



# City of Flint, Michigan

Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
[www.cityofflint.com](http://www.cityofflint.com)

## Meeting Agenda – FINAL Wednesday, May 20, 2026 5:00 PM

### City Council Chambers

### FINANCE COMMITTEE

Judy Priestley, Chairperson, Ward 4

Leon El-Alamin, Ward 1  
LaShawn Johnson, Ward 3  
Tonya Burns, Ward 6  
Dennis Pfeiffer, Ward 8

Ladel Lewis, Ward 2  
Jerri Winfrey-Carter, Ward 5  
Candice Mushatt, Ward 7  
Jonathan Jarrett, Ward 9

Davina Donahue, City Clerk

\*\*\*\*\*

### ROLL CALL

### READING OF DISORDERLY PERSONS CITY CODE SUBSECTION

*Any person that persists in disrupting this meeting will be in violation of Flint City Code Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators will be removed from the meetings.*

### REQUEST FOR AGENDA CHANGES/ADDITIONS

## **CLOSED SESSION(S)**

Pursuant to MCL 15.268 (1)(e) and MCL 15.268(1)(h) of the Open Meetings Act, the Department of Law requests a Closed Session at the Flint City Council Committee Meeting on Wednesday, March 20, 2026, to discuss Case Number 23-00052-01, McGlown v. City of Flint.

## **PUBLIC COMMENT**

*Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins.*

*Members of the public shall have no more than three (3) minutes per speaker during public comment, with only one speaking opportunity per speaker.*

## **COUNCIL RESPONSE**

*Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to two (2) minutes.*

## **CONSENT AGENDA**

*Per the amended Rules Governing Meetings of the Flint City Council (as adopted by the City Council on Monday, April 22, 2024), the Chair may request the adoption of a "Consent Agenda". After a motion to adopt a Consent Agenda is made and seconded, the Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda – it shall be voted on or adopted without objection.*

## **RESOLUTIONS**

**260160** Siwek Construction Company/Remodel/Flint Fire Station Kitchens #6 and #8

Resolution resolving that the appropriate City Officials are authorized to do all things necessary, to approve from funding source account 101-336.000-976.000 in the amount of \$163,064.00 for Remodeling of Flint Fire

Station Kitchens #6 & #8, RFP 26000539, AND, further resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order to Siwek Construction Company for Remodeling of Flint Fire Station Kitchens #6 & #8 in an amount NOT-TO-EXCEED \$163,064.00 beginning FY27(07/01/26 – 06/30/27) pending budget adoption. [NOTE: The Division of Purchases & Supplies solicited proposals for remodeling of Flint Fire Station Kitchens #6 and #8 as requested by the Fire Chief and Facilities Maintenance Division due to mold and asbestos issues. Siwek Construction Company, Flint, MI 48507 (Mundy Township) was the sole responsive bidder for this solicitation of proposals.]

**260161** Contractual Agreement/City of Flint/Gross Construction Services/St. John's Park

Resolution resolving that the appropriate city officials are authorized to do all things necessary to enter into an agreement with Gross Construction for site improvements and construction services at St. John Street Neighborhood Memorial Park in an amount NOT-TO-EXCEED \$1,239,000.00 in accordance with Proposal No. P26000532. [NOTE: The City of Flint entered into a grant agreement with the Department of Natural Resources for a \$1 Million Dollar SPARK grant for park improvements and approved by City Council on April 10, 2023 for park improvements at St John Street Neighborhood Memorial Park through Resolution 230094. Following a competitive bidding process, City Council authorized awarding a contract A/E Collaborative, LLC for architectural services and construction and construction administration to complete this project as stated in Resolution 240079.1, adopted on March 18, 2024, in the amount of \$1,750,000.00. Due to the contractor's inadequate performance, the City cancelled the contract and reopened the bidding process to procure a qualified vendor to complete its grant obligations by required expenditure deadline of October 31, 2026.]

**260162** Third Quarter FY26/Budget Amendment/Clerk & City Council

Resolution resolving that the appropriate officials are authorized to do all things necessary to incorporate the approved appropriation changes into the FY2026 operating budget of the City of Flint.

**260163** Third Quarter FY26/Budget Amendment/Law Department

Resolution resolving that the appropriate officials are authorized to do all things necessary to incorporate the approved appropriation changes into the FY2026 operating budget of the City of Flint.

**260164** Third Quarter FY26/Budget Amendment/Finance

Resolution resolving that the appropriate officials are authorized to do all things necessary to incorporate the approved appropriation changes into the FY2026 operating budget of the City of Flint.

**SPECIAL ORDERS/DISCUSSION ITEMS**

**260167** Special Order/Granicus Operations Cloud

A Special Order as approved by Finance Chairperson Priestley, at the request of City Clerk Donahue, in order to allow for a presentation from representatives from Granicus concerning updated solutions for council meeting and other City records, meeting broadcasts, public access to information, and accessibility compliance – among other city clerk priorities.

**ADJOURNMENT**



260160

RESOLUTION NO.: \_\_\_\_\_

PRESENTED: 5-20-2026

ADOPTED: \_\_\_\_\_

**RESOLUTION TO APPROVE \$163,064 TO SIWEK CONSTRUCTION COMPANY FOR REMODELING OF FLINT FIRE STATION KITCHENS #6 AND #8, RFP 26000539**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, the Division of Purchases & Supplies solicited proposals for Remodeling of Flint Fire Station Kitchens #6 & #8 as requested by the Fire Chief and Facilities Maintenance Division due to mold and asbestos issues. Siwek Construction Company, Flint, MI 48507 (Mundy Township) was the sole responsive bidder for this solicitation of proposals; and

**WHEREAS**, the Flint Fire Department and Facilities Maintenance Division recommend Siwek Construction Company be awarded for FY27 (07/01/26 – 06/30/27) to begin and complete the Remodeling of Flint Fire Station Kitchens #6 & #8; and

**WHEREAS**, the Flint Fire Department and Facilities Maintenance Division is requesting that Flint City Council approve funding in the amount of \$163,064.00 to Siwek Construction Company, RFP 26000539.


**Funding is to come from the following Fire Department account:**

Account Number & Grant Code	Account Name	Amount
101-336.000-976.000	Building Additions & Improvement	\$163,064.00
	<b>FY27 Grand Total</b>	<b>\$163,064.00</b>

**IT IS RESOLVED**, that the appropriate City Officials are hereby authorized to do all things necessary, to approve from funding source account 101-336.000-976.000 in the amount of \$163,064.00 for Remodeling of Flint Fire Station Kitchens #6 & #8, RFP 26000539.


**BE IT FURTHER RESOLVED**, that the Division of Purchases and Supplies is hereby authorized to issue a Purchase Order to Siwek Construction Company for Remodeling of Flint Fire Station Kitchens #6 & #8 in an amount Not-to-Exceed \$163,064.00 beginning FY27 (07/01/26 – 06/30/27) pending budget adoption.

**APPROVED AS TO FORM:**

  
JoAnne Gurley (May 15, 2026 13:41:06 EDT)


**JoAnne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

  
Phillip Moore (May 15, 2026 14:01:23 EDT)

**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**


  
Clyde Edwards/ A0644 (May 15, 2026 15:27:51 EDT)

**Clyde D. Edwards, City Administrator**

**FOR THE CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO PURCHASING:**

  
Lauren Rowley (May 15, 2026 15:07:16 EDT)

**Lauren Rowley, Purchasing Manager**



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

**TODAY'S DATE:** May 7, 2026

**BID PROPOSAL #:** RFP #26000539

**AGENDA ITEM TITLE:** Remodeling of Flint Fire Station Kitchens #6 & #8

**PREPARED BY:** Karen Shim, Flint Fire Department

**VENDOR NAME:** Siwek Construction Company

## Section 1. BACKGROUND/SUMMARY OF PROPOSED ACTION..

**Vendor Compliance (This vendor has been properly vetted and the responses are below):**

Federal gov't	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
State gov't	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.

**NOTE: Preparer MUST include a response to the conditions below:**

- Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?
- Why was this vendor chosen?
- What history does this vendor have with the City of Flint?
- What steps will be taken to do a post-performance of the vendor?

An assessment of first consideration to internal City of Flint staff was completed between Flint Fire Chief, Theron S. Wiggins and City Administration, including Facilities and Maintenance Division who discussed the need for kitchen remodeling at Fire Station 6, 716 W. Pierson Road and Fire Station 8, 202 E. Atherton Road due to mold and asbestos issues. Resources to complete this project will be funded through the Fire Department's Building Additions and Improvement operating expense account.

The vendor was chosen because the Flint Fire Department along with the Division of Purchase & Supplies solicited sealed bids, publish date 4/7/26, pre-bid conference date 4/13/26 with bid opening date on Wednesday, April 22, 2026. After a review of bids, Siwek Construction Company was the awarded bidder based on previous references/related work, pricing, quality and item specifications.

Siwek Construction Company has approximately three years history with the City of Flint dating back to January 2012 with a project cost of \$253,326.56, August 2012 with a project cost of \$43,173.44 for Oak Business Construction and March 2014, project cost \$80,606.00 for HVAC/interior door repair/replacement at Oak Business Center.

Post-performance steps to be taken of the vendor will be completing/closing out the kitchen remodeling at Fire Stations 6 and 8, final cleaning and inspection of both kitchens such as removing debris and performing a final



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walkthrough to verify the work completed meets the items listed as agreed upon and discussion with Siwek Construction owner/project manager to ensure a smooth operational handover.

## Summary of Proposed Action:

The Flint Fire Department is requesting approval of a purchase order in the amount of \$163,064.00 to Siwek Construction Company for kitchen remodeling at Fire Stations 6 and 8, under RFP No. 26000539. Remodeling is scheduled to begin in FY27 (07/01/26 – 06/30/27).

Siwek Construction, located in Flint, MI (Mundy Township) was established in 1998 and offers high-quality, full service commercial construction services to Flint, MI and surrounding areas. Services include general contractor services including efficient design/build construction, general contracting, Butler Manufacturing™ Metal Buildings and roofs, construction management, pre-construction, demolition, and project management solutions.

The mission statement of Siwek Construction: "our mission is to build with precision, innovate with purpose, and deliver projects that stand durable and reliable for decades. Your expectations are not just met, but exceeded, as we work hard to form life-long business and organizational partners in Flint and all across east Michigan. Your community benefits from Siwek's overall commitment to excellence, our integrity, and our focus on forward-thinking building and management processes. Together we'll construct the foundations for a better, more resilient future."

Project portfolios of Siwek Construction in Flint and surrounding areas include Powers Catholic High School, Lawrence E. Moon Funeral Home, Meijer Store 044 (Hill Road, Grand Blanc), and Lagarda Security (Center Road, Burton) just to name a few.

Siwek Construction is client-centric. Their clients' satisfaction is at the forefront in all they do such as listen, understand and exceed expectations to build lasting relationships based on trust and collaboration. Delivering quality, innovation, relationships and community strength.

(Source: siwekcc.com)

## PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcewell, GSA, or other municipality)  
\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services
- (3) Quotes (please attach all quotes to your requisition)

**Section 2. PREVIOUS ALLOCATIONS ( INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE )/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES..**



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Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

The Flint Fire Department has no previous allocations with Siwek Construction Company. They are the awarder bidder to complete kitchen remodeling at Fire Stations 6 and 8, under RFP No. 26000539.

### Section 3. POSSIBLE BENEFIT TO THE CITY OF FLINT ( RESIDENTS AND/OR CITY OPERATIONS ) INCLUDE PARTNERSHIPS AND COLLABORATIONS..

The benefit to City Operations is the kitchen often serves as the heart of the fire station, offering significant benefits for firefighter well-being, team camaraderie and operational efficiency. Because firefighters work 24-hour shifts, these renovations are not just cosmetics, they are critical investments in mental health, physical well-being and improved morale. Those benefits are immediate while others are long-lasting. Renovation allows the City of Flint Operations to extend the life of existing infrastructure while bettering conditions for fire suppression personnel that stay in the same neighborhood that they call home, while at work.

### Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES  NO  IF NO, PLEASE EXPLAIN:

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.

The total amount budgeted for this purpose is \$163,064.00. The percentage spent with the vendor is 21.74%. The justification for spending this amount with the vendor is their bid tabulation (RFP No. 26000539) for kitchen remodeling at Fire Stations 6 and 8. The total percentage being spent out of each line item is 16.4% and does not include the 21.74% for kitchen remodeling at Fire Stations 6 and 8. Budgeted funds for all line items in the below named GL are derived from the General Fund.



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BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
Fire	Building Additions & Improvements	101-336.000-976.000		\$163,064.00
<b>FY27 GRAND TOTAL</b>				<b>\$163,064.00</b>

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1: \_\_\_\_\_  
 BUDGET YEAR 2: \_\_\_\_\_  
 BUDGET YEAR 3: \_\_\_\_\_

OTHER IMPLICATIONS (i.e., collective bargaining).. \_\_\_\_\_

PRE-ENCUMBERED? YES  NO  REQUISITION NO: \_\_\_\_\_

ACCOUNTING APPROVAL: Karen Shim Date: May 7, 2026

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

### Section 5. RESOLUTION DEFENSE TEAM..

(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1	Theron S. Wiggins	810-762-7336
2	Lee Osborne	810-766-2641
3		
4		



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Effective: April 1, 2026

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STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE:

Theron S. Wiggins  
Theron S. Wiggins (04/17/2026 10:58:35 EDT)

Theron S. Wiggins, Fire Chief

**ADMINISTRATION APPROVAL:**  
(\$20,000 or above spending authorizations)

Clyde Edwards  
Clyde Edwards (May 12, 2026 10:17:27 EDT)

## Section 6. VENDOR EVALUATION..

Business Title:

Siwek Construction  
Company

Vendor ID:

0000004704

Review Period:

07/01/26 - 06/30/27

Department:

Fire

Project Name:

Kitchen  
Remodeling at Fire  
Stations 6 and 8

Project Type:

Kitchen  
Remodeling

Vendor Goals:

Vendor goals will focus on the following:

1. Ensuring materials and products meet project specifications
2. Guaranteeing timely delivery of materials to Fire Station site to prevent project delays
3. Regularly reviewing vendor performance to address issues and maintain project momentum
4. Measuring the amount of work that needs to be redone due to errors which will impact cost and schedule
5. Fostering trust and collaboration to ensure priority service and better cooperation

Unable to score the vendor due to work not yet completed. At this time, can only focus on accomplishing vendor goals of Siwek Construction Company.

1 = Poor    2 = Fair    3 = Sufficient    4 = Good    5 = Excellent

Job Knowledge:

Work Quality:



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Timeliness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compliance with Contract:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warranty (If Product):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost Effectiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependability:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Performance:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Rating:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DEFECTS (IF ANY):  IF CHECKED, PLEASE EXPLAIN:

There are no defects at this time.

Performance / Other Comments:

The vendor is responsive.

REVIEWER'S SIGNATURE:

*Karen Shim*

Date:

May 7, 2026

1. Failure to use this bid form shall result in bid disqualification.
2. Failure to bid on all items shall result in an "incomplete bid" determination.
3. List value-added considerations on a separate sheet of paper.
4. All bid pricing to include shipping and freight charges.

**THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE BID**

The undersigned hereby certifies, on behalf of the respondent named in this Certification (the "Respondent"), that the information provided in this offer submitted to the City of Flint, Department of Purchase and Supplies is accurate and complete, and that I am duly authorized to submit same. I hereby certify that the Respondent has reviewed all documents and requirements included in this offer and accept its terms and conditions.

Terms: \_\_\_\_\_ Fed. ID #: 38-3438547

Company (Respondent): Siwek Construction

Address: 5020 Pilgrim Road

City, State & Zip Code: Flint, MI 48506

Phone / Fax Number: 810-691-0014 FAX: \_\_\_\_\_

Email: choover@siwekcc.com

Print Name and Title: Richard L. Siwek, CEO  
(Authorized Representative)

Signed: \_\_\_\_\_  
(Authorized Representative)

## **EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS**

**Please give a synopsis of your qualifications and experience with this service:**

Siwek Construction has been providing General Contractor, Construction Management, and Self Perform work in the Flint area for over 25 years. Our experiences have led to relationships with many great trade contractors in our area.

**Please list Licenses:**

Michigan Builder's License  
City of Flint Sidewalk License

**How long have you been in business?**

28 years

**Have you done business with the City of Flint?**

No

**If yes, please state the project name.**

N/A

**EXHIBIT C – DISCLOSURE OF SUPPLIER RESPONSIBILITY STATEMENT**

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract, or subcontract, or in the performance of such contract or subcontract.

N/A

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2. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offense indicating a lack of business integrity or business honesty which affect the responsibility of the contractor.

N/A

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3. List any convictions or civil judgments under state or federal antitrust statutes.

N/A

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4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

N/A

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5. List any prior suspensions or debarments by any government agency.

N/A

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6. List any contracts not completed on time.

N/A

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7. List any documented violations of federal or state labor laws, regulations or standards, or occupational safety and health rules.

N/A

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**❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS**

Providing the following contact information enables the City of Flint to contact those accounts as references.

**Reference #1:**

Company/Municipality: Oakland County  
Contact Person: Brett Battishill Title: Senior Project Manager  
Address: 1200 North Telegraph Road  
City: Pontiac State: MI Zip: \_\_\_\_\_  
Telephone: 248-721-1205 Fax: \_\_\_\_\_  
Email: battishill@oakgov.com  
Type of Project: Construction manager services for a health lab renovation  
and relocation  
Project Timeline (Dates): 4/2025-10/2025 Budget: \$1,100,000

**Reference #2:**

Company/Municipality: Meijer, Inc.  
Contact Person: Roger Whitford Title: Director of Construction  
Address: 2530 Three Mile Road NW  
City: Grand Rapids State: MI Zip: 49534  
Telephone: 616-791-3678 Fax: \_\_\_\_\_  
Email: roger.whitford@meijer.com  
Type of Project: Meijer Store 044 (Hill Road) Remodel  
Project Timeline (Dates): 3/25-10/25 Budget: \$5,800,000

**❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS (CONTINUES)**

**Reference #3:**

Company/Municipality: Lawrence E. Moon Funeral Home

Contact Person: Larry Moon Title: Owner

Address: 905 W. Flint Park Blvd.

City: Flint State: MI Zip: 48505

Telephone: 810-789-6666 Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Type of Project: 1,400 SF funeral home addition and renovations

Project Timeline (Dates): 4/25-10/25 Budget: \$ 649,400



❖ EXHIBIT G – CITY OF FLINT AFFADAVIT

FOR CORPORATION

STATE OF Michigan

S.S.

COUNTY OF Genesee

Richard L. Siwek being duly sworn, deposes and says that she/he/they

is CEO of Siwek Construction

(Official Title)

(Name of Corporation)

a corporation duly organized and doing business under the laws of the State of Michigan the corporation making the within and foregoing bid; that they executed said bid in behalf of said corporation by authority of its Board of Directors; that said bid is genuine and not sham or collusive and is not made in the interests of or on behalf of any person not herein named, and that they have not and said bidder has not directly or indirectly induced or solicited any other person or corporation to refrain from bidding; that they have not and said bidder has not in any manner sought by collusion to secure to themselves or to said corporation an advantage over other bidders.

Subscribed and sworn to before me at \_\_\_\_\_, in said County and State,

this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_,

\_\_\_\_\_

\*Notary Public, \_\_\_\_\_ County, \_\_\_\_\_

My Commission expires \_\_\_\_\_, 20\_\_\_\_





# City of Flint

## Department of Purchases & Supplies

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: Siwek Construction

Address: 5020 Pilgrim Road

City / State / Zip: Flint, MI 48506

Telephone: 810-691-0014 Fax: \_\_\_\_\_ Email: choover@siwekcc.com

Print Name: Richard L. Siwek Title: CEO

Signature: \_\_\_\_\_ Date: 4/22/26

Thank you,

A handwritten signature in cursive script that reads "Lauren Rowley".

Lauren Rowley, Purchasing Manager



Karen Shim <kshim@cityofflnt.com>

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**REVISED BID TAB: Fire Station Kitchens 6 & 8**

1 message

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Lauren Rowley <lrowley@cityofflnt.com>

Tue, Apr 28, 2026 at 10:13 AM

To: Theron Wiggins <twiggins@cityofflnt.com>, Karen Shim <kshim@cityofflnt.com>, Lee Osborne <losborne@cityofflnt.com>, Kathryn Neumann <kneumann@cityofflnt.com>

Hello,

This is the revised bid tab that shows the total for both kitchens. They did not give an individual price for each, just a grand total for both.

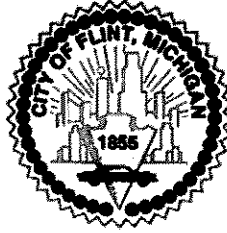
Sorry for the confusion!

--  
**Lauren Rowley**  
*City of Flint*  
*Purchasing Manager*  
*(810) 766-7340 ext #2904*



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 **P26-639 -Fire Station Kitchens #6, #8 Remodeling REVISED Bid tabulation .docx**  
177K



SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES

**Remodeling of Flint Fire Station Kitchens #6 & #8**

**PROPOSAL# 26000539**

Approximate Annual Quantities – Not Guaranteed

Furnish as requested for the period 07/1/26 – 6/30/27

**BID TABULATION**

**Bidder #1: Siwek Construction  
Flint, MI**

<b>Items</b>	<b>Station #6 &amp; #8</b>
General Conditions	\$48,813
Demolition	\$6,829
Ceilings and drywall	\$19,652
Paint	\$4,200
Flooring	\$21,900
Cabinets and counter tops	\$49,670
Plumbing and mechanical	\$12,000
<b>GRAND TOTAL (BOTH STATIONS)</b>	<b>\$163,064</b>

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**Additional Submission Information**

- **Electronic copies:** Submitted as required.
- **Hard copies:** Submitted as required (original plus additional copies noted in bid documents).

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



Sheldon Nealey  
Mayor



Theron S. Wiggins  
Fire Chief

April 28, 2026

**TO:** Lauren Rowley, Purchasing Director

**FROM:** Theron S. Wiggins, Fire Chief

**RE:** Siwek Construction Award Letter Proposal No. 26000539  
Fire Station Kitchen Remodeling (Stations 6 and 8)

The Flint Fire Department, along with the Division of Purchases & Supplies, solicited sealed bids for providing remodeling kitchens at Flint Fire Stations 6, 716 W. Pierson Rd and Station 8, 202 E. Atherton Rd. After thoroughly reviewing all bids received, we decided to award Siwek Construction, 3020 Pilgrim Rd., Flint, MI 48506.

Various considerations were made of all bids including previous references/related work, pricing, warranty, quality, location and item specifications. We feel this vendor has excellent qualifications in completing various commercial construction projects. Siwek Construction provided a very detailed, quality bid for the kitchen remodeling. Due to past similar scopes of work completed, we believe they can fulfill the required quality of work for our kitchen remodeling at Fire Stations 6 and 8.

Respectfully,

  
Theron S. Wiggins  
Fire Chief



Department of Finance - Treasury

Sheldon Neeley  
Mayor

Clyde Edwards  
City Administrator

Good Standing Certification

Applicant and/or Business Clearance

All applicants for City of Flint funded programs, including federal programs, must remain current and not in default on any obligations related to taxes, fines, penalties, water service, licenses or other forms of penalties.

APPLICANT NAME: Richard R. Siwek Jr.

HOME ADDRESS: \_\_\_\_\_

DBA: Siwek Construction Co.

BUSINESS ADDRESS: 5020 Pilgrim Road Flint, MI 48506

Please include addresses of all properties in the name of other current and/or former businesses, parent company, subsidiaries and/or divisions. Also, please include all former names used while conducting business with the City

**This section to be completed by the Department of Finance - Customer Service Division**

Please check the following divisions for the status of current and delinquent obligations owed to the City of Flint. Please circle the appropriate response for each division.

WATER DIV.  
PROPERTY TAXES DIV.  
INCOME TAX DIV.  
ENFORCEMENT  
MR

CURRENT  
CURRENT  
CURRENT  
CURRENT  
CURRENT

DELINQUENT *No Prop tax located*  
DELINQUENT  
DELINQUENT  
DELINQUENT  
DELINQUENT

If delinquencies exist, please indicate the date, type and amount of obligation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Karin Shim / May 1, 2026  
City Staff Person and Date

Shirley Tolbert 54-26  
City of Flint Customer Serv. Representative and Date

FLINT FIRE DEPT. 1101 S. Beganow St., FLINT, MICHIGAN 48602 (810) 786-7438

SIWEK CONSTRUCTION CO.

# Business Search

As of 5/1/2026:

Business Filings are processed through 04/28/2026.

Renewals and Restorations (for entities returning to good standing) are processed through 04/28/2026.

To file a document or annual report/statement for an existing entity, search for the entity, select Request Access from the slide-out drawer, complete the questions, refresh the webpage, and select File Subsequent Document or File Annual Report/Statement.

The same process applies to order certificates and copies.

You must be logged in to file documents or order certificates and copies. Click on the Login button in the top right. If you do not have an account, create one. The credentials from the previous system did not transfer to this system.

Business Search Info:

Siwek Construction

Advanced

Results: 1

Name	Filing Date	Status	AR Standing	Er
SIWEK CONSTRUCTION CO.	11/18/1998	Active	Good	Dr Pr Cc

Entity Name	SIWEK CONSTRUCTION CO
Identification #	000568662
Jurisdiction	Michigan
Entity Type	Domestic Profit Corporation
Entity Status	Active
AR Standing	Good
Common Shares	60000
AR Due Date	05/15/2027
Initial Filing Date	11/18/1998
Last Report with Officers and Directors	2026
Resident Agent Name	RICHARD R SIWEK JR
Registered Office Street Address	5020 PILGRIM RD, FLINT, MI 48506
President Name & Address	RICHARD R SIWEK JR 5020 PILGRIM RD, FLINT, MI 48506
Secretary Name & Address	RICHARD R SIWEK JR 5020 PILGRIM RD, FLINT, MI 48506
Treasurer Name & Address	RICHARD R SIWEK JR 5020 PILGRIM RD, FLINT, MI 48506
Directors Names & Addresses	RICHARD R SIWEK JR 5020 PILGRIM RD, FLINT, MI 48506



View History & Filings

# Business Search

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Business Search Info: v

Siwek Construction \*

Advanced v

Results: 1

Name	Filing Date	Status	AR Standing	Entity Type	Entity ID#	Agent	AR Due Date
SIWEK CONSTRUCTION CO.	11/18/1998	Active	Good	Domestic Profit Corporation	800565662	RICHARD R SIWEK JR	05/15/2027



STATE OF MICHIGAN  
CSCL/CD- 2500 - DOMESTIC PROFIT  
CORPORATION ANNUAL REPORT

Corporations Division Administrator  
**FILED**  
Doc #: 28059141  
Filed Date: 2/9/2026

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS PROFIT CORPORATION ANNUAL REPORT  
Required by Section 911, Act 284, Public Act of 1972

Corporation Information

The present name of the corporation is: **SIWEK CONSTRUCTION CO.**  
The identification number assigned by the Bureau is: **800565662**  
Annual Report Filing Year: **2026**

On behalf of the corporation, I certify that no changes have occurred in required information since the previously filed report.

The name of the resident agent at the registered office is:  
**RICHARD R SIWEK JR**  
Address  
**5020 PILGRIM RD, FLINT, MI 48506**  
Mailing Address

Purpose  
No changes were selected for this annual report.

Officers and Directors

Current officers and directors are listed below:

Title	Full Name	Address
President	RICHARD R SIWEK JR	5020 PILGRIM RD FLINT, MI 48506
Secretary	RICHARD R SIWEK JR	5020 PILGRIM RD FLINT, MI 48506
Treasurer	RICHARD R SIWEK JR	5020 PILGRIM RD FLINT, MI 48506
Director	RICHARD R SIWEK JR	5020 PILGRIM RD FLINT, MI 48506

Attestations

- I understand that the information I enter into the online system is public information and will appear online and on copy requests exactly as I enter it into the system.
- I have been authorized by the business entity to file this document online.
- I, HEREBY SWEAR AND/OR AFFIRM, under penalty of law, including criminal prosecution, that the facts contained in this document are true. I certify that I am signing this document as the person(s) whose signature is required, or as an agent of the person(s) whose signature is required, who has authorized me to place his/her signature on this document.

Signature

<u>Authorized Agent</u>	<u>Siwek Construction</u>	<u>Jesse Anderson</u>	<u>02/09/2026</u>
<u>Signer's Capacity</u>	<u>On behalf of</u>	<u>Sign Here</u>	<u>Date</u>



**Contract Awards Scheduled Maintenance**  
Apr 27, 2026

The Contract Awards Management will be unavailable for scheduled maintenance on Monday, May 4th, 2026, from 3:00 PM to 7:00 PM (EDT).



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All Words

e.g. 1606N020Q02

Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

Simple Search

Search Editor

- Any Words <sup>(i)</sup>
- All Words <sup>(i)</sup>
- Exact Phrase <sup>(i)</sup>

e.g. 123456789, Smith Corp

"Siwek Construction Co." x

Classification v

Excluded Individual v

Excluded Entity v

Federal Organizations v

Exclusion Type v

Exclusion Program v

Location v

Dates v

Reset ↻

Entity Information



Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions



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This system contains Controlled Unclassified Information (CUI). All individuals viewing, reproducing or disposing of this information are required to protect it in accordance with 32 CFR Part 2002 and GSA Order CIO 2103.2 CUI Policy.

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All Words

e.g. 1606N020Q02

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- All Words <sup>i</sup>
- Exact Phrase <sup>i</sup>

e.g. 123456789, Smith Corp

\*Richard R. Siwek Jr.\* x

- Classification v
- Excluded Individual v
- Excluded Entity v
- Federal Organizations v
- Exclusion Type v
- Exclusion Program v
- Location v
- Dates v

Reset

Entity Information



Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions



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260161

RESOLUTION NO.: \_\_\_\_\_  
PRESENTED: 5-20-2026  
ADOPTED: \_\_\_\_\_

A0640

**RESOLUTION AUTHORIZING A CONTRACTUAL AGREEMENT BETWEEN THE CITY OF FLINT AND GROSS CONSTRUCTION FOR CONSTRUCTION SERVICES AT ST. JOHN'S PARK**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, the City of Flint entered into a grant agreement with the Department of Natural Resources for a \$1 Million Dollar SPARK grant for park improvements and approved by City Council on April 10, 2023 for park improvements at St John Street Neighborhood Memorial Park through Resolution 230094; and

**WHEREAS**, Project includes new site improvements on the existing 1.5 mile to widen the trail along the Flint River from 8' to 10'-wide trail, removal of existing parking lot, new concrete connecting paths near Utah Dam, and construction of a new parking lot near Massachusetts Street with a new pavilion area, playground equipment, and interpretive signage.

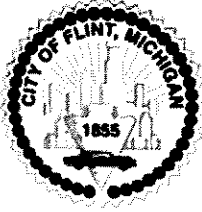
**WHEREAS**, other amenities will include bike racks, picnic tables, surface-mounted traffic bollards, ornamental benches, and trash receptacles.

**WHEREAS**, following a competitive bidding process, City Council authorized awarding a contract to A/E Collaborative, LLC for architectural services and construction and construction administration to complete this project as stated in Resolution 240079.1, adopted on March 18, 2024, in the amount of \$1,750,000.00; and

**WHEREAS**, due to the contractor's inadequate performance, the City cancelled the contract and reopened the bidding process to procure a qualified vendor to complete its grant obligations by the required expenditure deadline of October 31, 2026; and

**WHEREAS**, Gross Construction submitted Proposal No. P26000532 and has been selected as the best and most responsive bidder; and

**WHEREAS**, funding is budgeted for this purpose from the following accounts:



RESOLUTION NO.: \_\_\_\_\_


PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_


Dept.	Name of Account	Account Number	Grant CODE	Amount
Business & Comm. Serv.	Professional Services	296-751.719-801.000	SMDNR-SPRK23	\$845,184
Business & Comm. Serv.	Professional Services	101-751.720-801.000		\$393,816
<b>FY26 GRAND TOTAL</b>				<b>\$1,239,000</b>

**IT IS RESOLVED** that appropriate city officials are authorized to do all things necessary to enter into an agreement with Gross Construction for site improvements and construction services at St. John Street Neighborhood Memorial Park in an amount Not-To-Exceed \$1,239,000.00 in accordance with Proposal No. P26000532.


**APPROVED AS TO FORM:**

  
JoAnne Gurley (May 14, 2026 16:16:16 EDT)  
**JoAnne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

  
Phillip Moore (May 15, 2026 13:27:34 EDT)  
**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
Clyde Edwards/ A0640 (May 15, 2026 15:23:45 EDT)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

TODAY'S DATE: 4/24/2026  
 BID PROPOSAL #: 26000532  
 AGENDA ITEM TITLE:  
 PREPARED BY: Christian Baldwin/Rod Slaughter  
 VENDOR NAME: Gross Construction, LLC

## Section 1. BACKGROUND/SUMMARY OF PROPOSED ACTION..

**Vendor Compliance (This vendor has been properly vetted and the responses are below) :**

Federal gov't	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
State gov't	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.

**NOTE: Preparer MUST include a response to the conditions below:**

- Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?
- Why was this vendor chosen?
- What history does this vendor have with the City of Flint?
- What steps will be taken to do a post-performance of the vendor?

The City of Flint does not have a construction team to complete the work that is needed for this project. The vendor was chosen because they won the award as the bidder with the lowest responsible bid for this project.

This vendor doesn't have any experience with the City of Flint, but they have completed several projects with our Project Management vendor ROWE Engineering. The selected contractor is Gross Construction. As the Project Manager, ROWE Engineering will be managing all of the construction related activity throughout the project and ensure that no payment draws will be paid without approval from ROWE Engineering. No post-performance draws will be paid without signoff of the completed project.

### PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)

P26000532

- Cooperative Contract (MIDeal, Sourcwell, GSA, or other municipality)

\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services



# STAFF REVIEW FORM

Effective: April 1, 2026

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(3) Quotes (please attach all quotes to your requisition)

**Section 2. PREVIOUS ALLOCATIONS ( INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE )/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES..**

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

New vendor, no previous allocations

**Section 3. POSSIBLE BENEFIT TO THE CITY OF FLINT ( RESIDENTS AND/OR CITY OPERATIONS ) INCLUDE PARTNERSHIPS AND COLLABORATIONS..**

Former residents formed the **St. John Street Historical Committee** in the 1970s to preserve memories, organize reunions, and advocate for recognition of the neighborhood's history [stjohnstreethistoricalcommittee.com](http://stjohnstreethistoricalcommittee.com). In the 2020s, they partnered with **Mayor Sheldon Neeley** and the **City of Flint** to create a **memorial park** on land once part of the neighborhood.

The **St. John Street Neighborhood Memorial Plan**, published in 2022, envisioned a community-driven space that would honor displaced families and promote healing through truth-telling and reconciliation. The park was funded by local and state sources, including a **\$1 million Michigan Spark Grant**, city funds from the **American Rescue Plan Act**, and community fundraising efforts.

Now called **St. John Street Memorial Park**, the site includes:

- **A playground and walking paths**
- **Memorial benches and historical markers**
- **Restored Flint River trail overlooks**
- **Public art installations, including a solar-powered sculpture** by artist Ash Arder



# STAFF REVIEW FORM

Effective: April 1, 2026

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In essence, St. John Street Memorial Park is both a tribute to what was lost and a reclamation of community identity, ensuring that the story of north Flint's most diverse and self-sustaining neighborhood is never forgotten.

## Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES  NO  IF NO, PLEASE EXPLAIN:

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.

1. Including the Construction Management to be performed by ROWE, the total cost to complete the project will be \$1,410,116, of which Gross Construction will receive 87.9% of the total amount budgeted.

2. Gross Construction submitted a bid in response to RFP 26000532 was selected as the lowest responsive bidder for a total amount to be awarded of \$1,239,000 which includes the base bid of \$1,181,250 plus a 5% contingency allowance.

3. From the FY26 budget, the following percentages will be spent from each account:  
 296-751.719-801.000 SMDNR-SPRK23: \$845,184 (84.5%)  
 101-751.720-801.000: \$393,816 (100%).

4. Known Budgeted Funds include:  
 296-751.719-801.000: \$154,816 to ROWE Construction for project management, engineering, and compliance for the St. Johns Park Improvement project, and \$845,184 to Gross Construction for construction per scope for the St. Johns Park Improvement project.  
 101-751.719-801.000: \$393,816 to Gross Construction for construction per scope for the St. Johns Park Improvement project.

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
-------	-----------------	----------------	------------	--------



# STAFF REVIEW FORM

Effective: April 1, 2026

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Business & Comm. Serv.	Professional Services	296-751.719-801.000	SMDNR-SPRK23	\$845,184
Business & Comm. Serv.	Professional Services	101-751.720-801.000		\$393,816
<b>FY26 GRAND TOTAL</b>				<b>\$1,239,000</b>

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1: \_\_\_\_\_  
 BUDGET YEAR 2: \_\_\_\_\_  
 BUDGET YEAR 3: \_\_\_\_\_

OTHER IMPLICATIONS (i.e., collective bargaining).. \_\_\_\_\_

PRE-ENCUMBERED? YES  NO  REQUISITION NO: \_\_\_\_\_

ACCOUNTING APPROVAL: \_\_\_\_\_ Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

**Section 5. RESOLUTION DEFENSE TEAM..**

(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1	Doug Schultz – ROWE Engineering	
2	Brodie Bennet – Gross Construction	
3	Blake Strozier – ROWE Engineering	
4		



# STAFF REVIEW FORM

Effective: April 1, 2026

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STAFF RECOMMENDATION: (PLEASE SELECT):  **APPROVED**  **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_  
(Name, Title)

**ADMINISTRATION APPROVAL:**  
(\$20,000 or above spending authorizations)

## Section 6. VENDOR EVALUATION..

Business Title: \_\_\_\_\_ Vendor ID: \_\_\_\_\_

Review Period: \_\_\_\_\_ Department: \_\_\_\_\_

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

Vendor Goals:

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work Quality:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timeliness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compliance with Contract:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warranty (If Product):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost Effectiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependability:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Performance:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# STAFF REVIEW FORM

Effective: April 1, 2026

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Overall Rating:

DEFECTS (IF ANY):  IF CHECKED, PLEASE EXPLAIN:

Performance / Other Comments:

REVIEWER'S SIGNATURE: \_\_\_\_\_

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

GROSS

**THE FOLLOWING PAGES MUST BE COMPLETED AND INCLUDED WITH SUBMITTAL IN THE FOLLOWING ORDER.**

**Purchasing Checklist:**

- Exhibit A – Complete Proposal Submittal with detailed Summary of Pricing
- Exhibit A.1 – Bid Bond
- Exhibit B – Qualifications and Licenses Requirements
- Exhibit C – Disclosure of Supplier Responsibility Statement
- Exhibit D – List of References
- Exhibit E – Non-Bidder's Response
- Exhibit F – City of Flint Affidavit

❖ **EXHIBIT A – SUBMITTAL WITH DETAILED SUMMARY OF PRICING**

**BID FORM FOR CONSTRUCTION CONTRACT**

St. John's Park Improvements, City of Flint

26000532

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

**ARTICLE 1—OWNER AND BIDDER**

1.01 This Bid is submitted to:

City of Flint  
1101 S. Saginaw St.,  
Flint, MI, 48502

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

**ARTICLE 2—ATTACHMENTS TO THIS BID**

2.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security; and
- B. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids.

**ARTICLE 3—BASIS OF BID**

3.01 Lump Sum Bids

A. Bidder will complete the Work in accordance with the Contract Documents for the following lump sum (stipulated) price(s):

1. Lump Sum Price (Base Bid and Alternates)

Parking Lot and Storm Sewer	LSUM	<u>\$276,100.00</u>
Play Equipment Delivery and Installation (including Fencing, Landscape, Safety Surfacing – Engineered Wood Fiber)	LSUM	<u>\$192,450.00</u>
Picnic Area/Pavilion Footings	LSUM	<u>\$34,100.00</u>
Picnic Area/Pavilion Delivery and Installation	LSUM	<u>\$104,000.00</u>
Trail <sup>10'</sup> <del>8'</del> Wide (Remove and Replace)	LSUM	<u>\$364,400.00</u>
Trail – 6'-8' Wide (Concrete)	LSUM	<u>\$122,750.00</u>
Park Memorial Signage	LSUM	<u>\$87,450.00</u>

All associated costs will be included within the pay items listed above.

**BASE BID TOTAL**

**LSUM: \$ 1,181,250.00**

**Alternate A**

Remove and replace HMA Trail - 10' Wide

**Unit**

100'/Station

**Cost**

**\$ 9,000.00**

**Alternate B**

Type IV subgrade undercut, wrapped with non-woven geotextile

**Unit**

CYD

**Cost**

**\$ 120.00**

**Alternate C**

Park Entry Signage

**Unit**

2 EA

**Cost**

**\$ 17,700.00**

Alternates are for the purpose of adding or reducing scope to match the project funding available.

- 1) Failure to use this bid form shall result in bid disqualification.
- 2) Failure to bid on all items shall result in an "incomplete bid" determination.
- 3) List value-added considerations on a separate sheet of paper.
- 4) All bid pricing to include shipping and freight charges.

**ARTICLE 4—TIME of COMPLETION**

4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

**ARTICLE 5—Bidder's ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA**

5.01 *Bid Acceptance Period*

- A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 *Instructions to Bidders*

- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 *Receipt of Addenda*

- A. Bidder hereby acknowledges receipt of the following Addenda:

<b>Addendum Number</b>	<b>Addendum Date</b>
1	4/13/2026
2	4/17/2026
3	4/17/2026

**ARTICLE 6—BIDDER'S Representations AND CERTIFICATIONS**

6.01 *Bidder's Representations*

- A. In submitting this Bid, Bidder represents the following :
  1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.

2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, if any, with respect to the Technical Data in such reports and drawings.
5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on a) the cost, progress, and performance of the Work; b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and c) Bidder's (Contractor's) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

**6.02 Bidder's Certifications**

- A. The Bidder certifies the following:
  1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
  2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
  3. Bidder has not solicited or induced any individual or entity to refrain from bidding.

4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 6.02.A:
- a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process
  - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
  - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
  - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

**THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE BID**

The undersigned hereby certifies, on behalf of the respondent named in this Certification (the "Respondent"), that the information provided in this offer submitted to the City of Flint, Department of Purchase and Supplies is accurate and complete, and that I am duly authorized to submit same. I hereby certify that the Respondent has reviewed all documents and requirements included in this offer and accept its terms and conditions.

Terms: per plans and specifications

Fed. ID #: 82-1469499

Company (Respondent): Gross Construction Inc.

Address: 8260 New Lothrop Rd.

City, State & Zip Code: New Lothrop, MI 48460

Phone / Fax Number: 810.922.8712 FAX: \_\_\_\_\_

Email: bbennett@grosscon.org

Print Name and Title: Joseph Gross, President

(Authorized Representative)

Signed: \_\_\_\_\_

(Authorized Representative)

## Bid Bond

### CONTRACTOR:

*(Name, legal status and address)*

Gross Construction Inc.  
8260 New Lothrop Road  
New Lothrop, MI 48460

### SURETY:

*(Name, legal status and principal place of business)*

Pennsylvania Insurance Company  
P.O. Box 3646  
Omaha, NE 68103-0646

### OWNER:

*(Name, legal status and address)*

City of Flint

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**BOND AMOUNT:** Five Percent of Bid (5% of Bid)

**PROJECT:** City of Flint- St. John Park Improvements  
*(Name, location or address, and Project number, if any)*

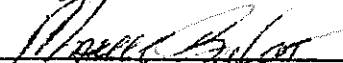
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 20th day of April, 2026

  
\_\_\_\_\_  
(Witness) Brooks Bennett

  
\_\_\_\_\_  
(Witness) Maxwell Bulock

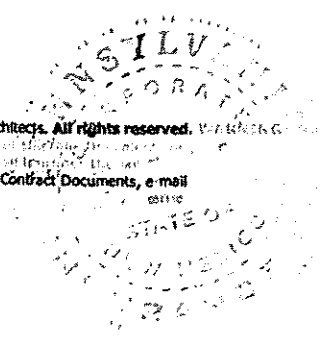
Gross Construction Inc.  
(Principal)  (Seal)

(Title) Joseph Gross, President  
Pennsylvania Insurance Company  
(Surety)  (Seal)

(Title) Jessa Powers, Attorney-in-Fact

In LAIA Document A310Tu— 2010. Copyright ©1963, 1970 and 2010 by The American Institute of Architects. All rights reserved.

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**POWER OF ATTORNEY NO. NEVATM01-0323**

KNOW ALL MEN BY THESE PRESENTS, That the California Insurance Company, duly organized and existing under the laws of the State of California and having its principal office in the County of San Mateo, California, and Continental Indemnity Company, Illinois Insurance Company and Pennsylvania Insurance Company, corporations duly organized and existing under the laws of the State of New Mexico and having their principal office in the County of Santa Fe, New Mexico does hereby nominate, constitute and appoint:

James Slear, Lauren Thompson, Christopher Slear, Jessa Powers, Jessie Wilson, Kaitlyn Caltrider, Corey Stid, Maxwell Bulock

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf as surety, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

"Unlimited"

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolution adopted by the Board of Directors of California Insurance Company, Continental Indemnity Company, Illinois Insurance Company and Pennsylvania Insurance Company.

"RESOLVED, That the President, Senior Vice President, Vice President, Assisted Vice President, Secretary, Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney of the Company, qualifying the attorney or attorneys named in given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the California Insurance Company, Continental Indemnity Company, Illinois Insurance Company and Pennsylvania Insurance Company, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, California Insurance Company, Continental Indemnity Company, Illinois Insurance Company and Pennsylvania Insurance Company, has caused its official seal to be hereunto affixed and these presents to be signed by its duly authorized officer the 16th day of August 2023.

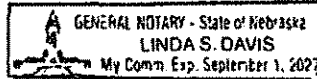
California Insurance Company, Continental Indemnity Company, Illinois Insurance Company, Pennsylvania Insurance Company

By Jeffrey A. Silver Jeffrey A. Silver, Secretary

STATE OF NEBRASKA  
COUNTY OF DOUGLAS SS

On this 16th day of August A D 2023, before me a Notary Public of the State of Nebraska, in and for the County of Douglas, duly commissioned and qualified, came THE ABOVE OFFICER OF THE COMPANY, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said corporation, and that Resolution adopted by the Board of Directors of said Company, referred to in the preceding instrument is now in force

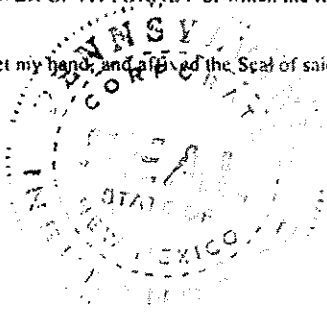
IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Douglas, the day and year first above written



Linda S. Davis  
(Notary Public)

I, the undersigned Officer of the California Insurance Company, a California Corporation of Foster City, California, Continental Indemnity Company, Illinois Insurance Company and Pennsylvania Insurance Company, New Mexico Corporations of Santa Fe, New Mexico, do hereby certify that the original POWER OF ATTORNEY of which the foregoing is full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand, and affixed the Seal of said Company, on the 20th day of April 2026



Jeffrey A. Silver  
Jeffrey A. Silver, Secretary

**ESTIMATE**

Gross Construction Inc  
8280 New Lothrop Rd  
New Lothrop, MI 48460

gr@grosscon.org  
+1 (810) 287-3652  
www.grossconstruction.org



**Bill to**  
City of Flint,  
1101 S. Saginaw St.  
Flint, MI 48502

**Estimate details**  
Estimate no.: 2790  
Estimate date: 04/20/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Notes	St. Johns Park Improvement Project - Voluntary Alternate	1	\$0.00	\$0.00
2.	Excavation	Voluntary Alternate #1: Pulverize and Pave In Place 10' Wide HMA Trail  Deduct: (\$35,000.00)	1	\$0.00	\$0.00
				<b>Total</b>	<b>\$0.00</b>

**Note to customer**

We will never initiate nor update ACH transfers or payment information by email. Please call the Project Manager or Finance Dept if you wish to pay by ACH.

**Accepted date**

**Accepted by**

## **EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS**

**Please give a synopsis of your qualifications and experience with this service:**

Gross Construction Inc. has been successfully completed hundreds of projects both as a subcontractor and prime contractor for the Genesee, Lapeer, Shiawassee, and Saginaw counties for over 14 years.

**Please list Licenses:**

Michigan Contractor's/Builder's Licence #2101200264

**How long have you been in business?**

14 Years

**Have you done business with the City of Flint?**

Yes

**If yes, please state the project name.**

Haskell Community Center - Football Field Project 2025

**EXHIBIT C – DISCLOSURE OF SUPPLIER RESPONSIBILITY STATEMENT**

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract, or subcontract, or in the performance of such contract or subcontract.

n/a

---

2. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offense indicating a lack of business integrity or business honesty which affect the responsibility of the contractor.

n/a

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3. List any convictions or civil judgments under state or federal antitrust statutes.

n/a

---

4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

n/a

---

5. List any prior suspensions or debarments by any government agency.

n/a

---

6. List any contracts not completed on time.

n/a

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7. List any documented violations of federal or state labor laws, regulations or standards, or occupational safety and health rules.

n/a

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**❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS**

Providing the following contact information enables the City of Flint to contact those accounts as references.

**Reference #1:**

Company/Municipality: Rowe Engineering  
Contact Person: Doug Schultz Title: \_\_\_\_\_  
Address: 640 Saginaw St STE 200  
City: Flint State: MI Zip: 48502  
Telephone: 810 341 7500 Fax: \_\_\_\_\_  
Email: dschultz@rowepsc.com  
Type of Project: Lake Callis Site Improvements - Davison Township

Project Timeline (Dates): 10/2025 Budget: Gross Construction Prime Contract Value: \$728,000.00

**Reference #2:**

Company/Municipality: Lurvey Construction  
Contact Person: Dave Lurvey Title: President  
Address: 601 S Grand Traversa St  
City: Flint State: MI Zip: 48502  
Telephone: 810.391.2908 Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Type of Project: Haskell Community Center - Football Field Project

Project Timeline (Dates): 9/2025 Budget: Gross Construction Contract Value: \$130,000.00

❖ **EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS (CONTINUES)**

**Reference #3:**

**Company/Municipality:** Flint Housing Commission

**Contact Person:** Doug Peters **Title:** Construction Manager

**Address:** 3820 Richfield Road

**City:** Flint **State:** MI **Zip:** 48506

**Telephone:** 810.736.3143 **Fax:** \_\_\_\_\_

**Email:** DPeters@flinhc.com

**Type of Project:** Richert Menor Parking Lot Improvements

**Project Timeline (Dates):** 7/2025 **Budget:** Gross Construction Prime Contract Value: \$972,816.00

❖ **EXHIBIT E – NON-BIDDER’S RESPONSE**

**VENDOR’S NAME:** \_\_\_\_\_

**NON-BIDDER’S RESPONSE**

For the purpose of facilitating your firm’s response to our invitation to bid, the City of Flint is interested in ascertaining reasons for prospective bidder’s failure to respond to “Invitations to Bid”. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and return this form to the above address.

We are *not* responding to this “Invitation to Bid” for the following reason(s):

\_\_\_\_\_ Items or materials requested not manufactured by us or not available to our company.

\_\_\_\_\_ Our items and/or materials do not meet specifications.

\_\_\_\_\_ Specifications not clearly understood or applicable (too vague, too rigid, etc.).

\_\_\_\_\_ Quantities too Small.

\_\_\_\_\_ Insufficient time allowed for preparation of bid.

\_\_\_\_\_ Incorrect address used. Our correct mailing address is:

\_\_\_\_\_

\_\_\_\_\_ Our branch / division handles this type of bid. We have forwarded this bid on to them but for the future the correct name and mailing address is: \_\_\_\_\_

\_\_\_\_\_ **OTHER:** \_\_\_\_\_

\_\_\_\_\_

**Thank you for your participation in this bid.**

❖ EXHIBIT F -- CITY OF FLINT AFFADAVIT

FOR CORPORATION

STATE OF Michigan

S.S.

COUNTY OF Shiawassee

Joseph Gross being duly sworn, deposes and says that she/he/they  
is President of Gross Construction Inc.

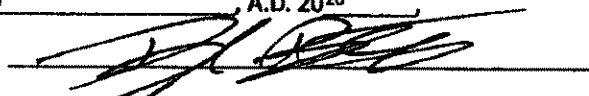
(Official Title)

(Name of Corporation)

a corporation duly organized and doing business under the laws of the State of Michigan  
the corporation making the within and foregoing bid; that they executed said bid in behalf of said corporation by  
authority of its Board of Directors; that said bid is genuine and not sham or collusive and is not made in the  
interests of or on behalf of any person not herein named, and that they have not and said bidder has not directly  
or indirectly induced or solicited any other person or corporation to refrain from bidding; that they have not and  
said bidder has not in any manner sought by collusion to secure to themselves or to said corporation an advantage  
over other bidders.

Subscribed and sworn to before me at New Lothrop, in said County and State,

this 20th day of April, A.D. 2020



\*Notary Public, Saginaw County, Michigan

My Commission expires March 13th, 2030

BRODIE BENNETT  
Notary Public - State of Michigan  
County of Saginaw  
My Commission Expires Mar 13, 2030  
Acting in the County of Saginaw



# City of Flint

## Department of Purchases & Supplies

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Sheldon A. Neeley

TO: All Proposers  
FROM: Lauren Rowley, Purchasing Manager  
DATE: April 13, 2026  
SUBJECT: Addendum #01 – P26000532: CONSTRUCTION PROJECTS AT ST. JOHN'S PARK

**Please see the attached Pre-bid Attendance sign in sheet, additional drawings, and clarifications document provided by Rowe Engineering in regards to this RFP.**

**Thank you,**

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: Gross Construction Inc.

Address: 8260 New Lothrop Rd

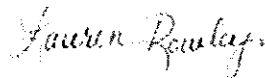
City / State / Zip: New Lothrop, MI 48460

Telephone: 810.922.8712 Fax: \_\_\_\_\_ Email: bbennett@grosscon.org

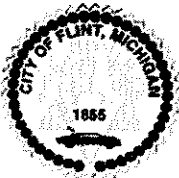
Print Name: Joseph Gross Title: President

Signature:  Date: 4/20/2026

Thank you,



Lauren Rowley, Purchasing Manager



# City of Flint

## Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers  
 FROM: Lauren Rowley, Purchasing Manager  
 DATE: April 17, 2026  
 SUBJECT: Addendum #02 – P26000532: CONSTRUCTION PROJECTS AT ST. JOHN'S PARK

**ADDENDUM #02 IS BEING PUBLISHED TO REVISE THE FOLLOWING SPECIFICATION:**

**Article 3**

**3.01 Lump Sum Bids (page 16):**

"Trail-8' Wide (Remove and Replace)" should state "Trail- 10' Wide (Remove and Replace)"

(See below for visual representation for further clarification)

Picnic Area/Pavilion Delivery and Installation	LSUM \$ _____
Trail - 8' Wide (Remove and Replace)	LSUM \$ _____
Trail - 6' 8' Wide (Concrete)	LSUM \$ _____
Park Memorial Signage	LSUM \$ _____

All associated costs will be included within the pay items listed above.



All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: Gross Construction Inc.

Address: 8260 New Lothrop Rd

City / State / Zip: New Lothrop, MI 48460

Telephone: 810.922.8712 Fax: \_\_\_\_\_ Email: bbennett@grosscon.org

Print Name: Joseph Gross Title: President

Signature:  Date: 4/20/2026

Thank you,



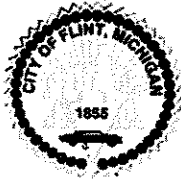
# City of Flint

## Department of Purchases & Supplies

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*Lauren Rowley*

**Lauren Rowley, Purchasing Manager**



# City of Flint

## Department of Purchases & Supplies

---

Sheldon A. Neeley

TO: All Proposers  
FROM: Lauren Rowley, Purchasing Manager  
DATE: April 17, 2026  
SUBJECT: Addendum #03 – P26000532: CONSTRUCTION PROJECTS AT ST. JOHN'S PARK

**ADDENDUM #03 IS BEING PUBLISHED TO ADDRESS THE FOLLOWING INQUIRY:**

**Q1.) Is there a concrete slab flatwork within the scope of work for the pavilion?**

**A1.)** The pavilion requires a 4" Concrete Slab with Broom Finish and thickened edge.

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

**In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.**

Company Name: Gross Construction Inc.

Address: 8260 New Lothrop Rd

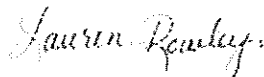
City / State / Zip: New Lothrop, MI 48460

Telephone: 810.922.8712 Fax: \_\_\_\_\_ Email: bbennett@grosscon.org

Print Name: Joseph Gross Title: President

Signature:  Date: 4/20/2026

Thank you,



**Lauren Rowley, Purchasing Manager**



260162

RESOLUTION NO.: \_\_\_\_\_

PRESENTED: 5-20-2026

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION AUTHORIZING THIRD QUARTER FY26 BUDGET AMENDMENT – Clerk & City Council**

**WHEREAS**, the City of Flint’s operating budget is monitored on an ongoing basis by the Finance Department and City department heads and changes to an approved operating budget are required from time to time. And;

**WHEREAS**, the Department of Finance is recommending certain fiscal appropriation amendments to the FY2026 City of Flint operating budget as follows in accordance with State Public Act 2 of 1968 as amended. And;

<b>FY2026 Proposed Third Quarter Budget Amendments</b>	<b>Amended FY2026 Budget as of 3/31/2025</b>	<b>Proposed Amendment for FY2026 Q3 End</b>	<b>Proposed Amended FY2026 Budget</b>	<b>Estimated Ending Fund Balance</b>
<b>General Fund – Clerk’s Office</b> 101 Expenditures – W&F & Prof. Svcs	\$406,589	\$0	\$406,589	\$22,771,087
<b>General Fund – Election Workers</b> 101 Expenditures – W&F & Prof. Svcs	\$335,995	\$0	\$335,995	\$22,771,087
<b>General Fund – City Council</b> 101 Expenditures – W&F & Prof. Svcs	\$1,173,741	\$25,000	\$1,198,741	\$22,746,087
<b>Total Amendment</b>		\$25,000		

**IT IS RESOLVED**, that the appropriate officials are hereby authorized to do all things necessary to incorporate the approved appropriation changes into the FY2026 operating budget of the City of Flint.

**APPROVED AS TO FORM:**

*JoAnne Gurley*  
JoAnne Gurley (May 15, 2026 15:06:11 EDT)  
**Joanne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

*Phillip Moore*  
Phillip Moore (May 15, 2026 14:56:02 EDT)  
**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

*Clyde Edwards*  
Clyde Edwards/ A0655 (May 15, 2026 15:34:57 EDT)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

TODAY'S DATE: 4/22/2026

BID PROPOSAL #: N.A.

AGENDA ITEM TITLE: Clerk's Office Third Quarter Budget Amendment

PREPARED BY: Davina Donahue

VENDOR NAME: N.A.

## Section 1. BACKGROUND/SUMMARY OF PROPOSED ACTION..

Vendor Compliance (This vendor has been properly vetted and the responses are below) :

Federal gov't	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
State gov't	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.

NOTE: Preparer **MUST** include a response to the conditions below:

- Did we do an assessment of first consideration to Internal City of Flint staff and resources (explain)?
- Why was this vendor chosen?
- What history does this vendor have with the City of Flint?
- What steps will be taken to do a post-performance of the vendor?

This is a 3<sup>rd</sup> quarter budget adjustment for the Clerk's Office and City Council. Granicus is a vendor that part of the budget adjustment is for. We did an internal assessment and the software is needed. We are already under contract with them, just adding additional services. They bought out the original company and we have been utilizing their product for over 20 years. The performance is assessed with each meeting and there is no foreseeable end to the use of their product.

We are choosing the sole source below because this is just adding to th4e product.

### PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcwell, GSA, or other municipality)
  - \*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services
- (3) Quotes (please attach all quotes to your requisition)



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

**Section 2. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES..**

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

**Section 3. POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS..**

**Section 4. FINANCIAL IMPLICATIONS..**

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES  NO  IF NO, PLEASE EXPLAIN:

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?





# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

## Section 5. RESOLUTION DEFENSE TEAM..

(Place the names of those who can defend this resolution at City Council)

		NAME	
1		Davina Donahue	810
2			
3			
4			

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE:

(Name, Title)

## ADMINISTRATION APPROVAL:

(\$20,000 or above spending authorizations)

Clyde Edwards (Apr 24, 2026 08:07:59 EDT)

## Section 6. VENDOR EVALUATION..

Business Title:

Granicus, LLC

Vendor ID:

000006112

Review Period:

FY26

Department:

Clerk's Office

Project Name:

Maintenance Legi-Star

Project Type:

Software

Vendor Goals:

Storage and maintenance of city files and contracts and to modernize and stabilize our meeting and legislative operations.



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Work Quality:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Compliance with Contract:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Warranty (If Product):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Responsiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cost Effectiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dependability:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Total Performance:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Overall Rating:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

DEFECTS (IF ANY):  IF CHECKED, PLEASE EXPLAIN:

N.A.

Performance / Other Comments:

They help to drive transparency and public information availability while streamlining operations and recovering resources

REVIEWER'S SIGNATURE:         Dennis Anderson        

Date:         04/23/2026

RESOLUTION: 260091.1

PRESENTED: 3-18-2026

ADOPTED: 4-13-2026

**RESOLUTION TO INITIATE THE PROCESS FOR HIRING SIGN LANGUAGE INTERPRETERS FOR CITY COUNCIL MEETINGS**

**BY THE CLERK:**

The Flint City Council desires to do all things necessary "to ensure that individuals with disabilities have equal access to participate" in its meetings; and

The Flint City Council currently broadcasts its meetings on the Official Flint City Council YouTube channel, which provides closed captioning for the hearing impaired. Other ADA accommodations that could be considered by the City Council include, but are not limited to, sign language interpreters, virtual meeting participation, etc. City Council will also need to make budget amendments to allow for any accommodation(s) it chooses to adopt; and

The Flint City Council wishes to do all things necessary to provide sign language interpreters for City Council meetings at this time.

**IT IS RESOLVED**, that the Flint City Council will do all things necessary to initiate the processes for providing sign language interpreters for its regularly-scheduled City Council meetings, for a time period of April 2026 to June 2026, with funding in an amount NOT-TO-EXCEED \$25,000.00, to come from the City's [General] Funds.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
JoAnne Gurley, Chief Legal Officer

CS  
\_\_\_\_\_

101-101.000.801.000  
for sign language  
interpreters for  
City Council Mtgs



260163

RESOLUTION NO.: \_\_\_\_\_

PRESENTED: 5-20-2026

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION AUTHORIZING THIRD QUARTER FY26 BUDGET AMENDMENT – Law Department**

**WHEREAS**, the City of Flint’s operating budget is monitored on an ongoing basis by the Finance Department and City department heads and changes to an approved operating budget are required from time to time. And;

**WHEREAS**, the Department of Finance is recommending certain fiscal appropriation amendments to the FY2026 City of Flint operating budget as follows in accordance with State Public Act 2 of 1968 as amended. And;

FY2026 Proposed Third Quarter Budget Amendments	Amended FY2026 Budget as of 3/31/2025	Proposed Amendment for FY2026 Q3 End	Proposed Amended FY2026 Budget	Estimated Ending Fund Balance
<b>General Fund – Legal</b> 101 Expenditures – Prof Svcs & Xfers Out	\$1,632,697	\$3,000,000	\$4,632,697	\$19,746,087
<b>Total Amendment</b>		\$3,000,000		

**IT IS RESOLVED**, that the appropriate officials are hereby authorized to do all things necessary to incorporate the approved appropriation changes into the FY2026 operating budget of the City of Flint.

**APPROVED AS TO FORM:**

*JoAnne Gurley*  
JoAnne Gurley (May 15, 2026 15:16:57 EDT)  
**Joanne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

*Phillip Moore*  
Phillip Moore (May 15, 2026 14:56:45 EDT)  
**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

*Clyde Edwards*  
Clyde Edwards/ A0654 (May 15, 2026 15:31:45 EDT)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

**TODAY'S DATE:** May 1, 2026

**BID PROPOSAL #:** N.A.

**AGENDA ITEM TITLE:** Law Department – Third Quarter Budget Amendment

**PREPARED BY:** V. Foster for J. Gurley

**VENDOR NAME:** N.A.

## Section 1. BACKGROUND/SUMMARY OF PROPOSED ACTION..

**Vendor Compliance (This vendor has been properly vetted and the responses are below) :**

Federal gov't	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
State gov't	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.**

**NOTE: Preparer MUST include a response to the conditions below:**

- **Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?**
- **Why was this vendor chosen?**
- **What history does this vendor have with the City of Flint?**
- **What steps will be taken to do a post-performance of the vendor?**

The City's Self-Insurance Fund (677) requires additional funding to cover outstanding expenses. Unanticipated litigation costs and significant legal settlements have created a shortfall in the Self-Insurance Fund that requires replenishment through a budget transfer. The Law Department is requesting a transfer of \$3M from General Fund (101) to the Self-Insurance Fund (677).

The transfer of funds request includes an increase of the Claims & Settlements budget by \$2M and Supplies and Operating Expenses budget by \$1M to cover Professional Services, which includes outside legal counsel engaged in defending the City of Flint.

### PROCUREMENT (MUST BE SPECIFIED)

**Please specify how this vendor was identified: (Check one)**

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcwell, GSA, or other municipality)
  - \*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services
- (3) Quotes (please attach all quotes to your requisition)



# STAFF REVIEW FORM

Effective: April 1, 2026

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**Section 2. PREVIOUS ALLOCATIONS ( INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE )/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES..**

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

**Section 3. POSSIBLE BENEFIT TO THE CITY OF FLINT ( RESIDENTS AND/OR CITY OPERATIONS ) INCLUDE PARTNERSHIPS AND COLLABORATIONS..**

Payment of settlements as ordered by courts must be paid without delay or the city could face sanctions and additional legal fees.

**Section 4. FINANCIAL IMPLICATIONS..**

**IF ARPA related Expenditure:**

Has this request been reviewed by E&Y Firm: YES  NO  IF NO, PLEASE EXPLAIN:

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.

**BUDGETED EXPENDITURE?** YES  NO  **IF NO, PLEASE EXPLAIN:** As stated, the funds need to be budgeted to the transfer account to then be distributed to the GLs that will fund the previously described areas of need.

Dept.	Name of Account	Account Number	Grant CODE	Amount
Legal	Transfers out (FUND 667)	101-000,000-995.667	N.A.	\$3,000,000
Legal	Transfers In (FUND 101)	677-000.000-699.101	N.A.	\$3,000,000
Legal	Professional Services	677-266.200-812.000	N.A.	\$1,000,000
Legal	Litigations & Suits	677-266.200-956.300	N.A.	\$2,000,000
<b>FY26 GRAND TOTAL</b>				<b>\$3,000,000</b>



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1: \_\_\_\_\_  
BUDGET YEAR 2: \_\_\_\_\_  
BUDGET YEAR 3: \_\_\_\_\_

OTHER IMPLICATIONS (i.e., collective bargaining).. \_\_\_\_\_

PRE-ENCUMBERED? YES  NO  REQUISITION NO: \_\_\_\_\_

ACCOUNTING APPROVAL: [Signature] Date: 05/01/2026

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

### Section 5. RESOLUTION DEFENSE TEAM..

(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1	Joanne Gurley, City Attorney	766-7146
2	Phillip Moore, Chief Financial Officer	766-7266
3		
4		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: [Signature]  
\_\_\_\_\_  
(Name, Title)

ADMINISTRATION APPROVAL: [Signature]  
\_\_\_\_\_  
(\$20,000 or above spending authorizations)

### Section 6. VENDOR EVALUATION..



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

Business Title:

Vendor ID:

Review Period:

Department:

Project Name:

Project Type:

Vendor Goals:

1 = Poor    2 = Fair    3 = Sufficient    4 = Good    5 = Excellent

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work Quality:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timeliness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compliance with Contract:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warranty (If Product):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost Effectiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependability:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Performance:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Rating:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DEFECTS (IF ANY):  IF CHECKED, PLEASE EXPLAIN:



# STAFF REVIEW FORM

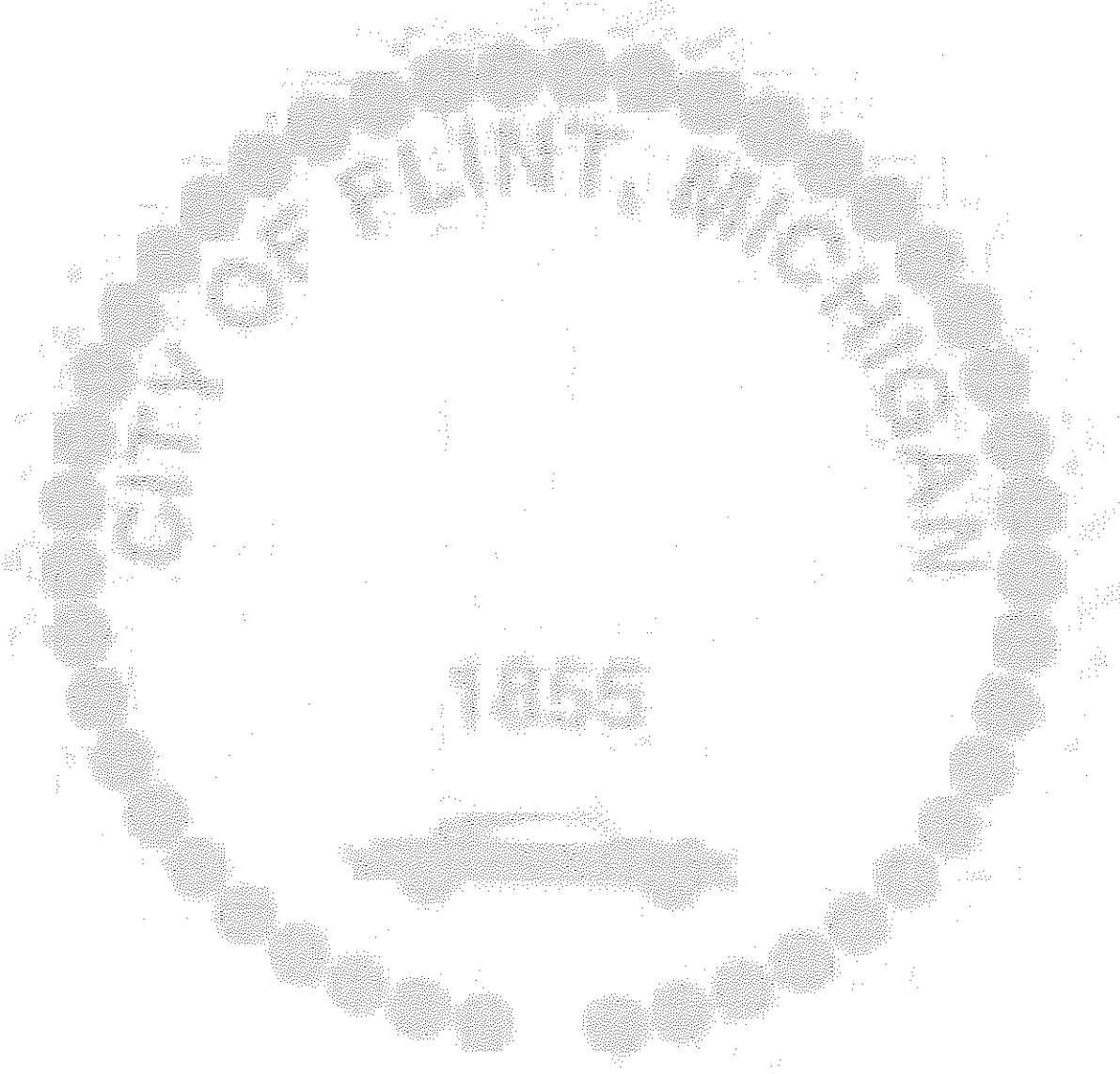
Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

Performance / Other Comments:

REVIEWER'S SIGNATURE: \_\_\_\_\_

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





RESOLUTION NO.: 260164

PRESENTED: 5-20-2026

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION AUTHORIZING THIRD QUARTER FY26 BUDGET AMENDMENT - Finance**

**WHEREAS**, the City of Flint’s operating budget is monitored on an ongoing basis by the Finance Department and City department heads and changes to an approved operating budget are required from time to time. And;

**WHEREAS**, the Department of Finance is recommending certain fiscal appropriation amendments to the FY2026 City of Flint operating budget as follows in accordance with State Public Act 2 of 1968 as amended. And;

<b>FY2026 Proposed Third Quarter Budget Amendments</b>	<b>Amended FY2026 Budget as of 3/31/2025</b>	<b>Proposed Amendment for FY2026 Q3 End</b>	<b>Proposed Amended FY2026 Budget</b>	<b>Estimated Ending Fund Balance</b>
<b>General Fund – All Departments</b> 101 Revenue – State Grant	\$65,466,373	\$17,460,875	\$82,927,248	\$40,206,962
<b>General Fund – All Departments</b> 101 Expenditures – MERS Defined Benefit Pension	\$102,750,155	\$17,460,875	\$120,211,030	\$22,746,087
<b>Major Street – All Departments</b> 202 Revenue – State Grant	\$13,080,362	\$719,719	\$13,800,081	\$29,841,969
<b>Major Street – All Departments</b> 202 Expenditures – MERS Defined Benefit Pension	\$16,460,956	\$719,719	\$17,180,675	\$29,122,250
<b>Local Street – All Departments</b> 203 Revenue – State Grant	\$4,940,903	\$657,966	\$5,598,869	\$1,653,495
<b>Local Street – All Departments</b> 203 Expenditures – MERS Defined Benefit Pension	\$9,958,686	\$657,966	\$10,616,652	\$995,529
<b>Public Safety – All Departments</b> 205 Revenue – State Grant	\$6,196,380	\$2,337,840	\$8,534,220	\$4,703,263
<b>Public Safety – All Departments</b> 205 Expenditures – MERS Defined Benefit Pension	\$5,894,218	\$2,337,840	\$8,232,058	\$2,365,423
<b>Police Fund – All Departments</b> 207 Revenue – State Grant	\$2,051,090	\$853,214	\$2,904,304	\$3,188,948
<b>Police Fund – All Departments</b> 207 Expenditures – MERS Defined Benefit Pension	\$2,152,768	\$853,214	\$3,005,982	\$2,335,734
<b>Parks &amp; Rec. – All Departments</b> 208 Revenue – State Grant	\$834,722	\$22,456	\$857,178	\$469,158
<b>Parks &amp; Pec. – All Departments</b> 208 Expenditures – MERS Defined Benefit Pension	\$871,525	\$22,456	\$893,981	\$446,702



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

<b>Street Lighting – All Departments</b> 219 Revenue – State Grant	\$2,972,000	\$4,209	\$2,976,209	\$5,740,165
<b>Street Lighting – All Departments</b> 219 Expenditures – MERS Defined Benefit Pension	\$3,793,023	\$4,209	\$3,797,232	\$5,735,956
<b>Rubbish Fund – All Departments</b> 226 Revenue – State Grant	\$6,463,615	\$35,649	\$6,499,264	\$658,589
<b>Rubbish Fund – All Departments</b> 226 Expenditures – MERS Defined Benefit Pension	\$7,105,954	\$35,649	\$7,141,603	\$622,940
<b>Building Fund – All Departments</b> 249 Revenue – State Grant	\$2,335,000	\$536,141	\$2,871,141	\$3,542,879
<b>Building Fund – All Departments</b> 249 Expenditures – MERS Defined Benefit Pension	\$3,786,763	\$536,141	\$4,322,904	\$3,006,738
<b>Sewer Fund – All Departments</b> 590 Revenue – State Grant	\$114,475,618	\$1,996,492	\$116,472,110	\$104,685,238
<b>Sewer Fund – All Departments</b> 590 Expenditures – MERS Defined Benefit Pension	\$121,488,450	\$1,996,492	\$123,484,942	\$102,688,746
<b>Water Fund – All Departments</b> 591 Revenue – State Grant	\$34,978,486	\$1,743,859	\$36,722,345	\$91,496,442
<b>Water Fund – All Departments</b> 591 Expenditures – MERS Defined Benefit Pension	\$45,589,536	\$1,743,859	\$47,333,395	\$89,752,583
<b>Fringe Benefit – All Departments</b> 627 Revenue – State Grant	\$37,014,250	\$56,140	\$37,071,390	\$4,468,918
<b>Fringe Benefit – All Departments</b> 627 Expenditures – MERS Defined Benefit Pension	\$41,179,410	\$56,140	\$41,235,550	\$4,412,778
<b>IT Services – All Departments</b> 636 Revenue – State Grant	\$4,158,000	\$294,737	\$4,452,737	\$3,191,304
<b>IT Services – All Departments</b> 636 Expenditures – MERS Defined Benefit Pension	\$4,624,029	\$294,737	\$4,918,766	\$2,896,567
<b>Motor Pool – All Departments</b> 661 Revenue – State Grant	\$5,194,000	\$280,703	\$5,474,703	\$8,903,986
<b>Motor Pool – All Departments</b> 661 Expenditures – MERS Defined Benefit Pension	\$8,496,163	\$280,703	\$8,776,866	\$8,623,283
<b>Total Amendment</b>		\$27,00,000		




RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

**IT IS RESOLVED**, that the appropriate officials are hereby authorized to do all things necessary to incorporate the approved appropriation changes into the FY2026 operating budget of the City of Flint.

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
JoAnne Gurley (May 15, 2026 15:10:16 EDT)


**Joanne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

  
\_\_\_\_\_  
Phillip Moore (May 15, 2026 14:56:25 EDT)

**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
\_\_\_\_\_  
Clyde Edwards/ A0654 (May 15, 2026 15:33:37 EDT)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

TODAY'S DATE: 4/28/2026

BID PROPOSAL #: N.A.

AGENDA ITEM TITLE: Finance Third Quarter Budget Amendment

PREPARED BY: Chay Linseman

VENDOR NAME: N.A.

## Section 1. BACKGROUND/SUMMARY OF PROPOSED ACTION..

Vendor Compliance (This vendor has been properly vetted and the responses are below) :

Federal gov't	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
State gov't	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
City of Flint	(All documentation current, no violations)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.

NOTE: Preparer **MUST** include a response to the conditions below:

- Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?
- Why was this vendor chosen?
- What history does this vendor have with the City of Flint?
- What steps will be taken to do a post-performance of the vendor?

### PROCUREMENT (MUST BE SPECIFIED)

Please specify how this vendor was identified: (Check one)

- Sole Source (Please attach sole source statement to requisition)
- Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- Cooperative Contract (MIDeal, Sourcewell, GSA, or another municipality)  
\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services
- (3) Quotes (please attach all quotes to your requisition)



# STAFF REVIEW FORM

Effective: April 1, 2026

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## Section 2. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES..

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
N.A.					

N.A.

## Section 3. POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS..

N.A.

## Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES  NO  IF NO, PLEASE EXPLAIN:

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?
- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.

This is a 3<sup>rd</sup> quarter budget adjustment for Finance to accept the MI Local Retirement Grant Program for FY26 in the amount of \$27,000,000 and add the revenue and expenditures budgets amending FY26 in those areas.

If this grant is not accepted, the City of Flint will remain in further deficit to pertaining to OPEB liabilities. As a result of this award, the FY26 budget must be amended to recognize revenue and expenditure applied across departments within the City.



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

**BUDGETED EXPENDITURE?** YES  NO  **IF NO, PLEASE EXPLAIN:** We will need a budget amendment as indicated in the table below.

Dept.	Name of Account	Account Number	Grant CODE	Amount
Finance	State Grants - Other	See Attachment – Multiple Rev	N.A.	\$27,000,000
Finance	MERS Defined Benefit Pension	See Attachment – Multiple Exp	N.A.	\$27,000,000
<b>FY26 GRAND TOTAL</b>				\$0

**WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)**

BUDGET YEAR 1: +/- \$0 \_\_\_\_\_  
 BUDGET YEAR 2: \_\_\_\_\_  
 BUDGET YEAR 3: \_\_\_\_\_

**OTHER IMPLICATIONS (i.e., collective bargaining)..** \_\_\_\_\_

**PRE-ENCUMBERED?** YES  NO  **REQUISITION NO:** \_\_\_\_\_

**ACCOUNTING APPROVAL:** [Signature] **Date:** 04/28/2026

**WILL YOUR DEPARTMENT NEED A CONTRACT?** YES  NO

**Section 5. RESOLUTION DEFENSE TEAM..**

(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1	Phillip Moore	810-766-7266 ext 2301
2		
3		

**STAFF RECOMMENDATION: (PLEASE SELECT):**  **APPROVED**  **NOT APPROVED**

**DEPARTMENT HEAD SIGNATURE:** [Signature]  
Phillip Moore (Apr 29, 2026 07:32:30 EDT)  
(Name, Title)

**ADMINISTRATION APPROVAL:** [Signature]  
Clyde Edwards (Apr 29, 2026 17:42:39 EDT)  
(\$20,000 or above spending authorizations)



# STAFF REVIEW FORM

Effective: April 1, 2026

(Do not alter or modify this form without written permission from the City Administrator)

## Section 6. VENDOR EVALUATION..

Business Title: N.A. Vendor ID: \_\_\_\_\_

Review Period: \_\_\_\_\_ Department: \_\_\_\_\_

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

Vendor Goals:

N.A.

1 = Poor    2 = Fair    3 = Sufficient    4 = Good    5 = Excellent

Job Knowledge:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work Quality:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timeliness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compliance with Contract:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warranty (If Product):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost Effectiveness:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependability:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Performance:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Rating:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DEFECTS (IF ANY):  IF CHECKED, PLEASE EXPLAIN:

N.A.



# STAFF REVIEW FORM

Effective: April 1, 2026

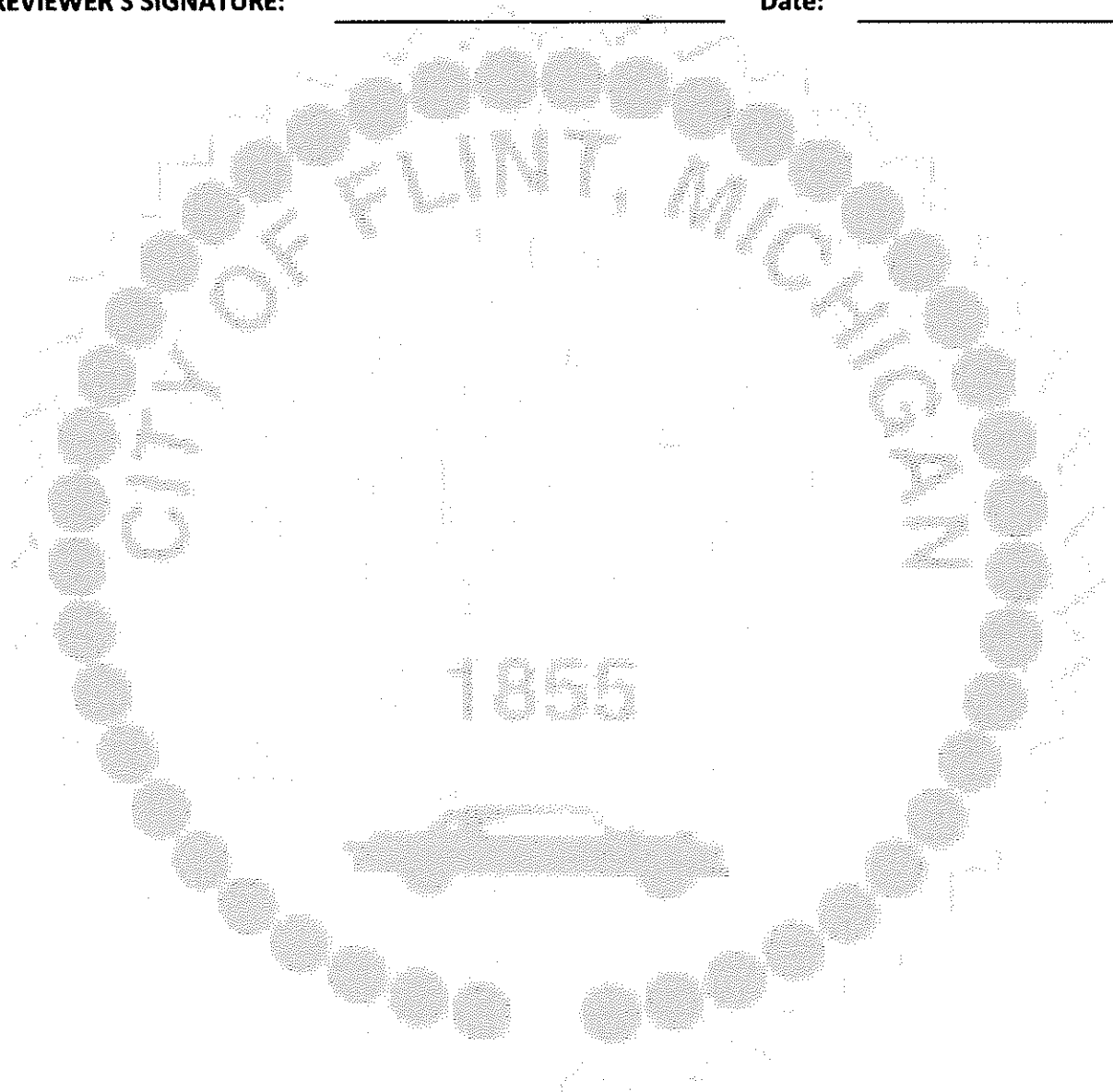
(Do not alter or modify this form without written permission from the City Administrator)

## Performance / Other Comments:

N.A.

REVIEWER'S SIGNATURE: \_\_\_\_\_

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



### Revenue: State Grant

Fund	GL Number	Fund Name	State Grant
101	101-000.000-569.000	General Fund	17,460,875.00
202	202-000.000-569.000	Major Street	719,719.00
203	203-000.000-569.000	Local Street	657,966.00
205	205-000.000-569.000	Public Safety	2,337,840.00
207	207-000.000-569.000	Police Fund	853,214.00
208	208-000.000-569.000	Parks/Recreation	22,456.00
219	219-000.000-569.000	Street Lightling	4,209.00
226	226-000.000-569.000	Rubbish Collection	35,649.00
249	249-000.000-569.000	Building Department	536,141.00
590	590-000.000-569.000	Sewer	1,996,492.00
591	591-000.000-569.000	Water	1,743,859.00
627	627-000.000-569.000	Fringe Benefit	56,140.00
636	636-000.000-569.000	IT Services	294,737.00
661	661-000.000-569.000	Motor Pool	280,703.00
			<b>27,000,000.00</b>

### Expenditures: State Grant

FUND	GL NUMBER	DESCRIPTION	FY26 Amend Budget	Pension Grant Addn'l Contribution	Revised FY26 Budget
101	101-101.000-717.010	MERS DEFINED BENEFIT PENSION	81,756	112,281	194,037
101	101-171.000-717.010	MERS DEFINED BENEFIT PENSION	453,232	622,454	1,075,686
101	101-172.000-717.010	MERS DEFINED BENEFIT PENSION	51,097	70,175	121,272
101	101-173.000-717.010	MERS DEFINED BENEFIT PENSION	75,624	103,860	179,484
101	101-191.100-717.010	MERS DEFINED BENEFIT PENSION	245,268	336,844	582,112
101	101-215.000-717.010	MERS DEFINED BENEFIT PENSION	40,878	56,141	97,019
101	101-215.200-717.010	MERS DEFINED BENEFIT PENSION	40,878	56,141	97,019
101	101-230.200-717.010	MERS DEFINED BENEFIT PENSION	168,621	231,579	400,200
101	101-233.000-717.010	MERS DEFINED BENEFIT PENSION	40,878	56,141	97,019
101	101-253.200-717.010	MERS DEFINED BENEFIT PENSION	408,779	561,404	970,183
101	101-257.000-717.010	MERS DEFINED BENEFIT PENSION	204,390	280,703	485,093
101	101-262.000-717.010	MERS DEFINED BENEFIT PENSION	81,756	112,281	194,037
101	101-266.000-717.010	MERS DEFINED BENEFIT PENSION	204,390	280,703	485,093
101	101-268.000-717.010	MERS DEFINED BENEFIT PENSION	81,756	112,281	194,037
101	101-269.000-717.010	MERS DEFINED BENEFIT PENSION	20,439	28,070	48,509
101	101-270.000-717.010	MERS DEFINED BENEFIT PENSION	122,634	168,422	291,056
101	101-301.000-717.010	MERS DEFINED BENEFIT PENSION	5,380,469	7,389,370	12,769,839
101	101-336.000-717.010	MERS DEFINED BENEFIT PENSION	4,038,164	5,545,890	9,584,054
101	101-701.000-717.010	MERS DEFINED BENEFIT PENSION	220,485	302,807	523,292
101	101-703.000-717.010	MERS DEFINED BENEFIT PENSION	61,930	85,053	146,983
101	101-728.014-717.010	MERS DEFINED BENEFIT PENSION	20,439	28,070	48,509
101	101-732.000-717.010	MERS DEFINED BENEFIT PENSION	670,035	920,205	1,590,240
202	202-447.201-717.010	MERS DEFINED BENEFIT PENSION	145,117	199,299	344,416
202	202-449.200-717.010	MERS DEFINED BENEFIT PENSION	49,054	67,369	116,423
202	202-449.201-717.010	MERS DEFINED BENEFIT PENSION	175,773	241,401	417,174
202	202-449.203-717.010	MERS DEFINED BENEFIT PENSION	120,590	165,615	286,205
202	202-449.211-717.010	MERS DEFINED BENEFIT PENSION	4,088	5,614	9,702

202	202-450.100-717.010	MERS DEFINED BENEFIT PENSION	29,432	40,421	69,853
203	203-447.201-717.010	MERS DEFINED BENEFIT PENSION	55,186	75,791	130,977
203	203-449.200-717.010	MERS DEFINED BENEFIT PENSION	16,352	22,457	38,809
203	203-449.201-717.010	MERS DEFINED BENEFIT PENSION	171,688	235,791	407,479
203	203-449.203-717.010	MERS DEFINED BENEFIT PENSION	120,589	165,613	286,202
203	203-449.211-717.010	MERS DEFINED BENEFIT PENSION	4,087	5,613	9,700
203	203-449.215-717.010	MERS DEFINED BENEFIT PENSION	81,755	112,280	194,035
203	203-450.100-717.010	MERS DEFINED BENEFIT PENSION	29,432	40,421	69,853
205	205-315.201-717.010	MERS DEFINED BENEFIT PENSION	822,153	1,129,120	1,951,273
205	205-339.201-717.010	MERS DEFINED BENEFIT PENSION	880,113	1,208,720	2,088,833
207	207-315.204-717.010	MERS DEFINED BENEFIT PENSION	621,256	853,214	1,474,470
208	208-752.102-717.010	MERS DEFINED BENEFIT PENSION	16,351	22,456	38,807
219	219-448.000-717.010	MERS DEFINED BENEFIT PENSION	3,065	4,209	7,274
226	226-528.201-717.010	MERS DEFINED BENEFIT PENSION	25,957	35,649	61,606
249	249-371.100-717.010	MERS DEFINED BENEFIT PENSION	390,384	536,141	926,525
590	590-536.101-717.010	MERS DEFINED BENEFIT PENSION	53,652	73,684	127,336
590	590-540.100-717.010	MERS DEFINED BENEFIT PENSION	81,755	112,280	194,035
590	590-540.207-717.010	MERS DEFINED BENEFIT PENSION	61,316	84,210	145,526
590	590-540.208-717.010	MERS DEFINED BENEFIT PENSION	459,876	631,580	1,091,456
590	590-550.100-717.010	MERS DEFINED BENEFIT PENSION	490,535	673,686	1,164,221
590	590-550.200-717.010	MERS DEFINED BENEFIT PENSION	20,438	28,069	48,507
590	590-550.202-717.010	MERS DEFINED BENEFIT PENSION	286,145	392,983	679,128
591	591-536.100-717.010	MERS DEFINED BENEFIT PENSION	53,652	73,684	127,336
591	591-536.206-717.010	MERS DEFINED BENEFIT PENSION	20,438	28,069	48,507
591	591-540.100-717.010	MERS DEFINED BENEFIT PENSION	71,536	98,245	169,781
591	591-540.200-717.010	MERS DEFINED BENEFIT PENSION	51,097	70,175	121,272
591	591-540.202-717.010	MERS DEFINED BENEFIT PENSION	602,949	828,072	1,431,021
591	591-545.200-717.010	MERS DEFINED BENEFIT PENSION	265,706	364,912	630,618
591	591-545.201-717.010	MERS DEFINED BENEFIT PENSION	204,389	280,702	485,091
627	627-000.001-717.010	MERS DEFINED BENEFIT PENSION	20,439	28,070	48,509
627	627-270.360-717.010	MERS DEFINED BENEFIT PENSION	20,439	28,070	48,509
636	636-228.000-717.010	MERS DEFINED BENEFIT PENSION	214,609	294,737	509,346
661	661-229.000-717.010	MERS DEFINED BENEFIT PENSION	204,390	280,703	485,093
<b>APPROPRIATIONS - ALL FUNDS</b>			<b>19,659,681</b>	<b>27,000,000</b>	<b>46,659,681.00</b>



## **Key Information for Grantees**

PA 121 of 2024, the FY25 Michigan budget and FY24 supplemental, includes funding for special grants intended for a single recipient. The budget includes language (called boilerplate) that provides a description of the project as well as certain requirements that all projects must comply with. Boilerplate language is binding and all projects must comply with the rules and regulations contained in the language.

You can find the budget bill [here](#). Transparency boilerplate was included in all department budgets and the FY24 supplemental.

Important information to note:

- The attached application will be used to develop and execute a grant agreement between each grantee and the relevant department. Grantees should work with their Legislative Sponsor to return the following application form to the State Budget Office.
- All applications must be submitted and legislative sponsors identified no later than December 13, 2024 pursuant to boilerplate.
- Eligible grantees include: units of local government, public authorities or other political instrumentalities, institutions of higher education, other state departments, entities registered with the department of licensing and regulatory affairs (LARA) or the department of attorney general (AG) that have been in existence for at least 12 months, or other entities that can demonstrate through tax filings or government records that they have been in existence for at least 12 months.
  - To check registration with LARA, check [here](#):  
<https://cofs.lara.state.mi.us/SearchApi/Search/Search>
  - To check registration with AG, check [here](#):  
<https://www.ag.state.mi.us/CharitableTrust/frmDisclaimer.aspx>
- Please ensure primary grant contact on the application is the fiduciary contact for the project.
- If the attached application is incomplete or missing information, grant processing may be delayed.
- To receive funds, all organizations must be registered in the State of Michigan SIGMA Vendor Self-Service (VSS) System. More information about registering for VSS can be found [here](#).
- Within 60 days of an executed grant agreement, an initial disbursement of up to 50% will be provided to the grantee. Please note, a 50% initial payment is not guaranteed nor required, and any advanced payments may be subject to additional approvals from the Office of Financial Management pursuant to the Financial Management Guide of the State of Michigan. (Defined terms and conditions are included in the grant agreement).

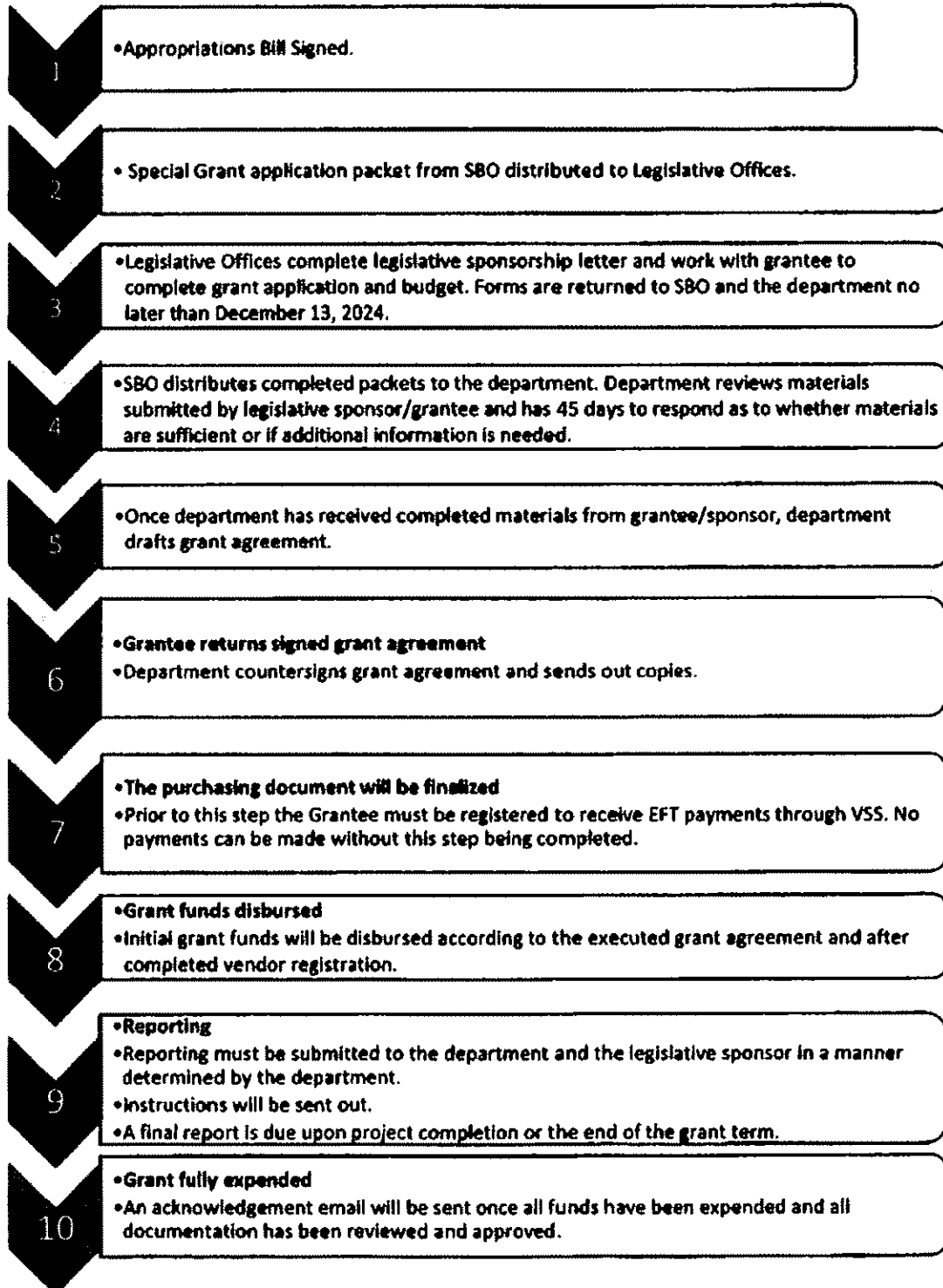
- **After the initial disbursement, additional funds will be disbursed on a reimbursement basis after verification that previous funds were expended in accordance with the project purpose.**
- **There is no requirement to have match funds for the grant.**
- **The grant cannot be increased or deviated from the boilerplate language.**
- **Grant funds can only be used for expenditures that occur on or after the effective date of the appropriations act unless otherwise specified in department policy.**
- **Any interest over \$1,000 earned on grant funds, while in the possession of the grantee, must be returned to the State of Michigan.**
- **Any questions that arise prior to submitting a grant application should be directed to the Grantee's Legislative Sponsor.**
- **Any questions that arise after submitting a grant application should be directed to the department.**
- **For timing and next steps, please review the attached process document.**

**Completed application materials can be submitted to:**

**[DTMB-SBOGrantForms@michigan.gov](mailto:DTMB-SBOGrantForms@michigan.gov)**

## Special Grant Process

This process flow is a general guideline; some projects will differ. Please feel free to contact us at any time if you have questions or concerns related to the process or the specifics of your grant.



## Special Grant Application Form

Official Grantee:

Grantee Full Address:

Grantee Primary Contact:

Phone:  Email:

Legislative Sponsor(s):  Appropriated Amount:

### Questions for Legislative Sponsor

1. Is the legislative sponsor and/or any family members of the legislative sponsor associated with this organization? (Ex: board member, employee, financial donor, etc.) **No**

If so, please explain:

2. Does this grant comply with the provisions of Article IV, §10 of the Michigan Constitution and PA 318 of 1968, MCL 15.301 to 15.310? **Yes**

### Questions for Official Grantee

1. Is the grantee a unit of local government, public authority or other political instrumentality as authorized by law, institution of higher education, or other state department? **Yes**

2. If no, is the entity registered with the department of licensing and regulatory affairs or the department of attorney general and been in existence for at least the 12 months preceding the effective date of this act? **N/A**

3. If the answers to #1 and #2 are no, does the grantee have other state or federal tax filings or other government records that demonstrate the grantee has been in existence for at least the 12 months preceding the effective date of this act? **N/A**

If yes, please attach any relevant records.

4. Please describe the public purpose of the project, demonstrating it is consistent with language authorizing grant in PA 121 of 2024. Please provide additional explanation that gives more detail than is currently contained in the boilerplate language.

\$27M in funding will be contributed to the Flint Pension Fund. For years, the city has struggled to make an actuarial determined contribution (ADC) given the funding level of the pension system. This grant will go directly to fund the city's long-term liabilities.

\*Grantees can check registration with LARA [here](#) and with AG [here](#).

5. Fill out the anticipated dollar amount for each respective category of the budget, using the excel budget form provided. Please note the general administrative expense cannot exceed 10% of the grant amount.

6. Anticipated time-frame for each cost identified in the budget (this will reflect the period of the grant).

Fiscal year 2025 (July 1, 2025 to June 30, 2026)

7. I acknowledge that the boilerplate language related to this grant has been read and confirm that all requirements for the grantee and project comply with the boilerplate language pertaining to this grant. (Sign to acknowledge)

Seanus Bannon

8. I acknowledge that I will be required to submit progress reports and a final report including:

- i. A summary of the Grant Activities performed over the period determined by the department;
- ii. An accounting of Grantee's actual expenditure of all funds on the Project over the period determined by the department, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements; the Grantee's estimated percentage of completion of the Project; and
- iii. Any other information deemed relevant by Grantee to support the Grant Activities actually performed.

9. Identify authorized signer(s) for Grant Agreement.

Clyde W. Edwards

10. Please be advised any portion of the grant funds paid to grantee and not spent or not spent in accordance with the grant agreement must be returned to the department.

**NOTICE:**

This Grant Application Form is not a legally binding agreement and should not be viewed as such. Moreover, the Grant Application Form does not embody all of the terms and conditions of the grant agreement and neither the department nor the grantee will be bound until there is an executed grant agreement that sets forth all the terms and conditions.

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