



**PONTIAC CITY COUNCIL  
FORMAL MEETING**

**April 20, 2017**

**6:00 p.m.**

**182<sup>nd</sup> Session of the 9<sup>th</sup> Council**

*It is this Council's mission "To serve the citizens of Pontiac by committing to help provide an enhanced quality of life for its residents, fostering the vision of a family-friendly community that is a great place to live, work and play."*

Call to order

Invocation

Pledge of Allegiance

Roll Call

Authorization for excused absences for councilmembers

Amendments to and approve of the agenda

Approval of the Minutes

1. April 13, 2017
2. Closed Session Minutes April 13, 2017

Deputy Mayor Report or Department Head Reports

Recognition of Elected Officials

Agenda Address

**AGENDA ITEMS FOR CITY COUNCIL CONSIDERATION**

3. Resolution for St. John United Methodist Church 95<sup>th</sup> Anniversary Celebration.
4. Request for approval of the HVAC replacement for Senior Centers.
5. Request to amend the 9<sup>th</sup> Pontiac City Council rules and procedures.

Public Comment

Mayor, Clerk, City Attorney, Council Closing Comments

Adjournment

April 13, 2017

**Official Proceedings  
Pontiac City Council  
181<sup>st</sup> Session of the Ninth Council**

A Formal Meeting of the City Council of Pontiac, Michigan was called to order in City Hall, Thursday, April 13, 2017 at 6:00 P.M. by President Patrice Waterman.

Call to Order at 6:00 p.m.

Invocation

Pledge of Allegiance

Roll Call

Members Present: Carter, Holland, Pietila, Taylor-Burks, Waterman, Williams and Woodward.

Members Absent: None

Mayor Waterman was present.

Clerk announced a quorum.

17-104      **Suspend the rules to add the approval of the agenda and approval of the minutes to the Study Session Meetings.** Moved by Councilperson Williams and supported by Councilperson Woodward.

Ayes: Holland, Pietila, Taylor-Burks, Waterman, Williams, Woodward and Carter

No: None

**Motion Carried.**

17-105      **Approval of the Agenda to add the Neighborhood Empowerment Projects.** Moved by Council Pietila and supported by Councilperson Woodward.

Ayes: Taylor-Burks, Waterman, Williams, Woodward, Carter, Holland, and Pietila.

No: None

**Motion Carried.**

17-106      **Journal of April 6, 2017 and Closed Session Minutes of April 6, 2017.** Moved by Councilperson Woodward and supported by Councilperson Taylor-Burks.

Ayes: Pietila, Taylor-Burks, Waterman, Williams, Woodward, Carter and Holland.

No: None

**Motion Carried.**

17-107      **Resolution to go into Closed Session CPREA vs. City of Pontiac and MAPE 50<sup>th</sup> District vs. The City of Pontiac.** Moved by Councilperson Woodward and supported by Councilperson Taylor-Burks.

Whereas, Section 8 (e), MCL 15.268, permits a public body “[to] consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have detrimental financial effect on the litigation or settlement position of the public body”: and,

Whereas, the Pontiac City Council believes that an open meeting would have a detrimental financial effect on the litigating or settlement position of the City.

April 13, 2017

Therefore, Be It Resolved that the Pontiac City Council recesses into closed session for the purpose of consulting with its attorney regarding pending litigation in the cases of CPREA vs. City of Pontiac and MAPE 50<sup>th</sup> District vs. City of Pontiac.

Ayes: Waterman, Williams, Woodward, Carter, Holland, Pietila, and Taylor-Burks.

No: None

**Resolution Passed.**

There were 9 individuals who addressed the body during public comment.

17-108        **Resolution to amend FOIA procedures and guidelines and the public summary for procedures and guidelines.** Moved by Councilperson Woodward and supported by Councilperson Taylor-Burks.

WHEREAS, on September 16, 2016, the City implemented its FOIA Procedures and Guidelines; and

WHEREAS, from time to time the City undertakes a review of the procedures and guidelines based on changes to the statute and new case law; and

WHEREAS, the City desires to update its existing procedures and guidelines as well as its written public summary; and

WHEREAS, pursuant to MCL 15.234(4), a public body is required to establish procedures and guidelines to implement Michigan's Freedom of Information Act and shall create a written public summary of the procedures and guidelines.

NOW THEREFORE, BE IT RESOLVED, that the attached procedures and guidelines and written public summary are hereby adopted, effective April 10, 2017.

PASSED AND APPROVED BY THE CITY COUNCIL, Pontiac, Michigan, this 13th day of April, 2017.

Ayes: Williams, Woodward, Carter, Holland, Pietila, Taylor-Burks, and Waterman.

No: None

**Resolution Passed.**

17-109        **Suspend the rules to add the Neighborhood Empowerment Projects Resolution as an action item.** Moved by Councilperson Taylor-Burks and supported by Councilperson Woodward.

Ayes: Woodward, Carter, Holland, Pietila, Taylor-Burks, Waterman, and Williams.

No: None

**Motion Carried.**

17-110        **Resolution for the 2017 Neighborhood Empowerment Projects over \$10,000. (Agenda-Item Ad On.)** Moved by Councilperson Williams and supported by Councilperson Pietila.

Whereas, The 2017 Neighborhood Empowerment Program (NEP) was developed in accordance with the City, Pontiac Moving Forward Plan, which stresses the inclusion of civic involvement; and,  
Whereas, applications were made available to community organizations and non-profit organizations,  
and,

April 13, 2017

Whereas, the City received a total of 22 projects and seven (7) are over ten thousand \$10,000 and require City Council approval and,

Whereas, the follow projects require city council approval;

Project 1: District 2 Community Group/Oakhill Cemetery Historic Mausoleum Restoration Project \$12,373 and,

Project 6: Better Pontiac Community Corporation District/Construct New 20x20 Pavilion at Richardson Park \$20, 200 and,

Project 11: Friends of N. Kiwanis Park/Upgrade N. Kiwanis Park by adding new park benches (6), garbage cans (5), soccer nets (2) and pet waste systems (2) \$15,000 and,

Project 12: Friends of N. Kiwanis Park/Install Park Station donated by City of Pleasant Ridge \$22,000 and,

Project 17: The Rotary Club of Pontiac Charities, Inc. /Construct a new 20x40 park Pavilion at Rotary Park \$27,000 and,

Project 18: Prospect Baptist Church/Park Furnishing and repairs of New Mattie Hatchett Park to include: New Pedestal table (1), Park Bench (1) and Bike Rack (1). Repairs to be made: re-paint park pavilion, and resurface and paint basketball court \$15,000.

Project 19: Friends of the Pontiac Park Association/Construct new play structure and benches (2) \$36,000.

NOW THEREFORE BE IT RESOLVED that, The Pontiac City Council approves the above mentioned seven projects.

Ayes: Carter, Holland, Pietila, Taylor-Burks, Waterman, Williams and Woodward.

No: None

**Resolution Passed.**

**President Patrice Waterman adjourned the meeting at 8:02 p.m.**

---

SHERIKIA L. HAWKINS  
CITY CLERK

# I.T. SUB COMMITTEE

APRIL 10<sup>TH</sup> 2017 AGENDA: CONTINUATION OF MARCH REPORT.

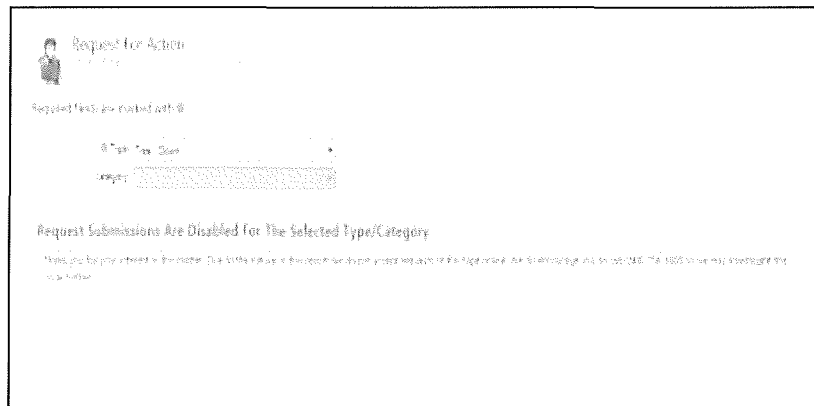
Member present:

Pro Tem Mary Pietia, Mr. Ken Martian (pcm), Deputy Mayor Jane Dais-Disessa, Councilperson Doris Burks, Legislative Coordinator Monique Sharp and Councilman Randy Carter (chairman)

Meeting start 5:37 P.M.

1. City website still being upgraded.
2. The Bowen center computers have been addressed (12) twelve systems are available for public use.
3. The Ruth Peterson center computer have also been address (6) six systems are available for public use.
4. The Court house issues, are being address from too small of a data stream to run the system efficiently. Control and policies for restriction of social media and entertainment website. The upgrade to new circuits specification and speed are being negotiated within the new contracts, timeline not available.
5. Request for action form on City Website, need to have all issue to be address, we understand certain issue should be phone in.
6. Request for action should have an issue number, acknowledge receipt of a request.

Meeting adjourned at 6:06 P.M.



## **DEPARTMENT OF PUBLIC WORKS SUB-COMMITTEE NOTES**

**April 11, 2017**

In attendance:

Council members: Doris Taylor- Burks, Don Woodward and Kermit Williams

Deputy Mayor: Jane Bais-Disessa

DPW Director: Terrance King

City Engineer: John Balint

### **I. North Saginaw**

There are repairs being done.

Water main

There will be a request for a 2-3 week extension from MDOT as there is an approval process in order to grant an extension.

Pontiac is responsible for 20% of the cost and MDOT is funding the rest.

### **II. Other projects**

The following streets have a design project:

Terry, Dresden, Michigan, Hill and Joslyn

Joslyn will not be complete until 2018 as traffic lights maybe put in place and asphalt.

The asphalt is a super pave mix which lasts. MLK is an example. The asphalt on MLK has been in place for over five (5) years.

### **III. Valencia Street**

A constituent is complaining about a tree which she says is infested with some sort of bugs. The constituent stated that three (3) people have died on the street.

DPW will go out and investigate the tree.

### **IV. Oak Hill and Detroit Memorial**

The week of March 26, there were four (4) more trees down, but no headstones had been damaged.

There is some consideration being given to doing all of the necessary cleanup and getting things on a solid foundation so that a determination can be made as to whether a contractor will continue with the regular maintenance or whether the maintenance will be done in house.

The groundhogs have also attributed to some of the trees falling as they chew on the roots of the trees.

Money maybe need to go into the budget for cleanup at Oak Hill in order for it to be cleaned up properly, but not sure of the possible impact on the budget.

### **V. Memorial Day**

There will be speeches given and a Fly- Over.

A recommendation to consult with the clerk to check and see if a Resolution for the Veterans has been done, if not, a Resolution should be prepared.

### **VI. Oakland Park and other Parks**

A discussion regarding what can be done about dogs being prohibited from being in close proximity or 500 feet from a play scape.

There needs to be an adjustment or modification to an ordinance or a new ordinance, the recommendation is a new ordinance.

At Beaudette Park, wires were knocked over, trying to get the police involved

#### **VII. GM and Ed Lee Construction**

Both purchased a number of homes from Oakland County and have fixed them up.

Considering a means of rewarding their efforts without waiving fees.

**City of Pontiac Resolution for St. John United Methodist Church  
95<sup>th</sup> Anniversary Celebration**

- WHEREAS, It is warm and sincere gratitude that we graciously recognize St. John United Methodist Church for 95 years of illustrious spiritual guidance which has been bestowed upon metropolitan Pontiac and beyond; and,
- WHEREAS, St. John Methodist Church was established June 22, 1922 and Rev. Brady was the first Pastor; and,
- WHEREAS, Many of the charter members commenced to fellowship and join St. John Methodist Church on the first Sunday, June 28, 1922; and,
- WHEREAS, The Episcopal Church merged with the United Brethren Church and St. John merged with the Northeast Community United Brethren Church and became St. John United Methodist Church; and,
- WHEREAS, Many of the families of the charter members are still active members of St. John United Methodist Church; and,
- WHEREAS, Prior to St. John United Methodist Church moving to its present location, 620 University Drive, Pontiac, Michigan, the Church purchased its first piece of property on Highland Street in Pontiac and it was this location that was later designated for the Church's first sanctuary; and,
- WHEREAS, St. John United Methodist Church has appointed over twenty (20) Pastors and their families to serve; and,
- WHEREAS, The members of St. John United Methodist Church have played an essential yet vital role in the development of the Pontiac community. Many of the members volunteer and hold leadership positions in many organizations such as the Golden Opportunity Club, the NAACP, the City-Wide Choir Union, adopt-a-school and others and the Church Young Adult and Youth groups continue to provide service projects to meet the needs of the community and the world; and,
- WHEREAS, Rev. Dr. Lester Mangum continues the legacy and the great work that was started by his predecessors in 1922.

THEREFORE BE IT RESOLVED, that we the members of the Pontiac City Council and on behalf of the Citizens of Pontiac, hereby acknowledge and salute St. John United Methodist Church for their service and commitment of 95 years of service in the community.

---

*Patrice Waterman, President*

---

*Mary Pietila, Pro-Tem*

---

*Don Woodward, Councilman*

---

*Randolph Carter, Councilman*

---

*Mark E. Holland, Sr., Councilman*

---

*Doris Taylor-Burks, Councilwoman*

---

*Kermit Williams, Councilman*



# Memorandum - Revised

To: Honorable Mayor, Council President and City Council Members

From: Michelle L. McKenzie, Purchasing Agent

Through: Jane Bais-DiSessa, Deputy Mayor

Date: April 7, 2017

Re: HVAC Replacement for Senior Centers

---

The City advertised for bids for HVAC Replacement for Senior Centers. The proposals were accepted on March 30, 2017 at 2:00 pm in the office of the City Clerk and publically opened at that time.

The City received seven (7) bid proposals. Only three (3) vendors submitted all the required documents at the time of the bid opening.

The three (3) responsive, qualified bids for the HVAC Replacement for Senior Centers were from:

- Discovery Mechanical Services LLC
- MJ Mechanical Services, Inc.
- Miller-Boldt, Inc.

The bids were tabulated and checked. Based on the review, the lowest qualified bidder is Discovery Mechanical Services LLC. The bid amount is \$ 40,882.00. The City of Pontiac has been allocated Federal funds through the Community Development Block Grant (CDBG). Those funds will be used to pay for the replacement HVAC system at the Ruth Peterson Center and the Robert Bowen Center.

As such, it is the recommended of the Purchasing Agent that the City authorizes the Mayor or Deputy Mayor to enter into a contract with the above mentioned vendor Discovery Mechanical Services LLC:

***WHEREAS**, the City of Pontiac advertised and received responses to a request for proposals for HVAC Replacement of Senior Centers on March 30, 2017 and publically opened bids; and,*

***WHEREAS**, a bid tabulation was prepared and reviewed by the Purchasing Agent of the City, and,*

***WHEREAS**, the most responsible and qualified bidder is being recommended for the contract; and,*

***WHEREAS**, the contract will be granted to Discovery Mechanical Services, LLC. The amount of \$ 40,882.00 is the total bid for any and all work performed, by the contractor, under this agreement and will be funded by CDBG dollars;*

***NOW, THEREFORE, BE IT RESOLVED** that the Pontiac City Council authorize the Mayor or Deputy Mayor to enter into a contract with; Discovery Mechanical Services, LLC for HVAC replacement for Senior Centers in the amount of \$ 40,882.00 as budgeted with CDBG funds.*

## REFERRAL/RECOMMENDATION FORM

DATE: April 3, 2017

TO: Nevrus Nazarko, Finance Director

TO: Jane Bais-DiSessa, Deputy Mayor

FROM: Michelle L. McKenzie, Purchasing Agent

THE ATTACHED DOCUMENTS ARE BEING REFERRED FOR THE FOLLOWING REASONS:

☐ City Council ☒ Bid Approval ☐ Budget Approval ☐ Cancelled ☐ Other

Bid Analysis and Recommendation for \_\_\_\_\_

The following bid is attached:

HVAC Replacement for Senior Centers

This copy does not include the equipment specifications or Oakland County forms.

You Recommendations of a bidder are to be located in the space provided in the "Remarks" section on the next page of this form. Do not submit your recommendation on any other.

RFP: HVAC Replacement for Senior Centers

REMARKS: After a competitive process and a public bid opening, it is recommended  
that Discovery Mechanical Services LLC be awarded the HVAC Replacement for  
Senior Centers bid.

Your recommendation is to be based on the bid specification and content of bid. If the lowest bidder or bidders do not meet the specifications then list the major deviations for each.

Rejections must be based on actual exceptions to specifications, or on other details included in the bid documents.

Legal questions or concerns should be included in the analysis. If necessary, the Purchasing Division may request a legal opinion.

Recommendations for bids over \$10,000.00 must be approved by the Finance Director, the Purchasing Agent or an approved person as noted on the "City of Pontiac Authorized Signature Record."

Contractor has met the requirements of the Request For Proposal Bid Documents.
Project to be paid for with CDBG funds administered by Oakland County.
The above named firm has also provided references of the companies where they have performed similar work.
They have the experience and equipment necessary to perform the duties of the RFP.
I have included my advertising list and listing of vendors notified on MITN.
I have included a bid tabulation showing all the bidders and their prices.

Signature of Purchasing Agent:

Michelle S. McKenzie

Date: 4/4/17

Approved by:

Signature of Finance Director:

Harold W.

Date: 4/4/17

Signature of Deputy Mayor:

James B. D. Jr.

Date: 4-6-17

☒ CDBG documentation

☒ LARA ☒ DLEG ☒ SAM ☒ Income Tax ☒ NOT in Pontiac ☒ Property Tax ☒ City A/P

☒ MITN ☒ Website ☒ Bid Tab ☒ Advertising List ☒ RFP

general posting

MITN vendors

Direct Solicitation

**Oakland County Community and Home Improvement  
PY 2016 Community Development Block Grant Project Summary**

<b>PY</b>	2016	<b>OPT UNIT</b>	Pontiac	<b>ACCT #</b>	731696	<b>ID</b>	43
<b>OBJECT</b>	PUBLIC FACILITIES & IMPROVS			<b>ACCOUNT</b>	Senior Center		
<b>IDIS PROJECT #</b>	8	<b>IDIS ACTIVITY #</b>	8110	<b>UNITS</b>	2	<b>ALLOCATION</b>	\$75,000.00
<b>DESCRIPTION</b>	Replace air conditioning systems.						
<b>LOCATION</b>	Ruth Peterson SC & Bowen SC			<b>LOCALITY</b>	Pontiac 48340		
<b>ADDRESS</b>	990 Joslyn and 52 Bagley					<b>PIN</b>	
<b>L/M</b>							
<b>ENV CODE</b>	B (3) Env Assessed per 24 CFR 58.36		<b>MATRIX</b>	03A	<b>AUTHORITY</b>	570.201 (c)	
<b>CONTRACT REQUIRED</b>	<input checked="" type="checkbox"/>		<b>CONTACT CONTRACT COMPLIANCE WHEN COMPILING BIDS/SPECS</b> <input checked="" type="checkbox"/>				
<b>HOUSEHOLD DBA REQUIRED</b>	<input type="checkbox"/>		<b>PERSON DBA REQUIRED</b> <input type="checkbox"/>				
<b>OBJECTIVE</b>	Suitable Living Environment			<b>GOAL</b>	Strengthen Communities		
<b>INDICATOR</b>	# of LMI persons with new or improved access			<b>OUTCOME</b>	Improve Sustainability		
<b>NOTES</b>	A finding of No Significant Environmental Impact has been determined						
<b>REVISED 1:</b>							
<b>REVISED 2:</b>							
				<b>TOTAL ALLOCATION</b>			

**SPENDING PERFORMANCE RATIO (SPR)** HUD requires Oakland County to achieve a 1.5 SPR by May 1st of each year.

**REQUIRED DRAWS** One draw every 9 months per activity from the Letter to Spend date in IDIS.

**REQUIRED EXPENDITURES** All funds per year per activity must be spent in 2 years from Letter to Spend date in IDIS.

**RECAPTURE POLICY** After 2 years all unobligated funds will be evaluated for possible recapture.

**EMERGENCY SERVICES** Income and other relevant documentation must be provided to the Contract Compliance Officer. If the emergency assistance includes grant payments, these payments cannot last more than 3 consecutive months per household.

**FLOOD PLAIN AREAS** Communities with floodplain areas may have issues related to Environmentally Assessed and Categorically Excluded activities. Contact the Environmental Officer (248) 858-1191.

**INCOME QUALIFICATION** Eligibility for all types of Minor Home Repair, Special Assessment and some Public Services is based on household income and requires 3rd party verification based on HUD Section 8 Income guidelines. Contact Contract Compliance (248) 858-0196.

**PROCUREMENT** All goods and services must be purchased in accordance with CDBG competitive procurement guidelines. Contact Contract Compliance (248) 858-0196.

**ELDERLY DEFINITION** HUD defines elderly person as 62 yrs or more.

**SEVERELY DISABLED ADULT DEFINITION = 18 YRS AND OLDER** Use wchair/aid 6/+mo; unable to perform 1/+ func activities; need assist w/daily living instrl activities of daily living; prevented fr work/housework; autism, cerebral palsy, Alzheimer's, senility/dementia mental retardation; or <65 Medicare/SSI.

Oakland County Use Only

<b>FUND #</b>	29701	<b>DEPT #</b>	1090611	<b>PROGRAM #</b>	172170	<b>ACCT #</b>	731696	<b>OPT UNIT #</b>	40420
<b>BUDGET REF</b>			2016	<b>PROJ #</b>	GR0000000729	<b>ACT</b>	CP	<b>SOURCE</b>	CP

**KEEGO HARBOR**

PARKS, RECREATIONAL FACILITIES A3c(I) \$8,943  
*Install exercise equipment, benches, picnic tables, playground equipment, protective safety ground cover for Rose Sorter Park and Fran Leaf Park.*

PUBLIC SERVICES A1e(II) \$3,000  
*Youth Services - Summer camp for youth from L/M HH.*  
**TOTAL \$11,943**

**LATHRUP VILLAGE**

PUBLIC SERVICES A1e(II) \$6,830  
*Senior Services - Recreation/ educational services, nutrition information, exercise, transportation to events and meal program for seniors. Lathrup Village Senior Center.*  
**TOTAL \$6,830**

**MADISON HEIGHTS**

CODE ENFORCEMENT A1c(I) \$92,950  
*Code Enforcement Activities. Madison Heights L/M areas specific.*

PUBLIC SERVICES A1e(II) \$17,332  
*YS for very low income seniors, very low income disabled adults and very low income HH. Services will conform to OCCHI guidelines and include lawn maintenance and snow removal.*  
**TOTAL \$110,282**

**NORTHVILLE**

PUBLIC SERVICES A1e(II) \$6,000  
*Senior Services - Senior Center staff wages for the provision of services to eligible clientele. Northville Senior Community Center.*  
**TOTAL \$6,000**

**NOVI**

MINOR HOME REPAIR A2h(III) \$74,126  
*MHR to OCCHI guidelines for L/M HH. Repairs will conform to OCCHI guidelines.*

PUBLIC SERVICES A1e(II) \$10,000  
*Transportation services for seniors 62 and older to medical appointments, shopping and other enrichment activities.*

PUBLIC SERVICES A1e(II) \$10,000  
*Youth Services - Specialized counseling and camp scholarships for youth from L/M HH.*

PUBLIC SERVICES A1e(II) \$6,500  
*Services for abused spouses and their children as part of a county executed and administered one year contract with HAVEN.*  
**TOTAL \$100,626**

**OAK PARK**

CODE ENFORCEMENT A1c(I) \$82,915  
*Code Enforcement Activities. Oak Park L/M areas specific.*

PUBLIC SERVICES A1e(II) \$30,000  
*YS for income qualified senior and income qualified disabled adult HH. Services will conform to OCCHI guidelines and include lawn service, snow removal, spring/fall yard cleanup and gutter cleaning.*  
**TOTAL \$112,915**

**ORCHARD LAKE VILLAGE**

PUBLIC SERVICES A1e(II) \$6,000  
*Services for abused spouses and their children as part of a county executed and administered one year contract with HAVEN.*  
**TOTAL \$6,000**

**PLEASANT RIDGE**

PUBLIC SERVICES A1e(II) \$6,000  
*Senior Services - Senior Center staff wages for the provision of services to eligible clientele. Pleasant Ridge Community Center.*  
**TOTAL \$6,000**

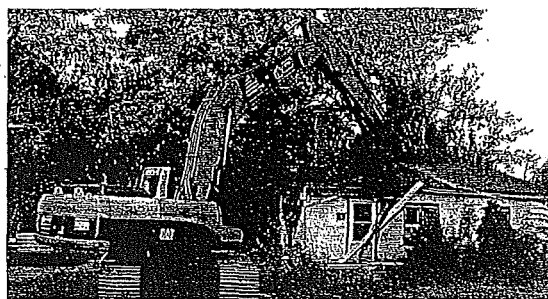
**PONTIAC**

CLEARANCE AND DEMOLITION A3c(I) \$581,526  
*Demolition of blighted structures. Pontiac - eligible areas specific.*

SENIOR CENTERS A1c(II) \$75,000  
*Replacing air conditioning units at the Ruth Peterson Senior Center, 990 Joslyn and Bowen Senior Center, 52 Bagley, Pontiac.*

PUBLIC SERVICES A1e(II) \$75,000  
*Procure and hire a vendor through a RFP process to provide an employment training program (ETP) including administration, management, qualification and recruitment. Income eligible Pontiac residents may receive a certification in the following areas including but not limited to: U.S. Department of Labor Occupational Safety & Health Administration (OSHA) 10 hour construction training, Asbestos Awareness, U.S. Environmental Protection Agency (EPA) Lead Renovation, Repair and Painting Program (RRP), First Aid, Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), Hazardous Waste Operations and Emergency Response (HAZWOPER), Deconstruction Worker Training.*

**TOTAL \$731,526**

**ROCHESTER**

PARKS, RECREATIONAL FACILITIES A3c(I) \$24,293  
*Retrofit existing surface by installing poured in place playground safety surface to meet ADA standards. Rochester Municipal Park.*  
**TOTAL \$24,293**

**ROCHESTER HILLS**

MINOR HOME REPAIR A2h(III) \$121,817  
*MHR to OCCHI guidelines for L/M HH. Repairs will conform to OCCHI guidelines.*

PUBLIC SERVICES A1e(II) \$10,000  
*YS for income qualified senior and income qualified disabled adult HH. Services will conform to OCCHI guidelines and include lawn cutting, leaf removal, snow removal and salting.*

PUBLIC SERVICES A1e(II) \$10,000  
*Emergency clothing to L/M HH.*

PUBLIC SERVICES A1e(II) \$7,000  
*Services for abused spouses and their children as part of a county executed and administered one year contract with HAVEN.*  
**TOTAL \$148,817**

**SOUTH LYON**

SENIOR CENTERS A1c(II) \$31,024  
*Fund access fee for senior facility building space. Center for Active Adults, South Lyon.*

PUBLIC SERVICES A1e(II) \$5,000  
*Services for abused spouses and their children as part of a county executed and administered one year contract with HAVEN.*  
**TOTAL \$36,024**

**SYLVAN LAKE**

PUBLIC SERVICES A1e(II) \$6,000  
*YS for senior and L/M HH. Services will conform to OCCHI guidelines and provide lawn cutting, general/spring/fall yard cleanup, and dangerous tree removal/trimming.*  
**TOTAL \$6,000**

# COMMUNITY & HOME IMPROVEMENT — DIVISION —



## 2016 Services and Programs

Housing and Community Development Objectives	2
Household Income Limits	2
Housing Counseling Services	3
Emergency Housing Support	3
Home Improvement Program	4
Home Program	4
2016 Projected Use of Community Development Block Grant	
Funds for Local Projects and Services	5
Notice of Intent to Request Release of Funds	11
Notice of Finding of No Significant Impact on the Environment	11

### MESSAGE FROM L. BROOKS PATTERSON

It gives me great pleasure to present an overview of Oakland County's Community & Home Improvement Division activities and a detailed account of the support to our local communities under the Community Development Block Grant in 2016.

I am very proud that for more than 40 years we have enhanced the quality of life for residents through housing counseling services, our home improvement program, and community development projects. My outstanding team in the Community & Home Improvement Division offers a variety of services and programs to prevent foreclosure, fix up homes and revitalize neighborhoods. And because of our longstanding partnerships with 57 communities, public service agencies, emergency shelters, and community development organizations, Oakland County remains a great place to live, work, play and prosper.

We have now begun implementing our 2016-2020 Consolidated Plan. Hundreds of citizens, agencies and local officials participated in this development process to set priorities over the next five years for housing, community development and public service activities benefiting low-income persons. Our strategy is to help to keep our neighborhoods strong and resilient, sustain quality affordable housing, and deliver critical human services. You can find out more by contacting us at (248) 858-0493.

**L. Brooks Patterson**  
*Oakland County Executive*



Oakland County's housing and community development programs are funded by U.S. Department of Housing and Urban Development (HUD).



[LARA Home](#) [Contact LARA](#) [Online Services](#) [News](#) [FAQs](#)[Announcements](#) [Register for an Account](#)

The license information listed on the LARA website <https://aca3.accela.com/lara/> may be recognized as a license and all the authority granted with that specific license. Enforcing agencies should rely on this information to issue permits.

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [Complaints](#)[Advanced Search](#)

## Search Results

Your search for '7115262' returned the following results.

Explore by Category: [Records\(1\)](#) [Licensed Professionals\(1\)](#)

## Records

[All Records](#)


Showing 1-1 of 1 | [Download results](#)

Date	Record Number	Record Type	Project Name	Status
07/29/2005	7115262	Mechanical Contractor License	DISCOVERY MECHANICAL SERVICES LLC	Issued

## Licensed Professionals

Showing 1-1 of 1 | [Download results](#)

License Number	License Type	Licensed Professional Name	Business Name
7115262	Mechanical Contractor	PATRICK W KOPAS	DISCOVERY MECHANICAL SERVICES LLC

**LARA**  
Department of Licensing and Regulatory Affairs

MICHIGAN.GOV  
Michigan's  
Official  
Web Site

[Michigan.gov Home](#) | [Business Entity Search Home](#) | [Corps Home](#) | [Contact Corporations](#) | [LARA Home](#)

**LIMITED LIABILITY COMPANY DETAILS**

Searched for: DISCOVERY MECHANICAL SERVICES LLC

ID Num: E5748F

Name: DISCOVERY MECHANICAL SERVICES LLC

Type: Domestic Limited Liability Company

Resident Agent: PATRICK W. KOPAS

Registered Office Address: 5002 PELTON ROAD CLARKSTON MI 48346

Mailing/Office Address: 5002 PELTON ROAD CLARKSTON MI 483463663

Formation/Qualification Date: 1-26-2015

Jurisdiction of Origin: MICHIGAN

Managed by: Members

Status: ACTIVE Date: Present

[View Document Images](#)

[Return to Search](#)

[New Search](#)

[Michigan.gov Home](#) | [Business Entity Search Home](#) | [Contact Corporations](#) | [Corps Home](#) | [LARA Home](#)  
[State Web Sites](#) | [Accessibility Policy](#) | [Link Policy](#) | [Security Policy](#)

Copyright © 2001- 2017 State of Michigan



**SAM Search Results**  
**List of records matching your search for :**  
**Functional Area: Entity Management**  
**Record Status: Active, Inactive**  
**Active Exclusion Exists?: No**  
**Has Delinquent Federal Debt?: No**  
**Entity Name: Discovery**

*Not on list*

**Location 1 - State: MICHIGAN**

<b>ENTITY</b>	Grand Rapids Child Discovery Center	Status:Active
DUNS: 556681091	+4:	CAGE Code: 5QAZ3 DoDAAC:
Expiration Date: Mar 14, 2018 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 409 Lafayette Ave SE City: GRAND RAPIDS State/Province: MICHIGAN ZIP Code: 49503-5329 Country: UNITED STATES		
<b>ENTITY</b>	Discovery Solutions Inc.	Status:Active
DUNS: 022878894	+4:	CAGE Code: 7H1M8 DoDAAC:
Expiration Date: Dec 5, 2017 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 28861 Forest Ridge Dr City: Farmington Hills State/Province: MICHIGAN ZIP Code: 48331-2737 Country: UNITED STATES		
<b>ENTITY</b>	Raven Hill Discovery Center	Status:Active
DUNS: 794770057	+4:	CAGE Code: 7R6G4 DoDAAC:
Expiration Date: Nov 16, 2017 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 4737 Fuller Rd City: East Jordan State/Province: MICHIGAN ZIP Code: 49727-9729 Country: UNITED STATES		
<b>ENTITY</b>	MOUNT PLEASANT DISCOVERY MUSEUM	Status:Inactive
DUNS: 030839921	+4:	CAGE Code: 79BP1 DoDAAC:
Expiration Date: Nov 6, 2015 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 5093 E Remus Rd City: MOUNT PLEASANT State/Province: MICHIGAN ZIP Code: 48858-9369 Country: UNITED STATES		

*SAM 1/3*

Not on list

ENTITY	INTERNATIONAL DISCOVERY SOURCING CONSULTANTS, L.L.C.	Status:Inactive
DUNS: 002606875	+4:	CAGE Code: 6BQZ8 DoDAAC:
Expiration Date: Jun 20, 2013 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 310 N MAIN ST STE 301 City: CHELSEA State/Province: MICHIGAN ZIP Code: 48118-1807 Country: UNITED STATES		
ENTITY	DISCOVERY VOCATIONAL REHABILITATION COUNSELING	Status:Inactive
DUNS: 830343419	+4:	CAGE Code: 5EX16 DoDAAC:
Expiration Date: May 1, 2010 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 4312 N IRISH RD City: DAVISON State/Province: MICHIGAN ZIP Code: 48423-8946 Country: UNITED STATES		
ENTITY	DISCOVERY MATRIX PRODUCTS, LLC	Status:Inactive
DUNS: 800745395	+4:	CAGE Code: 4VLU4 DoDAAC:
Expiration Date: Oct 12, 2008 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 5366 DUFFIELD RD City: FLUSHING State/Province: MICHIGAN ZIP Code: 48433-9765 Country: UNITED STATES		
ENTITY	DISCOVERY BUSINESS SYSTEMS, INC	Status:Inactive
DUNS: 621140094	+4:	CAGE Code: 1PSJ6 DoDAAC:
Expiration Date: Mar 18, 2003 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 25900 GREENFIELD ROAD, SUITE SUITE 322 322 City: OAK PARK State/Province: MICHIGAN ZIP Code: 48237 Country: UNITED STATES		

ENTITY	DISCOVERY CENTER	Status:Inactive
DUNS: 143168818	+4:	CAGE Code: 3Q6V3 DoDAAC:
Expiration Date: Feb 17, 2006 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 421 SHERMAN DR City: MARSHALL State/Province: MICHIGAN ZIP Code: 49068-1284 Country: UNITED STATES		
ENTITY	AMERICAN EAGLE CO	Status:Inactive
DUNS: 067337055	+4:	CAGE Code: 0HTE6 DoDAAC:
Expiration Date: Apr 6, 2006 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 2741 PALDAN DR City: AUBURN HILLS State/Province: MICHIGAN ZIP Code: 48326-1827 Country: UNITED STATES		
ENTITY	DISCOVERY ELEMENTARY SCHOOL	Status:Inactive
DUNS: 003537300	+4:	CAGE Code: 5PTE7 DoDAAC:
Expiration Date: Sep 21, 2010 Has Active Exclusion?: No Delinquent Federal Debt?: No		
Address: 2611 56TH ST City: FENNVILLE State/Province: MICHIGAN ZIP Code: 49408-9443 Country: UNITED STATES		

Not  
on list

## Michelle McKenzie

---

**From:** Larry A. Kosofsky  
**Sent:** Monday, April 3, 2017 12:32 PM  
**To:** Michelle McKenzie  
**Cc:** Nevrus Nazarko  
**Subject:** RE: Discovery Mechanical information for taxes

Hello Michelle,

I have no record of this company. If they have not worked for (or in) the City, they would not have any obligations. If they have worked previously within the City I have no returns to review.

Larry

---

**From:** Michelle McKenzie  
**Sent:** Monday, April 3, 2017 12:27 PM  
**To:** Larry A. Kosofsky  
**Subject:** Discovery Mechanical information for taxes

Larry,

Could you please investigate this company to see if they have ever paid income tax to the City of Pontiac?

I have attached a sheet with the company name, owner, address and tax id number.

Thank you,

Michelle L. McKenzie  
Purchasing Agent/Fiscal Analyst  
City of Pontiac  
[MMcKenzie@pontiac.mi.us](mailto:MMcKenzie@pontiac.mi.us)  
Direct Dial (248) 758-3120  
Fax (248) 758-3197

5002 PELTON RD CLARKSTON MI 48346-3663

4 beds / 2 full baths / 2 half baths / 2475 sq ft



Residential Property Profile

08-33-277-010

Note: Please be advised the data included in Property Gateway originates from multiple local municipalities. Data, in regard to properties, may be classified and updated differently by municipalities. If you have any questions, please contact the local community where the data originated.

Owner Information

Owner(s) : LINDA L RICHARDSON  
Postal Address : 5002 PELTON RD CLARKSTON MI 48346-3663

Location Information

Site Address : 5002 PELTON RD CLARKSTON MI 48346-3663  
PIN : 08-33-277-010 Neighborhood Code : R3-Q3  
Municipality : Charter Township of Independence  
School District : 070 CLARKSTON COMM SCHLS  
Class Code : 401 RES IMP (Includes prior SI-Suburban Imp.)

Property Description

T4N, R9E, SEC 33 PART OF NE 1/4 BEG AT PT DIST S 01-39-45 W 1334.68 FT FROM NE SEC COR, TH S 01-39-45 W 1312 FT, TH N 89-13-19 W 100.01 FT, TH N 01-39-45 E 330.15 FT, TH N 89-13-09 W 264.15 FT, TH N 02-04-22 E 150 FT, TH N 89-13-09 W 290 FT, TH N 02-04-22 E 840.85 FT, TH S 88-26-02 E 646.99 FT TO BEG, ALSO BEG AT PT DIST N 89-13-19 W 657.36 FT & N 02-04-22 E 330.22 FT FROM E 1/4 COR, TH N 02-04-22 E 150 FT, TH S 89-13-09 E 290 FT, TH S 02-04-22 W 150 FT, TH N 89-13-09 W 290 FT TO BEG EXC THAT PART IN PCL BEG AT PT DIST N 89-13-19 W 509.49 FT FROM E 1/4 COR, TH N 89-13-19 W 147.04 FT, TH N 02-04-22 E 480.22 FT, TH S 89-13-09 E 170 FT, TH S 02-04-22 W 150 FT, TH N 89-13-09 W 22.96 FT, TH S 02-04-22 W 330.23 FT TO BEG 14.90 A 5-8-00 FR 008

Split/Combination Information

Added Status : Added Parcel  
Added Date : 05/08/2000 Added From : FR 008

No Sales Since 1994

Tax Information

Taxable Value : \$207,982 State Equalized Value : \$216,600  
Current Assessed Value : \$216,600 Capped Value : \$207,982  
Effective Date For Taxes : Principal Residence : 0  
Exemption Type  
Summer Principal : Winter Principal Residence : 100.0000%  
Residence Exemption : Exemption Percent  
Percent

Taxes

Taxes

Summer

Summer

Winter

Winter

Village

Village

Lot Information

Description : Area : 14 ACRES

Property  
Tax Y2

5002 PELTON RD CLARKSTON MI 48346-3663



4 beds / 2 full baths / 2 half baths / 2475 sq ft

## Residential Property Profile

08-33-277-010

Note: Please be advised the data included in Property Gateway originates from multiple local municipalities. Data, in regard to properties, may be classified and updated differently by municipalities. If you have any questions, please contact the local community where the data originated.

### Primary Structure

Structure	: 2 STY	Living Area	: 2475 SQ FT
Ground Floor	: 1867 SQ FT	Year Built	: 1998
Effective Year	: 2001	Remodel Year	: 0
Stories	: 1 Story	Rooms	: 15
Bedrooms	: 4	Full Baths	: 2
Half Baths	: 2	Fireplaces	: 2
Ext Walls	:	Basement	: YES - FULL
Garage	: ATTACHED - car (515 SQ FT)	Heat	: Forced Heat & Cool
Fuel Type	:	Central Air	: Yes

### Basement Information

Finish	: LIVING AREA FINISH	Area	: 1358 SQ FT
--------	----------------------	------	--------------

### Porch Information

Type	Area
CCP (1 Story)	60 SQ FT
Treated Wood	636 SQ FT

Property  
TAX 2/2

File View Navigation Data Entry Tasks Reports 653A Applications Help

Block Start Quick Block Mark Quick Mark Count Tools

- Invoice Entry
- Check Entry
- Invoice Batch Entry
- Tables: Vendors
- Program Setup

## Quick Search

Invoice Number F1  
Check Number F5  
Vendor Ref # F6

## Current Table (CTRL+T)

Vendors

Number of Records: 750 ☒ Hide Inactive Sort Index: Vendor Name

Vendor Name	Billing Address	Vendor Code	Vendor Sort Name
Darryl P. Mitchell	36 N. SAGINAW STREET STE 709 Pontiac MI 48342	00001313	Darryl P. Mitchell
DATA LEGAL	P.O. BOX 140108 GRAND RAPIDS MI 49514	10000511	DATA LEGAL
DAVE'S ELECTRIC SERVICES, INC.	6650 HIGHLAND ROAD STE 315 WATERFORD MI 48	10000307	DAVE'S ELECTRIC SERVICES
Deaf Community Advocacy Network	2111 Orchard Lake Rd # 101 Sylvan Lake MI 48320	00001333	Deaf Community Advocacy
DEAN P. ELSON	1370 N. OAKLAND BLVD. STE 110 WATERFORD MI	100003759	DEAN P. ELSON
DECARLA GARNER	280 CEDARDALE PONTIAC MI 48341	100003749	DECARLA GARNER
DEIRDRE WATERMAN	312 OTTAWA DRIVE PONTIAC MI 48341	100003967	DEIRDRE WATERMAN
DELTA DENTAL OF MICHIGAN	16032 COLLECTION CENTER DRIVE CHICAGO IL 60	10000127	DELTA DENTAL OF MICHIG
DELUXE SMALL BUSINESS SALES, INC.	Deluxe Business Checks Channah OH 45274-4257	00010520	Deluxe Small Business Sal
DEPUTIES FOR KIDS	110 E. PINE STREET PONTIAC MI 48342	100003812	DEPUTIES FOR KIDS
DES MOINES STAMP MFG CO	351 SIXTH AVE P.O. BOX 1798 DES MOINES IA 503	00013016	DES MOINES STAMP MFG
DETROIT ELEVATOR CO.	2121 BURDETTE FERRISDALE MI 48220	00001353	DETROIT ELEVATOR CO.
DETROIT LEGAL NEWS PUBLISHING, LLC	1409 ALLEN DRIVE SUITE 3 TROY MI 48063	00001358	DETROIT LEGAL NEWS P
DETROIT MEDIA PARTNERSHIP	P.O. BOX 773964 3964 SOLUTIONS CENTER CHIC	00001265	DETROIT MEDIA PARTNE
DETROIT MEDIA PARTNERSHIP	P.O. BOX 773964 3964 SOLUTIONS CENTER CHIC	00013117	DETROIT MEDIA PARTNE
Detroit Pencil Company	1940 NORTHWOOD DRIVE TROY MI 48064	00012639	Detroit Pencil Company
DETROIT REGIONAL CHAMBER	ONE WOODWARD AVENUE SUITE 1900 DETROIT MI	10004045	DETROIT REGIONAL CH
DETROIT RENEWABLE POWER	5700 RUSSELL ST DETROIT MI 48211	100003326	DETROIT RENEWABLE P
DICTATION MALL INC.	46351 GARFIELD ROAD MACOMB MI 48044	100003960	DICTATION MALL INC.
DIONNE ELIZABETH WEBSTER-COX	3735 DEXTER AVE DETROIT MI 48206	100003766	DIONNE ELIZABETH WEE
DISCOUNT MARBLE AND GRANITE INC	3821 AIRPORT ROAD WATERFORD MI 48329	10004072	DISCOUNT MARBLE AND
DMC TECHNOLOGY GROUP INC	7657 KINGS POINTE ROAD COLEDO CH 43617	10004329	DMC TECHNOLOGY GROU
DMC TECHNOLOGY GROUP INC	7657 KINGS POINTE ROAD COLEDO CH 43617	10004329	DMC TECHNOLOGY GROU
Dore Right Engraving, Inc	P.O. Box 5935 CRAWFORD MI 48007-5935	00000261	Dore Right Engraving, I
DOORS OF PONTIAC	7611 HIGHLAND ROAD WATERFORD MI 48327	00000263	DOORS OF PONTIAC
DOUGLAS OLIVER	7111 DORE HWY SUITE 200 CLARKSTON MI 48346	100003946	DOUGLAS OLIVER
Dss Corporation	18311 W. 10 Mile Rd Southfield MI 48075	00001396	Dss Corporation
DSS Corporation	18311 W. 10 Mile Rd Southfield MI 48075	10000431	DSS Corporation
DTE Energy	PO BOX 740786 CINCINNATI OH 45274-0786	00000247	DTE Energy
Du All Cleaning Inc.	13334 W. STAR DR. SHELBY TWP MI 48315	00012638	Du All Cleaning Inc.
Dynamic Designs US Inc.	71 South Cass Lake Rd Waterford MI 48328	00013253	Dynamic Designs US Inc.
Earlene Baggett Hayes	1800 Hickory Bark Bloomfield Hills MI 48304	00000278	Earlene Baggett Hayes
EARTH TO EARTH	111 North Perry Street PONTIAC MI 48342	100003959	EARTH TO EARTH
EASTMAN FIRE PROTECTION COMPANY LLC	1450 SCUTER STREET TROY MI 48063-3571	00000279	EASTMAN FIRE PROTEC
EDITH WILLENBRECHT	2670 BUCKNER RD. STE. #200 LAKE ORION MI 48	100003983	EDITH WILLENBRECHT
EJ USA INC	301 SPRING STREET PO BOX 439 EAST JORDAN MI	100002984	EJ USA INC

Searching For: Discovery

653A Message Center

Sort Index: Vendor Name

City A/P

Discovery Mechanical Services

All information relating to this company is shown below. [Click here to add a comment to this account.](#) Use the buttons

This company is currently **ACTIVE** which means this company is actively using the system to receive notification of new free.

**General Company Information**

Vendor ID #	85371
Company ID #	474606617
Company Name	Discovery Mechanical Services
Mailing Address	5002 Pelton Road
City, State, Zip	Clarkston, MI 48346
Account Last Updated	2/27/2017 1:05:25 PM
Account Status	Active, Email Notification, One Year Bid System Access
Payment Information	Credit Card
Web Site Address	5002 Pelton Road

**Main Contact Information**

First Name	Patrick
Last Name	Kopas
Title	President
Telephone	(248) 623 - 0446
Fax	(248) 599 - 7081
Email	Discoverymechanical@gmail.com

**Contact Information for Purchase Orders**

First Name	Patrick
Last Name	Kopas
Title	President
Telephone	(248) 623 - 0446
Fax	(248) 599 - 7081
Email	Discoverymechanical@gmail.com
Payment Address	5002 Pelton Road
City, State, Zip	Clarkston, MI 48346

**Contact Information for Payment / Remittance**

First Name	Patrick
Last Name	Kopas

M ITN 1/2



Title	President
Telephone	(248) 623 - 0446
Fax	(248) 599 - 7081
Email	Discoverymechanical@gmail.com
Payment Address	5002 Pelton Road 
City, State, Zip	Clarkston, MI 48346

## Contact Information for Authorized Signer #1

First Name	Patrick
Last Name	Kopas
Title	President
Telephone	(248)6230446 Ext.
Email	Discoverymechanical@gmail.com

## Miscellaneous Company Information

Business Type	No valid selections for this Business Type
Owner Ethnicity	Caucasian
Minority Status	N
State of Michigan Minority ID#	
Other Minority Certifications	N
Other Certification Names	
Year Company Started	2015
Number of Employees	3
Date Accepted Terms	8/31/2016 12:22:04 PM

## Award History

Solicitation Number	Estimated Award	Bid Results	Buyer Comments
---------------------	-----------------	-------------	----------------

As of 4/3/2017, no solicitations have been awarded to this vendor.

## Codes (click here to view)

03133	Duct, Fabricated, Metal
90625	Design Build Services
90644	Heating; Ventilating; Air Conditioning - Architectural Services
91036	Heating, Air Conditioning, and Ventilation Maintenance and Repair Services (Incl Installation)
91450	Heating, Ventilating and Air Conditioning (HVAC)
93662	Pumps and Pump Accessories Maintenance and Repair
93663	Pumps, Vertical, Maintenance and Repair
93667	Refrigeration Equipment Maintenance and Repair
96145	Inspection and Certification Services
96847	Inspection Services, Construction Type
# of Codes Selected	10

# Preliminary Bid Tabulation

		Description & Senior Center	Description & Senior Center	Description & Senior Center	
	Bidders Name/Company	12.5 ton RTU Robert Bowen Center	15 ton RTU Ruth Peterson Center	7.5 ton RTU Ruth Peterson Center	TOTAL COST
1	<del>No Bid Bond</del> <del>System Corporation</del> <del>Rochester Hills</del>	\$ 16,713.00	\$ 18,713.00	\$ 11,713.00	\$ 47,139.00
2	<del>No Bid Bond</del> <del>Lizut Mechanical Inc</del> <del>Pontiac</del>	\$ 10,995.00	\$ 13,595.00	\$ 10,595.00	\$ 35,185.00
3	<del>No Bid Bond</del> <del>Nichols Htg &amp; Clg</del> <del>Waterford</del>	\$ 10,220.00	\$ 13,900.00	\$ 9,190.00	\$ 33,310.00
4	<del>No Bid Bond</del> <del>Walker's Htg &amp; Clg</del> <del>Detroit</del>	\$ 11,657.61	\$ 16,825.14	\$ 9,703.41	\$ 38,186.16
5	MJ Mechanical Svcs St. Charles	\$ 23,000.00	\$ 19,800.00	\$ 16,500.00	\$ 59,300.00
6	Miller-Boldt Inc Sterling Heights	\$ 40,000.00	\$ 26,000.00	\$ 31,000.00	\$ 97,000.00
7	Discovery Mechanical Clarkston	\$ 13,590.00	\$ 15,452.00	\$ 11,840.00	\$ 40,882.00
8		\$ -	\$ -	\$ -	\$ -
9		\$ -	\$ -	\$ -	\$ -
10		\$ -	\$ -	\$ -	\$ -
11		\$ -	\$ -	\$ -	\$ -
12		\$ -	\$ -	\$ -	\$ -

Name/Work Activity : HVAC Rplcmnt for Senior Centers

Date/Time: 3/30/17 @ 2:00 PM

City of Pontiac  
47450 Woodward Ave.  
Pontiac, MI 48342

Witness: Michelle McKenzie, Purchasing Agent

Witness: \_\_\_\_\_

Opened by: Sherikia Hawkins, City Clerk



## Proposal

March 29, 2017

City of Pontiac  
47450 Woodward Ave  
Pontiac, MI 48342

Job: HVAC Replacement for the Senior Centers

Attention: Financial Services – Purchasing Division

Thank you for allowing Discovery Mechanical Services the opportunity to furnish this proposal.  
We are offering a complete turnkey project.

The following materials and labor will be included to replace the existing rooftop equipment.

**Robert Bowen Center, 52 Bagley St., Pontiac, Michigan**

- Provide and install (1) Carrier 48TCED14A2A5-0A0A0
- Std Eff Med Gas Heat Single Pkg Rooftop 12.5 Tons Cooling 208/230-3-60
- ☐ Medium Heat
- ☐ Two stage cooling models
- ☐ Vertical Economizer.
- Provide and install new programable thermostat WR1F95-0680
- **Price to complete the above project \$13,590.00**

**Ruth Peterson Center, 990 Joslyn Rd., Pontiac, Michigan**

- Provide and install (1) Carrier 48TCED16A2A5-0A0A0
- Std Eff Med Gas Heat Single Pkg Rooftop 15 Tons Cooling 208/230-3-60
- ☐ Medium Heat
- ☐ Two Stage Compressor Models
- ☐ Vertical Economizer.
- CRRFCURB074A00 Curb Adapter PGD 180 to 48HC 17
- Provide and install 35' of 1-1/2" conduit
- Provide and install new disconnect
- Provide and install new programable thermostat WR1F95-0680
- **Price to complete the above project \$15,452.00**



**Ruth Peterson Center, 990 Joslyn Rd., Pontiac, Michigan**

- Provide and install (1) Carrier 48TCED08A2A5-0A0A0
- Std Eff Med Gas Heat Single Pkg Rooftop 7.5 Tons Cooling 208/230-3-60
- ☐ Medium Heat
- ☐ Two stage cooling models
- ☐ Vertical Economizer
- 0597-014A Curb Adapter PGD 090 to 48HC 08
- Provide and install 25' of 1-1/2" conduit
- Provide and install new disconnect
- Provide and install new programable thermostat WR1F95-0680
- **Price to complete the above project \$11,840.00**
  
- Provide and install economizers with barometric relief
- Recover all refrigerants and oil (per EPA standards)
- Disconnect and Reconnect Gas Piping
- Disconnect and reconnect power wiring
- Disconnect and reconnect control wiring
- Removal of all demo from property
- All rigging and lift rentals
- Check, Test and start by certified technician
- Owners training and manuals
- 1<sup>st</sup> year labor and parts warranty
- 2<sup>nd</sup> thru 5<sup>th</sup> year manufacture Compressor warranty
- Permits

Total price to complete the above project **\$ 40,882.00**

If you have any questions, please feel free to call us at 248-623-0446

Sincerely,

Patrick W Kopas  
Discovery Mechanical Services

Notification Postings

For: HVAC Replacement for Senior Centers RFP

Bid Opening Held: March 30, 2017 @ 2:00 pm

Pontiac City Clerk's Office

Pontiac Cable TV station

City of Pontiac website

Sent to Michigan Municipal League

Sent to Construction Market Data Group

Sent to Builders Exchange of Michigan

Sent to Construction Association of Michigan

Posted on Bulletin Boards upstairs and downstairs

Published in the Oakland Press and on [theoaklandpress.com](http://theoaklandpress.com)

general  
posting

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Company Name	Main Contact Phone	Address 1	City	St	Zip
911 Mechanical	586-247-7300	51620 Milano	Macomb	MI	48042
A&F WATER HEATER & SPA SERVICE	586-939-9100	35170 BEATTIE DR	STERLING HEIGHTS	MI	48312
A.F.Bellisario.,Inc.	248-310-0329	245 Tilden	Pontiac *	MI	48341 *
ABE Associates, Inc.	313-961-5170	440 Burroughs Street, Suite 605	Detroit	MI	48202
ABM Building Solutions, LLC	248-614-3444	1775B Crooks Road	Troy	MI	48306
AC Electrical Services, Inc./H.V.A.C. Systems, Inc	734-941-8200	15581 Oakwood Drive	Romulus	MI	48174
Accessible Homes	248-321-8951	850 N. Adams Rd #3	Birmingham	MI	48009
Ace Electric Plumbing and Heating	989-345-2965	3222 W. Houghton Ave	West Branch	MI	48661
Acuitas LLC	517-881-7898	110 W. Michigan Avenue, Suite 100	Lansing	MI	48933
Advanced Building Control Systems Inc.	231-941-2285	5141 Silver Cove Dr	traverse city	MI	49685
Advanced Building Group, LLC	313-974-6153	28 West Adams, Suite 200	Detroit	MI	48226
advanced mechanical services	231-829-9533	19466 18 Mile Rd.	Leroy	MI	49655
Aero Filter, Inc.	888-837-4100	1604 East Avis Drive	Madison Heights	MI	48071
Affordable Housing Network, LLC	561-362-1099	5000 T-Rex Ave Suite 150	Boca Raton	FL	33431
Airgas Refrigerants, Inc.	800-473-3766	38-18 33rd Street	Long Island City	NY	11101
Albert Heating & Cooling, Inc.	906-632-6900	3147 S. M-129	McMillan	MI	49783
Alexander Transport, Inc.	313-565-6352	2610 Sylvia	Inkster	MI	48141
Alliance Mechanical	248-968-7400	20800 Hubbell Street	Oak Park	MI	48237
Allied Building Service Company of Detroit, Inc.	313-230-0799	1801 Howard St.	Detroit	MI	48216
Alpha Mechanical Service Group, LLC	734-744-9352	33200 SchoolCraft STE 112	Livonia	MI	48150
Altech Mechanical	734-669-6100	7885 Jackson Rd, #4	Ann Arbor	MI	48103
Ancona Controls	248-672-8002	28021 Grand Oaks Court	Wixom	MI	48393
Angels General Constrution, Inc.	313-768-8907	7150 Michigan Ave.	Detroit	MI	48210
Aquatic Source	248-366-0606	3155 Ridgeway Court	Commerce Township	MI	48390

MITN  
1/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Arctic Air, Inc.	248-280-1300	4918 Fernlee Ave.	Royal Oak	MI	48073
Arm Property Maintenance Inc	313-505-2467	26125 West 8 Mile Rd	Redford	MI	48240
Autumn Heating & Cooling	586-776-3377	P O Box 411	St Clair Shores	MI	48080
B&C Ten Air HVAC Systems Inc.	248-348-1360	3861 Childs Lake Road	Milford	MI	48381
BAILEY INDUSTRIES	313-408-5328	16837 ARDMORE ST	DETROIT	MI	48235
Bayview Electric Company, LLC	313-255-5252	12230 Dixie Street	Detroit	MI	48239
BDI	248-399-6001	7778 Market Street	Canton	MI	48187
Beard Associates Inc.	313-220-2911	2727 Second Ave #105A	Detroit	MI	48201
Ben Washington & Sons Plumbing & Heating Inc.	313-834-4400	7116 Tireman	Detroit	MI	48204
Benkari LLC	313-592-0618	18427 W. McNichols	Detroit	MI	48219
Bernco, Inc.	586-445-3700	20816 Eleven Mile Road Suite 202	St. Clair Shores	MI	48081
Best Practices Consulting Services	313-265-3062	2727 2nd Avenue	Detroit	MI	48201
Bratic Enterprise LLC	248-582-1408	125 Woodlawn Ave.	Royal Oak	MI	48073
Breakthrough Developers, Inc.	313-566-5772	30206 Summit Dr.	Farmington Hills	MI	48334
Brencal Contractors, Inc.	586-758-6000	26079 Schoenherr Rd.	Warren	MI	48089
BRT Builders LLC	248-431-3782	9935 Ortonville Road	Clarkston	MI	48348
Building Automated Systems and Services	586-731-0793	6260 18 1/2 mile rd	Sterling Heights	MI	48314
Bumler Mechanical, Inc.	586-731-0028	6260 18 1/2 Mile Road	Sterling Heights	MI	48314
Butcher & Butcher Construction Co., Inc.	248-852-2323	3885 Industrial Drive	Rochester Hills	MI	48309
C And W Associates, Inc.	313-831-1535	2727 Second Avenue, Suite 122	Detroit	MI	48201
Carey Plumbing & Heating, Inc.	989-687-2044	853 E. Saginaw Rd.	Sanford	MI	48657
Carrier Corporation	248-994-6208	40120 Grand River	Novi	MI	48375
CHASE DEVELOPMENT GROUP INC	313-999-9041	13201 W WARREN AVE STE 1 2ND FLR	DEARBORN	MI	48126
Citra, LLC	734-756-9311	24 Frank Lloyd Wright Dr. C-1600. P O Box 536	Ann Arbor	MI	48105
City Contracting Services	248-430-0082	132 N. Old Woodward	Birmingham	MI	48009
Classic Painting Co., Inc.	517-404-6344	9903 Viewcrest Ct.	Howell	MI	48843

M. ITN

2/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Clor & Associates, LLC	313-343-0817	18524 Mack Ave	Grosse Pointe Farms	MI	48236
CMA Design Services	586-726-1043	P.O. Box 183392	Shelby Township	MI	48318
Colasanti Construction Services, Inc.	586-598-9700	24500 Wood Court	Macomb Twp	MI	48042
Comfort Temp Heating & Cooling	586-677-7766	60786 Hayes	Ray	MI	48096
Constructeam	866-372-1272	31780 Groesbeck Hwy	Frazer	MI	48026
Continuum Services	248-286-5200	One Towne Square	Southfield	MI	48076
Cool tech Comfort Inc	248-249-4109	12824 West 7 Mile Road	Detroit	MI	48235
Cross Renovation	734-286-2244	34133 Schoolcraft Rd.	Livonia	MI	48178
Crystal Bright Janitorial Services, Inc.	248-217-2253	30931 Pear Ridge	Farmington Hills	MI	48334
CSM Mechanical, LLC	248-521-0981	7400 Hickory Valley Drive	Fenton	MI	48430
D and J Contracting Inc.	586-954-0008	22750 Macomb Industrial Drive	Clinton Township	MI	48036
D&R MAINTENANCE MANAGEMENT INC	313-388-3770	20412 LORNE AVE	TAYLOR	MI	48180
d&t home improvement	586-994-1642	21670 ambassador	Macomb Township	MI	48044
D.M. Burr Facilities Management, Inc.	810-233-9114	4252 Holiday Drive	Flint	MI	48507
D.V.M. Utilities, Inc.	586-979-0402	6045 Sims Rd., Suite 2,	Sterling Heights	MI	48313
Danboise Mechanical Inc.	248-471-2230	31625 Grand River Avenue	Farmington	MI	48336
Davenport Brothers Construction Co	734-697-2994	301 Industrial Park Dr	Belleville	MI	48111
DBC Company Inc. & Barrier Free Plus Inc	877-598-9600	46754 Erb Drive	Macomb	MI	48042
DCC Construction, Inc.	810-658-4322	9100 Lapeer Rd.Suite A	Davison	MI	48423
DE-CAL, Inc.	586-754-4370	24659 Schoenherr Rd.	Warren	MI	48089
Degenhardt & Sons, Inc.	248-642-0272	2610 Binbrooke Dr	Troy	MI	48084
Delta Temp, Inc.	248-589-2828	500 Ajax Drive	Madison Heights	MI	48071
DeMaria Building Company	313-870-2800	3031 West Grand Blvd Suite 624	Detroit	MI	48202
Demonica Kemper Architects	312-496-0000	125 N. Halsted Street Suite 301	Chicago	IL	60661

MITN



HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Detroit Boiler Company	313-921-7060	2931 Beaufait	Detroit	MI	48207
Detroit Piping Group	313-963-9641	38291 Schoolcraft Road, Ste. 105	Livonia	MI	48150
Discovery Mechanical Services	248-623-0446	5002 Pelton Road	Clarkston	MI	48346
Diversified Htg & Clg, Inc.	248-473-5690	20789 Parker St.	Farmington Hills	MI	48336
DMC Consultants, Inc.	313-491-1815	13500 Foley Street	Detroit	MI	48227
Doring, Incorporated	248-524-9620	23555 Lakepointe Drive	Clinton Township	MI	48036
Dunbar Mechanical, Inc.	517-745-7450	2806 N. Reynolds Rd.	Toledo	OH	43615
Dusty Ducts Inc dba DDI General Contracting	877-381-7801	31226 Six Mile Rd	Livonia	MI	48152
Dynalectric MI	248-556-7200	25701 Commerce Drive	Madison Heights	MI	48071
East Muskegon Roofing and Sheet Metal Co. Inc.	231-744-2461	1665 Holton Rd	Muskegon	MI	49445
Ecker Mechanical Contractors Inc	810-742-8652	PO Box 190099	Burton	MI	48519
Ed Birkmeier Well Drilling	810-638-5104	PO Box 324	New Lothrop	MI	48460
Ekklesia Building Corporation	248-423-6400	23456 Southfield Road	Southfield	MI	48075
ELAN Engineering	248-615-9300	55309 Lyon Industrial Drive	New Hudson	MI	48165
Electro-Matic Products, Inc.	248-442-2942	23409 Industrial Park Ct.	Farmington Hills	MI	48335
Energy Management Systems	800-965-9642	801 Springdale Dr., Suite 101	Exton	PA	19341
Energy Sciences Resource Partners	314-660-2911	725 South Adams Rd., Suite 252	Birmingham	MI	48009
Engineered Climate, LLC	248-814-9393	P.O. Box 192	Lake Orion	MI	48361
Evergreen Applied Technologies	970-581-1810	3735 Evergreen Parkway	Evergreen	CO	80439
Executive Construction Management Company	313-273-7099	16216 W. 7 Mile Road	Detroit	MI	48235
Fecteau Air Systems, LLC	586-353-2104	24631 Gibson Street	Warren	MI	48089
Fife-Pearce Electric Company	313-369-2560	20201 Sherwood	Detroit	MI	48234

MITN

4/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Filter Engineering Corporation	586-268-7300	1415 Combermere Drive	Troy	MI	48083
Finishing Trades Consulting	810-397-0799	7132 Abbey Lane	Swartz Creek	MI	48473
Flo-Aire Heating & Cooling, Inc.	734-285-1809	15761 Eureka	Southgate	MI	48195
FM Sylvan, Inc.	248-836-2200	815 Auburn Ave	Pontiac	MI	48342
Four Seasons Property Management Inc	313-618-6932	3725 Vassar	Dearborn	MI	48124
Franklin Holwerda Company	616-538-3231	2509 29th Street SW	Wyoming	MI	49519
GCA Education Services, Inc.	248-568-4735	439 Elmwood Drive	Troy	MI	48083
Gen Power Products, Inc.	248-624-7230	29905 Anthony Drive	Wixom	MI	48393
global green service group	734-379-2054	27113 powers	dearborn heights	MI	48125
Go Green Contracting	313-202-9025	10301 Joy Rd.	Detroit	MI	48204
Goldleaf Building, llc	586-242-0405	18900, Strongford Drive	Macomb	MI	48044
Goyette Mechanical	810-743-6883	3842 Gorey Ave.	Filnt	MI	48506
Great Lakes Roofing, Inc.	248-268-1914	2525 Industrial Row Drive	troy	MI	48084
Greater Detroit Heating & Cooling, Inc.	586-285-5600	44420 Reynolds Drive	Clinton Township	MI	48036
Green Titan Management	313-888-9519	7310 Woodward Ave. Suite 702	Detroit	MI	48202
Griffin International LLC	586-948-2700	46430 Continental Drive, Suite A	Chesterfield	MI	48047
H&h metals	734-728-8050	29131 Michigan Ave.	Inkster	MI	48141
H. V. Burton Company	734-261-4220	30419 Industrial Road	Livonia	MI	48150
Harmon & Sons	989-327-4205	217 monroe st.	caro	MI	48723
Harpco Mechanical Heat & Cold, Inc.	248-790-9628	28 N. Saginaw Ste. 909	Pontiac	MI	48342
Hastings Air Energy Control, Inc.	262-364-0500	5555 South Westridge Drive	New Berlin	WI	53151
Hayes Mechanical	989-401-5599	318 N.25th Street	Saginaw	MI	48601
Heaney General Contracting, IN.c	734-434-9330	7560 Carpenter Rd.	Ypsilanti	MI	48197
Helm Electric, Inc.	989-652-8779	P.O. Box 282	Frankenmuth	MI	48734
Heritage Contracting, LLC	248-396-7574	3821 Camden Place	Clarkston	MI	48348
Hittle Construction Co.	810-599-0998	487 North Ponchartrain	White Lake	MI	48386

MITN  
5/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

hollywood plumbing & heating, inc.	586-774-5277	317 howard	mt. clemens	MI	48043
home service corp	313-928-3833	2810 Oakwood	Melvindale	MI	48122
Honeywell International, Inc.	248-926-5019	49116 Wixom Tech Drive	Wixom	MI	48187
Howell Construction Services	248-877-8273	84 Harmon Rd.	Howell	MI	48843
HUDDLESTON GROUP & ASSOCIATES, LLC	734-276-5980	3961 HILLSIDE DRIVE	YPSILANTI	MI	48197
Huron Valley Electric	734-747-8840	425 Jackson Plaza	Ann Arbor	MI	48103
Indoor Air Technologies	585-924-2010	61 School st. Suite B	Victor	NY	14564
Infinite Building Concepts and Design, LLC	586-216-8851	13392 E-9 Mile Rd	Warren	MI	48089
Infinite Energy Solutions	248-481-4194	1407 Allen Dr. Suite J	Troy	MI	48083
Infiniti Energy & Environmental, Inc	313-964-0565	65 Cadillac Square, Suite 2815	Detroit	MI	48226
Insurance Services Construction Corporation	248-786-0127	1271 West Maple Road	Clawson	MI	48017
Integrated Design Solutions	248-823-2100	1441 W. Long Lake Road Suite 200	Troy	MI	48098
Intellectual Concepts, LLC	202-321-4560	3300 Buckeye Road	Atlanta	GA	30341
International Mechanics Inc	248-698-3626	1480 old us 23	howell	MI	48843
International Radiant	248-589-8150	959 E. Whitcomb	Madison Hgts	MI	48071
J Johnson Builder & General Contractor	248-335-2670	358 W Huron St.	Pontiac	MI	48341
J.E.Johnson	989-835-6671	P.O.Box 1863	Midland	MI	48641
J.F. Cavanaugh Company	248-476-9366	20750 Sunnydale Avenue	Farmington Hills	MI	48336
J.R. Mathews, Inc	248-474-3642	22650 Maple	Farmington	MI	48336
Jacobs Technology	248-633-1483	30800 Telegraph Road, Suite 4900	Bingham Farms	MI	48025
Jenkins Construction, Inc.	313-625-7200	985 E. Jefferson	Detroit	MI	48207
JMC Electrical Contractor LLC	586-773-8026	33651 Giftos	Clinton Township	MI	48035
John E. Green Company	313-868-2400	220 Victor Avenue	Highland Park	MI	48203
Johnson & Wood, LLC	517-322-0000	4500 Empire way, Suite 2	Lansing	MI	48917

MITN  
6/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Johnson Controls	734-679-0019	2875 High Meadow Circle	Auburn Hills	MI	48326
Joseph Home Improvement, LLC	586-777-4912	20610 Maxine	St. Clair Shores	MI	48080
K & S Ventures, Inc.	248-299-4212	2767 Grant	Rochester Hills	MI	48309
Kapala Heating & Air Conditioning	810-664-8865	1575 Imlay City Rd	Lapeer	MI	48446
KEI	586-264-8990	35350 STANLEY	STERLING HEIGHTS	MI	48312
Keiper Mechanical, Inc.	734-525-7437	12201 Merriman Road	Livonia	MI	48150
Kellett builders inc	248-549-5400	783 cook rd	Grosse pointe woods	MI	48236
Kevin McNamara, LLC	313-999-7495	45768 Prairiegrass Ct	Belleville	MI	48111
Kors Engineering Company, Inc.	248-706-1540	2805 Pontiac Lake Road, Suite 2B	Waterford	MI	48328
Kropf Service Company	734-427-6700	33792 capitol	livonia	MI	48150
Lake Star Construction Services, LLC	248-636-7480	43576 SIMSBURY	CANTON	MI	48187
Land-HO Construction Company, Inc.	313-565-0784	21710 Gregory	Dearborn	MI	48124
Laux Construction, LLC	517-694-0117	4218 Charlar Drive	Holt	MI	48842
Lee Contracting, Inc.	248-332-4646	631 Cesar E. Chavez Ave	Pontiac *	MI	48342 *
Leidos Engineering, LLC	248-926-3503	1250 North Pontiac Trail	Walled Lake	MI	48390
LESLIE ELECTRIC COMPANY	248-332-9106	85 OAKLAND AVENUE	PONTIAC *	MI	48342 *
LGC Global (Lakeshore Global Corporation)	313-989-4141	7310 WOODWARD, Suite 500	DETROIT	MI	48202
LIMBACH	248-410-9432	926 Featherstone Rd	Pontiac *	MI	48342 *
Lipten Company	248-374-8910	28033 Center Oaks Court	Wixom	MI	48393
Long Mechanical	248-349-0373	190 E. Main	Northville	MI	48167
M.L. Schoenherr Construction, Inc.	586-739-2010	47630 Van Dyke	Utica	MI	48317
Macomb Mechanical, Inc.	586-737-9900	6250 19 Mile Road	Sterling Heights	MI	48314
Macomb Pipe & Supply	586-825-6963	6600 East 15 Mile Road	Sterling Heights	MI	48312
Madison Electric Co.	586-825-0200	31855 Van Dyke	Warren	MI	48093
Marble Mechanical Service	248-723-4411	PO Box 2109	Birmingham	MI	48012

MITN  
7/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Maza Construction Engineering, Inc.	734-223-9269	15876 Schaefer HWy	Canton	MI	48188
MCMI	586-726-7500	6540 DIPLOMAT DRIVE	STERLING HEIGHTS	MI	48314
McNaughton - McKay Electric Co.	248-399-7500	1357 E. Lincoln Ave.	Madison Hights	MI	48071
Mechanical System Services Corp.	248-291-6793	1731 E 11 Mile Road	Madison Heights	MI	48071
MEP Engineers LLC	248-488-9822	30403 W 13 Mile Rd	Farmington Hills	MI	48334
Meridian Contracting Group	586-292-6132	6149 Trailside Dr.	Washington	MI	48094
Meridian Management	904-285-3400	818 A1A North Suite #300	Ponte Vedra	FL	32082
Metro Environmental, Inc.	586-790-2500	22656 15 Mile Road	Clinton Township	MI	48035
Metro Management & Inspection, Inc.	734-341-5893	PO Box 314	Wyandotte	MI	48192
Metro Trades LLC	586-294-4101	33716 Doreka	Fraser	MI	48026
MFS, Inc.	734-693-7105	PO Box 2638	Riverview	MI	48193
Michigan Mechanical Services Inc	734-946-9948	25445 Brest Road	Taylor	MI	48180
Midwest Rehab 7 LLC	586-339-4870	32494 Halmich Drive	warren	MI	48092
Miller-Boldt, Inc.	586-997-3300	42826 Mound Rd.	Sterling Heights	MI	48314
mj mechanical services inc	989-865-9633	11787 prior rd	st charles	MI	48655
Moran Iron Works Inc	989-733-2011	11739 M-68/33	Onaway	MI	49765
Motor City Electric Technologies, Inc.	313-957-3433	9440 Grinnell	Detroit	MI	48213
Murtech Industries LLC	734-212-2020	39111 6 Mile Rd	Livonia	MI	48152
NACC, Inc.	248-890-0018	22529 Berg Rd	Southfield	MI	48033
Natural Resources Management, LLC	419-466-9648	3793 Silica Road, Suite B	Sylvania	OH	43560
NIMCO Corporation	313-289-0092	6660 Manor Street	Dearborn	MI	48126
NORA CONTRACTING LLC	313-263-0040	3633 MICHIGAN AVE	DETROIT	MI	48216
NORESCO	260-402-8201	13 EMS B42A Ln.	Leesburg	IN	46538
North Star Refrigeration, Heating and Cooling	586-939-0070	50650 Corporate Dr.	Shelby Twp.	MI	48315
Northstar management LLC	561-509-4986	13140 Sprey ave	Naples	FL	34102
Oakland Livingston Human Svc Agcy-Guardianship	248-209-2772	196 Cesar E. Chavez Avenue PO Box 430598	Pontiac	MI	48343-0598

MITN

8/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

OE 324 LMEC	248-836-2731	500 Hulet Drive	Bloomfield Twp.	MI	48302
Optimum Contracting Solutions Inc	248-346-3069	2211 Devonshire Rd.	Bloomfield Hills	MI	48302
Oscar W. Larson Co.	248-620-0070	10100 Dixie Highway	Clarkston	MI	48348
Papa's Refrigeration Service Co.	586-759-8400	11525 E. Nine Mile Rd	Warren	MI	48089
Paramount Consortium, LLC	313-506-0013	24545 Forterra Dr	Warren	MI	48089
Perceptive Controls, Inc.	269-685-3040	140 E. Bridge St	Plainwell	MI	49080
Performance Services	248-497-5922	28175 Haggerty Rd	Novi	MI	48377
Phoenix Contractors, Inc.	734-487-9640	2111 Golfside	Ypsilanti	MI	48197
Pollard Heating and Cooling	313-551-4011	23062 Columbia Street	Dearborn	MI	48124
POWER PLUS Engineering, Inc	800-765-3120	46575 Magellan Dr.	Novi	MI	48377
Pranam GlobalTech, Inc.	734-855-4960	28980 Joy Road	Livonia	MI	48150
Premiere Developing Inc.	734-732-3524	19951 James Couzens	Detroit	MI	48235
Preventive Maintenance Technologies, LLC	248-374-6405	29395 Wall Street	Wixom	MI	48393
Pro Energy Logistics LLC	810-869-3909	6502 Avalon Dr SE	Caledonia	MI	49316
Pro-Tech Mechanical Services	517-272-4325	2556 Alamo Drive, #50B	Lansing	MI	48911
Property Monkey	810-240-5361	10200 Dosh Dr	Otisville	MI	48463
Purvis & Foster, Inc.	313-924-0538	9640 Grinnell St	Detroit	MI	48213
Quality Water & Air	248-589-8010	1402 Souter	troy	MI	48083
R. W. Mead & Sons, Inc.	586-296-3650	33795 Riveria	Fraser	MI	48026
R.L. Bondy Insulation	248-547-8616	6600 E. 15 Mile Rd.	Sterling Heights	MI	48310
R.N.A. of ANN ARBOR	734-260-3395	3684 CRYSTAL LAKE	ANN ARBOR	MI	48108
Rayne Construction, LLC	313-288-4488	16000 W. Nine Mile Road	Southfield	MI	48075
Realty Transition LLC	313-450-5313	22805 Goddard Road	Taylor	MI	48180
Refrigerant Services LLC	248-255-5929	54000 Grand River Ave	New Hudson	MI	48165
Rite-Way Service, Inc.	248-520-6482	6125 Ridge Hollow Ln.	Davisburg	MI	48350
RMH Construction	586-747-0717	PO Box 26	Mt Clemens	MI	48046
Robbin Harsh Excavating, Inc.	989-386-2752	9395 South Clare Avenue	Clare	MI	48617

MITN  
9/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Rohde Bros. Excavating, Inc.	989-753-0294	P.O. Box 14979 1240 N. Outer Drive	Saginaw	MI	48601
Romanoff Electric Co. LLC	419-726-2627	5570 Enterprise Blvd.	Toledo	OH	43612
S & D Mechanical Contractors	810-238-9333	1921 Howard Ave	Flint	MI	48503
Sachse Construction & Development Company, LLC	313-481-8263	1528 Woodward Suite 600	Detroit	MI	48226
Sanctum Contracting	810-841-7112	PO Box 101	Yale	MI	48097
Sani-Vac Service Incorporated	586-558-9200	5750 Enterprise Court	Warren	MI	48092
SE Industrial Inc.	810-656-5306	3842 Huron St	North Branch	MI	48461
Securely Yours LLC	248-723-5224	131 Guilford Road	Bloomfield Hills	MI	48304
SER Metro-Detroit, Jobs for Progress, Inc.	313-945-5200	9301 Michigan Avenue	Detroit	MI	48210
Serv-Ice Refrigeration, Inc.	248-735-6000	143 Cady Centre, # 207	Northville	MI	48167
Service Heating & Plumbing Corp	248-673-7900	1121 Tee Cee Dr	Waterford	MI	48328
Seventhwave	608-210-7132	749 University Row	Madison	WI	53716
Shaw Electric Company	248-228-2000	22100 Telegraph Rd.	Southfield	MI	48033
Siemens Industry, Inc.	734-456-3800	45470 Commerce Center Drive	Plymouth Township	MI	48170
Simply Construction and Excavating	586-879-1234	20905 Mapleridge	Southfield	MI	48075
SJR Pavement Repair, Inc.	586-755-4206	22120 Ryan Rd.	Warren	MI	48091
Sleeves Consulting Services	702-293-8761	220 Nevada Way	Boulder City	NV	89005
Smart Building Services LLC	616-822-6299	6332 Belmont Ave NE	Belmont	MI	49306
Smart Lighting Solutions LLC	586-822-6901	54491 Nottingham	Shelby Township	MI	48315
Sodexo USA	407-339-3230	283 Cranes Roost Blvd. suite 260	Altamonte Springs	FL	32701
Solrac Heating and Cooling LLC	586-804-8950	33657 Colfax Dr.	Sterling Heights	MI	48310
Specialized Power Services, Inc.	248-437-9299	60687 Lillian Street	South Lyon	MI	48178
stapleton enterprises llc	260-418-9774	4514 Leighton lane	Fort Wayne	IN	46816
State Wide Janitorial Service, Inc.	313-933-7322	11343 Schaefer	Detroit	MI	48227

MITN

10/12

HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Streamline Electric	313-808-4159	3939 Bellevue St., Suite 100	Detroit	MI	48207
Stuart Mechanical, LLC	248-918-1207	25531 Dequindre Road	Madison Heights	MI	48071
Systemp Corp	248-852-2100	3909 Industrial drive	Rochester Hills	MI	48309
Systemp Corporation	248-852-2100	3909 Industrial Dr.	Rochester Hills	MI	48309
SYTE Corporation	773-276-5192	207 E Ohio Street, suite 194	Chicago	IL	60611
Team Cares Inc/Marra Building Inc	313-377-6690	1311 Ann Arbor Road	Plymouth	MI	48170
Tech Mechanical, Inc.	248-322-5600	1490 Highwood East	Pontiac *	MI	48340
Technical Hot & Cold	734-326-3900	37667 Cherry Hill	Westland	MI	48186
TEMPERATURE SERVICES INC.	734-838-3200	37107 Schoolcraft	Livonia	MI	48150
The Aarell Company	248-649-3810	1100 East Big Beaver Rd	Troy	MI	48083
THE BERESH GROUP, INC.	313-265-2610	2051 Rosa Parks Blvd, 2nd Flr, Ste H	Detroit	MI	48216
The Boldt Company	313-329-2700	51056 Century Ct.	Wixom	OK	48393
The Healthy School Food Collaborat	504-322-1188	701 Loyola Ave. Suite 403	New Orleans	LA	70113
The Petersen Companies Inc.	248-305-7004	47904 Anna Court	Wixom	MI	48393
ThermalNetics	248-276-3300	3955 Pinnacle Court	Auburn Hills	MI	48326
Thompson Plumbing & Heating, Inc.	734-279-1244	170 Petersburg Rd.	Petersburg	MI	49270
Tollis Development	586-784-8346	76302 Burman Rd.	Richmond	MI	48062
Tooles Contracting Group LLC	313-221-8500	535 Griswold, Suite 2550	Detroit	MI	48226
Trane Detroit	734-452-2000	37001 Industrial Road	Livonia	MI	48150
Triangle Services, Inc.	612-749-0820	6625 Lyndale Ave. S. Suite 426	Richfield	MN	55423
Unified Business Technologies Inc.	248-588-1781	353 Indusco Ct., Suite C	Troy	MI	48083
Universal General Contractors, Inc.	248-351-6284	20000 TOWNCENTER STE. 1900	SOUTHFIELD	MI	48075
US Metro Group, Inc	213-382-6435	605 S. Wilton Place	Los Angeles	CA	90005
Usztan, LLC	248-332-7448	261 Collier Road	Auburn Hills	MI	48326
Utilities Instrumentation Service, Inc.	734-482-1450	PO Box 981123306 N. River Street	Ypsilanti	MI	48198
Vanguard Building Group, LLC	248-650-6206	101 South Main Street, Suite 200	Rochester	MI	48307

MITN/  
11/12



HVAC Replacement for Senior Centers  
MITN Vendor Solicitation Listing

Vazquez Commercial Contracting, LLC	616-263-6000	12 East Eighth Street #210	Holland	MI	49423
VENICE CONTRACTING LLC	248-862-6055	6381 PINECROFT DR	WEST BLOOMFIELD	MI	48322
Vetcon, Inc.	810-252-7538	412 S. Saginaw St. Suite 206	Flint	MI	48502
W.J. O'Neil	734-458-2300	35457 Industrial Road	Livonia	MI	48150
W4 Construction Group LLC	269-762-3492	9577 W XY Ave	Schoolcraft	MI	49087
Wade Trim	734-947-9700	500 Griswold Avenue, Suite 2500	Detroit	MI	48226
Walker's Heating & Cooling, Inc.	248-229-6816	15921 West 8 Mile Road	Detroit	MI	48235
Walker-Miller Energy Services LLC	313-366-8535	2990 West Grand Blvd suite 310	Detroit	MI	48202
Walsh Construction	313-456-6500	3031 West Grand Boulevard, Suite 640	Detroit	MI	48202
Washtenaw Contractors Association	734-662-2570	3135 S State St #350-H	Ann Arbor	MI	48108
Watson Bros. Company	810-985-8174	325 Court Street	Port Huron	MI	48060
WCI Contractors, Inc.	313-368-2100	20210 Conner	Detroit	MI	48234
Wesco Distribution	517-887-0140	3440 Dunckel Road	Lansing	MI	48911
West Construction Services	248-758-9925	79 Oakland Avenue	Pontiac	MI	48342
White Pine Building and Development LLC	586-489-3771	49047 Driftwood Drive	Shelby Township	MI	48317
Wilhelm & Associates	248-625-9500	6485 Dixie Hwy	Clarkston	MI	48346
William E. Walter, Inc.	810-232-7459	1921 Howard Avenue	Flint	MI	48501
Wing Construction, Inc.	586-739-5995	8149 Millis Road	Utica	MI	48317
WWTS, L.L.C. - World Wide Technical Services	248-670-1321	3686 Merriweather Ln	Rochester Hills	MI	48306
Yoku Remodeling	248-421-9935	3919 mount vernon	bloomfield	MI	48301
ZON LED, LLC	586-336-9377	111 Peyerck Court	Romeo,	MI	48065
Zuniga Cement Construction Inc.	586-754-5900	22500 Ryan Rd	Warren	MI	48091

MITN  
12/12

## HVAC Replacement for Senior Centers RFP Direct Solicitation List 2017

PONTIAC BASED COMPANIES	Address 1	City	State	Zip	Phone	E-mail	Notification	Found in this Source
Alpine Refrigeration	165 Elizabeth Lake Rd	PONTIAC	MI	48341	248-334-9826		number disconnected	Greater Pontiac Business Directory
Bloomfield Heating & Cooling a division of Lizut Mechanical	905 Orchard Lake Road	PONTIAC	MI	48341	248-858-7730	lizut@sbcglobal.net	Sent copy of HVAC Rplcmnt RFP	Greater Pontiac Business Directory & Yellow Pages Oakland NW
Dynamic Heating & Cooling		PONTIAC	MI		248-821-9577		Left Detailed Message	Yellow Pages Oakland Northwest
FM Sylvan	815 Auburn Ave	PONTIAC	MI	48342	248-836-2200	gmcguckin@fmsylvan.com		Greater Pontiac Business Directory & MITN notification
K & K Mechanical Contractors	560 Lowell	PONTIAC	MI	48343	248-335-2212	kkmechanicalcontractors@gmail.com	Sent copy of HVAC Rplcmnt RFP	Greater Pontiac Business Directory & Yellow Pages Oakland NW
Limbach Company	926 Featherstone Rd	PONTIAC	MI	48342	248-335-4181	john.glaeser@limbachinc.com		Greater Pontiac Business Directory & MITN notification
Tech Mechanical	1490 E Highwood Blvd	PONTIAC	MI	48340	248-322-5600	craigs@techmechanical.com		Greater Pontiac Business Directory & MITN notification
Neighboring Communities	Address 1	City	State	Zip	Phone	E-mail	Notification	Found in this Source
A AAA Emergency Heating Cooling & Refrigeration		Sterling Heights	MI		248-626-4466	sunshinehc@sbcglobal.net	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
A J Danboise Son Plumbing & Heating	31015 Grand River	Farmington Hills	MI		248-642-1571	bidding@danboisemechanical.com	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
A I R Heating & Refrigeration		Rochester Hills	MI		248-652-8537		Called and they said they are to busy to bid on the project	Yellow Pages Oakland Northwest
Air-Master Heating & Air Conditioning	2870 Coolidge Hwy	Berkley	MI		248-399-1800	mrnehan@airmastermi.com	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
Allen's Service Heating & Cooling		Waterford	MI		248-681-3089		Called and they said they are to busy to bid on the project	Yellow Pages Oakland Northwest
Ameritemp	575 Lesperance Ct N	Rochester Hills	MI		248-652-0174		Mailbox Full Unable to leave message	Yellow Pages Oakland Northwest
Andy's Statewide Heating and Cooling		Detroit Metro Area	MI		248-838-1803	dbruck@ars.com	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
Brairwood Heating & Cooling		Lake Orion	MI		248-693-3676	brairwoodheatingcooling@gmail.com	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
Family Heating Cooling & Electrical		Garden City	MI		248-886-8626		Called and they said they are to busy to bid on the project	Yellow Pages Oakland Northwest
Gary Air Conditioning	1312 New Life Lane	Rochester Hills	MI		248-656-1010	garybendixen@comcast.net	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
Hearthside Heating Inc		Tri County Area	MI		248-585-5452	www.hearthsidehvac.info	contacted on website	Yellow Pages Oakland Northwest
Nichols Heating & Cooling	5690 Dixie	Waterford	MI		248-623-6628	nicholsheatingandcooling@msn.com	Sent copy of HVAC Rplcmnt RFP	Yellow Pages Oakland Northwest
Pousho Plumbing Heating & AC	2388 E Highland Rd	Highland	MI	48356	248-887-7561	www.pousho.com	contacted on website	Yellow Pages Oakland Northwest
Premier Refrigeration	6650 Highland Rd	Waterford Twp	MI		248-666-4777		Left Detailed Message	Yellow Pages Oakland Northwest
Smithers Mechanical Heating & Cooling		Rochester	MI		248-651-8120	www.smcmechanical.com	contacted on website	Yellow Pages Oakland Northwest

Direct  
solicitation



## Financial Services – Purchasing Division

### NOTICE

Thank you for your inquiry regarding the City of Pontiac project listed below:

#### HVAC REPLACEMENT FOR SENIOR CENTERS

If your firm plans to bid on this project, please send an e-mail response to [MMcKenzie@pontiac.mi.us](mailto:MMcKenzie@pontiac.mi.us) with the following information:

Firm Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Firm's Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

The City of Pontiac Purchasing Division will use this information to communicate with you in the event an addendum or change to this project is issued. If you do not send this information to the City of Pontiac, you will not receive any follow-up notification of any changes to the project.

City of Pontiac  
47450 Woodward Ave  
Pontiac, MI 48342



# REQUEST TO SUBMIT BIDS FOR HVAC REPLACEMENT FOR SENIOR CENTERS FOR THE CITY OF PONTIAC

The City of Pontiac, Michigan (The City) is requesting bids for providing HVAC Replacement for the Senior Centers for the City of Pontiac.

Sealed bids will be received at the City of Pontiac Clerk's Office at 47450 Woodward Avenue, 1<sup>st</sup> Floor, Pontiac, MI 48342 plainly marked with "HVAC Replacement for the Senior Centers" until **2:00 p.m. EDT, Thursday, March 30, 2017**, at which time they will be publicly opened. It is the offeror's sole responsibility to ensure that their bid is physically deposited to the Clerk's Office prior to the time and date specified. Late bids will not be opened and will be rejected unopened regardless of the degree of lateness or the reason thereto, including causes beyond the control of the offeror. **(NOTE: Electronic or faxed submissions will not be accepted)**

**A Mandatory Pre-Bid Conference/Walk Through** will be conducted **at 10:00 a.m.**, local time, on **Wednesday, March 22, 2017** in the City of Pontiac Lion's Den located on the main floor of the Pontiac City Hall, 47450 Woodward Avenue, 1<sup>st</sup> Floor, Pontiac, MI 48342. Following a brief introduction and opportunity for questions, the meeting will continue with a viewing of the facilities.

Bids, including all City-provided forms that shall be completed, and signed as indicated herein, are to be submitted in a sealed envelope plainly marked with the Bids title. Two (2) complete copies/sets of the bid shall be submitted. An original copy so marked, shall be signed with the firm's name and bear its corporate seal or logo and the hand written signature of an officer or employee having authority to bind the company to a contract by his or her signature.

The City of Pontiac reserves the right to accept or reject any or all bids, either in part or in whole to waive any formalities and to accept the bid which it believes to be in the best interest of the City.

**All prospective bidders need to send an e-mail response with to MMcKenzie@pontiac.mi.us with the following information Firm name, Project Name, Contact Person, Telephone Number and E-Mail Address.**

Any interpretation, correction, or change of this document will be made only by written addendum hereto. Any interpretation, correction, or change made in any other manner will not be binding on the City and proposers shall not rely thereon. All inquiries are to be made in writing to Michelle McKenzie and be received no later than five working days prior to the scheduled opening (these may be hand-delivered, mailed, or faxed to (248) 758-3197 or emailed to MMcKenzie@pontiac.mi.us). A written response, if provided, will be in the form of an addendum to the Bid and will be sent to all document holders on file with the Purchasing Office. Any addendums issued will be located on the Pontiac's website <http://www.pontiac.mi.us/departments/finance/purchasing.php>. Its receipt must be duly

acknowledged with any submission. Please refer to the website for any addenda that may be issued. Bidders who submit bids before the deadline are advised to continue to monitor the website for any addenda that may be issued. Bid packages will also be available upon request through the Purchasing Office located at 47450 Woodward Avenue, 2<sup>nd</sup> Floor, Pontiac, MI 48342.

The selected firm shall agree to indemnify, defend, and hold harmless the City of Pontiac, its officers, agents, and employees from and against all claims, losses, costs or damages caused by his acts or those of his agents, or anyone for whom he may be responsible. The City disclaims any responsibility for injury to proposers, their agents, or to others while examining the work site or at any other time.

With regard to installation of HVAC Replacement for Senior Centers, the successful proposer shall agree to indemnify and hold the City harmless from any and all claims whatsoever arising out of, or occurring during, the performance of the services and occasioned directly or indirectly by its error or omission, negligence, or fault.

Prior to the City's entering into a contract, the successful proposer shall produce evidence satisfactory to the City of insurance coverage in types and amounts defined in Appendix D, and naming the City of Pontiac, Michigan as an additional insured thereon.

All work performed by the contractor and subcontractors shall comply with the pertinent OSHA (as stated above), local, state, and federal government regulations.

The winning bidder cannot be debarred by the federal government. ([www.epls.gov](http://www.epls.gov))

The project is a Community Development Block Grant (CDBG) funded project and subject to Prevailing Wage Regulations as dictated by the Davis-Bacon Act and Section 3 requirement. Construction work that is financed with Federal funds must adhere to certain Federal labor standards requirements. The project requires that workers receive no less than the prevailing wages being paid for similar work in the same area. The contractor must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin, in accordance with Executive Order 11246 (Equal Employment Opportunity and Notice of Requirement for Affirmative Action to ensure Equal Employment Opportunity), and that the contractor will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended. Minority, female, and Section 3 contractors are specifically invited to bid on this contract. The city also request general contractors to use minority, female, and Section 3 residents and subcontractors whenever possible. Contractor must comply with the Davis Bacon Act, July 2, 1964, Title 40§ 276A, the Equal Employment Opportunity Act, September 28, 1965, No 11246, all United States Department of Labor Regulations and Standards, Title 29, 1, 3, and 5, and Title 18 U.S.C., Section 874, known as the "Anti-Kickback Act", and the Federal Occupational Safety and Health Act of 1970.

This is a Federally Funded project. The contractor and subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Documents. This municipality is an Equal Opportunity Employer. Businesses owned by women or minorities are strongly encouraged to bid.

**BIDS DUE: Thursday, March 30, 2017at 2:00 PM EDT**

**NUMBER OF COPIES TO SUBMIT: TWO (2), one original and one copy**

## **I. PURPOSE**

The purpose is to procure and hire a vendor through a request for proposal process to provide a HVAC Replacement system for Senior Centers (Ruth Peterson and Bowen Senior Centers). Contractor is to provide for the completion of the work in every detail as described therein. The Contractor shall furnish all labor, materials (except as otherwise specified), equipment, tools, transportation, and necessary supplies, as may reasonably be required to complete the work in accordance with the specifications.

The intention of the City is to award the contract for this job to **the lowest responsible bidder** whose skill set, past work history, and cost are equal to the task of completing the work in a satisfactory manner in the time period specified by the City. The successful respondent will demonstrate **five (5) years of experience** in "HVAC Replacement Services" with an emphasis in Commercial installation.

The qualified contractor and subcontractors shall have proper credentials, certifications and licenses required by the City, County, State, and Federal Government to perform the HVAC Replacement system for Senior Centers.

## **II. BACKGROUND**

The City of Pontiac has been allocated federal funds through the Community Development Block Grant ("CDBG"). These funds shall be used to provide a replacement HVAC system for Senior Centers ensuring the City of Pontiac Federal Programs can create a suitable environment for Senior Center users.

## **III. DESCRIPTION OF SERVICES**

### **GENERAL**

The following scope of work and technical specifications shall apply to the Senior Centers. Reference to a particular trade name, manufacturer's catalogue, or model number are made for descriptive purposes to guide the company in interpreting the requirement of the City of Pontiac, and should not be construed as excluding bids on other types or materials, equipment and supplies unless otherwise stated. However, the company, if awarded the contract, will be required to furnish the particular item referred to in the specifications or description unless departure or substitution is clearly noted and described in the bid/proposal. The City of Pontiac reserves the right to determine if equipment/product or service being bid is equal to the specified equipment/product or service requested.

### **SCOPE OF WORK**

#### **Robert Bowen Center, 52 Bagley St., Pontiac, Michigan**

Remove and Dispose of existing 10 ton Carrier RTU and Replace with 12.5 ton unit similar or equivalent to attached examples. **(See Data Sheets)**

Installation will include curb adapter and fresh air hood. The new thermostat is also included.

Roof restoration in the area of replacement will be required.

### **Ruth Peterson Center, 990 Joslyn Rd., Pontiac, Michigan**

Remove and Dispose of existing 15 tons & 7.5 ton RTU and Replace with 15 ton & 7.5 ton units similar equivalent to attached examples. (See Data Sheets)

Installation will include curb adapter and fresh air hood. The new thermostat is also included.

Roof restoration in the area of replacement will be required.

Contractors are responsible for all permits and subject to final inspection by City Building & Safety acceptance.

Contractor may subcontract parts of work needed (electrical, rental of cranes...) but all subs must be certified and accepted by the City prior to beginning of work.

### **SPECIFICATIONS**

- A. Mechanical sub-contractor to be licensed and insured in the State of Michigan.
- B. The following mechanical work is to be located on the rooftops of the Robert Bowen & Ruth Peterson Centers.
  - a. Insure the integrity of roof prior and that the roof can support the installed weight of the unit.
  - b. Install (1) 12.5 ton heating and cooling rooftop unit at the Robert Bowen Center.
  - c. Install (1) 15 ton heating and cooling rooftop unit at the Ruth Peterson Center and,
  - d. Install (1) 7.5 ton heating and cooling rooftop unit at the Ruth Peterson Center.
  - e. Provide roof curb adapter and fresh air hood for all three installed units.
  - f. Provide (3) programmable thermostats with independent fan operation.
  - g. Provide gas piping per specifications.
  - h. Provide electrical per specifications.
- C. Provide a warranty breakdown on parts and labor.

### **IV. REQUEST**

In addition to the required form "HVAC Replacement for Senior Centers" provided here as Appendix A, all firms or individuals responding to this Bid must submit complete responses to the information requested in this section, and must note any exceptions to any information contained in the Bid. Bids will be evaluated based upon the requested criteria and be awarded to the lowest responsible bidder. Bids should present information in a clear and concise manner, following the format indicated below. Responses to this section shall be typewritten in a font not smaller than 11 point and may be double or single sided on standard 8½ "x 11" paper. There is no limit to pages submitted for complete response to this section:

Statement of Qualifications: Contractor shall supply all company contact information, Current License(s), Staffing, Certifications, Copy of Current Liability Insurance, along with Contractor's qualifications and ability to successfully provide the services requested.

- a) Name, telephone number, address, e-mail, and fax number of the individual designated to receive all official correspondence relating to the project.
- b) Describe the Contractor's qualifications and ability to successfully provide the services requested, including a description of prior experience.
- c) Provide copy of State of Michigan License for the corporation or company and an individual license.
- d) Provide certified copies of Articles of Incorporation or Articles of Organization of the firm (if applicable).
- e) Provide current Good Standing Certificate for the firm (if applicable).
- f) Provide organizational documents for the firm such as bylaws and operating agreement (If applicable),
- g) Provide a list of which staff members will be responsible for the project, include brief resumes and proof of appropriate training and relevant certificates and licenses for each.
- h) Provide a list of board of directors and officers of firm (if applicable).
- i) Provide insurance as required in Appendix "D"
- j) Provide contact names and telephone numbers for at least three (3) individuals, municipalities or companies for which you have contracted similar work in the past year.
- k) Provide a detailed description of any litigation resulting from use of the firm's services.
- l) Provide a statement on the notification time necessary to begin execution of the desired services
- m) Provide bid bond, performance bond, payment bond and maintenance & guarantee bond as outlined in section "IX. BONDING REQUIREMENTS"

The City of Pontiac Michigan reserves the right to validate proposer's qualifications, capability to perform, availability, past performance record and to verify that the proposer is current in its obligations to the City.

The City reserves the right to waive any informality in bids, to accept any bid, and to reject any and all bids, should it be deemed in the best interest of the City to do so.

The City reserves the right to include in the contract for services other terms and conditions not specifically set forth herein.



## V. PROPOSED FEE

Provide a fee for the services requested in the Scope of Services of work in the attached "HVAC Replacement for Senior Centers" in Appendix A.

It is the City's intention to utilize the successful proposer's services as soon as awarded. All services shall be performed according to the Agreement, as well as the submitted bid.

## VI. AGREEMENT

The Agreement with the contractor will detail the payment procedures and documentation needed for the services rendered. The billing submitted by the contractor must provide a written description of the work completed and include any necessary justification as/if necessary.

Billing will be required to have **ALL** the following listed below after services have been rendered, including but not limited to:

- Vendor Registration Packet (including the Ethnic Ownership report, Contractor Certification, and Prime Contractor Agreement) with Oakland County;
- All CDBG Davis-Bacon documents;
- Proof of proper disposal of units and materials;
- Project specific documentation which shall include, but not be limited to: a copy of the complete project design including drawings, pre and post work site photos, and other reports as needed;
- Mechanical Permit issued by City of Pontiac Building Safety Department;
- Line-Item Invoice; and
- Waiver of Liens for all subcontractors.

**All payments will be made by electronic deposits from Oakland County to the contractor bank account**

## VII. ADDITIONAL INFORMATION:

The funding used for this program comes from the CDBG program, pursuant to the Housing and Community Development Act of 1974, as amended (the "Act"). This federal program has stringent requirements that the City and its Contractor's must adhere to in order to receive monetary reimbursement. Please review the requirements listed below and state in your bid your ability to fulfill these requirements. If you have any questions regarding federal requirements please contact Michelle L. McKenzie at (248) 758-3120. If contractor is not in possession of a Pontiac Business license then contractor shall procure said license once awarded.

- Agree to Section 3 Clause (Appendix "B")
- Debarment-Service provider has not been suspended from federal benefits as listed on [www.epis.gov](http://www.epis.gov)

- Conflict of Interest regulations found in 24CFR 570.611 (Appendix "C")
- The selected service provider will not use funds for lobbying, and will disclose any lobbying activities
- Other Applicable State and Local Laws

### VIII. SUBMISSIONS

All submissions (and original and one copy) must be hand delivered or mailed in a sealed envelope (**NOTE: Electronic or faxed submissions will not be accepted**) with **"HVAC Replacement for Senior Centers"** clearly marked on the front to by **Thursday, March 30, 2017 at, at 2:00 P.M. EDT** to the following:

**City of Pontiac Clerk's Office, 47450 Woodward Avenue, 1<sup>st</sup> Floor, Pontiac, MI 48342**

The City of Pontiac reserves the right to accept or reject any or all bids, either in part or in whole to waive any formalities and to accept the Bid.

### IX. BONDING REQUIREMENTS

a) A **bid bond**/guarantee is required from each bidder in the amount 5% of the bid price. The "bid guarantee" shall consist of a firm commitment such as a bid bond or certified check accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified. **Bid bond to be included with bid.**

Contracts or Subcontracts exceeding \$ 50,000

b) A **performance bond** shall be delivered to the Agency when the contract is executed on the part of the contractor for 100% of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

c) A **payment bond (labor & material bond)** shall be delivered to the Agency when the contract is executed on the part of the contractor for 100% of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

d) A **maintenance and guarantee bond** shall be delivered to the Agency when the contract is executed on the part of the contractor for 100% of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

If a contractor fails to deliver the required bonds, the bid will be rejected. The City of Pontiac reserves the right to reject a bid if the contractor can't provide a performance and payment bond within 5 days of a signed contract.

## **X. INCOME TAXES**

Contractor agrees to contact City of Pontiac Income Tax Division, Audit and Compliance Section, 47450 Woodward, Pontiac, Michigan, 48342, telephone (248) 758-3043, to establish reporting and withholding obligations under the City of Pontiac Income Tax Ordinance. Contractor will require the same of all subcontractors employing labor under this contract. Contractor is required to withhold City of Pontiac income tax from wages paid to:

- (1) Pontiac resident employees regardless of where they work for the employer; and
- (2) Nonresident employees for work performed in the City.
- (3) Contractor is also required to file City of Pontiac income tax returns reporting and paying income tax on any net profits earned in the City.

Web page URL: [http://www.pontiac.mi.us/departments/income\\_tax/index.php](http://www.pontiac.mi.us/departments/income_tax/index.php)

Tax forms URL: [http://www.pontiac.mi.us/departments/income\\_tax/tax\\_forms.php](http://www.pontiac.mi.us/departments/income_tax/tax_forms.php)

## **XI. REQUIREMENTS**

**A MANDATORY PRE-BID CONFERENCE/WALK THROUGH** will be conducted **at 10:00 a.m.**, local time, on **Wednesday, March 22, 2017** in the City of Pontiac Lion's Den located on the main floor of the Pontiac City Hall, 47450 Woodward Avenue, 1<sup>st</sup> Floor, Pontiac, MI 48342. Following a brief introduction and opportunity for questions, the meeting will continue with a viewing of the facilities.

### **MATERIALS AND WORKMANSHIP:**

All materials shall meet the requirements of the applicable specifications and shall be installed or used in accordance with the directions of the manufacturer. All work shall be done in a good, substantial, workmanlike manner, by skilled workmen.

### **PERMITS:**

Contractor shall secure and pay for any building permits, related inspections and obtain the final approvals as required by the City of Pontiac Building Department for the proper execution and completion of the project.

Additionally any fees or fines assessed by the City of Pontiac Department of Building and Safety, unrelated to the initial permit application fees, as penalties for deficiencies or noncompliance with construction standards, shall be the responsibility of the Contractor.

### **POSTED ON THE JOB SITE**

To comply with the requirements of the CDBG Federal program requirements, the Contractor must have posted the following posters in clear site at all times during the entire time that the work under this contract is being performed:

- Employee Rights under the Davis-Bacon Act Poster (CDBG – 1 required form)
- Federal (Davis-Bacon) Wage Decision (CDBG – 9 required form)

- Federal Labor Standards Provisions "IT'S THE LAW" Poster

#### **TITLE VI COMPLIANCE**

The Contractor shall comply with this Act as described hereafter.

#### **TITLE VI CONTRACT LANGUAGE**

The City of Pontiac in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 24 USC 2000d-4 and Title 24, Code of Federal Regulations, Department of Housing and Urban Development, Community Development Block Grant Program, Part 570, and all requirements issued pursuant to such Act, hereby notifies all bidders that minority business enterprises will be afforded full opportunity to submit a bid in response to the invitation and will not be discriminated against on the grounds of gender, disability, race, color, sex or national origin in consideration for an award.

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

1. **Compliance with Regulations**

The Contractor shall comply with the Regulations relative to nondiscrimination in Federally assisted programs of the Department of Housing and Urban Development, CDBG program, Part 570 (hereinafter referred to as the Regulations) as they may be amended from time to time, herein incorporated by reference and made a part of this Contract.

2. **Nondiscrimination**

The Contractor shall comply with regard to the work performed during the Contract, shall not discriminate on the grounds of race, color, sex or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in discrimination prohibited by these Regulations.

3. **Solicitations for Subcontracts, including Procurement of Materials and Equipment**

In all solicitations whether by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of material leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under the Contract and the Regulations relative to nondiscrimination on the ground of race, color, sex or national origin.

4. **Information and Reports**

The Contractor shall provide all information and reports required by the Regulation or directives issued pursuant thereto, and shall permit access to its books, records, accounts other sources of information and its facilities as may be determined by the City of Pontiac, HUD or appropriate Federal Agency to be pertinent to ascertain compliance with such regulations, orders and instructions. Where any information required of a Contractor is in exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to HUD or the appropriate

Federal Agency as needed, and shall set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance**

In the event of the Contractor's noncompliance with the nondiscrimination provisions of the Contract, the City of Pontiac shall impose such Contract sanctions as HUD or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:

- a. Withholding of payment to the Contractor under Contract until the Contractor complies and/or
- b. Cancellation, termination, or suspension of the Contract in whole or in part.

6. **Incorporations and Provisions**

The contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt Regulations or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontractor or procurement as the City of Pontiac, HUD, CDBG Program, or appropriate Federal Agency may direct as means to enforcing such provisions, including sanctions for noncompliance.

## APPENDIX A

### City of Pontiac CDBG Program

#### > HVAC Replacement for Senior Centers <

**Bidding Contractor:**

Company Name: \_\_\_\_\_

Representative: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Office #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Cell#: \_\_\_\_\_ Email: \_\_\_\_\_

License#: \_\_\_\_\_ Date: \_\_\_\_\_

Having carefully examined the qualifications proposal for the proposed work, and being fully informed in regard to the conditions to be met in the prosecution and completion of the work, and having read and examined the Instructions to Respondents, Agreement, Bonds, General Conditions, Plans and Specifications pertaining to this work and agreeing to be bound accordingly, the undersigned proposes to furnish all the materials, labor, and other equipment as necessary in full accordance with and conformity to the plans and specifications for this work now on file in the office of the City's at and for the following named prices, to wit:

**THIS QUALIFICATION PROPOSAL MUST BE SUBMITTED BACK TO THE CITY OF PONTIAC IN ITS ENTIRETY AS PART OF THE "CONTRACTORS" PROPOSAL SUBMISSION. MAKE SURE THAT ALL PAGES ARE COMPLETELY FILLED OUT AND THAT ALL INFORMATION REQUESTED IS COMPLETE. FAILURE TO DO SO MAY BE CAUSE TO REJECT YOUR QUALIFICATION PROPOSAL. IF A PROPOSAL IS NOT BEING SUBMITTED FOR A PARTICULAR AREA OF WORK, PLEASE MAKE A NOTATION IN THE PROPOSAL.**

### **Bid Pricing Sheet**

The Contractor shall provide a detailed list of all materials, incidentals, equipment costs and labor costs included in the base price indicated in the Bid Pricing Form. The list shall include the manufacturer and manufacturer product code for all materials such as thermostats, HVAC units and locks and the cost of each product that were used in the determination of the base price bid. Copies of all Manufacturer data sheets shall be included for all items not constructed from materials on site by the Contractor.

**Failure to include this information may result in your bid being deemed nonresponsive and rejected without any further evaluation.**

### **Bid Pricing Form**

Quantity	Description &	Unit Base Price
	Senior Center	includes incidental costs
1	12.5 ton RTU Robert Bowen Center	\$

Cost Written in Words:

---

1	15 ton RTU Ruth Peterson Center	\$
---	------------------------------------	----

Cost Written in Words:

---

1	7.5 ton RTU Ruth Peterson Center	\$
---	-------------------------------------	----

Cost Written in Words:

---

**Related Project Experience:**

Provide descriptions of current and completed projects your firm has performed that are similar to this project in size, scope and complexity. Information for these projects, limited to the last five (5) years:

1) Project Title: \_\_\_\_\_

Project Location: \_\_\_\_\_

Client's name: \_\_\_\_\_

Contact name, title, and telephone number: \_\_\_\_\_

\_\_\_\_\_

2) Project Title: \_\_\_\_\_

Project Location: \_\_\_\_\_

Client's name: \_\_\_\_\_

Contact name, title, and telephone number: \_\_\_\_\_

\_\_\_\_\_

3) Project Title: \_\_\_\_\_

Project Location: \_\_\_\_\_

Client's name: \_\_\_\_\_

Contact name, title, and telephone number: \_\_\_\_\_

\_\_\_\_\_

If you require more room, please submit information on another sheet.



**CITY OF PONTIAC - QUALIFICATIONS PROPOSAL**

I, the undersigned, propose to provide services proposed in this contract as per specifications supplied by the City of Pontiac. No contract is active until a purchase order is issued to the successful respondent.

I further propose to deliver the above-described services for the City of Pontiac in first class operating manner in accordance with all specifications contained herein subject to purchaser's inspection of services performed.

I attest that the proposal includes all information necessary for the City of Pontiac to accept a qualified proposal.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Representative Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

Office # \_\_\_\_\_ Cell # \_\_\_\_\_

FAX# \_\_\_\_\_

Federal Tax Identification Number: \_\_\_\_\_

Date: \_ **APPENDIX B**

Section 3 clause 135.38

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of traineeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3.

**APPENDIX C  
CONFLICT OF INTEREST STATEMENT**

**"Code of Standards of Conduct,"  
24 CFR Part 85.36 (b) (3):  
(Applicable to Community Development Block Grant Expenditures)**

(3) Grantees and sub-grantees will maintain a written code of standards of conduct governing the performance of their employees engaged in the award and administration of contracts. No employee, officer or agent of the grantee or sub-grantee shall participate in selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- (i) The employee, officer or agent,
- (ii) Any member of his immediate family,
- (iii) His or her partner, or
- (iv) An organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award. The grantee's or subgrantee's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subagreements. Grantee and subgrantee's may set minimum rules where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value. To the extent permitted by State or local law or regulations, such standards of conduct will provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the grantee's and subgrantee's officers, employees, or agents, or by contractors or their agents. The awarding agency may in regulation provide additional prohibitions relative to real, apparent, or potential conflicts of interest.

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

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

Printed name: \_\_\_\_\_

## APPENDIX D

### INSURANCE

#### 1. INSURANCE

The Contractor shall provide to protect the City of Pontiac as outlined below.

#### 2. LIMITS OF INSURANCE (See also Section 1 of the General Conditions)

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the City of Pontiac. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and SIR's are the responsibility of the Contractor.

- 1) **Workers' Compensation Insurance** The Contractor shall procure and maintain during the life of this contract, Workers' Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan with a minimum limit of \$100,000 each accident for any employee
- 2) **Commercial General Liability Insurance** The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$2,000,000 per occurrence and aggregate for Personal Injury, Bodily Injury and Property Damage, coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable; (F) Per project aggregate.
- 3) **Motor Vehicle Liability** The Contractor shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than \$2,000,000 per occurrence combined single limit for Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- 4) **Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be Additionally Insured: The City of Pontiac, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers. It is understood and agreed by naming The City of Pontiac as additional insured, coverage afforded is considered to be primary and any other insurance The City of Pontiac may have in effect shall be considered secondary and/or excess.
- 5) **Cancellation Notice:** All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: Michelle L. McKenzie, City of Pontiac, 47450 Woodward Ave, Pontiac, MI, 48342.
- 6) **Proof of Insurance Coverage:** The Contractor shall provide The City of Pontiac at the time that the contracts are returned by him/her for execution, two (2) copies of Certificates of Insurance as well as the required endorsements.

- 7) **Expiration of Policies:** If any of the above coverage expires during term of this contract, the Contractor shall deliver renewal certificates and/or policies to the City of Pontiac at least ten (10) days prior to the expiration date.

### **3. INDEMNIFICATION CLAUSE**

The Contractor shall indemnify and save harmless the City of Pontiac for and from all claims, demands, payments, suits, actions, recoveries, and judgments; of every name and description, brought or recovered against them or to property received or sustained by any person or persons whomsoever by reason of any action or omission of the said Contractor, his agents, servants, or his Contractors in the performance of said Work, or by or in consequence of any negligence or carelessness in connection with the same or on account of the death of or injuries to persons who shall be engaged in or about the work to be performed under this Contract; and on account of liability or obligation imposed directly or indirectly upon the City of Pontiac by reasons of any law of the State or the United States, now existing or which shall hereafter be enacted, imposing any liability or obligation, or providing for compensation to any person or persons on account of or arising from the death of, or injuries to employees. Said Contractor shall pay, settle, compromise and procure the discharge of any and all such claims and all such losses, damages, expenses, liabilities, and obligations, and shall defend at his own cost and expense any and all claims, demands, suits and actions made or brought against the City of Pontiac, and all Additional Named Assured, for or upon any such claim. In case the said Contractor shall fail, neglect, or refuse to comply with any of the provisions of this paragraph, the City of Pontiac may, in order to protect itself, and all Additional Named Assured, from liability, defend any such claim, demand, suits or action and pay, settle, compromise, and procure the discharge thereof, in which case the said Contractor shall repay the City of Pontiac any and all such loss, damage and expense, including attorney's fees paid, suffered or incurred by the City of Pontiac, and all Additional Named Assured, in so doing. So much of the monies due, or to become due, to said Contractor under this agreement as shall be deemed necessary by the City of Pontiac, shall or may be retained by the City of Pontiac until every and all such claims, demands, suits, actions, recoveries, judgments, liabilities and obligations have been settled and discharged and evidence to that effect furnished the City of Pontiac, or the City of Pontiac may collect the same in whole or in part in any lawful manner from said Contractor. The Contractor shall provide adequate insurance until his work is completed, with a reasonable insurance company which meets with the approval of the City of Pontiac, covering liability to the public for loss resulting from injury to persons or damage to property arising out of or caused by his operations, acts, or omissions, or those of his subcontractors, agents, or employees in procuring work for the City of Pontiac. Such insurance coverage shall be in such amounts as are provided in public liability and property damage section herein, provided, however, that such insurance coverage shall include an endorsement providing that the contractual exclusion shall be removed or in the alternative, contractual insurance shall be afforded. If the former, such endorsement shall contain specific language as follows:

"It is hereby agreed that the contractual exclusion does not apply to the contract entered into between the insured and the City of Pontiac, and each Additional Named Assured as their interest may appear for the project work. Such insurance coverage shall also contain an endorsement guaranteeing that thirty (30) days' notice to the City of Pontiac and each Additional Named Assured, shall be given in writing prior to the cancellation of, or change in any such insurance."

### **4. EXTRAS**

No claim for extra compensation because of either decrease or increase in quantities will be allowed. Contractor and Owner mutually agree that in the event the Contractor is to perform services beyond, or at variance with the Scope and total price of this Contract, such services must be mutually agreed to, in advance, in writing, with agreed upon price included. Accordingly, claims for the payment of

Extra Services must be substantiated by the Contractor with a written order signed by Owner or his authorized agent.

#### **5. EMERGENCY PHONE NUMBERS**

The Contractor must submit Emergency (24 Hours) phone numbers on the company letterhead when submitting contracts.

#### **6. INCLUDED WORK**

All items of work noted on the Plans or in the Specifications that are not specifically noted in the bid, shall be considered as included with the contract and shall be completed at no extra cost to the Owner.

#### **7. SUB-CONTRACTS**

The Contractor shall not execute an Agreement with any Sub-Contractor or sub-subcontractor or permit any Sub-Contractor or sub-subcontractor to perform any work included in this Contract without the prior written consent of Owner.

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

Its: \_\_\_\_\_

## APPENDIX E

### STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY

#### CONSTRUCTION CONTRACT SPECIFICATIONS (EXECUTIVE ORDER 11246)

- a) The equal opportunity clause published at 41 CFR 60-1.4(a) of this chapter is required to be included in, and is part of, all nonexempt Federal contracts and subcontracts, including construction contracts and subcontracts. The equal opportunity clause published at 41 CFR 60-1.4(b) is required to be included in, and is a part of, all nonexempt federally assisted construction contracts and subcontracts. In addition to the clauses described above, all Federal contracting officers, all applicants and all non-construction contractors, as applicable, shall include the specifications set forth in this section in all Federal and federally assisted construction contracts in excess of \$10,000 to be performed in geographical areas designated by the Director pursuant to Sec. 60-4.6 of this part and in construction subcontracts in excess of \$10,000 necessary in whole or in part to the performance of non-construction Federal contracts and subcontracts covered under the Executive order.

#### Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246)

##### 1 As used in these specifications:

- a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
- b. "Director" means Director, Office of Federal Contract Compliance Programs, United States Department of Labor, or any person to whom the Director delegates authority;
- c. "Employer identification number" means the Federal Social Security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941.
- d. "Minority" includes:
- (i) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
  - (ii) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish Culture or origin, regardless of race);
  - (iii) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
  - (iv) American Indian or Alaskan Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whenever the Contractor, or any Subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or Subcontractor participating in an approved Plan is individually required to comply with its obligations under the EEO clause, and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith

performance by other Contractors or Subcontractors toward a goal in an approved Plan does not excuse any covered Contractor's or Subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7 a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered Construction contractors performing construction work in geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the nonworking training hours of trainees and trainees to be counted in meeting the goals, such trainees and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the trainees and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:

a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other on-site supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.

c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefor, along with whatever additional actions the Contractor may have taken.



d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.

e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and traineeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.

f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with onsite supervisory personnel such as Superintendents, General Foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.

i. Direct its recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for traineeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's work force.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.

l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.

n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.

o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.

p. Conduct a review, at least annually, of all supervisors' adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of their affirmative action obligations (7a through p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through p of these Specifications provided that the contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).

10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.

11. The Contractor shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

- a. The notice set forth in 41 CFR 60-4.2 and the specifications set forth in 41 CFR 60-4.3 replace the New Form for Federal Equal Employment Opportunity Bid Conditions for Federal and Federally Assisted Construction published at 41 FR 32482 and commonly known as the Model Federal EEO Bid Conditions, and the New Form shall not be used after the regulations in 41 CFR Part 60-4 become effective. [43 FR 49254, Oct. 20, 1978; 43 FR 51401, Nov. 3, 1978, as amended at 45 FR 65978, Oct. 3, 1980]

Pages added to RFP:

HVAC Data Sheets-

Carrier 7.5 and 12.5 ton RTU  
Bryant 7.5 and 12.5 ton RTU  
Carrier 15 ton RTU

Twenty (20) CDBG REQUIRED DOCUMENTS IN BID SPECIFICATIONS

- 1) CDBG Bid Specifications - Notice Sign
- 2) CDBG Bid Specifications - Agreement of the Prime Contractor
- 3) CDBG Bid Specifications - Contractor Certification
- 4) CDBG Bid Specifications - Sub Contractor Certification
- 5) CDBG Bid Specifications - WH347 Certified Payroll
- 6) CDBG Bid Specifications - WH348 Stat of Com
- 7) CDBG Bid Specifications - Payroll Reporting
- 8) CDBG Bid Specifications - Employee Interview form
- 9) CDBG Bid Specifications - Davis Bacon Prevailing Wage Decision
- 10) CDBG Bid Specifications - HUD 4010 Labor Relations letter
- 11) CDBG Bid Specifications - EEO 11246 Appendix E pages 21-25
- 12) CDBG Bid Specifications - Section 3 Requirements Appendix B page 14
- 13) CDBG Bid Specifications - Ethnic Ownership Report
- 14) CDBG Bid Specifications - HUD Contract Provisions
- 15) CDBG Bid Specifications - Bonding Requirements in RFP page 8
- 16) CDBG Bid Specifications - Sworn Statement
- 17) CDBG Bid Specifications - Waiver
- 18) CDBG Bid Specifications - Labor Standards Compliance Requirements for Self-Employed Laborers & Mechanics
- 19) CDBG Bid Specifications - Section 3 Vicinity Hiring and
- 20) Section 3 Income Certification Form

## **Pontiac City Council Resolution**



THEREFORE BE IT RESOLVED, the Pontiac City Council wishes to amend the 9<sup>th</sup> Pontiac City Council Rules and Procedures to add Closing comments to the Study Session Meetings.