTIFY THE NAME(S) UNDER WHICH YOUR COMPANY HAS OPERATED:

SUBCONTRACTORS FORM

Failure to complete this form may result in your Proposal being deemed non responsive and rejected without any further evaluation.

Are there any subcontractors to be utilized under this contract?

YES - You must complete both pages.

NO - You must complete only this page.

ACKNOWLEDGED BY **Ed Ouellette**

FIRM **Biddergy LLC**

AUTHORIZED REPRESENTATIVE **Ed Ouellette**

TITLE **President**

SIGNATURE



DATE **1-29-2024**

**Kalamazoo**

1919 E Kilgore Service Rd
Kalamazoo, MI 49001
P (269) 903-2590
F (269) 903-2591

Metro Detroit

32115 Block St
Garden City, MI 48135
P (734) 744-8586
F (734) 744-8587

Las Vegas

4724 Mitchell St Ste F
North Las Vegas, NV 89081
P (702) 780-4798
F (269) 903-2591

January 29th, 2024

Mr. Mathew Paul
City of Dearborn Heights
6045 Fenton Street
Dearborn Heights, MI 48127

Re: Request For Proposal - Project # 2024-0001 - City Owned Property Auction Services

Dear Mr. Paul,

On behalf of Team Biddergy, thank you for the opportunity to submit our response to the (RFP) referenced above. We are pleased to be able to respond with the high level of skills, experience and desire that will be required to make this process a success for all stakeholders.

We bring to the table a tremendous amount of experience auctioning off municipal like items and understand the importance of properly marketing these type of auctions. We can assure you that you will be truly satisfied with our truly "turn-key" process and the amount of exposure our auctions receive. We work with local & national radio stations, television channels, newspapers, internet search optimization companies, and trade organizations to assure proper branding. To date, we currently have buyers and sellers from all 50 States and from over 200 Countries.

We look forward to an opportunity to work with the City of Dearborn Heights. Please do not hesitate to contact us should you have any questions or concerns in relation to our proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Ouellette", written in a cursive style.

Ed Ouellette
President

Firm Qualifications Experience & Strengths

Advantages of Biddergy.com -

- Biddergy.com handles the entire auction process from cradle to grave truly setting us apart from any other provider. This “turn-key” approach has been embraced by clients throughout the United States. Our onsite auction team has traveled throughout the Midwest and as far as Florida to perform auctions.
- Biddergy.com owns its own fleet of equipment to move just about any asset.



- Biddergy.com’s online auctions are open for bidding one day with bidding starting at 8:00am to 8:00pm on that designated day. All items are still viewable prior to the auction online. This allows Biddergy.com to market this auction truly as an event. This has proven to build excitement thereby creating more bidding activity. This also allows Biddergy.com to host specific like asset auctions or specific onsite facility liquidation auctions. This has also proven to be a success when seeking a news story for the auction.
- Biddergy.com has a specially trained staff that handle industry specific “turn-key” auctions. This allows our team to properly arrange, group, and market like assets for best value.
- Biddergy.com owns and operates its own auction software thereby not having to rely on a third party provider. Biddergy.com’s servers are hosted by Liquidweb of Lansing, MI. Liquid web featured clientele includes GM, Detroit Zoo, MTV, MSU, Home Depot, American Cancer Society, and many more!
- Biddergy.com understands the need of transparency. All past auctions are viewable by visiting Biddergy.com.
- Biddergy.com is a member and contributor to the following organizations.



County Road Association of MICHIGAN



Firm Qualifications Experience & Strengths

Biddergy.com has proven to provide higher auction results because of its strategic marketing department.

- Biddergy.com handles all legal advertising and ad creation. Biddergy.com employs some of the best marketing / advertising individuals in the area, all in-house. Biddergy.com also offers internships to all of the local Universities.
- On average, Biddergy.com's website receives 2,000,000 page views per month.
- Biddergy.com's team will assess each asset and make any recommendations to minimum bids placed on an asset to assure maximum recovery for its clients.
- Biddergy.com has completed several "high profile" auctions and has been featured on such major media networks as:



THE HUFFINGTON POST

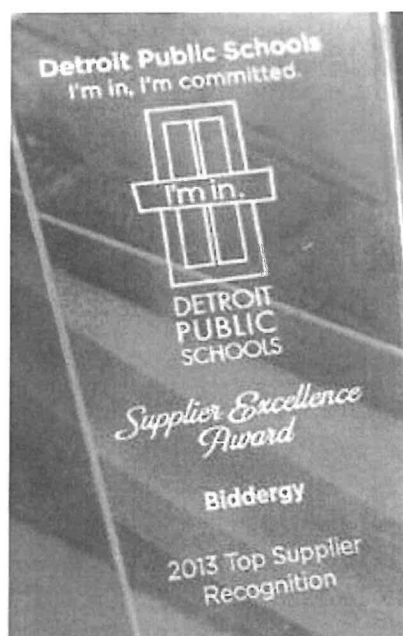


AP Associated Press

- Biddergy.com received the "Supplier Excellence of the Year Award" from Detroit Public Schools. This award was presented by Emergency Manager Jack Martin.



DETROIT PUBLIC SCHOOLS



Firm Qualifications Experience & Strengths

Typical clients Biddergy.com serves includes the following:

Financial Institutions	Public Schools	Municipalities	Court Officers
General Public	Receiverships	Private Corporations	Public Corporations
Bankruptcy Trustees	Nonprofits	Associations	Governmental Agencies

Because of our diverse clientele, Biddergy.com has sold just about any asset.

Buyer Base

Biddergy.com's website receives on average 2 million views per month. A typical auction receives 1,000 to 5,000 participants. Complete auction analytics can be provided after each event.

Knowledge of Asset Groups

Biddergy.com has experience in selling just about every item that the City of Dearborn Heights has identified as Surplus.

Aeronautical Equipment

Biddergy.com recently liquidated a complete terminal for the Kalamazoo Battle Creek International Airport. Items ranged from generators to pump trucks. Items were sold to buyers around the world including fire trucks to Vietnam.

Police Interceptors / Fire Trucks / Rescue Vehicles

Biddergy.com has worked with municipalities across the Midwest in selling fleets of surplus emergency vehicles. Items have been shipped throughout the world. Biddergy.com has sold just about every type of emergency vehicle in existence.

Heavy Equipment / Specialty Trucks

Biddergy.com has liquidated construction companies, electrical contractors, landscapers, and other various industry specific providers that utilize specialty equipment. Our team understands the proper methods to expose these type of items in the marketplace thereby achieving maximum recovery.

Maintenance Equipment / Furniture / Electronics / Miscellaneous

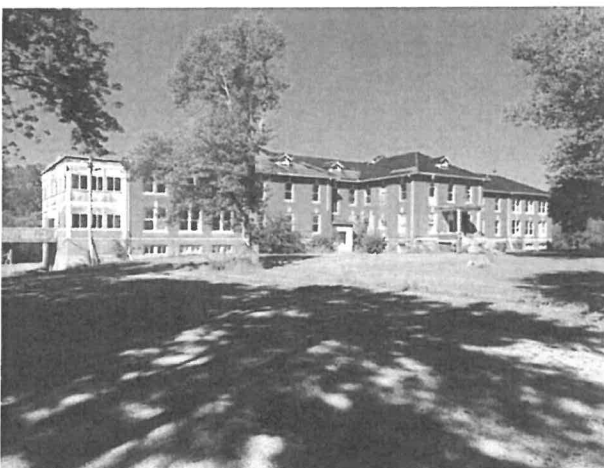
Biddergy.com's staff have the knowledge to properly identify each item from dispatch equipment, to furniture to brake presses. Biddergy.com sells thousands of these type of general items per month in its weekly auctions.

Firm Qualifications Experience & Strengths

Real Estate

Biddergy.com has auctioned hundreds of properties throughout Michigan. From financial institutions to private parties, Biddergy.com's team has the knowledge and tools available to properly market such assets. Biddergy.com's team member and Associate Broker, Steve Sielatycki, Esq., has oversaw a wide range of transactions including most complicated tax credit / environmental remediation deals.

Past Real Estate Auctions





Firm Qualifications

Proposed Team Members on Project

James Dally

Chief Executive Officer / Member

As Biddergy.com CEO for the past 15 years, Mr. Dally has a tremendous amount of experience in leading companies from a variety of industries including early childhood education, real estate development, ecommerce, and sustainable building products. Mr. Dally's educational background includes a bachelor's degree in Construction Technology from Ferris State University.

Ed Ouellette

President

As Biddergy.com President for the past 15 years, Mr. Ouellette is responsible for the overall operations of the organization with prior related experience from a variety of industries and fields ranging from operations to sales and marketing. Mr. Ouellette's educational background includes a bachelor's degree in Secondary Education from Western Michigan University.

Derek Rizor

VP / Sales

Mr. Rizor is responsible for the overall management of all municipal auctions / clients. His accomplishments to Biddergy include obtaining hundreds of new municipal clients in Michigan along. Other accomplishments include building and maintaining Biddergy.com's sales team. His educational background includes a bachelor's degree in Finance and Commercial Business Law.

Steve Sielatcki, Esq.

Real Estate Broker

Mr. Sielatcki is responsible for all real estate transactions and auctions with Biddergy.com as a licensed broker in the State of Michigan. His educational background includes a finance and law degree from the University of Michigan.

Jeff Blett

General Manager

Mr. Blett is responsible for the overall management of all scheduling, customer service, fleet service, security, and hourly staff. He brings several years of general management experience from a wide range of industries including multi-unit restaurant chains to automotive service. His educational background includes a bachelor's degree in Business Management from Western Michigan University.

Multi Municipality Auctions

Biddergy.com currently holds multi municipality auctions monthly in addition to its weekly auctions at all auction centers. These consist of various items from vehicles to seized assets. All past auctions are viewable by visiting our website and clicking on MENU then PAST AUCTIONS.

December 2023 Multi Municipality Auction



Lot AZ4548 - (2011) Freightliner M2 106 Truck w/ Leach 16 Cu. Yd Packer
Body - 84,228 Miles

12/19/2023 E1

Sold \$47,200.00

Ended



Lot V12283 - (2015) T550 Bobcat Only 2,235 Hours

12/19/2023 E1

Sold \$34,200.00

Ended



Lot A60762 - (2017) Ford F150 SuperCab 4WD - 44,280 Miles

12/19/2023 E1

Sold \$20,602.00

Ended



Lot 420386 - (2006) Chevrolet C5500 Dump Truck with Plow - 89,958 Miles

12/19/2023 E1

Sold \$13,500.00

Ended



Lot 733036 - (2019) Dodge Charger Police AWD - 59,779 Miles

12/19/2023 E1

Sold \$12,800.00

Ended



Lot 303330 - (1992) BMY M923A2 5 Ton 6x6 Transport Truck - 28,943 Miles

12/19/2023 E1

Sold \$11,200.00

Ended



Lot 151471 - (1994) AM General 1 1/4 Ton 4x4 M998A1 Humvee - 43,037 Miles

12/19/2023 E1

Sold \$11,000.00

Ended

Firm Qualifications

Past Clients

Since 2009, Biddergy.com has provided “turn-key” online auction services unlike no others in the industry. From complete liquidations to single item sales, Biddergy.com is rapidly growing due to its unique “turn-key” approach and proven higher return on investment.

Some of our most recent clients who we have conducted online auctions for include:



Firm Qualifications Experience & Strengths

Marketing / Advertising

Excellent marketing / advertising provides the highest return on surplus assets. Biddergy.com has been featured on such national media as the Huffington Post, NBC, and CBS!



Recent Press

 **City surplus items up for auction**

Fire truck and police cars from Battle Creek up for auction



Online auction will sell contents of Muskegon Heights' M.L. King Elementary School

Detroit Public Schools district auctioning off dump trucks, backhoes



Kzoo Co. to auction off items from former courthouse



Check out cars, trucks, grow lights and more up for auction online

Firm Qualifications

MICHIGAN Current Municipal Clients

Transit	Municipal	Municipal	Municipal
Metro (Kalamazoo)	Bloomfield Township	Lawrence	Emmet County
Battle Creek Transit	Muskegon	Lawton	Clinton County
TCATA (Benton Harbor)	Holland	Mattawan	Crawford County
MAX (Holland)	Kalamazoo	Schoolcraft	Eaton County
Adrian Dial-A-Ride	Battle Creek	Sturgis	Paw Paw
Allegan County Transportation	Jackson	Livonia PD	Hillsdale County
Barry County Transit	Albion	Van Buren Twp	Huron County
Cass County Transit	East Lansing	North Muskegon	Ionia County
Dowagiac Dial-A-Ride	Eaton Rapids	Spring Lake	Kalamazoo County
Interurban Transit Authority	Charlotte	Ferrysburg	Kent County
Ionia Dial-A-Ride	Hastings	Lake Odessa	Montmorency County
Lenawee Transportation	Three Rivers	Cassopolis	Osceola County
Straits Regional Ride	Constantine	Dowagiac	Ottawa County
	St. Joseph	Edwardsburg	Roscommon County
Michigan State Police Drug Teams	East Grand Rapids	Imlay City	Van Buren County
MANTIS	Portland	Portage	
SWET	Brighton	Niles	
JNET	Oak Park	Pinckney	
RHINO	Madison Heights	Springfield	
LAWNET	Northville	Westland	
TCM	Plymouth	Allegan County	
SSCENT	Ypsilanti	Alpena County	
	Saline	Barry County	
	Williamston	Bay County	
	Fraser	Berrien County	
	Southgate	Cass County	
	Dundee	Calhoun County	
	Saginaw	Charlevoix County	
	Paw Paw	Cheboygan County	

Chuck Cryderman
& Associates

PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

OFFER TO: CITY OF DEARBORN HEIGHTS :

The Undersigned hereby offers and agrees to furnish the goods and/or services in compliance with all terms, scope of work, conditions, specifications, and addenda in the Request for Proposal.

ADDENDA:

The undersigned has read, understands and is fully cognizant of the Information to Respondents, Offer, and all Exhibits thereto, together with any written addendum issued in connection with any of the above. The undersigned hereby acknowledges receipt of the following addendum(s): None (write "none" if none). In addition, the undersigned has completely and appropriately filled out all required forms.

OBLIGATION:

The undersigned, by submission of this Offer, hereby agrees to be obligated, if the Offer is accepted by the City of Dearborn Heights to enter into a Contract to provide the stated goods and/or services for the term as stated herein in accordance with the Scope of Work, Specifications, and Terms and Conditions, together with any written Addenda as specified above and any negotiated terms. If this offer is accepted and signed by the City of Dearborn Heights this RFP document, together with any written Addenda and any negotiated terms shall be (collectively) the contract.

COMPLIANCE:

The undersigned hereby accepts all administrative requirements of the RFP and will be in compliance with such requirements. By submitting this Proposal Form, the Respondent represents that:

1. The Respondent is in compliance with any applicable provisions of the City of Dearborn Heights Charter and Code of Ordinances.
2. If awarded a contract to operate the Concession or provide the goods or Services required in the RFP, the Respondent will comply with the City's Charter and Code of Ordinances. These documents can be found on the City of Dearborn Heights website on the City Clerk's page.

NON-COLLUSION:

The undersigned, by submission of this Proposal Form and other required forms, hereby declares that this Proposal is made without collusion with any other business making any other Proposal, or which otherwise would make a Proposal.

PERFORMANCE GUARANTEE:

The undersigned further agrees that if awarded the Contract, it will submit to the City any required type of guarantee (i.e. irrevocable letter of credit or cash deposit).

SUBMITTAL REQUIREMENTS: The undersigned certifies it has attached a complete response to each of the submittal requirements listed in the Evaluation Criteria and Submittal Requirements section of this RFP.

No proposal may be accepted which has not been signed in the appropriate space below:

Company Name: CHUCK CRYDERMAN & ASSOCIATES, LLC

Address 73600 Church Street
 Armada, Michigan 48005

Contact Person CHARLES P. CRYDERMAN

Phone: 586-784-8890

Fax: 586-784-8894

Email: charlespcryderman@yahoo.com

Signature of Person Authorized to sign:

By: Charles P. Cryderman

Charles P. Cryderman

Title: Manager

Date: January 27, 2024

ACCEPTANCE OF OFFER (To be completed by the city of Dearborn Heights)

Mayor's signature _____

Date _____

City Clerk's signature _____

Date _____

EXCEPTIONS AND ALTERNATIVES FORM

Failure to complete this form may result in your Proposal being deemed nonresponsive and rejected without any further evaluation.

Proposers are to comply with all requirements of this solicitation, otherwise the proposal may be deemed nonresponsive.

Exceptions may be considered if they are presented with the proposal and if the City determines that the exception does not materially alter the intent of this solicitation or that it exceeds the requirements of this solicitation.

 X No Exceptions Taken

-----Exceptions Taken – See attached*

*Please note that if any exceptions are taken, all required information must be submitted as an attachment

Except as may be indicated above, Proposer is in complete agreement with this entire solicitation including any proposed terms, conditions and business arrangements described herein.

By Charles P. Cryderman

Charles P. Cryderman

(Authorized Signature)

Date: January 27, 2024

(Title): Manager – Chuck Cryderman & Associates, LLC

COST PROPOSAL FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without any further evaluation.

Total Not-To-Exceed Cost: \$ ZERO COST TO CITY

We propose a Buyer Fee of ten (10%) percent for Miscellaneous Items

A Buyer Fee of ten (10%) percent for Autos, Trucks and Equipment

A Buyer Fee of seven (7%) for the sale of real estate

The applicable percentage is to be applied to the high bid price for each item.

VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Failure to complete this form may result in your Proposal being deemed non-responsive and rejected without further evaluation.

1. Provide references that will support the minimum qualification of: "Respondent must have a minimum of three similar projects in the last five years as requested in the Minimum Qualifications section. References must demonstrate at least five years of experience and must reflect work of a repetitive nature.

A- Client Name: MACOMB COUNTY MICHIGAN – DEBBIE GUNN

Title: WAREHOUSE SERVICES MANAGER / MACOMB COUNTY PURCHASING

Client Contact E-mail: Debbie.gunn@macombgov.org

Contact Phone Number: 586-469-6208

Services performed from and to (dates): Year 1990 to present

B-Client Name: STATE OF MICHIGAN, TREASURY DEPARTMENT, UNCLAIMED PROPERTY – TERRY STANTON

Title: STATE ADMINISTRATIVE MANAGER, UNCLAIMED PROPERTY

Client Contact E-mail: stantont@michigan.gov

Contact Phone Number: 517-930-5807

Services performed from and to (dates): Year 2000 to present

C-Client Name: HURON-CLINTON METRO PARKS – A.J. FRAZHER

Title: INVENTORY COORDINATOR / CENTRAL STORES SUPERVISOR

Client Contact E-mail: aj.frazher@metroparks.com

Contact Phone Number: 810-224-0958

Services performed from and to (dates): Year 1996 to present

D- Client Name: RAY TOWNSHIP OF MACOMB COUNTY, MI – JOSEPH JARZYNA

Title: TOWNSHIP SUPERVISOR

Client Contact E-mail: supervisor@raytwp.org

Contact Phone Number: 586-749-5191

Services performed from and to (dates): October 2023 – January 2024

BUSINESS INFORMATION QUESTIONEER

Failure to complete this form may result in your Proposal being deemed non responsive and rejected without any further evaluation.

NAME OF COMPANY: CHUCK CRYDERMAN & ASSOCIATES, LLC

PRINCIPAL OFFICE ADDRESS: 73600 Church St., Armada, MI. 48005

TELEPHONE NUMBER: 586-784-8890

DUNS# AND/OR CCR (if applicable)# N/A

FORM OF OWNERSHIP (Check One)

Corporation ()

LLC (X)

Joint Venture ()

State of Incorporation/Registration: Michigan I.D. #801155070

Date of Incorporation/Registration: January 17, 2001

Partnership () If Partnership, select one of the following: Limited () or General () Individual ()

LIST OF PARTNERS, PRINCIPALS, CORPORATE OFFICERS OR OWNERS

Names : Charles P. Cryderman

Titles: Manager / Member

LIST OF CORPORATE DIRECTORS

Principal Business Affiliation

Name: N/A

Other Than Respondent Directorship: N/A

HAS YOUR COMPANY OPERATED UNDER ANY DIFFERENT NAMES IN THE PAST FIVE (5) YEARS? **NO**
IF YES, PLEASE IDENTIFY THE NAME(S) UNDER WHICH YOUR COMPANY HAS OPERATED:

SUBCONTRACTORS FORM

Failure to complete this form may result in your Proposal being deemed non responsive and rejected without any further evaluation.

Are there any subcontractors to be utilized under this contract?

NO - You must complete only this page.

ACKNOWLEDGED BY: Charles P. Cryderman

FIRM: Chuck Cryderman & Associates, LLC

AUTHORIZED REPRESENTATIVE: Charles P. Cryderman

TITLE: Member / Manager

SIGNATURE Charles P. Cryderman

DATE: January 27, 2024

INTRODUCTION: Chuck Cryderman & Associates, LLC has been offering Auction Services since 1973. Charles P. Cryderman is the Auctioneer. Charles has a background in the agricultural business. He has expanded his expertise to auto sales, real estate, antiques, construction and farm equipment and is recognized as an expert in these areas. Mr. Cryderman has put together a team that has taken on specialty roles in the areas of computers, computer software and operations, photography, graphics and advertising.

HISTORY: As mentioned above the company was formed in 1973. Prior to that time, Mr. Cryderman worked for several auctioneers gaining experience in auction sales. Since that time we have handled sales for individuals, farming operations, corporations, courts and government entities. We have handled the sales of all types of items. We have sold items in many different locations, done sales in a diverse number of situations. We have specialized in online sales that reaches a very large range of customers and developed a large base of purchasing customers.

EXPERIENCE: Our Sales have included many different items. Almost anything you can imagine. Farm Equipment, Construction Equipment, Autos, Trucks, Fire Apparatus, Firearms, Coins, Jewelry, Collectibles, Stolen and Recovered items, Personal items, Household items and much more. We have been tasked with sales involving cattle and equine, holding sales for National Organizations in these areas. We have done work for Bankruptcy Court/Trustees, multiple government entities and had to accomplish these sales under a wide range of conditions. We have had experience in a wide range of items and situations.

EXPERTISE: We value our customers' goals. We can draw the most qualified Buyers to the Auction. We are very good at matching the right buyers to the right sale. We have maintained a direct mail, email list of over 20,000 past customers. If there is a specialty sale we know how to pinpoint the marketing to the right buying public. The key to a successful sale is to invite as many of the right people to the table as possible. We handle a large number of real estate sales and have been very successful at reaching or exceeding the customers goal for the sale prices. We have and do handle a large number of municipal sales, holding annual sales for Macomb County, Huron-Clinton Metro Parks, State of Michigan – Treasury – Unclaimed property, City of Warren, City of New Baltimore and for additional municipalities on an as needed basis. This gives us a customer base that follows our Auction Calendar to participate in these municipal sales from around the United States.

CURRENT PROJECTS: As mentioned above we hold annual sales for Macomb County, Huron-Clinton Metro Parks, the State of Michigan – Treasury – Unclaimed property, City of Warren, and City of New Baltimore. We just finished a sale for Ray Township in Macomb County consisting of real estate, a collection of autos and various parts, etc. We currently at this writing have a sale in progress for Ira Township in St. Clair County, with items contributed from the City of New Baltimore and Richmond-Lenox Ambulance Authority. We are conducting approximately one sale per week for various customers. Our auction calendar is available at crydermanauctions.com

SUMMARY OF PAST AUCTIONS: This link will go to our most recent past auction calendar <https://www.auctionzip.com/cgi-bin/auctionlist.cgi?past=1> We have handled a large number of automobiles, trucks, road maintenance equipment, lawn care, golf maintenance equipment, golf

carts, stolen and recovered, unclaimed property and much more just for the municipalities we have worked for in the past year. We also have done a large number of real estate sales in the past year that included large vacant parcels for development, large farm acreage, lots, houses, industrial buildings and commercial buildings.

STRATEGY TO SOLICIT: We have a large customer base that follows our auction calendar. We email current auctions to over 20,000 past customers on a twice-weekly basis. Specialty sales are customized to reach the most customers having an interest in the items to be sold. We have a large following for municipal and real estate sales. Our real estate sales are marketed to investors as well as home buyers. We maintain two websites for the promotion of our auctions and conduct print advertising where it is deemed to reach the best customers for that sale. Print media includes, but not limited to, newspapers, trade journals, online forums and in some cases direct mail.

RESPONSE TO SUBMITTAL REQUIREMENTS

D) a. EXPERIENCE and QUALIFICATIONS:

- Our Sales have included many different items. Almost anything you can imagine. Farm Equipment, Construction Equipment, Autos, Trucks, Fire Apparatus, Firearms, Coins, Jewelry, Collectibles, Stolen and Recovered items, Personal items, Household items and much more. We have been tasked with sales involving cattle and equine, holding sales for National Organizations in these areas. We have done work for the Bankruptcy Court/Trustees, multiple government entities and had to accomplish these sales under a wide range of conditions and circumstances. We currently are under contract to hold annual auction sales for several municipalities. Chuck Cryderman & Associates, LLC, is not only an Auction Company but is also a licensed State of Michigan Real Estate Brokerage. Chuck Cryderman & Associates, LLC holds a Class D Vehicle Dealer License with the State of Michigan.

D) i) DESCRIPTION OF EXPERIENCE:

- We currently hold multiple municipal auctions in a calendar year. The description of the items you would like to sell are similar to what we are all ready doing. We are set up to handle these type of sales, have the customer base to generate the best prices and we know how to get people to your sale. We work with the personnel in each municipal organization to meet their unique needs. We have the capability to organize the sale, advertise the sale, conduct the sale and account for the items specific to the needs of the customer. If you have multiple departments selling items in your sale and need specific accounting, we can and have handled that. As an example, if you have items in your sale that need to be with the Police Department, Fire Department, DPW, etc. those items can be assigned and accounted for to them. Our auction software and computer expertise can make the process seamless with the least possible stress for our clients. We have a ready made customer list of approximately 20,000 former buyers that stay informed of our sales. We have customers who follow us specifically for the type of items you propose to offer. Our goal is to reach the highest price possible for our client and to do so by bringing as many qualified buyers to the table as possible and doing it in a fair and transparent manner.

D) ii) EXPERIENCE AND QUALIFICATIONS OF LEAD PERSONNEL:

- Charles P. Cryderman holds an Associate Real Estate Broker License with the State of Michigan and is the Principal Broker of Chuck Cryderman & Associates, LLC, which as an Auction Company is also a licensed State of Michigan Real Estate Brokerage He has been accepted and appointed as an Expert Witness in cases involving the auction process and valuation. Mr. Cryderman has been active in the Auction field since 1972. Chuck Cryderman & Associates, LLC holds a Class D Vehicle Dealer License with the State of Michigan.
- Gary M. Berry, Auctioneer, has been in the Auction Field since 1965. He has held positions with numerous Auto Auction Companies in the United States and Canada. He operated his own Auction House in Rochester, Michigan. He has joined Chuck Cryderman & Associates, LLC since 2001. His area of expertise is with automobiles,

jewelry, antiques and real estate. Gary holds a Real Estate Sales license with Chuck Cryderman & Associates, LLC. Gary also operates as a Auction Set Up Specialist, photographer and operates the social media and web site for the organization.

- Luke Williams is the primary set up specialist, computer and software specialist. Luke is responsible for the cataloging of items, final review of all photos, posting the items for sale in the catalog. He describes the items and has a wide range of knowledge for equipment, autos, trucks, firearms and more. Luke handles our web site, posts the social media and is the primary person for the setup and the operation of the online sales.
- Cec Ball is responsible for the advertising of each sale including but not limited to Flyer content and set up, print media information, placing of the advertisement and media contracts. Cec is the primary administrative person, Office Manager and oversees all contracts, data entry, and printed materials.
- Harold Cummings is licensed as an Associate Real Estate Broker with Chuck Cryderman & Associates, LLC and is primarily responsible for the real estate sales. He is responsible for accurately describing the real estate, producing our Property Information Packets for our customers, obtaining Title Commitments, producing the necessary real estate disclosures, contracts and overseeing the purchase process and closing of the real estate properties. Licensed since 1972 in the State of Michigan and additionally operating his own brokerage firm. He has a wide range of experience in the sale and leasing of residential, commercial, industrial and multiple real estate properties. Harold and Chuck Cryderman work together to value real estate properties.

D) iii) MEET OR EXCEED MINIMUM QUALIFICATIONS:

- You are asking for a qualified Auction Firm. We have many years of experience handling municipal sales such as you request. We have a long standing track record of satisfied customers. We are licensed with the State of Michigan as required to handle real estate and vehicle sales. We meet or exceed your insurance requirements. An Accord Certificate from our Agent will be provided upon request. We encourage you to contact our references provided for current municipal customers. There are additional references that can be provided if you so desire.

D) iv) REFERENCES:

- Client Name: MACOMB COUNTY MICHIGAN – DEBBIE GUNN
Title: WAREHOUSE SERVICES MANAGER / MACOMB COUNTY PURCHASING
Client Contact E-mail: Debbie.gunn@macombgov.org
Contact Phone Number: 586-469-6208
Services performed from and to (dates): Year 1990 to present
- Client Name: STATE OF MICHIGAN, TREASURY DEPARTMENT, UNCLAIMED PROPERTY – TERRY STANTON
Title: STATE ADMINISTRATIVE MANAGER, UNCLAIMED PROPERTY
Client Contact E-mail: stantont@michigan.gov
Contact Phone Number: 517-930-5807
Services performed from and to (dates): Year 2000 to present
- Client Name: HURON-CLINTON METRO PARKS – A.J. FRAZHER
Title: INVENTORY COORDINATOR / CENTRAL STORES SUPERVISOR
Client Contact E-mail: aj.frazher@metroparks.com

- Contact Phone Number: 810-224-0958
 Services performed from and to (dates): Year 1996 to present
- Client Name: RAY TOWNSHIP OF MACOMB COUNTY, MI – JOSEPH JARZYNA
 Title: TOWNSHIP SUPERVISOR
 Client Contact E-mail: supervisor@raytwp.org
 Contact Phone Number: 586-749-5191
 Services performed from and to (dates): October 2023 – January 2024
 - Additional references available upon request.

E) CAPACITY TO PROVIDE FULL SCOPE:

- i) **EQUIPMENT / ASSETS;** Chuck Cryderman & Associates, LLC owns all the necessary equipment and assets to conduct any and all types of auction sales. We have the qualified personnel, computer equipment, laptop computers, tablets, mobile devices for internet service, wireless clerking devices, printers, cameras, tables, chairs, tags, copiers, office supplies, fans, parking and directional signs, caution tape, construction cones, mats, an office trailer, equipment trailers and trucks required to conduct any sale anywhere.
- ii) **WORK PLAN:**
 - Contact from the City they wish to have a sale of surplus property. Equipment, real estate, vehicles, miscellaneous. Preferably this would be done 4 – 6 weeks prior to actually holding the auction sale. A sale date would be chosen based on calendar availability. This time frame allows for set up, photos and proper advertising of the upcoming sale.
 - Shortly after contact from the city, within 7 days and a minimum of 4 weeks prior to sale or as soon as sale items are available pictures for advertising purposes would be created. Announcement of the planned sale with pictures would be made available on our Auction Calendar web site. **crydermanauctions.com** and **garymberry.com** This would be a general overview of the planned sale. An advertising campaign would be organized and implemented based on the items to sell. A sale flyer is created, Social media advertising is begun, promotional websites are posted and emails created and sent. This would take place between seven to fourteen days of the city notifying us they are ready for a sale.
 - A minimum of three weeks prior to the sale all items should be ready for sale and organized. Cataloging of the items would begin, which requires lotting or numbering the items, photos and descriptions created and uploading to our auction software. This process can be done on site. This allows for the creation of the auction sale site online, the auction catalog, all terms and conditions set and set up for the auction sale. Registration and bidding may begin as soon as this process is complete. This process should be completed, optimally, a minimum of ten days prior to auction sale day. In the case of a real estate sale a Property Information Packet is created giving information on the property, all terms and conditions of the sale, disclosure information, copies of the Purchase Agreement, Title Commitment if available and a schedule for Open House and inspection. Typically, this is done within ten days prior to the sale of the real estate. We try to accommodate anyone who misses a scheduled showing of the real estate an opportunity to view the property as necessary.
 - Seven to ten days prior to the sale date pre-bidding would begin. This gives the public an opportunity to become familiar with the site and become familiar with the bidding process. This especially helps new bidders or bidders who have not bid in a while. Also

during this time frame at least two days should be set aside for inspection of the sale items. Our personnel would be available to monitor the inspections by the public during set and advertised times. In the case of vehicles, it is usually beneficial to have a city mechanic on hand to start vehicles as necessary. The public would not be allowed to drive any vehicle at any time.

- Day of sale. This is a set date and times. Inspection is usually allowed for a shorter period to accommodate anyone who has not had a chance to view the items or real estate. Pre-bidding has already been taking place, so sale date starts out with bids on items. The sale is monitored by our personnel and Buyers are assisted as necessary. Sale day ends with the bidding complete. Although we have an established end time, our software allows us to have a SOFT CLOSE. This means that prior to the set closing time, bids on an item or real estate can be extended by a set time to allow continued bidding. This prevents Sniping or someone trying to cast a bid at the last moment. Bidding will continue under the soft close setup until all Buyers are satisfied that they have placed their highest bid or won the item. This keeps the process open and transparent. It is not unusual for a sale that is supposed to close at 4 p.m. to run much later as people vie for items. Our software also has a feature that allows a bidder to place their maximum bid amount into the bid process. The software will then bid for them in the increments set as someone outbids them up to their maximum bid amount. All bidders are updated via email on their bid status throughout the sale. When the sale has ended and all bidding is completed, invoices are emailed out to the successful bidders.
- We normally conduct the auction sales on a Saturday, those sales allow for check out (payment for their items) and pick up the Monday and Tuesday following. We normally allow two days for check out depending on the size of the sale. If the sale is held during the week, check out can begin the following day. Automobile Titles would need to be available and signed for transfer. We collect all funds and normally accept cash, a Michigan bank check personal or business, credit cards (MasterCard, VISA, Discover) or bank transfer. Automobile Titles are not transferred to the Buyer if they pay by check. They are allowed to take the vehicle, but the Title is not transferred until the check clears. Out of State Buyers are not allowed to pay by check.
- In the case of a real estate sale. The high bidder signs a purchase agreement stating the bid price, plus buyer fee and all terms and conditions. They will also leave a deposit equal to ten (10%) of the contract price. Terms of the sale state that the Seller can accept, reject or counter the bid price with 48 to 72 hours following the sale. This means that the city is not selling the real estate at an absolute auction sale. The city may accept the price, counter it or reject the sale. Once accepted closing takes place thirty (30) days following acceptance. We handle all details of the purchase and closing. Contracts for real estate sale are available for review upon request.
- Within ten (10) to fourteen (14) days following the auction all collection and auditing of the sale should be accomplished and the proceeds of the sale can be transferred to the city. In the case of a real estate sale, proceeds are transferred at closing.
- Sale is now complete and all parties are to be satisfied.

F) COST:

- We propose there is no cost to the City of Dearborn Heights for our services. We have been operating our municipal sales with a Buyer Fee. This process has been very successful and satisfactory to our Clients. We would propose a Buyer Fee of ten (10%) percent for vehicles and equipment. A Buyer Fee of ten (10%) percent for miscellaneous items. A Buyer Fee of seven (7%) percent for real estate sales. The Buyer Fee percentage would be applied to each applicable item sold.

Approved for the Agenda of:	DEFEATED
4/9/2024	Motion No. 24-148

8.A.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Bill Bazzi, Mayor

DATE: April 3, 2024

RE: Sale of Vacant Land

Resident Nidal Arzouni has offered \$25,000 to purchase Parcel #33015030396001. The parcel is located adjacent to his property at 6148 Colonial St. Dearborn Heights, MI 48127. He is interested in using the lot to expand his home.

Attachments:

1. Purchase Offer Parcel - 33015030396001



Michigan Realtors® Purchase Agreement

A-1



Offer Date: March 19th, 2024. The Effective Date of this Agreement will be the date of final acceptance. Whenever a number of days is specified in this Agreement, the reference is to calendar days.

1. **PROPERTY DESCRIPTION:** Buyer agrees to buy from Seller property located at COLONIAL
Dearborn Heights 48127, Wayne County,
Michigan, and legally described as: 08C396A LOT 396 EXCEPT THE W 12 FT OF THE N 30 FT THEREOF ALSO W 1/2 ADJ VAC ALLEY MURPHY BROTHERS-MARTIN PARK SUB NO. 1 T2S R10E L56 P70 WCR

Property Tax ID #: 33015030396001

The property includes all buildings; all gas, oil, and mineral rights owned by Seller; all fixtures and improvements (unless rented) including but not limited to the following: built-in appliances, lighting fixtures, plumbing fixtures, water softener, heating fixtures, electrical fixtures, permanently attached generators, fuel tanks, antennas/satellite dishes and accessories, wired smart home devices, remote controls for built-in devices, attached TV mounting brackets, attached mirrors, attached shelving, window shades and blinds, awnings, shutters, curtain and drapery rods, ceiling fans, attached floor coverings, attached fireplace doors and screens, garage door openers and controls, screens, storm windows and doors, landscaping, fences, all equipment for inground pool, invisible inground fencing and related equipment, mailboxes; and _____

but does not include: _____

2. **PURCHASE PRICE:** The purchase price for the property is \$25,000.00
3. **CONCESSIONS**, if any: _____
4. **METHOD OF PAYMENT:** The purchase will be completed as set forth below. **Buyer represents that all funds necessary to complete the purchase on the terms specified herein are currently available to Buyer in cash or an equally liquid equivalent.**
- ☒ **CASH:** Buyer will pay the full purchase price. This Agreement is not contingent upon Buyer's ability to obtain said funds, and Buyer shall provide proof of available funds to Seller's satisfaction within 7 days of the Effective Date or Seller may terminate this Agreement by written notice to Buyer.
- ☐ **NEW MORTGAGE:** This Agreement is contingent on Buyer's ability to obtain a _____ mortgage loan in the amount of _____ percent of the purchase price. Buyer will provide evidence of mortgage application and appraisal order from Buyer's lender within _____ days of the Effective Date. If Buyer fails to deliver to Seller evidence of the loan approval before _____, 20____, Seller may terminate this Agreement by written notice to the Buyer.
- ☐ **LAND CONTRACT/PURCHASE MONEY MORTGAGE:** Buyer will purchase the property on ☐ land contract ☐ purchase money mortgage on the terms set forth in the attached seller financing addendum.
- ☐ **MORTGAGE ASSUMPTION or LAND CONTRACT ASSIGNMENT:** If the holder of the mortgage or land contract agrees, Buyer will assume Seller's existing mortgage or land contract according to its terms. Buyer will pay the difference between the purchase price and the existing balance of approximately \$_____ upon Seller's delivery of a warranty deed or a land contract assignment. Buyer will reimburse Seller at closing for any funds held in escrow.
5. **CLOSING DATE:** Sale to be closed on or before April 24th 2024.
6. **CONDITION OF PROPERTY:** Buyer accepts the property in its AS IS present condition, subject to any inspection contingencies below. Buyer agrees that there are no additional written or oral understandings except as expressly provided in this Agreement. Seller agrees that at the time of surrender of possession, the property shall be in the same condition as it is now, with the exception of ordinary wear and tear. Seller will remove all trash and debris from the property and leave the property in broom-clean condition.

7. **TITLE CONTINGENCY:** At closing, Seller shall provide to Buyer, at Seller's expense, an owner's policy of title insurance ☒ with ☐ without standard exceptions in the amount of the purchase price. Seller will apply for a commitment for title insurance within 5 days of the Effective Date and deliver the commitment to Buyer upon receipt. Any special exception will be subject to Buyer's approval, provided that this contingency shall be deemed waived unless Buyer notifies Seller in writing within 7 days of receipt of the commitment. Seller will have 30 days after receiving written notice to remedy any claimed defect(s). If Seller is unable to cure the claimed defect(s), Buyer may terminate this Agreement in writing or waive the defect and proceed to closing.
8. **SURVEY CONTINGENCY:**
- ☐ This Agreement is contingent upon Buyer's satisfaction with a boundary/stake survey to be paid for by ☐ Buyer ☐ Seller. The party paying for the survey shall select the surveyor and order the survey within _____ days of the Effective Date. If Buyer does not object to the survey within 7 days of receipt, Buyer shall be deemed to have waived this contingency.
- ☒ Buyer chooses not to obtain a survey of the property.
9. **LAND DIVISION CONTINGENCY (For unplatted land only):**
- ☒ The property is a new division under the Land Division Act and this Agreement is contingent upon Seller obtaining municipal approval of such division. Seller will apply for such approval within _____ days of the Effective Date. The parties acknowledge that the division application may require a survey and that upon receipt of a completed application, a municipality has 45 days to respond. Except as otherwise provided in paragraph 8 above, Seller shall be responsible for the cost of any surveying work required in connection with the land division application.
10. **PROPERTY INSPECTION CONTINGENCY:** Buyer acknowledges that Selling Broker/REALTOR® has recommended that Buyer obtain inspections of the property by an inspector and/or a licensed contractor.
- ☐ This offer is contingent upon satisfactory inspections of the property, at Buyer's choice and at Buyer's expense, no later than _____ days of the Effective Date. These inspections may include, but may not be limited to, structural and/or mechanical inspections, site investigation, soil borings, as well as inspections for radon, pests, mold and/or asbestos. Buyer agrees to return the property to its prior condition after any inspections or tests. The inspection contingency shall be deemed waived unless Buyer objects during the time period permitted for the inspection(s). If Buyer is not satisfied with the result of any inspection, Buyer shall, in writing, prior to the expiration of the time frame for inspections, either terminate this Agreement or notify Seller of any unacceptable defect(s) identified during the inspection(s). If Seller is so notified, Seller will have _____ days to notify Buyer, in writing, of Seller's willingness to correct the defect(s), credit the Buyer a sum of money at closing, or reduce the sale price. Upon receipt of notice from Seller, or after the expiration of the number of days stated above, if Seller has not responded, Buyer will have _____ days to elect in writing to accept any offer made by Seller, terminate this Agreement, or declare that Buyer will purchase the property in its as-is condition. If no election is made during this time period, and until such election is made, the contract is voidable by either party.
- ☒ Buyer does not desire to obtain any inspections of the property.
11. **WELL AND SEPTIC INSPECTION CONTINGENCY:**
- ☐ The property is served by a well and/or septic system and, based on its location, is subject to mandatory governmental inspection requirements. Seller agrees to order and pay for the inspections within _____ days of the Effective Date. If the reports indicate that the well and/or septic system does not meet applicable governmental standards that are a condition of sale, or in the event Buyer provides written objections within _____ days from the date of receipt of the reports, this Agreement shall terminate unless the parties agree otherwise in writing.
- ☐ The property is served by a well and/or septic system but is not subject to mandatory governmental inspection requirements. This Agreement is contingent upon Buyer's approval of a well and/or septic inspection of the property by a qualified inspector, ordered and paid for by ☐ Seller ☐ Buyer within _____ days of the Effective Date. In the event Buyer provides written objections within _____ days from receipt of the inspection reports, this Agreement shall terminate unless the parties agree otherwise in writing.
12. **LEAD-BASED PAINT DISCLOSURE/INSPECTION CONTINGENCY (For residential housing built prior to 1978 only):** Buyer acknowledges that prior to signing this Agreement, Buyer has received a copy of the *Lead-based Paint Sellers Disclosure Form* completed by the Seller on _____, the terms of which shall be part of this Agreement. Buyer also agrees (check one below):
- ☐ Buyer shall have _____ days after the Effective Date to conduct an inspection of the property for the presence of lead-based paint and/or lead-based paint hazards. (Federal regulations require a 10-day period or other mutually agreed upon period of time.) If Buyer is not satisfied with the results of this inspection, upon notice from Buyer to Seller within this period, this Agreement shall terminate and any deposit shall be refunded to Buyer.

- ☐ Buyer hereby waives their opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

13. **PROPERTY SALE CONTINGENCY:** ☒ This Agreement is contingent upon successful completion of the following regarding Buyer's property at _____:

- ☐ Obtaining a signed sales contract on Buyer's property within _____ days of the Effective Date.
☐ Obtaining a non-contingent signed sales contract on Buyer's property within _____ days of the Effective Date.
☐ Closing on the sale of Buyer's property within _____ days of the Effective Date.
- ☐ Buyer acknowledges that the property is not being taken off the market. If a back-up contract is accepted prior to the satisfaction or waiver of all contingencies regarding the sale and/or closing of Buyer's property, Buyer will have _____ days from receipt of notice of the backup offer to remove in writing all contingencies regarding the sale and/or closing of Buyer's property.

If this contingency is not satisfied or removed in writing within the time deadlines set forth above, either party may terminate this Agreement by providing written notice to the other party. **The removal of any contingency regarding the sale and/or closing of Buyer's property shall include written verification from Buyer's lender that Buyer does not need to sell said property in order to obtain financing for the purchase of Seller's property.** After Buyer has removed all of the contingencies regarding the sale of Buyer's property, Buyer will be in default if Buyer's mortgage is not approved because of the failure to sell Buyer's property.

14. **REAL ESTATE TAXES:** Seller will pay all prior years' real estate taxes. The current year's real estate taxes will be paid as follows:

- ☐ NO PRORATION: Seller will pay the taxes which are due before the date of closing. Buyer will pay taxes which are due on or after the date of closing. "Due" means the date on which a tax bill first becomes payable.
- ☐ CALENDAR YEAR PRORATION: Real property taxes shall be treated as though they cover the calendar year in which the tax bills are issued.
- ☒ FISCAL YEAR PRORATION: Real property taxes shall be treated as though they are billed in advance based upon the fiscal year of the appropriate taxing authorities.
- ☐ DUE DATE PRORATION: Real property taxes shall be treated as though they are billed in advance based on the date upon which the tax bill first becomes payable.
- ☐ OTHER: _____

BUYER SHOULD NOT ASSUME THAT BUYER'S FUTURE TAX BILLS ON THE PROPERTY WILL BE THE SAME AS THE SELLER'S PRESENT TAX BILLS. UNDER MICHIGAN LAW, REAL PROPERTY TAX OBLIGATIONS CAN CHANGE SIGNIFICANTLY WHEN PROPERTY IS SOLD.

Buyer's Initials _____ Buyer's Initials _____

15. **SPECIAL ASSESSMENTS AND BENEFIT CHARGES:** All special assessments, municipal, association, or otherwise, including future installments, that have been assessed against the property by the date of closing will be paid by Seller. Any benefit charges against the property made by any governmental authority or utility company for installation or tap-in fees for utility services, water, sanitary sewer, storm sewer, gas, electric, telephone, and cable lines for which charges have been made, incurred or billed before the date of closing, will be paid by Seller. Charges incurred after closing will be paid by Buyer.
16. **MISCELLANEOUS PRORATED ITEMS:** Rent, condominium dues, association dues, trash collection payments and insurance (if assigned), as well as interest on any existing land contract, mortgage or other lien assumed or to be paid by the Buyer, will be prorated to the date of closing.
17. **HEATING AND COOKING FUELS:** Liquid heating and cooking fuels in tanks are included in the sale and will transfer to Buyer at time of possession. Seller is responsible for maintaining heating and cooking liquid fuels at an operational level and shall not permit fuels to fall below 10% in the tank(s) at the time of possession. Seller is precluded from removing fuel from tank(s) other than what is depleted through normal use.
18. **CLOSING COSTS:** Seller shall pay all state and county transfer taxes and costs required to convey clear title. Buyer shall pay the cost of recording the deed and/or security interests and all mortgage closing costs and fees required in connection with the Buyer's loan and the issuance of the lender's title insurance policy.

19. **CONVEYANCE OF UNPLATTED PROPERTY:** If the property is not a condominium unit or a platted lot, Seller and Buyer agree that the following statements shall be included in the deed at the time of delivery:
- (a) The grantor grants to the grantee the right to make _____ (insert "zero" or a specific number, as appropriate) division(s) under section 108 of the Land Division Act, MCL 560.108. **NOTE:** If the space contained in this subparagraph is left blank, the deed will NOT grant Buyer the right to any divisions unless Buyer is acquiring Seller's entire property, in which case the deed will grant Buyer the right to all divisions.
 - (b) This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan right to farm act.
20. **OCCUPANCY:** Seller will give occupancy as follows:
- ☒ Upon closing agent's receipt of executed closing documents and funds.
 - ☐ _____ days after closing by 12:00 noon. Seller will pay Buyer \$_____ per day as an occupancy charge, such amount to be paid at closing as set forth below. If Seller fails to deliver possession by the agreed upon date, Seller shall become a tenant at sufferance and shall pay Buyer as liquidated damages \$_____ per day plus Buyer's reasonable attorney's fees. Seller is liable to Buyer for damage to the property occurring after closing and before vacating, to the extent not covered by the Buyer's homeowners policy, as well as for any deductible portions of a covered claim.
 - ☐ Total occupancy fee paid at closing to be held in escrow by _____. After Seller vacates property, the escrowed funds shall be used to pay the accrued occupancy charge to Buyer, and the balance, if any, shall be refunded to Seller.
 - ☐ Total occupancy fee to be paid directly at closing to Buyer **without proration.**
21. **SELLER'S DISCLOSURE:**
- ☒ Seller has represented that this sale is exempt from the Seller Disclosure Act requirements.
 - ☐ Buyer acknowledges that a Seller's Disclosure Statement has been provided to Buyer.
 - ☐ Seller shall provide Buyer with a Seller's Disclosure Statement with Seller's acceptance of this offer. Pursuant to the Seller Disclosure Act, MCL 559.951, *et seq.*, Buyer will have 72 hours after hand-delivery of the disclosure statement (or 120 hours after delivery by registered mail) to terminate this Agreement by delivery of a written notice to Seller or Seller's agent.
22. **PROPERTY CONDITION RELEASE:** Buyer and Seller acknowledge that neither party has relied on any representations of Listing Broker, Selling Broker or their respective agents concerning the condition of the property. Buyer and Seller hereby release the Listing Broker, the Selling Broker and their respective agents with respect to any and all claims relating to the condition of the property and/or the performance of this Agreement by the parties hereto.
23. **EARNEST MONEY DEPOSIT:** Buyer deposits \$_____ to be held by _____ ("Escrowee") evidencing Buyer's good faith, which deposit shall be applied to the purchase price at closing.
- If the parties do not enter into a binding agreement, or if the Buyer's obligation to purchase is contingent upon ability to obtain a new mortgage or any other contingencies which are not satisfied or waived as provided herein, this deposit shall be refunded to Buyer. In the event the Buyer and Seller both claim the earnest money deposit, the earnest money deposit shall remain in Escrowee's trust account until a court action has determined to whom the deposit must be paid, or until the Buyer and Seller have agreed in writing to the disposition of the deposit. (This paragraph may be subject to the arbitration provisions in paragraph 28 below.)
24. **DEFAULT:** If Buyer defaults, Seller may enforce this Agreement, or may cancel the Agreement, claim the deposit, and pursue legal remedies. If Seller defaults, Buyer may enforce this Agreement or may demand a refund of the deposit and pursue legal remedies. (This paragraph may be subject to the arbitration provisions in paragraph 28 below.)
25. **LIMITATION:** Buyer and Seller agree that any and all claims or lawsuits which they may have against the Listing Broker and its agents and/or Selling Broker and its agents relating to their services must be filed no more than 6 months after the date of closing of the transaction described in this Agreement. Buyer and Seller waive any statute of limitations to the contrary.
26. **ENTIRE AGREEMENT:** Buyer and Seller agree that this is the entire agreement between the parties and that there are no other written or oral understandings. Buyer and Seller further agree that this Agreement supersedes any and all prior agreements, understandings or representations made by the parties or their agents.

27. **WALK-THROUGH:** Buyer has the right to walk through the property within 48 hours prior to closing to confirm that the property and any personal property or equipment being purchased are in the same condition as when this Agreement was signed, ordinary wear and tear excepted.
28. **ARBITRATION:** Any dispute over the disposition of any earnest money deposits or claim arising out of or related to the physical condition of any property covered by this Agreement, included without limitation, claims of fraud, misrepresentation, warranty and negligence, shall be settled in accordance with the rules, then in effect, adopted by the endorsed provider of arbitration services for the Michigan REALTORS®. This is a voluntary agreement between the Buyer and Seller. Failure to agree to arbitrate does not affect the validity of the Agreement. A judgment of any circuit court shall be rendered on the award or determination made pursuant to this Agreement. This Agreement is specifically made subject to and incorporates the provisions of the Michigan Uniform Arbitration Act, MCL 691.1681, *et seq.* This Agreement is enforceable only as to parties and brokers/agents who have agreed to arbitrate as acknowledged by their initials below. The terms of this paragraph shall survive the closing.

INITIAL IF YOU AGREE TO ARBITRATE:

Seller _____ Buyer _____

29. **ELECTRONIC COMMUNICATION:** As an alternative to physical delivery, the parties agree that this Agreement, any amendment or modification of this Agreement and/or any written notice or communication in connection with this Agreement may be delivered to the Seller in care of the Listing REALTOR® and the Buyer in care of the Selling REALTOR® via electronic mail via the contact information set forth below. Any such communication shall be deemed delivered at the time it is sent or transmitted. The parties agree that the electronic signatures and initials shall be deemed to be valid and binding upon the parties as if the original signatures or initials were present in the documents in the handwriting of each party.
30. **COUNTERPARTS:** This Agreement may be signed in any number of counterparts with the same effect as if the signature of each counterpart were upon the same instrument.
31. **HEIRS, SUCCESSORS AND ASSIGNS:** This Agreement binds Seller, Seller's personal representatives and heirs, and anyone succeeding to Seller's interest in the property. Buyer shall not assign this Agreement without Seller's prior written permission.
32. **OTHER CONDITIONS:**
33. **THIS OFFER WILL EXPIRE ON** April 11th 2024 **at** _____ **A.M./P.M., or upon**
Seller's receipt of revocation from Buyer, whichever is earlier.

34. RECEIPT IS ACKNOWLEDGED BY BUYER of a copy of this Agreement.

Selling Broker Office (print): _____

X

Buyer

Broker's License # _____, represents:

(Check only one)

☐ Seller Only ☐ Buyer Only☐ Seller & Buyer (Disclosed Dual Agent)☐ Neither Seller nor Buyer (Transaction Coordinator)

Nidal Arzouni

Print Legal Name (as you wish it to appear on final papers)

Selling Broker's Agent (print): _____

X

Buyer

License # _____, represents:

(Check only one)

☐ Seller Only ☐ Buyer Only☐ Seller & Buyer (Disclosed Dual Agent)☐ Neither Seller nor Buyer (Transaction Coordinator)

Print Legal Name (as you wish it to appear on final papers)

Phone: _____ Fax: _____

Buyer Street Address: _____

Email: _____

City: _____ State: _____ Zip: _____

Date _____, 20____

SELLER'S RESPONSE:

35. THE ABOVE OFFER is hereby ☐ accepted as written ☐ subject to the following changes:

(a) ☐ This Agreement is a **BACK-UP OFFER** which shall be effective only in the event that the closing on a prior purchase agreement for the property does not take place for any reason. Nothing in this Agreement shall in any way restrict the right of Seller to modify the terms of the prior purchase agreement as Seller shall, in their sole discretion, deem advisable. In the event that Seller does not notify Buyer in writing that this backup offer is in first position within _____ days of the Effective Date, Buyer may at any time thereafter prior to receipt of such notice, declare this Agreement null and void by providing a written termination notice to Seller.

(b) _____

 _____ and/or see addendum attached hereto.

(c) **THIS COUNTEROFFER WILL EXPIRE ON** _____ **at** _____ **A.M./P.M.,**
or upon Buyer's receipt of revocation from Seller, whichever is earlier.

36. SELLER ALSO AGREES to pay the Listing Broker named below compensation as stated in the Listing Agreement for the property.

37. RECEIPT IS ACKNOWLEDGED by Seller of a copy of this Agreement.

Listing Broker Office (print): _____

X

Seller

Broker's License # _____, represents:

(Check only one)

☐ Seller Only☐ Seller & Buyer (Disclosed Dual Agent)

CITY OF DBH & ADJ TO CITY HALL

Print Legal Name (as you wish it to appear on final papers)

Listing Broker's Agent (print): _____

X

Seller

License # _____, represents:

(Check only one)

☐ Seller Only☐ Seller & Buyer (Disclosed Dual Agent)

Print Legal Name (as you wish it to appear on final papers)

Phone: _____ Fax: _____

Seller Street Address: _____

Email: _____ City: _____ State: _____ Zip: _____

BUYER'S RECEIPT OF ACCEPTANCE

Date _____, 20____

38. RECEIPT IS HEREBY ACKNOWLEDGED BY BUYER of the Seller's acceptance of Buyer's offer. In the event the acceptance was subject to changes from Buyer's offer, the Buyer agrees to accept said changes.

Buyer Signature

Buyer Signature

Nidal Arzouni

Print Name

Print Name

Disclaimer: This form is provided as a service of the Michigan REALTORS®. Please review both the form and details of the particular transaction to ensure that each section is appropriate for the transaction. The Michigan REALTORS® is not responsible for use or misuse of the form, for misrepresentation, or for warranties made in connection with the form.

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-149

9.A.



Clerk's Office

TO: Honorable City Council Members

FROM: Lynne Zub-Senia

DATE: April 3, 2024

RE: Clerk Senia - Annual Liquor License Review

SEE ATTACHED

Attachments:

1. Annual Liquor License Review 2024



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

Lynne M. Senia
CITY CLERK

March 18, 2024

To: Honorable City Council Members

From: City Clerk Senia 

Re: Annual Liquor License Review

Dear Honorable City Council Members,

Per City Ordinance H-15-05, the Clerk's office must submit to City Council an annual review of current Liquor Licenses. Building, Clerk, Comptroller, Fire, Ordinance Enforcement, Police and Treasury have all reviewed the businesses for compliance.

Attached, for your review, are the findings.

Attachment

Office: (313) 791-3430 • Fax: (313) 791-3431
lsenia@ci.dearborn-heights.mi.us



2024 Annual Liquor License Review		
The following businesses have fully complied with City Ordinance H-15-05		
Business Name	Address	
342 Bar & Grill	3932 Pelham Street	
Antonio's Cucina Italiana	26356 Ford Road	
Applebee's #8085	26582 Ford Road	
Bellagio Banquets	23900 W. Warren Street	
Bone Yard	6850 N. Telegraph Road	
Cariera's Cucina Italiana	6565 N. Telegraph Road	
Carl E. Stitt, Post No. 232, American Legion	23850 Military Road	
Dawg House Bar and Grill	21350 Van Born Road	
Denny's Gin Mill	4901 S. Telegraph Road	
Deaborn Heights Lodge No. 1795 Loyal Order of Moose	27225 W. Warren Street	
Ford Lanes	23100 Van Born Road	
Happy Wealthy	5680 N. Telegraph	
Mexican Fiesta Restaurant	24310 Ford Road	
Polish Legion of American Veterans Dearborn Heights Post 16	25222 W. Warren Street	
Randy's Robindale Bar	25122 W. Warren Street	
Red Lobster #0124	6850 N. Telegraph Road	
Rusted Crow Distillery	6056 N. Telegraph	
Uncle Ray's Place	24502 W. Warren Street	
Van Born Tavern	22426 Van Born Road	
Walker's Speakeasy	8701 N. Beech Daly	
Business having deficiencies and currently non-compliant:		Deficiencies in:
Fetzer's on the Beech	5127 S. Beech Daly	Water/Taxes



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

Lynne M. Senia
City Clerk

Approved for
the Agenda of:

04-09-24

APPROVED

Motion No.
24 - 150

April 2, 2024

Honorable City Council
City of Dearborn Heights

Dear Council Members:

As required by the City Charter, a Public Hearing date must be established for consideration of the proposed 2024-2025 Corporate Fund Budget.

The Notice of a Public Hearing shall be published four (4) weeks prior to the Public Hearing. In the past, the adoption has been at the last regular meeting in May, which this year is Tuesday, May 28, 2024.

It is requested that the Public Hearing be scheduled for Tuesday, May 7, 2024 and that the adoption of the budget be scheduled at the regular meeting on Tuesday, May 28, 2024.

Respectfully submitted,

Lynne M. Senia
Dearborn Heights City Clerk

LMS/gs

Attachment: Notice of Public Hearing

**NOTICE OF PUBLIC HEARING
2024-2025 CORPORATE FUND BUDGET
CITY OF DEARBORN HEIGHTS**

PLEASE TAKE NOTICE that a Public Hearing will be held on Tuesday, May 7, 2024 at 6:00 p.m. in the Council Chambers located at 6045 Fenton, Dearborn Heights, Michigan and via ZOOM for the purpose of hearing objections, if any, to the proposed budget for the City of Dearborn Heights for Fiscal Year 2024-2025.

A copy of the budget will be available for inspection at the office of the City Clerk located at 6045 Fenton, Dearborn Heights, Michigan. It can also be viewed online on the Comptroller's page by following this link:

<https://mi-dearbornheights.civicplus.com/167/City-Comptroller>

This notice will be posted on the internet at <https://mi-dearbornheights.civicplus.com/> after approval and by direction of the City Council under and by virtue of the City Clerk.

Lynne M. Senia, Clerk
City of Dearborn Heights

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-151

9.C.



Treasurer's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Lisa Hicks-Clayton, Treasurer

DATE: April 3, 2024

RE: Treasurer Hicks-Clayton - Annual Investment Report

Dear Honorable City Council members,

I would like to submit and seek your review for the City of Dearborn Heights Annual Investment report and review of the city's Investment Policy. I have been nationally certified by the Association of Public Treasurers of Canada and the United States as a Certified Public Finance Investment Management Manager (Advanced CPFIM). The city's investment portfolio has performed very well in 2023. The city's investment policy is compliant with the Michigan Public Act 20, as well.

Respectfully, I am requesting your approval, receive, note, and file of the Investment Year end and approval for the Investment Policy, which is recommended as government best practice reviewing and approve on a regular basis by the governing body.

Respectfully Submitted,

Lisa Hicks-Clayton
City of Dearborn Heights
Treasurer

Attachments:

1. Investment-23 year review
2. Investment report- quarterly
3. investment policy



Treasurer's Office

Dear Honorable City Council Members,

I have attached the year-end performance report and included some year-end bullet points about the portfolio and rates/market. The portfolio did very well! Please let me know if you have any questions or need any additional details.

I. **Performance Overview:**

- The City of Dearborn Heights portfolio generated \$1.23 Million in invest earnings during 2023
- From a return % standpoint the portfolio was up +5.32% for the year; ahead of comparable benchmarks such as the 90-Day Treasury Bill +5.26% and 6-Month Treasury Bills +5.27%
- Over the last 5 years, the portfolio has eclipsed its respective benchmarks averaging 2.13% compared to 90-Day Treasury Bills +1.91% and 6-Month Treasury Bills +1.98%; generating over \$2.24 Million during that span.

II. **Portfolio Objectives & Profile:**

- Please note this portfolio's objectives are safety, liquidity and income. These investments are very short-term in nature and under PA 20 we are only authorized to invest in US bonds, CDs, commercial paper rated A2/P2 or higher and other cash equivalent vehicles. Due to the risk profile / liquidity of these funds and limitations of PA 20 we are not able to invest in equity securities.

III. **Rates & Market Climate Summary:**

- The increase in portfolio yield and income is driven by the Fed policy in raising short-term interest rates which has had a direct and positive impact to the portfolio. The Fed raised interest rates 3 times in 2023 in February, March and May each by +0.25%. Since March 2022, the Fed raised rates 11 times to 5.25% and has now hinted at a pause in rate increases and potentially 3 rate decreases in 2024.

Respectfully,

Lisa A. Hicks-Clayton
Dearborn Heights Treasurer

BURGER/KRAKOWIAK/RIGA
Tel: 248-740-7100

Quarterly Report as of 12/31/2023

Prepared on January 02, 2024 for:
CITY OF DEARBORN HGTS
Account No. 089-XXX936

CITY OF DEARBORN HGTS
C/O COLLEEN GARCIA &
LISA HICKS-CLAYTON
6045 FENTON
DEARBORN HTS MI 48127-3287

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Please review the disclosures and definitions throughout this Document. For more information or questions, please contact your Financial Advisor.
Various sub-sections of this Document may not contain information on all accounts/positions covered in this Document and will be denoted on the page

WEALTH MANAGEMENT

ACCOUNT(S) INCLUDED IN THIS REPORT

Morgan Stanley

CITY OF DEARBORN HGTS 089-XXX936 - REG

Reporting Currency: USD

MORGAN STANLEY WEALTH MANAGEMENT

Account Name	Account Number	Account Type/ Manager Name	Date Opened/ Date Closed	Perf (%) Incept - 12/29/23	Total Value (\$) 12/29/23	% of Portfolio 12/29/23
CITY OF DEARBORN HGTS	089-XXX936	REG	02/28/91	12/31/1996	32,415,595.11	100.00

Morgan Stanley Wealth Management Total					32,415,595.11	100.00
Total Portfolio					32,415,595.11	100.00

WEALTH MANAGEMENT

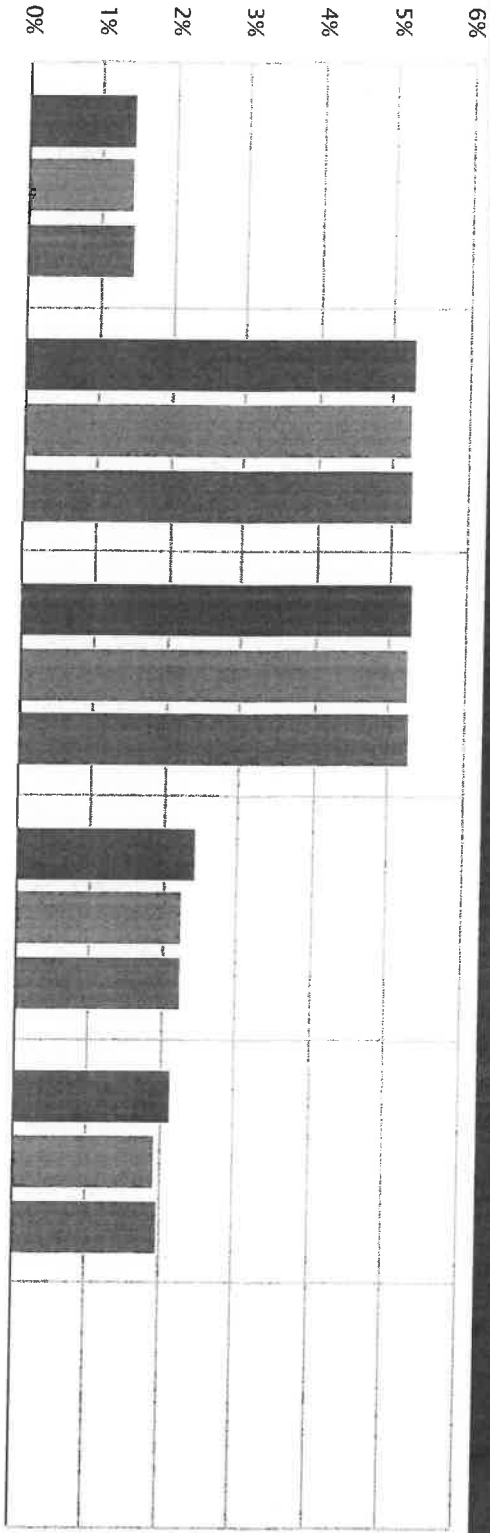
TIME WEIGHTED PERFORMANCE SUMMARY

Morgan Stanley

CITY OF DEARBORN HGTS 089-XXX36 - REG

As of December 31, 2023 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS (ANNUALIZED)



	Quarter to Date 09/30/23 - 12/31/23	Year to Date 12/31/22 - 12/31/23	Last 12 Months 12/31/22 - 12/31/23	Last 3 Years 12/31/20 - 12/31/23	Last 5 Years 12/31/18 - 12/31/23	Performance Inception 12/31/96 - 12/31/23
Beginning Total Value (\$)	28,436,169.90	21,296,565.98	21,296,565.98	14,294,382.68	22,013,388.03	3,037,833.61
Net Contributions/Withdrawals (\$)	3,555,020.07	9,887,111.23	9,887,111.23	16,550,523.42	8,155,327.16	24,914,984.56
Investment Earnings (\$)	424,405.14	1,231,917.90	1,231,917.90	1,570,689.01	2,246,879.92	4,462,776.94
Ending Total Value (\$)	32,415,595.11	32,415,595.11	32,415,595.11	32,415,595.11	32,415,595.11	32,415,595.11
Return % (Net of Fees)	1.43	5.32	5.32	2.42	2.13	-
90-Day T-Bills (%)	1.41	5.26	5.26	2.25	1.91	-
FTSE 6M Treasury Bill (%)	1.43	5.27	5.27	2.24	1.98	-

The investment returns shown on this page are time-weighted measurements which exclude the effect of the timing and amount of your contributions and withdrawals.

PERFORMANCE

DISCLOSURES

Explanatory Notes and Disclosures: This document is designed to assist you and your Financial Advisor in understanding portfolio positions, composition and subsets thereof. It is designed solely for your individual use, is for informational purposes only and is not intended as an offer or solicitation with respect to the purchase or sale of any security. Do not take action relying on this information without confirming its accuracy and completeness. Please read carefully all accompanying notes and disclosures provided in this Document.

For convenience purposes, your Financial Advisor may have assigned a designated name for this Document. The list of the accounts covered in this document is noted herein and may not include all of your accounts with us or external custodians. Furthermore, the information included in this document may not include all asset classes/securities/liabilities held by you at the firm or external custodians. Please review this document carefully and discuss any questions you may have with your Financial Advisor. If you do not understand an entry, suspect an error, or want more details on current values or other information, contact your Financial Advisor. This document is based upon your Morgan Stanley account holdings and may include other holdings/information that you or a third party provided about assets custodied elsewhere. Morgan Stanley will not verify any other holdings/information. If any information reflects assets held away from Morgan Stanley that will be indicated. The information contained in this document is subject to, and does not supersede the confirmations and account statements you receive from us. Values shown in your official account statement may differ from the values shown in this document due to, among other things, different reporting methods, delays, market conditions and interruptions. If there are discrepancies between your official account statement and this document, rely on your official account statement.

The information in this document is approximate and subject to updating, correction and other changes. We are not obligated to notify you if information changes. Although the statements of fact and data in this document have been obtained from, and are based upon sources that we believe to be reliable, we do not guarantee their accuracy, or timeliness, and any such information may be incomplete or condensed. Percentage values shown in this document are subject to rounding, which may impact total values. The values of securities and other investments not actively traded may be estimated or may not be available.

This information is provided for informational purposes only and should not be used for tax preparation. The information reported on your Form(s) 1099 supersedes the information provided in this report and should be exclusively relied upon for tax preparation. Morgan Stanley, its affiliates and its employees are not in the business of providing tax or legal advice. Clients should seek advice based on their particular circumstances from an independent tax and legal advisor. Morgan Stanley Smith Barney LLC is a registered Broker/Dealer, Member SIPC, and not a bank. Where appropriate, Morgan Stanley Smith Barney LLC has entered into arrangements with banks and other third parties to assist in offering certain banking related products and services. SIPC insurance does not apply to precious metals, other commodities, or traditional alternative investments.

Investment, insurance and annuity products offered through Morgan Stanley Smith Barney LLC are: NOT FDIC INSURED | MAY LOSE VALUE | NOT BANK GUARANTEED | NOT A BANK DEPOSIT | NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY

Important Regulation Best Interest Information: This report is being provided as a courtesy. By providing this report, we do not represent or agree that we will monitor the investments in your brokerage account(s) or deliver future reports.

Additional information about your Floating Rate Notes: For floating rate securities, the estimated accrued interest and estimated annual income are based on the current floating coupon rate and may not reflect historic rates within the accrual period.

Important Information About Auction Rate Securities: For certain Auction Rate Securities there is no or limited liquidity. Therefore, the price(s) for these Auction Rate Securities are indicated as not available by a dash "-". There can be no assurance that a successful auction will occur or that a secondary market exists or will develop for a particular security.

Important Pricing Information: Prices of securities not actively traded may not be available, and are indicated by a dash "-". Account values are based on the most recent security pricing available and may be prior to the date of this material.

Performance: Performance results are annualized for time periods greater than one year and include all cash and cash equivalents, realized and unrealized capital gains and losses, dividends, interest and income. Depending on the opening or closing date of the account or position, the performance referenced may be for a portion of the time period identified. The investment results depicted herein represent historical performance. As a result of recent market activity, current performance may vary from the figures shown. Please contact your Financial Advisor for up-to-date performance information. Past performance is not a guarantee of future results. Quotations of performance appearing in this report may include performance experienced in legacy accounts which have been closed and purged, and as such are not included on the Accounts Included in This Report page.

Market values used for performance calculation do not include Performance Ineligible Assets and thus may differ from asset allocation market values. Common examples of Performance Ineligible Assets include life insurance and annuities as well as Manually Added and External accounts, assets and liabilities.

Unless otherwise indicated, performance is an aggregated composite calculation of the entire portfolio and may include brokerage and investment advisory accounts as well as assets for different accounts included in this report. The accounts included in the composite may have (or have had) different investment objectives and strategies, been subject to different restrictions, and incurred different types of fees, markups, commissions and other charges. Accordingly, performance results may blend the performance of assets and strategies that may not have been available in all of the accounts at all times during the reporting period. In addition, accounts in the composite may have changed from brokerage to advisory or vice versa. Accounts may also have moved from one advisory program to another (including from a discretionary program to a non-discretionary program).

For Morgan Stanley Smith Barney LLC accounts, performance information may cover the full history of the account(s) or just the performance of an account(s) since the inception of the current program(s). Performance results on individual accounts will vary and may differ from the composite returns. Your Financial Advisor can provide you with individual account portfolio composition and performance information. For investment advisory accounts, please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 or applicable disclosure brochure. For brokerage accounts, please speak to your Financial Advisor for more information on commissions and other account fees and expenses. Performance inception date does not necessarily correspond to the account opening date. Where multiple accounts are included in performance calculations, the inception date is the oldest performance inception. Performance data may not be available for all periods as some accounts included in performance may have more recent performance inception dates. Consequently, the actual performance for a group of accounts may differ from reported performance. Please ask your Financial Advisor for the performance inception date for each account.

Indices: Benchmark indices and blends included in this material are for informational purposes only, are provided solely as a comparison tool and may not reflect the underlying composition and/or investment objective(s) associated with the account(s). In some circumstances, the benchmark index may not be an appropriate benchmark for use with the specific composite portfolio. For instance, an index may not take into consideration certain changes that may have occurred in the portfolio since the inception of the account(s), (e.g., changes from a brokerage to an advisory account or from one advisory program to another, asset class changes, or index changes for individual managers). The volatility of the index used for comparison may be materially different from that of the performance shown. Indices are unmanaged and not available for direct investment. Index returns do not take into account fees or other charges. Such fees and charges would reduce performance. Please see the Benchmark Definitions section of this material for additional information on the indices used for comparison.

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GENERAL DEFINITIONS

Dollar-Weighted Return (Internal Rate of Return): A return calculation that measures the actual performance of a portfolio over the reporting period. Since dollar weighted returns include the impact of client contributions and withdrawals, they should not be compared to market indices or used to evaluate the performance of a manager, but can be used to evaluate progress toward investment goals.

Investment Earnings: A combination of the income received and total portfolio value increase or decrease, excluding net contributions and withdrawals, over the reporting period.

Net Contributions/Withdrawals: The net value of cash and securities contributed to or withdrawn from the account(s) during the reporting period. Net contributions and withdrawals may include advisory fees for advisory accounts.

Net of Fees: Performance results depicted as "net" of fees shall mean that any wrap fee, investment management fees, trade commissions, and/or other account fees have been deducted. Any other fees or expenses associated with the account, such as third party custodian fees, may not have been deducted. Please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 Brochure for advisory accounts and/or any applicable brokerage account trade confirmation statements for a full disclosure of the applicable charges, fees and expenses. Your Financial Advisor will provide those documents to you upon request.

Time-Weighted Return: A return calculation that measures the investment performance of a portfolio over the reporting period. Time weighted returns do not include the impact of client contributions and withdrawals and therefore, may not reflect the actual rate of return the client received. Time weighted returns isolate investment actions and can be compared to benchmarks and used to evaluate the performance of a manager.

Total Value: "Total Value" represents the Market Value of the portfolio or Asset Class referenced and includes the accrual of interest and dividends. Total Value in the Asset Allocation view prior to January 2024, does not reflect the accrual of interest and dividends. Total Value for Morgan Stanley & Co. and External accounts also does not include accrued interest and dividends.

BENCHMARK DEFINITIONS

90-Day T-Bills: Equal dollar amounts of three-month Treasury bills are purchased at the beginning of each of three consecutive months. As each bill matures, all proceeds are rolled over or reinvested in a new three-month bill. The income used to calculate the monthly return is derived by subtracting the original amount invested from the maturity value. The yield curve average is the basis for calculating the

CITY OF DEARBORN HGTS 089-XXX936 - REG

Prepared on January 02, 2024 | Reporting Currency: USD

return on the index. The index is rebalanced monthly by market capitalization. The go-Day Treasury Bill is a short-term obligation issued by the United States government. T-bills are purchased at a discount to the full face value, and the investor receives the full value when they mature. The difference of discount is the interest earned. T-bills are issued in denominations of \$20,000 auction and \$1,000 increments thereafter.

FTSE 6M Treasury Bill:FTSE T-Bill 6 Month

CITY OF DEARBORN HEIGHTS INVESTMENT POLICY

1.0 POLICY

It is the policy of the City to invest public funds in a manner which will ensure the preservation of capital while providing the highest investment return with the maximum security, meeting the daily cash flow demands of the City and conforming to all state statutes governing the investment of public funds.

2.0 SCOPE

This investment policy applies to all financial assets of the City held by the City Treasurer. This investment policy does not apply to the pension funds which are subject to separate investment policies.

3.0 OBJECTIVE

The primary objectives, in priority order, of the City Treasurer's investment activities shall be:

- 3.1 Safety:** Safety of principal is the foremost objective in the investment of City funds. Investments shall be undertaken in a manner that seeks to insure the preservation of principal in the overall portfolio. To attain the objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- 3.2 Liquidity:** The investment portfolio shall remain sufficiently liquid to enable the City Treasurer to meet all operating requirements which might be reasonable anticipated.
- 3.3 Return on Investments:** The investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow characteristics of the portfolio.

4.0 DELEGATION OF AUTHORITY

The City Treasurer is designated as the investment officer of the City and is responsible for the investment decisions and activities.

5.0 AUTHORIZED INVESTMENTS

The City Treasurer is authorized to invest in the following types of securities authorized by Public Act 20 of 1943, as amended:

- 5.1** Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- 5.2** Certificated of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution.
- 5.3** Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- 5.4** Repurchase agreements consisting of instruments in subdivision 5.1
- 5.5** Banker's acceptances of the United States banks.
- 5.6** Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
- 5.7** Obligations described in subdivisions 5.1 through 5.6 if purchased through an interlocal agreement under the urban cooperation act of 1967. 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- 5.8** Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118.
- 5.9** Mutual funds registered under the investment company act of 1940, whose intention is to maintain a \$1.00 per share net asset value, and with authority to purchase only investment vehicles that are legal for direct investment by the City.

6.0 SAFEKEEPING AND CUSTODY

It shall be the responsibility of the City Treasurer to determine which securities will be held by a third party custodian. Securities held in safekeeping by a third party custodian shall be evidenced by a safekeeping receipt.

7.0 REPORTING

The City Treasurer shall provide at least an annual report to the City Council which provides a clear picture of the status and types of investments of the current investment portfolio. This report shall be prepared in a manner which allow the City Council to ascertain whether investment activities during the reporting period have conformed to the investment policy

Approved for the Agenda of:	DEFEATED
4/9/2024	Motion No. 24-152

9.D.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: April 3, 2024

RE: City Engineer Dib - Capital Improvement Project Funding Option #1

Attached, please see the Capital Improvement Project Funding Option 1

Attachments:

1. Capital Improvement Project Funding Option 1
2. 05-23-23 Resolution - EGLE SRF Loan

April 2, 2024

To: Honorable Mayor Bill Bazzi
Honorable City Council

From: Ali M. Dib P.E.
City Engineer

Re: **Capital Improvement Project Funding Option 1**

On May 23, 2023 the Dearborn Heights City Council approved a motion authorizing City Engineering staff and consultants to seek funding from the State of Michigan for a number of critical city projects through the Environment, Great Lakes and Energy State Revolving funds program (EGLE-SRF) Loan program (See attached Resolution # 23-272). The 2024 EGLE-SRF program included a large amount of grant funding that was only available for the 2024 Fiscal Year.

Several critical infrastructure projects were submitted, totaling an estimated \$40,535,275. These projects include:

- a- Water meter replacement city-wide
- b- Lead service line replacement.
- c- Water main replacement (5 worst areas for water main breaks)
- d- L-41 CSO separation (this project was part of the 2021 construction bond \$)

EGLE has granted approvals for the above projects, including a combination of grants and principal forgiveness totaling \$ 20,269,990. This funding is only available during the current fiscal year, as it is not expected that similar grant funds will be available in future years. EGLE also provided additional assistance in the form of a low-interest loan (2%) to fund any remaining local share needed to make the projects more affordable.

With only \$7,709,812 remaining in our 2021 construction bond balance and over \$40 Million in estimated project costs, the city has 2 options to fund these critical projects going forward.

OPTION #1

Total Project Costs	\$	40,535,275
----------------------------	-----------	-------------------

Grants/Principal Forgiveness	\$	0
City Funds (CIP Bond)	\$	7,709,812
City Funds (ARPA)	\$	2,387,473
Loans (New Municipal Bonds 20 yr @ 4.25%)	\$	28,437,990

Annual Debt Service	\$	2,261,790
Total Cost of Debt	\$	45,235,807

Respectfully

Ali M. Dib P.E

City Engineer



City of Dearborn Heights

6045 FENTON • DEARBORN HEIGHTS, MICHIGAN 48127

Lynne M. Senia

City Clerk

TO: City Engineer Dib

FROM: City Clerk Senia *ms*

DATE: May 30, 2023

RE: Resolution Supporting the Application for the EGLE SRF Loan Lead Water Service, Water Meter, and Water Main Replacement Project

The following is a copy of a motion adopted at the Regular Meeting of the Dearborn Heights City Council held on May 23, 2023:

23-272 Motion by Councilman Muscat, seconded by Councilwoman Bryer to support the resolution for the application of the Environment, Great Lakes and Energy State Revolving Fund (EGLE SRF) Loan Lead Water Service, Water Meter, and Water Main Replacement Project with an estimated construction cost of \$34,270,275.00, as outlined in 11-E. Per Mayor Bazzi communication dated May 16, 2023.

Ayes: Council Chairman Dave Wassim Abdallah, Council Chair Pro Tem Ray Muscat, Councilman Hassan Ahmad, Councilman Baydoun, Councilwoman Nancy Bryer, Councilman Constan, Councilman Wencel.

Nays: None.

Absent: None.

Motion unanimously adopted

LMS/gs

cc: Mayor
Treasurer
Comptroller
EGLE
File

CERTIFICATION

I hereby certify that the foregoing is a true and correct copy of this resolution accepted and approved by the Council for the City of Dearborn Heights at a regular meeting of the Council held on the 23rd day of May 2023.

Date: May 30, 2023

Lynne M. Senia
Lynne M. Senia, City Clerk

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN
FOR WATER SYSTEM IMPROVEMENTS or
NPS POLLUTION CONTROL/STORMWATER IMPROVEMENTS AND
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the City of Dearborn Heights (legal name of applicant) recognizes the need to make improvements to its existing wastewater treatment and collection system or its existing NPS pollution control/stormwater treatment system; and

WHEREAS, the City of Dearborn Heights (legal name of applicant) authorized Wade Trim (name of consulting engineering firm) to prepare a Project Plan, which recommends the construction of Lead Water Service, Water Meter, and Water Main Replacement Project with an estimated construction cost of \$34,270,275; and

WHEREAS, said Project Plan was presented at a Public Hearing held on May 22, 2023 and all public comments have been considered and addressed;

NOW THEREFORE BE IT RESOLVED, that the City of Dearborn Heights (legal name of applicant) formally adopts said Project Plan and agrees to implement the selected alternative (Alternative No. 1).

BE IT FURTHER RESOLVED, that the Mayor (title of the designee's position), a position currently held by Bill Bazzi (name of the designee), is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

Ayes: Council Chairman Dave Wassim Abdallah, Council Chair Pro Tem Ray Muscat, Councilman Hassan Ahmad, Councilman Baydoun, Councilwoman Nancy Bryer, Councilman Constan, Councilman Wencel.

Nays: None.

Absent: None.

I certify that the above Resolution was adopted by City of Dearborn Heights (the governing body of the applicant) on May 23, 2023.

BY: Lynne M. Senia, City Clerk

Name and Title (please print or type)

Lynne M. Senia
Signature

5/30/23
Date

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-153

9.E.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Ali Dib, City Engineer

DATE: April 3, 2024

RE: City Engineer Dib - Capital Improvement Project Funding Option #2

Attached please find the Capital Improvement Project Funding Option number 2. With your support we recommend approval of this funding Option.

Attachments:

1. 05-23-23 Resolution - EGLE SRF Loan
2. Capital Improvement Project Funding Option 2



City of Dearborn Heights

6045 FENTON • DEARBORN HEIGHTS, MICHIGAN 48127

Lynne M. Senia

City Clerk

TO: City Engineer Dib

FROM: City Clerk Senia *ms*

DATE: May 30, 2023

RE: Resolution Supporting the Application for the EGLE SRF Loan Lead Water Service, Water Meter, and Water Main Replacement Project

The following is a copy of a motion adopted at the Regular Meeting of the Dearborn Heights City Council held on May 23, 2023:

23-272 Motion by Councilman Muscat, seconded by Councilwoman Bryer to support the resolution for the application of the Environment, Great Lakes and Energy State Revolving Fund (EGLE SRF) Loan Lead Water Service, Water Meter, and Water Main Replacement Project with an estimated construction cost of \$34,270,275.00, as outlined in 11-E. Per Mayor Bazzi communication dated May 16, 2023.

Ayes: Council Chairman Dave Wassim Abdallah, Council Chair Pro Tem Ray Muscat, Councilman Hassan Ahmad, Councilman Baydoun, Councilwoman Nancy Bryer, Councilman Constan, Councilman Wencel.

Nays: None.

Absent: None.

Motion unanimously adopted

LMS/gs

cc: Mayor
Treasurer
Comptroller
EGLE
File

CERTIFICATION

I hereby certify that the foregoing is a true and correct copy of this resolution accepted and approved by the Council for the City of Dearborn Heights at a regular meeting of the Council held on the 23rd day of May 2023.

Date: May 30, 2023

Lynne M. Senia
Lynne M. Senia, City Clerk

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN
FOR WATER SYSTEM IMPROVEMENTS or
NPS POLLUTION CONTROL/STORMWATER IMPROVEMENTS AND
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the City of Dearborn Heights (legal name of applicant) recognizes the need to make improvements to its existing wastewater treatment and collection system or its existing NPS pollution control/stormwater treatment system; and

WHEREAS, the City of Dearborn Heights (legal name of applicant) authorized Wade Trim (name of consulting engineering firm) to prepare a Project Plan, which recommends the construction of Lead Water Service, Water Meter, and Water Main Replacement Project with an estimated construction cost of \$34,270,275; and

WHEREAS, said Project Plan was presented at a Public Hearing held on May 22, 2023 and all public comments have been considered and addressed;

NOW THEREFORE BE IT RESOLVED, that the City of Dearborn Heights (legal name of applicant) formally adopts said Project Plan and agrees to implement the selected alternative (Alternative No. 1).

BE IT FURTHER RESOLVED, that the Mayor (title of the designee's position), a position currently held by Bill Bazzi (name of the designee), is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

Ayes: Council Chairman Dave Wassim Abdallah, Council Chair Pro Tem Ray Muscat, Councilman Hassan Ahmad, Councilman Baydoun, Councilwoman Nancy Bryer, Councilman Constan, Councilman Wencel.

Nays: None.

Absent: None.

I certify that the above Resolution was adopted by City of Dearborn Heights (the governing body of the applicant) on May 23, 2023.

BY: Lynne M. Senia, City Clerk

Name and Title (please print or type)

Lynne M. Senia
Signature

5/30/23
Date

April 2, 2024

To: Honorable Mayor Bill Bazzi
Honorable City Council

From: Ali M. Dib P.E.
City Engineer

Re: Capital Improvement Project Funding Option 2

On May 23, 2023 the Dearborn Heights City Council approved a motion authorizing City Engineering staff and consultants to seek funding from the State of Michigan for a number of critical city projects through the Environment, Great Lakes and Energy State Revolving funds program (EGLE-SRF) Loan program (See attached Resolution # 23-272). The 2024 EGLE-SRF program included a large amount of grant funding that was only available for the 2024 Fiscal Year.

Several critical infrastructure projects were submitted, totaling an estimated \$40,535,275. These projects include:

- e- Water meter replacement city-wide
- f- Lead service line replacement.
- g- Water main replacement (5 worst areas for water main breaks)
- h- L-41 CSO separation (this project was part of the 2021 construction bond \$)

EGLE has granted approvals for the above projects, including a combination of grants and principal forgiveness totaling \$ 20,269,990. This funding is only available during the current fiscal year, as it is not expected that similar grant funds will be available in future years. EGLE also provided additional assistance in the form of a low-interest loan (2%) to fund any remaining local share needed to make the projects more affordable.

With only \$7,709,812 remaining in our 2021 construction bond balance and over \$40 Million in estimated project costs, the city has 2 options to fund these critical projects going forward.

OPTION #2

Total Project Costs	\$	40,535,275
----------------------------	-----------	-------------------

Grants/Principal Forgiveness	\$	20,269,990
-------------------------------------	-----------	-------------------

City Funds (CIP Bond)	\$	7,709,812
------------------------------	-----------	------------------

City Funds (ARPA)	\$	2,387,473
--------------------------	-----------	------------------

Loans (SRF Low-Interest 20 yr @ 2.0%)	\$	10,168,000
--	-----------	-------------------

Annual Debt Service	\$	617,258
----------------------------	-----------	----------------

Total Cost of Debt	\$	12,345,172
---------------------------	-----------	-------------------

Respectfully

Ali M. Dib P.E

City Engineer

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-154

9.F.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Roger Farinha, Corporation Council

DATE: April 3, 2024

RE: Corporation Counsel Farinha - Verizon Wireless - Cherry Hill Cell On Wheels (COW) Agreement

Motion by _____, seconded by _____, to approve the COW temporary Agreement between the City of Dearborn Heights and Cellco Partnership d/b/a Verizon Wireless. Further, pending Corporation Counsel revisions of the agreement, the Mayor and the City Clerk are authorized to sign the agreement on behalf of the City.

Attachments:

1. John Daly Cherry Hill COW rev4. redline 4.2.24.clean copy
2. Exhibit A
3. Exhibit B
4. Exhibit C

AGREEMENT

This Agreement made this _____ day of _____, 202____, between **City of Dearborn Heights**, with an address of 6045 Fenton, Dearborn Heights, Michigan 48127, hereinafter referred to as "Licensor" and **Cellco Partnership d/b/a Verizon Wireless**, with an address at One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920, hereinafter referred to as "Licensee".

1. Licensor does hereby grant unto Licensee a license to use an approximate 60' x 60' parcel located at the rear of 1999 Beach Daly Road, Dearborn Heights, Michigan, which parcel is hereinafter referred to as the "Property", which is more described further on Exhibit A attached hereto and made a part hereof, together with the right to place upon the Property a communications facility ("Facility"). The Licensor also grants unto the Licensee the non-exclusive right-of-way for ingress and egress, seven (7) days a week, twenty-four (24) hours a day, on foot or motor vehicle, including trucks to access the Property as necessary. Said right-of-way and Property are generally described on Exhibit A attached hereto and made a part hereof. Further, the Licensee shall have the right to install and maintain conduits, pipes, cables and wires to its Facility within the Property as necessary to supply utility service and power to the Facility or as otherwise needed to service the Facility as reasonably determined by Licensee.

2. The term of this Agreement shall be for twenty four (24) months for the period from February 1, 2024 through February 28, 2026. Licensee may terminate this Agreement at will with three (3) months prior written notice to Licensor if Licensee determines, in its sole discretion, that the Facility is no longer necessary. In the event Licensee terminates this Agreement,

effective with the month following Licensee's removal of the Facility, Licensee will pay a one-time final extra payment of One Thousand Five Hundred and 00/100 (\$1,500.00) Dollars to Licensors as fulfillment of rent obligations and removal under this Agreement beyond the COW operating term.

3. The Licensee shall pay to the Licensors a rental payment of Thirty Six Thousand and 00/100 (\$36,000.00) Dollars to be paid in twenty-four (24) equal monthly installments on the first day of the month, in advance to Licensors at 6045 Fenton, Dearborn Heights, Michigan 48127. The initial rental payment shall be delivered by Licensee no later than 60 days after the full execution of this Agreement. Licensee shall pay rent by electronic funds transfer. Licensors agree to provide a completed, current version of Internal Revenue Service Form W-9, or equivalent and Licensee's electronic fund transfer form attached hereto as Exhibit B.

4. Licensors and Licensee shall indemnify and hold the other harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other party, or its employees, contractors or agents. Licensee shall maintain at its own expense during the term of this Agreement, commercial general liability insurance with limits of \$4,000,000 per occurrence for bodily injury and property damage and \$4,000.00 general aggregate and Commercial Auto Liability insurance on all owned, non-owned and hired automobiles with a combined limit of \$1,000,000 each accident for bodily injury and property damage. The Licensee shall provide a certificate of insurance to the Licensors as proof of said coverage, attached hereto as Exhibit C. Except with respect to the indemnification set forth in this paragraph, neither party shall be liable to the other, or any of their respective agents,

representatives, employees for any lost revenue, lost profits, loss of technology, rights or services, incidental, punitive, indirect, special or consequential damages, loss of data, or interruption or loss of use of service, even if advised of the possibility of such damages, whether under theory of contract, tort (including negligence), strict liability or otherwise.

5. Licensors covenants that Licensee, upon paying the amount set forth herein and performing the covenants set forth herein, shall peacefully and quietly have, hold and enjoy the Property. Further, Licensors covenants that Licensor is seized of good and sufficient title and interest to the Property and has full authority to enter into this Agreement.

6. Upon expiration or termination of this Agreement, Licensee will remove all of its equipment and restore the Property to the extent of any damage caused by Licensee's use of the Property.

7. This Agreement may be sold, assigned or transferred by Licensee to Licensee's principal, affiliates, subsidiaries of its principal or to any entity which acquires all or substantially all of Licensee's assets in the market defined by the Federal Communications Commission in which the Property is located by reason of a merger, acquisition or other business reorganization, without the consent of the Licensor. As to any other parties, this Agreement shall not be sold, assigned or transferred without written consent of the Licensor, which consent will not be unreasonably withheld. Any transfer of ownership to a new Licensee shall be disclosed to City of Dearborn Heights within ten (10) business days. The notice shall include the date of transfer, name and address and emergency contact information for new Licensee and shall be sent pursuant to Paragraph 8 below.

8. All notices hereunder must be in writing and shall be sent certified mail, return receipt requested, to:

For Licensor: Lynne Senia, Clerk
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

With a copy to: Mariana Hernandez, Chief of Staff
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

With a copy to: Assessor's Office
City of Dearborn Heights
6045 Fenton
Dearborn Heights, MI 48127

For Licensee: Cellco Partnership
d/b/a Verizon Wireless
180 Washington Valley Road
Bedminster, New Jersey 07921
Attention: Network Real Estate

With a copy to: Basking Ridge Mail Hub
Attn: Legal Intake
One Verizon Way
Basking Ridge, NJ 07920

9. It is a Default if (i) either Party fails to comply with this Agreement and does not remedy the failure within 30 days after written notice by the other Party or, if the failure cannot reasonably be remedied in such time, if the failing Party does not commence a remedy within the allotted 30 days and diligently pursue the cure to completion within 90 days after the initial written notice, or (ii) either party fails to comply with this Agreement and the failure interferes with the other party's use and the defaulting party does not remedy the failure within 15 days after the written notice.

10. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan

11. Verizon shall make antenna space available on the temporary tower for the use of City agencies. This will be done at no cost to the City and contingent upon satisfactory structural capabilities.

12. City shall provide utility easement routes to service the temporary tower site.

13. Appropriate building permits shall be secured prior to any construction. In addition, at conclusion of the use of the temporary tower, the site shall be restored to pre-installation condition, reasonable wear and tear excepted.

14. This Agreement may not be changed, modified, amended or altered, except by an agreement in writing signed by all of the parties. If any provision of this Agreement or any part hereof shall be determined by a court to be invalid or unenforceable to any extent or in violation of any applicable law, the remainder of this Agreement, or the remainder of such provision or the application of such provision to persons or circumstances other than those as to which it has been held invalid or unenforceable, shall not be affected thereby and each provision of this Agreement shall remain in full force and effect to the fullest extent permitted by law.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their respective seals the day and year first above written.

LICENSOR: City of Dearborn Heights

Witness

By: _____

Print Name: _____

Its: _____

Date: _____

LICENSEE: Cellco Partnership d/b/a Verizon
Wireless

Witness

By: _____

Print Name: _____

Its: _____

Date: _____

Exhibit A
Description of Property

See Attached Drawing

Property Description Forthcoming

Tax Parcel Id No: 33-031-99-0004-001

Commonly Known As: 1999 Beach Daly Road, Dearborn Heights, Wayne County, Michigan

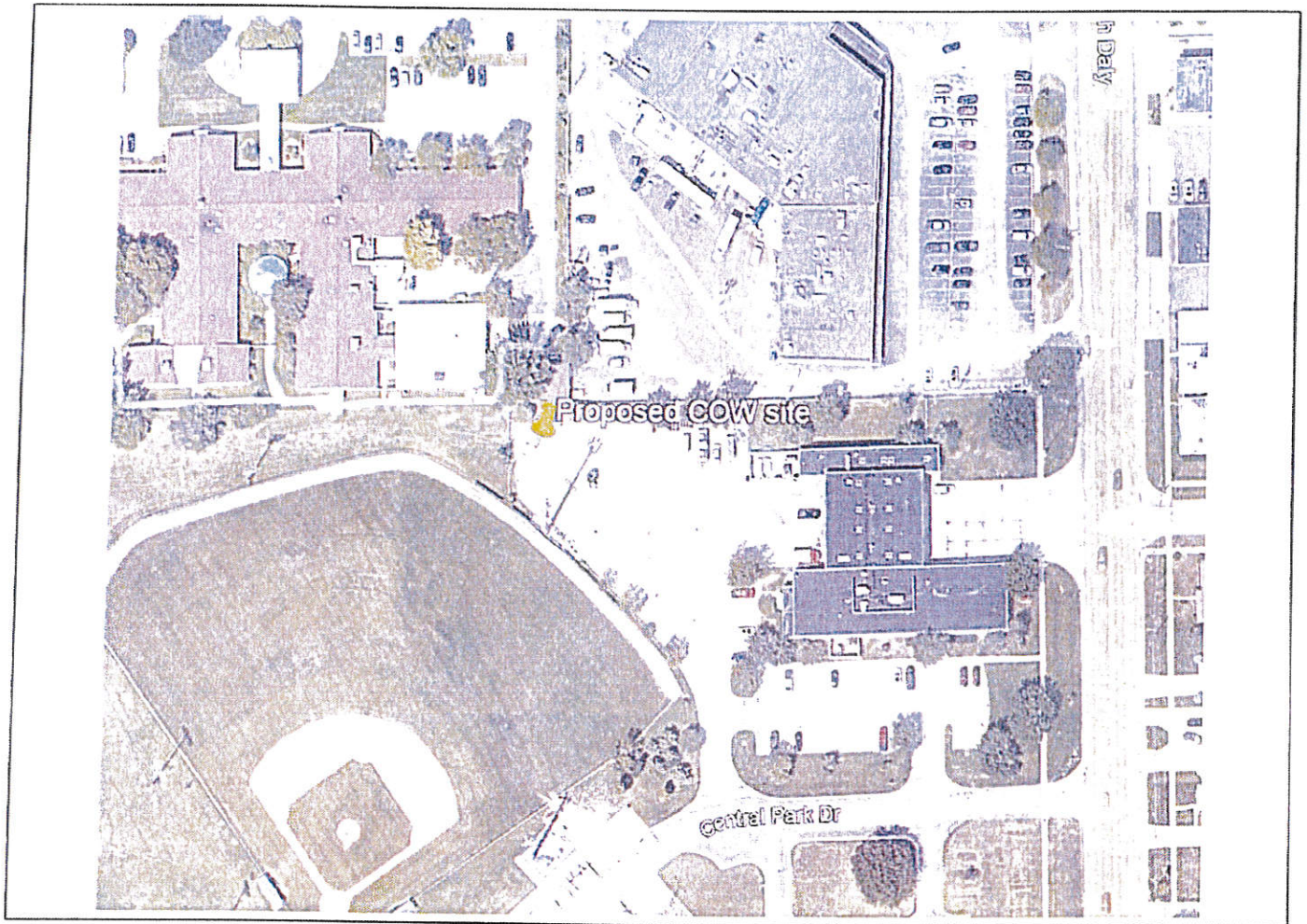
Exhibit B
Rent Payment Form

See Attached

Exhibit C

Certificate of Insurance

See Attached



Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should 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 FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
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.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
	- -
or	
Employer identification number	
	-

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 ►

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.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



Network Real Estate- Banking Set-Up Form

To be completed by Vendor

- ☐ New Banking
☐ Change Banking

- ☐ EFT (Electronic Funds Transfer)*Required Fields
☐ Wire Transfer (Foreign Bank or Approval Required)

Will this wire be used more than once? ☐ Yes ☐ No

Is this Wire required by Contract? ☐ Yes ☐ No

Will this wire be paid in ☐ USD or ☐ Foreign Funds

Vendor Legal Name as it appears on W-9/W-8

Vendor ID

is requesting the receipt of payments for reimbursement, goods and/or services electronically.

FINANCIAL INSTITUTION INFORMATION: Both new and old bank information is required for Change Banking only.

	NEW	OLD
* Depository Institution (Bank) Name <i>(Applicable LATAM Countries please include Branch Code - Numeric Only)</i>		
* Depository Institution (Bank) Address		
Vendor Legal Name <i>(as it appears on W-9/W-8)</i> and *Name on Bank Account <i>(if different then W-9/W-8)</i>		
*ACH Routing Number (EFT) ABA (Wire)		
SWIFT Code (Non-US banks) <i>(8 or 11 digits only)</i>		
*Account Number		
Intermediate Banking Information (Institution Name, ABA/SWIFT code, Account Number) <i>(This field is available for international banks that process payments through an intermediate institution, typically U.S. based. Include the pay through account number, if there is one)</i>		
IBAN Number (Non US Banks) CBU CCI CLABE		
*Type of Account: Checking / Savings <i>(attach a voided check)</i>		

PAYEE INFORMATION:

*Payee Address	
*Email Address (Required)	
*Contact Name	
*Contact Phone Number	

To support IAT/OFAC reporting, will our payments be forwarded to a financial institution outside the US? ☐ Yes ☐ No (US EFT required)

Tax ID (US Vendor required) _____ VAT# (Intl Vendor if Applicable) _____

Authorized Signature: _____

Name: _____ Title: _____ Date: _____

Please mail completed form to: Verizon Wireless, ATTN: Network Real Estate, 180 Washington Valley Road, Bedminster, NJ 07921. If you have any questions about this form, please call the Verizon Landlord Hotline: 866-862-4404



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
09/14/2023

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 Aon Risk Services Northeast, Inc. New York NY Office One Liberty Plaza 165 Broadway, Suite 3201 New York NY 10006 USA		CONTACT NAME: PHONE (A/C No. Ext.): (866) 283-7122 FAX (A/C No.): (800) 363-0105 E-MAIL ADDRESS:																			
INSURED Verizon Communications Inc. 1095 Avenue of the Americas New York NY 10036 USA		INSURER(S) AFFORDING COVERAGE <table border="1"><tr><td>INSURER A:</td><td>Liberty Mutual Fire Ins Co</td><td>23035</td></tr><tr><td>INSURER B:</td><td>LM Insurance Corporation</td><td>33600</td></tr><tr><td>INSURER C:</td><td>Liberty Insurance Corporation</td><td>42404</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>		INSURER A:	Liberty Mutual Fire Ins Co	23035	INSURER B:	LM Insurance Corporation	33600	INSURER C:	Liberty Insurance Corporation	42404	INSURER D:			INSURER E:			INSURER F:		
INSURER A:	Liberty Mutual Fire Ins Co	23035																			
INSURER B:	LM Insurance Corporation	33600																			
INSURER C:	Liberty Insurance Corporation	42404																			
INSURER D:																					
INSURER E:																					
INSURER F:																					

COVERAGES

CERTIFICATE NUMBER: 570100001906

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.

Limits shown are as requested

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 ☒ XCU Coverage is Included ☒ Standard Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER ☒ POLICY ☐ PRO. ☐ JECT ☐ LOC ☐ OTHER			T82691550588143	06/30/2023	06/30/2024	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$2,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (If a occurrence)</td><td>\$2,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$2,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$2,000,000</td></tr><tr><td>PRODUCTS - COM/PCP AGG</td><td>\$2,000,000</td></tr></table>	EACH OCCURRENCE	\$2,000,000	DAMAGE TO RENTED PREMISES (If a occurrence)	\$2,000,000	MED EXP (Any one person)	\$10,000	PERSONAL & ADV INJURY	\$2,000,000	GENERAL AGGREGATE	\$2,000,000	PRODUCTS - COM/PCP AGG	\$2,000,000
EACH OCCURRENCE	\$2,000,000																		
DAMAGE TO RENTED PREMISES (If a occurrence)	\$2,000,000																		
MED EXP (Any one person)	\$10,000																		
PERSONAL & ADV INJURY	\$2,000,000																		
GENERAL AGGREGATE	\$2,000,000																		
PRODUCTS - COM/PCP AGG	\$2,000,000																		
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			AS2-691-550588-123 AOS AS2-691-550588-133 NH - Primary TL2-691-550588-183 NH - EXCESS	06/30/2023	06/30/2024	<table border="1"><tr><td>COMBINED SINGLE LIMIT (If a occurrence)</td><td>\$2,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td></td></tr><tr><td>BODILY INJURY (Per accident)</td><td></td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td></td></tr></table>	COMBINED SINGLE LIMIT (If a occurrence)	\$2,000,000	BODILY INJURY (Per person)		BODILY INJURY (Per accident)		PROPERTY DAMAGE (Per accident)					
COMBINED SINGLE LIMIT (If a occurrence)	\$2,000,000																		
BODILY INJURY (Per person)																			
BODILY INJURY (Per accident)																			
PROPERTY DAMAGE (Per accident)																			
	☐ UMBRELLA LIAB ☐ EXCESS LIAB ☐ RETENTION						<table border="1"><tr><td>EACH OCCURRENCE</td><td></td></tr><tr><td>AGGREGATE</td><td></td></tr></table>	EACH OCCURRENCE		AGGREGATE									
EACH OCCURRENCE																			
AGGREGATE																			
B	☒ 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	WA569D550588093 AOS WC5691550588083 WI, MN	06/30/2023	06/30/2024	<table border="1"><tr><td>☒ PER STATUTE</td><td>☐ OTH.</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td></td><td>\$1,000,000</td></tr><tr><td>E.L. DISEASE-EA EMPLOYEE</td><td></td><td>\$1,000,000</td></tr><tr><td>E.L. DISEASE-POLICY LIMIT</td><td></td><td>\$1,000,000</td></tr></table>	☒ PER STATUTE	☐ OTH.		E.L. EACH ACCIDENT		\$1,000,000	E.L. DISEASE-EA EMPLOYEE		\$1,000,000	E.L. DISEASE-POLICY LIMIT		\$1,000,000
☒ PER STATUTE	☐ OTH.																		
E.L. EACH ACCIDENT		\$1,000,000																	
E.L. DISEASE-EA EMPLOYEE		\$1,000,000																	
E.L. DISEASE-POLICY LIMIT		\$1,000,000																	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance.

CERTIFICATE HOLDER

CANCELLATION

Verizon Communications, Inc. 1095 Avenue of the Americas New York NY 10036 USA	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 <i>Aon Risk Services Northeast, Inc.</i>
--	---



ADDITIONAL REMARKS SCHEDULE

Page _ of _

AGENCY Aon Risk Services Northeast, Inc.		NAMED INSURED Verizon Communications Inc.
POLICY NUMBER See Certificate Number: 570100001906		
CARRIER See Certificate Number: 570100001906	NAIC CODE	EFFECTIVE DATE

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES

If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

[illegible]

CELLCO PARTNERSHIP d/b/a VERIZON WIRELESS

ASSISTANT SECRETARY'S CERTIFICATE

I, Karen M. Shipman, do hereby certify that I am a duly elected, qualified and acting Assistant Secretary of Cellco Partnership, a Delaware general partnership ("Cellco"), and as such I am authorized to execute this certificate. In such capacity, I further certify that:

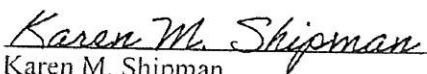
Detroit Cellular Telephone Company ("DCTC") liquidated into its general partner, New Par, a Delaware general partnership (the "Partnership"), on January 1, 1997. As a result of such liquidation, all assets were transferred to the Partnership by operation of law.

Prior to the consummation, on December 31, 2018, of the transaction described in the paragraph below, the Partnership consisted of two partners: Cellco and Verizon Wireless (VAW) LLC ("VAW").

On December 31, 2018, the following transaction occurred: VAW distributed its interest in the Partnership to Cellco and, as a result thereof, Cellco became the sole partner of the Partnership and the Partnership was dissolved by operation of law.

Cellco Partnership is the successor in interest to DCTC.

Dated: September 14, 2020


Karen M. Shipman
Assistant Secretary

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-155

9.G.



Department of Public Works

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Robert Conrad, Director

DATE: April 2, 2024

RE: DPW Director Conrad - Disposal of Used Equipment

SEE ATTACHED

Attachments:

1. Disposal of Used Equipment 2024 03
2. 1990 Ford Truck#8 Service
3. 1998 Sterling Truck # 14 Dump
4. 1999 Sterling Truck #19 Dump
5. 2001 Ford Truck #25 Tree
6. 2012 Freightliner Truck #31 Sweeper
7. New Holland Backhoe



**Department of
Public Works**

Bill Bazzi
Mayor

Robert Conrad
Public Works Director

To: Honorable City Council
From: Robert Conrad, Public Works Director
Date: March 26, 2024
Re: Approval to Dispose of Used Equipment

The Department of Public Works is requesting approval to dispose of the following listed vehicles below from our inventory.

1990 Ford F-350 Service Truck #8	VIN# 1FDJF37H9LKB39807
1998 Sterling LT Dump Truck #14	VIN # 2FZHRJBB5XAA26756
1999 Sterling LT Dump Truck #19	VIN # 2FZNRJBB7YAB12879
2001 Ford F-750 Tree Truck # 25	VIN # 3FDXF75H41MA31315
2012 Freightliner Sweeper Truck #31	VIN # 1FVACXDT4DHFB9202
New Holland Backhoe	SER # N8GH19891

All vehicles will be sold through the auction process.

If you have any additional questions or concerns, please contact me at 313-791-6006.

Sincerely,

Robert Conrad
Director of Public Works













Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-156

9.H.



Department of Innovation & Technology

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: David Cooper

DATE: March 27, 2024

RE: IT Director Cooper - Purchase & Payment - Testing/Training Laptops for Human Resources and Civil Service

I respectfully request authorization to purchase 15 Lenovo ThinkPad E16 laptops from SHI for use as testing and training devices by the Human Resources Department for a total price of \$12,242.10. As already approved by the Civil Service Commission, account number 101-220-817.000 will be used for \$3,000 at of their respective budget and account number 101-258-981.000 will be used for the remaining \$9,242.10.

Attachments:

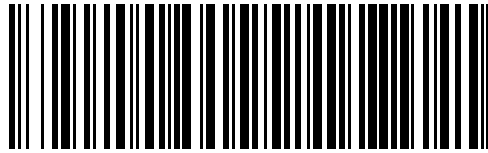
1. HR Laptops (BH Photo)
2. HR Laptops (CDWG)
3. HR Laptops (SHI)



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420 9th Ave. at 34th St. in New York City
www.bhphotovideo.com

Sales: 212.502.6230
Customer Service: 212.239.7765



LE21JN003YUS

Lenovo 16" ThinkPad E16 Gen 1 Notebook

BH #LE21JN003YUS • MFR #21JN003YUS



Temporarily Out of Stock

\$866.50

Key Features

- Intel Core i5-1335U 10-Core (13th Gen)
- 16GB DDR4 RAM | 256GB PCIe 4.0 x4 SSD
- 16" 1920 x 1200 IPS Display
- Integrated Intel Iris Xe Graphics
- Thunderbolt 4 | USB-C 3.2 Gen 2
- USB-A 3.2 Gen 1 | USB-A 2.0 | HDMI 2.1
- Wi-Fi 6 (802.11ax) | Bluetooth 5.1
- Gigabit Ethernet Port
- 1080p Webcam, Dual 2W Speakers & Mics
- Windows 11 Pro (64-Bit)

In the Box

Lenovo 16" ThinkPad E16 Gen 1 Notebook

65W USB-C (2-Pin) Power Adapter

Limited 1-Year Manufacturer Warranty (*Courier or Carry-In*)





Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

DAVID COOPER,

Thank you for considering CDW•G for your technology needs. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

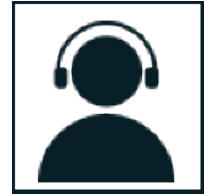
Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CDGPCV	3/8/2024	HR LAPTOPS FOR TESTING	3194710	\$12,579.60

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo ThinkPad E16 Gen 1 - 16" - Intel Core i5 - 1335U - 16 GB RAM - 256 G	15	7520168	\$838.64	\$12,579.60
Mfg. Part#: 21JN003YUS				
Contract: Michigan Master Computing-MiDEAL (071B6600110)				

SUBTOTAL		\$12,579.60
SHIPPING		\$0.00
SALES TAX		\$0.00
GRAND TOTAL		\$12,579.60

PURCHASER BILLING INFO	DELIVER TO
Billing Address: CITY OF DEARBORN HTS ACCTS PAYABLE 6045 FENTON ST COMPTROLLER'S OFFICE DEARBORN HEIGHTS, MI 48127-3287 Phone: (313) 791-3400 Payment Terms:	Shipping Address: CITY OF DEARBORN HEIGHTS ATTN:DAVID COOPER 6045 FENTON ST DEARBORN HEIGHTS, MI 48127-3294 Phone: (313) 791-3400 Shipping Method: FEDEX Ground
Please remit payments to:	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



Sales Contact Info

Haris Imamovic | 800.808.4239 | haris.imamovic@cdwg.com

Need Help?		
My Account	Support	Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

© 2024 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



Pricing Proposal
Quotation #: 24596314
Created On: 3/8/2024
Valid Until: 3/31/2024

City of Dearborn Heights MI

David Cooper
6045 Fenton
Dearborn Heights, MI 48127
United States
Phone: 313-791-3400
Fax:
Email: DCooper@dearbornheightsmi.gov

Inside Account Executive

Thomas Feeney
290 Davidson Ave.

Somerset, NJ 08873
Phone: 732-667-2787
Fax:
Email: thomas_feeney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Lenovo ThinkPad E16 Gen 1 - 16 - Intel Core i5 1335U - 16 G Lenovo - Part#: 21JN003YUS Contract Name: Open Market Contract #: Open Market	15	\$816.14	\$12,242.10
Total			\$12,242.10

Additional Comments

Please Note: Lenovo has a zero returns policy on any custom build machines. Lenovo also does not allow returns on open box/phased out products. For these products, orders are non-cancellable and non-returnable from point of order.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-157

9.I.



Parks & Recreation

TO: Honorable Mayor Bill Bazzi

Honorable City Council Members

FROM: Kim Sower, Director

DATE: April 2, 2024

RE: Parks & Recreation Director Sower - Weddel Park Replacement Parts & Installation

Honorable Council,

I am requesting approval for purchasing replacement parts for the Weddel Playstructure in the amount of \$23,251.34 to be taken out of recreation account number 691-981. They are the sole provider for this structure due to the fact it is a Game Time product and Game Time parts are required for replacement.

Attachments:

1. Weddel Park Replacement Parts- Installed- MiDEAL Contract



GameTime c/o Sinclair Recreation
 176 E Lakewood Blvd
 Holland, MI 49424
 Ph: 800-444-4954
 Fax: 616-392-8634

04/02/2024
 Quote #
 105812-01-03

Weddel Park Replacement Parts- Installed- MiDEAL Contract Number 180000001296

City of Dearborn Heights
 Attn: Accounts Payable
 1801 N BEECH DALY RD
 DEARBORN HEIGHTS, MI 48127-3457
 Phone: 313-791-3443
 Fax: 313-791-3441

Ship to Zip 48127

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - 10118 Ramp Deck and Hardware	\$2,658.30	\$2,658.30
		(1) 158916 -- Punched Steel Ramp 72 1/8		
		(4) 812074 -- 1/2X1.75"Pin-In Bhsc W/Pa		
		(4) 812061 -- 1/2X1"Pin-In Bhsc W/Patch		
		(8) 817342 -- 1/2 Lockwasher		
		(8) 817412 -- 1/2 Flat Washer		
		(8) 804557 -- 1/2" T-Nut (Spanner)		
		(2) 138871 -- Connecting Plate		
		(6) 812050 -- 3/8X1"Pin-In Bhsc W/Patch		
		(6) 817334 -- 3/8 Lockwasher		
		(6) 817424 -- 3/8 Flat Washer 1 1/4" Od		
		(6) 804556 -- 3/8 T Nut (Spanner)		
1	90241	GameTime - 4' Stainless Steel Chain Net Climber	\$2,078.00	\$2,078.00
1	90887	GameTime - 360 Spiral Slide 5' w/metal enc- *Requires field drilling. Field drilling tool and hardware included on quote.*	\$7,970.00	\$7,970.00
1	RDU	GameTime - Field Drilling Tool and Hdw	\$73.60	\$73.60
		(4) 804710 -- 3/8" 16 Unc Thread Insert		
		(1) 818312 -- 3/8"-16 Placing Tool		
1	RDU	GameTime - 10140 Tube Slide Exit Section and Hardware- *Does not include new footings*	\$723.36	\$723.36
		(1) 135610- -- Exit Section		
		(12) 812040 -- 5/16X 3/4"Pin-In Bhsc W/P		
		(12) 817330 -- 5/16 Lockwasher		
		(12) 817406 -- 5/16" Flatwasher		
		(12) 804555 -- 5/16 T Nut (Spanner)		
		(4) 812054 -- 3/8X1.75"Pin-In Bhsc W/Pa		
		(4) 817410 -- 3/8 Flat Washer		
		(4) 804556 -- 3/8 T Nut (Spanner)		
1	INSTALL	GameTime - Remove, dispose, and replace the parts listed in the proposal	\$7,750.00	\$7,750.00
Contract: OMNIA #2017001134			Sub Total	\$21,253.26



GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

04/02/2024
Quote #
105812-01-03

Weddel Park Replacement Parts- Installed- MiDEAL Contract Number 180000001296

Quantity	Part #	Description	Unit Price	Amount
			Discount	(\$2,661.49)
			Freight	\$1,724.63
			Total	\$20,316.40

Remit Payment to:

GameTime
P.O. Box 680121
Fort Payne, AL 35968

Taxes:

All applicable taxes will be added at time of invoicing unless otherwise included or a tax-exempt certificate is provided.
If sales tax exempt, you must provide a copy of certificate to be considered exempt.

Prices:

FOB Factory.

Orders:

All orders shall be in writing by purchase order, contract, or similar document made out to PlayCore Wisconsin Inc., dba GameTime.
Standard GameTime equipment orders over \$100,000 may require a deposit of 25% at the time of order and an additional 25% at or before order ships.
Standard orders with equipment, installation and surfacing are requested to be split billed.
Equipment, Taxes & Freight as noted above
Installation and Surfacing billed as completed and Due Upon Receipt.

Terms:

Cash With Order Discount (CWO): Orders for GameTime equipment paid in full at time of order via check, Electronic Funds Transfer (ACH or wire) are eligible for a three percent (3%) cash with order discount.
Payment via credit card: If you elect to pay by credit card, GameTime charges a 2.50% processing fee that is assessed on the amount of your payment. This fee is shown as a separate line item and included in the total amount charged to your credit card. You have the option to pay by check, ACH or Wire without any additional fees.
Credit terms are Net 30 days, subject to approval by the GameTime Credit Manager. A completed credit application must be submitted and approved prior to the order being received. Please allow at minimum 2 days for the credit review process. GameTime may also require:
Completed Project Information Sheet (if applicable)
Copies of Payment and Performance Bonds (if applicable)
A 1.5% per month finance charge will be imposed on all past due invoices.
Retainage not accepted.
Orders under \$5,000 require payment with order.

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment Terms: Payment in full, net 30 days subject to approval by GameTime Credit Manager. A 1.5% per month finance charge will be imposed on all past-due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.



GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

04/02/2024
Quote #
105812-01-03

Weddel Park Replacement Parts- Installed- MiDEAL Contract Number 180000001296

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 10-14 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal permits or paperwork that may be required.

Acceptance of quotation:

Accepted By (printed): _____

Signature: _____

Title: _____

Facsimile: _____

Email: _____

P.O. No: _____

Please make P.O.s out to GameTime C/O Sinclair Recreation

Date: _____

Phone: _____

Purchase Amount: \$20,316.40

REQUIRED ORDER INFORMATION:

Bill To: _____

Contact: _____

Address: _____

Address: _____

City, State, Zip: _____

Tel: _____

(For Accounts Payable)

Email: _____

Ship To: _____

Contact: _____

Address: _____

Address: _____

City, State, Zip: _____

Tel: _____

(To call before delivery)

Email: _____

COLOR SELECTIONS: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.



Tax Increment Finance Authority

9-J

Approved for
the Agenda of:

04-09-24

APPROVED

Motion No.

24 - 158

March 20, 2024

Honorable City Council
City of Dearborn Heights

Dear Council Members:

At the March 13, 2024, meeting of the Tax Increment Finance Authority, the following Motion was passed:

24-2 Motion made by Gnatek, supported by Korte, to accept the TIFA Audit Report for year ending June 30, 2023, as submitted from Alan C. Young & Associates; and to forward to City Council for their files.

YES: Emery, Felice, Fetzer, Gnatek, Hull,
Korte, Wojciechowski.

ABSENT: Davis, Houjaij, Killion,
Sterlini, Willis.

Motion adopted.

I hereby certify that the above is a true and correct copy of the Motion adopted by the Tax Increment Finance Authority.

Very truly yours,


Tim Emery
Chairman

cc: Alan C. Young & Associates
Tom Rosco, TIFA Administrator
Mayor Bill Bazzi
Darren Turner, Comptroller
Lisa Hicks-Clayton, Treasurer

**DEARBORN HEIGHTS TAX INCREMENT
FINANCE AUTHORITY**

**FINANCIAL REPORT
WITH
SUPPLEMENTARY INFORMATION**

JUNE 30, 2023

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

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Alan C. Young & Associates, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

7310 Woodward Ave, Suite 740
Detroit, MI 48202

(313) 873-7500 (Tel.)
(313) 873-7502 (Fax)
www.alancyoung.com

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Dearborn Heights Tax Increment Finance Authority

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, 2023, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 27, 2023, which contained unmodified opinions on 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. Our audit was performed for the purpose of forming opinions on the financial statements as a whole. We have not performed any procedures with respect to the audited financial statements subsequent to December 27, 2023.

In Relation to Opinion on Accompanying Financial Statements

The accompanying financial statements of the Dearborn Heights Tax Increment Finance Authority are presented for the purpose 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 auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Required Supplemental Information

Accounting principles generally accepted in the United States of America require that the operating fund budgetary comparison schedule and the management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which 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 supplemental information in accordance with auditing standards generally accepted in the United States of America, 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.

Detroit, Michigan
December 27, 2023

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Management's Discussion and Analysis June 30, 2023

As management of the Dearborn Heights Tax Increment Finance Authority (the "Authority"), we offer readers this narrative overview and analysis of the financial activities for the year ended June 30, 2023.

Financial Highlights

As discussed in further detail in this discussion and analysis, the following represents the most significant financial highlights for the year ended June 30, 2023:

Captured property tax revenue, the Authority's largest revenue source, decreased in 2023, which resulted in an overall decrease in property tax revenue of approximately 0.7 percent.

Using This Annual Report

This annual report consists of a series of financial statements. The statement of net position and the statement of activities provide information about the activities of the Authority as a whole and present a longer-term view of the Authority's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view; they tell the reader how the taxpayers' resources were spent during the year and how much is available for future spending. Fund financial statements also report the Authority's operations in more detail than the government-wide financial statements by providing information about the Authority's most significant funds.

The Authority's Net Position

The following table shows, in a condensed format, the net position as of June 30, 2023 and 2022:

	2023	2022	Change	Percent Change
Assets				
Current and Other Assets	\$ 5,915,408	\$ 5,213,079	\$ 702,329	13.5%
Capital Assets	14,865,836	15,008,557	(142,721)	-1.0%
Total Assets	20,781,244	20,221,636	559,608	2.8%
Liabilities				
Current Liabilities	133,420	75,507	57,913	76.7%
Noncurrent Liabilities	8,830,000	9,835,000	(1,005,000)	-10.2%
Total Liabilities	8,963,420	9,910,507	(947,087)	-9.6%
Net Position				
Net Investment in Capital Assets	6,035,836	5,173,557	862,279	16.7%
Unrestricted	5,781,988	5,137,572	644,416	12.5%
Total Net Position	\$ 11,817,824	\$ 10,311,129	\$ 1,506,695	14.6%

The Authority's total net position increased from 2022 by approximately 15 percent, primarily as a result of the increase in current assets and reduction in the noncurrent liabilities.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Management's Discussion and Analysis (Continued) June 30, 2023

The Authority's Change in Net Position

The following table shows the change in net position during the years ended June 30, 2023 and 2022:

	2023	2022	Change	Percent Change
Revenue				
Property Taxes	\$ 2,469,520	\$ 2,485,950	\$ (16,430)	-0.7%
Interest and Other	120,281	6,028	114,253	1895.4%
Operating Grants and Contributions	220,497	110,420	110,077	99.7%
Total Revenue	2,810,298	2,602,398	207,900	8.0%
Expenses				
Public Works	396,413	385,587	10,826	2.8%
Public Safety	378,337	358,066	20,271	5.7%
Recreation	4,403	6,442	(2,039)	-31.7%
Economic Development	90,063	24,791	65,272	263.3%
Debt Service	434,387	452,606	(18,219)	-4.0%
Total Expenses	1,303,603	1,227,492	76,111	6.2%
Change in Net Position	1,506,695	1,374,906	131,789	9.6%
Net Position - Beginning of Year	10,311,129	8,936,223	1,374,906	15.4%
Net Position - End of Year	<u>\$ 11,817,824</u>	<u>\$ 10,311,129</u>	<u>\$ 1,506,695</u>	<u>14.6%</u>

Total revenue and expenses for the Authority remained similar to the amounts in 2022.

Financial Analysis of Individual Funds

As noted earlier, the Authority uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the Authority's governmental fund (the Operating Fund) is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Authority's financing requirements. In particular, unrestricted fund balance may serve as a useful measure of a government's net resources available for discretionary use, as it represents the portion of the fund balance that has not yet been limited to use for a particular purpose by an external party. Uncommitted or unassigned fund balance provides further information about the resources that have not been constrained by either the board or a group or individual that has been delegated authority to assign resources for use for particular purposes by the board.

Operating Fund Budgetary Highlights

The Operating Fund of the Authority accounts for all of the annual projects, as planned by the board of directors. The Operating Fund spent \$2,170,907 in the current year, which was less than budgeted. This is primarily due to a conservative budget pertaining to contingency expenses.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Management's Discussion and Analysis (Continued)
June 30, 2023

Capital Assets

At June 30, 2023 the Authority had a net capital asset balance of \$14,865,836 consisting of roads, land, and buildings and improvements.

Debt Administration

The Authority paid approximately \$1,209,000 in principal and interest on the related outstanding bonds in the current year. The outstanding balance at June 30, 2023 was \$8,830,000.

Economic Factors and Next Year's Budgets and Rates

The Authority's budget for next year calls for minor changes, and, as always, the Authority will work hard to maintain a fair budget.

Requests for Further Information

This financial report is intended to provide a general overview of the Authority's finances and demonstrate the Authority's accountability for the money it receives. If you have questions about this report or need additional information, please contact the Authority at 25637 Michigan Avenue, Dearborn Heights, MI 48125 or the City of Dearborn Heights, Michigan's finance office at 6045 Fenton, Dearborn Heights, MI 48127.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Governmental Fund Balance Sheet/Statement of Net Position June 30, 2023

	Operating Fund	Adjustments	Statement of Net Position
Assets:			
Cash and Cash Equivalents (Note 3)	\$ 3,261,152	\$ -	\$ 3,261,152
Due from Primary Government	2,654,227	-	2,654,227
Other Assets	29	-	29
Capital Assets:			
Assets not Subject to Depreciation (Note 4)	-	2,771,156	2,771,156
Assets Subject to Depreciation (Note 4)	-	12,094,680	12,094,680
Total Assets	5,915,408	14,865,836	20,781,244
Liabilities:			
Accounts Payable	84,890	-	84,890
Accrued Liabilities and Other	-	48,530	48,530
Noncurrent Liabilities:			
Due within One Year:			
Current Portion of Long-term Debt (Note 6)	-	1,025,000	1,025,000
Due in More than One Year:			
Long-term Debt (Note 6)	-	7,805,000	7,805,000
Total Liabilities	84,890	8,878,530	8,963,420
Equity			
Fund Balance - Unassigned	5,830,518	(5,830,518)	-
Total Liabilities and Fund Balance	\$ 5,915,408		
Net Position			
Net Investment in Capital Assets		6,035,836	6,035,836
Unrestricted		5,781,988	5,781,988
Total Net Position		\$ 11,817,824	\$ 11,817,824

The accompanying notes are an integral part of these financial statements.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Statement of Governmental Fund Revenue, Expenditures, and Changes in Fund Balance/Statement of Activities Year Ended June 30, 2023

	Statement of Governmental Fund Revenue, Expenditures, and Changes in Fund Balance		
	Operating Fund	Adjustments	Statement of Activities
Revenue			
Property Taxes	\$ 2,469,520	\$ -	\$ 2,469,520
Interest and Other - Investment Earnings	120,281	-	120,281
Operating Grants and Contributions	220,497	-	220,497
Total Revenue	2,810,298	-	2,810,298
Expenditures			
Public Works	396,413	-	396,413
Public Safety	235,616	142,721	378,337
Recreation	4,403	-	4,403
Economic Development	90,063	-	90,063
Debt Service	1,444,412	(1,010,025)	434,387
Total Expenditures	2,170,907	(867,304)	1,303,603
Net Change in Fund Balance/Net Position - Excess of Revenue over Expenditures	639,391	867,304	1,506,695
Fund Balance/Net Position - Beginning of Year	5,191,127	5,120,002	10,311,129
Fund Balance/Net Position - End of Year	\$ 5,830,518	\$ 5,987,306	\$ 11,817,824

The accompanying notes are an integral part of these financial statements.

1) SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Dearborn Heights Tax Increment Finance Authority (the "Authority" or TIFA) is a component unit of the City of Dearborn Heights, Michigan (the "City") and is included in the basic financial statements of the City of Dearborn Heights, Michigan. The Authority was formed under Act 450 of the Public Acts of 1980 to develop southwest Dearborn Heights. A development plan was adopted that is financed by property tax revenue. The accompanying financial statements present the Authority.

Accounting and Reporting Principles

The Authority follows accounting principles generally accepted in the United States of America (GAAP), as applicable to governmental units. Accounting and financial reporting pronouncements are promulgated by the Governmental Accounting Standards Board.

Report Presentation

Governmental accounting principles require that financial reports include two different perspectives - the government-wide perspective and the fund-based perspective. The individual fund column presents the Operating Fund's activities on the modified accrual basis of accounting, which demonstrates accountability for how the current resources have been spent. The government-wide column (statement of net position and statement of activities) is presented on the economic resources measurement focus and the full accrual basis of accounting in order to measure the cost of providing government services and the extent to which constituents have paid the full cost of government services.

On the full accrual basis of accounting, revenue is recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Fund Accounting

The Dearborn Heights Tax Increment Finance Authority accounts for its various activities in the Operating Fund in order to demonstrate accountability for how it spends certain resources.

Governmental Funds

Governmental funds include all activities that provide general governmental services that are not business-type activities. The Authority reports the Operating Fund as its major fund. This fund is the Authority's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund (none in the current year).

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

1) SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting

The governmental fund uses the current financial resources measurement focus and the modified accrual basis of accounting. This basis of accounting is intended to better demonstrate accountability for how the government has spent its resources.

Expenditures are reported when the goods are received, or the services are rendered. Capital outlays are reported as expenditures (rather than as capital assets) because they reduce the ability to spend resources in the future; conversely, employee benefit costs that will be funded in the future (such as pension and retiree health care-related costs or sick and vacation pay) are not counted until they come due for payment. In addition, debt service expenditures, claims, and judgments are recorded only when payment is due.

Revenue is not recognized until it is collected or collected soon enough after the end of the year that it is available to pay for obligations outstanding at the end of the year. For this purpose, the City considers amounts collected within 60 days of year end to be available for recognition. The following major revenue sources meet the availability criterion: interest associated with the current fiscal period. Conversely, special assessments and federal grant reimbursements (if any) will be collected after the period of availability; receivables have been recorded for these, along with a deferred inflow.

Specific Balances and Transactions

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at amortized cost.

Capital Assets

Capital assets, which include property and infrastructure assets (e.g., roads), are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the Authority as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

Capital assets are depreciated using the straight-line method over the following useful lives:

<u>Capital Asset Class</u>	<u>Depreciable Life-Years</u>
Roads	25
Buildings and Improvements	5 to 50

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

1) SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-term Obligations

In the government-wide financial statements, long-term debt, and other long-term obligations are reported as liabilities. Bond premiums and discounts are deferred and amortized over the lives of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed at the time they are incurred. In the fund financial statements, governmental fund types recognize bond issuances and premiums as other financing sources and bond discounts as other financing uses. The Operating Fund is used to liquidate governmental long-term debt.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and/or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future periods and will not be recognized as an outflow of resources (expense/expenditure) until then. The Authority has no items that qualify for reporting this category.

In addition to liabilities, the statement of net position and/or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The Authority has no items that qualify for reporting in this category.

Net Position Flow Assumption

The Authority will sometimes fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements (as applicable), a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

The Authority will sometimes fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Furthermore, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

1) SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The Authority's board is the highest level of decision-making authority for the government that can, by adoption of an ordinance passing a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance/resolution remains in place until a similar action is taken to remove or revise the limitation. The Authority had no committed fund balance at June 30, 2023.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The Authority has, by resolution, authorized the city comptroller to assign fund balance. The board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally exist only temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment. The Authority had no assigned fund balance at June 30, 2023.

Property Tax Revenue

Property taxes are levied on each December 1 and become an enforceable lien at that time; the tax is based on the taxable valuation of property as of the preceding December 31. Taxes are considered delinquent on March 1 of the following year, at which time penalties and interest are assessed.

The Authority's 2022 tax is levied and collectible on July 1, 2022 and is recognized as revenue in the year ended June 30, 2023 when the proceeds of the levy are budgeted and available for the financing of operations.

The 2022 taxable valuation of the City approximated \$1.493 billion (a portion of which is abated and a portion of which is captured by the TIFA), on which taxes levied consisted of 21.9049 mills. These captures, in conjunction with captures the TIFA is entitled to receive from other taxing authorities, resulted in approximately \$2.5 million of property tax revenue for the TIFA in the current year.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

1) SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

2) STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

Annual budgets are adopted for the Operating Fund on an activity basis. All annual appropriations lapse at fiscal year end; encumbrances are not included as expenditures. The amount of encumbrances outstanding at June 30, 2023 has not been calculated.

The budget has been prepared in accordance with accounting principles generally accepted in the United States of America.

The budget process begins in December and January after the TIFA administrator meets with the assessor and the treasurer to determine the estimated revenue for the new fiscal year.

The TIFA administrator contacts various city department heads to determine any needs for individual departments. Proposed projects and/or continuation projects are discussed with the department head.

A proposed budget is prepared by the administrator based on the TIFA finance and development plan. This proposed budget is then discussed with the mayor for his input and suggestions.

The proposed budget is then presented to the TIFA board for discussion. If there are any changes to the proposed budget, they are made at this time. The TIFA board is then presented with the budget for adoption, contingent upon the City Council's concurrence.

The budget is then presented to the City Council for adoption pursuant to the State TIFA Act. Every attempt is made to have the TIFA budget adopted around the time that the City's budget is adopted in June.

In July or August, the TIFA administrator meets with the city treasurer to determine the final and actual TIFA tax capture (revenue), as presented by the Michigan Treasury Department. The TIFA budget is amended as needed and presented to the TIFA board for approval contingent upon the City Council's concurrence. The City Council is then presented with the amended budget for approval.

Excess of Expenditures Over Appropriations in Budgeted Funds

The Authority did not have any negative expenditure budget variances.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

3) DEPOSITS AND INVESTMENTS

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The law also allows investments outside the state of Michigan when fully insured. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications that matures no more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions that are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The governing body has designated four banks for the deposit of its funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in bonds and securities of the United States government and bank accounts and CDs but not the remainder of state statutory authority, as listed above. The Dearborn Heights Tax Increment Finance Authority's deposits and investments are in accordance with statutory authority.

There are no limitations or restrictions on participant withdrawals for the investment pools that are recorded at amortized cost.

The Authority's deposits and investments are subject to several types of risk, which are examined in more detail below:

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit policy for custodial credit risk. At year end, the Authority had bank deposits of \$189,924 (checking account); however, for the purpose of FDIC coverage, the component units are combined with that of the City. The City evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The Authority's investment policy does not restrict investment maturities other than commercial paper, which can only be purchased with a 270-day maturity.

At year end, the Authority had the following investments, which are rated by Moody's:

Investment	Amortized Cost	Rating
Pooled Investments	\$ 49,657	N/A
Commercial Paper	1,997,200	A2
Certificate of Deposit	1,030,492	N/A

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

3) DEPOSITS AND INVESTMENTS (Continued)

Credit Risk

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Dearborn Heights Tax Increment Finance Authority has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of debt securities (other than the U.S. government) are as follows:

Investment	Amortized Cost	Investment Maturities Less Than One Year
Pooled Investments	\$ 49,657	\$ 49,657
Commercial Paper	1,997,200	1,997,200
Certificate of Deposit	1,030,492	1,030,492

4) CAPITAL ASSETS

Capital asset activity of the Authority's governmental activities was as follows:

	Balance July 1, 2022	Additions 2022-23	Disposals 2022-23	Balance June 30, 2023
Capital Assets not being Depreciated:				
Land	\$ 2,771,156	\$ -	\$ -	\$ 2,771,156
Capital Assets being Depreciated:				
Roads	22,244,570	298,524	-	22,543,094
Buildings and Improvements	5,000,000	-	-	5,000,000
Subtotal	27,244,570	298,524	-	27,543,094
Accumulated Depreciation:				
Roads	10,007,169	441,245	-	10,448,414
Buildings and Improvements	5,000,000	-	-	5,000,000
Subtotal	15,007,169	441,245	-	15,448,414
Net Capital Assets being Depreciated	12,237,401	(142,721)	-	12,094,680
Net Capital Assets	<u>\$ 15,008,557</u>	<u>\$ (142,721)</u>	<u>\$ -</u>	<u>\$ 14,865,836</u>

Depreciation expense was charged to the public safety program, as it relates to the police and court facility.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

5) DEBT SERVICE CONTRIBUTIONS

The Authority has committed to make a contribution annually to defray a portion of the debt service payments being made by the City related to 2013 General Obligation Building Authority Library Bonds. The amount of the contribution is at the discretion of the TIFA board. At June 30, 2023, \$4,545,000 is outstanding on these bonds. During the year, the TIFA Operating Fund transferred \$235,243 to the City's governmental Library Fund to cover a portion of current year principal and interest expense payments.

6) LONG-TERM DEBT

Long-term debt activity for the year ended June 30, 2023 can be summarized as follows:

	<u>Beginning Balance</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due within One Year</u>
Governmental Activities - 2016 Tax Increment Development Bonds	<u>\$ 9,835,000</u>	<u>\$ (1,005,000)</u>	<u>\$ 8,830,000</u>	<u>\$ 1,025,000</u>

Debt Service Requirements to Maturity

Annual debt service requirements to maturity for the above bonds and note obligations are as follows:

<u>Years Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 1,025,000	\$ 183,868	\$ 1,208,868
2025	1,045,000	163,168	1,208,168
2026	1,065,000	142,068	1,207,068
2027	1,090,000	120,518	1,210,518
2028	1,110,000	97,825	1,207,825
2029-31	<u>3,495,000</u>	<u>134,878</u>	<u>3,629,878</u>
Total	<u>\$ 8,830,000</u>	<u>\$ 842,325</u>	<u>\$ 9,672,325</u>

Advance Refunding

In previous years, the Authority defeased an advance refunding. As of June 30, 2023, there is still \$9,115,000 of bonds outstanding that is considered defeased.

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

7) RECONCILIATION OF INDIVIDUAL FUND COLUMN OF THE STATEMENT OF NET POSITION/STATEMENT OF ACTIVITIES

Net position reported in the statement of net position column is different than the fund balance reported in the individual fund column because of the different measurement focus and basis of accounting, as discussed in Note 1. Below is a reconciliation of the differences:

Total Fund Balance - Modified Accrual Basis	\$ 5,830,518
Amounts reported in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and are not reported in the fund	14,865,836
Long-term liabilities and accrued interest are not due and payable in the current period and are not reported in the fund	(8,830,000)
Accrued interest is not due and payable in the current period and is not reported in the fund	<u>(48,530)</u>
Total Net Position - Full Accrual Basis	<u>\$11,817,824</u>

The change in net position reported in the statement of activities column is different than the change in fund balance reported in the individual fund column because of the different measurements focus and basis of accounting, as discussed in Note 1. Below is a reconciliation of the differences:

Total Change in Fund Balance - Modified Accrual Basis	\$ 639,391
Amounts reported in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures, however, in the statement of activities, these costs are allocated over their estimated useful lives as depreciation:	
Capital Outlay	298,524
Depreciation Expense	(441,245)
Change in Accrued Interest Payable	5,025
Repayment of bond principal is an expenditure in the governmental funds but not in the statement of activities (where it reduces long-term debt)	<u>1,005,000</u>
Total Change in Net Position - Full Accrual Basis	<u>\$ 1,506,695</u>

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Notes to Financial Statements (Continued)

June 30, 2023

8) RISK MANAGEMENT

The Authority is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The City has purchased commercial insurance for such claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past five fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION

DEARBORN HEIGHTS TAX INCREMENT FINANCE AUTHORITY

Required Supplementary Information Budgetary Comparison Schedule – Operating Fund Year Ended June 30, 2023

	Original Budget	Amended Budget	Actual	Variance Favorable (Unfavorable)
Resources (Inflows)				
Property Taxes	\$ 2,307,058	\$ 2,307,058	\$ 2,469,520	\$ 162,462
Interest and Other - Investment Earnings	5,785	-	120,281	120,281
Operating Grants and Contributions	95,000	95,000	220,497	125,497
Total Resources (Inflows)	2,407,843	2,402,058	2,810,298	408,240
Charges to Appropriations (Outflows)				
Public Works				
Administration	235,243	235,300	209,693	25,607
Contingency	100,000	100,000	6,585	93,415
DPW Improvements	100,000	100,000	92,080	7,920
Right-of-way Maintenance and Repair	300,000	300,000	30,265	269,735
Library Improvements	37,000	37,000	32,790	4,210
Tree Trimming	25,000	25,000	25,000	-
Public Safety:				
Ordinance Office	35,000	35,000	-	35,000
Crime Prevention Officer	1,000	1,000	-	1,000
Fire Station	65,000	65,000	59,330	5,670
Justice Center Improvements	250,000	250,000	176,286	73,714
Recreation:				
Daly Park Improvements	10,000	10,000	-	10,000
Beech Daly Improvements	10,000	10,000	4,403	5,597
Economic Development				
Westwood School Drug Information Program	85,000	85,000	85,000	-
Industrial Park Improvements	10,000	10,000	63	9,937
Commercial Rehabilitation Program	50,000	50,000	5,000	45,000
Vanborn Commercial Improvements	100,000	100,000	-	100,000
Debt Service - Interest and Principal	1,468,501	1,486,700	1,444,412	42,288
Total Charges to Appropriations (Outflows)	2,881,744	2,900,000	2,170,907	729,093
Net Change in Fund Balance	(473,901)	(497,942)	639,391	1,137,333
Fund Balances - July 1, 2022	5,191,127	5,191,127	5,191,127	-
Fund Balances - June 30, 2023	\$ 4,717,226	\$ 4,693,185	\$ 5,830,518	\$ 1,137,333



Tax Increment Finance Authority

9-K

Approved for
the Agenda of:

04-09-24

APPROVED

Motion No.

24 - 159

March 26, 2024

Mo Baydoun, Chair
Dearborn Heights City Council

Dear Council Chair and Council Members,

Enclosed is a copy of the 2024-2025 TIFA Budget that was approved at the TIFA Board's regular meeting on March 13, 2024, and is now forwarded to your honorable body for your concurrence.

Based on estimates from past years' numbers, TIFA's 2024-2025 tax capture revenue is estimated to be \$2,500,000. The total budget is estimated at \$4,002,300.

Based on discussions with the administration, city engineer, etc, we have allocated a significant amount from our fund balance to help fund projects allowed under the TIFA plan that are part of the city's capital improvements plan, with work taking place during the 2024-2025 fiscal year. Specifically, \$1.5M that had been appropriated in the 2023-2024 TIFA Budget for the combined sewer work unused this year that is reprogrammed for next year, and funding for IT network connectivity between the Justice Center, Fire Station #1, DPW Headquarters, and JFK Jr. Library.

If you have any questions regarding this budget, please do not hesitate to contact me via phone or email at businesshelp@tifadh.com.

Sincerely,

Tom Rosco
TIFA Administrator



Tax Increment Finance Authority

March 20, 2024

Honorable City Council
City of Dearborn Heights

Dear Council Members:

At the March 13, 2024, meeting of the Tax Increment Finance Authority, the following Motion was passed:

24-3 Motion made by Korte, supported by Gnatek, to approve the Proposed 2024-2025 TIFA Budget from Tom Rosco, as amended; and to forward to City Council for approval.

YES: Emery, Felice, Fetzer, Gnatek, Hull,
Korte, Wojciechowski.

ABSENT: Davis, Houjaij, Killion,
Sterlini, Willis.

Motion adopted.

I hereby certify that the above is a true and correct copy of the Motion adopted by the Tax Increment Finance Authority.

Very truly yours,

Tim Emery
Chairman

cc: Tom Rosco, TIFA Administrator
Mayor Bill Bazzi
Darren Turner, Comptroller
Lisa Hicks-Clayton, Treasurer



Tax Increment Finance Authority

March 5, 2024

Mr. Tim Emery, Chairman
TIFA Board

Chairman Emery & Board Members,

Enclosed is a copy of TIFA's 2024-2025 Proposed Budget.

Based on the previous years' numbers and information from the City's Assessor, we anticipate TIFA's estimated 2024-2025 tax capture revenue to be \$2,500,000.

Property values in the TIFA District are anticipated to see a modest increase from the previous year's capture, so this estimate is a conservative reflection of that expectation.

As previously mentioned, our office has been working with the City's administration to see how TIFA can assist with projects located within the boundaries of the TIFA District that are identified in the city-wide Capital Improvement Program (CIP) that has been compiled. The mandated replacement of the combined sewers located in the TIFA District has been identified as a top priority that the City is working to accomplish. As you may recall, we allocated \$1,500,000 in the 2023-2024 TIFA Budget for this project ("Sewers"). However, due to delays, the project will not start until next year. Therefore, it was agreed with the City Engineer that since the funds allocated for that project in the 2023-2024 TIFA Budget will not be used, they will be reallocated into the 2024-2025 TIFA Budget for use during that fiscal year.

Another CIP project is the "private" fiber connection between all City buildings, allowing for more stable and secure internet, intranet and phone systems. It is being proposed to fund the installation of this fiber connection at DPW Headquarters, JFK Library, and Fire Station #1, as well as part of the cost of the main line from the Justice Center.

Also included is an allocation of \$200,000 for Westwood Schools Capital Improvements (Robichaud High School gym floor) that the Board indicated last year it would like to see included in the 2024-2025 TIFA Budget. Furthermore, we have been approached by the City's Community & Economic Development Director about the possibility of collaborating on a project in the TIFA District utilizing assistance from federal funds that may be available. Therefore, a potential project at Daly Park is being anticipated.

Upon review and concurrence by the TIFA Board, I request that the Board approve the Proposed 2024-2025 TIFA Budget as presented and forward it to the City Council for their approval.

If you have any questions regarding the Proposed Budget, please do not hesitate to contact me.

Sincerely,


Tom Rosco
TIFA Administrator

City of Dearborn Heights - Tax Increment Finance Authority

2024-2025 Proposed Budget

Revenue	Account Number	2023-24 Budget	2024-25 Proposed
TIF Revenue	493-000-402.000	2,500,000	2,500,000
City Portion of Justice Center Bond (Court Fees)	493-000-580.001	90,000	90,000
Fund Balance Appropriation		1,136,700	1,412,300
Total Revenue			
		\$ 3,726,700	\$ 4,002,300

Expenses - Fixed	Account Number	2023-24 Budget	2024-25 Proposed
Justice Center Bond - Principal	493-863-967.299	1,025,000	1,045,000
Justice Center Bond - Interest & Fees	493-863-998.500	183,900	163,200
Library Bond	493-863-580.000	234,800	235,600
Expenses - Operating			
Administration	493-863-702.000	312,000	312,000
<i>Note: - City Contribution: 150,000</i>			
- Salaries / Benefits / FICA: 145,000			
- Professional Services: 13,000			
- Office Supplies: 3,000			
- Mileage: 1,000			
Expenses - Projects			
Westwood Schools Capital Improvements	493-863-967.087	10,000	200,000
Industrial Park Improvements	493-863-967.189	5,000	5,000
Commercial Rehab Program	493-863-967.206	75,000	50,000
Fire Station Improvements	493-863-967.288	10,000	12,000
Justice Center Improvements	493-863-967.300	25,000	70,000
Tree Trimming	493-863-967.389	25,000	25,000
TIFA Ordinance Officer	493-863-967.399	35,000	38,500
Right of Way Maintenance & Repair	493-863-967.487	60,000	70,000
Daly Park Improvements	493-863-967.588	5,000	50,000
Van Born Commercial Improvements	493-863-967.688	50,000	50,000
DPW Improvements	493-863-967.888	50,000	58,000
Beech Daly Improvements	493-863-967.889	10,000	10,000
Crime Prevention	493-863-967.989	1,000	1,000
Library Improvements	493-863-967.738	10,000	7,000
Sewers	493-863-967.599	1,500,000	1,500,000
Contingency	493-863-962.087	100,000	100,000
Total Expenses			
		\$ 3,726,700	\$ 4,002,300

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-160

11.A.



City Council

TO: Honorable City Council Members

FROM: Mo Baydoun

DATE: April 2, 2024

RE: Council Chairman Baydoun - Extension of the Temporary Food Uses and Licenses at Specific Locations Resolution

Your approval is requested to extend the Temporary Food Uses and Licenses at Specific Locations Resolution for an additional period of 180 days.

Thank you for your consideration.

Attachments:

1. 04-09-24 Temporary Food Uses and Licenses Resolution Extension

EXTENSION

Resolution Regarding City Council Approval of Process for Temporary Food Uses and Licenses at Specific Locations

Resolution/Motion No. _____

At a regular meeting of the City of Dearborn Heights City Council held on October 11, 2022, the following resolution was offered:

WHEREAS, the City Council previously adopted Motion 22-095 and Motion 22-424 regarding food trucks and the proposed Food Truck Ordinance;

WHEREAS, Motion 22-095 referred matters regarding food trucks and the proposed Food Truck Ordinance to a Study Session;

WHEREAS, Motion 22-095 also directed the Administration to take all actions necessary for the City Council to temporarily approve specific limited food truck uses on a temporary basis pursuant to City Code Section 36-254(e); stated that the City Council's temporary approval of specific, limited food truck uses on a temporary basis shall not be deemed to be permanent approval of such food truck uses; and further stated that such City Council temporary approvals shall lapse pursuant to the temporary approval process with the process no longer being used upon the adoption of a Food Truck Ordinance;

WHEREAS, it became apparent at the Study Session that Motion 22-095 did not fully address all of the complexities related to these matters and also did not fully address the City Council's concerns regarding food trucks and other temporary food uses at specific locations;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Dearborn Heights adopts this Resolution Regarding City Council Approval of Process for Temporary Food Uses and Licenses at Specific Locations (hereafter "Resolution") and establishes the following process for City Council approval of temporary food uses and transient merchant business licenses at specific locations within the City:

I. Generally

A. An applicant successfully completing this process will be granted temporary permission for a period of ~~forty-five (45) days~~ **one-hundred and eighty (180) days** to engage in the approved temporary food use at the approved specific location in the City of Dearborn Heights (hereafter "City"). Further, the successful applicant will also be given a transient merchant business license to engage in the approved temporary food use at the approved specific location in the City.

B. To qualify to use this process, the temporary food use has to be a food truck, a food tent, or a food cart.

C. To qualify to use this process, the applicant must either (A) be the owner or legal occupant of the specific location who has the authority to decide whether the use can take place at the location or (B) have the written permission of the owner or legal occupant of the location who has such authority.

D. To successfully complete this process, the applicant must first obtain preliminary, conditional approval of the proposed use from the City's Department of Building and Engineering (hereafter "Building Department") pursuant to City Code Section 36-254(e) as more fully described below. Such preliminary, conditional approval is conditioned upon the applicant receiving the remaining, required

approvals in the process set forth in this Resolution.

E. To successfully complete this process, the applicant must then obtain preliminary, conditional approval of a proposed transient merchant business license from the City Clerk's Office (hereafter "City Clerk") pursuant to City Code Chapter 8, Article I. as more fully described below. Such preliminary, conditional approval is conditioned upon the applicant receiving the remaining, required approval in the process set forth in this Resolution.

F. To successfully complete this process, the applicant must then obtain final approval from the City Council as more fully described below.

II. Building Department Preliminary, Conditional Approval

A. Prior to obtaining preliminary, conditional approval of the proposed use from the Building Department pursuant to City Code Section 36-254(e), the applicant must (A) submit to the Building Department all documents and/or things required by the Building Department for it to evaluate the proposed use pursuant to City Code Section 36-254(e); (B) pay the required, non-refundable fee of one hundred forty (\$140.00) for the Building Department's consideration of the proposed use; and (C) post the required performance bond of five hundred (\$500) to assure proper clean-up pursuant to City Code Section 36-254(e)(l)d.

B. The Building Department shall evaluate the proposed use pursuant to City Code Section 36-254(e). The Building Department shall conditionally approve the proposed use if it meets the requirements of the City Code Section 36-254(e) and all other requirements of law. Otherwise, the Building Department shall not conditionally approve the proposed use.

III. City Clerk Preliminary, Conditional Approval

A. Prior to obtaining preliminary, conditional approval of the proposed transient merchant business license from the City Clerk pursuant to City Code Chapter 8, Article I., the applicant must (A) submit to the City Clerk all documents and/or things required by the City Clerk for her to evaluate the proposed transient merchant business license pursuant to City Code Chapter 8, Article I. and (B) pay the required, non-refundable fee of one hundred fifty (\$150.00) for the City Clerk's consideration of the proposed license.

B. The City Clerk shall evaluate the proposed transient merchant business license pursuant to City Code Chapter 8, Article I. The City Clerk shall conditionally approve the proposed license if it meets the requirements of City Code Chapter 8, Article I, and all other requirements of law. Otherwise, the City Clerk shall not conditionally approve the proposed license.

IV. City Council Final Approval

A. Provided the applicant's proposed use and proposed transient merchant business license have received preliminary, conditional approvals respectively from the Building Department and the City Clerk, then the proposed use and proposed transient merchant business license shall be submitted to the City Council for its final approval. No additional fee shall be paid by the applicant for the City Council's consideration of the requested use and the requested license.

B. The City Council shall evaluate the proposed use pursuant to City Code Section 36-254(e) and the proposed transient merchant business license pursuant to City Code Chapter 8, Article I. The City Council shall approve the proposed use if it meets the requirements of City Code Section 36-254(e) and all other requirements of law. The City Council shall approve the proposed license if it meets the requirements of City Code Chapter 8, Article I. and all other requirements of law. Otherwise, if the proposed use or the proposed license fails to meet any such requirements, then City Council shall not approve the proposed use or the proposed license.

C. If the City Council approves both the proposed use and the proposed license, then the Building Department and the City Clerk shall promptly issue appropriate documents to the applicant showing that the use and the license were approved.

V. Disposition of Performance Bond

A. If the applicant withdraws its application for the proposed use or the proposed license at any point prior to the City Council's final approval of the proposed use and the proposed license, then the performance bond required pursuant to City Code Section 36-254(e)(l)d. shall be promptly refunded to the applicant.

B. If the City Council does not approve the proposed use or the proposed license, then the performance bond required pursuant to City Code Section 36-254(e)(l)d. shall be promptly refunded to the applicant.

C. If the performance bond does not need to be used to assure proper clean-up, then the performance bond shall be promptly refunded to the applicant after the use and the license have expired and after the Building Department has confirmed that the bond does not need to be used to assure proper clean-up.

D. If the performance bond does need to be used to assure proper clean-up, then the performance bond shall be used only to the extent necessary to assure proper clean-up. Any remaining portion the performance bond that does not need to be used to assure proper clean-up shall be promptly refunded to the applicant after the following conditions have been met: (1) the use and the license have expired; (2) the Building Department has assured proper clean-up has occurred; and (3) the Building Department has confirmed that the proper clean-up has been paid for.

BE IT FURTHER RESOLVED that the process set forth in this Resolution for City Council approval of temporary food uses at specific locations in the City shall no longer apply upon the adoption and publication of a Food Truck Ordinance.

CERTIFICATION

I hereby certify that the foregoing is a true and correct copy of this resolution accepted and approved by the Council for the City of Dearborn Heights at a regular meeting of the Council held on the 9th day of April, 2024.

Date: April ____, 2024.

Lynne M. Senia, City Clerk

Approved for the Agenda of:	TABLED
4/9/2024	Motion No. 24-161

11.B.



City Council

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Tom Wencel

DATE: April 4, 2024

RE: Councilman Wencel - Motion of No Confidence: Human Resource Director

Whereas, it has come to the attention of the Council that the HR Director, Margaret Hazlett, has repeatedly failed to adhere to directives issued by this esteemed body;

Whereas, despite the passage of a motion mandating the posting of advertisements for three openings within our ordinance department by Monday, March 19th, 2024, nearly three weeks ago, no action has been taken as of yesterday's date;

Whereas, this is not an isolated incident, as evidenced by previous instances, notably the prolonged neglect of Council directives pertaining to the Eton Coordinator position;

Whereas, it is imperative for all city officials to demonstrate respect for the authority and decisions of the Council, regardless of any conflicting directives from other sources;

Therefore, be it resolved that this Council expresses a vote of no confidence in the HR Director, Margaret Hazlett , due to her consistent failure to fulfill her duty to adhere to Council directives;

Be it further resolved that this motion is prompted by the pressing need for the positions within the ordinance department, as underscored in discussions with our ordinance director, who has emphasized the immediate necessity of filling these vacancies.

Attachments:

None

Approved for the Agenda of:	APPROVED
4/9/2024	Motion No. 24-162

11.C.



Mayor's Office

TO: Honorable Mayor Bill Bazzi
Honorable City Council Members

FROM: Bill Bazzi, Mayor

DATE: April 2, 2024

RE: Resolution on Transforming the Great Lakes and St. Lawrence River Basin into a Thriving Blue-Green Economic Corridor While Safeguarding Our Freshwater Resources

Honorable Council:

I respectfully request that your honorable body approve the attached resolution and authorize myself to sign and the City Clerk to issue the necessary resolution number.

Sincerely,
Bill Bazzi
Mayor

Attachments:

1. Economic Transformation - Resolution Template

**Transforming the Great Lakes and St. Lawrence River Basin into a Thriving
Blue-Green Economic Corridor While Safeguarding Our Freshwater Resources**

WHEREAS the Great Lakes and St. Lawrence River Basin forms the largest freshwater ecosystem in the world, providing drinking water to more than 40 million people and serving as the foundation of our communities' economic prosperity.

AND WHEREAS basin communities collectively comprise the world's third largest economy, generating \$6 trillion in economic output annually.

AND WHEREAS heavy industry and manufacturing has predominated in parts of the basin, often degrading our water quality, and perpetuating environmental challenges in disadvantaged communities.

AND WHEREAS basin-wide ecosystem restoration efforts are yielding significant economic dividends for local communities.

AND WHEREAS the U.S. federal government's \$4.17-billion investment in the Great Lakes Restoration Initiative since 2010 and the Canadian federal government's recent commitment of \$420 million are two important contributors to this virtuous circle between environmental protection and sustainable economic development.

AND WHEREAS some experts anticipate climate-related migration to basin communities to grow as conditions worsen in arid and coastal environments in Canada and the United States, with freshwater access being a major advantage.

AND WHEREAS Canadian and U.S. residents are increasingly keen to live, work, invest and play in vibrant communities with ample access to environmentally friendly lifestyles, jobs, development and recreation.

AND WHEREAS the blue economy is growing exponentially, with the basin's freshwater catalyzing increased economic opportunities for innovative businesses, waterfront revitalization and the cruise and shipping industries.

AND WHEREAS the green economy is growing quickly, with sustainable industries on track to see revenues exceed \$5 trillion by 2025, with consumers across all ages and demographics increasingly demanding green products and services.

AND WHEREAS federal, state, and provincial governments in Canada and the United States are beginning to take bold action to drive blue-green economic transformation.

AND WHEREAS in Canada, the federal government is developing a Blue Economy Strategy to encourage economic innovation and investment in shoreline communities, as well as make progress on decarbonization goals.

AND WHEREAS Ontario recently outlined a comprehensive approach to harness the potential of the marine sector for economic, environmental, and social benefits in the province, complementing the Québec government's maritime strategy.

AND WHEREAS in the United States, the federal government is investing billions of dollars to enhance coastal resilience, reduce greenhouse gas emissions and nurture the creation of new green and blue industries.

AND WHEREAS Illinois and Michigan are two Great Lakes states that are establishing themselves as leaders in the clean-energy revolution, having signed into state law ambitious plans to expand clean and renewable energy, reduce greenhouse gas emissions and create jobs in the climate sector.

AND WHEREAS building a thriving freshwater economy requires attracting green and blue industries to foster job creation and climate and water innovation; harnessing clean, accessible waterfronts as drivers of economic revitalization and equitable communities; implementing clean and renewable energy sources to reduce greenhouse gas emissions and build livable communities; and expanding sustainable, integrated, water-borne commerce, mobility and tourism.

AND WHEREAS the Great Lakes and St. Lawrence Cities Initiative was founded in 2003 as a coalition of local elected leaders working collaboratively to promote the economic, environmental and social health of basin communities, making the Cities Initiative the ideal organization to facilitate sustainable, resilient and inclusive economic development while safeguarding our freshwater resources.

NOW THEREFORE BE IT RESOLVED THAT:

- The Cities Initiative will launch the Mayors Commission on Economic Transformation at its Annual Conference in Montréal, QC, May 15-17, 2024, to promote sustainable, resilient and inclusive economic development basin-wide and appropriate freshwater stewardship for the benefit of current and future generations
- The Mayors Commission on Economic Transformation will develop the *Action Plan for the Great Lakes and St. Lawrence Economic Transformation, 2025-2035*, a roadmap for basin communities to capitalize on this historic moment to become a globally-renowned, blue-green economic corridor, which will be released at the Cities Initiative's next Annual Conference in Milwaukee, WI, in May 2025
- The *Action Plan for the Great Lakes and St. Lawrence Economic Transformation, 2025-2035* will map paths for municipal action to support the following:
 - Industrial Transformation: attracting green and blue industries to foster job creation and climate and water innovation while protecting the basin's unparalleled freshwater ecosystem
 - Energy Transformation: implementing clean and renewable energy sources to respond to the expected growth in clean energy consumption for businesses, industries and residents
 - Transportation Transformation: expanding sustainable, integrated and water-borne commerce, mobility and tourism
 - Waterfront Transformation: developing shorelines intentionally by weaving together multiple uses, including residential and recreation, to create accessible and thriving economic centers
- Mayor Bill Bazzi and the City of Dearborn Heights pledge to work closely with the Cities Initiative and its members to guide the Mayors Commission on Economic Transformation and advance its mission

BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012884

City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127
(313)791-3430



THE FOLLOWING LICENSE(S):

CABARET C-COUNCIL APPROVAL 50.00

BOWLING ALLEY 50.00

BOWLING ALLEY LANES 5.00

JUKE BOX-MUSICAL DEVICES 10.00

VENDOR MACHINE \$10 EA

BUSINESS

FORD LANES INC

23100 VAN BORN

DEARBORN HEIGHTS, MI 48125

13-A

Approved for
the Agenda of:

04-09-24

TOTAL **\$270.00**

CURRENT LICENSE EXPIRES ON: **June 30, 2024**

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.

Lynne M. Soria
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 \$ 7 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.

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

FORD LANES INC
ROBERT SMOLTZ
23100 VAN BORN
DEARBORN HEIGHTS, MI 48125

Invoice #: 00014234 License #: BL-24-000013552 License Type: BUSINESS LICENSE Date: 04/01/2024 Expiration: 06/30/2025

Fee Items	Amount
CABARET C-COUNCIL APPROVAL 50.00	\$50.00
BOWLING ALLEY 50.00	\$50.00
BOWLING ALLEY LANES 5.00	\$5.00
JUKE BOX-MUSICAL DEVICES 10.00	\$10.00
VENDOR MACHINE \$10 EA	\$10.00

PAID
CITY OF DEARBORN HEIGHTS

APR 01 2024

BY _____ CK # _____

Billing/Invoice Date: 04/01/2024
Total Due: \$270.00

FORD LANES INC
23100 VAN BORN
DEARBORN HEIGHTS, MI 48125



CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
Phone : 313-791-3410

Received From: FORD LANES ARCADE
Date: 04/01/2024 Time: 12:18:20 PM
Posting Date: 04/01/2024
Receipt #: 1086858
Cashier: sneekly

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING	
00014233	\$300.00
BL BUSINESS LICENSING	
00014234	\$270.00
TOTAL	\$570.00
CHECKS 97804	\$570.00
Total Tendered:	\$570.00
Change:	\$0.00

BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012863

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

ERWINE'S AUTO SALES INC
23706 VAN BORN
DEARBORN HEIGHTS, MI 48125

13-A

Approved for
the Agenda of:

04-09-24

TOTAL **\$65.00**

CURRENT LICENSE EXPIRES ON: **June 23, 2024**

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.

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

ERWINE'S AUTO SALES INC
JAMES ERWINE
23706 VAN BORN
DEARBORN HEIGHTS, MI 48125

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
Phone : 313-791-3410

Received From: ERWINE'S AUTO SALES INC
Date: 04/02/2024 Time: 3:22:36 PM
Posting Date: 04/02/2024
Receipt: 1087315
Cashier: sweekly

ITEM REFERENCE	AMOUNT
BL BUSINESS LICENSING	
00014245	\$65.00

TOTAL	\$65.00
-------	---------

CHECKS 22452	\$65.00
Total Tendered:	\$65.00

Change:	\$0.00
---------	--------

Invoice #:	License #:	License Type:	Application Date:	Expiration Date:
00014245	BL-24-000013563	BUSINESS LICENSE	04/02/2024	06/23/2024

Fee Items	Amount
AUTO NEW/USED COUNCIL APPROVAL 65.00	\$65.00

PAID
CITY OF DEARBORN HEIGHTS

APR 02 2024

Billing/Invoice Date:	04/02/2024
Total Due:	\$65.00

ERWINE'S AUTO SALES INC
23706 VAN BORN
DEARBORN HEIGHTS, MI 48125



BUSINESS LICENSE RENEWAL APPLICATION

NO. BL-23-000012836

City of Dearborn Heights

6045 Fenton, Dearborn Heights, MI 48127
(313)791-3430



THE FOLLOWING LICENSE(S):

CABARET C-COUNCIL APPROVAL 50.00

JUKE BOX-MUSICAL DEVICES 10.00

VENDOR MACHINE \$10 EA

MECH AMUSEMENT DEVICE 25.00 EA

BUSINESS

DENNY'S GIN MILL

4901 S TELEGRAPH

DEARBORN HEIGHTS, MI 48125

13-A

Approved for
the Agenda of:

04-09-24

TOTAL **\$145.00**

CURRENT LICENSE EXPIRES ON: **April 22, 2024**

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.

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

DENNY'S GIN MILL
4901 S. TELEGRAPH
DEARBORN HEIGHTS, MI 48125

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
Phone : 313-791-3410

Received From: DENNY'S GIN MILL

Date: 03/26/2024
Posting Date: 03/26/2024
Receipt: 1086320
Cashier: weekly

ITEM REFERENCE

BL BUSINESS LICENSING
00014217

TOTAL

CASH COMERICA
Total Tendered:
\$145.00
\$145.00
\$150.00
\$150.00
\$5.00

Change:

Invoice #: 00014217 License #: BL-24-000013536 License Type: BUSINESS LICENSE Application Date: 03/26/2024 Expiration Date: 04/22/2025

Fee Items	Amount
CABARET C-COUNCIL APPROVAL	50.00
JUKE BOX-MUSICAL DEVICES	10.00
VENDOR MACHINE	\$10 EA
MECH AMUSEMENT DEVICE	25.00 EA

PAID

CITY OF DEARBORN HEIGHTS

MAR 26 2024

BY _____ CK # _____

CITY OF DEARBORN HEIGHTS APPLICATION FOR TEMPORARY FOOD TRUCK/TENT/CART LICENSE APPLICATION

NAME OF APPLICANT Basel AlkadriBUSINESS NAME Shawarma PHONE # 313 582292LOCATION WITHIN THE CITY (ADDRESS & ZIP CODE) 25830 Ford rd Dearborn Heights MI 48127TYPE OF VEHICLE TO BE USED Food Truck (if applicable) VEHICLE PLATE # E284379 (if applicable)

HAS THE ABOVE PERSON EVER BEEN CONVICTED OF:

A FELONY: YES _____ NO / A MISDEMEANOR: YES _____ NO /

IF YES, BRIEFLY STATE REASON (S) _____

The applicant voluntarily and knowingly is signing this application with full admission and acknowledgment that operating the food truck and/or tent is not in violation of any terms or conditions of probation or parole, if applicable, and is signing under pains and penalties of perjury.

SIGNATURE: [Signature] DATE: _____**FOR CLERK'S OFFICE USE ONLY**

BACKGROUND CHECK:

APPROVED BY: C Semerik DISSAPPROVED BY: _____DATE: 3-14-24 DEPARTMENT REMARKS: _____

PLEASE SEE NEXT PAGE FOR ADDITIONAL REQUIREMENTS

CITY OF DEARBORN HEIGHTS
6045 FENTON
DEARBORN HEIGHTS, MI 48127
Phone : 313-791-3410

Received From: SHAWARMAJE

BASEL ALKADRI

Date: 03/14/2024

Time: 3:30:13 PM

Posting Date: 03/14/2024

Receipt: 1084941

Cashier: sweekly

ITEM REFERENCE

AMOUNT

BL BUSINESS LICENSING

00014200

\$150.00

SUB-TOTAL

\$150.00

Total Tendered:

\$150.00

ORDER #: 152779814

Credit Card Type Visa

CC Processing Fee

\$4.50

GENERAL FUND CC XXXXXXXXXXXX0327

Grand Total:

\$154.50

Change:

\$0.00

Signature

Invoice #:
00014200

License #:
BL-24-000013520

License Type:
BUSINESS LICENSE

Application Date:
03/14/2024

Expiration Date:
09/23/2024

Fee Items

Amount

TRANSIENT MERCHANT 180 DAYS 150.00

\$150.00

PAID
CITY OF DEARBORN HEIGHTS

MAR 14 2024

BY _____ CK # _____

Billing/Invoice Date:

03/14/2024

Total Due:

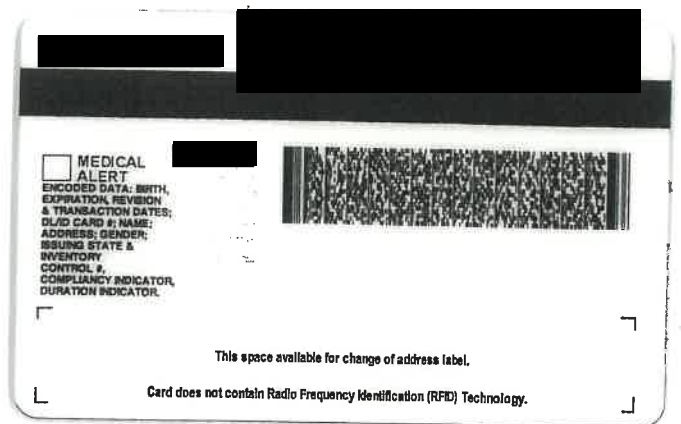
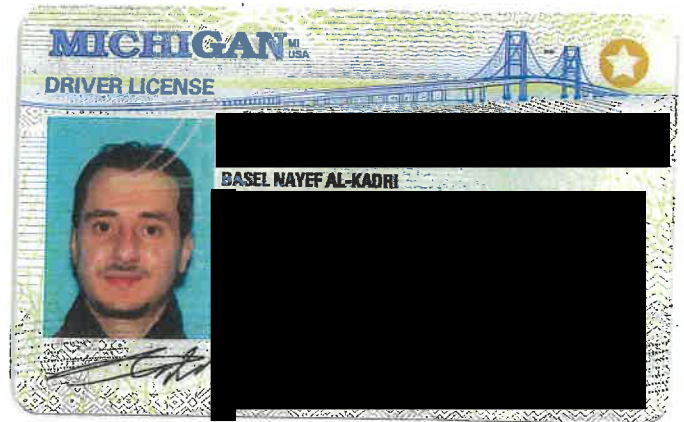
\$150.00

SHAWARMAJE



Name	:	Basel Nayef Al-Kadri
Date of Birth	:	
Gender	:	
Race	:	
Reason	:	
Amount Paid	:	
Order Date	:	
Miscellaneous No	:	
Order Number	:	
Confirmation No	:	

A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.



CITY OF DEARBORN HEIGHTS / ELECTRICAL PERMIT APPLICATION

Department of Building and Engineering
6045 Fenton Ave., Dearborn Heights, MI 48127

PHONE #: 313-791-3470 / building.dept@dearbornheights.mi.gov

Bond # 5418

Applicant is: CONTRACTOR OR HOMEOWNER

Address of Work: 25830 Sec 2 Rd Dearborn Heights

Homeowner: Basel Alkadi

MS 1812 X

Contractor Business Name: MS HVACMAZE

PHONE #:

Licenseholder / Applicant Name:

SIGNATURE:

3-14-24

FIXTURES	FEE	NO.	TOTAL	FIXTURES	FEE	NO.	TOTAL
BASE FEE	\$60.00	1	\$60.00	GENERATOR : INCLUDE KV	\$35		
100 AMP SERVICE	\$40			LOW VOLTAGE / ALARM INSTALLATION	\$50		
101 TO 200 AMP SERVICE	\$60			MINOR WIRING	\$30		
OVER 200 AMP PRIMARY SERVICE	\$70			MOTORS / FRACTIONAL H.P.	\$30		
1 - 25 LIGHT FIXTURES / SOCKETS	\$35			NEON LIGHTS (PER 25')	\$30		
ADDITIONAL SET OF LIGHT FIXTURES/ SOCKETS	\$25			POOL / SPA	\$30		
AC / IAC / FURNACE (CIRCLE ONE)	\$30			SERVICE CABLE: TOP - BOTTOM - RISE - METER	\$40		
ADDITIONAL INSPECTIONS	\$50			SIGN CONNECTION (EACH SIGN)	\$40		
CARNIVAL / FESTIVAL / OUTDOOR EVENT / FOOD TRUCK	\$120	1	120	SOLAR PANEL SERVICE	\$50		
CIRCUITS	\$20			SPACE HEAT / RANGES / OVEN (EACH)	\$20		
DISHWASHER	\$20			TEMP SERVICE WITH ROUGH INSPECTION	\$50		
ELECTRIC CAR CHARGER	\$35			WATER HEATER	\$30		
FIRE ALARMS (COMMERCIAL - PER 5)	\$65						
GARBAGE DISPOSAL	\$20						
				TOTAL PERMIT FEE:			180.-

Section 23A of the State Construction Code Act of 1972, Act No. 230 of the Public Act of 1972, being Section 125.1523A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Sec. 23A are subject to civil fines.

****ALL PERMITS MAILED IN BY CONTRACTORS MUST INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR THE PERMIT TO BE MAILED TO YOU.**

\$75 FEE: MISSED INSPECTION / RE-INSPECTION / ADDTL INSPECTION AFTER PERMIT ISSUED

EFFECTIVE: 12/1/2023

CITY OF DEARBORN HEIGHTS

Department of Building and Engineering
6045 Fenton • Dearborn Heights, MI 48127
313-791-3470

DATE 3/14/24 CLERK JC

NAME Basel Al-Iladri - Shawaragje

QUAN.	DESCRIPTION / ADDRESS	AMOUNT
	BUILDING	
	PLUMBING	
1	ELECTRICAL	180-
	HEATING	
	REFRIG.	
	SIGN	
	DEMO	
	UTILITY / DISRUPT.	
	FIRE SUPPRESS.	
	FOOD TRUCK	
	SIDEWALK / CURB / APPR.	
	PLAN REVIEW ☐ REGIS. ☐	
	PC ☐ ZBA ☐ DEMO ☐	
	MISC. RENTAL REGIS.	
	C/O: RES. ☐ COMM'L ☐ RENTAL ☐	
	VACANT OCCUPIED	
	DATE <u>Food Truck</u> TIME	
	JOB ADDRESS: <u>25830 Ford Rd.</u>	180-

No. 223374

00'0874 30/0000
0064201 4070000
Rec'd 04/10/24 09:03
Date Entered 03/14/24 09:03
City of Dearborn Heights

CITY OF DEARBORN HEIGHTS

DEPARTMENT OF BUILDING and ENGINEERING

6045 Fenton — Dearborn Heights, MI 48127 — 277-7306

BOND APPLICATION

No. 5418

DATE 3-15-23

LOCATION

25830 Ford Rd., Dearborn Heights

Case 2491

LOT NO. & SUBDIVISION

NAME

Basel Al-Kadi/Sharraj

PHONE NO.

ADDRESS

TYPE OF BOND

Cash/Clean Up

AMOUNT OF BOND \$

500.00

BOND WILL BE FORFEITED (2) YEARS FROM DATE OF ISSUE IF
ITEMS OUTSTANDING.

RECEIPT NO.

DISPOSITION OF BOND AS FOLLOWS:

CITY OF DEARBORN HEIGHTS
Date Entered 03/15/2023 4:33:26 PM
Posting Date: 03/15/2023
Ref STREET PROTECTION BOND
Receipt 1024557
Amount \$500.00

DIRECTOR OF PUBLIC WORKS

CLERK

PERMITTEE

FORM NO. 49-1019

ORIGINAL



Wayne County

(As delegated under PA 92 of 2000, as amended, by the Michigan Department of Agriculture & Rural Development)

ESTABLISHMENT NAME Shawarma LLC		LICENSE NUMBER 4082 13022 D		DATE 1/16/24 1:45 AM/PM	
ADDRESS 25830 Ford,		CITY/TOWNSHIP Dearborn Hts		STATE MI	ZIP CODE 48127
PERSON IN CHARGE Basel Alkacbi		TITLE Owner			
EVALUATION TYPE					
☐ ROUTINE	☐ COMPLAINT				
☐ FOLLOW UP	☐ FOODBORNE ILLNESS				
☐ PRE-OPENING	☐ OTHER				
STFU Paid Inspection					

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/13/2024

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 Provision Insurance Group, LLC 30200 Telegraph Rd, Suite 350 Bingham Farms MI 48025	CONTACT NAME: Teri Davis PHONE (A/C, No, Ext): (248) 262-7362 E-MAIL: tdavis@provisionagency.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: OLD GUARD INS CO INSURER B: PLAZA INSURANCE COMPANY INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): NAIC # 17558 30945
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COVERAGES **CERTIFICATE NUMBER:** **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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER: ☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	Y	307120R	03/13/2024	03/13/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Injury from food included \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$ OCCUR CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	☐ 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 ☐	10167276WC	03/13/2023	03/13/2024	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	☐ INMRC		307120R	03/13/2023	03/13/2024	Special 80,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Product liability includes injury from food product

CERTIFICATE HOLDER

Insured Copy

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Teri Davis

Food Truck Permission

I am Youssef El Moussawi, Owner of Moussawi Property located at 25830 Ford rd., Dearborn Heights MI 48127, will be hosting, Basel al Kadri food truck, at our property for the Fall and Winter seasons 2023/2024 and would kindly request that the City of Dearborn Heights accepts his permit application.



Youssef El Moussawi

