

# PONTIAC CITY COUNCIL

**Kermit Williams, District 7**  
**President**  
**Randy Carter, District 4**  
**President Pro Tem**



**Patrice Waterman, District 1**  
**George Williams, District 2**  
**Mary Pietila, District 3**  
**Gloria Miller, District 5**  
**Dr. Doris Taylor Burks, District 6**

*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."*

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Garland S. Doyle, M.P.A.  
Interim City Clerk

## FORMAL MEETING

January 7, 2020

6:00 P.M.

133<sup>rd</sup> Session of the 10<sup>th</sup> Council

**Call to order**

**Invocation**

**Pledge of Allegiance**

**Roll Call**

**Authorization to Excuse Councilmembers**

**Amendments to and Approval of the Agenda**

**Approval of the Minutes**

1. December 30, 2019.

**Closed Session**

2. Resolution to go into closed session to discuss an attorney-client privileged memorandum regarding the Request for Proposals (RFP) for the Phoenix Center, information exempt from disclosure by statute, specifically an attorney client privileged memorandum exempt from disclosure pursuant to MCL 15.243(1)(g).

**Special Presentations (Presentations are limited to 10 minutes.)**

3. Park Place Little City  
Presentation Presenter: Larry Jasper
4. Parks & Recreation Master Plan Update and Scheduling of Public Hearing.  
Presentation Presenter: Donovan Smith, City Planner
5. 2019 City Audit Highlights  
Presentation Presenter: Jane Bais DiSessa, Deputy Mayor.

**Recognition of Elected Officials**

**Agenda Address**

## **Communication**

### **Office of the City Clerk**

6. Medical Marihuana Application Process Status Update

## **Resolutions**

### **Department of Public Works (DPW)**

7. Resolution to award the Professional Engineering and Architectural Services for the Phoenix Center to IDS and to authorize the Mayor to sign contract in the amount of \$659,000 and a Not to Exceed Cost of \$13,000 for Reimbursable expenditures.

## **Mayoral Monthly Reports**

8. Monthly Check Register  
(The check registers for November 29, 2019; December 6, 13 and 20, 2019 have been posted on the website and are attached.)
9. Staff Changes Report
10. City Credit Card Statement  
(The December credit card statement was not submitted by the Mayor's Office.)

## **Public Comment**

## **Mayor, Clerk and Council Closing Comments**

## **Adjournment**

**#1**

**MINUTES**

December 30, 2019 Study

**Official Proceedings  
Pontiac City Council  
132<sup>nd</sup> Session of the Tenth Council**

A Study Session of the City Council of Pontiac, Michigan was called to order in City Hall, Monday, December 30, 2019 at 12:00 p.m. by Council President Kermit Williams.

Call to Order

Roll Call

Members Present: Pietila, Taylor-Burks, Waterman, G. Williams and K. Williams.

Mayor Waterman was present.

Clerk announced a quorum.

19-646           **Motion to excuse Councilperson Randy Carter and Gloria Miller for personal reasons.** Moved by Councilperson G. Williams and second by Councilperson Waterman.

Ayes: Pietila, Taylor-Burks, Waterman, G. Williams and K. Williams

No: None

**Motion Carried.**

19-647           **Motion to add a resolution for the renaming of Pearsall Street to Macedonia Avenue.** Moved by Councilperson Taylor-Burks and second by Councilperson Pietila.

Ayes: Pietila, Taylor-Burks, Waterman, G. Williams and K. Williams

No: None

**Motion Carried.**

19-648           **Approval of the agenda as amended.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Ayes: Taylor-Burks, Waterman, G. Williams, K. Williams and Pietila

No: None

**Motion Carried.**

19-649           **Approve meeting minutes for December 23, 2019.** Moved by Councilperson Waterman and second by Councilperson G. Williams.

Ayes: Waterman, G. Williams, K. Williams, Pietila and Taylor-Burks

No: None

**Motion Carried.**

December 30, 2019 Study

Four (4) individuals addressed the body during public comment.

19-650           **Suspend the rules.** Moved by Councilperson Waterman and second by Councilperson Pietila.

Ayes: G. Williams, K. Williams, Pietila, Tylor-Burks and Waterman

No: None

**Motion Carried.**

19-651           **Resolution to approve the revised Federal Poverty Guidelines for 2020 and the City of Pontiac Board of review Instructions for Applicants requesting Hardship Exemption consideration.** Moved by Councilperson Pietila and second by Councilperson Waterman.

Whereas, in accordance with State of Michigan Act No. 390 Public Acts of 1994, approved December 29, 1994, General Property Section 211.7u (4). "The governing assessing unit shall determine and make public the policy and guidelines the uses for the granting of exemptions. The guidelines shall include but not specific income and asset levels of the household income assets;" and,

Whereas, The Pontiac City Council approved said Hardship Exemption Guidelines for 2019; and, Whereas, said Hardship Guidelines should be amended annually to reflect the new Federal Poverty Guidelines,

Now, Therefore, Be It Resolved that the Pontiac City Council hereby approves the attached revised Federal Poverty guidelines for the 2020 and the City of Pontiac Board of Review Instructions for Applicants requesting Hardship Exemption consideration.

Ayes: K. Williams, Pietila, Taylor-Burks, Waterman and G. Williams

No: None

**Resolution Passed.**

19-652           **Suspend the rules.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Ayes: Pietila, Taylor-Burks, Waterman, G. Williams and K. Williams

No: None

**Motion Carried.**

19-653           **Resolution renaming Pearsall Street to Macedonia Avenue. (Agenda add-on)** Moved by Councilperson Waterman and second by Councilperson Taylor-Burks.

Be It Resolved that the City of Pontiac Council approve the renaming of Pearsall Street to Macedonia Avenue.

Ayes: Pietila, Taylor-Burks, Waterman, G. Williams and K. Williams

No: none

**Resolution Passed.**

December 30, 2019 Study

Council President Kermit Williams adjourned the meeting at 12:17 p.m.

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GARLAND S. DOYLE  
INTERIM CITY CLERK

**#2**

**CLOSED  
SESSION**

## Pontiac City Council Resolution



*Whereas, Michigan Open Meetings Act Section 8(h), MCL 15.268(h), allows a public body to go into closed session to consider material exempt from discussion or disclosure by state or federal statute; and*

*Whereas, Michigan Freedom of information Act Section 13(g) exempts from disclosure records subject to the attorney-client privilege;*

*Now, Therefore, Be It Resolved by the Pontiac City Council that it recess into closed session to discuss an attorney-client privileged memorandum regarding the Request for Proposals (RFP) for the Phoenix Center, information exempt from disclosure by statute, specifically an attorney client privileged memorandum exempt from disclosure pursuant to MCL 15.243(1) (g).*

**#3**

**PRESENTATION**



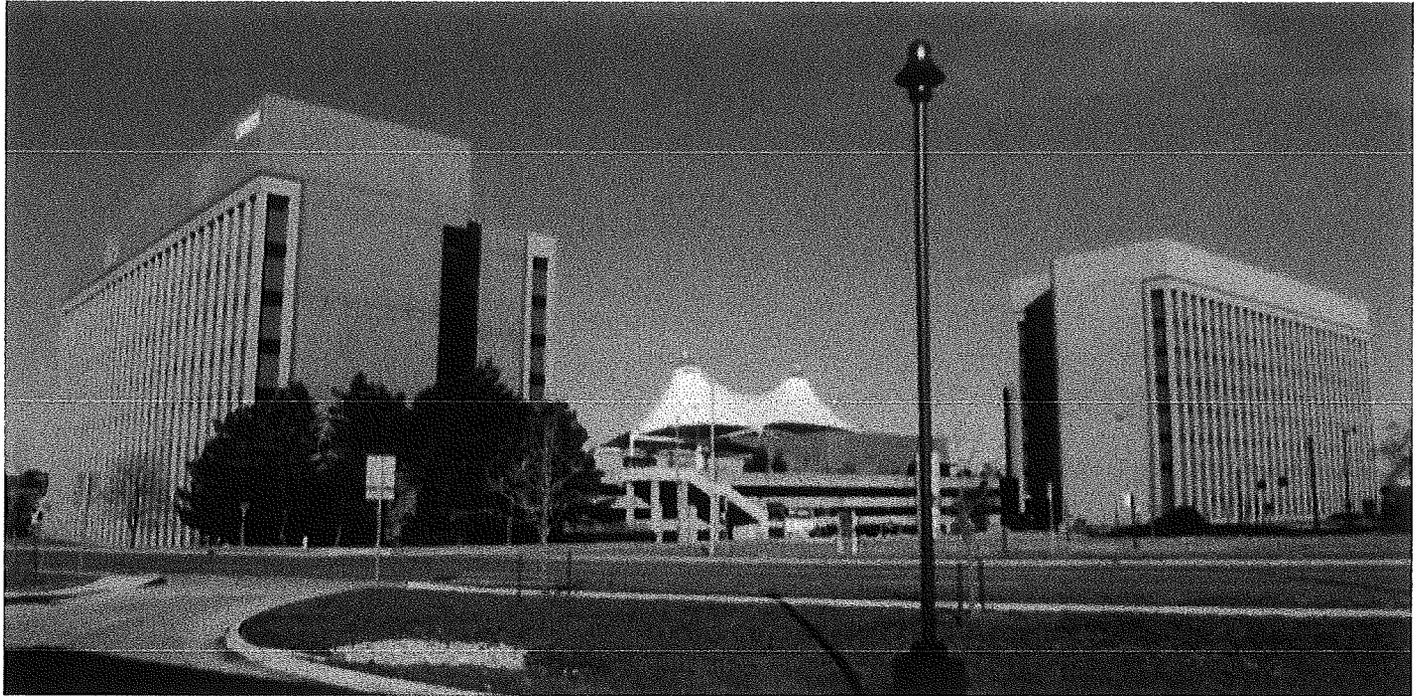
# OTTAWA TOWERS I & II

51111 WOODWARD AVENUE  
PONTIAC, MI 48342

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Robert Pliska, CRE, CPA, MBA  
Managing Director  
248.433.1400  
[robert.pliska@svn.com](mailto:robert.pliska@svn.com)

# Property Summary



## OFFERING SUMMARY

Sale Price:	\$16,750,000
Lot Size:	3.25 Acres
Year Built:	1981
Building Size:	432,000 SF
Renovated:	2011
Zoning:	RC, Research Center
Market:	Detroit
Submarket:	Pontiac
Price / SF:	\$38.77

## PROPERTY OVERVIEW

The Ottawa Towers are part of the Phoenix Center mixed use development. Excellent move in condition. Great corporate headquarters. Fiber optics within building. One of the Phoenix Center's most attractive focal points is an elevated landscape park area and outdoor theater, which rests on top of the parking deck. The eight story structures command landmark visibility from Woodward Avenue, Orchard Lake Road, and Saginaw Street. These highways are among Oakland County's most heavily traveled surface arteries. The sale price includes the two towers but does not include the parking deck and amphitheater. includes an additional parcel allows the ability to build another large tower.

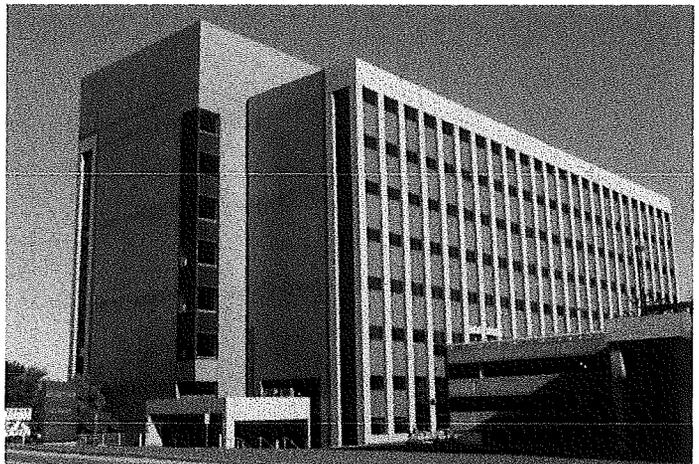
## PROPERTY HIGHLIGHTS

- Great Value Add; Outstanding Price/Foot; Updated
- Fiber Optics;High Speed Elevators;Fitness:Kitchen
- High Return Possible; Currently Cash Flowing
- Move In Condition; Oakland County Location
- In an Opportunity Zone

# Complete Highlights

## SALE HIGHLIGHTS

- Great Value Add; Outstanding Price/Foot; Updated
- Fiber Optics; High Speed Elevators; Fitness; Kitchen
- High Return Possible; Currently Cash Flowing
- Move In Condition; Oakland County Location
- In an Opportunity Zone



# Property Description

## PROPERTY OVERVIEW

The Ottawa Towers are part of the Phoenix Center mixed use development. Excellent move in condition. Great corporate headquarters. Fiber optics within building. One of the Phoenix Center's most attractive focal points is an elevated landscape park area and outdoor theater, which rests on top of the parking deck. The eight story structures command landmark visibility from Woodward Avenue, Orchard Lake Road, and Saginaw Street. These highways are among Oakland County's most heavily traveled surface arteries. The sale price includes the two towers but does not include the parking deck and amphitheater. includes an additional parcel allows the ability to build another large tower.

## LOCATION OVERVIEW

Strategically located at the center of Oakland County, Michigan. Oakland County has been called the fourth wealthiest county in the country with populations over one million. This well established area enjoys an international reputation as a major corporate headquarters region. Access to the buildings are excellent via I-75, M-59, Telegraph Road and Woodward Avenue. The site is located just south of the center of downtown Pontiac, is surrounded by Bloomfield Hills, Auburn Hills, Troy, and Rochester Hills. These suburban areas offer a wide range of residential and lifestyle amenities.



# Property Details & Highlights

Property Name:	Ottawa Towers I & II
Property Address:	5111 Woodward Avenue, Pontiac, MI 48342
Property Type:	Office
APN:	14-32-226-020
Lot Size:	3.25 AC
Building Size:	432,000 SF
Building Class:	A
Zoning:	RC, Research Center
Rail Access:	N/A
Parking Spaces:	2600
Cross Streets:	Judson
Year Built:	1981
Number of Stories:	16

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## SALE HIGHLIGHTS

- Great Value Add; Outstanding Price/Foot; Updated
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# Financial Summary

## INVESTMENT OVERVIEW

Price	\$16,750,000
Price per SF	\$38.77
CAP Rate	-
Cash-on-Cash Return (yr 1)	- %
Total Return (yr 1)	-
Debt Coverage Ratio	-

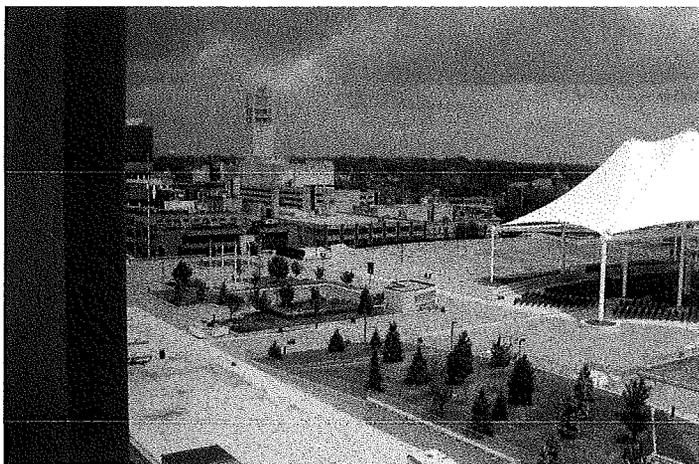
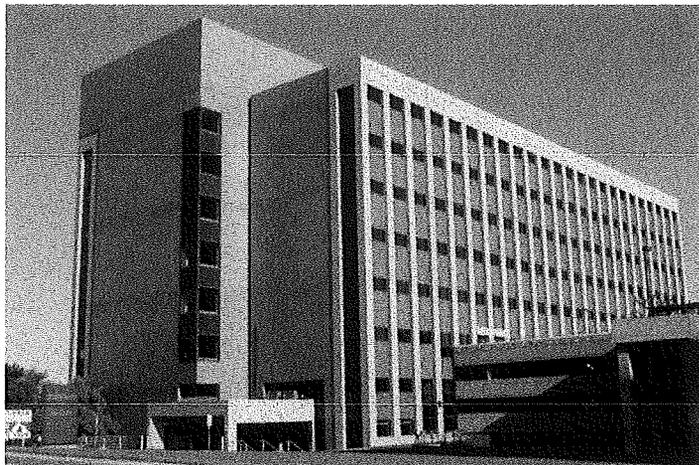
## OPERATING DATA

Gross Scheduled Income	-
Other Income	-
Total Scheduled Income	-
Vacancy Cost	-
Gross Income	-
Operating Expenses	-
Net Operating Income	-
Pre-Tax Cash Flow	-

## FINANCING DATA

Down Payment	\$16,750,000
Loan Amount	-
Debt Service	-
Debt Service Monthly	-
Principal Reduction (yr 1)	-

# Additional Photos



# Oakland County – Michigan

## Top 10 Facts

- 1. Top Tier Buying Power:** Oakland County has the 12th wealthiest average household income in the U.S. (\$88,380 for county populations of one million or more).  
NOTE: The U.S. has 3,144 counties.
- 2. Large Market:** Oakland County is home to 1.2 million residents, nearly 300,000 homes and 45,000 businesses.
- 3. Well-Educated Market:** 72% of the residents of Oakland County have some college or above.
- 4. Large Percentage of Home Owners:** 70% of Oakland County's housing units are owner-occupied.
- 5. Fiscally Responsible Government Partners:** Oakland County is AAA-Bond rated with a balanced three-year budget – and has been for 15 years.
- 6. Above Average Home Values:** One quarter of all homes in Oakland County is valued at \$250,000 or more.
- 7. Regional Hub of Employment:** Almost 674,000 people work in Oakland County – some 260,000 workers commute into the County each day.
- 8. Tech Company Hub for Michigan:** More technology companies locate in Oakland County than anywhere else in Michigan. Since inception of the Emerging Sectors initiative, the County has seen over 30,000 new jobs and over \$2.6 billion in investment from emerging technology companies in advanced materials, IT, life sciences, advance electronics, defense, robotics and digital media.
- 9. Global Appeal:** Oakland County is home to nearly 1,000 foreign-owned firms from 38 different countries.
- 10. Top Growing Life Science Hub In U.S.:** Oakland County launched the Medical Main Street initiative to spotlight Southeast Michigan's large and innovative life sciences companies.

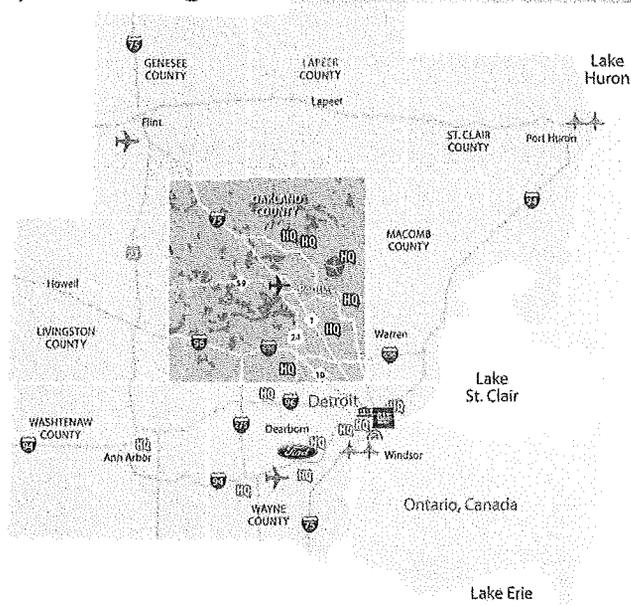
SOURCES: U.S. Census Bureau American Community Survey, 2012, one-to-five year estimates; U.S. Bureau of Economic Analysis, RealGDP; R. Led.; Southeast Michigan Council of Governments and ESRI.



Oakland County Executive  
L. Brooks Patterson

*"Oakland County is a large, well-educated market with buying power that attracts businesses worldwide – plus, it's a beautiful place to live. What else would you like to know? Let's talk."*

*L. Brooks Patterson*



## Quality of Life – Points of Interest

**FRESH WATER:** Oakland County is not only hours away from five of the world's largest fresh-water lakes but also has more than 1,450 lakes within its borders.

**PARKS & TRAILS:** Some 89,000 acres of parkland include some 436 miles of paths used for hiking, biking, horseback riding and cross-country skiing. There are more than 30 miles of water trails used for kayaking and canoeing.

**GOLF:** Swing through almost 90 public and private golf courses.



**SPORTS:** Home of Piston Basketball at the Palace of Auburn Hills, Oakland County is also an hour away from other professional sports teams, including Red Wing Hockey, Tiger Baseball, and Lions Football. Pontiac is also home of the Ultimate Soccer Arenas.

**MUSIC & ART:** Fabulous family entertainment, theaters and museums are all available in Oakland County and nearby downtowns. Cutting-edge creative outlets are also readily available.

**FOOD:** Whether you're looking for fine dining, family fare or fresh air farmers markets, Oakland County has it.

## A Quick Glance

**INNOVATION:** With more than 3,000 patents filed annually, the region has the first U.S. Patent Office outside of Washington D.C.

**HIGHER EDUCATION:** Some 30 universities, colleges and technical schools have campuses in the county or just under an hour away.

**MOTOR CITY + PLUS:** The region is famously home to the headquarters of General Motors, Ford Motor and now the new Chrysler-Fiat North American headquarters – right in Oakland County. The county has 40 percent of the Global Automotive OEMs with an office and/or factory in its boundaries.

Almost 60 percent of Fortune 500 companies and more than 40 percent of the Global Fortune 500 companies have at least one business location in the county. And, over the decades, Oakland County has diversified. With innovation in the region's DNA, tech start-ups, medical manufacturing and life sciences companies have flourished in the region.

**HO:** In addition to the top automotive manufacturers, Fortune 500 companies with their main headquarters in the region, include the following: TRW Automotive Holdings (Livonia), Lear (Southfield), Perste Automotive Group (Bloomfield Hills), Ally Financial (Detroit), DTE Energy (Detroit), BorgWarner (Auburn Hills), Visteon (Van Buren Township), Con-Way (Ann Arbor) and Kelly Seelyes (Troy).

**AIRPORTS & HIGHWAYS:** The region is a global hub for air commerce with three major airports easily accessible: Detroit Metropolitan Wayne County (DTW), Oakland County International Airport, and Bishop International (BFI). Major Expressways link Oakland County conveniently with all major Midwestern cities and Canada.

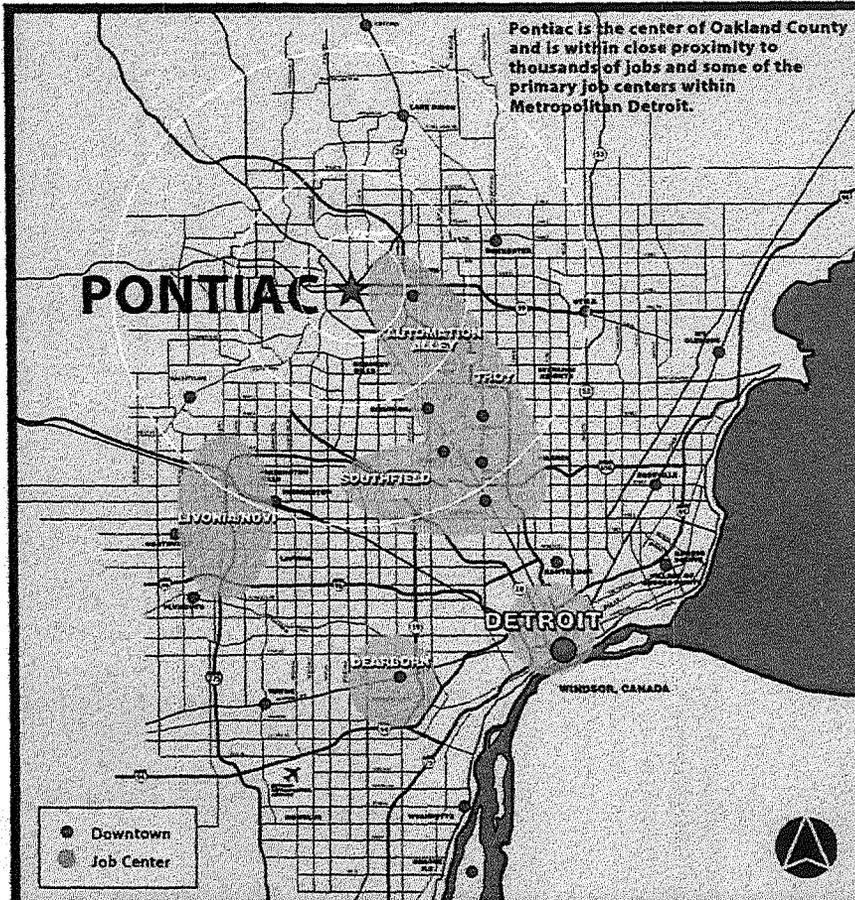
The infrastructure in the region includes 11 interstate highways, 4,900 truck route miles of highways and roads, four Class I railroads with 3,600 miles of railroad track, nine intermodal freight facilities, nine airports and air fields, three marine ports, and 235,000 workers in the sector.

# CITY OF PONTIAC | Downtown Commercial and Residential Inventory

## DOWNTOWNS

The following are cities within the Detroit region that have traditional, pedestrian-oriented downtown environments.

City (U.S. Census 2000)	Population
Auburn Hills	21,011
Berkley	15,530
Birmingham	19,291
Bloomfield Hills	3,940
Clawson	12,732
Dearborn	96,670
Farmington	10,423
Ferndale	21,460
Franklin	2,937
Lake Orion	2,715
Milford	6,272
Northville	6,459
Ortonville	1,535
Oxford	3,540
<b>Pontiac</b>	<b>67,152</b>
Rochester	10,467
Royal Oak	58,650
Walled Lake	67,713



## JOB CENTERS

<b>Detroit</b>	Population	911,402
	Number of Firms	26,085
<b>Southfield</b>	Population	77,488
	Number of Firms	11,151
<b>Troy</b>	Population	81,071
	Number of Firms	10,599
<b>Dearborn</b>	Population	96,670
	Number of Firms	6,881
<b>Livonia/Novi</b>	Population	150,273
	Number of Firms	13,142
<b>Automation Alley</b>	Number of Firms	6,800

Work Force Numbers (distance from Downtown Pontiac)	
Within 1 mile	9,000 jobs
Within 3 miles	18,000 jobs
Within 7 miles	35,000 jobs

## OAKLAND COUNTY

Total Area	910 square miles
Population	1,253,339
Number of Households	471,115
Number of Jobs	784,000
Number of Firms	121,251
Average Household Income	\$3,534
Median Housing Value	\$221,779
Estimated Per Capita Income	\$49,048

## GLOBAL & TECHNOLOGY-ORIENTED INDUSTRIES ARE WELCOMED

700 foreign-owned businesses from 33 countries are here, including half of the Global Fortune 100 companies

Second among American Counties for R & D

Home to a third of Michigan's research & development facilities



## HIGH QUALITY, AVAILABLE & AFFORDABLE OFFICE, COMMERCIAL & INDUSTRIAL SPACE

Real estate market has always offered great value

Moving from an automotive manufacturing focus toward greater diversification through advanced technologies offers a narrow window to acquire remarkably affordable office, commercial and industrial space of exceptional quality

Give your business the exposure and high profile it deserves!

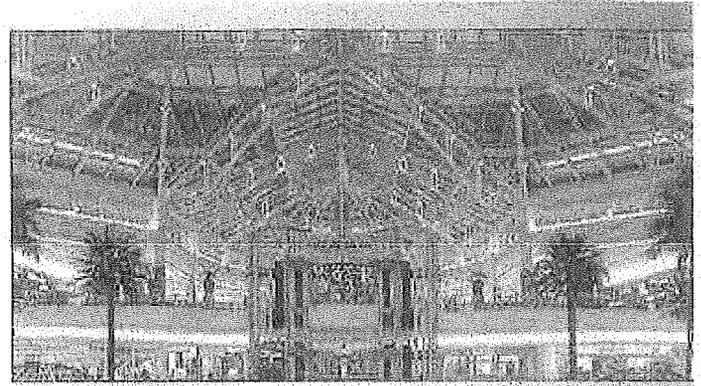
## SKILLED WORKFORCE

Restructuring in the automotive industry provides unprecedented opportunities to tap an available, highly-skilled engineering workforce for emerging sector industries transferring automotive related technologies

Twice the national average of Corporate R & D professionals

More than 40% of residents age 25+ have bachelor or advanced college degrees compared to the national average of 26%

2.5 million person labor force pool draws from 3 metro areas



## UNSURPASSED QUALITY OF LIFE

1.2 million residents enjoy a wide variety of affordable, residential choices and recreational pursuits throughout Oakland County's 910 square miles

All ages, stages of life, interests and lifestyles are easily accommodated

Upscale Cosmopolitan Centers (Birmingham) • First Class Attractions (Cranbrook)  
89,000 acres of Pristine Parkland (Kensington Metro Park)  
Fine Dining (The Lark) • 90 Golf Courses (Oakland Hills)  
Exceptional Shopping (The Somerset Collection)  
Outstanding Universities (Oakland University)  
400 miles of Trails (Paint Creek) • World Class Events (Woodward Dream Cruise)  
Quintessential Small Towns (Holly) • 1500 Beautiful Lakes (Orchard Lake)  
Top Live Performance Venues (DTE Energy Music Theatre)  
Unique Educational Experiences (International Academy)



## BUSINESS DEVELOPMENT SUPPORT

Oakland County's Business Development Team is here to help your business succeed!

Economic Data & Market Analysis • Site Location Consulting  
Incentive Coordination • Venture Capital & Financing  
Cutting Red Tape • Permit Approval Assistance  
Employment Recruitment & Training

Assistance is just a call away 248.858.8706

The more you know, the more logical it is for you to locate your business in Oakland County, Michigan

[www.globaloakland.com](http://www.globaloakland.com)

# Sale Comps



## ★ Subject Property

5111 Woodward Avenue, Pontiac, MI 48342

**Sale Price:** \$16,750,000    **Lot Size:** 3.25 Acres  
**Year Built:** 1981    **Building SF:** 432,000 SF  
**Price PSF:** \$38.77



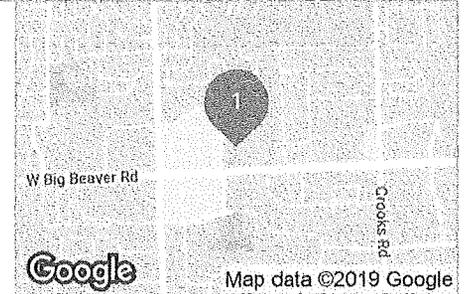
The Ottawa Towers are part of the Phoenix Center mixed use development. Excellent move in condition. Great corporate headquarters. Fiber optics within building. One of the Phoenix Center's most attractive focal points is an elevated landscape park area and outdoor theater, which rests on top of the parking deck. The eight story structures command landmark visibility from Woodward Avenue, Orchard Lake Road, and Saninaw Street. These highway are among Oakland County's most heavily traveled surface arteries. The sale price includes the two towers but does not include the parking



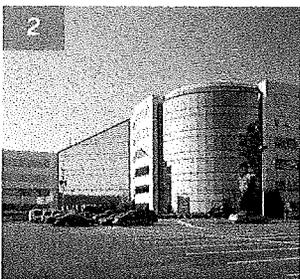
## Bank of America Plaza

2600 W. Big Beaver | Troy, MI 48084

**Sale Price:** \$74,000,000    **Lot Size:** 18.26 Acres  
**Year Built:** 1989    **Building SF:** 438,996 SF  
**Price PSF:** \$168.57    **CAP:** 9.00%  
**Closed:** 08/10/2017    **Occupancy:** 86%  
**NOI:** \$6,660,000



Tenants - Bank of America, Dickinson Wright, BDO, Horizon Global; CareTech



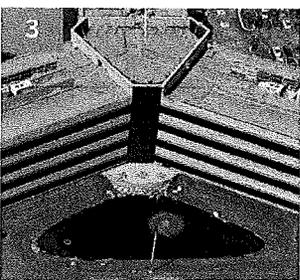
## Crystal Glenn Office Center

39555 Orchard Hill | Novi, MI 48375

**Sale Price:** \$24,925,000    **Lot Size:** 11.64 Acres  
**Year Built:** 1968    **Building SF:** 241,547 SF  
**Price PSF:** \$103.19    **CAP:** 8.37%  
**Closed:** 11/07/2017    **Occupancy:** 84%  
**NOI:** \$2,086,200



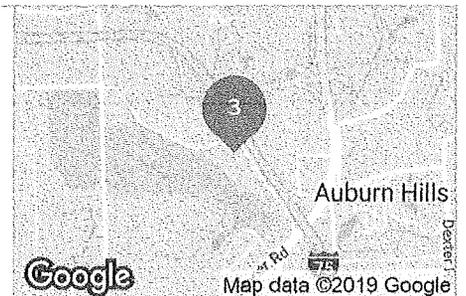
Tenants - The Mathworks, Regus Corporation, Strategic Legal, Canon Solutions America, Nagase Plastics



## RGIS

2000 E. Taylor Road | Auburn Hills, MI 48326

**Sale Price:** \$11,325,000    **Lot Size:** 14.26 Acres  
**Year Built:** 2001    **Building SF:** 179,560 SF  
**Price PSF:** \$63.07    **CAP:** 9.50%  
**Closed:** 10/17/2017    **Occupancy:** 100%  
**NOI:** \$1,075,875



Tenant - RGIS (sale-leaseback - partial)

# Sale Comps



## Troy Office Center

300 E. Big Beaver | Troy, MI 48083

<b>Sale Price:</b>	\$55,000,000	<b>Year Built:</b>	1986
<b>Building SF:</b>	728,540 SF	<b>Price PSF:</b>	\$75.49
<b>CAP:</b>	10.10%	<b>Closed:</b>	06/01/2017
<b>Occupancy:</b>	83%	<b>NOI:</b>	\$5,555,000



Tenants: DMI GC Holdings, Midland Credit, General Physics, St John Providence Health System, Aimia Proprietary,



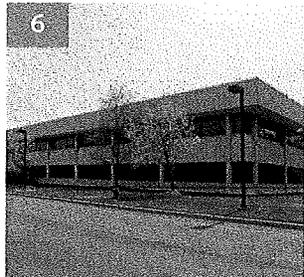
## Masco Corp (former)

21001 Van Born | Taylor, MI 48180

<b>Sale Price:</b>	\$11,600,000	<b>Year Built:</b>	1966
<b>Building SF:</b>	557,000 SF	<b>Price PSF:</b>	\$20.83
<b>CAP:</b>	0.00%	<b>Closed:</b>	12/01/2017
<b>Occupancy:</b>	0%	<b>NOI:</b>	\$0



No occupancy



## 34375 W. Twelve Mile

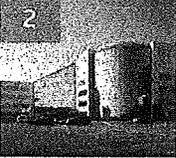
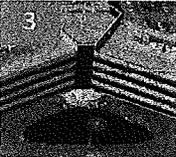
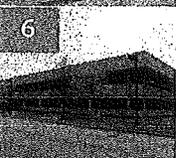
34375 W Twelve Mile | Farmington Hills, MI 48331

<b>Sale Price:</b>	\$5,300,000	<b>Lot Size:</b>	14 Acres
<b>Year Built:</b>	1977	<b>Building SF:</b>	180,012 SF
<b>Price PSF:</b>	\$29.44	<b>CAP:</b>	0.00%
<b>Closed:</b>	03/08/2017	<b>Occupancy:</b>	0%
<b>NOI:</b>	\$0		



No occupancy

# Sale Comps Summary

SUBJECT PROPERTY		PRICE	BLDG SF	PRICE/SF	CAP	# OF UNITS	
	<b>Ottawa Towers I &amp; II</b> 5111 Woodward Avenue Pontiac, MI 48342	\$16,750,000	432,000 SF	\$38.77			
SALE COMPS		PRICE	BLDG SF	PRICE/SF	CAP	# OF UNITS	CLOSE
	<b>Bank of America Plaza</b> 2600 W. Big Beaver Troy, MI 48084	\$74,000,000	438996 SF	\$168.57	9.0%		08/10/2017
	<b>Crystal Glenn Office Center</b> 39555 Orchard Hill Novi, MI 48375	\$24,925,000	241547 SF	\$103.19	8.37%	-	11/07/2017
	<b>RGIS</b> 2000 E. Taylor Road Auburn Hills, MI 48326	\$11,325,000	179560 SF	\$63.07	9.5%	-	10/17/2017
	<b>Troy Office Center</b> 300 E. Big Beaver Troy, MI 48083	\$55,000,000	728540 SF	\$75.49	10.1%	-	06/01/2017
	<b>Masco Corp (former)</b> 21001 Van Born Taylor, MI 48180	\$11,600,000	557000 SF	\$20.83	0.0%	-	12/01/2017
	<b>34375 W. Twelve Mile</b> 34375 W Twelve Mile Farmington Hills, MI 48331	\$5,300,000	180012 SF	\$29.44	0.0%	-	03/08/2017

*Acquisition Price*

*5.4 M*

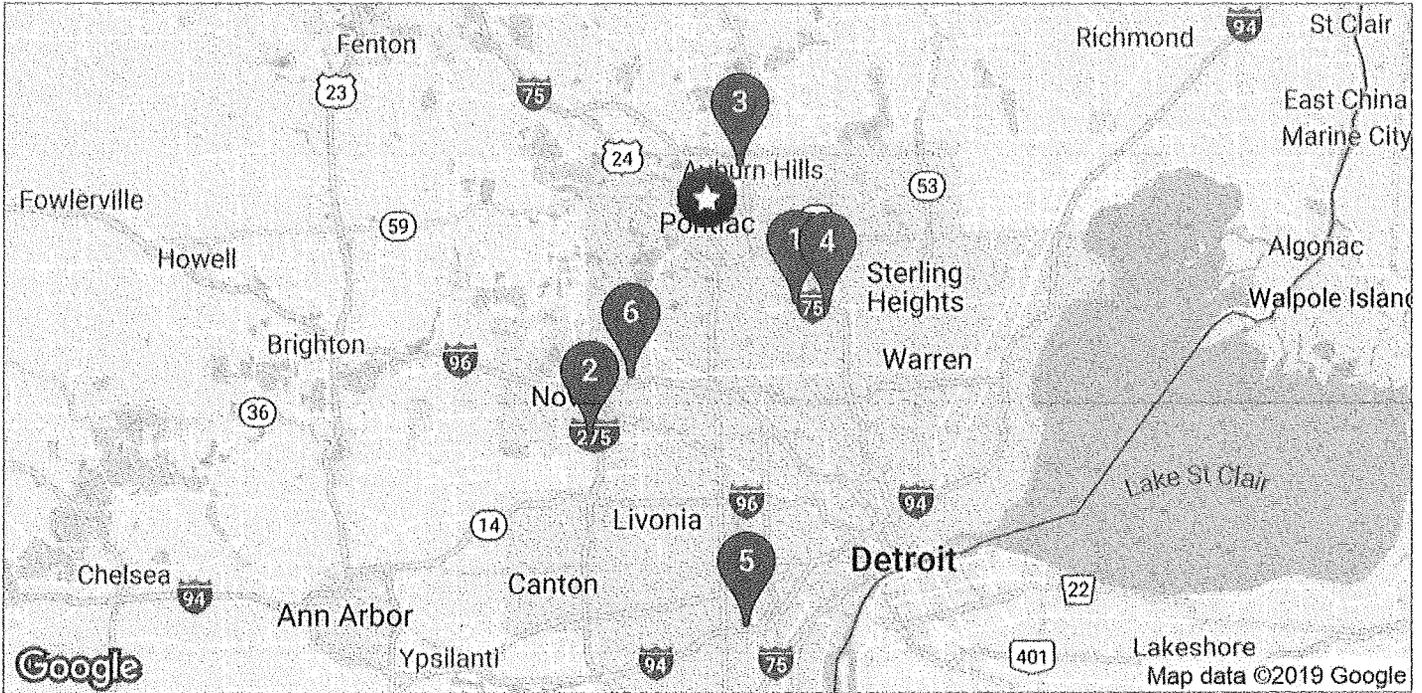
PRICE	BLDG SF	PRICE/SF	CAP	# OF UNITS	CLOSE
<b>Totals/Averages</b>	<b>\$30,358,333</b>	<b>387,609 SF</b>	<b>\$78.32</b>	<b>9.24%</b>	

*Repair Cost 16,585,000*

*Parking Structure*

*Soft Cost 5M*

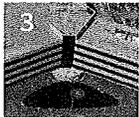
# Sale Comps Map



**SUBJECT PROPERTY**  
 51111 Woodward Avenue, Pontiac, MI 48342



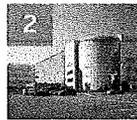
**BANK OF AMERICA PLAZA**  
 2600 W. Big Beaver  
 Troy, MI 48084



**RGIS**  
 2000 E. Taylor Road  
 Auburn Hills, MI 48326



**MASCO CORP (FORMER)**  
 21001 Van Born  
 Taylor, MI 48180



**CRYSTAL GLENN OFFICE CENTER**  
 39555 Orchard Hill  
 Novi, MI 48375

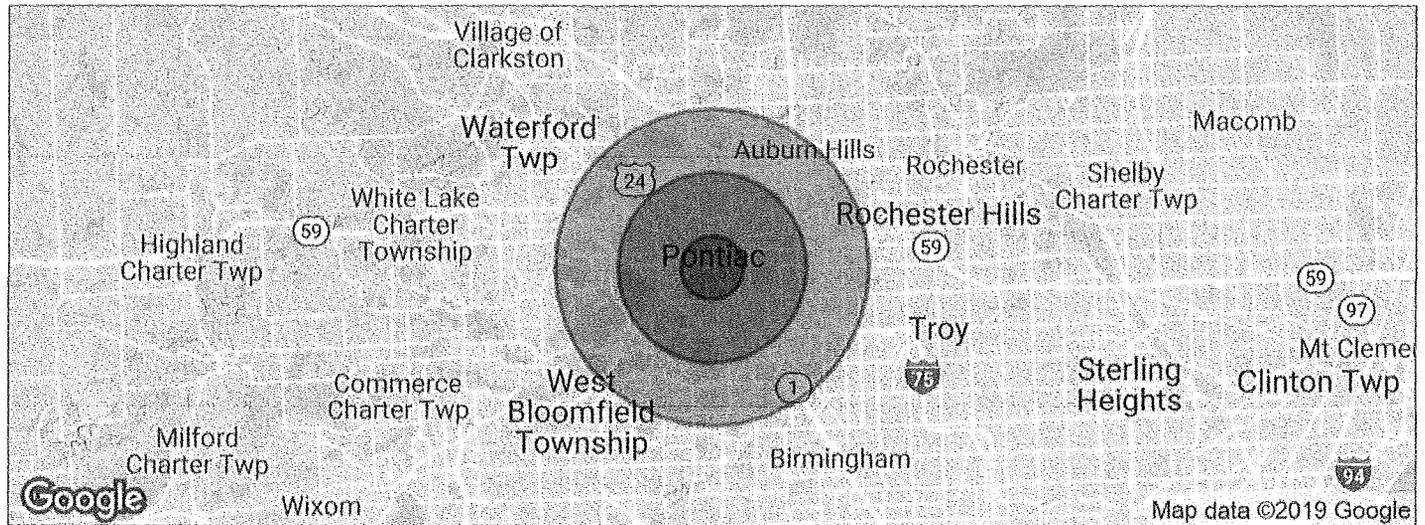


**TROY OFFICE CENTER**  
 300 E. Big Beaver  
 Troy, MI 48083



**34375 W. TWELVE MILE**  
 34375 W Twelve Mile  
 Farmington Hills, MI 48331

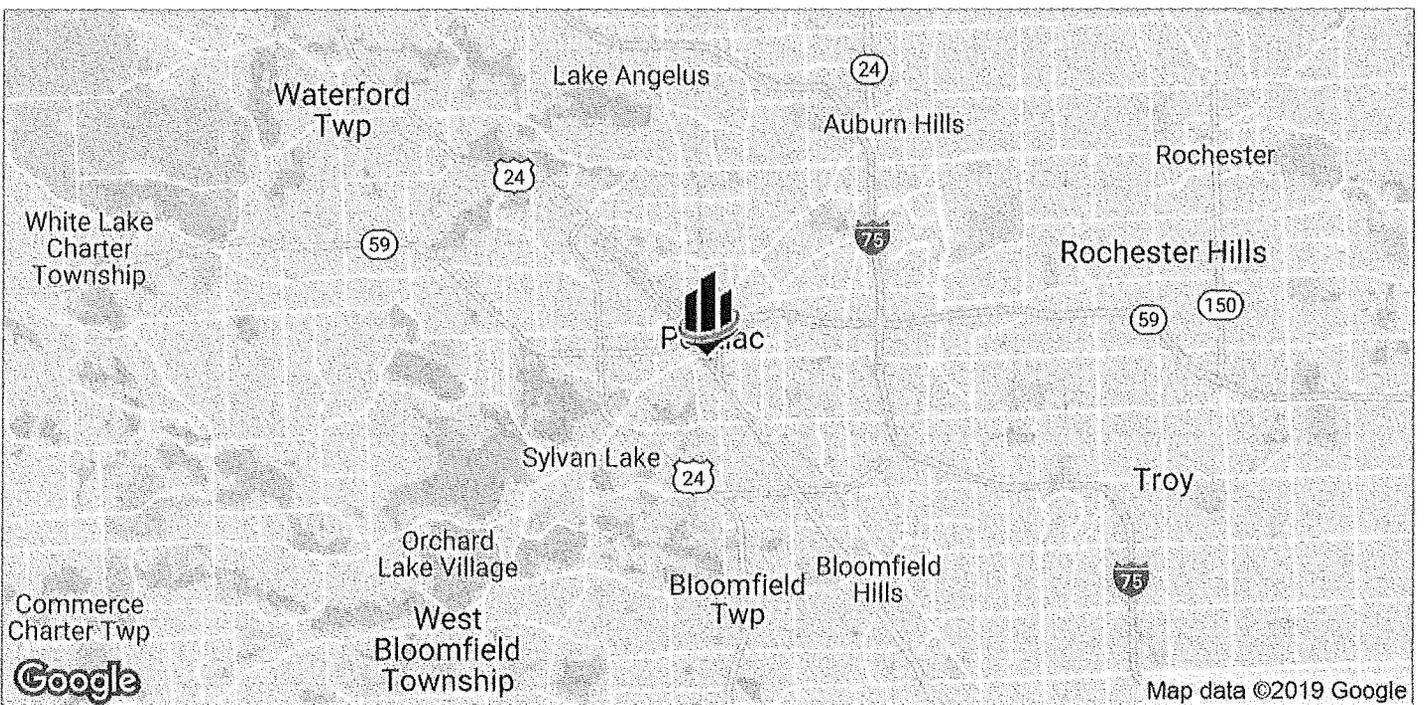
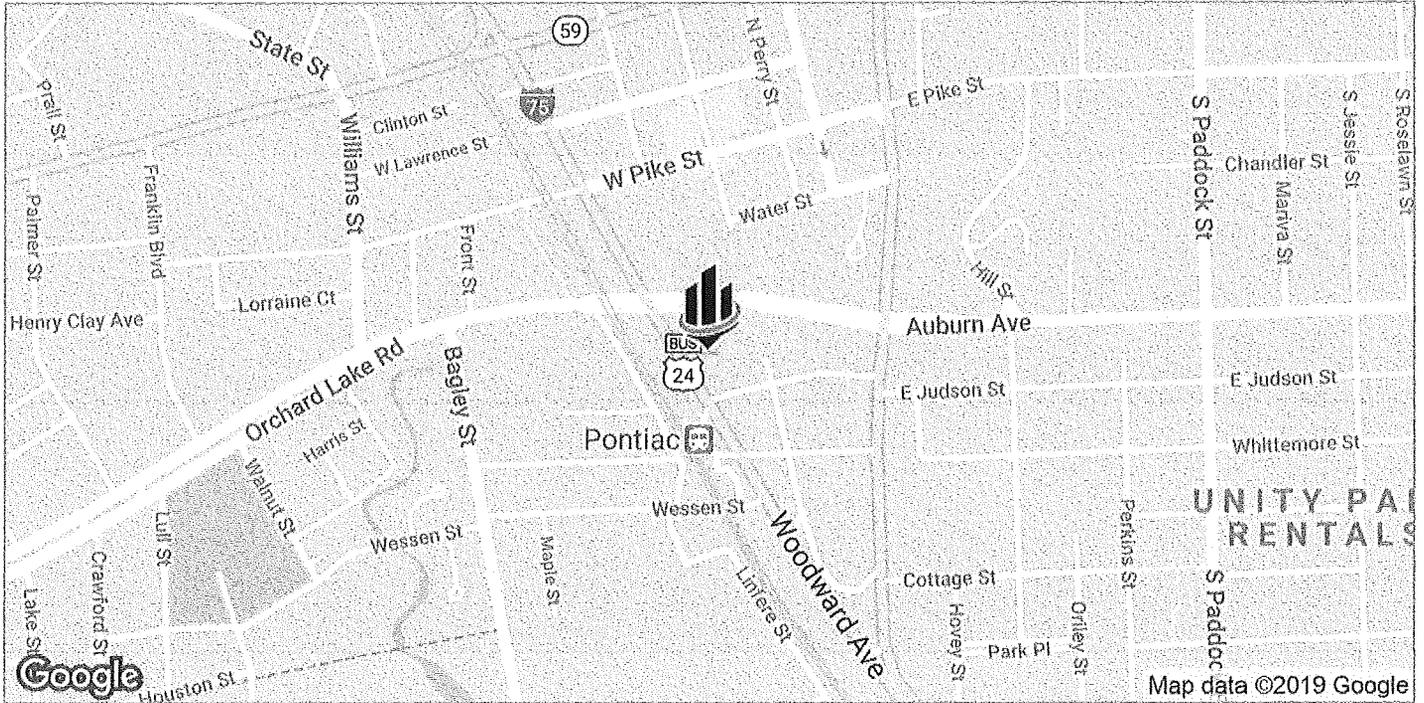
# Demographics Map



<b>POPULATION</b>	<b>1 MILE</b>	<b>3 MILES</b>	<b>5 MILES</b>
Total population	10,881	76,208	162,309
Median age	32.5	34.1	36.6
Median age (Male)	30.4	32.3	35.5
Median age (Female)	34.6	36.1	38.0
<b>HOUSEHOLDS &amp; INCOME</b>	<b>1 MILE</b>	<b>3 MILES</b>	<b>5 MILES</b>
Total households	4,183	29,038	64,469
# of persons per HH	2.6	2.6	2.5
Average HH income	\$34,524	\$51,495	\$75,258
Average house value	\$88,574	\$115,475	\$203,102

\* Demographic data derived from 2010 US Census

# Location Maps



# Regional Map



# Aerial Map



# Advisor Bio & Contact 1

## ROBERT PLISKA, CRE, CPA, MBA

Managing Director

400 W. Maple Rd  
Suite 150  
Birmingham, MI 48009  
T 248.433.1400  
C 313.590.1111  
robert.pliska@svn.com  
MI #6502337785

## PROFESSIONAL BACKGROUND

Robert Pliska, CRE, CPA serves as owner/managing director for SVN, specializing in the sale, financing, leasing, managing, consulting, auctioning and accelerated marketing of multifamily, retail, office, industrial, hotel and other investment and commercial properties. With over 40 years of commercial real estate experience, Pliska has secured over \$1.5 billion in real estate transactions.

Prior to joining SVN, Pliska served as president and/or officer of several commercial real estate firms. He was the president of a full-service commercial realty firm providing sales, financing, leasing, property management and consulting services. Pliska's past commercial development transactions boast millions in volume and ranged in product type from office, retail, multifamily, industrial and hospitality. In addition, he assisted in the financing of \$500 million in real estate transactions. As a certified public accountant with PricewaterhouseCoopers, he advised real estate and financial institution clients.

Pliska is a local and national speaker, author, radio guest, panelist and social media expert for many local and national organizations as the Counselors of Real Estate of the National Association of Realtors, the Commercial Board of Realtors, the state association of Realtors, the state association of CPA's, the Chambers of Commerce, CCIM (Certified Commercial Investment Member), the Real Estate Answer Forum and others on investment and commercial real estate. He is quoted in numerous publications as Globe Street, CCIM, the Counselors of Real Estate, local news publications, Midwest Real Estate News and others. He is followed by thousands in social media on LinkedIn, Twitter and Facebook. He sits on local, national and international Boards.

Pliska's professional activity includes: former president and member of Detroit Area Commercial Realtors; member and elected chairman of the Detroit Board of Realtors for the Detroit Metro Commercial Investment Division; member of the Michigan Association and recipient of the organization's "Realtor of the Year" award, member of The Counselors of Real Estate (CRE) and recipient of the CRE designation.

Pliska's community involvement includes: officer and/or board member of numerous community and non profit organizations, former president and recipient of membership growth awards from a CEO/President's group.

## EDUCATION

MBA - Michigan State University  
Bachelors of Science - University of Detroit

## MEMBERSHIPS & AFFILIATIONS

The Counselors of Real Estate of the National Assn of Realtors  
National Association of Realtors  
Michigan Association of Realtors  
Commercial Board of Realtors  
International Council of Shopping Centers (ICSC)  
Michigan Association of CPA's  
Real Estate Answer Forum

# Disclaimer

The material contained in this Offering Brochure is furnished solely for the purpose of considering the purchase of the property within and is not to be used for any other purpose. This information should not, under any circumstances, be photocopied or disclosed to any third party without the written consent of the SVN® Advisor or Property Owner, or used for any purpose whatsoever other than to evaluate the possible purchase of the Property.

The only party authorized to represent the Owner in connection with the sale of the Property is the SVN Advisor listed in this proposal, and no other person is authorized by the Owner to provide any information or to make any representations other than contained in this Offering Brochure. If the person receiving these materials does not choose to pursue a purchase of the Property, this Offering Brochure must be returned to the SVN Advisor.

Neither the SVN Advisor nor the Owner make any representation or warranty, express or implied, as to the accuracy or completeness of the information contained herein, and nothing contained herein is or shall be relied upon as a promise or representation as to the future representation of the Property. This Offering Brochure may include certain statements and estimates with respect to the Property. These Assumptions may or may not be proven to be correct, and there can be no assurance that such estimates will be achieved. Further, the SVN Advisor and the Owner disclaim any and all liability for representations or warranties, expressed or implied, contained in or omitted from this Offering Brochure, or any other written or oral communication transmitted or made available to the recipient. The recipient shall be entitled to rely solely on those representations and warranties that may be made to it in any final, fully executed and delivered Real Estate Purchase Agreement between it and Owner.

The information contained herein is subject to change without notice and the recipient of these materials shall not look to Owner or the SVN Advisor nor any of their officers, employees, representatives, independent contractors or affiliates, for the accuracy or completeness thereof. Recipients of this Offering Brochure are advised and encouraged to conduct their own comprehensive review and analysis of the Property.

This Offering Brochure is a solicitation of interest only and is not an offer to sell the Property. The Owner expressly reserves the right, at its sole discretion, to reject any or all expressions of interest to purchase the Property and expressly reserves the right, at its sole discretion, to terminate negotiations with any entity, for any reason, at any time with or without notice. The Owner shall have no legal commitment or obligation to any entity reviewing the Offering Brochure or making an offer to purchase the Property unless and until the Owner executes and delivers a signed Real Estate Purchase Agreement on terms acceptable to Owner, in Owner's sole discretion. By submitting an offer, a prospective purchaser will be deemed to have acknowledged the foregoing and agreed to release the Owner and the SVN Advisor from any liability with respect thereto.

To the extent Owner or any agent of Owner corresponds with any prospective purchaser, any prospective purchaser should not rely on any such correspondence or statements as binding Owner. Only a fully executed Real Estate Purchase Agreement shall bind the property and each prospective purchaser proceeds at its own risk.

**#4**

# **PRESENTATION**



**CITY OF PONTIAC**  
**Department of Building Safety & Planning**  
**PLANNING DIVISION**

*Mayor Deirdre Waterman*

**TO: HONORABLE MAYOR, COUNCIL PRESIDENT & CITY COUNCIL**

**FROM: VERN GUSTAFSSON – PLANNING MANAGER**  
**DONOVAN SMITH – CITY PLANNER**  
**THROUGH THE OFFICE OF THE DEPUTY MAYOR, JANE BIAS-DISESSA**

**SUBJECT: REQUEST TO SCHEDULE PUBLIC HEARING JANUARY 14, 2020**  
**2020-2024 PARKS & RECREATION MASTER PLAN UPDATE**

**DATE: DECEMBER 27, 2019**

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The City of Pontiac is in the final stages of completing the 2020-2024 Parks & Recreation Master Plan. To ensure the 2020-2024 Parks & Recreation Master Plan is completed, adopted, and the city remains eligible for DNR Trust Fund Grants for the year 2020, the Planning Division has provided a schedule to accomplish this by February 1, 2020 deadline. Several milestones have been established and must be completed as part of the adoption process. The Parks & Recreation Plan must undergo a minimum 30-day public comment period, Planning Commission and City Council final review and resolution.

On December 12th, the Planning Division held a Parks & Recreation Master Plan Stakeholder meeting and public forum encouraging public participation and open discussion of the plan contents and areas on improvement. This Task Force will reconvene January 7, 2020, for final updates and review of public comments submitted during the open public comment period.

November 22 through December 26th was the public comment period, where residents were given the opportunity to submit comments regarding the Parks & Recreation Master Plan. The Planning Division has provided below an analysis of the accumulated public comments and recommendations for consideration in the final draft of the Parks and Recreation Master Plan.

Lastly, in compliance with the Department of Natural Resources (DNR) requirements for Parks & Recreation Masterplan adoption, the Planning Division is requesting the Pontiac City Council to hold a Public Hearing and first reading on January 14th, 2020 followed by a second hearing and adoption on January 21th, 2020. This process allows the city to take advantage of the potential funding and grant

benefits as well as adopting a sound Parks & Recreation Master Plan that is designed as a guide for improving our community health and wellness programs and our city park systems.

Current Draft 2020-2024 Parks & Recreation Master Plan can be viewed at: <http://Pontiac.mi.us/P&RMasterPlan>

### **Action Plan Recommendations:**

The following recommendations are for improvements to the 2020-2024 Parks & Recreation Master Plan, provided by analyzing the online public comments submissions and in-person discussions provided at the Parks & Recreation Stakeholder Meeting on December 12, 2019. Located on page 189 within the 2020-2024 Parks & Recreation Master is the Action program, which details the priorities and direction for the City of Pontiac parks and recreation facilities and services over the next five years. Included below are recommendations to improve the objectives found in the overarching goals of the 2020-2024 Parks and Recreation Master Plan.

### **Goal #1 Maintenance & Operations**

Improve the overall quality of facilities and amenities within Pontiac Parks and make improvements to the operational efficiencies and enhance the long-term viability of parks.

- Recommendations
  - Establish a Parks & Recreation Department and commission [\$200,000 – Medium]
  - Prioritize and Repurpose Ewalt Recreation Center [\$2,000,000 – Medium]

### **Goal #2 Park & Facility Development**

Provide planning, park design and recreation facility improvements that respond to the needs and interests of Pontiac's diverse community and develop inclusive, accessible parks and recreational facilities.

- Recommendations
  - Implement Disc Golf Activities within parks system [\$50,000 – Short]
  - Implement a Dog Park area within select parks [\$75,000 – Short]
  - A Community and Recreation Center [\$500,000 – Medium]

### **Goal #4 Awareness & Communications**

Address the needs for creating a line of communication and outreach with community members that will increase awareness of parks, programs and volunteer opportunities

- Recommendations
  - Establish Parks & Recreation Commission to implement the 2020-2024 Parks & Recreation Master Plan [\$100,000 – Short]
  - Establish authority for management of water resources [\$20,000 – Medium]



A disc golf course at Hawthorne park would be an incredible addition. It is a cheap, outdoor, family friendly sport that is accessible to all. I work at a church with youth and take a group of teens out to play every Friday. It keeps them out of trouble, gets them outdoors and doesn't cost them a thing. My family enjoys playing disc golf together, including my 6 year old daughter. We would be frequent visitors to this park with the addition of a disc golf course.

I would love to see a disc golf course installed into Hawthorne park. I have seen the positive effects on other parks due to the increased foot traffic seen with disc golf play. From what I understand, players are often willing to travel several hours for courses and this could drive increased business for local businesses as well as increase park usage and foot traffic.

Hawthorne park would be great if you could put in a disc golf course. Most courses are a distance away.

I would love to see this park get a disc golf course. From the early 1980s my family has used this park as a family cook out spot. Would love another reason to start using this park more. And I think a disc golf course is exactly what it needs.

A new disc golf course incorporated at Hawthorne Park would bring more visitors to the area. It is a growing sport that brings people outdoors by getting people to get out and enjoy nature. I would like to see this plan get carried out.

I want a disc golf park in Pontiac!!

Please put in a disc golf course in Pontiac. It is great for all ages. Kids to adults. Disc golf is a growing sport and disc golf clubs are great for the community!

Adding a disc golf course would be a great investment

I live very close to Pontiac and commute in and out of the city every day of the week. I'm also a proud supporter of local business, and so I routinely get gas and food in Pontiac. I'm also a passionate disc golf player. Our community is tight-knit. We support the areas we play in and give back to the parks. Hawthorne would be a great location for a course. It will bring in people from all over SE Mi. I implore you to at least listen to some of us so we can better inform you of the benefits!

I would love to see a disc golf course in the future plans! This would definitely bring people in from all over to play

Would love a course in Pontiac, i work not far away and have also enjoyed to works of Jonathan Weyhrauch at 're-root Pontiac'....consequently Mr. Weyhrauch would also be the person who I'd love to see transform and maintain the land for a disc golf course. Disc golfers travel, a course would be a great boon to the local area

Please consider adding disc golf to Hawthorne Park! It is a great way to get people go to the parks, it is relatively cheap to get into, and course maintenance is pretty much just mowing grass.

We'd love to see a disc golf course at Hawthorne Park. We played a disc golf tournament there in March 2013 using portable disc golf baskets. It was a very memorable day with over 70 players. A Disc golf course would bring a tremendous value into the park. I'd be willing to assist in helping making it happen.

Beaudette Park, I would love to see a portion of Beaudette Park become a dog park. We have many people who walk their dogs in the neighborhood who I'm sure would love to let their dogs run free in a closed area. You could charge a small fee for a dog tag, so that the dogs could wear it, to show that they belong to someone who lives in Pontiac. If neighboring cities/township would like to use our dog park we could charge them a little extra. These fees could be used for the upkeep.

I do not want the drinking fountain removed! I would like to see more play equipment for the kids,

The City of Pontiac should pursue funding and build a new Pontiac Community Center. Let's put it on the ballot if necessary.

The City of Pontiac should prioritize the restoration / and Re-purpose of Ewalt Recreation Center (the building could be re-purposed and enlarged to be a full amenities community / recreation center, with low cost recreational and rental facilities available to Pontiac families. (Ewalt Center, pg. 38)

The City of Pontiac should establish the Parks and Recreation Task Force Temporary Group as a permanent group, charged with implementation of the plan. (This group is made up of Pontiac residents.)

The City of Pontiac should remove / resolve confusion about Hidden River Park as an obstacle to downtown marijuana business development. Still time to clarify how the space will be used in the plan. We suggest using it as a rental space without Park equipment. (Hidden River Park, pg. 48)

To whom it may concern, one of our local community members, Ted Reiner has been petitioning the Pontiac Parks and Recreation department to install a disc golf course at Hawthorne Park. Another one of our local members Jake Steinbrecher recently installed a temporary course for a tournament last weekend, with good feedback.

If you not aware, we have a very large disc golf community in southeast Michigan and we travel well. We support our cities and their parks that have the ability to install and maintain disc golf courses. As a local non-profit we would definitely work with the local clubs to encourage and host events at the park.

A disc golf course would bring people from outside of the community into it and would bring revenue to local businesses.

**City of Pontiac**

**City Council**

**Notice of Public Hearing**

NOTICE IS HEREBY GIVEN, that the Pontiac City Council will hold a PUBLIC HEARING at its Regular Meeting on January 14, 2020 beginning at 6:30 p.m. at the Pontiac City Hall, 47450 Woodward Avenue Pontiac, Michigan 48342 in the upper level Council Chambers to receive comments on the proposed 2020-2024 City of Pontiac Parks and Recreation Master Plan.

NOTICE IS FURTHER GIVEN that the text of the proposed Parks and Recreation Master Plan may be examined at the Pontiac Public Library, 60 East Pike Street, Pontiac, Michigan 48342 and Pontiac City Hall 47450 Woodward Avenue Pontiac, Michigan 48342 during normal business hours. The proposed plan is also available on the City's website at: [www.Pontiac.Mi.Us/P&RMasterPlan](http://www.Pontiac.Mi.Us/P&RMasterPlan)

Written comments may be submitted to the City of Pontiac at 47450 Woodward Avenue Pontiac, Michigan 48342 or by email at [PontiacPRMasterplan@Pontiac.mi.us](mailto:PontiacPRMasterplan@Pontiac.mi.us) until the time of the public hearing. Those persons needing special accommodations at the Meeting should contact the City at least two business days in advance.

# City Council Meeting

January 7, 2020

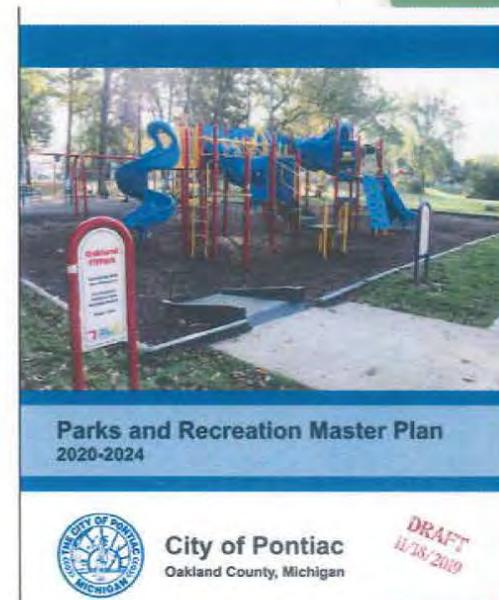
2020-2024 Parks & Recreation Master Plan



# Parks & Recreation Master Plan

The purpose of the 2020-2024 Pontiac Parks and Recreation Master Plan is to provide a new vision for future allocation of resources and guide a vibrant and sustainable park system in the City of Pontiac, Michigan that:

- ▶ is well maintained and operated
- ▶ promotes inclusive programs and facilities
- ▶ provides equitable access to all residents





## Next Steps : Parks & Recreation Master Plan

The Planning Division is requesting the Pontiac City Council to schedule the following:

Public Hearing and first reading on January 14th, 2020

followed by a

Second reading and adoption on January 21th, 2020.

## Parks of Pontiac At-A-Glance

- ▶ 37 Public Parks
- ▶ 530.46 acres of park land
- ▶ 2 Linear Parks
- ▶ 3 Community Centers
- ▶ 8 Community Parks
- ▶ 10 Neighborhood Parks
- ▶ 14 Mini Parks
- ▶ 17 Park Activities and Amenities
- ▶ Clinton River Trail and Pedestrian Walking Paths

# Parks & Recreation Master Plan

## Themes for Improvement

1. **Social Determinants of Health (SDoH)** - conditions in the environments where people are born, live, learn, work, play and worship, that affect a wide range of health and quality-of-life outcomes.
2. **Public Health** - Parks and recreational opportunities can play a key role in public health by promoting wellness and encouraging healthy lifestyles.
3. **Transportation & Mobility** - Residents in certain areas of Pontiac don't have access to a vehicle or are unable to drive for a variety of reasons. It is important to provide convenient access to public transportation routes that connect residents to parks, community centers and other key destinations.

## Parks of Pontiac Action Plan

The Action Program details the priorities and direction for the City of Pontiac parks and recreation facilities and services over the next five years (2020 - 2024), and relate to one of five categories;

- Maintenance & Operations
- Park & Facility Development
- Partnerships & Funding
- Awareness & Communications
- Connectivity & Accessibility

## Public Input & Submissions

20+ Submissions & Public Comments of 2020-2024 Parks & Recreation Master Plan;

- ▶ “I would support a disc golf course in Pontiac!!”
- ▶ “A disc golf course in Hawthorne park would be awesome! The disc golf community in southeast Michigan is pretty big and willing to support!”
- ▶ “Please put in a disc golf course in Pontiac. It is great for all ages. Kids to adults. Disc golf is a growing sport and disc golf clubs are great for the community!”
- ▶ “Make sure parks have open restrooms”
- ▶ “Beaudette Park, I would love to see a portion of Beaudette Park become a dog park.”
- ▶ “I do not want the drinking fountain removed! I would like to see more play equipment for the kids.”
- ▶ Develop access to lakes

# City Council Meeting

Planning Division

2020-2024 Parks & Recreation Master Plan

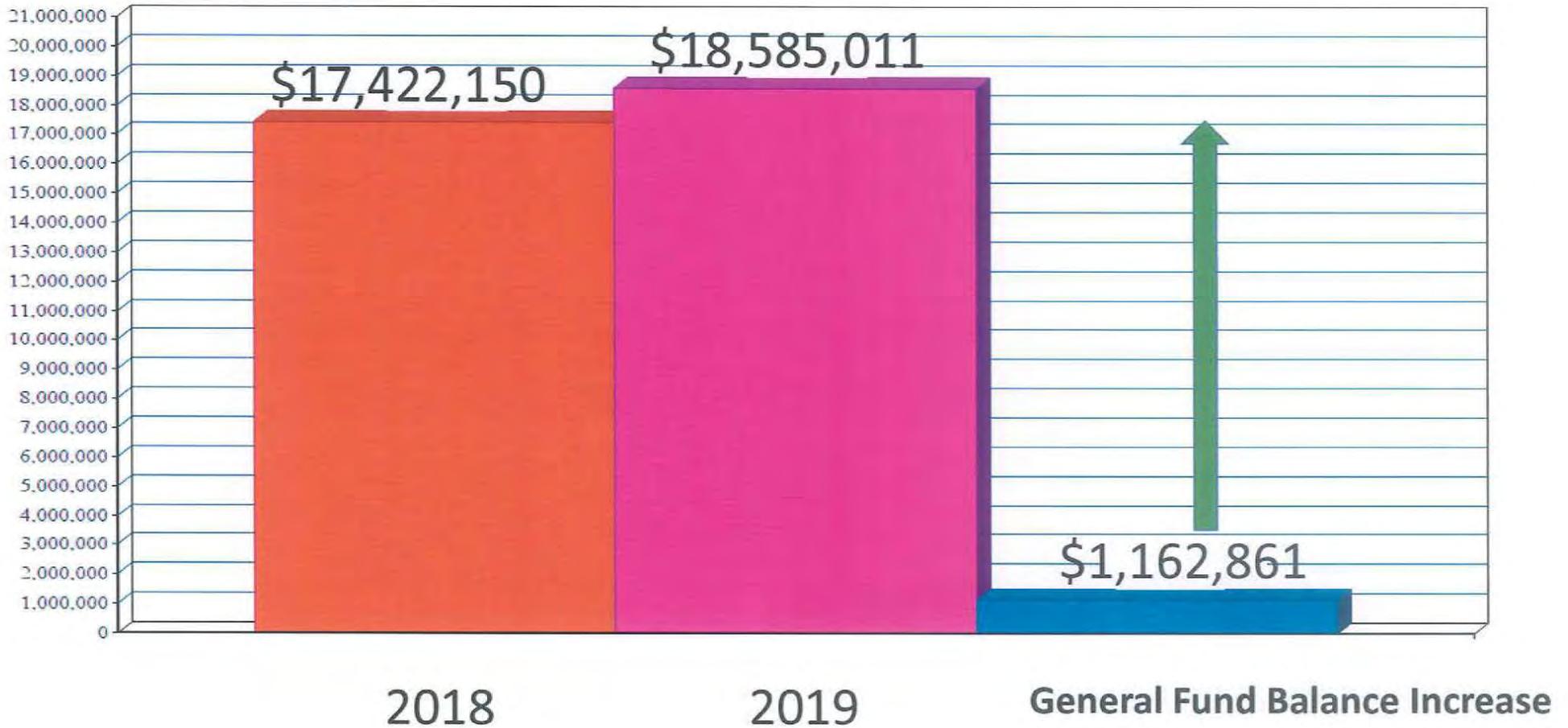


**#5**

**PRESENTATION**

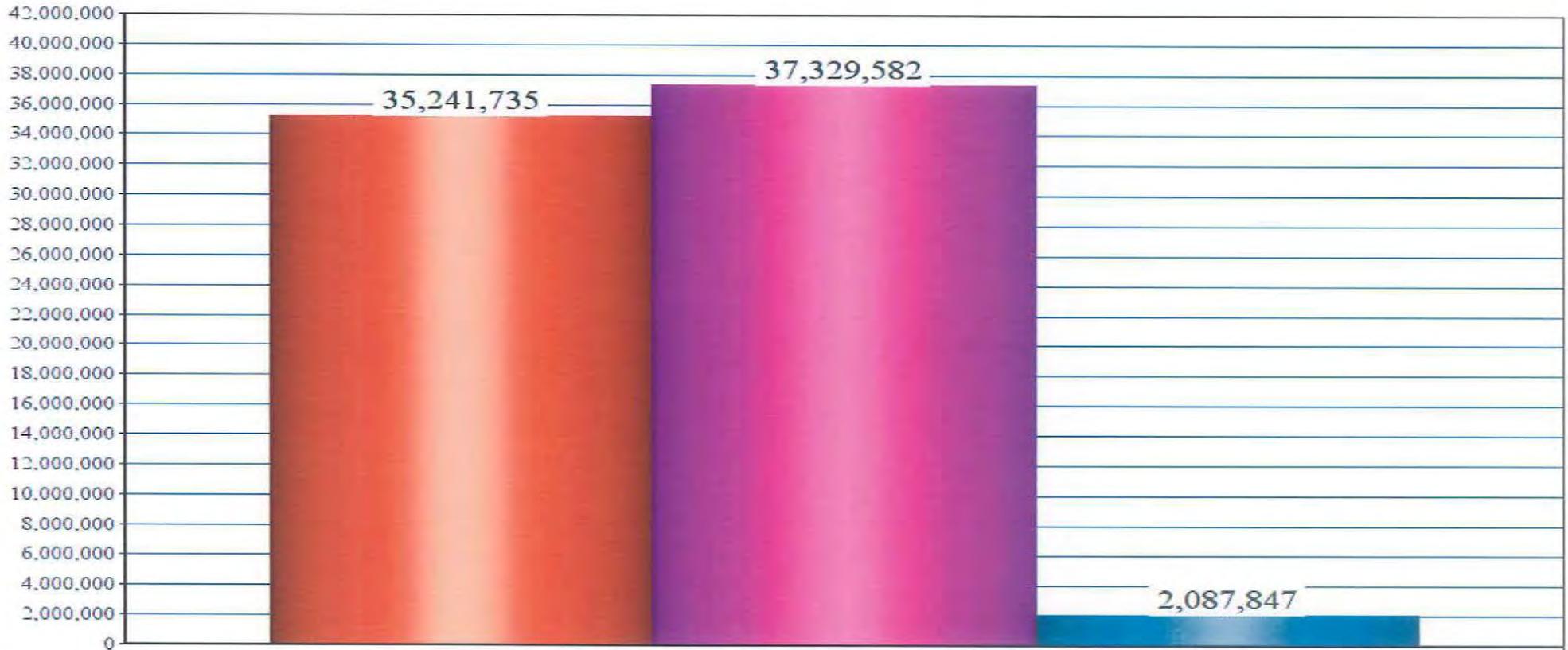
# Financial Surplus Increased by \$1.162 Million

2018 2019 Variance



### General Fund Revenues Increased By \$2,087,847

■ 2018   ■ 2019   ■ Increase



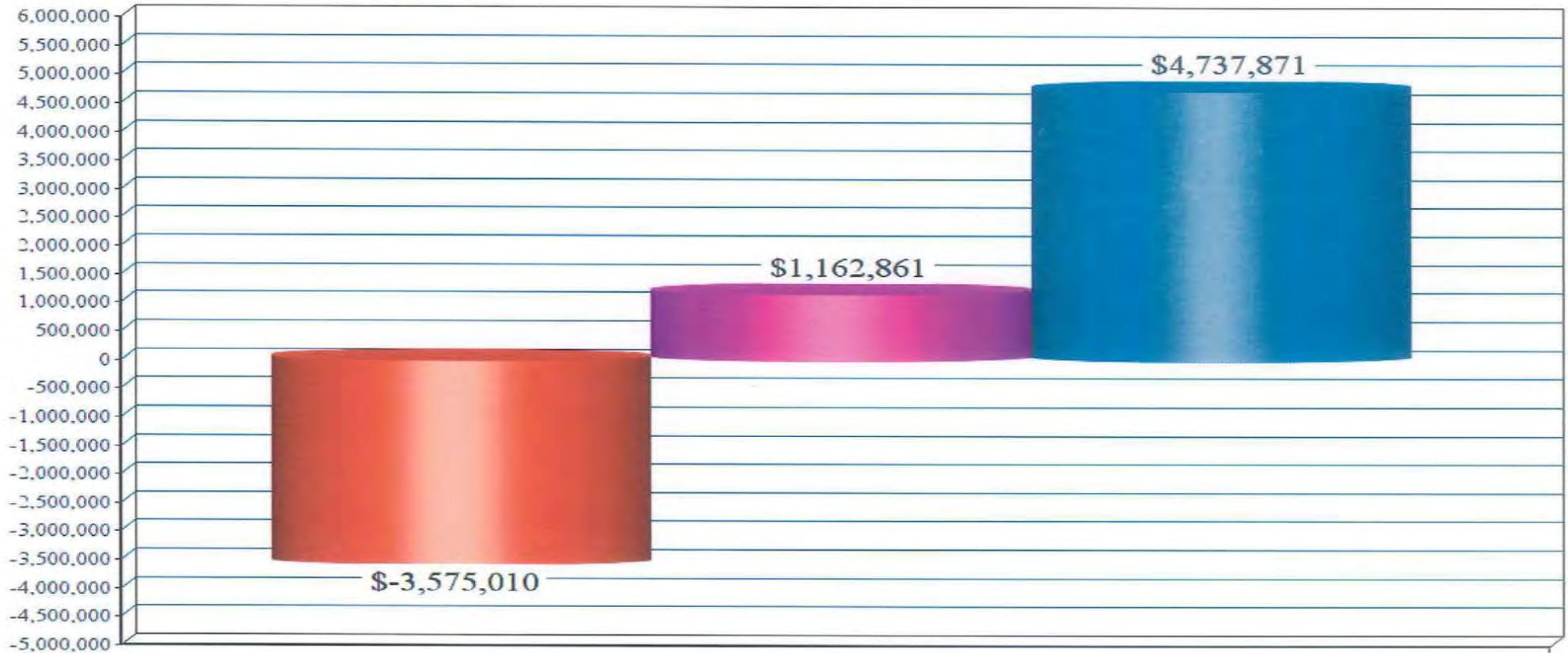
2018

2019

Increase in General  
Fund Revenues

### Actual Change in Fund Balance Exceeded Budgeted Change In Fund Balance By \$4,737,871

● Budgeted ● Actual ● Variance



Budgeted

Actual

Difference Between Actual Change in Fund Balance Vrs Budgeted

# Key Economic Factors

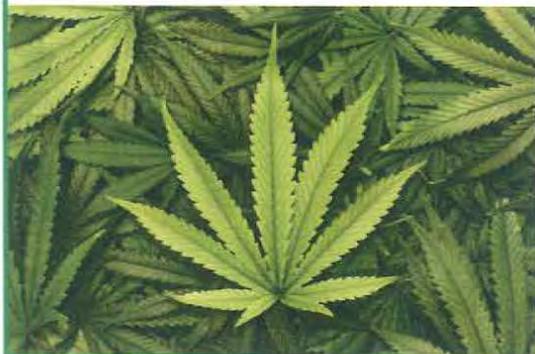
- Income Tax Revenue continues to Exceed budget Estimates.
- Significant new road projects are in the process of being developed in the City, mainly funded by the gas & weight tax and a prior year approved transfers from the general fund's accumulated fund balance.
- Due to Careful Risk Management charges for general liability insurance are proving to be less than anticipated as the City continues to settle outstanding lawsuits or prevail at levels less than anticipated. The number of lawsuits filed against the City has decreased significantly from several years ago.
- Due to improving economic conditions sales prices in the housing market are steadily increasing. In December 2009 the average home sale price in Pontiac was \$10,000; In November 2019 the average home sale price was \$81,500
- The City is significantly reducing the number of dilapidated housing units in the City and is reaching the goal of eliminating blight through a strong demolition program of dangerous structures

**#6**

**COMMUNICATION  
FROM THE  
CITY CLERK**



# City of Pontiac Medical Marihuana Application Process Status Update



Office of the City Clerk  
Garland S. Doyle, M.P.A.  
Interim City Clerk  
January 7, 2020

# Updates

1. Provisioning Center 21 Day Application Period January 6-27, 2020. The Clerk's Office will accept applications Monday-Friday 9:00 a.m.-4:00 p.m. **No applications will be accepted after 4:00 p.m. on Monday, January 27, 2020.**
2. Status of Professional Expert Agreements

## Status of Professional Expert Agreements

- A. City Council approved the Professional Expert – Financial Advisor (Sherman J. Taylor, JD CPA, SRT Consulting, LLC) to the City Clerk and Professional Expert – Legal Advisor (Klint Kesto, Esq., Kesto Law, P.L.L.C) to the City Clerk on November 26, 2019
- B. The City Clerk gave both agreements to the Mayor to sign on November 29, 2019
- C. **As of January 3, 2020, Mayor Waterman has not signed the agreements. Despite City Attorney Anthony Chubb stating to both the Clerk’s Attorney Robert Huth and the Plaintiff’s Attorney Brian Etzel on December 11, 2019 that Mayor Waterman would sign the agreements.**
- D. **The City Clerk will not review any Medical Marihuana Applications until the Professional Expert Agreements have been signed.**

# Updates Continued

**3. The Mayor has refused to allow the I.T. Division to post the Provisioning Center Application Instructions, the Four Provisioning Center Applications, Scoring Guide, and the updated Application Instructions and Applications for Grower, Processor, Secure Transporter, and Safety Compliance provided by the Clerk on the City's Website.**

**#7**

# **RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

---

**TO:** Honorable Mayor, Council President and City Council Members

**FROM:** Jane Bais-DiSessa, Deputy Mayor, at the request of  
John V. Balint, Director of Public Works/City Engineer

**DATE:** December 17, 2019

**RE:** **Resolution to Award IDS for Architectural and Engineering Services for the Phoenix Center Parking Garage in the amount of \$659,000 with not to Exceed Cost of Reimbursable Expense of \$13,000**

WHEREAS, The City of Financial Services - Purchasing Division was supported by AUCH Construction in Requesting Proposal from qualified Professional Engineering & Architectural. The process included publicly advertising on BidNet Direct and individual invitations sent to known qualified firms.

WHEREAS, On December 6<sup>th</sup> a Public Bid Opening was conducted at the City of Pontiac and (8) Proposals were received. The As Read Results are attached for reference. The proposals were reviewed and ranked by the Selection Committee consisting of Jessica Massey, Dan Ringo and Gerry McClelland (AUCH) to generate the shortlist of 3 firms to be interviewed.

NOW BE IT RESOLVED THAT, The Phoenix Center Parking Garage A/E Selection Committee has completed the RFP process. Based on proposal review, interviews, and scoring we are confirming the recommendation to award IDS the Professional Engineering and Architectural Services for the Phoenix Center in the amount of \$659,000 (5.68%) with Not to Exceed Cost of Reimbursable Expenses of \$13,000.

JVB/dr



**AUCH**

**AUCH Construction**

Innovative Planners & Construction Managers  
Builders Since 1908

65 University Drive  
Pontiac, Michigan 48342  
P (248) 334-2000  
F (248) 334-3404  
www.auchconstruction.com

December 13, 2019

Mr. Dan Ringo  
Deputy Director DPW  
CITY OF PONTIAC  
47450 Woodward Ave  
Pontiac, MI 48342

**RE: Professional Engineering & Architectural Services - Phoenix Center Parking Garage & Amphitheater  
Recommendation for Award**

Mr. Ringo,

AUCH Construction looks forward to working with the City of Pontiac on the next steps for revitalizing the Phoenix Center. Working together with your team, we have completed the RFP process. Based on proposal review, interviews, and scoring we are confirming the recommendation to award IDS the Professional Engineering and Architectural Services for the Phoenix Center in the amount of \$659,000 (5.68%) with Not to Exceed Cost of Reimbursable Expenses of \$13,000.

Attached you will find:

- A synopsis of the RFP process
- A copy of the RFP
- The Mandatory Pre-Proposal Meeting with sign in sheet
- Proposal Opening Sign In Sheet
- A copy of the As Read Proposal Price Recap
- The initial Score Sheet for the Proposal
- Recap of the Short List Process and Items considered by the selection team
- A recap of the Interview Process & Final Recommendation

We appreciate the opportunity to be of service to the City of Pontiac and are excited to get this process to its next stage.

Regards,

Gerry McClelland  
Project Director



**AUCH**

**AUCH Construction**

Innovative Planners & Construction Managers

*Builders Since 1908*

65 University Drive  
Pontiac, Michigan 48342  
P (248) 334-2000  
F (248) 334-3404  
www.auchconstruction.com

**RE: Professional Engineering & Architectural Services - Phoenix Center Parking Garage & Amphitheater**

**Synopsis of RFP Process**

The City of Financial Services – Purchasing Division was supported by AUCH Construction in Requesting Proposal from qualified Professional Engineering & Architectural. The process included publicly advertising on BidNet Direct and individual invitations sent to known qualified firms.

All responding firms were required to notify Jessica Massey of the Financial Services – Purchasing Division via e-mail of their intent to bid. This allows for the City to distribute any updates on the RFP to all responding firms.

Notices of Intent to Propose were received from the following firms (11 Firms):

- SME
- Wiss, Janney, Elstner Engineers & Architects, P.C.
- DESMAN
- Albert Kahn
- Hamilton Anderson
- Yamasaki
- WGI
- CORE Design Group
- HRC
- IDS
- IMEG/Desai Nasr

All 11 firms plus specialty consultants attended the Mandatory Pre-Proposal meeting on November 12<sup>th</sup> (see attached sign in sheet). Immediately following the meeting a brief walk of the site was conducted for all interested parties.

A deadline of November 15<sup>th</sup> was set for questions (RFI's) and 7 questions were received and responded to by the November 20<sup>th</sup> response deadline.

On December 6<sup>th</sup> a Public Bid Opening was conducted at the City of Pontiac and (8) Proposals were received. The As Read Results are attached for reference. The proposal were reviewed and ranked by the Selection Committee consisting of Jessica Massey, Dan Ringo and Gerry McClelland (AUCH) to generate the shortlist of 3 firms to be interviewed.



**AUCH**

**AUCH Construction**

Innovative Planners & Construction Managers

*Builders Since 1908*

65 University Drive  
Pontiac, Michigan 48342  
P (248) 334-2000  
F (248) 334-3404  
[www.auchconstruction.com](http://www.auchconstruction.com)

**RE: Professional Engineering & Architectural Services - Phoenix Center Parking Garage & Amphitheater**

**Synopsis of RFP Process**

After the review the following firms were notified on Friday December 6<sup>th</sup> that they made the shortlist: IDS, HRC and DESMAN. Each firm was asked to come prepared to explain in detail how their proposed approach will get the City of Pontiac's Phoenix Center Parking Garage and Amphitheater to where it needs to be by the November 2020 deadline.



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**RE: Professional Engineering & Architectural Services - Phoenix Center Parking Garage & Amphitheater**

**Recap of the Shortlist Process and Items Considered by the Selection Team**

Each proposal was received and cost proposals read aloud at the City of Pontiac Municipal Center. Costs were tallied and the proposals were then reviewed by the Selection Committee. All firms that submitted proposals were highly qualified and capable of performing the requested services. The RFP highlighted the following areas that would be scored including Recent Experience, Experience with Parking Structures, Experience with Similar Size Projects, Insurance Coverage, Experience with Construction Manager Approach, Project Approach, Staff, Readiness, Urban Site Experience, and Innovations. Finally cost was considered.

All the responding firms had perfect scores in experience. The firms proposals started to separate themselves in the Experience with CM Approach, overall approach, innovations and cost.

The five firms that did not make the short list are as follows:

- Hamilton Anderson. Their costs were not in line with the rest of the proposals.
- IMEG. Their first clarification requested accurate drawings of all the systems in order for them to complete the design. This is a major scope item that is expected of the design team as part of their services.
- SME- Quote was not complete. They did not have the Construction Administration quoted properly.
- WJE- Cost was not in line with the rest of the proposals.
- WGI- Approach was not compatible with CM delivery.

IDS, HRC and DESMAN were selected to proceed to the interview process.



# AUCH

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[www.auchconstruction.com](http://www.auchconstruction.com)

**RE: Professional Engineering & Architectural Services - Phoenix Center Parking Garage & Amphitheater**  
**Recap of the Interview Process and Final Recommendation**

The selected firms were interviewed at AUCH construction on Monday December 9<sup>th</sup> (IDS 10AM ; HRC 2PM) and Tuesday December 10<sup>th</sup> (DESMAN 10AM)

All 3 short listed firms are highly qualified in parking deck restoration and capable to design the solution. The largest challenge that each team needed to solve is the schedule. Each firm highlighted their approach:

iDS approach utilized Bid Packages to meet the schedule deadline. They recognized the need to tackle the structural issues (teamed with Walker), getting the elevators on order and ordering long lead electrical gear. iDS has the most recent experience studying the deck and is ready to hit the ground running on design.

HRC also recognized the need for Bid Packages however placed them in different order putting long lead electrical items first and structural items last (teamed with Walker). Their approach seems feasible but appeared to place the most important items to the end of design. HRC also had the highest cost of the short list.

DESMAN's approach appeared to fit more in a Design / Bid / Build model and did not have any early bid packages to expedite ordering of long lead materials. DESMAN was the only out of state firm to propose on the project and appears to be highly qualified in parking deck design. The Selection Committee was concerned that the hours included in their proposal were not adequate for the service that will be required to complete the entire project.

After review of the approaches, level of effort and cost proposed by each firm it was apparent that the iDS approach had the best fit for the Phoenix Center to meet the November 2020 deadline.



## Financial Services – Purchasing Division

### NOTICE

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

### **Professional Engineering & Architectural Services Phoenix Center Parking Garage & Amphitheater**

If your firm plans to bid on this project, please send an e-mail response to:  
Jessica Massey [jmassasey@pontiac.mi.us](mailto:jmassasey@pontiac.mi.us)  
Gerry McClelland [gmccllland@auchconstruction.com](mailto:gmccllland@auchconstruction.com)

Please include the following information:

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

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

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

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

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

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

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

The City of Pontiac 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.



## NOTICE TO BIDDERS

The City of Pontiac will open sealed bids on **Monday December 2, 2019, at 2:00 pm** prevailing local time in the City Hall Lion's Den conference room at 47450 Woodward Ave. for:

### **Professional Engineering & Architectural Services**

You are invited to submit a proposal for this project. Sealed bids may be mailed or delivered to the CITY OF PONTIAC, CITY CLERK, 47450 Woodward Ave., Pontiac, MI 48342 by **2:00 PM, Monday December 2, 2019**. Envelopes should include the name and mailing address of the vendor on the outside and be plainly marked:

#### **"Professional Engineering & Architectural Services"**

The City of Pontiac is seeking professional services to provide engineering & architectural services including engineering plan review services, design, construction engineering, contract administration services, MS 4 regulatory compliance assistance, and other related engineering services for a restoration and renovation of the Phoenix Center Parking Garage and Amphitheater. The contract will begin at the time of execution and continue until the completion of the project.

The selected engineering or architectural firm shall minimally possess successful experience in the areas described in the Scope of Services: knowledge of the City's codes, ordinances, and engineering design standards.

No proposal submitted may be withdrawn for at least ninety (90) days after the actual opening of the proposal.

General specifications, description, and conditions upon which the proposal is to be based are available at the City of Pontiac website:

Purchasing: <http://www.pontiac.mi.us/departments/finance/purchasing.php> **(ATTACHED)**

Please refer to the website for any addenda that may be issued. Respondents who submit proposals before the deadline are advised to continue to monitor the website for any addenda that may be issued.

The City reserves the right to reject any or all bids, to waive any irregularities, and further reserves the right to accept any proposal or parts of proposals that it deems to best serve the interests of the City.



If you have any questions regarding this RFP, please contact AUCH Construction at 248-334-2000, Gerry McClelland, Project Director, or email [gmcclelland@auchconstruction.com](mailto:gmcclelland@auchconstruction.com).

## **Section 1. INSTRUCTIONS TO BIDDERS**

### **1.1 Qualifications to be Received**

Qualifications for Professional Engineering & Architectural Services will be received at the Office of the City Clerk of the City of Pontiac, Michigan, **Monday December 2, 2019 at 2:00 pm**, and immediately thereafter will be publicly opened and read.

Respondents **MUST** submit **one original, three copies, and an electronic copy on a flash drive** of the proposal. Proposals must be submitted in a sealed envelope and addressed to the City Clerk of the City of Pontiac. Each sealed envelope containing a response must be plainly marked on the outside as "**Professional Engineering and Architectural Services**", and the envelope should bear, on the outside, the name of the respondent, their address, and the name of the project for which the response is submitted. If forwarded by mail, the sealed envelope containing the response must be enclosed in another envelope addressed to the City Clerk, City of Pontiac at 47450 Woodward Avenue, Pontiac, MI 48342.

Proposals will be received during regular business hours at the place and up to the time stated in the advertisement. Any extension in time will be by official notification. Responses may be delivered in person or mailed, but their delivery is the respondent's responsibility. Any response received after the stated hour, even through the mail, will be returned unopened to the respondent.

### **1.2 Examination of Bid Documents**

Before submitting a proposal, respondents shall carefully examine the specifications, drawings, and RFP and shall fully inform themselves as to all existing conditions and limitations.

### **1.3 Basis of Award**

The intention of the City is to award the contract for this job to the most qualified applicant(s) whose skill set and past work history are equal to the task of completing the work in a satisfactory manner in the time period specified by the City. The successful respondents will show proof of at least five (5) years' experience in Professional Engineering & Architectural Services.

### **1.4 Bid Bond**

No Bid Bond required.

### **1.5 Mandatory Pre-Proposal Meeting**

The mandatory pre-proposal meeting will be held at AUCH Construction, 65 University Drive, Pontiac, MI 48342 on Tuesday, November 12, 2019, at 1:00 PM, EST. Site visit will commence at the end of the meeting.



## **Section 2. TERMS AND CONDITIONS**

### **1.6 Laws and Municipal Ordinances, Permits**

The respondent is to be fully informed of all laws and municipal ordinances and regulations in any manner affecting those engaged or employed in the work, or equipment and materials used in the work, and all others and any decrees of bodies or tribunals having any jurisdiction or authority over the same. The respondent shall, at all times, observe and comply with all such existing laws, codes, ordinances, regulations, orders, and decrees. In particular, all work shall be in compliance with the laws of the State of Michigan and City ordinances, as well as all other bodies having jurisdictional authority.

The respondent shall be responsible for executing the permit application and plan review process that may be required for this project.

### **1.7 Non-Discrimination**

The respondent agrees to comply with the Federal Civil Rights Act of 1964 as amended; the Federal Civil Rights Act of 1991 as amended; the Americans with Disabilities Act of 1990 as amended; the Elliott-Larsen Civil Rights Act, Article 2, Act no. 453, Public Act of 1976 as amended; the Michigan Handicapper's Civil Rights Act, Article 2, Act no. 220, Public Act of 1976, as amended and all other applicable federal, state and local laws and regulations. Specifically, bidders and subcontractors are required not to discriminate against any employee or applicant for employment with respect to such person's hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment because of such person's height, weight, race, color, religion, national origin, ancestry, age, marital status, sex or disability, as defined by law. Breach of this covenant may be regarded as a material breach of the contract.

### **1.8 Indemnification**

The Professional Engineering and Architectural Services firm shall indemnify, save and hold harmless, protect, and exonerate the City, its commissioners, board members, officers, employees, agents, representatives, and the State of Michigan, to the extent no greater than its relative degree of fault.

### **1.9 Jurisdictional Authority**

This contract shall be governed by and construed according to the laws of the State of Michigan and the successful respondent consents to the jurisdiction and venue of the courts in Oakland County, Michigan and of the United States District Court for the Eastern District, Southern Division.

### **1.10 Severability**

The successful respondent will agree that the Contract is the completed and exclusive statement of the Contract between the parties. A judicial or administrative declaration on the invalidity of any one or more of the provisions of the Contract shall not invalidate the remaining provisions of this agreement.

### **1.11 Income Taxes**

The Professional Engineering and Architectural Services firm agrees to contact the City of Pontiac Income Tax Division, Audit and Compliance Section, 47450 Woodward, Pontiac, Michigan, 48342, telephone (248) 758-3236, to establish reporting and withholding obligations under the City of Pontiac income tax ordinance. Professional Engineering and Architectural Services firm will require the same



of all subcontractors employing labor under this contract. Professional Engineering and Architectural Services firm is required to withhold City of Pontiac income tax from wages paid to:

- a. Pontiac resident employees regardless of where they work for the employer; and
- b. Nonresident employees for work performed in the City.

The Professional Engineering and Architectural Services firm is also required to file Pontiac income tax returns and to report and pay income tax on the net profits earned by the Professional Engineering and Architectural Services firm in the City of Pontiac. The Professional Engineering and Architectural Services firm is not eligible for award if they have not filed or paid corporate and employee income tax to the City of Pontiac.

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)

### **1.12 Compensation and Payment**

All invoices submitted against the contract must identify the work performed in detail. Items not properly invoiced will not be paid. It is the vendor's responsibility to ensure delivery of invoice(s) to the City and AUCH Construction. Invoices must meet the following conditions for payment:

- a. Price on invoice must correspond to the pricing listed on purchase order and/or contract.
- b. Contractor must submit price lists in accordance with bid requirements.
- c. All invoices will be original.
- d. Invoices will prominently display the requisition or purchase order number, if applicable.
- e. Invoices will be signed by the individual responsible for authorizing contract payments for the City of Pontiac.

**Original invoice must** be submitted to the City of Pontiac, Attn: Accounts Payable.

Payment Terms – Net 30

### **1.13 General Conditions**

It is the responsibility of the respondent to review General Conditions as specified.

All funds must be quoted in US dollars.

### **1.14 Quotations/Proposals**

Respondents **MUST** submit **one original, three copies, and an electronic copy on a flash drive** of the proposal. Additionally, duplicate copies of all descriptive literature and/or samples must be provided as requested.

The submittal should address all of the points outlined in this RFP. The document is to be prepared simply and economically, providing a straight-forward, concise description of the Firm's capabilities to satisfy the requirements of the RFP. Highlight any parts that reflect the Firm's unique philosophy or insight regarding its approach to serving as the City's Professional Engineering and Architectural Services firm for the Phoenix Center Parking Garage & Amphitheater and how this approach will positively impact the successful completion of the project.

The proposal document should not exceed twenty (20) pages in length, excluding covers, table of contents, dividers, required forms, resumes, certifications and affiliations, references, and insurance documentation. To simplify the review process and to obtain the maximum degree of comparability,



the submittal will include the items listed in Section 5 and will be organized in the order and manner specified therein. While additional data may be presented, the Section 5 subjects must be included. They represent the criteria against which the submittals will be evaluated.

#### **1.15 Minor Deviations**

Failure to outline all deviations may be grounds for rejection of your proposal.

The decision of the City of Pontiac, acting through the Purchasing Agent, shall be final as to what constitutes acceptable deviations from specifications.

See contract for Insurance requirements.

#### **1.16 Subcontracting**

The City of Pontiac and AUCH Construction will not allow subcontracting for this agreement unless a request to do so is made by the City and approved by all parties. All persons working on this project shall be employees of the respondent as defined by law.

### **Section 3. PROJECT DESCRIPTION & REQUIREMENTS**

#### **3.1 GENERAL**

The City of Pontiac is requesting proposals for the purpose of issuing a Professional Engineering and Architectural Services firm. Candidates are to complete the following scope of services:

The City of Pontiac is in the process of repairing and renovating the downtown Phoenix Center Parking Garage and Amphitheater and is seeking proposals from Professional Engineering & Architectural Services firms for the purpose of providing full services.

- A. The City of Pontiac Phoenix Center was built in 1981. It is approximately 1.25 million sq. ft. The Phoenix Center served as a parking garage, with the top level once hosting concerts and events.
- B. The Phoenix Center was constructed for the purpose of providing parking for the Ottawa Towers buildings as well as overall parking for the Downtown. In addition to the parking garage, there is an amphitheater on the top level with covered seating as well as lawn seating and a covered stage. In 2012 the structure was closed to all parking with the exception of the South side of the structure. The North side was completely closed and due to the closure and lack of security, the facility was severely vandalized. Soon after the closure, the entire facility was without electrical power. Currently the South side, as well as the tunnel (Orchard Lake Road) is powered by the Ottawa Towers Building. Based on recent evaluations, there is significant work to be completed to bring the building into a useful state.
- C. The City will bond for this project and is looking to spend a *not to exceed* amount of **\$13.5** million on all aspects of the project including initial preconstruction testing and fact-finding, any demolition, all phases of construction, building commissioning, and project closeout.
- D. The following reports/surveys will be provided to the respondents:
  1. **Desman Condition Survey Report & Repair Recommendations - May 2012**



2. Eagle Contracting Phoenix Center Evaluation - November 2016
3. IDS Electrical Study - March 2018
4. IDS Facility Conditions Report - September 2018 (Revised October 2, 2018)
5. Phoenix Center Parking Structure Post-Tensioning Investigation completed by Walker Consultants - October 8, 2018

E. As other construction projects may come up during the contract period the City reserves the right to negotiate fees (for like services) with the awarded firm(s).

F. Project Goals

- Identify and quantify deficiencies in the structural, architectural, mechanical, and electrical to restore the deck and amphitheater to its original condition while maintaining the budget, identifying highest priority needs, and meeting or exceeding code requirements.

**Schedule**

Invitation to Bid	November 4, 2019
Pre-Proposal Meeting	November 12, 2019 @ 1PM (AUCH HQ)
Deadline for RFIs	November 15, 2019 @ noon
Responses to RFIs	November 20, 2019
Proposal Due Date	December 2, 2019 @ 2 PM
Notification of Selected Firms	December 6, 2019
Interviews (Week of)	December 9, 2019
Recommendation	December 12, 2019

**Form of Agreement**

An AIA Document B133–2014 is included with modifications. Please note any exceptions to this document as requested in D-2 Additional Information page 1, 2.f.

**Proposals**

Provide one (1) original, three (3) hard copies, and one (1) electronic copy (flash drive) of both the D-1 Proposal Pricing Form and D-2 Additional Information. Each section shall be enclosed in separate sealed envelopes. Submit to:

City of Pontiac, Attn: Jessica Massey  
 Purchasing Agent  
 47450 Woodward Ave.  
 Pontiac, MI 48342

**Insurance Requirements**

As stated in the contract.

**Requests for Information**

All questions and inquiries concerning the RFP shall be addressed in writing to Jessica Massey and Gerry McClelland. All questions and inquiries must be received no later than 12 noon on November 12, 2019. Inquiries and questions may be sent by email to [jmassey@pontiac.mi.us](mailto:jmassey@pontiac.mi.us) and [gmcclelland@auchconstruction.com](mailto:gmcclelland@auchconstruction.com).

**Selection Criteria and Process**



The project team will evaluate all submitted materials. Criteria that will weigh heavily for evaluation and selection will be:

- A. The awarded firm(s) will have provided Professional Engineering & Architectural Services or similar services in the past five (5) years.
- B. The ideal firm(s) will have experience delivering Professional Engineering & Architectural Services in multi-level parking structures and amphitheatres.
- C. The ideal firm(s) will have experience successfully renovating and restoring existing similarly sized facilities.
- D. The awarded firm(s) must meet or exceed all insurance requirements.
- E. The awarded firm(s) must have demonstrable knowledge & experience working with the local municipalities, CMc delivery, and local contractor base.
- F. Description of approach to the services
- G. Qualifications of principals and assigned staff
- H. Readiness to undertake the required services
- I. Urban site experience
- J. Innovative solutions

While cost factors will figure in the selection, we will be selecting an Architect/Engineer Team who will creatively plan and guide the design with our goals at the forefront. We anticipate selecting a maximum of 3 A/Es to interview. The interviews will take place at AUCH's offices.



## Section 4. Attachment D-1 – Proposal Pricing Form

**ATTACHMENT D-1 – PROPOSAL PRICING FORM**  
City of Pontiac – Phoenix Center Parking Garage & Amphitheater  
REQUEST FOR PROPOSALS  
FOR  
PROFESSIONAL ENGINEERING & ARCHITECTURAL SERVICES

**FIRM INFORMATION:**

**FIRM'S NAME:** \_\_\_\_\_  
**CONTACT PERSON:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**CITY/STATE:** \_\_\_\_\_  
**TELEPHONE NUMBER:** \_\_\_\_\_  
**FAX NUMBER:** \_\_\_\_\_  
**E-MAIL ADDRESS:** \_\_\_\_\_

**A. PROFESSIONAL ENGINEERING & ARCHITECTURAL SERVICES PRICING**

This Pricing is to reflect an award by the City of Pontiac for Services contemplated in, and in accordance with the terms and conditions of the RFP and the Contract. Please enclose (1) original, (3) hard copies, and (1) electronic copy of this form in a separate envelope, clearly marked PROPOSAL PRICING FORM.

**1. Percentage of Cost of the Work:**

Cost of the Work shall be determined by the sum of the contract amounts with all Contractors, as amended by any change orders formally approved by the Owner, the Architect, and the Construction Manager. Cost of the work does not include the compensation of the Engineer or Architect and Engineer or Architect's consultants or the compensation of the Construction Manager or Construction Manager's consultants if any, including personnel reimbursable rates or General Condition Items, as defined under the Standard Form of Agreement between Owner and Construction Manager, as modified by the Owner, if any.

After the final project scope is determined by the City of Pontiac and AUCH Construction, the parties may mutually agree to convert the percentage of cost of the work to a lump sum for the project fee using the percentage outlined above and the hourly rates outlined below as the basis for the conversion.



**a. Fee Proposal for Approximately \$13,500,000 in Project Costs:**

Renovation and restoration of Parking Garage and Amphitheater Construction  
Project \_\_\_\_\_% \$ \_\_\_\_\_

**2. Billable Hourly Rate Schedule:**

<u>Position</u>	<u>Hourly Rate</u>
Principal in Charge	\$ _____
Project Manager	\$ _____
Registered Architect	\$ _____
Professional Engineer	\$ _____
Field Representative	\$ _____
Structural Engineering	\$ _____
Draftsman/Technician	\$ _____
Accounting	\$ _____
Clerical	\$ _____
Landscape Architect	\$ _____
Mechanical/Electrical Engineer	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

**3. Reimbursables**

Provide a list of items for which you would require reimbursement and the percentage mark-up, if any, which you would add to reimbursable expenses. Please refer to AIA B133-2014 as amended, Article 11 for clarifications on allowable reimbursable expenses.

Percentage Mark-up \_\_\_\_\_%

Not-To-Exceed Cost of Reimbursable Expenses \$ \_\_\_\_\_

**4. Sub Consultants / Additional Services if Required**

In the event additional consultant services are required to complete this project, please state your percentage mark-up, if any, for including the services of additional consultants under your primary contract.

\_\_\_\_\_%

**5. Number of Hours Budgeted for All Services:**

\_\_\_\_\_



**ACKNOWLEDGEMENT OF ADDENDA TO RFP**

The respondent acknowledges receipt of the following addenda:

Addendum Number \_\_\_\_\_ dated \_\_\_\_\_

Addendum Number \_\_\_\_\_ dated \_\_\_\_\_

Addendum Number \_\_\_\_\_ dated \_\_\_\_\_

The undersigned understands that City of Pontiac and AUCH Construction reserves the right to accept or reject in whole or in part any and all proposals, to waive informalities and irregularities therein, and to award the Contract to other than the Engineering & Architectural firms submitting the best financial proposal (low bidder).

All Engineering & Architectural firms are placed on notice that the scope of the parking garage and amphitheater may be revised, expanded, or reduced based on market conditions, received bids, value engineering, schedule changes, and other similar variables. Notwithstanding the above, the total budget for construction is not anticipated to change. All respondents making a proposal acknowledge that they have taken this into consideration when submitting their proposal and your fees must accommodate changes in construction without charge orders for additional services.

If award is made to our firm based upon our proposal, we agree to enter into the attached form of contract with the City of Pontiac to furnish the Services in strict accordance with this request for proposal, the contract, and our proposal.

My signature certifies that the proposal as submitted complies with all terms and conditions as set forth in this request for proposal and the contract, unless specifically enumerated as an exception as part of our proposal.

I hereby certify that I am authorized to sign as a representative for the firm.

**RESPONDENT HEREBY SUBMITS THIS PROPOSAL PRICING FORM IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE RFP.**

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

\_\_\_\_\_  
(Signature/Principal)

\_\_\_\_\_  
(Name Printed)

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



## Section 5. Attachment D-2 – Additional Information

### ATTACHMENT D-2 – ADDITIONAL INFORMATION

#### City of Pontiac – Phoenix Center Parking Garage & Amphitheater

##### REQUEST FOR PROPOSALS FOR PROFESSIONAL ENGINEERING & ARCHITECTURAL SERVICES

Additional information shall be provided in a separate sealed envelope. The (1) original and (3) hard copies should be in an 8.5 x 11 format, bound and tabbed by sections, along with (1) electronic copy on a flash drive. The proposal shall not exceed twenty (20) pages in length, excluding covers, table of contents, dividers, required forms, resumes, certification and affiliations, references, and insurance documentation. To simplify the review process and to obtain the maximum degree of comparability, the submittal will include the following information and will be organized in the order and manner specified below.

1. **Executive Summary** - Provide a brief summary (3 page limit) which describes and highlights your proposal. Explain your firm's experience, qualifications, team, and particular expertise for this project, and that of your project team. State in concise terms your understanding of the project and how your firm will address the needs as stated in the project description and requirements.
2. **Firm Information** - Number of years in the Engineering/Architectural profession  
Identify the principals of the Engineering/Architectural entity and explain entity structure (i.e., corporation, partnership, LLC, etc.).
  - a. List all insurances that the firm has that would be applicable to the services, including errors and omissions insurance.
  - b. Describe your customary fee arrangement for Engineering/Architectural services.
  - c. Describe what reimbursable expenses, as defined in paragraph 11.8 of the Contract, or any other costs or expenses that will be incurred by the City of Pontiac in addition to basic services.
  - d. List outside consulting firms you frequently use and the service(s) they provide.
  - e. List any actions taken by a regulatory agency against or litigation involving the firm or its agents or employees with respect to any work performed in the last five (5) years.
  - f. Provide a detailed list of any exceptions or special considerations your firm has to the terms and conditions of the RFP and the contract. This must include a detailed reference to the corresponding section of the RFP the contract and explanations for the same.



### 3. Project Team

- a. Provide an organizational chart graphically indicating how the firm will staff and structure your proposed team for the project.
- b. Provide a one page resume for each proposed team member, specifically stating tenure with your firm, experience, and qualifications of each individual. Indicate assignments and roles or areas of responsibility for each team member. Also include resumes for any consultants.
- c. Outline the major strengths your proposed team will bring to the project (1 page limit).

### 4. Firm Experience - Provide examples of five (5) similar projects with emphasis on work completed within the last five (5) years with the specific team being proposed (3 page limit). The project description should include:

- Scope
- Total project cost
- Completion date
- Owner reference
- Design partner reference
- Team members proposed

### 5. Design Approach - Provide a detailed explanation of your approach (2 page limit).

Describe clearly and concisely the steps you will take to design this project, including a project timeline. Detail how you will tie in the improvements into the urban landscape. Show your experience with similar parking garages and amphitheater projects. Explain how your team will gather input from City of Pontiac staff and user groups to determine design for the facility.

## Pre-Proposal Meeting SIGN-IN SHEET

Company	Address/City	Representative	E-Mail
SORE DESIGN GROUP	37740 Hills Tech Dr.	JOAN RITZKE	JRITZKE@GREGG.MET
Comments:			
HAMILTON ANDERSON ASS.	1435 RANDOLPH ST. DETROIT MI 48226	TREVOR DYBENKO	tdybenko@hamilton-anderson.com
Comments:		Ph:	Fax:
WGI	5136 Lovers Lane, Ste 200 Kalamazoo MI 49002	Greg EhmkE	greg.ehmkE@wgiuc.com
Comments:		Ph: 269/599-1723	Fax:
Comments:		Ph:	Fax:
DESMAN	1100 WEST 9 <sup>TH</sup> SUITE #100 CLEVELAND, OH. 44113	PATRICK LYELL	plyello@desman.com
Comments:		Ph: 216-736-7110	Fax:
Comments:		Ph:	Fax:
SME	<del>43840</del> 43560 Plymouth Oaks Blvd. Plymouth, MI 48170	Kevin Whalen	Kevin.whelen@sme-usa.com
Comments:		Ph: 734-454-9900	Fax:

Time/Work Activity of RFP: Professional Engineering & Architectural Services Phoenix Center Parking Garage and Amphitheater

Present: Jessica Massey, Purchasing Agent

## Pre-Proposal Meeting SIGN-IN SHEET

Company	Address/City	Representative	E-Mail
Integrated Design Solutions	Troy, MI	Dave DiCuccio	ddicuccio@ids-michigan.com
Comments:			
Comments:		Ph:	Fax:
Flex vandenbynk	Farmington Hills, MI	Yadong Dong	Ydong@freny.com
Comments:		Ph:	Fax:
Comments:		Ph:	Fax:
WISS JANNEY ELSTNER	BINGHAM FARMS, MI	ANDREW LOBBESTAD JUSTIN BARDEN	allobbestad@wje.com jbarden@wje.com
Comments:		Ph:	Fax:
MEG / DESA INQUEST	West Bloomfield MI	Spencer Jacobs	sjacobs@desainquest.com
Comments:		Ph: 468/897-3233	Fax:
Comments:		Ph:	Fax:

Time/Work Activity of RFP: Professional Engineering & Architectural Services Phoenix Center Parking Garage and Amphitheater

Present: Jessica Massey, Purchasing Agent

## Pre-Proposal Meeting SIGN-IN SHEET

Company	Address/City	Representative	E-Mail
YAMASAKI	3011 W. GRAND BLVD, SUITE 222 DETROIT	ARNOLD MIKON	AMIKON@YAMASAKI-INC.COM
omments:			
omments:		Ph:	Fax:
Hubbell Roth & Clark	555 Hurst	Jane Graham	jgraham@hrceengr.com
omments:		Ph:	Fax:
omments:		Ph:	Fax:
HRC	555 Hurst	Adrianna Melchor	amelchor@hrceengr.com
omments:		Ph:	Fax:
omments:		Ph:	Fax:
KAHU	3011 W GRAND AVENUE DET.	STEPHEN WHITE	STEPHEN.WHITE@KAHU.COM
omments:		Ph:	Fax:

Time/Work Activity of RFP: Professional Engineering & Architectural Services Phoenix Center Parking Garage and Amphitheater

Present: Jessica Massey, Purchasing Agent

## Pre-Proposal Meeting SIGN-IN SHEET

Company	Address/City	Representative	E-Mail
ALBERT KAHN ASSOC	3011 W. GRAND BLVD DETROIT, MI	ZEBEDEE TOLBERT	zabedee.falbert@ akahn.com
Comments:			
Rick Klein (Walker Consultants)		525 Ave. D Ste 1, AZ	rick.klein@walkerconsultants.com
Comments:		Ph:	Fax:
Comments:		Ph:	Fax:
Comments:		Ph:	Fax:
Comments:		Ph:	Fax:
Comments:		Ph:	Fax:

Name/Work Activity of RFP: Professional Engineering & Architectural Services Phoenix  
Center Parking Garage and Amphitheater

Contact: Jessica Massey, Purchasing Agent



**Score Sheet**

Score 1-10 (10 is perfect score)

Company	A.	B.	C.	D.	E.	F.	G.	H.	I.	J.	Overall		Score	Cost	Comments	
	Recent Experience (past 5 years)	Experience with Parking Structure	Experience with Similar Size Projects	Insurance	Local Exp / CMic / Contractors	Approach	Staff	Readiness	Urban Site Experience	Innovations	Cost	Total				
IDS	10	10	10	10	10	10	9	10	10	10	6	6	101	101	\$	Walker on team
HRC	10	10	10	10	10	10	10	10	10	10	8	5	103	103	\$	Walker on team
SME	10	10	10	10	10	8	8	10	10	5	5	96	96	\$	UBS & Elevator consultant Cost quoted are not complete	
Hamilton Anderson	10	10	10	0	7	8	7	8	10	0	3	73	73	\$	Walker SES lots of other consultants	
Desmond Design Management	10	10	10	10	7	9	10	10	10	5	9	100	100	\$		
WGI	10	10	10	10	8	9	10	10	10	5	6	98	98	\$		
IMEG	10	10	10	10	10	4	8	10	10	0	7	89	89	\$	WGI IDS HRC on team Assumes complete drawings will be provided.	
Wiss, Janney, Elster	10	10	10	10	10	10	10	10	10	5	4	99	99	\$	HED on team	

**#8**

**Monthly  
Report**

**11-29-19**

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
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Bank BOND FIFTH THIRD BOND ACCOUNT

Check Type: Paper Check

11/25/2019	12617	10002889	50th District Court	CORRECTION MARCH 19	804.00	Open
				Total For 11/25/2019:	804.00	
				Total Paper Check:	804.00	

BOND TOTALS:

Total of 1 Checks:	804.00
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	804.00

Bank CONS CONSOLIDATED

Check Type: EFT Transfer

11/29/2019	658 (E)	10003750	WMHIP-W Michigan Health 8890	December 2019	34,311.89	Open
				Total For 11/29/2019:	34,311.89	
				Total EFT Transfer:	34,311.89	

Check Type: Paper Check

11/27/2019	526262	00000918	Acme Sewer Cleaning	11-4-19	650.00	Open
				11-14-19	450.00	Open
					1,100.00	
11/27/2019	526263	10003843	Advanced Disposal Services	PT0000027531	62.96	Open
				PT0000027532	668.28	Open
					731.24	
11/27/2019	526264	10002333	Auto Value - APC Store	632981	14.29	Open
				626189	13.78	Open
					28.07	
11/27/2019	526265	00001103	Blue Cross Blue Shield of Michigan	60418-600-1219	55,478.25	Open
				60418-601-1219	13,510.84	Open
				60418-602-1219	45,296.42	Open
				60418-603-1219	239.64	Open
				60418-604-1219	4,648.16	Open
				60418-605-1219	10,209.48	Open
					129,382.79	
11/27/2019	526266	00001103	Blue Cross Blue Shield of Michigan	7045068-0000-1219	17,347.71	Open

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 11/23/2019 - 11/29/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				7045068-0001-1219	868.15	Open
				7045068-0002-1219	2,373.00	Open
				7036880-0004-1219	13,497.40	Open
				7036880-0005-1219	7,011.20	Open
				7036880-0006-1219	179,981.14	Open
				7036880-0007-1219	15,592.66	Open
					<u>236,671.26</u>	
11/27/2019	526267	10003968	City of Rochester Hills	38827	2,475.90	Open
11/27/2019	526268	10002239	Clinton River Watershed Council	4380	5,000.00	Open
11/27/2019	526269	00001244	Comcast Cablevision	825-903542484-1219	326.38	Open
11/27/2019	526270	00001244	Comcast Cablevision	52-0812853-1219	277.71	Open
11/27/2019	526271	00000206	Consumers Energy	216-97012719-1119	665.54	Open
11/27/2019	526272	10004156	Covenant Cemetery Services, Inc.	50945-R	1,350.00	Open
				50946-R	1,350.00	Open
				60304-R	2,500.00	Open
				60305-R	2,500.00	Open
					<u>7,700.00</u>	
11/27/2019	526273	10003084	Curbco, Inc.	51862	13,003.50	Open
11/27/2019	526274	10003307	Dave's Electric Services, Inc.	14473	301.25	Open
11/27/2019	526275	00010679	DLZ Michigan, Inc -Johnson&Andersor	141265	1,067.00	Open
11/27/2019	526276	10004308	Forster Vine Rochester Auto Wash	185	85.00	Open
11/27/2019	526277	00001591	Guardian Alarm Company of Michigan	20585881	134.24	Open
11/27/2019	526278	00001649	Home Depot/Comm. Credit	1020112	62.46	Open
				8023943	42.97	Open
				1020194	32.94	Open
				6025712	20.87	Open
				7025478	41.16	Open
				7025477	60.48	Open
				7112497	14.88	Open
				0025084	128.00	Open
				7112491	138.92	Open
					<u>542.68</u>	
11/27/2019	526279	10004412	King, Asia	1116201938	250.00	Open
11/27/2019	526280	00002024	Michigan Dept. of Transportation	11/6/19 CARE	174,785.62	Open
11/27/2019	526281	00002217	Oakland County Legal News	1701418	93.80	Open
11/27/2019	526282	10000078	Occupational HealthCenters of MI	PC712981985	117.50	Open
11/27/2019	526283	00012982	PCM Sales Inc	5696527-00-1119	25,750.00	Open
				900787198	3,552.00	Open
				900846212	5,271.60	Open
				900805867	198.00	Open
				900801625	1,899.54	Open
					<u>36,671.14</u>	
11/27/2019	526284	10004333	Pipeline Management Company, Inc.	2019-164	24,956.00	Open
11/27/2019	526285	10004007	QRS Court Reporting, LLC	90547	710.00	Open
11/27/2019	526286	10003760	Scott's Lock & Key Shop	0846	15.00	Open
11/27/2019	526287	10003769	Service Heating & Plumbing Corp	1911004	180.79	Open
				1910013	251.32	Open
				1911017	221.92	Open
					<u>654.03</u>	

12/03/2019 12:14 PM  
User: JPETERS  
DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
CHECK DATE FROM 11/23/2019 - 11/29/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
11/27/2019	526288	00011704	Spencer Oil Company	1927301-012300 573525	3,523.39 812.22	Open Open
					<u>4,335.61</u>	
Total For 11/27/2019:					642,081.26	
Total Paper Check:					<u>642,081.26</u>	

CONS TOTALS:

Total of 28 Checks:	676,393.15
Less 0 Void Checks:	0.00
Total of 28 Disbursements:	<u>676,393.15</u>

Bank COURT FIFTH THIRD-COURT OPERATING

Check Type: Paper Check

11/25/2019	7898	00000603	Oakland County Treasurer	OCTOBER 2019	17,454.90	Open
11/25/2019	7899	00000776	State Of Mich/Treasury	OCTOBER 2019	69,767.94	Open
Total For 11/25/2019:					<u>87,222.84</u>	
Total Paper Check:					<u>87,222.84</u>	

COURT TOTALS:

Total of 2 Checks:	87,222.84
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	<u>87,222.84</u>

REPORT TOTALS:

Total of 31 Checks:	764,419.99
Less 0 Void Checks:	0.00
Total of 31 Disbursements:	<u>764,419.99</u>

**12-6-19**

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
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Bank BOND FIFTH THIRD BOND ACCOUNT

Check Type: Paper Check

12/05/2019	12618	BOND	SANDREA EYETTE CHANEY	191412SM R	250.00	Open
				Total For 12/05/2019:	250.00	
12/06/2019	12619	10002889	50th District Court	191365FY 10%	500.00	Open
				191811OM A	100.00	Open
				191812OM A	100.00	Open
				191013OM F	250.00	Open
				19OS29800A F	125.00	Open
				191171SM A	250.00	Open
				19OS31119B F	20.00	Open
				19OS31119C F	20.00	Open
				19OS31119D F	20.00	Open
					1,385.00	
12/06/2019	12620	BOND	BRANDON IGLESIAS	190378SM R	200.00	Open
12/06/2019	12621	BOND	CURT CUMMING	191365FY R	4,500.00	Open
12/06/2019	12622	BOND	DONALD WATKINS	190209SC R	70.00	Open
12/06/2019	12623	00002208	OAKLAND COUNTY CLERK	191379FY C	200.00	Open
				191217FY C	500.00	Open
				191351FY C	7,000.00	Open
				191482FY C	500.00	Open
					8,200.00	
12/06/2019	12624	BOND	SAMANTHA JOI CAREY	19OS39005A R	125.00	Open
				Total For 12/06/2019:	14,480.00	
				Total Paper Check:	14,730.00	

BOND TOTALS:

Total of 7 Checks:	14,730.00
Less 0 Void Checks:	0.00
Total of 7 Disbursements:	14,730.00

Bank CONS CONSOLIDATED

Check Type: EFT Transfer

12/02/2019	659(E)	00000603	Oakland County Treasurer	2019-1115TD	58,961.52	Open
12/02/2019	660(E)	10003903	Pontiac Public Library	2019-1115 Library	4,400.89	Open
12/02/2019	661(E)	00012890	Pontiac Schools	2019-1115MESSA	1,527.06	Open
12/02/2019	662(E)	00012890	Pontiac Schools	2019 -1115Operating	45,701.88	Open
12/02/2019	663(E)	00012890	Pontiac Schools	2019-1115Sinking	10,608.71	Open
				Total For 12/02/2019:	121,200.06	
				Total EFT Transfer:	121,200.06	

12/10/2019 09:26 AM  
 User: JPETERS  
 DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 11/30/2019 - 12/06/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
Check Type: Paper Check						
12/06/2019	526289	10004087	DaMusic Lab - Duane Mahone	006325	400.00	Open
12/06/2019	526290	10004362	Renee S. Voit-Porath	00072	303.46	Open
12/06/2019	526291	10004274	Rent-A-Center	Agreement#00120231	175.00	Open
12/06/2019	526292	10004307	A & D Animal Control	10617	375.00	Open
12/06/2019	526293	10003733	Alliance Payment Solutions, Inc	317800-Nov 2019	263.64	Open
12/06/2019	526294	10004305	Ameena Razia Sheikh	10-15-19 191318SM	40.00	Open
				10-21-19AM	240.00	Open
				10-29-19 190704SM	80.00	Open
				10-30-19 191355SM	40.00	Open
				11-5-19 AM	240.00	Open
				11-12-19 AM	240.00	Open
				11-21-19 191355SM	40.00	Open
					<u>920.00</u>	
12/06/2019	526295	10004326	Amy M. Hopp	11-18-19 PM	240.00	Open
				11-20-19 PM	240.00	Open
				11-25-19 PM	240.00	Open
					<u>720.00</u>	
12/06/2019	526296	10001187	Ant Doctor Pest Control	3344	575.00	Open
12/06/2019	526297	00000050	AT & T	8310005335294-1119	2,231.30	Open
				8310005335298-1119	1,776.95	Open
					<u>4,008.25</u>	
12/06/2019	526298	10004207	Belem Morales Law Office	10-22-19 1568815SM	120.00	Open
				11-14-19 AM	240.00	Open
				11-26-19 PM	240.00	Open
					<u>600.00</u>	
12/06/2019	526299	10003803	Benedetto Tiseo	19-016	50.00	Open
12/06/2019	526300	10003919	Brittany Anne Costello	11-21-19 PM	240.00	Open
12/06/2019	526301	10003781	Bruce E. Crossman	10-22-19 191142SM	32.00	Open
				11-5-19 PM	240.00	Open
				11-14-19 191750M	75.00	Open
				11-15-19 AM	240.00	Open
					<u>587.00</u>	
12/06/2019	526302	00010759	BS&A Software	124336	136.00	Open
				125763	3,195.00	Open
				126472	3,726.00	Open
					<u>7,057.00</u>	
12/06/2019	526303	00001156	C&S Motors, Inc.	FP187535	193.50	Open
				FP187536	53.25	Open
					<u>246.75</u>	
12/06/2019	526304	10004200	Casar Management LC	20-0001	4,080.50	Open

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				20-0002	20,378.40	Open
					24,458.90	
12/06/2019	526305	10003346	City of Auburn Hills	71000518575-1119	19,440.28	Open
12/06/2019	526306	00001244	Comcast Cablevision	990-0878763-1219	347.42	Open
				52-1022718-1219	260.95	Open
					608.37	
12/06/2019	526307	00013029	CompOne Administrators, Inc.	173236	4,339.64	Open
12/06/2019	526308	00000206	Consumers Energy	6180-96321407-1119	370.05	Open
12/06/2019	526309	10004348	Cory Westmoreland	11-4-19 191325SD	80.00	Open
				11-7-19 AM	240.00	Open
				11-14-19 AM	240.00	Open
				11-19-19 AM	240.00	Open
				11-21-19 AM	240.00	Open
					1,040.00	
12/06/2019	526310	10003967	Deirdre Waterman	Oct. 11, 2019	50.00	Open
12/06/2019	526311	10000127	Delta Dental of Michigan	RIS0002521259	1,002.08	Open
12/06/2019	526312	10004383	Dennis Thompson	11292019	772.50	Open
12/06/2019	526313	00001353	Detroit Elevator Co.	184304	177.00	Open
				184306	177.00	Open
					354.00	
12/06/2019	526314	00000263	Doors of Pontiac	156270	136.00	Open
12/06/2019	526315	10004309	Dover & Company, LLC	14829	2,061.49	Open
12/06/2019	526316	00000247	DTE Energy	60-910040233652-1119	9,720.61	Open
				9100406799979-1119	84,008.43	Open
					93,729.04	
12/06/2019	526317	10004332	Edith Blakney Law Firm, PLLC	10-8-19 1909131SM	1,000.00	Open
				10-8-19 19-0999SM	440.00	Open
				10-22-19 191298ST	20.00	Open
				11-12-19 AM	240.00	Open
					1,700.00	
12/06/2019	526318	10004306	Erika D. Morgan Law, PLLC	10-23-19 190650SM	40.00	Open
				10-23-19 190650SM AM	640.00	Open
				11-5-19 AM	240.00	Open
				11-8-19	480.00	Open
					1,400.00	
12/06/2019	526319	REFUND DEP	Erma Luster	R81481-222576	100.00	Open
12/06/2019	526320	10004088	Fidelity Security Life Insurance Co	164129598	391.20	Open
				164129897	148.32	Open
				164129108	170.62	Open
					710.14	
12/06/2019	526321	10004308	Forster Vine Rochester Auto Wash	181	55.00	Open
12/06/2019	526322	10003736	General Code, CMS, LLC	CMS0021804	9,356.00	Open

12/10/2019 09:26 AM  
 User: JPETERS  
 DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 11/30/2019 - 12/06/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/06/2019	526323	00000357	Golling Buick GMC Inc.	PNCQ425358 PNCQ425061	39.10 42.11 <u>81.21</u>	Open Open
12/06/2019	526324	00000436	Gracey Law Firm, PLLC	10-3-19 19-1116-SM 10-28-19 18-148198OD 10-31-19 19-0950SD 11-5-19 12-63203SM	100.00 200.00 80.00 140.00 <u>520.00</u>	Open Open Open Open
12/06/2019	526325	10003261	Hillarie F. Boettger, PLLC	11-6-19 PM	240.00	Open
12/06/2019	526326	00001649	Home Depot/Comm. Credit	3901051 4609668 LessTax 5904217 6024606 2901098	350.00 179.60 100.00 137.80 (256.83) <u>510.57</u>	Open Open Open Open Open
12/06/2019	526327	10001885	Hubbell, Roth & Clark, Inc.	174153 174157 174159-10/19/19 174161 174164	2,345.25 45,497.66 20,632.50 10,332.79 1,851.99 <u>80,660.19</u>	Open Open Open Open Open
12/06/2019	526328	10004337	Idumesaro Law Firm, PLLC	10-23-19 1872706SM 11-04-19 AM 11-6-19 AM 11-26-19 AM	40.00 240.00 240.00 240.00 <u>760.00</u>	Open Open Open Open
12/06/2019	526329	10003866	K and Q Law, PC	11-6-19 MK PM 11-13-19 CQ AM 11-18-19 CQ AM 11-20-19 191765OM 11-20-19 MK AM	240.00 240.00 240.00 80.00 240.00 <u>1,040.00</u>	Open Open Open Open Open
12/06/2019	526330	REFUND DEP	KML Communications Inc	R#212678	1,000.00	Open
12/06/2019	526331	10003942	Law Office of D Ann Parker, PC	11-4-19 dv191255SM 11-7-19 FD	80.00 480.00 <u>560.00</u>	Open Open
12/06/2019	526332	10004388	Law Office of Christopher R Shemke	11-20-19 PM 11-25-19 AM	240.00 240.00 <u>480.00</u>	Open Open
12/06/2019	526333	10004387	Law Office of Khari Hatchett	11-19-19 AM	240.00	Open
12/06/2019	526334	10002474	Law offices of Moneka L. Sanford	11-13-19 PM 11-20-19 191216SM	240.00 104.00	Open Open

12/10/2019 09:26 AM  
 User: JPETERS  
 DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 11/30/2019 - 12/06/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				11-20-19 TM PM	75.00	Open
					<u>419.00</u>	
12/06/2019	526335	10003741	Law Offices of Nadine R.Hatten, PLLC	11-20-19 AM	240.00	Open
12/06/2019	526336	00012690	Law Offices of Paulette Michel, PLLC	2124	3,750.00	Open
12/06/2019	526337	REFUND DEP	Lecom Communications	#80389-146692	4,509.92	Open
12/06/2019	526338	00010223	Lisa C Watkins Law Office	11-13-19 am	240.00	Open
				11-19-19 AM	240.00	Open
				11/21/19 AM	240.00	Open
					<u>720.00</u>	
12/06/2019	526339	10000123	Marilyn D.Walker	10-23-19 191209SM	60.00	Open
				11-7-19 AM	240.00	Open
				11-15-19 AM	240.00	Open
					<u>540.00</u>	
12/06/2019	526340	10004366	MGM Legal, PLLC	11-22-19 PM	240.00	Open
				11-25-19 PM	240.00	Open
					<u>480.00</u>	
12/06/2019	526341	10004079	Michigan Assoc of Municipal Clerks 2020-0101Membership		60.00	Open
12/06/2019	526342	10003957	Mona Storm - Storm Reporting	November 26, 2019	650.00	Open
				November 26, 2019	455.00	Open
				November 26, 2019	150.00	Open
					<u>1,255.00</u>	
12/06/2019	526343	00010549	Mutual of Omaha Insurance Company	1028671488	9,338.90	Open
12/06/2019	526344	10004329	Nachawati Law, PLLC	11-4-19 PM	240.00	Open
				11-14-19 PM	240.00	Open
				11-22-19 PM	240.00	Open
					<u>720.00</u>	
12/06/2019	526345	10004048	Nation Home Improvement	12032019	1,200.00	Open
12/06/2019	526346	10001088	Nelco Supply Co.	10095269	142.80	Open
				10095271	39.93	Open
					<u>182.73</u>	
12/06/2019	526347	00002197	Nowak & Fraus, PLLC	101623	1,176.00	Open
12/06/2019	526348	00000596	NTH Consultants, Ltd	620560	18,517.59	Open
12/06/2019	526349	00002221	Oakland County Executive Office	2019-1115Brownsfield	6,613.40	Open
12/06/2019	526350	10001123	OfficeTeam-A Robert Half Company	54306466	1,676.30	Open
				54369802	249.50	Open
				54453868	668.96	Open
				54498038	1,570.72	Open
				54565394	1,677.88	Open
				54600646	1,610.31	Open
				54665579	1,914.91	Open
					<u>9,368.58</u>	
12/06/2019	526351	00002317	Plante & Moran, PLLC	1758371	15,063.00	Open

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				1760331	24,100.00	Open
					39,163.00	
12/06/2019	526352	10004007	QRS Court Reporting, LLC	90573	75.00	Open
12/06/2019	526353	10001111	R. J. Hoffman Mgmt. Inc.	100596	3,100.00	Open
12/06/2019	526354	10003802	Ramona Hofmeister	19-017	50.00	Open
12/06/2019	526355	00002451	Richard Taylor	11-18-19 AM	240.00	Open
12/06/2019	526356	REFUND DEP	Rochelle Brady	#81489-223007	100.00	Open
12/06/2019	526357	10004389	Rucker & Associates, P.C.	11-5-19 AM	240.00	Open
				11-6-19 AM	240.00	Open
					480.00	
12/06/2019	526358	10004113	Scott A. Cope	19-018	50.00	Open
12/06/2019	526359	00013067	Scott C. Kozak, Attorney at Law	10-10-19 1772211SM	120.00	Open
				11-5-19 190552SM	140.00	Open
				11-5-19 191004SM	120.00	Open
					380.00	
12/06/2019	526360	00011704	Spencer Oil Company	1930401	3,085.56	Open
12/06/2019	526361	00002181	Sprint Communications	712336515-214	11.03	Open
12/06/2019	526362	00013050	Stacy A. Drouillard	10-10-19 190175SM	24.00	Open
				10-25-19 190268ST	24.00	Open
				10-25-19 191345SM	8.00	Open
				11-7-19 190153SM	168.00	Open
				11-14-19 AM	240.00	Open
				11-25-19 AM	240.00	Open
				11-26-19 AM	240.00	Open
					944.00	
12/06/2019	526363	00012256	Staples Business Advantage	8056414883-430689868	111.96	Open
				8056414883-430689870	17.99	Open
				8056414883-430689869	591.25	Open
				8056239048-429078648	11.99	Open
				8056239048-429078649	23.98	Open
				8056239048-429078650	43.26	Open
				8056239048-429078651	430.25	Open
				8056239048-429078652	732.77	Open
				8056239048-429078655	90.10	Open
				8056239048-429078656	105.79	Open
				8056239048-429078658	133.55	Open
				8056239048-429078653	126.09	Open
				8056336991-430134045	37.60	Open
				8056336991-430134046	303.20	Open
				8056336991-430134048	93.88	Open
					2,853.66	
12/06/2019	526364	00000275	The Law and Mediation Center PLLC	11-12-19 PM	480.00	Open
12/06/2019	526365	00010664	Truck & Trailer Specialties, Inc.	HS0006195	359.16	Open
12/06/2019	526366	00013076	Turner Sanitation	49011	320.00	Open
12/06/2019	526367	10003813	Water Resource Commissioner	52-69413-00-1119	216.00	Open
				825-80806-02-1119	1,215.52	Open
				786-80882-09-1119	75.00	Open
				435-80905-11-1119	75.00	Open
				10-80898-00-1119	43.20	Open

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				216-80906-08-1119	75.00	Open
				216-80907-01-1119	75.00	Open
				216-80908-00-1119	108.01	Open
				216-80909-03-1119	75.00	Open
				47450-81007-00-1119	1,418.80	Open
				110-81011-00-1119	921.59	Open
				70-81022-00-1119	1,301.04	Open
				70-81023-00-1119	43.20	Open
				440-80918-08-1119	345.60	Open
				990-78699-00-1119	413.36	Open
					<u>6,401.32</u>	
12/06/2019	526368	10004330	Wilkerson Law, PLLC	10-22-19 190922SM	80.00	Open
				10-22-19 191199SM	106.40	Open
				10-29-19 RF AM	40.00	Open
				10-29-19 JO AM	80.00	Open
				11-13-19 PM	240.00	Open
				11-18-19 PM	240.00	Open
				10-10-19 191263SM	26.40	Open
					<u>812.80</u>	
				Total For 12/06/2019:	382,293.21	
				Total Paper Check:	382,293.21	
CONS TOTALS:						
Total of 85 Checks:					503,493.27	
Less 0 Void Checks:					0.00	
Total of 85 Disbursements:					<u>503,493.27</u>	
Bank COURT FIFTH THIRD-COURT OPERATING						
Check Type: Paper Check						
12/06/2019	7900	00013053	City of Pontiac	DECEMBER 3, 2019	650,000.00	Open
12/06/2019	7901	10004223	Court Innovations Incorporated	INV9957	325.00	Open
12/06/2019	7902	10000511	DATA LEGAL	24500	158.99	Open
12/06/2019	7903	00001353	Detroit Elevator Co.	184305	274.00	Open
12/06/2019	7904	BOND	GEORGE DOULAVERIS	181487140N R	335.00	Open
12/06/2019	7905	10000960	Iron Mountain Incorporated	CDVG951	573.15	Open
12/06/2019	7906	10003909	Maria Fabiana Valy Gialdi	190S38430A I	85.76	Open
				190S37090A I	155.76	Open
				191367FT I	70.00	Open
					<u>311.52</u>	
12/06/2019	7907	10004117	Metcom, Inc.	R-16723	414.55	Open
				R-16724	1,114.91	Open
					<u>1,529.46</u>	
12/06/2019	7908	10001855	MICHAEL C MARTIEZ	NOVEMBER 25, 19	82.12	Open
12/06/2019	7909	10000458	Michigan Court Administration Assoc2020		185.00	Open

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CHECK REGISTER FOR CITY OF PONTIAC  
CHECK DATE FROM 11/30/2019 - 12/06/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/06/2019	7910	10004410	Neda Abouzeid	19367FT I	152.86	Open
12/06/2019	7911	00002244	OFFICE DEPOT	406957011001	61.91	Open
12/06/2019	7912	00002316	Pitney Bowes Inc	80000909006502145	2,041.98	Open
12/06/2019	7913	10003896	PMP Investments, LLC	2331	129.00	Open
12/06/2019	7914	00002579	Slade's Printing Company	11/26/2019	800.00	Open
12/06/2019	7915	00012362	STAPLES CREDIT PLAN	2373299611	3,245.33	Open
12/06/2019	7916	10000944	Stella Reyes	190S378A I	76.00	Open

Total For 12/06/2019: 660,281.32

Total Paper Check: 660,281.32

COURT TOTALS:

Total of 17 Checks: 660,281.32  
Less 0 Void Checks: 0.00  
Total of 17 Disbursements: 660,281.32

Bank PNCMM PNC MONEY MARKET

Check Type: EFT Transfer

12/02/2019	142(E)	00013053	City of Pontiac	2019-1115TD	68,013.70	Open
					Total For 12/02/2019:	68,013.70
					Total EFT Transfer:	68,013.70

PNCMM TOTALS:

Total of 1 Checks: 68,013.70  
Less 0 Void Checks: 0.00  
Total of 1 Disbursements: 68,013.70

REPORT TOTALS:

Total of 110 Checks: 1,246,518.29  
Less 0 Void Checks: 0.00  
Total of 110 Disbursements: 1,246,518.29

**12-13-19**

12/17/2019 11:52 AM  
 User: JPETERS  
 DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 12/07/2019 - 12/13/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
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Bank BOND FIFTH THIRD BOND ACCOUNT

Check Type: Paper Check

12/13/2019	12625	10002889	50th District Court	190S06542A A	240.00	Open
				1917520N A	10.00	Open
				191427SM 10%	25.00	Open
				191344FY F	500.00	Open
				B187593Y F	16.82	Open
				18147758OM 10%	7.50	Open
				190242SD 10%	30.00	Open
				190S242SD A	270.00	Open
					<u>1,099.32</u>	
12/13/2019	12626	BOND	ANTOINO WILLIAMS	18147758OM R	67.50	Open
12/13/2019	12627	BOND	CHN UNITY PARK LDHALP	193531LT E	684.00	Open
12/13/2019	12628	BOND	COURTNEY RUTH YOUNG	190S28937B R	7.00	Open
12/13/2019	12629	BOND	CREDIT ACCEPTANCE CORPORATION	18174218GC R	15.00	Open
12/13/2019	12630	BOND	DUKE LEBARRON	191719OM R	100.00	Open
12/13/2019	12631	BOND	JAMES MALONE	18147733OM R	100.00	Open
12/13/2019	12632	BOND	JERRY LAWRENCE LOFTON	1872529SMR	325.00	Open
12/13/2019	12633	BOND	JONATHAN WILLIAM KILGORE	140S20470B R	45.00	Open
12/13/2019	12634	BOND	KAMILAH LEVERETT	191171SMR	175.00	Open
12/13/2019	12635	BOND	LEE TODD	193076LT R	15.00	Open
12/13/2019	12636	00002208	OAKLAND COUNTY CLERK	191079FY C	14,678.00	Open
				1670447FY F	2,200.00	Open
				1872866FY C	500.00	Open
				191087FY C	5,000.00	Open
				1873632FY C	500.00	Open
				191251FY B	1,325.00	Open
					<u>24,203.00</u>	
12/13/2019	12637	BOND	TERRANCE VANCE	191427SM R	225.00	Open
12/13/2019	12638	BOND	VALENTIN IVANOV	160S25728A R	310.00	Open
					<u>27,370.82</u>	

Total For 12/13/2019:

27,370.82

Total Paper Check:

27,370.82

BOND TOTALS:

Total of 14 Checks:  
 Less 0 Void Checks:

27,370.82  
 0.00

Total of 14 Disbursements:

27,370.82

Bank CONS CONSOLIDATED

Check Type: EFT Transfer

12/13/2019	664(E)	10004293	North Bay Drywall, Inc	December 2019	14,214.25	Open
12/13/2019	665(E)	00000603	Oakland County Treasurer	2019-1130TD	66,471.26	Open
12/13/2019	666(E)	10003903	Pontiac Public Library	2019-1130Library	5,210.14	Open
12/13/2019	667(E)	00012890	Pontiac Schools	2019-1130MESSA	2,143.05	Open

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/13/2019	668 (E)	00012890	Pontiac Schools	2019-1130Operating	45,681.07	Open
12/13/2019	669 (E)	00012890	Pontiac Schools	2019-1130Sinking	15,378.99	Open
Total For 12/13/2019:					149,098.76	
Total EFT Transfer:					149,098.76	
Check Type: Paper Check						
12/13/2019	526369	10002840	21st Century Media Newspapers, LLC	AD1919181	450.25	Open
				AD1919172	450.25	Open
				AD1914101	464.25	Open
				1907895	270.25	Open
					1,635.00	
12/13/2019	526370	00000050	AT & T	80025874118-1219	1,723.24	Open
12/13/2019	526371	00001039	Cadillac Asphalt Products	Pay Est.#7- P#K180	119,850.98	Open
12/13/2019	526372	00001244	Comcast Cablevision	990-1024326-1219	260.95	Open
12/13/2019	526373	00001299	Culligan of Ann Arbor / Detroit	578685	15.50	Open
12/13/2019	526374	00000247	DTE Energy	52-7080527-1119	699.52	Open
				70-4941404-1119	2,712.81	Open
				216-7484267-1119	69.84	Open
				435-7849547-1119	74.81	Open
				440-2777841-1119	33.15	Open
				786-2776558-1119	25.87	Open
				827-5543457-1119	100.67	Open
				827-7082417-1119	1,391.46	Open
				990-7078596-1119	633.63	Open
				6180-5436439-1119	129.39	Open
				6180-5436464-1119	668.04	Open
					6,539.19	
12/13/2019	526375	REFUND DEP	Elizando Gonzales	R#221754	920.00	Open
12/13/2019	526376	10001885	Hubbell, Roth & Clark, Inc.	174158	1,811.93	Open
				174162	486.90	Open
				174155	1,324.71	Open
					3,623.54	
12/13/2019	526377	10004415	Integrity Testing & Safety Administ	26747	325.00	Open
12/13/2019	526378	10000960	Iron Mountain Incorporated	202023301	302.12	Open
				CDTL495	250.87	Open
				CDTL506	224.93	Open
				CDTL539	313.57	Open
				CCJD228 Credit	(51.51)	Open
					1,039.98	
12/13/2019	526379	EMP. REIMB	Larry Robinson	#P21704638	43.90	Open
12/13/2019	526380	00001592	Loomis	12530953	878.77	Open
12/13/2019	526381	REFUND DEP	Maxine Holloway	R#81490-223010	100.00	Open
12/13/2019	526382	10004048	Nation Home Improvement	12102019	3,200.00	Open
12/13/2019	526383	REFUND MR	Neal Winnie	Receipt#224242	100.00	Open
12/13/2019	526384	00002217	Oakland County Legal News	1702566	93.80	Open
12/13/2019	526385	10000078	Occupational HealthCenters of MI	PC713002361	232.50	Open
12/13/2019	526386	10004236	Precision Concrete, Inc.	190950	61,740.00	Open

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CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 12/07/2019 - 12/13/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/13/2019	526387	10004007	QRS Court Reporting, LLC	90586	695.00	Open
12/13/2019	526388	00012896	Rehmann Group, LLC	RR555664	5,000.00	Open
12/13/2019	526389	EMP. REIMB	Sekar Bawa	10/13-16-19 Training	798.70	Open
12/13/2019	526390	00012256	Staples Business Advantage	8056496714-431277260	80.29	Open
				8056496714-431277261	67.96	Open
				8056496714-431277262	25.95	Open
				8056573938-431813740	562.62	Open
				8056573938-431813741	207.65	Open
				8056573938-431813743	428.67	Open
				8056573938-431813742	67.08	Open
					<u>1,440.22</u>	
12/13/2019	526391	00002630	State of Michigan	2019-1130SET	49,640.40	Open
12/13/2019	526392	10004376	Thomson Reuters Applications, Inc.	841397675	120.00	Open
12/13/2019	526393	00013076	Turner Sanitation	46757	139.36	Open
				47202	180.00	Open
				47613	180.00	Open
				48005	180.00	Open
				48400	180.00	Open
				48780	180.00	Open
					<u>1,039.36</u>	
12/13/2019	526394	00000851	Wade-Trim/Associates	2016454	138,210.00	Open
				Total For 12/13/2019:	<u>399,266.03</u>	
				Total Paper Check:	<u>399,266.03</u>	

CONS TOTALS:

Total of 32 Checks:	548,364.79
Less 0 Void Checks:	0.00
Total of 32 Disbursements:	<u>548,364.79</u>

Bank PAYR PNC PARKING

Check Type: EFT Transfer

12/13/2019	53(E)	10003892	Pontiac Downtown Business Assoc Inc	November 2019	4,470.00	Open
				Total For 12/13/2019:	<u>4,470.00</u>	
				Total EFT Transfer:	<u>4,470.00</u>	

PAYR TOTALS:

Total of 1 Checks:	4,470.00
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	<u>4,470.00</u>

Bank PNCMM PNC MONEY MARKET

12/17/2019 11:52 AM  
User: JPETERS  
DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
CHECK DATE FROM 12/07/2019 - 12/13/2019

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Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
Check Type: EFT Transfer						
12/13/2019	143(E)	00013053	City of Pontiac	2019-1130TD	133,143.00	Open
				Total For 12/13/2019:	133,143.00	
				Total EFT Transfer:	133,143.00	
PNCMM TOTALS:						
				Total of 1 Checks:	133,143.00	
				Less 0 Void Checks:	0.00	
				Total of 1 Disbursements:	133,143.00	
REPORT TOTALS:						
				Total of 48 Checks:	713,348.61	
				Less 0 Void Checks:	0.00	
				Total of 48 Disbursements:	713,348.61	

**12-20-19**

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
Bank CONS CONSOLIDATED						
Check Type: Paper Check						
12/20/2019	526395	00011679	Accident Fund Worker's Comp	WCV6082992-0120	39,789.00	Open
12/20/2019	526396	10004066	Action Traffic Maintenance, Inc.	1242102	5,976.00	Open
12/20/2019	526397	REFUND DEP	ADC Adamo Demo, Inc	R#98690-170699	28,412.00	Open
12/20/2019	526398	10003843	Advanced Disposal Services	PT0000027601	27.23	Open
12/20/2019	526399	10004384	Air Doctors Heating & Cooling, LLC	1109	8,662.56	Open
12/20/2019	526400	10003879	Amazon.com LLC	1K71-7VCF-39X1	997.86	Open
12/20/2019	526401	10003879	Amazon.com LLC	909693555053-1119	161.86	Open
12/20/2019	526402	10004305	Ameena Razia Sheikh	10-2-19 191277SM	40.00	Open
				11-12-19 190660SM	160.00	Open
				10-8-19 190616SM	40.00	Open
				10-8-19 190660SM	75.00	Open
				10-15-19 191324SM	40.00	Open
				11-14-19 191324SM	80.00	Open
				11-21-19 QA	80.00	Open
				12-3-19 190378SM	120.00	Open
				12-3-19 1873319SM	40.00	Open
				11-26-19 190616SM	160.00	Open
				12-3-19 191233SM	40.00	Open
					<u>875.00</u>	
12/20/2019	526403	00000050	AT & T	24885751212-19	2,845.71	Open
12/20/2019	526404	00000050	AT & T	250472140-1219	84.25	Open
12/20/2019	526405	10003274	AT & T Long Distance	821555420-1219	21.59	Open
12/20/2019	526406	10002333	Auto Value - APC Store	640369	40.20	Open
12/20/2019	526407	10004207	Belem Morales Law Office	10-31-19 1966898	240.00	Open
				12-3-19 1967375	160.00	Open
				12-3-19 PM	240.00	Open
					<u>640.00</u>	
12/20/2019	526408	00001103	Blue Cross Blue Shield of Michigan	60418-600-010120	59,354.86	Open
				60418-601-010120	16,029.28	Open
				60418-602-010120	44,284.66	Open
				60418-603-010120	247.85	Open
				60418-604-010120	4,709.15	Open
				60418-605-010120	10,349.70	Open
					<u>134,975.50</u>	
12/20/2019	526409	00001103	Blue Cross Blue Shield of Michigan	7036880-0004-010120	11,873.93	Open
				7036880-0005-010120	6,729.17	Open
				7036880-0006-010120	174,352.04	Open
				7036880-0007-010120	14,355.29	Open
				7045068-0000-010120	15,644.13	Open
				7045068-0001-010120	952.20	Open
				7045068-0002-010120	2,613.35	Open
					<u>226,520.11</u>	
12/20/2019	526410	00000119	Bostick Truck Center, LLC	245194	2,000.00	Open
12/20/2019	526411	10003919	Brittany Anne Costello	11-21-19 1916970M	160.00	Open
				11-21-19 1916970M	8.00	Open

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				11-26-19PM	240.00	Open
					<u>408.00</u>	
12/20/2019	526412	JUROR	Brown, Carol	Brown,C 1219	61.20	Open
12/20/2019	526413	JUROR	Brown, Cecil	Brown,Ce 1219	91.20	Open
12/20/2019	526414	10003781	Bruce E. Crossman	9-26-19 191145SM	24.00	Open
				11-4-19 191315OM	75.00	Open
				11-4-19 191315OM	96.00	Open
				11-13-19 1873661SM	80.00	Open
				11-14-19 191082SM	48.00	Open
				11-14-19 191185SM	264.00	Open
				12/4/19 190301OM	75.00	Open
				12-2-19 AM	240.00	Open
				12-5-19 191145SM	40.00	Open
				12-5-19 AM	240.00	Open
				12/10/19 AM	240.00	Open
					<u>1,422.00</u>	
12/20/2019	526415	10004416	Carie L Seib	11-15-19 PM	240.00	Open
12/20/2019	526416	JUROR	Carter, Conelia	Carter,C 1219	61.20	Open
12/20/2019	526417	00010597	Charesa D. Johnson	11-4-19 19081OM	75.00	Open
12/20/2019	526418	JUROR	Clark, Rashunda	Clark,R 1219	61.20	Open
12/20/2019	526419	JUROR	Clayton, Tamara	Clayton,T 1219	61.20	Open
12/20/2019	526420	00001244	Comcast Cablevision	110-1037575-1219	173.46	Open
12/20/2019	526421	00000206	Consumers Energy	10-95261074-1219	13.41	Open
				52-96422630-1219	581.50	Open
				70-96511412-1219	1,777.54	Open
				110-98711686-1219	1,968.16	Open
				216-97012165-1219	117.71	Open
				216-97012719-1219	98.02	Open
				350-96873280-1219	24.36	Open
				825-97397342-1219	2,953.51	Open
				990-96288609-1219	652.92	Open
				47450-96189951-1219	2,327.47	Open
					<u>10,514.60</u>	
12/20/2019	526422	10004348	Cory Westmoreland	10-31-19 191465OM	80.00	Open
				10-31-19 1968280	395.00	Open
				11-5-19 190595SM	75.00	Open
				11-26-19 15138650OM	75.00	Open
				11-26-19 1872657SM	80.00	Open
				11-26-19 MR	80.00	Open
				11-26-19 190595SM	240.00	Open
				12-2-19 191465OM	160.00	Open
				12-2-19 AM	240.00	Open
				12-9-19 AM	240.00	Open
					<u>1,665.00</u>	
12/20/2019	526423	10004243	Creative Schools Management, LLC	January 2020	26,000.00	Open
12/20/2019	526424	JUROR	Daniels, Tiesha	Daniels,T 1219	15.40	Open
12/20/2019	526425	JUROR	Davis, Blair	Davis,B. 1219	91.20	Open
12/20/2019	526426	JUROR	Davis, Roger	Davis,R. 1219	91.20	Open
12/20/2019	526427	10004153	Discovery Mechanical Services, LLC	1063	997.04	Open
12/20/2019	526428	10004332	Edith Blakney Law Firm, PLLC	10-23-19 18148638OM	140.00	Open
				10-28-19 191253SM	40.00	Open

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 12/14/2019 - 12/20/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
				10-28-19 19146500M	40.00	Open
				10-28-19 1917480M	80.00	Open
				11-4-19 191400SM	75.00	Open
				11-30-19 1814733330M	60.00	Open
				11-30-19 1904610M	75.00	Open
				12-2-19 AM	240.00	Open
				12-3-19 191397SM	8.00	Open
				12-5-19 AM	240.00	Open
				12-11-19 AM	240.00	Open
					<u>1,238.00</u>	
12/20/2019	526429	JUROR	Ellison, Derrick	Ellison,D 1219	61.20	Open
12/20/2019	526430	10004397	Epyrean Benefit Solutions, Inc.	SINV10008516	10,517.50	Open
12/20/2019	526431	10004306	Erika D. Morgan Law, PLLC	12-2-19 PM	240.00	Open
				12-3-19 AM	240.00	Open
				12-9-19 AM	240.00	Open
					<u>720.00</u>	
12/20/2019	526432	JUROR	Erving, Sonia	Erving,S 1219	61.20	Open
12/20/2019	526433	10004398	Gary Ashton	1129201920	75.00	Open
				1214201920	100.00	Open
					<u>175.00</u>	
12/20/2019	526434	JUROR	Gokey, David	Gokey,D. 1219	61.20	Open
12/20/2019	526435	00000436	Gracey Law Firm, PLLC	9-26-19 190508720ABC	40.00	Open
				10-1-19 JG	75.00	Open
				11-4-19 1904620T	80.00	Open
				10-8-19 13-64457	160.00	Open
				11-5-19 181494000M	80.00	Open
				12-3-19 19-17270M	260.00	Open
					<u>695.00</u>	
12/20/2019	526436	10000009	Great Lakes Auto Superstore LLC	January 2020	5,833.33	Open
12/20/2019	526437	00001591	Guardian Alarm Company of Michigan	20642652	134.24	Open
				20627674	995.00	Open
				20627676	2,095.00	Open
					<u>3,224.24</u>	
12/20/2019	526438	00010313	Hastings Air-Energy Control, Inc.	I80517	361.07	Open
12/20/2019	526439	10003261	Hillarie F. Boettger, PLLC	11-7-19 190882SM	264.00	Open
				11-7-19 1916100M	272.00	Open
				11-27-19 PM	240.00	Open
					<u>776.00</u>	
12/20/2019	526440	00001649	Home Depot/Comm. Credit	3021391	11.88	Open
				3021392	38.70	Open
				3021405	24.88	Open
				7032894	181.72	Open
				8020674	53.94	Open
				8020698	67.79	Open
					<u>378.91</u>	

CHECK REGISTER FOR CITY OF PONTIAC  
 CHECK DATE FROM 12/14/2019 - 12/20/2019

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/20/2019	526441	10001885	Hubbell, Roth & Clark, Inc.	174948	4,947.66	Open
				174947	13,920.52	Open
				174950	2,112.90	Open
				174949	1,017.60	Open
				174946	6,410.37	Open
				174945	16,375.37	Open
				174943	472.42	Open
				174942	1,908.00	Open
					<u>47,164.84</u>	
12/20/2019	526442	10004337	Idumesaro Law Firm, PLLC	10-31-19 19-1227SM	40.00	Open
				10-31-19 19-0410SM	40.00	Open
				11-4-19 191217OM	75.00	Open
				11-4-19 16141218OM	75.00	Open
				11-5-19 15-OS4114B	412.00	Open
				11-5-19 18-73870SM	321.40	Open
				11-22-19 191172SM	75.00	Open
				11-22-19 18148411OM	75.00	Open
				11-25-19 191378OM	34.60	Open
				11-27-19 AM	240.00	Open
				11-29-19 191489SM	33.60	Open
				12-3-19 AM	240.00	Open
				12-4-19 AM	240.00	Open
					<u>1,901.60</u>	
				12/20/2019	526443	00013088
12/20/2019	526444	JUROR	Jackson, Gerald	Jackson,G 1219	91.20	Open
12/20/2019	526445	10004399	James M Huddleston	1129201935	87.50	Open
				1214201935	131.25	Open
					<u>218.75</u>	
12/20/2019	526446	10004401	Jason Carson	8131	150.00	Open
12/20/2019	526447	10003866	K and Q Law, PC	10-30-19 CQ 191419OM	75.00	Open
				11-14-19 19-0343SM	350.00	Open
				11-14-19 191561OM	75.00	Open
				11-14-19 190343SM	75.00	Open
				11-14-19 191132SM	40.00	Open
				11-14-19 191530OM	160.00	Open
				11-14-19 191742OM	75.00	Open
				11-14-19 191772OM	75.00	Open
				12-3-19 AM	240.00	Open
				12-5-19 191239OM	75.00	Open
				12-5-19 MK CO91208	75.00	Open
				11-15-19 191526OM	560.00	Open
					<u>1,875.00</u>	
12/20/2019	526448	REFUND DEP	Keisha Davis	R8148-222865	100.00	Open
12/20/2019	526449	JUROR	Kell, Eileen	Kell,E 1219	91.20	Open
12/20/2019	526450	10004412	King, Asia	1214201938	150.00	Open
12/20/2019	526451	10002474	Law offices of Moneka L. Sanford	11-20-19 18-147940OM	75.00	Open
				11-20-19 19-1792OM	75.00	Open
					<u>150.00</u>	

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/20/2019	526452	10003741	Law Offices of Nadine R.Hatten, PLLC	12-3-19 12-4-19 PM	240.00 240.00 <u>480.00</u>	Open Open
12/20/2019	526453	00010223	Lisa C Watkins Law Office	11-6-19 19-0677SM 10-1-19 19-1252SM 11-20-19 19-0590SM 11-20-19 19-1195SM 11-21-19 19-0677SM 11-21-19 19-1452SM 11-26-19 19-1252SM 12-9-19 AM	75.00 60.00 360.00 400.00 60.00 20.00 280.00 240.00 <u>1,495.00</u>	Open Open Open Open Open Open Open Open
12/20/2019	526454	00001592	Loomis	12530953	878.77	Open
12/20/2019	526455	10004400	Lucetry Dalton	1129201919 1214201919	112.50 150.00 <u>262.50</u>	Open Open
12/20/2019	526456	JUROR	Lyons, Evelyn	Lyons,E 1219	61.20	Open
12/20/2019	526457	10000123	Marilyn D.Walker	11-15-19 19-17450M 11-15-19 EH	75.00 20.00 <u>95.00</u>	Open Open
12/20/2019	526458	JUROR	Martin, Timothy	Martin,T 1219	91.20	Open
12/20/2019	526459	00012978	Meadowbrook, Inc.	3235	3,468.00	Open
12/20/2019	526460	10004366	MGM Legal, PLLC	12-4-19PM 12-6-19 PM	240.00 240.00 <u>480.00</u>	Open Open
12/20/2019	526461	00002044	Michigan Municipal League	20507 20504 20506 20509 20475 20492	68.04 90.12 73.08 157.68 63.36 69.96 <u>522.24</u>	Open Open Open Open Open Open
12/20/2019	526462	JUROR	Mosley, Amelia	Mosley,A 1219	61.20	Open
12/20/2019	526463	10004385	Munetrix LLC	2873	9,934.00	Open
12/20/2019	526464	10004329	Nachawati Law, PLLC	12-5-19 PM	240.00	Open
12/20/2019	526465	10004048	Nation Home Improvement	001671-2	2,600.00	Open
12/20/2019	526466	10001088	Nelco Supply Co.	10095600	119.80	Open
12/20/2019	526467	00002229	Oakland County Road Commission	117328 117287	657.23 19,156.17 <u>19,813.40</u>	Open Open
12/20/2019	526468	10004333	Pipeline Management Company, Inc.	2019-180 2019-155	3,323.25 35,549.50 <u>38,872.75</u>	Open Open

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/20/2019	526469	10000814	Professional Instant Printing, Inc.	76844	550.00	Open
12/20/2019	526470	JUROR	Raye-Smith, Tammi	Raye-Smith,T 1219	61.20	Open
12/20/2019	526471	00012896	Rehmann Group, LLC	RR550524	11,000.00	Open
12/20/2019	526472	JUROR	Richard, Lykeemo	Richard,L 1219	61.20	Open
12/20/2019	526473	00001682	Ricoh USA, Inc/IKON Office Solutio	5058236596	2,327.20	Open
12/20/2019	526474	JUROR	Ruggles, Tyler	Ruggles,T 1219	61.20	Open
12/20/2019	526475	JUROR	Ryan-Gluth, Natalie	Ryan-Gluth, N 1219	61.20	Open
12/20/2019	526476	00013067	Scott C. Kozak, Attorney at Law	10-23-19 191148SM 11-7-19 191113SM 11-27-19 AM 12-9-19 AM	180.00 120.00 240.00 240.00	Open Open Open Open
					<u>780.00</u>	
12/20/2019	526477	JUROR	Scruggs, Ajenae	Scruggs,A 1219	91.20	Open
12/20/2019	526478	00013050	Stacy A. Drouillard	11-7-19 191429SM 11-8-19 191420SM 11-8-19 191431SM 11-12-19 190175SM 11-12-19 191266SD 11-13-19 191427SM 11-18-19 191768OT 11-19-19 190209SM 11-19-19 191069OM 11-19-19 191486OM 11-19-19 191817OM 11-19-19 PM 11-26-19 191345SM 12-11-19 PM	24.00 8.00 40.00 128.00 75.00 16.00 8.00 16.00 16.00 75.00 75.00 16.00 48.00 240.00	Open Open Open Open Open Open Open Open Open Open Open Open Open Open
					<u>785.00</u>	
12/20/2019	526479	JUROR	Stamman, David	Stamman,D. 1219	61.20	Open
12/20/2019	526480	00012256	Staples Business Advantage	8056641875-432502949 8056641875-432502951 8056641875-432502953 8056725341-433266661	67.99 249.99 70.77 2,151.82	Open Open Open Open
					<u>2,540.57</u>	
12/20/2019	526481	10004140	Techniserve Inc.	39627	530.00	Open
12/20/2019	526482	00000275	The Law and Mediation Center PLLC	12-4-19 AM 12-5-19 PM	240.00 240.00	Open Open
					<u>480.00</u>	
12/20/2019	526483	JUROR	Travis, Stephanie	Travis,S 1219	61.20	Open
12/20/2019	526484	JUROR	Tucker, David	Tucker,D. 1219	61.20	Open
12/20/2019	526485	00013076	Turner Sanitation	49106	90.00	Open
12/20/2019	526486	10004077	Unique Food Management. Inc.	15877	227.50	Open
12/20/2019	526487	10003813	Water Resource Commissioner	001280-2018-CO	362.50	Open
12/20/2019	526488	JUROR	Watkins, Sacha	Watkins,Sacha 12-19	61.20	Open
12/20/2019	526489	10004330	Wilkerson Law, PLLC	10-31-19 190797ST 10-31-19 191369SM 11-26-19 190797ST 11-26-19 191369SM	6.40 80.00 40.00 40.00	Open Open Open Open
					<u>166.40</u>	

Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
12/20/2019	526490	JUROR	Young, Lavell	Young, L 1219	61.20	Open
				Total For 12/20/2019:	691,151.12	
				Total Paper Check:	691,151.12	

CONS TOTALS:

Total of 96 Checks:	691,151.12
Less 0 Void Checks:	0.00
Total of 96 Disbursements:	691,151.12

Bank COURT FIFTH THIRD-COURT OPERATING

Check Type: Paper Check

12/20/2019	7917	00000050	AT & T	248857950112 DEC	31.81	Open
12/20/2019	7918	10000593	Bromberg & Associates	13930	255.48	Open
12/20/2019	7919	00001244	COMCAST BUSINESS	8519101461030042 DEC	104.85	Open
12/20/2019	7920	10000511	DATA LEGAL	24543	106.40	Open
				24314	615.34	Open
				24383	223.69	Open
					945.43	
12/20/2019	7921	00001353	Detroit Elevator Co.	185381	961.05	Open
				185320	2,971.13	Open
					3,932.18	
12/20/2019	7922	10004110	Eric Adam Nissani	190S40023A I	127.04	Open
12/20/2019	7923	10001025	JOHNSON CONTROLS SECURITY SOLUTIONS	33466419	724.00	Open
12/20/2019	7924	10004065	LEXISNEXIS RISK SOLUTIONS	1532762-20191130	213.84	Open
12/20/2019	7925	10003909	Maria Fabiana Valy Gialdi	190S39519A I	85.76	Open
				190S40532A I	85.76	Open
				191367FT I	85.76	Open
					257.28	
12/20/2019	7926	10000458	Michigan Court Administration Assoc	2020 LISA KING	75.00	Open
12/20/2019	7927	10002052	Nye Uniform Company	715437	365.00	Open
12/20/2019	7928	00000603	Oakland County Treasurer	NOVEMBER 2019	12,778.90	Open
12/20/2019	7929	00012982	PCM Sales Inc	900905570	1,040.00	Open
12/20/2019	7930	00002483	ROSE PEST SOLUTIONS	30850275	49.00	Open
12/20/2019	7931	00010900	Shred-It USA LLC	8128311128	220.18	Open
12/20/2019	7932	00010900	Shred-It USA LLC	8128739166	1,103.12	Open
12/20/2019	7933	00000776	State Of Mich/Treasury	NOVEMBER 2019	55,645.70	Open
12/20/2019	7934	10000944	Stella Reyes	190S40030A I	73.00	Open
12/20/2019	7935	10004418	Susan M Moiseev	MOISEEV 2019	939.33	Open
				Total For 12/20/2019:	78,881.14	
				Total Paper Check:	78,881.14	

COURT TOTALS:

12/23/2019 03:58 PM

User: JPETERS

DB: Pontiac

CHECK REGISTER FOR CITY OF PONTIAC  
CHECK DATE FROM 12/14/2019 - 12/20/2019

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Check Date	Check	Vendor	Vendor Name	Invoice Number	Amount	Status
Total of 19 Checks:					78,881.14	
Less 0 Void Checks:					0.00	
Total of 19 Disbursements:					<u>78,881.14</u>	
REPORT TOTALS:						
Total of 115 Checks:					770,032.26	
Less 0 Void Checks:					0.00	
Total of 115 Disbursements:					<u>770,032.26</u>	

**#9**

**Monthly  
Report**



**CITY OF PONTIAC**  
**FINANCE DEPARTMENT**  
**HUMAN RESOURCES DIVISION**  
47450 Woodward Avenue  
Pontiac, Michigan 48342

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**TO:** Honorable Mayor, Council President, and City Council Members  
**FROM:** Kiearha Davidson, Human Resource Manager  
**Thru:** Office of Deputy Mayor, Jane Bais-DiSessa  
**DATE:** December 26, 2019  
**RE:** Staff Changes Report

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Staff numbers

For the pay week ending December 14, 2019, the human resources division ran payroll checks for 109 staff employees and/or elected officials.

Staff changes

- There were two new hires in the month of December: Enrique Lemus and Hector Ortiz joined the Code Enforcement Department on Wednesday, December 18<sup>th</sup>.
- Jessica Massey resigned from her position of Purchasing Agent effective Monday, December 23<sup>rd</sup>.

There were no additional promotions, transfers, or any other permanent staff changes in the month of December as of the date of this memorandum.

KD