

Oak Park City Council Agenda

March 2, 2015





AGENDA
REGULAR CITY COUNCIL MEETING
35th CITY COUNCIL
OAK PARK, MICHIGAN
March 2, 2015
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The following routine items are presented for City Council approval without discussion, as a single agenda item. Should any Council Member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Special Council Meeting Minutes of February 16, 2015
- B. Regular Council Meeting Minutes of February 16, 2015
- C. ERS/PSRS Concurrent Meeting Minutes of October 27, 2104 and November 24, 2014
- D. Request approval for payment of invoices as submitted by Orchard, Hiltz & McCliment (OHM) for engineering services in the total amount of \$69,833.81
- E. Request authorization to bid the 2015 Fire Hydrant Blasting and Repainting Project, M-607
- F. Request authorization to bid the 2015 Joint Crack and Sealing Project, M-604
- G. Request approval of Payment Application No. 3 (final) to Mattioli Cement, for the 2013 Miscellaneous Concrete Repair Project, M-586, in the total amount of \$1,000.00
- H. Request approval of Payment Application No. 2 (final) to Michigan Joint Sealing, Inc., for the 2013 Joint and Crack Sealing Project, M-572, in the total amount of \$1,000.00
- I. Request that City Council accept the request of the Chairperson of the Zoning Board of Appeals to reschedule the regular meeting of March 24, 2015 to Tuesday, March 31, 2015
- J. Library Board Meeting Minutes of January 27, 2015
- K. Business License New and Renewals as submitted for March 2, 2015

6. RECOGNITION OF VISITING ELECTED OFFICIALS:

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. Proclamation honoring Ellen Cogen Lipton
- B. Eight Mile Boulevard Association Presentation by Jordan Twardy
- C. Audit Presentation by Mark Kettner of Rehmann Robson

8. PUBLIC HEARINGS: None

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

11. ACCOUNTING REPORTS: None

12. BIDS:

- A. Request that City Council award the bid for the 2015 Catch Basin Line Replacement and Sewer Lateral Repair Project, M-606 to Pavex Corporation of Trenton, MI for the total amount of \$443,495.00, it is further requested that the amount of \$43,495.00 be transferred from the Water and Sewer fund balance for this expenditure

13. **ORDINANCES:** None

14. **CITY ATTORNEY:**

15. **CITY MANAGER:**

Department of Public Works

- A. Request approval of Change Order No. 1 to CSM Mechanical for the 2014 Water Reservoir Pumping Station Improvements, M-614, in the amount of \$18,234.43, it is further requested that Payment Application No. 2 for the same be approved in the total amount of \$35,001.00
- B. Request approval of a contract extension for Italia Construction in the total amount of \$410,120.00 for the 2015 Commercial Area Sidewalk Project, M-594, it is further requested that Fund 451 Sidewalk & Special Assessment capital outlay budget be amended to \$917,120.00 and that the revenue budget account be amended the same.

Information Technology

- C. Request approval of a contract with AB Software Solutions to perform database conversions in the total amount of \$14,400.00, it is further request that the expenditure budget be amended for account 101-12-258-818-000 in the amount of \$14,400.00 with funding to come from the undesignated fund balance.

16. **CALL TO THE AUDIENCE**

Each speaker's remarks are a matter of public record; and the speaker, alone, is responsible for his or her comments; the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member, failure to be germane to the business of the City, for vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

17. **CALL TO THE COUNCIL**

18. **CLOSED SESSION**

Pursuant to Section 8 of the Open Meetings Act to convene into a Closed Session to discuss Attorney Client Privileged Communication, Pending Litigation, Collective Bargaining Agreements and a Periodic Personnel Evaluation. The City Manager has formally requested a closed session to conduct an annual performance review.

19. **ADDITIONAL BUSINESS:**

- A. Approval of Amendments to the City Manager employment contract

20. **ADJOURNMENT**

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
35th OAK PARK CITY COUNCIL
February 16, 2015
5:30 P.M.**

MINUTES

This Special Meeting of the 35th Oak Park City Council was held in the Executive Conference Room of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237.

Notice of this Special Meeting was given in compliance with the provisions of Act 267 of the Public Acts of Michigan, 1976, as amended, the "Open Meetings Act".

The Special Meeting was called to order by Mayor McClellan at 5:30 P.M.

- PRESENT:** Mayor McClellan, Mayor Pro Tem Levine, Council Member Burns, Council Member Speech
- ABSENT:** Council Member Seligson
- ALSO PRESENT:** City Manager Tungate, City Clerk Norris and Deputy City Clerk Sumner

SPECIAL BUSINESS:

(AGENDA ITEM #2) Interviews of Board and Commission Candidates.

Members of Council interviewed the following individuals for positions with various boards and commissions:

- Carla Wallace** – Ethnic Advisory
- Mickey Alderman** - Recreation
- Ben Waxenberg** – Employees' Retirement Board
- Danielle Fracassa** – Beautification and Arts and Cultural
- Jerry Begel** – Emergency Services

CALL TO THE AUDIENCE:

There were no members of the audience wishing to speak.

ADJOURNMENT:

The Special Meeting Adjourned at 6:47 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
35th OAK PARK CITY COUNCIL
February 16, 2015
7:00 PM**

MINUTES

The meeting was called to order at 7:00 PM by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237.

PRESENT: Mayor McClellan, Council Member Burns, Mayor Pro Tem Levine,
Council Member Speech

ABSENT: Council Member Seligson

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Murphy

APPROVAL OF AGENDA:

**CM-02-053-15 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED
- APPROVED**

Motion by Speech, seconded by Levine, CARRIED UNANIMOUSLY, to approve the agenda as presented.

Voice Vote:	Yes:	McClellan, Burns, Levine, Speech
	No:	None
	Absent:	Seligson

MOTION DECLARED ADOPTED

CONSENT AGENDA:

**CM-02-054-15 MOTION TO REMOVE ITEMS #5E AND #5F FROM THE CONSENT
AGENDA AND CONSIDER THEM SEPARATELY - APPROVED**

Motion by Levine, seconded by Speech, CARRIED UNANIMOUSLY, to remove Items #5E and #5F from the Consent Agenda and consider them separately.

Voice Vote:	Yes:	McClellan, Burns, Levine, Speech
	No:	None
	Absent:	Seligson

MOTION DECLARED ADOPTED

CITY OF OAK PARK
MICHIGAN

RESOLUTION IN SUPPORT OF THE ROAD COMMISSION FOR
OAKLAND COUNTY'S 2015 TRI-PARTY PROGRAM

WHEREAS, Past participation in the Tri-Party Program has been beneficial to the City of Oak Park and its residents;

WHEREAS, The Oakland County Board of Commissioners approved a FY 2015 budget of \$1,000,000 to create a \$3,000,000 Tri-Party Program;

WHEREAS, \$1,500,000 of those funds will be designated for townships and \$1,500,000 for cities and villages;

WHEREAS, Based on population, road miles and accidents the City of Oak Park's share in the program is \$23,280 per year with a cost of \$7,760 to the City of Oak Park;

WHEREAS, Projects which improve road safety take precedence over congestion, aesthetics, drainage, or maintenance projects; and

WHEREAS, The City Engineer has determined that the submission of funding for repairs to Greenfield Road are needed for safety reasons.

NOW, THEREFOR, BE IT RESOLVED that the City Council for the City of Oak Park, Michigan, hereby submits the funding for repairs to Ten Mile Road as the project for the 2015 Tri-Party Program Project commitment; and

BE IT FURTHER RESOLVED that copies of this resolution be submitted to the Oakland County Board of Commissioners and to the Oakland County Executive.

Voice Vote:	Yes:	McClellan, Burns, Levine, Speech
	No:	None
	Absent:	Seligson

MOTION DECLARED ADOPTED

Assistant City Manager Yee indicated that the City has used this program before whereby a budget by Oakland County and local communities is put together to make improvements to county roads. The Oakland County Board of Commissioners has approved a 2015 budget of \$1,000,000 to create a \$3,000,000 Tri-Party Program. He indicated that Oak Park's share in this program is \$7,760.00 and the funding will be used for repairs to Greenfield Road.

CM-02-063-15 (AGENDA ITEM #5F) PAYMENT APPLICATION NO. 1 TO CSM MECHANICAL FOR THE 2014 WATER RESERVOIR PUMPING STATION IMPROVEMENTS, M-614, IN THE TOTAL AMOUNT OF \$57,208.50 – APPROVED

Motion by Levine, seconded by Burns, CARRIED UNANIMOUSLY, to approve Payment Application No. 1 to CSM Mechanical for the 2014 Water Reservoir Pumping Station Improvements, M-614, in the total amount of \$57,208.50.

Voice Vote: Yes: McClellan, Burns, Levine, Speech
 No: None
 Absent: Seligson

MOTION DECLARED ADOPTED

Mr. Yee summarized Payment Application No. 1 for the 2014 Water Reservoir Pumping Station Improvements, M-614 that replaces two pumps and several valves at the City's reservoir pump station. He confirmed that the payment amount does not exceed the originally approved contract amount and the project is approximately 27% complete.

RECOGNITION OF VISITING ELECTED OFFICIALS:

Mayor McClellan recognized newly elected State Representative Robert Wittenberg who provided his contact information and indicated that he looks forward to working with everyone from Oak Park. He also announced upcoming Coffee Hour events this month and reported that he will sponsor these events each month to allow feedback from the community. robertwittenberg@house.mi.gov (517)373-0478.

Mayor McClellan recognized County Commissioner Helaine Zack who provided an update on activities related to Oakland County. Ms. Zack is beginning her 7th Term serving the Eastern part of Oak Park. She announced her responsibilities with various committees and organizations including Finance, Human Resources, Area Agency on Aging and SEMCOG. She also indicated that applications for summer jobs at the County are available on line and that special programs are available to residents including housing counseling, loans for home improvements and tax deferrals.

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Eight Mile Boulevard Association Presentation. Representatives were not in attendance to present.

(AGENDA ITEM #7B) City Manager Employee Recognition. City Manager Tungate presented an Employee Recognition Award to Deputy City Clerk and Director of Elections Stephanie Sumner.

PUBLIC HEARINGS:

Public Hearing for Industrial Development District

Mayor McClellan opened the Public Hearing on the application by MP Acquisition, LLC to create an Industrial Development District for the property located at 21750 Coolidge, Oak Park, MI 48237 at 7:28 PM and it was immediately closed as there were no members of the public wishing to speak.

CM-02-064-15 (AGENDA ITEM #8A) RESOLUTION CREATING AN INDUSTRIAL DEVELOPMENT DISTRICT 15-01, AS REQUESTED BY MP ACQUISITION LLC FOR THE PROPERTY LOCATED AT 21750 COOLIDGE, OAK PARK, MI - APPROVED

Motion by Burns, seconded by Speech, CARRIED UNANIMOUSLY, to adopt the following resolution creating an Industrial Development District 15-01, as requested by MP Acquisition LLC for the property located at 21750 Coolidge, Oak Park, MI:

**CITY OF OAK PARK
MICHIGAN**

**RESOLUTION TO ESTABLISH INDUSTRIAL
DEVELOPMENT DISTRICT FOR MP ACQUISITION LLC**

- WHEREAS, Pursuant to Act No. 198 of the Public Acts of 1974, as amended, the City Council of the City of Oak Park has the authority to establish Industrial Development Districts within the City of Oak Park;
- WHEREAS, MP Acquisition LLC, has petitioned the City Council of the City of Oak Park to establish an Industrial Development District on its property located at 21750 Coolidge, Oak Park, Michigan hereinafter described;
- WHEREAS, Construction acquisitions, alterations, or installation of a proposed facility has not commenced at the time of filing the request to establish this district;
- WHEREAS, Written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Daily Tribune on January 28, 2015;
- WHEREAS, On February 16, 2015 a public hearing was held at which all the owners of real property within the proposed Industrial Development District and all residents and taxpayers of the City of Oak Park were afforded an opportunity to be heard thereon; and
- WHEREAS, The City Council deems it to be in the public interest of the City of Oak Park to establish the Industrial Development District as proposed.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Oak Park that the following described parcel of land situated in the City of Oak Park, Oakland County, and State of Michigan, to wit:

21750 COOLIDGE, IN THE CITY OF OAK PARK, MICHIGAN, AND IN PARTICULAR DESCRIBED AS:

T1N, R11E, SEC 32 NORTH 130 FEET OF
THE SOUTH 527 FEET OF THE WEST ¼ OF NW ¼
EXCLUDING THE WEST 60 FEET IN ROAD.

Be and hereby is established as an Industrial Development District pursuant to the provision of Act No. 198 of the Public Acts of 1974 to be known as the MP Acquisition LLC Industrial Development District Number 15-01.

NOW FURTHERMORE BE IT RESOVLED that it is the intent of the City Council of the City of Oak Park that said district, MP Acquisition LLC Industrial Development District 15-01, shall expire and become null and void on December 30, 2021.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Speech
	No:	None
	Absent:	Seligson

MOTION DECLARED ADOPTED

Community and Economic Development Manager Marrone reported that MP Acquisition, LLC, has requested the creation of an Industrial Development District 15-01, for the property located at 21750 Coolidge, Oak Park, MI 48237. The previous district expired on December 30, 2014.

Public Hearing for Tax Exemption Certificate

Mayor McClellan opened the Public Hearing on the application by MP Acquisition, LLC for an Industrial Facilities Tax Exemption Certificate for the property located at 21750 Coolidge, Oak Park, MI 48237 at 7:32 PM and it was immediately closed as there were no members of the public wishing to speak.

CM-02-065-15 (AGENDA ITEM #8B) RESOLUTION APPROVING THE APPLICATION FOR AN INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE, FOR A PERIOD OF 7 YEARS FOR PERSONAL PROPERTY ONLY, AS REQUESTED BY MP ACQUISITION LLC FOR THE PROPERTY LOCATED AT 21750 COOLIDGE, OAK PARK, MI - APPROVED

Motion by Speech, seconded by Levine, CARRIED UNANIMOUSLY, to adopt the following resolution approving the application for an Industrial Facilities Tax Exemption Certificate, for a period of 7 years for personal property only, as requested by MP Acquisition LLC for the property located at 21750 Coolidge, Oak Park, MI:

CITY OF OAK PARK
MICHIGAN

RESOLUTION APPROVING APPLICATION OF MP ACQUISITION LLC, FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR A NEW FACILITY

Motion by Speech, supported by Levine, to adopt the following resolution approving the application of MP Acquisition for an Industrial Facilities Exemption Certificate:

WHEREAS, pursuant to P.A. 198 of 1974, M.C.L. 207.551 et seq., after a duly noticed public hearing held February 16th, 2015, this City Council by resolution established Industrial Development No. 15-01, and

WHEREAS, MP Acquisition LLC has filed an application for an Industrial Facilities Exemption Certificate with respect to a new facility to be acquired and installed within the Industrial Development District No. 15-01; and

WHEREAS, before acting on said application, the City of Oak Park held a hearing on February 16th, 2015, at which the applicant, the Assessor and a representative of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, installation of new machinery and equipment had not begun earlier than the date of the acceptance of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, completion of the facility is calculated to and will at the time of issuance have the reasonable likelihood to retain, create, or prevent the loss of employment in the City of Oak Park; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem within the City of Oak Park, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted,

NOW THEREFORE BE IT RESOLVED By the City Council of the City of Oak Park that:

1. The City Council finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act. No. 198 of 1974, shall not have the effect of substantially impeding the operation of the City of Oak Park, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Oak Park.
2. The application of MP Acquisition LLC for an Industrial Facilities Exemption Certificate with respect to a new facility, which the personal property to be installed on the following described parcel of real property situated within the City of Oak Park Industrial Development District No. 15-01 to wit:

T1N, R11E, SECTION 32, N 130 FT OF S 527 FT OF
W ¼ OF NW ¼ EXCLUDING W 60 FT IN ROAD

Be and the same hereby approved.

3. The Industrial Facilities Exemption Certificate when issued shall remain in force and effect for a period of 7 years.
4. In accordance with Section 22 of the Act, which requires a written agreement between the local government unit and the person to whom a certificate is to be issued as a condition of the issuance of a new industrial facilities exemption certificate, the City Council hereby approves and authorizes the execution of a written agreement with MP Acquisition LLC, in substantially the form attached hereto, by appropriate City officials, the agreement to provide that if MP Acquisitions LLC moves out of the City before the expiration of the Certificate, or begins to take steps to do so, then MP Acquisitions LLC shall immediately repay to the City the amount of tax benefit derived by the Company as a result of the approval of the Application by the City and issuance of the Certificate by the State Tax Commission, (the "Benefit"), as estimated by the City Treasurer.

5. That all resolutions inconsistent with the foregoing resolution be, and the same hereby are, hereby rescinded.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Speech
	No:	None
	Absent:	Seligson

MOTION DECLARED ADOPTED

Ms. Marrone reported that an application for an Industrial Facilities Tax Exemption Certificate has been received from MP Acquisition, LLC, for the property located at 21750 Coolidge, Oak Park, MI 48237. MP Acquisition has requested an exemption for real and personal property for a period of ten (10) years based on their investment of \$909,667. Their investment is projected to create 3 new jobs within 2 years of completion.

The application was reviewed utilizing the tax abatement policy and guidelines established by City Council. Based on their investment, the applicant qualifies for a tax abatement. The Assessor is recommending the abatement be for a period of seven (7) years for personal property only.

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-02-066-15 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF AN INVOICE AS SUBMITTED BY SECREST, WARDLE, LYNCH, HAMPTON, TRUEX & MORLEY, FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$6,373.15 - APPROVED

Motion by Speech, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #1262088 as submitted by Secrest, Wardle, Lynch, Hampton, Truex & Morley, for legal services in the total amount of \$6,373.15.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Speech
	No:	None
	Absent:	Seligson

MOTION DECLARED ADOPTED

CM-02-067-15 (AGENDA ITEM #11B) APPROVAL FOR PAYMENT OF AN INVOICE AS SUBMITTED BY GARAN, LUCOW, MILLER P.C., FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$10,648.25 - APPROVED

Motion by Levine, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #431904 as submitted by Garan, Lucow, Miller P.C., for legal services in the total amount of \$10,648.25.

Roll Call Vote: Yes: McClellan, Burns, Levine, Speech
 No: None
 Absent: Seligson

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY REPORT: None

CITY MANAGER

Department of Public Works

CM-02-068-15 (AGENDA ITEM #15A) AUTHORIZATION TO PARTICIPATE IN THE OAKLAND COUNTY BID FOR THE PURCHASE OF A 2015 GMC SIERRA HD 4WD TRUCK IN THE TOTAL EQUIPPED AMOUNT OF \$42,830.00 - APPROVED

Motion by Burns, Seconded by Levine, CARRIED UNANIMOUSLY, to authorize the Department of Public Works to participate in the Oakland County bid for the purchase of a 2015 GMC Sierra HD 4WD truck in the total equipped amount of \$42,830.00.

Roll Call Vote: Yes: McClellan, Burns, Levine, Speech
 No: None
 Absent: Seligson

MOTION DECLARED ADOPTED

Assistant City Manager Yee reported the Public Works Department is requesting authorization to participate in the Oakland County bid for the purchase of a 2015 GMC Sierra 3500HD Truck for the total equipped amount of \$42,830. He indicated the vehicle will primarily be used for the meter service division of the Water Department and will also be equipped with a snow plow. The amount of \$45,000.00 has been allocated in the Water & Sewer Fund-Capital Outlay portion of the 2014-2015 Budget for this purpose. He also confirmed that this vehicle will be an additional vehicle and will not replace existing equipment.

Information Technology / Communication & Public Information

CM-02-069-15 (AGENDA ITEM #15B) AGREEMENT WITH REVIZE LLC, FOR WEB SERVICES FOR A FIVE YEAR PERIOD IN THE TOTAL AMOUNT OF \$13,934.00 AND AUTHORIZATION OF INITIAL PAYMENT OF \$6,912.00 - APPROVED

Motion by Levine, Seconded by Speech, CARRIED UNANIMOUSLY, to approve a sales agreement with Revize, LLC, for web services for a five year period in the total amount of \$13,934.00 and to authorize an initial payment of \$6,912.00.

Roll Call Vote: Yes: McClellan, Burns, Levine, Speech
 No: None
 Absent: Seligson

MOTION DECLARED ADOPTED

Information Technology Director Schefke reported that after extensive interviews, demonstrations and discussions with three website vendors, the Information Technology and Public Information Departments are recommending Revize, LLC as the preferred vendor to produce a new website for the city. A fixed cost of \$13,934 was established to be paid in installments of \$6,912 the first year, \$3,511 the second year and \$3,511 the third year. An annual fee of \$3,400 will be charged beginning the second year. Mr. Schefke indicated that Revize has allowed for the three year payment plan interest free.

Finance Department

**CM-02-070-15 (AGENDA ITEM #15C) BUDGET ADJUSTMENT FOR FISCAL YEAR
2014-2015 - APPROVED**

Motion by Speech, Seconded by Levine, CARRIED UNANIMOUSLY, to approve the following budget adjustment for Fiscal Year 2014-2015:

<u>Expenditure</u>	<u>Budget Increase</u>	<u>Funding Source</u>
GENERAL FUND		
Management Information Service 101-12.258-818.000 (New)	\$6,912.00	Undesignated Fund Balance

Roll Call Vote: Yes: McClellan, Burns, Levine, Speech
 No: None
 Absent: Seligson

MOTION DECLARED ADOPTED

City Manager Tungate indicated the website expenditure is not budgeted this year, therefore, a budget adjustment is necessary. The fund balance is the recommended funding source for the budget increase.

CALL TO THE AUDIENCE:

Joyce Bannon, 10611 Troy, expressed concerns regarding the brick change order for the new entrance signs discussed at the 1-20-15 council meeting.

CALL TO THE COUNCIL:

Mayor McClellan recognized Recreation Director Julie Hall who reported on the city's Winterfest event held at the Community Center. Ms. Hall summarized the activities at the event and thanked all who were involved.

Mayor McClellan also reported on the "Daddy Daughter" event held at the Community Center and indicated that 172 were in attendance.

Mayor McClellan announced upcoming events including a performance by Dr. Willie Payne on February 24th at the Library for Black History Month and a speech she will be giving at Wayne State University on February 21st. Mayor McClellan noted that her \$500 honorarium for this event will be donated to the Arts and Cultural Commission.

Mayor McClellan concluded by reading letters of support for the Public Works and Public Safety Departments.

Mayor ProTem Levine congratulated City Manager Tungate on the birth of his daughter Vivian and reminded everyone that the Community Center is being used as a warming center. City Manager Tungate then reviewed the Warming Center Policy which provides for the Community Center to be available 8:00 AM to 10:00 PM Monday through Thursday and 9:00 AM to 3:00 PM Friday and Saturday when real feel temperatures reach 10 degrees.

Council Member Speech congratulated City Manager Tungate on the birth of his daughter and encouraged everyone to take advantage of the many events that celebrate Black History Month.

Council Member Burns also congratulated City Manager Tungate on his new baby daughter and encouraged everyone to stay warm.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:15 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
EMPLOYEES' RETIREMENT SYSTEM AND
PUBLIC SAFETY RETIREMENT SYSTEM BOARD OF TRUSTEES
SPECIAL CONCURRENT MEETING**

**October 27, 2014
4:30 PM**

MINUTES

There was no quorum at 4:30 PM for either Board. All present agreed to continue by listening to a presentation by the Investment Manager SEI.

EMPLOYEES' RETIREMENT SYSTEM: (NO QUORUM)

TRUSTEES PRESENT: Trustee McClellan, Trustee Mlynczyk

TRUSTEES ABSENT: Trustee Tungate, Trustee Eickmeier, Trustee Hylton

ALSO PRESENT: City Clerk Norris, Sr. Financial Analyst Miller

City Clerk Norris called the Public Safety Retirement System meeting to order at 5:00 PM. when quorum was achieved. There was agreement to have City Clerk Norris continue as chair for the meeting.

PUBLIC SAFETY RETIRMENT SYSTEM:

TRUSTEES PRESENT: Chairperson Levine (Arrived at 5:00 PM), Trustee McClellan, Trustee Tetler

TRUSTEES ABSENT: Trustee Sanders, Trustee Tungate

ALSO PRESENT: City Clerk Norris, Sr. Financial Analyst Miller

(Agenda Item #4A) Approval of Minutes. There was consensus among PSRS Trustees to consider approval of the July 28, 2014 Meeting Minutes at the next meeting.

(Agenda Item #5C) SEI Presentation

Glen Harris and Jon Waite from SEI presented a report entitled "SEI's Client Portfolio Management – Strategy and Portfolio Update" dated October 27, 2014. A complete copy of the report is on file with the City Clerk. The report illustrated recommended changes to the model

portfolio that would allow for more diversification. Specific recommendations as outlined in Model Portfolio A on page 27 of the report were discussed.

**PSRS-10-027-14 MOTION TO MODIFY THE EXISTING INVESTMENT
POLICY FOR THE PUBLIC SAFETY RETIREMENT
SYSTEM TO REFLECT THE ASSET ALLOCATIONS
USED IN PORTFOLIO A OF THE SEI REPORT DATED
OCTOBER 27, 2014 – APPROVED**

Motion by Tetler, seconded by Levine, CARRIED UNANIMOUSLY, to modify the existing investment policy for the Public Safety Retirement System to reflect the asset allocations used in Portfolio A of the SEI Report dated October 27, 2014.

Roll Call Vote:	Yes:	McClellan, Tetler, Levine
	No:	None
	Absent:	Sanders, Tungate

MOTION DECLARED ADOPTED

Discussion regarding timing of Pension Payments

Deputy Finance Director Miller discussed the practice of advancing pension payments on the last business day of the month versus issuing the payment on the first business day of the month. He explained that when we used Comerica a cash account was available so it was easy to advance the payments and this is the practice our retirees were used to. He also confirmed that the policy indicates payments are to be made on the first of the month however since the cash was available payments were prepared on the last day of the month. This was significant to pensioners particularly when the 1st fell on a weekend or holiday. With SEI managing the investments now and the cash account being invested, funds need to be liquidated before payments can be made. Mr. Miller indicated that a policy change, effectively reverting back to past practice and issuing payment on the last day of the month, would cost the systems approximately \$1300 per day in potential earnings. Mr. Miller indicated that retirees were noticed about the change in practice but he has received calls now that the implications are sinking in. Chairperson Levine asked about our legal exposure and tax implications to our retirees. There was a consensus among board members to have the City Attorney and the Finance Department study the issue and bring it back for consideration at the next meeting.

(Agenda Item #5A) Daniel Batora

Deputy Finance Director Miller outlined the request of Officer Batora to buy back time and indicated that Mr. Batora is a new hire based on his employment offer. It was noted that Mr. Batora declined employment when he was recalled after a layoff. Mr. Miller indicated that City Attorney Duff reviewed the collective bargaining agreement and appropriate law and concluded that since he is a new hire for employment he would not be eligible for the buy back until he has completed 5 years of continuous service. It was noted that Mr. Batora was within 2 months of the 5 years when he was laid off. Trustee Tetler questioned the vagueness of the language and whether the System would be better off to have the money back in the system sooner. Mr. Miller confirmed that from an administration perspective, Mr. Batora is clearly a new hire therefore 5

years of continuous service is required before buy back eligibility. There was no board action required on the issue at this time. Mr. Batora was not in attendance at the meeting.

(Agenda Item #5B) PA 345 Tax Revenue Study

Deputy Finance Director Miller reminded the Board that at the last meeting he was directed to study the financial impact of not using the maximum tax levy allowed for PA 345. He discussed a report that illustrated how the City lost an estimated \$475,000 of revenue during the last two years by using the lower levy of 6.47 and not the 7 mills authorized by the voters. Now that the maximum levy will be used going forward, an additional 1.398 million of revenue and earnings is expected for the remaining 5 years.

(Agenda Item #6D) 2014 Actuarial Services

Mr. Miller explained the proposals from Gabriel Roeder Smith & Company (GRS) to perform actuarial services for the City of Oak Park. The board discussed the possibility of changing vendors for these services.

**PSRS-10-028-14 MOTION TO HAVE SAVITZ REVISIT THEIR COSTS
FOR ACTUARIAL SERVICES FOR THE PUBLIC
SAFETY RETIREMENT SYSTEM AND TO AUTHORIZE
THEIR RETENTION IF THE COSTS ARE THE SAME
OR LESS THAN THE CURRENT PROVIDER
– APPROVED**

Motion by Tetler, seconded by Levine, CARRIED UNANIMOUSLY, to have SAVITZ revisit their costs for actuarial services for the public safety retirement system and to authorize their retention if the costs are the same or less than the current provider.

Roll Call Vote:	Yes:	McClellan, Tetler, Levine
	No:	None
	Absent:	Sanders, Tungate

MOTION DECLARED ADOPTED

(Agenda Item #6A-J) Financial Reports

**PSRS-10-029-14 RECEIVE AND APPROVE PSRS FINANCIAL REPORTS
– APPROVED**

Motion by McClellan, seconded by Tetler, CARRIED UNANIMOUSLY, to receive and approve the following reports:

- A. Aspen Investment Management Reports
- B. Income Statements
- C. Comerica Bank Reports
- D. Disbursements made by Retirement System

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
7/24/14	127647	Aspen Investment Mgmt. Investment Counseling Services.	\$ 8,596.58
8/7/14	127895	Fund Evaluation Group, LLC Investment Counseling Fees for 4/1/14 – 6/30/14.	\$ 14,835.00
9/4/14	128581	Gabriel, Roeder, Smith & Co. Supplemental Valuation of Alternative Assumptions.	\$ 1,500.00
9/4/14	128680	United Parcel Service Postage Fees.	\$ 25.89

- E. Retirees Health Care N/A
- F. Retirees Actuarial Statements

DATE	NAME
9/25/14	Kevin Bur

- G. Municipal and Military Buy-Back Calculations
- H. Correspondence of Retirement Submission - None
- I. Necrology Report

NAME	RETIRED	DEPARTMENT	DATE OF DEATH	SURVIVOR
Kevin Bur	N/A	Public Safety	9/8/2014	Lori

- J. Miscellaneous Information - None

Roll Call Vote: Yes: McClellan, Tetler, Levine
 No: None
 Absent: Sanders, Tungate

MOTION DECLARED ADOPTED

PUBLIC COMMENTS:

There were no members of the public present wishing to speak.

ADJOURNMENT:

The meeting adjourned at 6:45 PM.

T. Edwin Norris, City Clerk



**CITY OF OAK PARK, MICHIGAN
EMPLOYEES' RETIREMENT SYSTEM AND
PUBLIC SAFETY RETIREMENT SYSTEM BOARD OF TRUSTEES
SPECIAL CONCURRENT MEETING**

**November 24, 2014
4:30 PM**

MINUTES

EMPLOYEES' RETIREMENT SYSTEM:

TRUSTEES PRESENT: Trustee McClellan, Trustee Mlynczyk, Trustee Tungate,
Trustee Eickmeier

TRUSTEES ABSENT: Trustee Hylton

ALSO PRESENT: City Clerk Norris, Sr. Financial Analyst Miller,
City Attorney Duff

PUBLIC SAFETY RETIRMENT SYSTEM:

TRUSTEES PRESENT: Trustee Sanders, Trustee Tungate, Trustee McClellan,
Trustee Tetler

TRUSTEES ABSENT: Chairperson Levine

ALSO PRESENT: City Clerk Norris, Sr. Financial Analyst Miller,
City Attorney Duff

(Agenda Item #3A) Approval of Minutes

**ERS-11-025-14 MOTION TO APPROVE THE MINUTES FROM THE
JULY 28, 2014 SPECIAL CONCURRENT MEETING
- APPROVED**

Motion by McClellan, seconded by Eickmeier, **CARRIED UNANIMOUSLY**, to
approve the Minutes from the July 28, 2014 Special Concurrent Meeting.

Roll Call Vote:	Yes:	McClellan, Eickmeier, Tungate, Mlynczyk
	No:	None
	Absent:	Hylton

MOTION DECLARED ADOPTED

**PSRS-11-030-14 MOTION TO APPROVE THE MINUTES FROM THE
JULY 28, 2014 SPECIAL CONCURRENT MEETING
- APPROVED**

Motion by McClellan, seconded by Tungate, CARRIED UNANIMOUSLY, to approve the Minutes from the July 28, 2014 Special Concurrent Meeting.

Roll Call Vote:	Yes:	McClellan, Tungate, Sanders, Tetler
	No:	None
	Absent:	Hylton

MOTION DECLARED ADOPTED

(Agenda Item #4B) Request to purchase prior service time – Daniel Batora (PSRS)

Mr. Batora was present to discuss his request to buy back prior Oak Park service time. Mr. Batora indicated that he was laid off 2 months prior to 5 years of service with Oak Park and did not return when he was called back. City Attorney Duff confirmed that when Mr. Batora did return to work, he was offered employment as a new hire therefore vesting and buy back eligibility would be on the 5th anniversary of the new employment. The Board debated whether language in the union contract and pension ordinance is clear about whether the five years must be continuous. Ms. Duff did verify that new hires are required to wait the 5 years for service related to buy back.

**PSRS-11-031-14 MOTION TO DENY THE REQUEST OF OFFICER
BATORA TO BUY BACK TIME – FAILED**

Motion by Tungate, seconded by Sanders, FAILED, to deny the request of Officer Batora to buy back prior service time.

Roll Call Vote:	Yes:	Sanders, Tungate
	No:	McClellan, Tetler
	Absent:	Levine

MOTION FAILED

(Agenda Item #4C) Portfolio adjustments (ERS)

Deputy Finance Director Miller discussed the modifications suggested by SEI and clarified that the Public Safety Retirement Board approved these modifications at the last regular meeting. The SEI report dated October 27, 2014 is on file with the City Clerk

**ERS-11-026-14 MOTION TO MODIFY THE EXISTING INVESTMENT
POLICY FOR EMPLOYEES' RETIREMENT SYSTEM
TO REFLECT THE ASSET ALLOCATIONS USED IN
PORTFOLIO A OF THE SEI REPORT DATED
OCTOBER 27, 2014 – APPROVED**

Motion by McClellan, seconded by Eickmeier, CARRIED UNANIMOUSLY, to modify the existing investment policy for the Employees' Retirement System to reflect the asset allocations used in Portfolio A of the SEI Report dated October 27, 2014.

Roll Call Vote:	Yes:	McClellan, Eickmeier, Mlynczyk
	No:	None
	Absent:	Hylton

MOTION DECLARED ADOPTED

(Agenda Item #4D) 2014 Actuarial Services

Mr. Miller reviewed the proposal from SAVITZ to perform actuarial services for the Pension Boards. He reminded everyone that the Public Safety Retirement Board at the last meeting requested to have SAVITZ provide an updated proposal and agreed to their retention if the costs were the same or less than the current provider. Mr. Miller confirmed that the costs in the proposal are slightly higher therefore both boards would need to approve the change. He reviewed the cost difference that is mainly due to a one time start-up cost.

**ERS-10-028-14 MOTION TO RETAIN SAVITZ TO PROVIDE
ACTUARIAL SERVICES FOR THE EMPLOYEES'
RETIRMENT BOARD – APPROVED**

Motion by Mlynczyk, seconded by Eickmeier, CARRIED UNANIMOUSLY, to retain SAVITZ to provide actuarial services under an agreement that shall not exceed \$46,900 (\$22,000 for PSRS and \$24,700 for ERS) for the first year and \$38,900 (\$18,200 for PSRS and \$20,700 for ERS) per year thereafter for a period of not less than 5 years.

Roll Call Vote:	Yes:	McClellan, Tungate, Eickmeier, Mlynczyk
	No:	None
	Absent:	Hylton

MOTION DECLARED ADOPTED

**PSRS-11-032-14 MOTION TO RETAIN SAVITZ TO PROVIDE
ACTUARIAL SERVICES FOR THE PUBLIC SAFETY
RETIREMENT BOARD – APPROVED**

Motion by Tungate, seconded by Sanders, CARRIED UNANIMOUSLY, to retain SAVITZ to provide actuarial services under an agreement that shall not exceed \$46,900 (\$22,000 for PSRS and \$24,700 for ERS) for the first year and \$38,900 (\$18,200 for PSRS and \$20,700 for ERS) per year thereafter for a period of not less than 5 years.

Roll Call Vote:	Yes:	McClellan, Tetler, Sanders, Tungate
	No:	None
	Absent:	Levine

MOTION DECLARED ADOPTED

(Agenda Item #4E) Pension Payment Policy

Deputy Finance Director Miller discussed the practice of advancing pension payments on the last business day of the month versus issuing the payment on the first business day of the month. He reminded everyone that when we used Comerica a cash account was available so it was easy for them to advance the payments. He also confirmed that the policy indicates payments are to be made on the first of the month however since the cash was available payments were prepared on the last day of the month. This was significant to pensioners particularly when the 1st fell on a weekend or holiday. With SEI managing the investments now and the cash account being invested, funds need to be liquidated before payments can be made. Mr. Miller indicated that a policy change, effectively reverting back to past practice and issuing payment on the last day of the month, would cost the systems approximately \$1300 per day in potential earnings. Mr. Miller indicated that current payments are being made on the first of the month which is following policy.

**ERS-10-028-14 MOTION TO KEEP THE ADMINISTRATION OF
PENSION PAYMENTS THE SAME WHEREBY
PAYMENTS ARE PAID ON THE FIRST OF EACH
MONTH – APPROVED**

Motion by Tungate, seconded by McClellan, CARRIED UNANIMOUSLY, to keep the administration of Pension Payments the same whereby payments are paid on the first of each month.

Roll Call Vote:	Yes:	McClellan, Tungate, Eickmeier, Mlynczyk
	No:	None
	Absent:	Hylton

MOTION DECLARED ADOPTED

**PSRS-11-033-14 MOTION TO KEEP THE ADMINISTRATION OF
PENSION PAYMENTS THE SAME WHEREBY
PAYMENTS ARE PAID ON THE FIRST OF EACH
MONTH**

Motion by Tetler, seconded by McClellan, CARRIED UNANIMOUSLY, to keep the administration of Pension Payments the same whereby payments are paid on the first of each month.

Roll Call Vote:	Yes:	McClellan, Tetler, Sanders, Tungate
	No:	None
	Absent:	Levine

MOTION DECLARED ADOPTED

(Agenda Item #4A) Trustee Resignation

Trustee Sanders provided a letter of resignation effective after the meeting and thanked the board for the opportunity to serve on the Retirement Board. Board members thanked Trustee Sanders for his dedicated service to the Retirement Board.

**PSRS-11-034-14 MOTION TO RECEIVE THE RESIGNATION OF
TRUSTEE SANDERS AND TO HAVE THE CITY CLERK
CONDUCT AN ELECTION TO FILL THE VACANCY
-APPROVED**

Motion by Tungate, seconded by Tetler, CARRIED UNANIMOUSLY, to receive the resignation of Trustee Sanders and to have the City Clerk conduct an election to fill the vacancy.

Roll Call Vote:	Yes:	McClellan, Tetler, Tungate
	No:	None
	Absent:	Levine

MOTION DECLARED ADOPTED

(Agenda Item #6A-J) Financial Reports

**ERS-11-029-14 RECEIVE AND APPROVE ERS FINANCIAL REPORTS
- APPROVED**

Motion by McClellan, seconded by Tungate, CARRIED UNANIMOUSLY, to receive and approve the following reports:

- A. Aspen Investment Management Reports
- B. Income Statements
- C. Comerica Bank Reports
- D. Disbursements made by Retirement System

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
7/24/14	127647	Aspen Investment Mgmt. Investment Counseling Services.	\$ 4,706.03
8/7/14	127895	Fund Evaluation Group, LLC Investment Counseling Fees for 4/1/14 – 6/30/14.	\$ 8,165.00
9/4/14	128581	Gabriel, Roeder, Smith & Co. Supplemental Valuation of Alternative Assumptions.	\$ 1,500.00
9/4/14	128680	United Parcel Service Postage Fees.	\$ 25.88

- E. Retirees Health Care
- F. Retirees Actuarial Statements - None
- G. Municipal and Military Buy-Back Calculations - None
- H. Correspondence of Retirement Submission

DATE	NAME
6/9/14	Beth Tompkins

- I. Necrology Report

NAME	RETIRED	DEPARTMENT	DATE OF DEATH	SURVIVOR
Brenda Gould	3/31/2007	Library	8/24/2014	N/A

- J. Miscellaneous Information - None

Roll Call Vote: Yes: McClellan, Tungate, Eickmeier, Mylnczyk
 No: None
 Absent: Hylton

MOTION DECLARED ADOPTED

PUBLIC COMMENTS:

There were no members of the public present wishing to speak.

ADJOURNMENT:

The meeting adjourned at 5:50 PM.

T. Edwin Norris, City Clerk



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2015

AGENDA #

SUBJECT: Payment request from Orchard, Hiltz, & McCliment for Engineering Consulting Services.

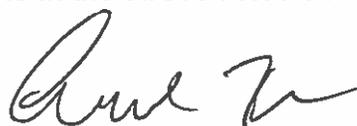
DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

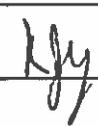
SUMMARY: Attached are invoices from Orchard, Hiltz & McCliment for the project listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
CE – Water Reservoir Pumping Station Improvements	\$2,012.50	\$6,260.00	\$8,272.50	\$20,000.00	592-18-540-801
PE – Traffic Signal Design	\$27,840.50	\$0.00	\$27,840.50	\$114,060.00	202-18-474-801
CE – Oak Park Boulevard Rehab	\$39,980.81	\$105,642.37	\$145,623.18	\$152,979.77	202-18-479-801
Totals	\$69,833.81	\$111,902.37	\$181,736.18	\$287,039.77	

RECOMMENDED ACTION: It is recommended that the invoices from OHM for the above listed projects be approved for the total amount of \$69,833.81. Funding is available in the above listed account.

APPROVALS:

City Manager: 

Department Director: 

Finance Director: _____

EXHIBITS: Invoices

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 2/6/2015
Invoice # : 159696
Project : 0037-12-0053

Project Name : CE - Oak Park Boulevard Rehabilitation

Coolidge Hwy to East City Limits

For Professional Services Rendered through: 1/24/2015

Analysis of Costs		This Invoice
Direct Salaries		12,682.48
Overhead %	173.33	21,982.54
FCC %	0.51	64.68
Total Direct Personnel		34,729.70
Total Other Direct Charges		2,016.80
Total Costs		36,746.50
Fixed Fee		3,234.31
Total Charges / Fees		39,980.81
Amount Due This Invoice **		39,980.81

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com



ARCHITECTS. ENGINEERS. PLANNERS.

CITY OF OAK PARK
 Attn: Kevin Yee, City Engineer
 13700 OAK PARK BLVD.
 OAK PARK MI 48237

Invoice Date : 2/6/2015
 Invoice # : 159696
 Project : 0037-12-0053

<u>Class / Employee Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Associate LOCH, MARK R.	21.50	47.60	1,023.40
Engineering/Architectural Aide KEMP, ALEXANDER	1.50	15.00	22.50
Sr. Associate McCOMB, ALAN K.	84.00	46.63	3,917.12
McCOMB, ALAN K.	1.00	48.08	48.08
Technician II VAILLANCOURT, MARILYN A.	0.50	22.50	11.25
TSIKARIS, BILY	23.00	23.50	540.50
TSIKARIS, BILY	46.50	24.50	1,139.25
TSIKARIS, BILY	58.00	27.00	1,566.00
TSIKARIS, BILY	21.00	23.25	488.27
LAPALM, MICHELLE	21.00	23.25	488.27
LAPALM, MICHELLE	50.75	24.25	1,230.78
LAPALM, MICHELLE	23.25	26.00	604.50
LAPALM, MICHELLE	3.25	26.50	86.13
LAPALM, MICHELLE	14.00	20.43	286.09
HOLBORN, MEGAN	1.50	22.00	33.00
HOLBORN, MEGAN	52.00	24.00	1,248.00
BARILE, ANTHONY			
Technician IV MANKOWSKI, BRENT R.	12.00	36.50	438.00
	413.75	Total Labor:	12,682.87

<u>Regular Expenses</u>	<u>Doc Nbr</u>	<u>Date</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
<u>Vendor Name</u> Schleede Hampton Associates	96574	12/13/2014	2,016.80	1.00	2,016.80
Regular Expenses					2,016.80

REMIT TO:

OHM Advisors
 34000 PLYMOUTH ROAD
 LIVONIA, MICHIGAN 48150

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 F 734.522.6427

OHM-Advisors.com

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 2/6/2015
Invoice # : 159696
Project : 0037-12-0053

Total Project: 0037120053 -- CE - Oak Park Boulevard Rehabilitation

39,980.81

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com



ARCHITECTS. ENGINEERS. PLANNERS.

CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 2/6/2015
Invoice # : 159699
Project : 0037-14-0021

Project Name : Design of Eight Traffic Signals

For Professional Services Rendered through: 1/24/2015

Salaries

Fixed Rates Labor	27,840.50	
	Total Salaries	27,840.50

Expenses

Regular Expenses	0.00	
	Total Expenses	0.00
	Current Invoice	27,840.50

Project Fee :	114,060.00
Prior Billings:	0.00
Total Available :	114,060.00

Total this Invoice	27,840.50
Amount Due This Invoice **	27,840.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 2/6/2015
Invoice # : 159699
Project : 0037-14-0021

<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Fixed Rates Labor			
Associate	2.50	155.00	387.50
	5.50	160.00	880.00
Graduate Surveyor	27.50	100.00	2,750.00
Professional Engineer/Architect II	5.00	124.00	620.00
	34.00	125.00	4,250.00
Professional Engineer/Architect III	2.00	135.00	270.00
Professional Surveyor I	23.00	110.00	2,530.00
Professional Surveyor II	8.00	125.00	1,000.00
Sr. Associate	8.00	170.00	1,360.00
Surveyor I	71.50	70.00	5,005.00
Surveyor II	54.00	90.00	4,860.00
Surveyor III	10.00	97.00	970.00
Technician I			

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
3700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 2/6/2015
Invoice # : 159697
Project : 0037-13-0023

Project Name : Construction Services – Oak Park Reservoir Pump Sta & Fill Control Valve

For Professional Services Rendered through: 1/24/2015

Salaries	
Fixed Rates Labor	2,012.50
Total Salaries	2,012.50
Expenses	
Regular Expenses	0.00
Total Expenses	0.00
Current Invoice	2,012.50
Project Fee :	20,000.00
Prior Billings:	6,260.00
Total Available :	13,740.00
Total this Invoice	2,012.50
Amount Due This Invoice **	2,012.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

ARCHITECTS. ENGINEERS. PLANNERS.



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
3700 OAK PARK BLVD.
OAK PARK MI 48237

Invoice Date : 2/6/2015
Invoice # : 159697
Project : 0037-13-0023

Fixed Rates Labor

<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Associate	1.50	160.00	240.00
Professional Engineer/Architect III	0.50	135.00	67.50
Professional Engineer/Architect IV	11.00	155.00	1,705.00
Rate Schedule Labor			2,012.50

Labor : 2,012.50
Expense : 0.00

Total Project: 0037130023 -- Construction Services -- Oak Park Reservoir Pump Sta & Fill Control Valve 2,012.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2015

AGENDA #

SUBJECT: Request authorization to bid the 2015 Fire Hydrant Blasting and Repainting Project, M-607.

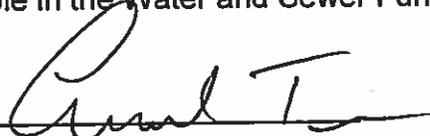
DEPARTMENT: DPW – KJY

SUMMARY: Bid documents are nearly complete for the 2015 Fire Hydrant Blasting and Repainting Project, M-607. This project will paint the approximately 122 fire hydrants in the area shown on the attached map.

FINANCIAL STATEMENT: There is funding available in the Water & Sewer fund for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for 2015 Fire Hydrant Blasting and Repainting Project, M-607 be approved. Funding is available in the Water and Sewer Fund no. 592-18-538-930..

APPROVALS:

City Manager: 

Department Director: 

Finance Director: _____

EXHIBITS: Map



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2015

AGENDA #

SUBJECT: Request authorization to bid the 2015 Joint and Crack Sealing Project, M-604.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Plans and specifications are complete for the 2015 Joint and Crack Sealing Project, M-604. This project will seal the joints and cracks on the streets shown on the attached map. Joint and crack sealing seals the pavement from water infiltration and adds to the longevity of the roads.

FINANCIAL STATEMENT: There is \$100,000 budgeted in the FY 2014-15 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2015 Joint and Crack Sealing Project, M-604, be approved. Funding is available in the Road Construction fund for this expenditure.

APPROVALS:

City Manager: _____

[Signature]

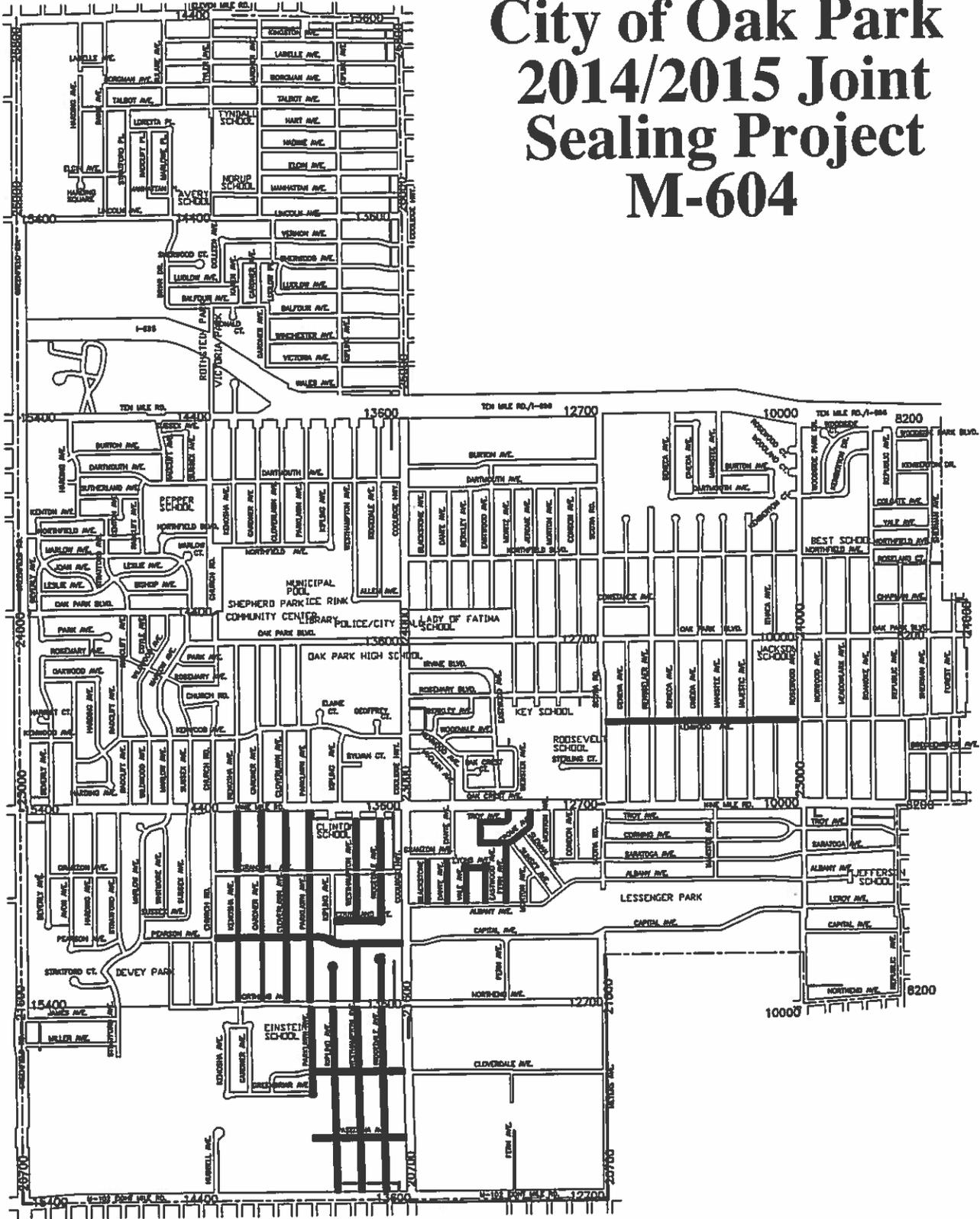
Department Director: _____

[Signature]

Finance Director: _____

EXHIBITS: map

City of Oak Park 2014/2015 Joint Sealing Project M-604





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2015 **AGENDA #**

SUBJECT: Payment Application no. 3 (final) for the 2013 Miscellaneous Concrete Repair Project, M-586.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Attached is Payment Application no. 3 (final) for the 2013 Miscellaneous Concrete Repair Project, M-586. The project is now 100% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$ 198,030.00
	Change Order no. 1:	(\$ 529.60)
	Current Contract Amount:	\$ 197,500.40
	Total Completed to Date:	\$ 197,500.40
	Less Retainage:	\$ 0.00
	Net Earned:	\$ 197,500.40
	Deductions:	\$ 0.00
	Balance:	\$ 197,500.40
	Payments to Date:	\$ 196,500.40
	Amount Due Mattioli Cement Company, LLC.:	\$ 1,000.00

RECOMMENDED ACTION: It is recommended that Payment Application no. 3 (final) for the 2013 Miscellaneous Concrete Repair Project, M-586 to Mattioli Cement Company, LLC be approved for the amount of \$1,000.00. Funding is available in the Water & Sewer Fund and Road Bond Fund for this project.

APPROVALS:

City Manager: *[Signature]*

Department Director: *[Signature]*

Finance Director: _____

EXHIBITS: Payment Application no. 3 (final)

PAYMENT APPLICATION

2015 MISCELLANEOUS CONCRETE PROJECT

CITY OF OAK PARK, MICHIGAN

CONTRACTOR: MATTOLO CEMENT COMPANY LLC
6085 MCGUIRE
FENTON, MICHIGAN 49430

JOB NUMBER: H-596

APPLICATION NO.: 3(FINAL)

PERIOD ENDING: 1/29/2015

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT	4,500	SYD	\$6.00	0.00	\$0.00	4,830.47	\$28,982.82
2	SIDEWALK CONC. NON-REINF 4" SIDEWALK	1,000	SFT	\$2.98	0.00	\$0.00	3,194.50	\$9,518.61
3	SIDEWALK CONC. NON-REINF 8" SIDEWALK/ DRIVE APP.	800	SFT	\$3.40	0.00	\$0.00	3,096.38	\$10,323.69
4	CONC. PAVT. W/INT CURB & GUTTER 8" CONC PAVT.	4,300	SYD	\$33.00	0.00	\$0.00	3,989.71	\$131,690.43
5	CONC. PAVT. 24" CURB & GUTTER SECTION NON REINF 8" CONC.	10	LFT	\$36.00	0.00	\$0.00	50.00	\$1,750.00
6	ADJUSTING DRAINAGE STRUCTURES	1	EA	\$400.00	0.00	\$0.00	4.00	\$1,600.00
7	CAST IN PLACE DETECTABLE/AGTILE WARNING SURFACE	64	SFT	\$20.00	0.00	\$0.00	16.00	\$320.00
8	AGGREGATE BASE UNDER 8" CONC. (8" 21AA CR LIMESTONE)	100	SYD	\$8.00	0.00	\$0.00	3,787.95	\$11,363.85
9	AGGREGATE BASE UNDER 4, 6" & 8" CONC. (3" 21AA CR LIMESTONE)	3,700	SYD	\$3.00	0.00	\$0.00	0.00	\$0.00
10	DRAINAGE STRUCTURE COVER	350	LBS	\$2.00	0.00	\$0.00	1.00	\$990.00
11	MINOR TRAFFIC DEVICES	1	EA	\$990.00	0.00	\$0.00	1.00	\$990.00
12	PROJECT CLEAN UP	1	EA	\$0.00	0.00	\$0.00	1.00	\$990.00
13	INSPECTION CREW DAYS	21	DAY	\$320.00	0.00	\$0.00	21.00	\$0.00

Period Total Amount: \$0.00

Total Amount to Date: \$197,500.40

Original Contract Amount: \$199,030.00
Change Order #1: (\$28.80)
Current Contract Amount: \$197,500.40

Earnings This Period: \$0.00
Total Earnings to Date: \$197,500.40
Less Retainage: \$0.00
Net Earned: \$197,500.40
Deductions: \$0.00
Balance: \$197,500.40
Payments to Date: \$199,500.40

AMOUNT DUE MATTOLO CEMENT CO. LLC: \$1,000.00

Accepted By: 
Mattool Cement Company, LLC

Approved By: 
Robert Barnett, Director Technical & Planning Services
City of Oak Park, Michigan

Date: 2-14-15
Date: 2/19/2015



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2015

AGENDA #

SUBJECT: Payment Application no. 2 (final) for the 2014 Joint and Crack Sealing Project, M-587.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Attached is Payment Application no. 2 (final) for the 2014 Joint and Crack Sealing Project, M-587. This project sealed the joints and cracks in the area on the attached map. The project is now 100% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$ 89,427.04
	Change Order no.1:	(\$ 7,722.72)
	Current Contract Amount:	\$ 81,704.32
	 Total Completed to Date:	 \$ 81,704.32
	Less Retainage:	\$ 0.00
	Net Earned:	\$ 81,704.32
	Deductions:	\$ 0.00
	Balance:	\$ 81,704.32
	Payments to Date:	\$ 80,704.32
	Amount Due Michigan Joint Sealing, Inc:	\$ 1,000.00

RECOMMENDED ACTION: It is recommended that Payment Application no. 2 (final) to Michigan Joint Sealing, Inc. for the 2013 Joint and Crack Sealing Project, M-572 be approved for the amount of \$1,000.00. Funding is available in the Road Construction Fund for this expenditure.

APPROVALS:

City Manager: _____

Department Director: _____

Finance Director: _____

EXHIBITS: Payment Application no. 2 (final), map of project area

PAYMENT APPLICATION

JOB NUMBER: M-587

2014 JOINT AND CRACK SEALING PROJECT

APPLICATION NO.: 2(FINAL)

CITY OF OAK PARK, MICHIGAN

PERIOD ENDING: 1/28/2015

CONTRACTOR: MICHIGAN JOINT SEALING, INC.
 28830 WEST EIGHT MILE STE 103
 FARMINGTON HILLS, MICHIGAN 48336

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Flout and Seal Joints and Cracks, Modified SP	145,064	LFT	\$0.48	0.00	\$0.00	138,989.00	\$66,714.72
2	Joint Sealing Compound, Modified SP	41,044	LBS	\$0.48	0.00	\$0.00	31,020.00	\$14,889.60
3	Minor Traffic Devices, Modified SP	1	LSUM	\$ 100.00	0.00	\$0.00	1.00	\$100.00
Period Total Amount:						\$0.00	Total Amount to Date:	\$81,704.32

Original Contract Amount:
 Change Order #1:
 Current Contract Amount:

\$89,427.04
 (\$7,722.72)
 \$81,704.32

Earnings This Period: \$0.00
 Total Earnings to Date: \$81,704.32
 Less Retainage: \$0.00
 Net Earned: \$81,704.32
 Deductions: \$0.00
 Balance: \$81,704.32
 Payments to Date: \$80,704.32

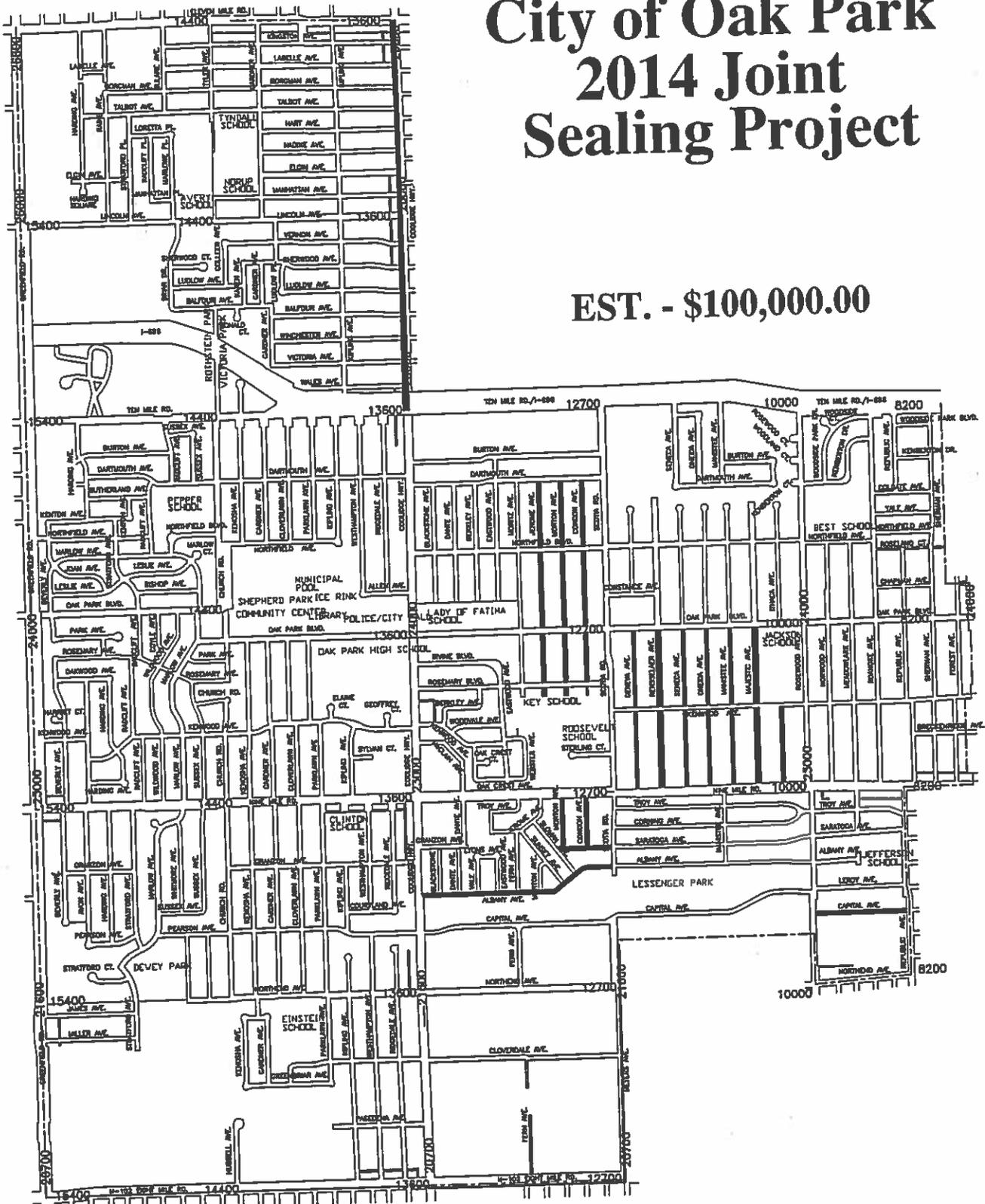
AMOUNT DUE MICHIGAN JOINT SEALING, INC.: \$1,000.00

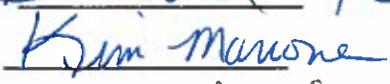
Accepted By:  Date: 2-19-15
 Michigan Joint Sealing, Inc.

Approved By:  Date: 2/19/2015
 Robert Barnett, Director of Technical and Planning Services
 City of Oak Park, Michigan

City of Oak Park 2014 Joint Sealing Project

EST. - \$100,000.00



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** March 2, 2015**AGENDA #****SUBJECT:** Request to reschedule the March 24, 2015 Zoning Board of Appeals meeting.**DEPARTMENT:** Community & Economic Development, Planning Division**SUMMARY:** The Chairperson of the Zoning Board of Appeals is requesting the March 24, 2015 Zoning Board of Appeals meeting be rescheduled to Tuesday, March 31, 2015.**RECOMMENDED ACTION:** The City Council consider accepting the request of the Chairperson of the Zoning Board of Appeals and reschedule the March 24, 2015, regular meeting to Tuesday, March 31, 2015.**APPROVALS:**City Manager: Director: Finance Director: **EXHIBITS:**



OAK PARK PUBLIC LIBRARY BOARD of DIRECTORS MEETING

January 27, 2014 at 6:30 P.M.
in Room 4 of the Oak Park Community Center

MINUTES

PRESENT: Comm. Rice, Comm. Barton, Comm. Chudnow, Comm. Burns, Comm. Francisco,
Director Bowman.

Meeting called to order at 6:31 P.M. Adjourned: 8:10 pm
Minutes from last month's meeting read & approved.

CORRESPONDENCE & CALL TO PUBLIC: None

LIBRARY DIRECTOR'S REPORT: last month's Monthly Statistics & Monthly Report approved.

OLD BUSINESS:

- A. Preliminary Budget Discussion – Director Brandon Bowman discussed areas for budget consideration briefly. Will bring a detailed budget proposal back to the Board at next month's meeting detailing these better.
- B. QSAC Standards– Director Bowman updated the board on the progress towards achieving QSAC Standards. Progress has been made in a few areas, but some items will need to wait to be addressed until this summer due to budget considerations.
- C. DVD and Printing Costs – The suggested increase to fee schedules for printing and DVD rentals were approved by the City Council at last evenings meeting. Starting on March 1st, these will go into effect.

NEW BUSINESS:

- A. Stephanie Sumner, City Clerk's Office – The Deputy Director did a presentation on the Open Meetings Act and how the commission can comply with these guidelines. Each Commissioner was given a packet with materials for review, and Deputy Director Sumner has asked that any member who has questions to please contact her.
- B. Staffing Update – Interviews will be next week on February 4th, for the filling of the Library Page Position. Comm. Rice and Chudnow will assist in the interview process. Once interviewed, each of the candidates will receive computer testing through the Human Resources Department before any offers of employment will be made.
- C. Programming with Recreation w/ Director Hall – Director Bowman updated the board on some potential collaborative ideas that he and Director Hall have been working on. Many things are still in the initial stages, but within a few months, we should start seeing some progress with this.
- D. Read in the Park – Director Bowman and Charli Osborne, Youth Services Librarian, have been working with Mary Beth Fitzpatrick from Berkley Schools and Matt Church,

Director of the Berkley Library, on a collaborative program to be held in Berkley on March 1st, 2015.

- E. Donation Policy – Director Bowman has recommended that the board institute a donations policy that would lay out what citizens would receive in terms of recognition in return for monetary or materials donation. Director Bowman will work with the city attorney and poll local libraries on their donations policy and bring information back to the board.

OTHER: None

Next meeting: Tuesday, February 17, 2015 at 6:30 P.M. in the Room 4 of the Recreation Center.

Respectfully submitted,
Brandon Bowman, Library Director



OAK PARK PUBLIC LIBRARY

JANUARY 2015 MONTHLY STATISTICS



Library Cards Issued

20,030

Cards Added This Month

132

CIRCULATION	January 2014	PREVIOUS YEAR TO DATE	January 2015	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ADULT BOOKS	2,923	20,039	3,015	19,896	3%
CHILDREN'S BOOKS	2,727	17,355	3,442	18,677	26%
YOUNG ADULT BOOKS	425	3,202	424	3,253	0%
LARGE PRINT BOOKS	85	775	59	516	-31%
MAGAZINES	142	1,289	128	983	-10%
TOTAL PRINT CIRCULATION	6,302	42,660	7,068	43,325	12%
PLAYAWAYS	58	339	46	385	-21%
ADULT COMPACT DISKS	163	1,039	140	1,095	-14%
CHILDREN'S COMPACT DISKS	32	108	26	101	-19%
ADULT VIDEOS & DVDs	1,219	7,600	811	6,081	-33%
CHILDREN'S VIDEOS & DVDs	456	2,245	261	2,424	-43%
ADULT BOOKS ON CD	319	2,266	264	1,853	-17%
CHILDREN'S BOOKS ON CD	33	236	66	390	100%
CHILDREN'S BOOK & CD SETS	63	210	3	212	-95%
TOTAL NON-PRINT CIRCULATION	2,343	14,043	1,617	12,541	-31%
TOTAL ADULT MATERIALS CIRCULATION	4,909	33,347	4,463	30,809	-9%
TOTAL CHILDREN'S MATERIALS CIRCULATION	3,311	20,154	3,798	21,804	15%
TOTAL TEEN MATERIALS CIRCULATION	457	3,302	450	3,354	-2%
TOTAL CIRCULATION	8,677	56,803	8,711	55,967	0%

FINANCIAL	January 2014	PREVIOUS YEAR TO DATE	January 2015	CURRENT YEAR TO DATE	PERCENT +/- (YR)
TOTAL REVENUE (Fines, Fees, etc.)	\$1,804.36	\$ 9,920.17	\$ 1,499.70	\$ 11,279.69	-17%

INTERLIBRARY LOAN	January 2014	PREVIOUS YEAR TO DATE	January 2015	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ITEMS BORROWED FROM OTHER LIBRARIES	1072	7708	687	5,648	-36%
ITEMS LOANED TO OTHER LIBRARIES	800	5,772	452	4,980	-44%

PATRON ASSISTANCE	January 2014	PREVIOUS YEAR TO DATE	January 2015	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ADULT REFERENCE	1,443	9,067	1,208	7,855	-16%
YOUTH REFERENCE	18	1,136	18	173	0%
TOTAL	1,461	10,203	1,226	8,028	-16%

INVENTORY	January 2014	PREVIOUS YEAR TO DATE	January 2015	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ADULT BOOKS ADDED	56	1,096	110	882	230%

MERCHANT'S LICENSES – MARCH 2, 2015

(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>
T J TRANSPORTATION	21910 GREENFIELD 106	150.00
RILEY PEARSON FINANCIAL	10831 CAPITAL 200	150.00
ROYAL CARE DAY PROGRAM	12724 NIINE MILE	150.00
 <u>RENEWALS</u>		
CHECK 'N GO	13321 TEN MILE	225.00
CHECK 'N GO	25274 GREENFIELD	225.00
SELECT RESTAURANT	21380 COOLIDGE A	225.00
TOP'S FASHION & BRAIDING	21910 GREENFIELD 105	187.50
SAMUEL'S FITNESS	21700 GREENFIELD LL8	225.00
GASTRONOME RUSSIAN GOURMET	25294 GREENFIELD	225.00
MICHIGAN SILVER EXCHANGE	10850 CAPITAL	225.00
NEW GRACE SPINAL REHAB CTR	8530 NINE MILE	225.00



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2015

AGENDA #

SUBJECT: Report on bids for the 2015 Catch Basin Line Replacement and Sewer Lateral Repair Project, M-606.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: At the December 15, 2014 regular meeting of the Oak Park City Council, the request to bid the 2015 Catch Basin Line Replacement and Sewer Lateral Repair Project, M-606 was approved (CM-12-463-14). The project was advertised and over 20 contractors viewed the contract documents. On January 26, 2015, four (4) bids were received and opened. The low bidder, Pavex Corporation, submitted a bid of \$443,495.00. References were checked and all had positive responses.

This project will replace sections of catch basin leads and repair sewer lateral disconnected from the City's main due to settlement of the City's main throughout the City.

FINANCIAL STATEMENT: There is \$400,000 budgeted in the FY 2014-15 budget for this expenditure.

RECOMMENDED ACTION: It is recommended City Council award the bid for the 2015 Catch Basin Line Replacement and Sewer Lateral Repair Project, M-606 to Pavex Corporation of Trenton, MI for the total amount of \$443,495.00. It is further recommended that the amount of \$43,495.00 be transferred from the Water & Sewer Fund fund balance to account no. 592-18-550-930 for this expenditure. Funding is available in the Water and Sewer Fund no. 592-18-538-930 and 592-18-550-930.

APPROVALS:

City Manager: _____

Department Director: _____

Finance Director: _____

EXHIBITS: bid tabulation

BID TABULATION

2015 CATCH BASIN LINE REPLACEMENT AND SEWER LATERAL REPAIR PROJECT, M-608		V.I.L CONSTRUCTION		DIPONIO CONTRACTING INC		TROEISEN EXCAVATING CO.	
6870 SIMS DR. STERLING HEIGHTS, MI 48313 586-979-6020		51173 SIMONE INDUSTRIAL DR SHELBY TWP., MI 48316 586-997-4150		1395 ROCHESTER RD. TROY, MI 48063 248-588-3570			
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	REMOVE CONCRETE PAVEMENT	1,000	SYD	\$ 32.00	\$ 32,000.00	\$ 14.00	\$ 14,000.00
2	CONCRETE P/VT W/INT CURB & GUTTER, 9" CONC.	950	SYD	\$ 60.00	\$ 57,000.00	\$ 75.50	\$ 71,725.00
3	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	300	SFT	\$ 6.00	\$ 1,800.00	\$ 13.25	\$ 3,975.00
4	ADJUSTING DRAINAGE STRUCTURES	24	EA	\$ 600.00	\$ 14,400.00	\$ 150.00	\$ 3,600.00
5	CAST IN PLACE DETECTABLE/TAFTILE WARNING SURFACE	56	SFT	\$ 20.00	\$ 1,120.00	\$ 25.00	\$ 1,400.00
6	SEWER REMOVE LESS THAN 24"	450	LFT	\$ 12.00	\$ 5,400.00	\$ 12.00	\$ 5,400.00
7	SEWER 8" SCHEDULE 40 TR DET "B"	120	LFT	\$ 140.00	\$ 16,800.00	\$ 160.00	\$ 19,200.00
8	SEWER 10" SCHEDULE 40 TR DET "B"	170	LFT	\$ 145.00	\$ 24,650.00	\$ 165.00	\$ 28,050.00
9	SEWER 12" SCHEDULE 40 TR DET "B"	160	LFT	\$ 155.00	\$ 24,800.00	\$ 170.00	\$ 27,200.00
10	SEWER LATERAL POINT REPAIR (MODIFIED SP)	45	EA	\$ 2,500.00	\$ 112,500.00	\$ 6,150.00	\$ 276,750.00
11	AGGREGATE BASE UNDER 9" CONC. (6" 21AA CR LIMESTONE)	1,000	SYD	\$ 20.00	\$ 20,000.00	\$ 25.00	\$ 25,000.00
12	DRAINAGE STRUCTURE REMOVING	24	EA	\$ 510.00	\$ 12,240.00	\$ 500.00	\$ 12,000.00
13	DRAINAGE STRUCTURE 24" INLET	12	EA	\$ 1,900.00	\$ 22,800.00	\$ 3,300.00	\$ 39,600.00
14	DRAINAGE STRUCTURE 48" DIAMETER	12	EA	\$ 2,900.00	\$ 34,800.00	\$ 4,300.00	\$ 51,600.00
15	DRAINAGE STRUCTURE COVER	7,350	LBS	\$ 1.50	\$ 11,025.00	\$ 2.50	\$ 18,375.00
16	SEWER TRAP 12"	20	EA	\$ 600.00	\$ 12,000.00	\$ 300.00	\$ 6,000.00
17	SEWER TAP 12" & UNDER	5	EA	\$ 800.00	\$ 4,000.00	\$ 1,000.00	\$ 5,000.00
18	4" OR 6" PVC PIPE	50	LFT	\$ 120.00	\$ 6,000.00	\$ 130.00	\$ 6,500.00
19	TUCK POINT DRAINAGE STRUCTURE	24	EA	\$ 550.00	\$ 13,200.00	\$ 400.00	\$ 9,600.00
20	MINOR TRAFFIC DEVICES	1	LSUM	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00
21	PROJECT CLEAN UP	1	LSUM	\$ 3,000.00	\$ 3,000.00	\$ 20,000.00	\$ 20,000.00
22	INSPECTION CREW DAYS	320	DAY	\$ 28.00	\$ 8,960.00	\$ 30.00	\$ 9,600.00
				TOTAL COST	\$ 443,495.00		\$ 610,000.00
					\$ 594,735.00		\$ 661,575.00

* CORRECTED BY ENGINEER

CHANGE ORDER No. 1

PROJECT: Reservoir Pumping Station and Fill Control Vault Improvements

Date of Issuance:

Effective Date:

OWNER: City of Oak Park, Michigan

ENGINEER: OHM Advisors

CONTRACTOR: CSM Mechanical

The following changes have been incorporated into the Contract Documents.

Description:

- Replace the old 12" gate valve outside of the Fill Control Vault with a 12" resilient wedge MJ gate valve. The new valve must conform to AWWA C515 requirements. Replace the 12" pipe between the external gate valve and the interior piping. The new length of pipe shall be class 54 DIP. Seal the annular space between the pipe and the vault wall with non-shrink grout and adhesive bentonite waterstop. Restrain the new 16" flanged gate valve in the vault using galvanized straps and stainless steel anchor bolts.
- Cut a shallow trench in the floor of the pumping station to convey standing water to the lower level sump. (Not more than 2" deep.)

Reason for Change Order:

- The external 12" gate valve will be replaced at the City's request. This existing valve is very old and has been repaired before. It is prudent to replace it along with the other piping and valve improvements that are being performed at this site. Since the external valve and the internal piping are being replaced, it is also prudent to replace the short length of old pipe connecting the external valve and the internal piping.
- The pump room normally has water on the floor from the water-lubricated pump shaft seals. A shallow trench cut into the concrete floor will convey this water to the sump area in the lower level of the station.

Attachments: (List documents supporting change):

- Sketch of the Fill Control Vault with revised improvements.
- Contractor's proposals for additional work as described.

CHANGE IN CONTRACT PRICE

Original Contract Price \$ 212,840.00

Net changes from previous
Change Orders \$ 0.00

Net increase (decrease) of this
Change Order \$ ~~0.00~~ 18,234.43

Adjusted Contract Price with all
approved Change Orders \$ 231,074.43

CHANGE IN CONTRACT TIME

Original Contract Times

Substantial Completion: days

Final Completion: days
(indicate days or dates)

Net changes from previous
Change Orders 0 days

Net increase (decrease) of this
Change Order (3) days

Adjusted Contract Time with all
Approved Change Orders

Substantial Completion: days

Final Completion: days*

RECOMMENDED BY:

Ken Arnold

ENGINEER (Authorized Signature)

2/13/2015

Date

ACCEPTED BY:

Garrett Moore

CONTRACTOR (Authorized Signature)

02.12.15

Date

APPROVED BY:

[Signature]

OWNER (Authorized Signature)

02.29.15

Date



C&B PIPING, INC.

(205) 699-0455
FAX (205) 699-0773

PROJECT: OAK PARK, MI
OAK PARK WWTP
BID: 2/13/15

REVISION:

ADDENDUMS:

ESTIMATOR: CRAIG MORTZ/DOUG RITTER

We are pleased to offer for your consideration, our proposal covering ductile iron pipe and fittings for the above referenced project.

The bill of material listed in our proposal is our interpretation of the contract drawings. It is offered as assistance in preparing your total estimate but is not guaranteed as to the final material that would actually be required. We could furnish you with piping layout drawings detailing all the the above with a bill of material which would be for approval prior to ordering and manufacturing.

C&B Piping, Inc. is a fabricator of ductile iron pipe. We will furnish and fabricate flange pipe, wall pipe and factory restrained joint cut/weld pieces for this project.

All prices are FOB factory with full truckload freight allowed to jobsite. We do not include sales or use taxes. Our payment terms are less 2% if paid in 10 days and full payment in 30 days. All past due invoices will be charged 1-1/2% interest per month.

**** ESCALATION CLAUSE ****

Push-On and Restrained Joint pipe prices are firm for 90 days from bid date. Fabricated pipe & all fitting prices are firm for 6 months from bid date. All prices are subject to increase if not ordered within the above mentioned time periods.

Note the following:

- 1) Pipe:
 - a) We have quoted pipe class as shown.
 - b) Flanged Pipe is quoted as Class 53, with 125# flanges

- 2) Fittings:
 - a) Flange: Full Body Ductile Iron 125# (ANSI/AWWA C110/A21.10)
 - b) Mechanical Joint: Compact MJ (AWWA C153)
 - c)

- 3) Lining:
 - a) Standard Thickness Cement (ANSI/AWWA C104/A21.4)
 - b)
 - c)

- 4) Coating:
 - a) Buried: Standard Asphalt
 - b)
 - c)
 - d)

- 5) Restrained Joints:
 - a) Pipe
 - b) Figs MJ w/ Wedge Restraints

- 6) Gaskets:
 - a) Standard SBR
 - b)

- 7) Hardware (where listed)

- a) MJ T-Bolts for buried MJ joints are quoted as Std Low Alloy Steel
- b) Flanged Bolts A307B Carbon Steel
- c)

- 8) Origin:
 - a) Some materials quoted may be globally sourced. If domestic only materials are required, prices may be adjusted accordingly.

- 9) Wall Pipes:
 - a) Wall Collars thicknesses are quoted as industry standard - C&B Submittal
 - b)

- 10) Addenda:
 - None
 - a) We have not accounted for any changes made by later addenda.

QUALIFICATIONS:

IMPORTANT INFORMATION CONCERNING FLANGED PIPE

30"-84" Flange Pipe fabricated by C&B Piping, Inc will be furnished with FLANGE-TYTE® Gaskets. Failure to use this gasket will result in voiding the manufacturer's warranty.

FLANGE-TYTE® GASKET FULL FACE -1/8" THICKNESS - 3 O-RING SEAL FEATURE

	Approximate Bolt Torque (ft-lb)																
	04"	06"	08"	10"	12"	14"	16"	18"	20"	24"	30"	36"	42"	48"	54"	60"	64"
150 PSI →																	550 600 600
250 PSI →	90	90	90	90	110	110	120	120	130	140	160	160	160	160	160	160	160
350 PSI →	110	110	110	130	130	150	160	180	200	220							

SEQ MARK	QUAN	UNIT	DESCRIPTION	TOTAL WEIGHT	UNIT PRICE	TOTAL PRICE
10						
J						
			<u>CEMENT LINED DIP W/FOREIGN FITTINGS & FLANGES</u>			
40	1	EA	12"x 8' 0" FLG x PE DIP CL54 CL/PC	484.0	\$866.26	\$866.26
50	1	EA	12" FLG PAK RR GSKT & (304SS) 12-7/8x4		\$99.00	\$99.00
60	2	EA	12" WEDGE RESTRAINT SET (DI)	84.0	\$104.10	\$208.20
70	3	EA	16" FLG PAK RR GSKT & (304SS) 16-1x4.5		\$185.00	\$555.00
80	1	EA	APPROX. FREIGHT CHARGE		#VALUE!	\$250.00
90	1		<u>TOTAL ALL ITEMS LISTED ABOVE</u>		#N/A	<u>\$1,978.46</u>



QUOTATION		
DATE	NUMBER	PAGE
1/9/2015	59865	1 of 1

B CSM100
 I CSM MECHANICAL, LLC
 L 7400 HICKORY VALLEY ROAD
 T FENTON, MI 48430
 O

Accepted By: _____
 Company: _____
 Date: _____
 PO#: _____

ATTENTION:
 CRAIG MORTZ P: 248-521-0981 F: 517-540-9704 CRAIG.MORTZ@CSMMECHANICAL.COM

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO #	JOB #	JOB TITLE	SLP	SHIPPING TYPE
REVISED QUOTE	59865	CITY OF OAK PARK, J&S, GATE 12" VALVE	HLL / KES	FRT. ALLD.

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	J&S, VALVE, GATE, 12", 6812 MECHANICAL JOINT, RESILIENT SEATED, EPOXY COATED INT & EXT, STAINLESS STEEL BOLTING WITH HANDWHEEL	\$2,500.00	\$2,500.00
1	EXTENSION STEM TO INCLUDE THE FOLLOWING: (1) 12' EXTENSION STEM (1) BOTTOM COUPLING (1) TOP COUPLING (1) 6' VALVEBOX WITH LID (2) 12" MEGA LUGS WITH 304 STAINLESS STEEL HARDWARE	\$1,629.00	\$1,629.00

SHIPMENT CAN BE MADE IN 1-2 WEEKS AFTER RECEIPT OF ORDER.

WE DO NOT INCLUDE: TAXES, INSTALLATION OR ASSEMBLY OF ANY COMPONENTS.

WE APPRECIATE THIS OPPORTUNITY TO QUOTE AND LOOK FORWARD TO BEING OF FUTURE SERVICE.

SINCERELY,
 HEATHER LAKE

KENNEDY INDUSTRIES INC.

This proposal is subject to Kennedy's standard terms and conditions of sale (rev'd 6/2014), which are attached or viewable at www.kennedyind.com . Terms of payment are net 30 days from date of invoice with 1-1/2% per month additional charge on unpaid balance. Credit card orders are subject to an additional 3% charge. NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL	TOTAL: \$4,129.00
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P.O. Box 180 ♦ 52900 Grand River ♦ New Hudson, MI 48165-0180 ♦ Phone: 248-684-1200 ♦ Fax: 248-684-6011

www.KennedyInd.com

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

To Owner: City of Oak Park
 14000 Oak Park Boulevard
 Oak Park, MI 48327
 Attn: Mr. Rocco Fortura
 CSM Mechanical, LLC
 7400 Hickory Valley Drive
 Fenton, Michigan 48430

Project: Reservoir Pumping Station
 and Reservoir Fill Control
 Vault Improvements
 Architect: OHM Advisors

Application No.: Two (2)
 Period To: 02.05.15
 Project No.: 2014-0416
 Contract Date: 10.22.14

Distribution
 Owner
 Architect
 Contractor

Contract For: Mechanical Scope of Work

CONTRACTORS APPLICATION FOR PAYMENT
 Application is made for payment as shown below, in connection with the Contract Continuation sheet Document G703 is attached.

- 1. Original Contract Sum \$212,840.00
- 2. Net change by Change Orders \$0.00
- 3. Contract Sum To Date (line 1 +2) \$212,840.00
- 4. Total Completed and Stored To Date (Column G on G703) \$102,455.00
- 5. Retainage: \$10,245.50
 - a. 10% of Completed Work (Columns D+E on G703)
 - b. 10% of Stored Material (Column F on G703)
- 6. Total Retainage (line 5a +5b) \$10,245.50
- 7. Total Earned Less Retainage (Line 4 less Line 6 Total) \$92,209.50
- 8. Less Previous Certificates For Payment (Line 6 From Prior Certificate) \$57,208.50
- 9. Current Payment Due (Line 3 Less Line 6) \$35,001.00

Change Order Summary	Additions	Deductions
Total Changes Approved In	\$0.00	\$0.00
Previous months By Owner	\$0.00	\$0.00
Total Approved This Month	\$0.00	\$0.00
Totals	\$0.00	\$0.00
NET Changes By Change Order	\$0.00	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work by the Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the contractor for work for which previous Certificates for Payment were issued and payments received from the Owner and that current payment is now due.

By: [Signature] CSM Mechanical, LLC
 State of: Michigan
 County of: Livingston
 Subscribed and sworn to before me this 5th day of February, 2015

Notary Public: [Signature]
 My Commission expires: May 03, 2015

ARCHITECTS CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge information and belief the Work has progressed as indicated, the quality of the work is in accordance with Contract Documents, and the Contractor is entitled to the payment of the Amount Certified.
 AMOUNT CERTIFIED: 35,001.00
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: [Signature] Date: 2/5/15
 BY: [Signature]
 This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

OWNER: City of Oak Park
 Approved By: [Signature] Date: 02.24.15

A ITEM No.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F TOTAL COMPLETED AND STORED TO DATE (D + E)	G % G/G	H BALANCE TO FINISH C - G	I RETAINAGE
			Previous Applications	Work in Place				
1	General Conditions	\$4,510.00	\$450.00	\$2,030.00	\$2,480.00	54.99%	\$2,030.00	\$248.00
2	Permitting, Submittals & O & M manuals	\$3,675.00	\$2,375.00	\$0.00	\$2,375.00	64.63%	\$1,300.00	\$237.50
3	Mobilization	\$3,400.00	\$340.00	\$3,060.00	\$3,400.00	100.00%	\$0.00	\$340.00
4	Supervision and/or Coordination	\$8,300.00	\$1,000.00	\$1,800.00	\$2,800.00	33.73%	\$5,500.00	\$280.00
5	Process Pump Removals and Replacements	\$67,945.00	\$11,900.00	\$22,700.00	\$34,600.00	50.92%	\$33,345.00	\$3,460.00
6	Process Valving Procurements & Installation	\$45,960.00	\$12,800.00	\$7,700.00	\$20,500.00	44.60%	\$25,460.00	\$2,050.00
7	Electrical scope of work	\$69,800.00	\$34,700.00	\$0.00	\$34,700.00	49.71%	\$35,100.00	\$3,470.00
8	Project clean-up	\$3,630.00	\$0.00	\$1,600.00	\$1,600.00	44.08%	\$2,030.00	\$160.00
9	Check, test and start-up procedures	\$2,900.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,900.00	\$0.00
10	Project warranty and demobilization	\$2,720.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,720.00	\$0.00
TOTALS		\$212,840.00	\$63,565.00	\$38,890.00	\$102,455.00	48.14%	\$110,385.00	\$10,245.50

AIA DOCUMENT G702 • CONTINUATION SHEET • APRIL 1978 EDITION • AIA® • © 1978
 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, D.C. 20006

By: [Signature]
CSM Mechanics, LLC
Title: George S. Smith
Member

Date: February 5, 2015

There ~~is~~ (is not) an itemized statement attached.

Executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided there under, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

FILL CONTROL VAULT IMPROVEMENTS
RESERVOIR PUMPING STATION AND

A.D. 20 14 for

and dated November 19
or his agents, in addition to the regular items set forth in the contract numbered

THE CITY OF OAK PARK

performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from

I hereby declare that I have not, during the period January 15, 2015 to February 5 A.D. 20 15

CONTRACTOR'S DECLARATION

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** March 2, 2015 **AGENDA #****SUBJECT:** Request from Italia Construction for a contract extension for the 2015 Commercial Area Sidewalk Project, M-594.**DEPARTMENT:** DPW - KJY**SUMMARY:** Please find attached a request from Italia Construction, the contractor for the 2014 Sidewalk Replacement Program, M-589. They have indicated that they would like to extend their unit prices from this project to perform the 2015 Commercial Area Sidewalk Project, M-594.**FINANCIAL STATEMENT:** The current budget totaling \$665,000.00 in Fund 451 Sidewalk & Special Assessment Fund for the 2014 Sidewalk Replacement Program, M-589 and the 2015 Commercial Area Sidewalk Project, M-594, should be amended to \$917,120.00 to reflect the costs of both projects. Funding for both projects will be made available by a special assessment of the expenses to the property owners.**RECOMMENDED ACTION:** It is recommended City Council approve the offer for the contract extension from Italia Construction in the total amount of \$410,120.00 for the 2015 Commercial Area Sidewalk Project, M-594. Funding will be made available by a special assessment of the expenses to the property owners. It is further recommended that the Fund 451 Sidewalk & Special Assessment capital outlay budget Account No. 451-71-442-970.000 be amended to \$917,120.00 and that the revenue budget Account No. 451-71-442-672 be amended to \$917,120.00.**APPROVALS:**

City Manager: _____

Department Director: _____

Finance Director: _____

EXHIBITS: Letter from Italia Construction, Project estimate, and map of area

EXHIBIT A

2015 COMMERCIAL AREA SIDEWALK REPLACEMENT PROJECT, M-594

CITY OF OAK PARK, MICHIGAN

CONTRACTOR: ITALIA CONSTRUCTION, INC
 57151 Deercreek Ct.
 Washington, MI 48094

ITEM	DESCRIPTION	BID QUANTITY	UNIT PRICE	COST
1	REMOVE CONCRETE PAVT. (MODIFIED SP)	11,000	\$9.00	\$99,000.00
2	SIDEWALK CONC. NON REINF 6" SIDEWALK/DRIVE APPROACH	74,000	\$2.60	\$192,400.00
3	SIDEWALK CONC. NON REINF 4" SIDEWALK	5,000	\$2.10	\$10,500.00
4	SIDEWALK CONC. NON REINF 8" SIDEWALK/DRIVE APPROACH	17,500	\$5.00	\$87,500.00
5	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	300	\$20.00	\$6,000.00
6	MINOR TRAFFIC DEVICE	1	\$4,000.00	\$4,000.00
7	PROJECT CLEAN UP	1	\$4,000.00	\$4,000.00
8	INSPECTION CREW DAYS	320	21.00	\$6,720.00
TOTAL				\$410,120.00

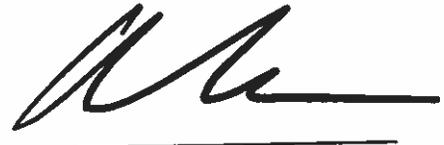
ITALIA CONSTRUCTION INC

ATTN:

Jennifer L. Wilson, Engineering Technician I
Technical and Planning Department
City of Oak Park
14300 Oak Park, MI 48237
Office: (248) 691-7580
Fax: (248) 691-7165

We agree to extend 2014 prices for 2015 Commercial Area Sidewalk Replacement M-594. We look forward to continuing our relationship with the city, this year, and hopefully in future years as well.

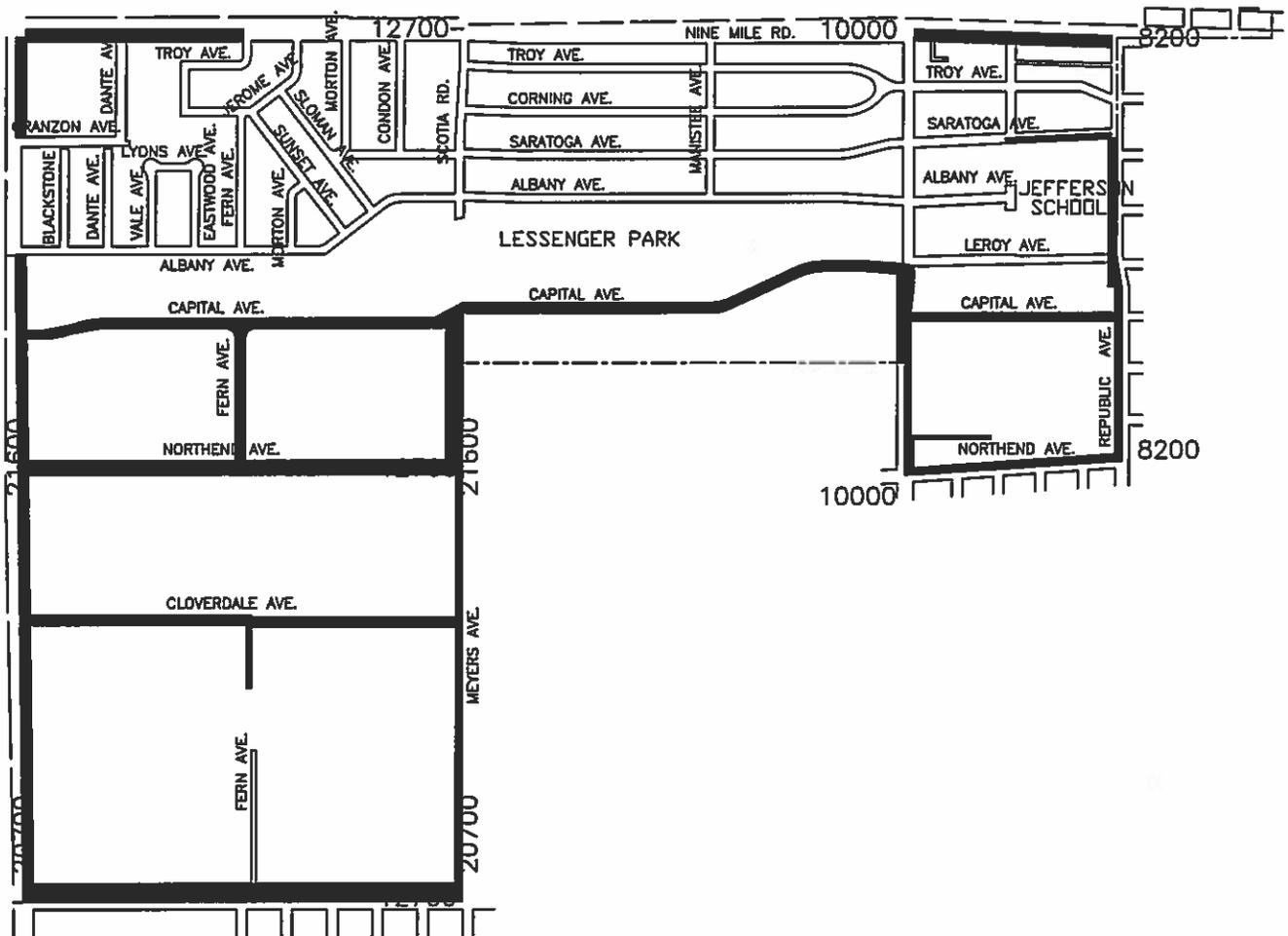
Thank You,



Cosimo Di Cesare
JR.VP.

*57151 Deer Creek Court, Washington, MI 48094
Phone: 586-677-1697 Fax: 586-677-1687
Email CDC.ITALIACONSTRUCTION@YAHOO.COM*

City of Oak Park 2015 Sidewalk Replacement Project



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** March 2, 2015

SUBJECT: Request Authorization to enter into a Contract with AB Software Solutions for database upgrades for 3 existing public safety databases (Training Records, Public Safety Admin and Case Prop) to a Microsoft Access 2013 version, in addition the Department of Information Technology is also requesting a Budget Amendment to cover the cost of the conversion.

DEPARTMENT: Information Technology

SUMMARY:

Conversion costs for each of the databases:

PS Admin:	\$6,480
Training Records:	\$2,160
Case Prop:	\$5,760

All databases will maintain their current functionality in MS Access 2013. An enhancement will be made to the Training Records database which will improve network functionality and performance. Additionally, a transfer file will be created in a compliant format for import / transfer into the BS&A Payroll System from the PS Admin database.

FINANCIAL STATEMENT: A budget amendment is being requested to cover this in the current budget under the 101-12-258-818 account.

RECOMMENDED ACTION: It is recommended that City Council authorize the City to enter into a contract with AB Software Solutions to allow for the conversion and upgrade of public safety databases in the amount of \$14,400 and further request that the expenditure budget be amended for account number 101-12-258-818-000 in the amount of \$14,400.00 with funding to come from the undesignated fund balance.

APPROVALS:

City Manager: _____

Director of IT: _____

Director of Finance: _____

EXHIBITS: See 3 Proposals and Agreement

AB Software Solutions Agreement of Services

The following is an agreement of services to be provided by AB Software Solutions (referred to as ABSS) and City of Oak Park (referred to as client).

1. It is agreed that ABSS will provide database development, management and consulting services for the client. The client agrees to the rate of \$90 per hour.
2. The scheduling of jobs will be subject to the availability of ABSS at the time of request.
3. ABSS will promptly fix any errors found during the course of the work. This shall be the exclusive warranty for any deliverables supplied under this agreement.
4. ABSS agrees not to sell, provide or disclose any of the data from this project to anyone other than the agent/s representing the client without prior written approval by the client.
5. Except as expressly set forth in this agreement, ABSS disclaims all warranties including all implied warranties of merchantability and fitness for a particular purpose, and all obligations or liabilities on the part of ABSS for damages, including but not limited to indirect, incidental, special or consequential damages arising out of, or in connection with, the delivery, use or performance of anything provided pursuant to the terms of this agreement. It is understood and agreed that ABSS's liability, whether in contract, in tort (including negligence), in strict liability or otherwise shall not exceed the return of the amount paid pursuant to this contract.
6. Client shall retain its ownership interests in all of the intellectual property developed in connection with the services rendered under this agreement. The client will also possess all source code which will give and allow client the ability to maintain and alter program without necessarily utilizing the services of ABSS. The client may use software developed by ABSS for any purpose as deemed by the client.
7. Should any part of this contract be found unenforceable under Michigan law, it is understood by both parties that all other parts of this agreement will remain in effect and will not be considered null or void.

The following parties accept the above agreement, as indicated by the following signatures:

Date: _____ By: _____ / AB Software Solutions

Date: _____ By: _____ / City of Oak Park

AB Software SOLUTIONS

70943 Van Dyke Rd.
Bruce Township, Michigan 48065

Proposal Date: 2/12/2015
Company: City Of Oak Park
Address: City Of Oak Park
13600 Oak Park Blvd
Oak Park, MI 48237
Project: PSAdmin Database Conversion To MS Access 2013
Project Description: Convert MS Access Database currently in .mdb format to MS Access 2013

Item Description	Qty/Hours	Rate	Total
136 Tables: Review current data structure. Transfer all tables and existing relationships into accede compatible format.	0.00	\$90.00	\$0.00
Approximately 150 Queries: Transfer all query objects into accdb compatible format.	0.00	\$0.00	\$0.00
More than 150 Forms: Transfer all form objects into accdb compatible format and adjust forms with incompatible control types if required.	0.00	\$0.00	\$0.00
More than 120 Reports: Transfer all report objects into accdb compatible format and adjust reports with incompatible control types if required.	0.00	\$0.00	\$0.00
13 Modules and 1 Macro: Transfer all current modules into new accdb database.	0.00	\$0.00	\$0.00
Create transfer file that will be in a compliant format for import / transfer into the BS&A Payroll System.	0.00	\$0.00	\$0.00
Assume 8 hours to transfer all objects; 48 hours to review all code and make applicable changes as required; 16 hours to review security model and create transfer file; Includes remote setup on all required computers.	72.00	\$90.00	\$6,480.00
Total Estimated Development Cost:	72.00		\$6,480.00

AB Software SOLUTIONS

70943 Van Dyke Rd.
Bruce Township, Michigan 48065

Proposal Date: 2/6/2015
Company: City of Oak Park
Address: City Of Oak Park
13600 Oak Park Blvd
Oak Park, MI 48237
Project: CaseProp Database Conversion To MS Access 2013
Project Description: Convert MS Access Database currently in .mdb format to MS Access 2013

Item Description	Qty/Hours	Rate	Total
46 Tables: Review current data structure. Transfer all tables and existing relationships into accdb compatible format.	0.00	\$90.00	\$0.00
49 Queries: Transfer all query objects into accdb compatible format.	0.00	\$0.00	\$0.00
50 Forms: Transfer all form objects into accdb compatible format and adjust forms with incompatible control types if required.	0.00	\$0.00	\$0.00
27 Reports: Transfer all report objects into accdb compatible format and adjust reports with incompatible control types if required.	0.00	\$0.00	\$0.00
1 Module and 5 Macros: Transfer all current modules into new accdb database.	0.00	\$0.00	\$0.00
Assume 8 hours to transfer all objects; 40 hours to review all code and make applicable changes as required; 16 hours to review security model. Includes remote setup on all required computers.	64.00	\$90.00	\$5,760.00

Total Estimated Development Cost: 64.00 \$5,760.00

AB Software SOLUTIONS

70943 Van Dyke Rd.
Bruce Township, Michigan 48065

Proposal Date: 2/6/2015
Company: City of Oak Park
Address: City Of Oak Park
13600 Oak Park Blvd
Oak Park, MI 48237
Project: Training Records Database Conversion To MS Access 2013
Project Description: Convert MS Access Database currently in .mdb format to MS Access 2013

Item Description	Qty/Hours	Rate	Total
8 Tables: Review current data structure. Transfer all tables and existing relationships into accdb compatible format. Split all tables into back-end MS Access database. Currently all tables are local.	0.00	\$90.00	\$0.00
23 Queries: Transfer all query objects into accdb compatible format.	0.00	\$0.00	\$0.00
29 Forms: Transfer all form objects into accdb compatible format and adjust forms with incompatible control types if required.	0.00	\$0.00	\$0.00
19 Reports: Transfer all report objects into accdb compatible format and adjust forms with incompatible control types if required.	0.00	\$0.00	\$0.00
1 Module: Transfer all current modules into new accdb database.	0.00	\$0.00	\$0.00
Assume 8 hours to transfer all objects; 16 hours to review all code and make applicable changes as required. Includes remote setup on all required computers.	24.00	\$90.00	\$2,160.00
Total Estimated Development Cost:	24.00		\$2,160.00