City of Flint, Michigan

Third Floor, City Hall
1101 S. Saginaw Street
Flint, Michigan 48502
www.cityofflint.com

Meeting Agenda – FINAL
Wednesday, August 5, 2026
5:00 PM

City Council Chambers

FINANCE COMMITTEE

Judy Priestley, Chairperson, Ward 4

Leon El-Alamin, Ward 1
Ladel Lewis, Ward 2
LaShawn Johnson, Ward 3
Jerri Winfrey-Carter, Ward 5
Tonya Burns, Ward 6
Candice Mushatt, Ward 7
Dennis Pfeiffer, Ward 8
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

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

260261 Appropriate/General Fund/City-Hosted Events/Create Safe Spaces/Flint Youth Summer 2026

Resolution resolving that the proper City Officials, upon the City Council approval, are authorized to do all things necessary to appropriate Twenty Thousand Dollars ($20,000.00) from the General 101 Fund, amend the FY27 budget and to appropriate funding for expenditures for the purpose of creating safe spaces for Flint youth and to encourage participation in City-hosted events, programs, and community activities during the summer months, AND, further resolving that the funds shall remain available for expenditure during FY27, or until full appropriation has been expended, whichever occurs first. [NOTE: The City of Flint expects to host community events, youth programs and neighborhood activities that provide recreational, educational and enrichment opportunities for Flint youth.]

260262 Approve/Subrecipient Agreement/Soberhood/Opioid Remediation Services

Resolution resolving that the appropriate City officials are authorized to enter into a subrecipient agreement with Soberhood in an amount NOT-TO-EXCEED $25,000.00 for the provision of opioid remediation services, AND, further resolving that upon adoption of this resolution, the FY2027 budget is amended as necessary to appropriate expenditures in the amount of $25,000.00 within the appropriate Opioid Settlement Fund accounts to carry out the purposes authorized herein. [NOTE: The proposed project is intended to support treatment engagement, recovery retention, and long-term recovery by reducing barriers to recovery and providing recovery-oriented services consistent with the approved uses of opioid settlement funds.]

260263 Grant Acceptance/State of Michigan/Funding/Debtbook Financial Management Software

Resolution resolving that the appropriate City Officials are authorized to accept grant funding from the State of Michigan in the amount of $25,000.00, under grant code SMDT-LAFD27, for the purpose of assisting with the purchase of DebtBook financial management software, AND, further resolving that the appropriate City Officials are authorized to do all things necessary to execute necessary documents, appropriate, receive, and expend the grant funds in accordance with the terms and conditions of the State of Michigan grant award and applicable City purchasing and financial procedures. [NOTE: The City of Flint Finance Department utilizes financial management software to support debt management, cash forecasting, and lease and subscription-based information in compliance with governmental accounting standards.]

260264 Extend Contract/Lurvey Construction, LLC/Phase I/South Building/Lower-Level Office Renovations

Resolution resolving the appropriate City Officials are authorized to revive and complete a contract extension with Lurvey Construction, LLC for the completion of the previously authorized South Building Lower-level office renovations for the Department of Business & Community Services in amount NOT-TO-EXCEED the remaining balance of $93,226.38 for FY2027 (07/01/2026 – 06/30/2027). [NOTE: On November 25, 2025, City Council adopted Resolution #250387-T authorizing a contract with Lurvey Construction, LLC for an amount NOT-TO-EXCEED $322,016.80. Due to unforeseen pipe issues and material order lead times the project is still ongoing and will require a contract extension into FY27 for an amount NOT-TO-EXCEED the remaining balance of the overall contract of $93,226.38.]

260265 Change Order #9/BS&A Software

Resolution resolving that the Division of Purchases and Supplies, upon City Council's approval, is authorized to do all things necessary to enter Change Order #9 to the contract with BS&A Software applications for the period of May 14, 2027 and a total contract amount of $154,738.00, allocations for FY27. [NOTE: The Information Services Division is requesting to enter into the final Change Order #9 to extend the agreement with BS&A through May 1, 2027 under the same terms of the agreement for the amount of $154,738.00. Funding for these services is to come from the following account, with $28,789.66 in FY 2026 and $128,948.34, the amount has already been adopted for this expense.]

260266 Approve/One-Year Extension/McNaughton-McKay Electric/Electrical, Lighting, Square D/Allen Bradley Supplies and Repair Parts

Resolution resolving that the Proper City Officials are authorized to do all things necessary to approve a one-year extension to Bid 23000023, and as the sole source supplier of Allen-Bradley parts, issue purchase orders to McNaughton-McKay for the supply of Allen Bradley parts, electrical, and electronic parts as described above for FY 2027 in the NOT-TO-EXCEED amount of $287,500.00. [NOTE: These parts and supplies are used to maintain several electric and electronic systems that support City Services which are critical to the health and safety of the residents, such as wastewater treatment, water treatment, and traffic/street lighting.]

260267 Contract/Wade Trim, Inc./Engineering Design Services/Sharp Manor Water Main Replacement Project

Resolution resolving that the Division of Purchases and Supplies, upon City Council's approval, are authorized to enter into a contract with Wade Trim, Inc. for engineering and design services for the Sharp Manor water main replacement project in amount NOT-TO-EXCEED $362,000.00 for FY27 budget (07/01/26-06/30/27). [NOTE: The Department of Public Works, Water Department, has utilized the State of Michigan's MiDeal Program to solicit a quote from Wade Trim, Inc. to provide engineering services to design a water main replacement in a portion of the Sharp Manor subdivision near Dupont Street and W. Pierson Road.]

260268 Contract/Complete Auto & Truck Parts Inc, dba Complete Towing Service/Police Department Towing and Storage Services/FY27 and FY28/Option to Extend Third Year

Resolution resolving that the Proper City Officials, upon City Council's approval are authorized to enter into a two-year contract with Complete Auto & Truck Parts Inc, dba Complete Towing with an option for an additional year for the Police Department for towing and storage services in an amount NOT-TO-EXCEED $860,000.00. ($430,000 for FY27 and $430,000 pending adoption of the FY28 budget).

260269 Approve/2026-2031 Consolidated Plan/2026-2027 Annual Action Plan/U.S. Department of Housing and Urban Development Community Development Block Grant/HOME Investment Partnerships and Emergency Solutions Grants

Resolution resolving that the City Officials approve the funding amounts and projects and authorize entering into contracts for the agencies listed below for the City's FY 2026-2027 Community Development Block Grant program in the estimated amount of $3,664,939.00 FY 2026-2027, HOME Investment Partnerships program in the estimated amount of $680,313.66, and FY 2026-2027 Emergency Solutions Grant program in the estimated amount of $315,431.00, and include any program income which might become available as a result of receipt of these funds, AND, further resolving that funds in an estimated amount program income received from loan repayments and other eligible activities, shall be made available for use as part of the FY 2026-2027 Community Development Block Grant program and the budget amended as received, AND, further resolving that all sub recipient agencies shall conform to the standards and bidding procedures maintained by the City of Flint and such bid processes shall be approved as to form by the Chief Legal Officer of the City of Flint. Sub recipients may not obligate any funds, incur any costs, nor implement any physical activities until the Division of Community and Economic Development has completed the Environmental Review Record and/or received a release of funds from the U.S. Department of HUD and has issued a written notice to proceed to the subrecipient, AND, further resolving following notification that HUD has approved the 2026-2027 Annual Action Plan through execution of a Grant Agreement with the City of Flint, the appropriate City Officials are authorized to do all things necessary to enter into sub-grantee agreements with the various agencies and to increase or decrease allocations in a proportionate amount as per actually awarded funds, AND, further resolving that the appropriate officials are authorized to do all things necessary to set up the appropriate accounts in the 279 Fund.

SPECIAL ORDERS/DISCUSSION ITEMS

260285 Discussion Item/Soberhood

A Discussion Item as requested by President Mushatt in order to allow for a 15-minute presentation about Soberhood.

ADJOURNMENT

RESOLUTION NO.: 260261

PRESENTED: 8-5-2026

ADOPTED: ____________

BY THE CITY ADMINISTRATOR:

RESOLUTION TO APPROPRIATE $20,000 FROM THE GENERAL FUND FOR CITY-HOSTED EVENTS AND TO CREATE SAFE SPACES FOR FLINT YOUTH DURING SUMMER 2026

WHEREAS, the City of Flint expects to host community events, youth programs and neighborhood activities that provide recreational, educational and enrichment opportunities for Flint youth; and

WHEREAS, such city-hosted events will help encourage city youth participation in these community engagements; and

WHEREAS, sufficient funds are available within the General Fund to support these activities;

Account Number	Account Name	Amount
101-301.000-880.000	Community Promotion	$20,000.00
	Total	$20,000.00

IT IS RESOLVED, that the proper City Officials, upon the City Council approval, are hereby authorized to do all things necessary to appropriate Twenty Thousand Dollars ($20,000.00) from the General 101 Fund, amend the FY27 budget and to appropriate funding for expenditures for the purpose of creating safe spaces for Flint youth and to encourage participation in City-hosted events, programs, and community activities during the summer months.

BE IT FURTHER RESOLVED, that the funds shall remain available for expenditure during FY27, or until full appropriation has been expended, whichever occurs first.

APPROVED AS TO FORM:

JoAnne Gurley (Jul 25, 2026 18:58:55 EDT)

Joanne Gurley, Chief Legal Officer

APPROVED AS TO FINANCE:

Phillip Moore (Jul 14, 2026 09:54:52 EDT)

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards / A0666 (Jul 26, 2026 21:05:38 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

____

City Council President

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE: 6/16/26

BID PROPOSAL #:

AGENDA ITEM TITLE: RESOLUTION TO APPROPRIATE $20,000 FROM THE GENERAL 101 FUND FOR CITY-HOSTED EVENTS AND TO CREATE SAFE SPACES FOR FLINT YOUTH DURING SUMMER 2026

PREPARED BY: Angela Amerman

VENDOR NAME:

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)	☐ YES	☐ NO
State gov't	(All documentation current, no violations)	☐ YES	☐ NO
City of Flint	(All documentation current, no violations)	☐ YES	☐ 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 <u>MUST</u> 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 and it was determined that City Staff will manage the city-hosted events and safe spaces. The proposed resolution would allocate $20,000 from the General Fund to support City-hosted events and designated safe spaces for youth and families. These activities are intended to provide structured recreational, educational, and community engagement opportunities, particularly during periods when youth may be at greater risk of negative outcomes due to a lack of supervised activities.

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)

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..

The purpose of this funding is to support City-hosted events and safe spaces that provide youth and families with positive, structured, and supervised activities throughout the community. These programs are designed to create welcoming environments where young people can engage in recreational, educational, cultural, and social activities that promote personal growth and community involvement. By increasing access to safe and inclusive spaces, the City can help reduce opportunities for youth involvement in negative or high-risk behaviors, strengthen relationships between residents and local government, and foster a greater sense of community pride and belonging. The proposed investment also supports public safety objectives by offering constructive alternatives for youth while encouraging family participation, neighborhood engagement, and overall community well-being.

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 <u>MUST</u> 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.**

STAFF REVIEW FORM

Effective: April 1, 2026

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

The total amount budgeted for this purpose is $20,000.00.

BUDGETED EXPENDITURE? YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
Police	Community Promotion	101-301.000-880.000		$20,000.00
		FY27 GRAND TOTAL		**$20,000.00**

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: Angela Amerman **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	Terence Green	
2	Jeff Antcliff	
3		
4		

STAFF REVIEW FORM

Effective: April 1, 2026

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

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

DEPARTMENT HEAD SIGNATURE: Terence Green
Terence Green (Jul 10, 2026 09:29:25 EDT)
(Terence Green, Police Chief)

ADMINISTRATION APPROVAL:
Clyde Edwards (Jul 10, 2026 09:59:55 EDT)
($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:	☐	☐	☐	☐	☐
Work Quality:	☐	☐	☐	☐	☐
Timeliness:	☐	☐	☐	☐	☐
Compliance with Contract:	☐	☐	☐	☐	☐
Warranty (If Product):	☐	☐	☐	☐	☐
Responsiveness:	☐	☐	☐	☐	☐
Cost Effectiveness:	☐	☐	☐	☐	☐

STAFF REVIEW FORM

Effective: April 1, 2026

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

Dependability:	☐	☐	☐	☐	☐
Total Performance:	☐	☐	☐	☐	☐
Overall Rating:	☐	☐	☐	☐	☐

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

Performance / Other Comments:

REVIEWER'S SIGNATURE: ____________________ **Date:** ____________________

RESOLUTION NO.: 260262

PRESENTED: 8-5-2026

ADOPTED: ______

A0692

BY THE CITY ADMINISTRATOR:
A RESOLUTION TO APPROVE A $25,000 SUBRECIPIENT AGREEMENT WITH SOBERHOOD FOR OPIOID REMEDIATION SERVICES

WHEREAS, the City of Flint has received opioid settlement funds to be used for opioid remediation activities intended to address the impacts of the opioid epidemic through prevention, treatment, recovery, recovery support, and other approved opioid remediation strategies; and

WHEREAS, Soberhood has submitted a proposal to provide community-based opioid remediation services through The Soberhouse, including peer recovery support, recovery-oriented wraparound services, outreach, life enrichment programming, resource navigation, basic needs assistance, and family-centered recovery supports for women and families affected by opioid use disorder and the opioid epidemic; and

WHEREAS, the proposed project is intended to support treatment engagement, recovery retention, and long-term recovery by reducing barriers to recovery and providing recovery-oriented services consistent with the approved uses of opioid settlement funds; and

WHEREAS, the total amount of the proposed subrecipient agreement is Twenty-Five Thousand Dollars ($25,000.00), to be funded from the City's Opioid Settlement Fund.

IT IS RESOLVED, that the appropriate City officials are authorized to enter into a subrecipient agreement with Soberhood in an amount not to exceed $25,000.00 for the provision of opioid remediation services.

BE IT FURTHER RESOLVED, that upon adoption of this resolution, the FY2027 budget is amended as necessary to appropriate expenditures in the amount of $25,000.00 within the appropriate Opioid Settlement Fund accounts to carry out the purposes authorized herein.

APPROVED AS TO FORM:

JoAnne Gurley (Jul 21, 2026 18:09:49 EDT)
Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore (Jul 22, 2026 06:58:46 EDT)
Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards/ A0692 (Jul 22, 2026 11:58:42 EDT)

APPROVED BY CITY COUNCIL:

______

Clyde Edwards, City Administrator

RESOLUTION NO.:______________________

PRESENTED:___________________________

ADOPTED:_____________________________

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE: 7/15/2026

BID PROPOSAL #:

AGENDA ITEM TITLE: Opioid Remediation Grant

PREPARED BY: Christina Baldwin, Grants Management Officer

VENDOR NAME: Soberhood

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 <u>MUST</u> 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 is considering entering into a grant agreement with Soberhood to provide opioid remediation services through The Soberhouse, a community-based recovery support program serving women, mothers, and children affected by substance use, trauma, and family instability. The proposed project will utilize City of Flint opioid settlement funds to support recovery-centered programming, including peer support, recovery fellowship, outreach, life enrichment classes, hygiene services, meals, laundry facilities, basic needs assistance, emergency transitional housing, community resource navigation, employment readiness assistance, and data collection. The program is expected to serve approximately 780 individuals annually, including women in recovery and their children, primarily within the City of Flint and Genesee County.

Soberhood's programming is designed to reduce barriers that often prevent women from engaging in or maintaining recovery, including lack of childcare, transportation, food insecurity, unstable housing, social isolation, and fear of family separation. Although Soberhood is not a licensed clinical treatment provider, the organization supports treatment engagement, recovery retention, and long-term recovery by providing peer-based recovery supports, referrals to treatment and community resources, family-centered programming, and recovery-oriented wraparound services. These activities are intended to remediate harms associated with the opioid epidemic by helping participants stabilize, strengthen recovery supports, reduce relapse risk, and improve long-term outcomes for women and families affected by opioid use disorder.

Assessment of First Consideration to Internal City Resources

The City of Flint does not currently operate a comparable community-based recovery support program providing peer recovery services, family-centered wraparound supports, outreach, and transitional assistance for women affected by substance use disorder. As a result, these services cannot reasonably be provided using existing City personnel or departmental resources.

Why was this vendor chosen?

Soberhood was selected because it provides specialized recovery support services focused on women, mothers, and children impacted by substance use disorder. The organization offers a unique combination of peer recovery support, family-centered programming, outreach, recovery resource navigation, and basic needs assistance designed to reduce barriers to treatment engagement and long-term recovery. The proposed services align with the allowable purposes of opioid settlement funding by supporting individuals and families affected by opioid use disorder through recovery-oriented wraparound services.

History with the City of Flint

Soberhood has not received any prior contracts with the City.

Post-Performance Evaluation
Program performance will be monitored through the City's standard grant administration and contract monitoring procedures. Soberhood will be required to submit periodic performance and financial reports documenting expenditures, units of service, participant outcomes, referrals, and other performance measures identified within the grant agreement. Performance will be evaluated based upon compliance with the approved scope of work, reporting requirements, and achievement of program objectives.

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..

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..

This project will expand recovery support services available to Flint residents affected by opioid use disorder and the broader impacts of the opioid epidemic. The proposed programming will provide peer recovery support, family-centered wraparound services, outreach, emergency transitional assistance, recovery resource navigation, and life skills programming designed to reduce barriers to treatment and long-term recovery. By addressing housing instability, food insecurity, transportation barriers, social isolation, and parenting challenges, the project seeks to improve recovery outcomes while strengthening families and reducing the long-term community impacts associated with substance use disorder.

The project also leverages partnerships with community organizations to connect participants to additional recovery resources and support services. Soberhood's collaboration with community partners and its emphasis on referrals, recovery support, and data collection will help strengthen Flint's continuum of care while providing measurable outcomes that support the City's opioid remediation strategy.

STAFF REVIEW FORM

Effective: April 1, 2026

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

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 <u>MUST</u> 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. $25,000 upon adoption of this resolution
2. 100%
3. The proposed agreement provides $25,000 in opioid settlement funding to support the implementation of recovery-oriented programming and wraparound services identified in the approved scope of work. Grant funds will be used for eligible personnel, professional services, program supplies, equipment, and related program delivery costs necessary to implement the project. Personnel and operational costs remain within the limitations established by the City's opioid grant program.

The requested funding is justified because Soberhood provides specialized recovery support services that the City does not currently offer. The proposed activities are designed to support treatment engagement, recovery retention, peer recovery support, community resource navigation, and other opioid remediation strategies intended to reduce the impacts of opioid use disorder on Flint residents and their families.

4. 100% from 288-266.215-801.000 grant code ONOS-OPDST22
5. This is the only expenditure budgeted from that account.

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
Public Health	Professional Services	288-266.215-801.000	ONOS-OPDST22	$25,000
		FY27 GRAND TOTAL		$25,000

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: ______________________ **Date:** 07/16/2026

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	Christian Baldwin	810-919-9811
2	Jocelyn Millender (Soberhood)	810-874-0682
3		
4		

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

DEPARTMENT HEAD SIGNATURE: Christian Baldwin (Jul 16, 2026 13:31:55 EDT)

(Name, Title)

ADMINISTRATION APPROVAL: Clyde Edwards (Jul 20, 2026 09:40:18 EDT)

($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)

New Vendor, No previous contracts with the City

		Vendor ID:	0000009590
Business Title:	Soberhood		
Review Period:	FY27	**Department:**	Mayor – Public Health
Project Name:	Soberhood Opioid Grant	**Project Type:**	Opioid Treatment/Remediation

Vendor Goals:

Vendor Goals
Provide Recovery Support Services
Deliver peer recovery support, NA/AA-style meetings, life enrichment classes, outreach, and wraparound services in accordance with the approved scope of work.
Meet Program Participation Goals
Serve approximately 780 participants annually (women and children), while maintaining documentation of services provided.
Provide Opioid Recovery Resource Navigation
Connect participants to appropriate treatment, recovery, behavioral health, housing, and other community resources, documenting referrals and recovery support activities.
Maintain Grant Compliance and Reporting
Submit all required financial reports, performance reports, supporting documentation, and data collection in a timely manner, including tracking participants served, outreach contacts, referrals, recovery support participation, and other agreed-upon performance measures.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☐
Work Quality:	☐	☐	☐	☐	☐
Timeliness:	☐	☐	☐	☐	☐
Compliance with Contract:	☐	☐	☐	☐	☐
Warranty (If Product):	☐	☐	☐	☐	☐
Responsiveness:	☐	☐	☐	☐	☐
Cost Effectiveness:	☐	☐	☐	☐	☐

STAFF REVIEW FORM

Effective: April 1, 2026

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

Dependability:	☐	☐	☐	☐	☐
Total Performance:	☐	☐	☐	☐	☐
Overall Rating:	☐	☐	☐	☐	☐

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

Performance / Other Comments:

REVIEWER'S SIGNATURE: Christian Baldwin (Jul 16, 2026 13:31:55 EDT) **Date:** 07/16/2026

RESOLUTION NO.: 260263

PRESENTED: 8-5-2026

ADOPTED:

RESOLUTION TO ACCEPT STATE OF MICHIGAN GRANT FUNDING FOR DEBTBOOK FINANCIAL MANAGEMENT SOFTWARE

WHEREAS, the City of Flint Finance Department utilizes financial management software to support debt management, cash forecasting, and lease and subscription-based information in compliance with governmental accounting standards; and

WHEREAS, the Department of Finance requests the addition of DebtBook financial management software to assist the City with maintaining accurate financial records, improving operational efficiency, supporting transparency, and strengthening long-term financial planning; and

WHEREAS, the City of Flint has been awarded grant funding from the State of Michigan in the amount of $25,000.00, grant number SMDT-LAFD27, to assist with the purchase of DebtBook financial management software.

Department	Name of Account	Grant Code/Acct. #	Amount
Finance	Software	SMDT-LAFD27	$25,000.00

THEREFORE, BE IT RESOLVED, that the appropriate City Officials are hereby authorized to accept grant funding from the State of Michigan in the amount of $25,000.00, under grant code SMDT-LAFD27, for the purpose of assisting with the purchase of DebtBook financial management software.

BE IT FURTHER RESOLVED, that the appropriate City Officials are authorized to do all things necessary to execute necessary documents, appropriate, receive, and expend the grant funds in accordance with the terms and conditions of the State of Michigan grant award and applicable City purchasing and financial procedures.

APPROVED AS TO FORM:

JoAnne Gurley (Jul 24, 2026 14:41:44 EDT)

Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore (Jul 24, 2026 12:34:46 EDT)

Phillip Moore, Chief Financial Officer

Clyde Edwards / A0683 (Jul 25, 2026 18:52:01 EDT)

Clyde Edwards, City Administrator

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: July 3, 2026

BID PROPOSAL #:

AGENDA ITEM TITLE: Approval to Accept $25,000 in State of Michigan Funding for DebtBook Financial Management Software

PREPARED BY: Vickie Foster, Finance Department

VENDOR NAME: State of Michigan / Fifth Asset, Inc. dba DebtBook

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 proposed action is to request City Council approval to accept $25,000 in State of Michigan funding to support the purchase of DebtBook financial management software for the City of Flint Finance Department.

Internal City staff currently rely on manual spreadsheets and bank statements for cash flow tracking and investment-related monitoring. Internal resources were considered; however, the City does not currently have an internal software platform that provides unified debt proceeds management, investment management, investment accounting, bank/custodian integrations, real-time dashboards, role-based access controls, and reporting in a single system.

DebtBook was chosen because the attached proposal identifies an integrated cloud-based treasury and accounting platform for government and nonprofit entities. The proposed platform will allow the City to move away from individual manual spreadsheet management of cash and investments and will support direct integration with Huntington, Chase, and PNC for real-time observation and analysis of cash flow. The proposal includes Debt Proceeds Management ($10,000) and Investment Management Core ($40,000), with Investment Accounting, Investment Custodian Account Integrations, and Premium Implementation discounted to $0 for Year 1. DebtBook has been identified for this software purchase through the attached State assistance request and DebtBook proposal.

STAFF REVIEW FORM

Effective: April 1, 2026

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

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..

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..

Acceptance of the State of Michigan Local Audit Finance Division Grant FY27 will benefit City operations and residents by supporting stronger financial management, improved security and tracking of investments, improved cash flow timing between inflows and outflows, better track the availability of bond proceeds, especially for capital investments. The software is expected to replace manual spreadsheet-based tracking with a unified cloud-based platform.

Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES ☐ NO ☐ IF NO, PLEASE EXPLAIN: Not ARPA-related based on the attached State funding request.

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 of the purchase of the software is $50,000. The total cost to the City for this purchase is $25,000, which represents approximately 25% of the Finance Department's Professional Services/Software budget for FY2027. The platform is intended to improve cash and investment management, reduce reliance on manual spreadsheets, and provide real-time dashboards and reporting. The software integrates with partner banks and complies with investment policies and accounting standards.

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:

Dept.	Name of Account	Account Number	Grant CODE	Amount
Finance	Software	TBD	SMDT-LAFD27	$25,000.00
Finance	Software	101-191.100-814.600		$25,000.00
		FY2027 GRAND TOTAL		$50,000.00

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*).. None

PRE-ENCUMBERED? YES ☐ 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	Phillip Moore, Chief Financial Officer	TBD
2	Paul Borle, Deputy Chief Financial Officer	TBD

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ APPROVED ☐ NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Phillip Moore
Phillip Moore (Jul 24, 2026 12:34:46 EDT)
Phillip Moore, Chief Financial Officer

ADMINISTRATION APPROVAL:
Clyde Edwards / A0683 (Jul 25, 2026 18:52:01 EDT)
($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:	DebtBook Financial Management Software	**Vendor ID:**	8913
Review Period:	FY27 Implementation and subscription period	**Department:**	Finance Department
Project Name:	State-funded DebtBook software purchase	**Project Type:**	Software subscription / implementation

Vendor Goals:

1. Provide Debt Proceeds Management and Investment Management Core software access consistent with the final agreement.
2. Support implementation, configuration, and entry of relevant City data.
3. Complete bank/custodian integrations needed for real-time cash and investment visibility.
4. Provide dashboards, reporting, role-based access controls, and user support for Finance Department operations.
5. Help improve investment security, cash flow timing, bond proceeds tracking, compliance monitoring, and capital/budget planning.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☒
Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☐	☒
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☐	☒
Overall Rating:	☐	☐	☐	☐	☒

DEFECTS (IF ANY): ☐ IF CHECKED, PLEASE EXPLAIN: None identified at this stage; performance to be reviewed after implementation and service delivery.

STAFF REVIEW FORM

Effective: April 1, 2026

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

Performance / Other Comments: Vendor performance should be evaluated after implementation and during the subscription period using the criteria above, including job knowledge, work quality, timeliness, compliance with contract terms, responsiveness, cost effectiveness, dependability, and overall performance. Because this request is for acceptance of State funding and approval of the software purchase, final performance ratings should be completed after services are delivered.

REVIEWER'S SIGNATURE: Philly Moo
Phillip Moore (Jul 24, 2026 12:34:48 EDT) **Date:** ______

MEMORANDUM OF UNDERSTANDING

between the

MICHIGAN DEPARTMENT OF TREASURY

and the CITY OF FLINT

I. Introduction

The Local Audit and Finance Division (LAFD) provides financial assistance to help strengthen the long-term financial position of local governments engaged by the Department of Treasury (Treasury). The purpose of the Memorandum of Understanding (MOU) between Treasury and the City of Flint (City) is to identify the responsibilities of the parties in supporting the implementation of an investment management software system for the City. Under this MOU, Treasury will reimburse the City for the costs of the investment management software system related to the identified activities.

The authorized project by Treasury is between the City and an external consultant (Vendor) to perform the following services for the not-to-exceed amounts:

- Increased security of its investments.
- Better tracking and optimal cash flow timing between inflows and outflows.
- Increased revenues from cash surplus investments.
- Better tracking, security, and availability of bond proceeds.
- Enhanced ability to build budgets, especially related to capital investments.

Treasury's reimbursement to the City for this project shall not exceed $25,000.00. This project was authorized by Treasury on June 18, 2026, and has a tentative completion date of January 31, 2027.

II. Term

This MOU shall remain in effect until January 31, 2027, or until up to $25,000.00 has been reimbursed by Treasury to the City and for such time as the appropriated funds are available.

III. Limitations on Costs

Under this MOU, Treasury will reimburse up to $25,000.00 to the City for the costs of the investment management software system. Any request for reimbursement must come from the City and may not be submitted by a contractor or third party. No representation should be made that these funds can be made available to any other party or for any other purpose than that outlined in this MOU.

IV. Treasury Responsibilities

Treasury will authorize payment of invoices upon receiving a request with documentation from the City and after determining that the costs are within the scope of this MOU.

V. Agency Responsibilities

The City shall provide Treasury with copies of all relevant contracts and will provide itemized monthly invoices and provide proof of payment of those invoices to request reimbursement. The City will maintain documentation supporting the disbursement. Treasury will maintain copies of the proposal from the Vendor and all documentation from the City.

The City agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this MOU.

VI. Joint Obligations

The parties shall cooperate with one another under this MOU, and upon the reasonable request of any Party, share reporting, payment history, expenditure planning, and other information as may become necessary relative to this MOU. This section shall survive termination of this MOU for purposes of audit review and records management.

VII. General Provisions

A. This MOU contains all of the terms and conditions agreed upon by the Parties. No other understanding, oral or otherwise, regarding the subject matter of this MOU shall be deemed or exist to bind the Parties.

B. This MOU may be modified, in writing, upon the mutual written approval of the Parties.

C. The Parties agree that faxed, or pdf, or electronic signatures of the Parties shall be binding and enforceable and that this MOU may be executed in one or more counterparts.

D. Treasury has designated funding to provide technical and administrative support for improvements in financial management in local governments and schools. These funds should be used for the projects detailed on the award letter and should provide targeted financial resources to districts that can help achieve fiscal stability. These funds are based upon availability.

(Signature Page Follows)

FOR THE MICHIGAN DEPARTMENT OF TREASURY

Kevin A. Smith
Deputy State Treasurer

FOR THE CITY OF FLINT

Sheldon Neeley
Mayor

City Administrator:

Clyde Edwards / A0683 (Jul 25, 2026 18:52:01 EDT)

As to Form:

JoAnne Gurley (Jul 24, 2026 14:41:44 EDT)

As to Finance:

Phillip Moore (Jul 24, 2026 12:34:46 EDT)

DebtBook

Flint, MI

1101 S Saginaw St
Flint, MI 48502
United States

Eric Scorsone
escorsone@cityofflint.com
810 766-7266

Quote created: Apr 22, 2026

Quote created by: Dan Cop

The proposed pricing set forth below is based on an initial term of 36 months and includes the products and services listed below.

Treasury

Item & Description		**Year 1**
Debt Proceeds Management	**List Price**	$10,000.00
Annual recurring fee for DebtBook's debt proceeds management software-as-a-service application provided to Customer through access to the Application Services	***Discount***	*($0.00)*
	Subtotal	**$10,000.00**
Investment Accounting	**List Price**	$5,000.00
Annual recurring fee for DebtBook's investment accounting software-as-a-service application provided to Customer through access to the Application Services.	***Discount***	*($5,000.00)*
	Subtotal	**$0.00**
Investment Custodian Accounts Integrations	**List Price**	$5,000.00
DebtBook's custodian accounts integration within the investment management software-as-a-service application provided to Customer through access to the Application Services.	***Discount***	*($5,000.00)*
	Subtotal	**$0.00**
Investment Management Core	**List Price**	$40,000.00
Annual recurring fee for DebtBook's investment management software-as-a-service application provided to Customer through access to the Application Services.	***Discount***	*($0.00)*
	Subtotal	**$40,000.00**

Non-Recurring

Item & Description		**Year 1**
Investment Management Core Premium Implementation	**List Price**	$10,000.00
The additional implementation services provided to Customer including tailored implementation support and entry of relevant Customer Data.	***Discount***	*($10,000.00)*
	Subtotal	**$0.00**

Summary	**Year 1**
Recurring Subscription Fees	$50,000.00
One-Time Implementation Fees	$0.00
Annual Total	**$50,000.00**
TOTAL CONTRACT VALUE	

The pricing and terms in this proposal are preliminary and subject to change. Final pricing will be confirmed only on the execution and delivery of a formal agreement between the parties.

RESOLUTION NO.: 260264

PRESENTED: 8-5-2026

ADOPTED:

Proposal #: 25000529
Tracking #: A0688

BY THE CITY ADMINISTRATOR:

RESOLUTION TO REVIVE AND EXTEND CONTRACT WITH LURVEY CONSTRUCTION, LLC FOR PHASE I OF THE SOUTH BUILDING LOWER-LEVEL OFFICE RENOVATIONS

WHEREAS, The City of Flint Division of Purchases & Supplies solicited proposals on behalf of the Department of Business & Community Services via P25000529. Lurvey Construction, LLC, Flint, MI was the sole responsive bidder for this solicitation.

WHEREAS, The South Building Lower-Level area of City Hall is in major disrepair and doesn't meet the functional needs of the Department of Business & Community Services. This project includes improvements to the electrical, lighting, drop ceiling, painting, mold remediation, flooring, window treatments and workstation furniture allowing the space to serve as a functional and safe office space for employees within this department.

WHEREAS, on November 25, 2025, City Council adopted Resolution #250387-T authorizing a contract with Lurvey Construction, LLC for an amount not-to-exceed $322,016.80. Due to unforeseen pipe issues and material order lead times the project is still ongoing and will require a contract extension into FY27 for an amount not-to-exceed the remaining balance of the overall contract of $93,226.38.

The contract balance is funded from the following account:

Account Number	Department/ Grant Code	Amount
296-737.310-976.000	Business & Comm. Services/OFAEC-2021	$93,226.38
	FY27 GRAND TOTAL	**$93,226.38**

IT IS RESOLVED, the appropriate City Officials are hereby authorized to revive and complete a contract extension with Lurvey Construction, LLC for the completion of the previously authorized South Building Lower-level office renovations for the Department of Business & Community Services in amount not-to-exceed the remaining balance of $93,226.38 for FY2027 (07/01/2026 – 06/30/2027).

APPROVED AS TO FORM:

JoAnne Gurley
JoAnne Gurley (Jul 21, 2026 17:45:02 EDT)
Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore
Phillip Moore (Jul 20, 2026 15:04:11 EDT)
Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards/ A0688 (Jul 22, 2026 18:29:06 EDT)
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

APPROVED AS TO PURCHASING:

Lauren Rowley
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:	July 8, 2026
BID PROPOSAL #:	25000529
AGENDA ITEM TITLE:	Resolution to Revive and Extend Contract with Lurvey Construction, LLC for Phase 1 of the South Building Lower-Level Renovations
PREPARED BY:	Business and Community Services Department
VENDOR NAME:	Lurvey 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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 Department of Business and Community Services solicited bids in June 2026 to complete renovations of the lower level of the south building. Lurvey was the sole qualified bidder for the work. Resolution # 250387-T authorized the City to enter into a contract with Lurvey for the Phase 1 completion of the South Building Lower-level office renovations project for an amount not to exceed $322,016.80 for FY2026 (07/01/25-06/30/26).

Due to unforeseen piping/HVAC issues and material order lead times the project is still ongoing and **requires a contract extension into FY2027** for the remaining balance of work ($93,226.38). Per the guidance of the Legal Department, this contract will need to be Revived (since it expired June 30, 2026) and extended into FY2027.

The Department is evaluating performance on an ongoing basis by attending regular progress meetings with the contractor, and the project has remained on schedule (aside from the unforeseen issues identified above) and is projected to finish within budget.

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)

STAFF REVIEW FORM

Effective: April 1, 2026

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

☐ 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..

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
2024	249-371.100-967.000	25-008017	$2,617,198.00	$2,550,032.00	240080

Lurvey was the contractor selected to renovate the South Building upper level in FY2024. The project was completed satisfactorily and under budget.

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

This renovation project will provide significant benefits to city operations by creating safer working conditions through the remediation of environmental hazards and moisture-damaged surfaces. The improvements will enhance employee health and productivity while maximizing the use of existing city facilities. Additionally, the renovated space will provide better working environments that support efficient city service delivery.

Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure: N/A – not ARPA

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

NOTE: Accountant <u>MUST</u> 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.**

STAFF REVIEW FORM

Effective: April 1, 2026

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

- Total amount budgeted for this purpose is $322,016.80
- 100% of encumbered funds is being spent with this vendor
- Work on this space is needed prior to re-occupancy by displaced staff
- All funds will be spent out of the building renovations line of identified accounts
- Budgeted funds and amounts are outlined in the table below

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
B&CS	Building Additions & Improvements	296-737.310-976.000	OFAEC-2021	$256,189.13
B&CS	Building Additions & Improvements	101-701.000-976.000	n/a – general fund	$65,827.67
		FY26 and FY27 GRAND TOTAL		$322,016.80

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: PO# 26-009239

ACCOUNTING APPROVAL: Carissa Dotson **Date:** 07/08/2026

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		
2		
3		
4		

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

Staff Review Form

Effective: April 1, 2026

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

DEPARTMENT HEAD SIGNATURE: N/A

(Name, Title)

ADMINISTRATION APPROVAL:

($20,000 or above spending authorizations) Clyde Edwards (Jul 10, 2026 17:47:43 EDT)

Section 6. VENDOR EVALUATION..

Business Title:	Lurvey Construction, LLC	**Vendor ID:**	0000006961
Review Period:	12/2025 - Current	**Department:**	Business & Community Svcs.
Project Name:	Basement LL Renovations	**Project Type:**	Office Rehabilitation

Vendor Goals:

Goal: to complete improvements to the electrical, lighting, drop ceiling, painting, mold remediation, flooring, window treatments, and workstation furniture, allowing the space to serve as a functional and safe office space for employees in this department.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☒
Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☐	☒
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☐	☒
Overall Rating:	☐	☐	☐	☐	☒

STAFF REVIEW FORM

Effective: April 1, 2026

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

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

Performance / Other Comments:

Lurvey Construction has been great to work with. They're super responsive, willing to listen and pivot as needed, and have provided great service and work products so far. With the majority of the work completed as of 6/30/26, the City can reasonably expect that the project will be completed satisfactorily and within budget.

REVIEWER'S SIGNATURE: Roy Lash **Date:** 7/8/26

COF

25-081

CITY OF FLINT MICHIGAN

Lurvey Construction, LLC
City Hall – South Building Lower-Level Renovations
$322,016.80

CONTRACTS

RESOLUTION NO.: 250387-T

PRESENTED: 11-19-2025

ADOPTED: NOV 2 4 2025

PROPOSAL #25000529

BY THE CITY ADMINISTRATOR:

RESOLUTION TO LURVEY CONSTRUCTION, LLC FOR PHASE I OF THE SOUTH BUILDING LOWER-LEVEL OFFICE RENOVATIONS

WHEREAS, The City of Flint Division of Purchases & Supplies solicited proposals on behalf of the Department of Business & Community Services via P25000529. Lurvey Construction, LLC, Flint, MI was the sole responsive bidder for this solicitation.

WHEREAS, The South Building Lower-Level area of City Hall is in major disrepair and doesn't meet the functional needs of the Department of Business & Community Services. This project will include improvements to the electrical, lighting, drop ceiling, painting, mold remediation, flooring, window treatments and workstation furniture allowing the space to serve as a functional and safe office space for multiple employees within this department.

WHEREAS, Lurvey submitted a total bid of $288,765.00. During a post-bid walk-through with the contractor, revisions for furniture/partitions totaling $25,000.00 plus contingency to allow for any unforeseen repairs needed for the space due to the current disrepair, is resulting in an additional $33,251.80. The Department of Business & Community Services is requesting a grand total of $322,016.80 for the completion of Phase I of this project.

The funding will come from the following account(s):

Account Number	Department/ Grant Code	Amount
296-737.310-976.000	Business & Comm. Services/OFAEC-2021	$256,189.13
101-701.000-976.000	Business & Comm. Services/Bldg Add. & Improve	$65,827.67
	FY26 GRAND TOTAL	**$322,016.80**

IT IS RESOLVED, the appropriate City Officials are hereby authorized to enter into a contract with Lurvey Construction, LLC for the Phase I completion of the South Building Lower-level office renovations for the Department of Business & Community Services for an overall total amount not to exceed $322,016.80 for FY2026 (07/01/25-06/30/26).

APPROVED AS TO FORM:

JoAnne Gurley (Nov 5, 2025 18:22:51 EST)

Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore (Nov 5, 2025 16:53:18 EST)

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

CD Edwards / A0567 (Nov 5, 2025 19:14:08 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley, Purchasing Manager

CITY OF FLINT

** STAFF REVIEW FORM **

Effective: August 1, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

TODAY'S DATE: *October 28, 2025*

BID/PROPOSAL# 25000529

AGENDA ITEM TITLE: Resolution authorizing agreement with Lurvey Construction for South Building Lower-Level Renovations (Phase One)

PREPARED BY: Business and Community Services Department

VENDOR NAME: Lurvey Construction, LLC.

Section I: BACKGROUND/SUMMARY OF PROPOSED ACTION:

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

Federal government	(All documentation current, no violations)	[x] YES	[ ] NO
State government	(All documentation current, no violations)	[x] YES	[ ] NO
City of Flint	(All documentation current, no violations)	[x] YES	[ ] 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 <u>MUST</u> 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 Department of Business and Community Services solicited bids in June to complete renovations of the lower level of the south building. Improvements will include flooring, electrical, lights, drop ceiling, window treatments, workstation partitions/furniture and paint to address damages from mold and deferred maintenance.

Lurvey was the sole qualified bidder for the renovation work for a total bid of $288,765. During a walkthrough with the contractor, revisions for furniture/partitions plus contingency to allow for any unforeseen repairs needed for the space due to the current state of disrepair, is resulting in an additional $33,251.80. This brings the grand total of the project to $322,016.80.

CITY OF FLINT

** *STAFF REVIEW FORM* **

Effective: August 1, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

The Department will evaluate performance by attending weekly construction meetings hosted by the contractor and ensuring work is on schedule and on or under budget.

This project will be considered phase one of the work needed to repair south building lower-level office spaces. Phase 2 work is to be bid out separately once the work is spec'd out, with a separate scope and budget.

PROCUREMENT (MUST BE SPECIFIED)

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

[ ] Sole Source (Please attach sole source statement to requisition)

[X] 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 II. 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
2024	249-371.100-967.000	25-008017	$2,617,198.00	$2,550,032.00	240080

Lurvey was the contractor selected to renovate the South Building upper level in FY2024. The project was completed satisfactorily.

Section III.

POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:

CITY OF FLINT

*** STAFF REVIEW FORM ***

Effective: August 1, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

This renovation project will provide significant benefits to city operations by creating safer working conditions through the remediation of environmental hazards and moisture-damaged surfaces. The improvements will enhance employee health and productivity while maximizing the use of existing city facilities. Additionally, the renovated space will provide better working environments that support efficient city service delivery.

Improvements will allow more employees to work within the same amount of space; previous employee capacity was 8, and this work will enable up to 14 employees to occupy the same space.

Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure: N/A – not ARPA

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.**

- Total amount budgeted for this purpose is $322,016.80
- 100% of encumbered funds is being spent with this vendor
- Work on this space is needed prior to re-occupancy by displaced staff
- All funds will be spent out of the building renovations line of identified accounts
- Budgeted funds and amounts are outlined in the table below

BUDGETED EXPENDITURE? YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
B&CS	Building Additions & Improvements	296-737.310-976.000	OFAEC-2021	$256,189.13
B&CS	Building Additions & Improvements	101-701.000-976.000	n/a – general fund	$65,827.67

CITY OF FLINT

** *STAFF REVIEW FORM* **

Effective: August 1, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

		FY26 GRAND TOTAL	**$322,016.80**

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: 260010933**

ACCOUNTING APPROVAL: Carissa Dotson **Date:** _______

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

Section V: RESOLUTION DEFENSE TEAM:
(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1	Seamus Bannon	810-766-7426 x2014
2		
3		

CITY OF FLINT

** *STAFF REVIEW FORM* **

Effective: August 1, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

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

DEPARTMENT HEAD SIGNATURE: Seamus Bannon

Seamus Bannon (Oct 29, 2025 16:51:26 EDT)

(Name, Title)

ADMINISTRATION APPROVAL: CD Edwards (Oct 30, 2025 11:04:51 EDT)

$20,000 or above spending authorizations)

CITY OF FLINT
** *STAFF REVIEW FORM* **
Effective: November 14, 2025
(Do Not Alter or modify this form without written permission from the City Administrator)

TODAY'S DATE: *November 26, 2025*

BID/PROPOSAL# 25000529

AGENDA ITEM TITLE: Contract 25-081 with Lurvey Construction, LLC. to complete the City Hall South Building Lower-Level Renovations

PREPARED BY: Business and Community Services Dept.

VENDOR NAME: Lurvey Construction, LLC.

Section I: BACKGROUND/SUMMARY OF PROPOSED ACTION:

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

Federal government	(All documentation current, no violations)	[x] YES	[ ] NO
State government	(All documentation current, no violations)	[x] YES	[ ] NO
City of Flint	(All documentation current, no violations)	[x] YES	[ ] 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 Department of Business and Community Services solicited bids in June to complete renovations of the lower level of the south building. Improvements will include flooring, electrical, lights, drop ceiling, window treatments, workstation partitions/furniture and paint to address damages from mold and deferred maintenance.

Lurvey was the sole qualified bidder for the renovation work for a total bid of $288,765. During a walkthrough with the contractor, revisions for furniture/partitions plus contingency to allow for any unforeseen repairs needed for the space due to the current state of disrepair, is resulting in an additional $33,251.80. This brings the grand total of the project to $322,016.80.

CITY OF FLINT
** *STAFF REVIEW FORM* **
Effective: November 14, 2025
(Do Not Alter or modify this form without written permission from the City Administrator)

The Department will evaluate performance by attending weekly construction meetings hosted by the contractor and ensuring work is on schedule and on or under budget.

This project will be considered phase one of the work needed to repair south building lower-level office spaces. Phase 2 work is to be bid out separately once the work is spec'd out, with a separate scope and budget.

******* BELOW DESCRIBE THE VENDOR REVIEW PROCESS (VENDOR EVALUATION METHOD)**

The City of Flint Division of Purchases & Supplies solicited proposals on behalf of the Department of Business & Community Services via P25000529. Lurvey Construction, LLC, Flint, MI was the sole responsive bidder for this solicitation.

PROCUREMENT (MUST BE SPECIFIED)
Please specify how this vendor was identified: (Check one)

[ ] Sole Source (Please attach sole source statement to requisition)
[x] 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 II. 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
2024	249-371.100-967.000	25-008017	$2,617,198.00	$2,555,032.00	240080

Lurvey was the contractor selected to renovate the South Building upper level in FY2024. The project was completed satisfactorily.

CITY OF FLINT

** STAFF REVIEW FORM **

Effective: November 14, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

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

This renovation project will provide significant benefits to city operations by creating safer working conditions through the remediation of environmental hazards and moisture-damaged surfaces. The improvements will enhance employee health and productivity while maximizing the use of existing city facilities. Additionally, the renovated space will provide better working environments that support efficient city service delivery.

Improvements will allow more employees to work within the same amount of space; previous employee capacity was 8, and this work will enable up to 14 employees to occupy the same space.

Section IV: FINANCIAL IMPLICATIONS:

IF ARPA related Expenditure: N/A – not ARPA
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.**

- Total amount budgeted for this purpose is $322,016.80
- 100% of encumbered funds is being spent with this vendor
- Work on this space is needed prior to re-occupancy by displaced staff
- All funds will be spent out of the building renovations line of identified accounts
- Budgeted funds and amounts are outlined in the table below

BUDGETED EXPENDITURE? YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

CITY OF FLINT

** *STAFF REVIEW FORM* **

Effective: November 14, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

Dept.	Name of Account	Account Number	Grant Code	Amount
B&CS	Building Additions & Improvements	296-737.310-976.000	OFAEC-2021	$256,189.13
B&CS	Building Additions & Improvements	101-701.000-976.000	N/A - GF	$65,827.67
		FY26 GRAND TOTAL		**$322,016.80**

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (T*his 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: 260010933**

ACCOUNTING APPROVAL: ____________________________ **Date:** ________

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

Section V: RESOLUTION DEFENSE TEAM: - N/A – Not a Resolution
(Place the names of those who can defend this resolution at City Council)

	NAME	PHONE NUMBER
1		
2		
3		

CITY OF FLINT

** STAFF REVIEW FORM **

Effective: November 14, 2025

(Do Not Alter or modify this form without written permission from the City Administrator)

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

DEPARTMENT HEAD SIGNATURE: ______________________________

(Name, Title)

ADMINISTRATION APPROVAL:______________________________

$20,000 or above spending authorizations)

CONTRACT BETWEEN THE CITY OF FLINT AND LURVEY CONSTRUCTION, LLC. TO COMPLETE CITY HALL SOUTH BUILDING LOWER-LEVEL RENOVATIONS

This agreement (hereinafter "Agreement") by and between the City of Flint, a Michigan Municipal Corporation, 1101 S. Saginaw Street, Flint, MI 48502, (hereinafter the "City"), and Lurvey Construction, LLC., hereinafter referred to as "Contractor."

1. Applicable Law: This Agreement and all related disputes shall be governed by and interpreted in accordance with the laws of the State of Michigan.

2. Scope of Services: Contractor shall provide all materials, labor, equipment, supplies, machinery, tools, superintendence, insurance and other accessories and services necessary to complete the project in accordance with the proposals submitted by Contractor. Contractor shall perform the work in accordance with the Standard General Conditions and any Special Conditions provided for in this contract and warrants to the City that all materials and equipment furnished under this contract will be new unless otherwise specified, and that all work will be of good quality, free from faults and defects and in conformance with the contract documents. See Exhibit 1.

All work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. In addition to any other remedies the City may have, if, within one year of the date of substantial completion of work, or within one year after acceptance by the City, or within such longer period of time as may be prescribed by law, any of the work is found to be defective or not in accord with the contract documents, Contractor shall correct promptly after receipt of a written notice from the City to do so, unless the City has previously given Contractor a written acceptance of such condition.

3. Contract Documents: The following documents, together with this Agreement, form the entire Agreement, and they are as fully a part of the Agreement as if attached hereto or repeated herein. If any conflicts exist between the terms and conditions of this Agreement and the following numbered list of documents, the terms and conditions of this Agreement are controlling.

4. Compensation: The City shall pay for such services as have been set forth herein within 45 days of submission of proper invoices, releases, affidavits, and the like. Notwithstanding, the contract price shall not exceed $322,016.80. Contractor recognizes that the City does not guarantee it will require any set amount of services. Contractor's services will be utilized as needed and as determined solely by the City of Flint. Contractor expressly acknowledges that it, without limitation, has no right to payment of an amount exceeding the amount set forth in this Section. Contractor agrees that oral agreements by City officials to pay a greater amount are not binding.

(a) Contractor shall submit itemized invoices for all services provided under this Agreement identifying:

(i) The date of service
(ii) The name of person providing the service and a general description of the service provided.
(iii) The unit rate and the total amount due.

(iv) The invoice number.
(v) The purchase order number.

Invoices shall be submitted to:

City of Flint
Accounts Payable
P.O. Box 246
Flint, MI 48501-0246

It is solely within the discretion of the City as to whether Contractor has provided a proper invoice. The City may require additional information or waive requirements as it sees fit.

(b) The City shall make payments to the Contractor as specified herein:

(i) As of the day agreed to each month during which satisfactory progress has been made toward the final completion of the project, the Contractor shall submit to the City an application for payment based upon the amount and value of the work which has been done under this Agreement since the last application.

The Contractor shall submit, along with such application, waivers of lien, sworn affidavits or other vouchers showing payments for materials and labor, payments to subcontractors and such other evidence of the Contractor's right to payment. The city will pay to the Contractor an amount of such application, except that the City may deduct and retain out of any such application a sum sufficient to meet any undischarged obligations of the Contractor for labor and/or materials incorporated in the work.

(ii) Payment and retainage on the application shall be as follows:

The Contractor agrees that payment pursuant to the application shall consist of the cost of work certified as completed in the application, but subject to the following:

1. Ten percent (10%) of the sum requested in the application shall be retained until payment for the first fifty percent (50%) of the contract work has been made, or

2. If payment for greater than fifty percent (50%) of the contract work has been made, the City may, in its sole discretion, continue to retain ten percent (10%) of the sum requested in the application if it determines that the Contractor is not making satisfactory progress, or that the Contractor is not performing the contract in a satisfactory manner.

3. If payment for greater than fifty percent (50%) of the contract work has been made, and at the request of the Contractor, the City may reduce the retainage to five percent (5%) for the remainder of the Agreement.

(iii) Payments subject to submission of certificates: Each payment to the Contractor by the City shall be made subject to the following:

1. Submission by the Contractor of all written certifications required of it and its subcontractors under general conditions, and

2. No payment made under the contract shall act as a waiver of the right of the owner to require the fulfillment of all of the terms of the contract. The City reserves the right to issue joint warrants naming the prime and subcontractors when such action is in the interest of the owner.

(iv) Final payments: After the final inspection by the City of all work under the contract, the Contractor shall prepare its requisition for final payment and submit it to the City's representative for approval. The final payment shall consist of the total cost of all work, as adjusted in accordance with approved change orders, less all previous payments to the Contractor and subject to withholding of any amount due the City under "liquidated damages," if applicable.

(v) The Contractor shall not withhold any retainage from payments to suppliers unless there is an executed written agreement to that effect between the Contractor and the supplier.

(vi) None of the foregoing shall preclude City from exercising any rights available to it under any payment, performance, materials or fidelity bond issued with respect to the performance of this Agreement.

5. Standards of Performance: Contractor agrees to perform pursuant to the Agreement in a timely, professional, safe and workmanlike manner consistent with standards in the trade, profession or industry. Contractor agrees that all of the obligations required by it under this Agreement shall be performed by it or by others employed by it and working under its direction and control.

6. Claims and Disputes: Contractor agrees that for all claims, disputes, and other matters arising out of or relating to this agreement, Contractor must first request the City's consent to arbitrate. Such request must be made within 30 days from the date the Contractor learns of or should have known the facts giving rise to the claim, dispute or question.

(a) Notice of a request for arbitration must be submitted in writing by certified mail or personal service upon the City Attorney.

(b) Within 60 days from the date a request for arbitration is received by the City, the City shall inform Contractor whether it agrees to arbitrate. If the City does not consent, Contractor may proceed with an action in a court of competent jurisdiction in Genesee County, Michigan. If the City does consent, then within 30 days of the consent each party shall submit to the other the name of one person to serve as an arbitrator. The two arbitrators together shall then select a third person, the three together shall then serve as a panel in all proceedings. Any unanimous decision of the three arbitrators shall be a final binding decision. The City's failure to respond to a timely, conforming request for arbitration is deemed consent to arbitration.

(c) The costs of the arbitration shall be split and borne equally between the parties and such costs are not subject to shifting by the arbitrator.

(d) Contractor's failure to comply with any portion (including timeliness) of this provision shall be deemed a permanent waiver and forfeiture of the claim, dispute, or question.

(e) This provision shall survive the expiration or termination of this Agreement in perpetuity.

(f) Any and all arbitration shall be conducted in Genesee County, Michigan.

7. **City Income Tax Withholding**: Contractor and any subcontractor engaged in this contract shall withhold from each payment to his employees the City income tax on all of their compensation subject to City tax, after giving effect to exemptions. Such withholding shall be at a rate equal to 1% of all compensation paid to the employee who is a resident of the City of Flint, and ½% of the compensation paid to the employee who is a non-resident of the City of Flint.

These taxes shall be held in trust and paid over to the City of Flint in accordance with City ordinances and State law. Any failure to do so shall constitute a material breach of this contract.

8. **Disclaimer of Contractual Relationship With Subcontractors:** Nothing contained in the Contract Documents shall create any contractual relationship between the City and any Subcontractor or Sub-subcontractor.

9. **Certification, Licensing, Debarment, Suspension and Other Responsibilities:** Contractor warrants and certifies that Contractor and/or any of its principals are properly certified and licensed to perform the duties required by this contract in accord with laws, rules, and regulations, and is not presently debarred, suspended, proposed for debarment or declared ineligible for the award of any Federal contracts by any Federal agency. Contractor may not continue to or be compensated for any work performed during any time period where the debarment, suspension or ineligibility described above exists or may arise in the course of Contractor contractual relationship with the City. Failure to comply with this section constitutes

a material breach of this Contract. Should it be determined that contractor performed work under this contract while in non-compliance with this provision, Contractor agrees to reimburse the City for any costs that the City must repay to any and all entities.

10. Force Majeure: Neither party shall be responsible for damages or delays caused by Force Majeure or other events beyond the control of the other party and which could not reasonably have been anticipated or prevented. For purposes of this Agreement, Force Majeure includes, but is not limited to, adverse weather conditions, floods, epidemics or pandemics, war, riot, strikes, lockouts, and other industrial disturbances; unknown site conditions, accidents, sabotage, fire, and acts of God. Should Force Majeure occur, the parties shall mutually agree on the terms and conditions upon which the services may continue within seven days of the discovery of the event.

11. Furnishing of Bonds - Payment/Performance/Materials/Fidelity: Contractor shall furnish to the City at its own cost, performance and payment bonds which shall become binding upon the awarding of the contract to Contractor. Any such bond shall comply with the Contractor's Bond for Public Buildings or Works Act, MCL 129.201, et seq.

12. Good Standing: Contractor must remain current and not be in default of any obligations due the City of Flint, including the payment of taxes, water & sewer costs, fines, penalties, licenses, or other monies. Violations of this clause shall constitute a substantial and material breach of this contract, which shall constitute good cause for the termination of this contract.

13. Indemnification: To the fullest extent permitted by law, Contractor agrees to defend, pay on behalf of, indemnify, and hold harmless the City, its elected and appointed officials, employees and volunteers against any and all claims, demands, suits, or losses, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on behalf of the City, arising out of or related to Contractor's performance of the Agreement. Should the Contractor fail to indemnify the City in the above-mentioned circumstances, the City may exercise its option to deduct the cost that it incurs from any payments due under this Agreement or may file an action in a court of competent jurisdiction, the costs of which shall be paid by Contractor. This provision shall survive the termination and/or expiration of this agreement, in perpetuity.

14. Independent Contractor: No provision of this contract shall be construed as creating an employer-employee relationship. It is hereby expressly understood and agreed that Contractor is an "independent contractor" as that phrase has been defined and interpreted by the courts of the State of Michigan and, as such, Contractor is not entitled to any benefits not otherwise specified herein.

15. Insurance/Worker's Compensation: Contractor shall not commence work under this contract until he has procured and provided evidence of the insurance required under this section. Contractor must provide a current proof of insurance naming "City of Flint" as an "additional insured" for the following coverages and limits. Coverage must be placed with an "admitted" carrier, licensed and authorized to do business in the State of Michigan, whose A.M. Best rating is A VIII or higher. Policies shall be reviewed by the City's Finance Department for completeness and limits of coverage. Contractor shall maintain the following insurance coverage for the duration of the contract.

Coverage	Limits
Commercial General Liability: Per Occurrence Annual Aggregate • Products & Completed Operations • Advertising Injury • Personal Injury • Medical Payments	 $1,000,000 $3,000,000 • $3,000,000 • $1,000,000 • $1,000,000 • $15,000

Commercial Auto:
 	
• Bodily Injury
  ○ Per Person
  ○ Per Occurrence
• PIP
• PPI
• Uninsured & Underinsured Motorists
	
	  ○ $1,000,000
	  ○ $1,000,000
	• Statutory
	• Statutory
	• $1,000,000

Workers' Compensation
 	
• Employers Liability
  ○ Each Accident
  ○ Disease – Policy Limit
  ○ Disease – Each Employee
	Statutory
	
	  ○ $1,000,000
	  ○ $1,000,000
	  ○ $1,000,000

Umbrella Liability	$1,000,000

(a) Commercial General Liability must include all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, named as "Additional Insureds." This coverage shall be written on an ISO occurrence basis form and shall include: Bodily Injury, Personal Injury, Property Damage, Contractual Liability, Products and Completed Operations, Independent Contractors; Broad Form Commercial General Liability Endorsement, (XCU) Exclusions deleted and a per contract aggregate coverage. This coverage shall be primary to the Additional Insureds, and not contributing with any other insurance or similar protection available to the

Additional Insureds, whether said other available coverage be primary, contributing, or excess.

(b) Workers Compensation Insurance

Sole Proprietor Worker's Compensation Substitute: I, ______________________ as an independent Consultant performing work or services for the City of Flint, acknowledge that I am a Sole Proprietor business and will not employ any person(s) in the work to be performed for the City of Flint under this contract. As a Sole Proprietor with no employees, I further acknowledge that I am not subject to the Workers' Compensation Act of the State of Michigan. In consideration of being awarded this contract, I agree to hold harmless the City of Flint for any and all injuries or illness that I may sustain during the course of this contract. I hereby agree to notify the City of Flint in writing, prior to hiring any person(s), full time or part time, to assist in this contract and to secure Worker's Compensation Insurance prior to any person beginning work or assisting in the performance of work under this contract and that none of the work to be performed under this contract will be subcontracted to any other subcontractor or entity.

(c) Commercial Automobile Insurance must include all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, named as "Additional Insureds." This coverage shall be written on ISO business auto forms covering Automobile Liability, code "any auto."

(d) Professional Liability - Errors and Omissions. All projects involving the use of Architects, civil engineers, landscape design specialists, and other professional services must provide the City of Flint with evidence of Professional Liability coverage in an amount not less than one million dollars ($1,000,000). Evidence of this coverage must be provided for a minimum of three years after project completion. Any deductibles or self-insured retention must be declared to and approved by the City. In addition, the total dollar value of all claims paid out on the policy shall be declared. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retention with respect to the City, its officials, employees, agents and volunteers; or Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim, administration, and defense expenses.

Contractor shall furnish the City with two certificates of insurance for all coverage requested with original endorsements for those policies requiring the Additional Insureds. All certificates of insurance must provide the City of Flint with not less than 30 days advance written notice in the event of cancellation, non-payment of premium, non-renewal, or any material change in policy coverage. In addition, the wording "Endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" must be removed from the standard ACORD cancellation statement. These certificates must identify the City of Flint, Finance Department, as the "Certificate Holder." Contractor must provide, upon request, certified copies of all insurance policies. If any of the above polices are due to expire during the term of this contract, Contractor shall deliver renewal certificates and copies of the new policies to the City of Flint at least ten days prior to the expiration date. Contractor shall ensure that all subcontractors utilized obtain and maintain all insurance coverage required by this provision.

16. Laws and Ordinances: Contractor shall obey and abide by all of the laws, rules and regulations of the United States, State of Michigan, Genesee County and the City of Flint during the performance of this agreement.

17. Modifications: Any modifications to this Agreement must be in writing and signed by the parties or the authorized employee, officer, board or council representative of the parties authorized to make such contractual modifications under State law and local ordinances.

18. No Third-Party Beneficiary: This Agreement is for the sole benefit of the parties and their respective successors, and nothing in this Agreement, express or implied, is intended to or shall confer on any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

19. Non-Assignability: Contractor shall not assign or transfer any interest in this contract without the prior written consent of the City.

20. Non-Disclosure/Confidentiality: Contractor agrees that Contractor will not disclose any such information provided to Contractor in furtherance of this Agreement, or in any other way make such documents public, without the express written approval of the City or the order of a court of competent jurisdiction.

21. Non-Discrimination: The Contractor shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants. Contractor shall not discriminate against any employee or applicant for employment with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, association with the federal government, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position or status with respect to public assistance. A breach of this covenant is a material breach of this Agreement.

22. Anti-Lobbying: The Contractor shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2) or for the purpose of litigation against the State or City.

23. Ethics: Pursuant to the Flint City Charter §1-602 (I), every public servant, volunteer and city contractor is to receive training and be provided with a copy of the ethical standards set forth in §1-602 of the Charter. Therefore, Contractor acknowledges receipt of Flint City Charter §1-602 and agrees that Contractor and its staff shall abide by the terms therein and participate in any training provided by the City as may be necessary from time to time.

24. Notices: Notices to the City of Flint shall be deemed sufficient if in writing and mailed, postage prepaid, addressed to **Seamus Bannon** and **City Clerk, City of Flint, 1101 S. Saginaw Street, Flint, Michigan 48502**, or to such other address as may be designated in writing by the City from time to time. Notices to Contractor shall be deemed sufficient if in writing and mailed, postage prepaid, addressed to **Lurvey Construction, LLC., 601 S. Grand Traverse Street, Flint MI 48502**, or to such other address as may be designated in writing by Contractor from time to time.

25. Records Property of City: All documents, information, reports and the like prepared or generated by Contractor as a result of this contract shall become the sole property of the City, and shall be disclosed to the City upon request.

26. Severability: If any terms of this Agreement or the application of them to any person or circumstance are determined to be null and void, ineffectual, invalid or unenforceable by any competent tribunal, the remaining terms or the application of the terms to persons or circumstances other than to those which were determined to be invalid or unenforceable shall not be affected and shall continue in full force and effect.

27. Subcontracting: No subcontract work, if permitted by the City, shall be started prior to the written approval of the subcontractor by the City. The City reserves the right to accept or reject any subcontractor.

28. Termination: This contract may be terminated by either party hereto by submitting a notice of termination to the other party. The City, through its City Administrator, may terminate this agreement upon actual notice to Contractor. Contractor may terminate this agreement by providing written notice that shall be effective 14 days from the date it is submitted unless otherwise agreed to by the parties hereto. Contractor, upon receiving such notice and prorated payment upon termination of this contract shall give to the City all pertinent records, data, and information created up to the date of termination to which the City, under the terms of this contract, is entitled.

29. Time of Performance: Contractor's services shall commence immediately upon receipt of the notice to proceed and shall be carried out forthwith and without unreasonable delay. Contractor and City hereby agree that this Agreement cannot be fully performed in less than one year.

30. Union Compliance: Contractor agrees to comply with all regulations and requirements of any national or local union(s) that may have jurisdiction over any of the materials, facilities, services, or personnel to be furnished by the City. However, this provision does not apply if its application would violate Public Act 98 of 2011.

31. Waiver: Failure of the City to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement shall not be deemed a waiver of any term, covenant, or condition. Any waiver or relinquishment of any right or power hereunder at any one or more times shall not be deemed a waiver or relinquishment of that right or power at any other time.

32. Electronic Signatures: This Agreement may be signed by the parties hereto by means of electronic signature, utilizing Adobe Acrobat or a like program with similar security features.

33. Effective Date: This contract shall be effective when executed by all parties.

34. Governing Law: This Agreement shall be governed by and enforced in accordance with the laws of the State of Michigan.

35. Venue: The parties consent to venue in Genesee County courts should any action be brought to enforce the terms of this Agreement.

36. Whole Agreement: This Agreement and the documents cited herein contain the entire understanding between and among the parties concerning these matters and supersedes any prior understandings and agreements between and among them respecting the subject matter of this Agreement.

<SIGNATURES ON NEXT PAGE>

CONTRACTOR: **WITNESS(ES):**

______________________________ __________ ______________________________
Date
Its Vice President, Project Management

CITY OF FLINT, a Michigan Municipal Corp.:

______________________________ __________
Sheldon A. Neeley, Mayor **Date**

______________________________ __________
Clyde Edwards, City Administrator **Date**

APPROVED AS TO FORM:

______________________________ __________
JoAnne Gurley, City Attorney **Date**

RFP for South Building Renovations Evaluation Form

Name of Proposer:			Lurvey Construction	Name of Reviewer: Ashly Harris
Developer Evaluation Criteria		Total Possible Points	**Total Points**	Comments
1.	*Understanding of the Scope of Work. Degree to which the Proposal demonstrates an understanding of the scope of work, familiarity with the tasks requested, and presents a well-thought out approach.*	25 points	**25**	Lurvey Construction demonstrates exceptional understanding of the South Building lower level renovation project scope, clearly articulating the comprehensive nature of the work including flooring installation, window treatments, painting, electrical upgrades, and ceiling replacement to address environmental remediation and deferred maintenance issues. Their proposal presents a well-structured methodology that addresses the unique challenges of renovating occupied municipal facilities while minimizing disruption to city operations, and their proven track record completing similar work on the South Building upper level, combined with their participation in the pre-bid meeting and existing relationships with subcontractors familiar with City Hall processes, positions them to execute the project efficiently and effectively.
2.	*Experience and Qualifications. The experience and qualifications of the development team as partially evidenced by the timely and successful completion of similar projects.*	25 points	**24**	Lurvey Construction possesses exceptional experience and qualifications for this project, as evidenced by their successful completion of the South Building upper level renovations directly above the current project site. This larger-scale renovation project was completed on time and to the City's complete satisfaction, demonstrating their ability to work effectively within the municipal environment while maintaining high-quality standards. Their proven track record at City Hall provides them with invaluable familiarity with the building's infrastructure, operational requirements, and the unique challenges of working in an active government facility, positioning them as the most qualified contractor to deliver timely and successful completion of the lower level renovations.
3.	*Reasonableness of Fee. The fee proposed follows the format provided in the RFP, includes a break -down as requested of management fee and expenses by task, and the level of effort proposed is reasonable and consistent with the proposed approach.*	10 points	**8**	Lurvey Construction's proposed fee demonstrates excellent value and reasonableness for the scope of work required. Their bid follows the exact format provided in the RFP and includes the requested detailed breakdown of management fees and expenses by task, showing transparency and thoroughness in their cost structure. The level of effort proposed is entirely reasonable and directly aligned with their comprehensive approach to the project, reflecting appropriate resource allocation for quality execution. Given their proven performance on the upper level renovation and intimate knowledge of the building's requirements, their fee structure represents fair market value while ensuring the City receives the expertise and quality workmanship necessary for successful project completion.
4.	*Creativity and Quality of Presentation. The degree to which the Proposer has demonstrated creativity and problem solving abilities in the project approach and in previous managed course, and the quality of the overall presentation of the Proposal (both written and, in the interview, verbal).*	20 points	**20**	Lurvey Construction's proposal demonstrates strong creativity and problem-solving abilities through their innovative approach to managing renovations in an occupied municipal facility while minimizing operational disruptions. The quality of their overall proposal reflects attention to detail and thorough preparation, positioning them to deliver creative solutions for any challenges that may arise during construction.
5.	*MBE/WBE Participation and DEI. The degree to which the development team provides for minority- and women-owned business (MBE/WBE) participation and complies with equal opportunity and affirmative action requirements.*	10 points	**5**	While this project funding does not mandate specific MBE/WBE requirements, Lurvey Construction demonstrates commitment to diversity through their established network of subcontractors that includes minority and women-owned businesses from previous City projects, promoting equal opportunity participation when feasible.
6.	*Quality of References. The degree to which the references are relevant to the proposal and the degree to which reference checks provide affirmation of the Proposer's competence with respect to the implementation of the project.*	10 points	**10**	Lurvey Construction's references are highly relevant, with the City of Flint serving as their primary reference for the directly comparable South Building upper level renovation project. Reference checks confirm their competence in municipal facility renovations, timely project completion, and ability to work effectively within active government operations while maintaining quality standards.
Total Points Possible/Allocated		100	**92**	


Hilton
Garden Inn

LURVEY CONSTRUCTION

wellbuilt.

TABLE OF CONTENTS

City of Flint – South Building Lower Level Office Renovation
Proposal No. 25000529

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 B –Qualifications and Licenses Requirements
- ☑ Exhibit C – Disclosure of Supplier Responsibility Statement
- ☑ Exhibit D - List of References
- ☑ Exhibit E - Certificate of Insurance
- ☑ Exhibit F – Non-Bidder's Response
- ☑ Exhibit G – City of Flint Affadavit

❖

❖ EXHIBIT A - SUBMITTAL WITH DETAILED SUMMARY OF PRICING

SCOPE OF WORK ATTACHED SEPARATELY.

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: NET 30 DAYS Fed. ID #: 84-4023854

Company (Respondent): Lurvey Construction

Address: 601 S. Grand Traverse St.

City, State & Zip Code: Flint, MI 48502

Phone / Fax Number: 810-391-2908 FAX: 810-391-2986

Email: mdraper@dwlurvey.com

Print Name and Title: Mike Draper / VP of Project Management
(Authorized Representative)

Signed:
(Authorized Representative)

Budget Cost Detail

Provide pricing below:

Construction

1. Construction General Conditions Lump Sum $ 57,300.00

Includes supervision, permits, quality control, temporary facilities, temporary utilities, temporary protection, construction equipment, safety, daily cleanup and final clean, dumpsters, start up and close out costs, site and building testing, performance, and payment bonds.

2. Interior Finishes Lump Sum $ 56,900.00

3. Furniture Package Lump Sum $ 74,700.00

4. Electrical (Include Fixture Allowance) Lump Sum $ 41,600.00

Other Lump Sum $ 32,015.00

Construction Contingency 10 % Lump Sum $ 26,250.00

Total Cost of Project $ 288,765.00

Bid Alternate #1

Bathroom Renovation scope included above Lump Sum $ N/A

Per Addendum #2 - No Renovation work to be included.

LURVEY CONSTRUCTION

EXHIBIT A

wellbuilt.

June 10, 2025

Lauren Rowley
Purchasing Manager
City of Flint

RE: CITY OF FLINT SOUTH BUILDING LOWER LEVEL OFFICE RENOVATIONS
REQUEST FOR PROPOSAL #25000529

Dear Lauren,

Pursuant to your request for proposal for the South Building Lower Level Renovation, we are providing the enclosed approach. The below information has been provided based upon our onsite reviews and bid documents provided.

Project Approach & Price related Factors:

Included in our proposal is high-level projected schedule based on anticipated timing to accomplish the work in 2025. We would expect this to either be accelerated or extended depending on variables such as:

1. Notice to proceed to release the contractor and associated trades.
2. Procurement process.
3. Finalizing programming & design.
4. Occupant move-out / relocation needs, etc.
5. Accomplishing owner move out, selective demolition parallel with construction documents and Electrical design, allowing for continual progress on the overall schedule.
6. Finalizing the interior office furniture and/or FFE package for furniture and window coverings.

LURVEY CONSTRUCTION

wellbuilt.

CLARIFICATIONS:

- BUDGET BASED ON RFP SCOPE OF WORK AND ADDENDUMS
- NO ABATEMENT WORK OR COSTS INCLUDED.
- NO WORK ON THE EXISTING WINDOWS.
- NO CHANGES TO EXISTING STAIRWAYS OR ROOMS OUTSIDE THE AREA SHOWN.
- NO WORK IN EXISTING BATHROOMS.
- NO ELEVATOR UPGRADES
- INCLUDES OWNER FURNITURE, WORK STATIONS, ETC ALLOWANCE
- NO ROOFING EXCEPT PATCH FOR NEW ROOF CURBS.
- NO FIRE SUPPRESSION, PLUMBING OR MECHANICAL WORK INCLUDED
- NO FIRE ALARM WORK INCLUDED.
- NO A/V, SECURITY, CARD ACCESS INCLUDED
- ALL EXISTING WALLS, DOORS, FRAMES, HARDWARE TO REMAIN.
- ALLOWANCE FOR WINDOW SHADES INCLUDED

We are prepared to go through our detailed estimate to discuss and address any questions or comments if desired.

Please feel free to contact me directly with any questions regarding this proposal. Our team appreciates the opportunity to assist The City of Flint with their evaluation and needs for this project, as well as any other potential design and building needs within the city. On behalf of all of us at Lurvey Construction, thank you for the opportunity.

The following pages are in response to the submittal requirements from the Request for Proposal.

Best Regards,

Mike Draper
VP of Project Management
Lurvey Construction

LURVEY CONSTRUCTION

wellbuilt.

COMPANY PROFILE:

While established in early 2011, Lurvey Construction was created as an extension of the services Dave Lurvey had been providing for his entire career in leadership and ownership roles with some of mid Michigan's largest construction companies. Today, our Lurvey Construction team continues to grow significantly along with our tradition of meeting schedule, budget, and most importantly great owner satisfaction. With a deep understanding of the gaps which can occur between the design, construction and owner operations, our team offers the insight and experience to fill the voids and connect the dots. We ask the right questions, we offer disciplined knowledge, and most importantly, we provide resolve on behalf of our clients. At Lurvey, the simplest part of our projects is keeping things on schedule and under budget – any responsible construction company can achieve that. For us, the reward is achieving great owner satisfaction through communication, insight, knowledge and experience. That is how you keep client satisfaction. Under our guidance, we will assemble the right team to ensure the success of your project and overall delivery.

Name: Dave Lurvey
Address: 601 S. Grand Traverse St., Flint, MI 48502
Phone: 810-391-2908
Email: dlurvey@dwlurvey.com

Lurvey Construction
Flint, MI

CITY OF FLINT SOUTH BUILDING LOWER LEVEL RENOVATION

CITY OF FLINT

ID	Task Name	Duration	Start	Finish
1	**Overall Duration**	**139 days**	**Tue 6/10/25**	**Fri 12/26/25**
2	**Preconstruction**	**86 days**	**Tue 6/10/25**	**Thu 10/9/25**
3	Budget Proposal Due	1 day	Tue 6/10/25	Tue 6/10/25
4	City of Flint issues NTP	3 wks	Wed 6/11/25	Tue 7/1/25
5	Signed Contract from Owner	4 wks	Wed 7/2/25	Wed 7/30/25
6	Design Drawings	3 wks	Thu 7/31/25	Wed 8/20/25
7	Finalize Subs	2 wks	Thu 7/31/25	Wed 8/13/25
8	Submit/Procure Long Lead Material	8 wks	Thu 8/14/25	Thu 10/9/25
9	Submit/Procure Permit	10 days	Thu 8/21/25	Thu 9/4/25
10	**Construction**	**63 days**	**Fri 9/26/25**	**Fri 12/26/25**
11	Mobilize / Confirm existing conditions	1 day	Fri 9/26/25	Fri 9/26/25
12	Selective Demo	10 days	Mon 9/29/25	Fri 10/10/25
13	Rough Electrical	10 days	Mon 10/13/25	Fri 10/24/25
14	Painting	8 days	Mon 10/27/25	Wed 11/5/25
15	New Acoustical Ceiling	8 days	Thu 11/6/25	Mon 11/17/25
17	Final Electrical/Lighting	10 days	Tue 11/18/25	Tue 12/2/25
16	New Flooring	5 days	Wed 12/3/25	Tue 12/9/25
18	Furniture	5 days	Wed 12/10/25	Tue 12/16/25
19	Final Inspections/Punchlist	5 days	Wed 12/17/25	Tue 12/23/25
20	Substantial Completion	1 day	Fri 12/26/25	Fri 12/26/25

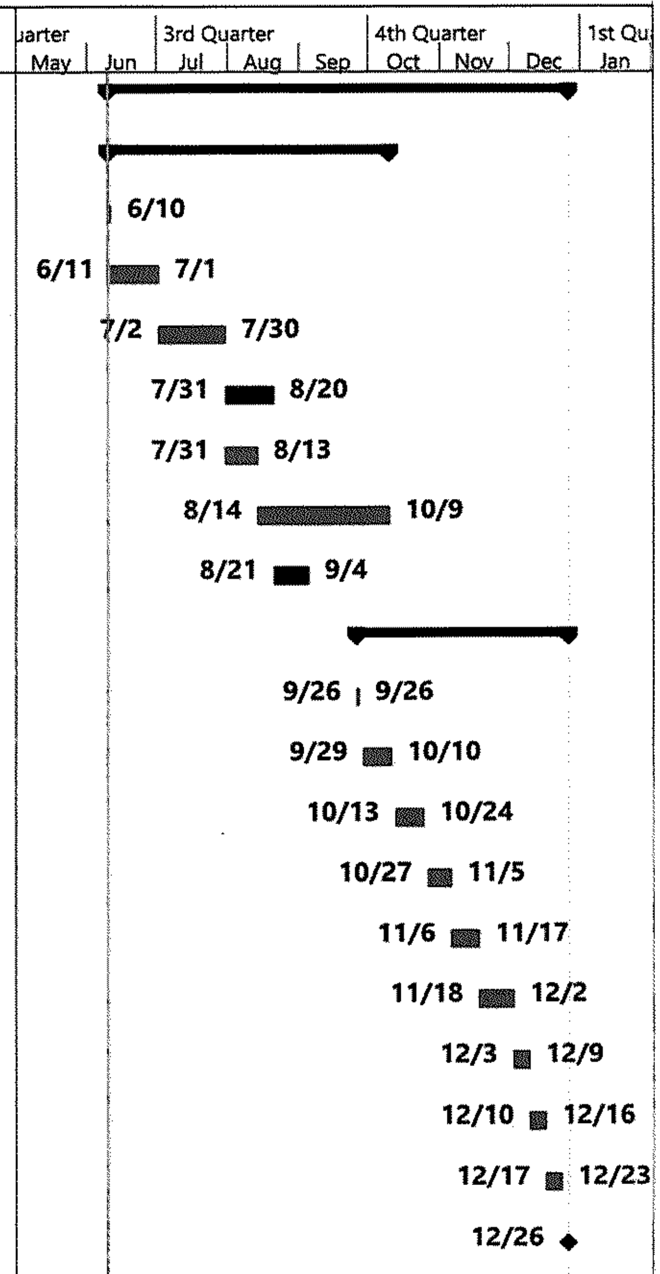


EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS

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

See attached proposal with additional information.

Please list Licenses:

Michigan Department of Licensing & Regulatory Affairs
Bureau of Construction Codes
Individual Builder License:
License No. 2101179944. Expiration Date: 05/31/2026

How long have you been in business?

15 years

Have you done business with the City of Flint?

Lurvey Construction most recently work on the BSI renovation recently completed on the main level of the South Building completed in April 2025.
We have also worked closely with the City of Flint on multiple property protection projects.

If yes, please state the project name.

BSI Renovations - July 2024 - April 2025.

Property Protection Projects - 2021-2022.

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

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

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

   N/A

❖ 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: Mott Culinary

Contact Person: Larry Gawthrop Title:

Address: 550 Saginaw St.

City: Flint State: MI Zip: 48502

Telephone: 810-762-5906 Fax:

Email: larry.gawthrop@mcc.edu

Type of Project: Renovation

Project Timeline (Dates): 03/18 - 04/2019 Budget: $6,918,500

Reference #2:

Company/Municipality: Catholic Charities of Shiawassee & Genesee County

Contact Person: Katie Baxter Title: CEO

Address: 609 E. 5th Avenue

City: Flint State: MI Zip: 48502

Telephone: 810-232-9950 Fax:

Email: kbaxter@ccsgc.org

Type of Project: Interior Renovations to Conference Center

Project Timeline (Dates): April-October 2023 Budget: $1,673,000

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

Reference #3:

Company/Municipality: Hilton Hotel

Contact Person: Joe Martin Title: ____________

Address: 110 W. Kearsley

City: Flint State: MI Zip: 48502

Telephone: 810-238-5555 Fax: ____________

Email: jmartin@mott.org

Type of Project: Renovation

____

Project Timeline (Dates): 05/19 - 01/21 Budget: $27,000,000

LURVEY CONSTRUCTION

wellbuilt.

ADDITIONAL REFERENCE PROJECTS:

Masonic Temple Window Replacement
Type of Project: Window Replacement

Manley & Manley Office Renovation
Type of Project: Renovation Office - Build Out

Mott Family Life Center
Type of Project: Renovation & Addition

Montrose Fire, Police and Twp Hall
Type of Project: New Build

Flint Farmers Market
Type of Project: Renovation of Flint Journal Building

Hurley Pediatric
Type of Project: Renovation

Elga Credit Union
Type of Project: Renovation

Flint Fresh
Type of Project: Renovation

Multiple miscellaneous renovation and upgrades for clients in The City of Flint

Mike Draper – Vice President / Project Management
Lurvey Construction, LLC

EXHIBIT E

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Al Bourdeau Insurance Agency 3835 Davison Road Flint MI 48506	CONTACT NAME: Dyvonne Morgan PHONE (A/C, No, Ext): (810)742-3411 FAX (A/C, No): (810)742-9560 E-MAIL ADDRESS: dyvonnem@albourdeauinsurance.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A: Frankenmuth Mutual Insurance Company — 13986
INSURED DW Lurvey Construction Co. LLC DWL Trades Co., LLC; Lurvey Construction LLC 601 S Grand Traverse St Flint MI 48502-1208	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: CL24111582433 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE; X OCCUR			6721590	11/18/2024	11/18/2025	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY; PRO-JECT; LOC; OTHER:						GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY: X ANY AUTO; ALL OWNED AUTOS; SCHEDULED AUTOS; HIRED AUTOS; NON-OWNED AUTOS			6721589	11/18/2024	11/18/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB; X OCCUR; EXCESS LIAB; CLAIMS-MADE; DED; X RETENTION $ 10,000			6721590	11/18/2024	11/18/2025	EACH OCCURRENCE	$ 10,000,000
							AGGREGATE	$ 10,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH); If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6721588	11/18/2024	11/18/2025	X PER STATUTE; OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Contractors Errors & Omissions			6721590	11/18/2024	11/18/2025	deductible $1,000	$1,000,000
A	Limited Pollution Liability			6721590	11/18/2024	11/18/2025	deductible $1,000	$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
Customer Copy	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE David Bourdeau/MORGAN

EXHIBIT F - NOT APPLICABLE

VENDOR'S NAME: ____

NON-BIDDER'SRESPONSE

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 G – CITY OF FLINT AFFADAVIT

❖ EXHIBIT G – CITY OF FLINT AFFADAVIT

FOR CORPORATION

STATE OF Michigan

S.S.

COUNTY OF Genesee

Mike Draper being duly sworn, deposes and says that she/he/they is VP of Project Mgmt of Lurvey 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 Genesee County, MI, in said County and State,

this 10 day of June, A.D. 2025,

Dianne M. Weir

*Notary Public, Dianne M Weir County, Genesee

My Commission expires March 1, 2026

AFFIDAVIT FOR INDIVIDUAL

STATE OF Michigan

S.S.

COUNTY OF Genesee

Mike Draper being duly sworn, deposes and says that they are the person making the above bid; and that said bid is genuine and not sham or collusive, and is not made in the interest of or on behalf of any person not therein named, and that they have not directly or indirectly induced or solicited any bidder to put in a sham bid; that they have not directly or indirectly induced or solicited any other person or corporation to refrain from bidding, and that they have not in any manner sought by collusion to secure themselves any advantage over other bidders.

Subscribed and sworn to before me at Genesee County, MI, in said County and State,

this 10 day of June, A.D. 2025,

Dianne M. Weir

*Notary Public, Dianne M. Weir County, Genesee

My Commission expires March 1, 2026

City of Flint

Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers
FROM: Lauren Rowley, Purchasing Manager
DATE: **May 28, 2025**
SUBJECT: **Addendum #01 – P25000529: South Building Lower Level Office Renovation**

This addendum has been issued to release a bid extension for this Proposal. The new due date/bid opening date will be Tuesday, June 10th 2025 @ 11:00 AM EST.

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: ___Lurvey Construction______________________________

Address: ______601 S. Grand Traverse St.______________________________

City / State / Zip: ____Flint, MI 48502______________________________

Telephone: _810-391-2908____Fax: _810-391-2986_____ Email: _mdraper@dwlurvey.com____

Print Name: __Mike Draper_________________Title: ___VP of Project Management________

Signature: ________________________Date: 6/10/25

Thank you,

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: **May 28, 2025**
SUBJECT: **Addendum #02 – P25000529:** South Building Lower Level Office Renovation

This addendum has been issued to address the following Q&A:

Q1.) Will a reference drawing be provided showing a defined area of the space and size being renovated?
A1.) Please see the attached document which references the space in it's current state, and secondly, what the department is proposing to do with this renovation. (gray half-squares signify areas in which the proposer will place a cubicle, gray rectangles are executive desk areas)

Q2.) Will furniture specifications/requirements be provided as noted in the RFP?
A2.) The attached drawing specifies cubicles and office desks as requested. Vendors are to propose their idea of a best option for those for review.

Q3.) Do prevailing wages apply to this project?
A3.) Yes, you will be required to comply with the Michigan Prevailing Wage Act. Please refer to the Michigan Department of Labor and Economic Opportunity at https://www.michigan.gov/leo

Q4.) Will a building permit and trades permits be required for this project?
A4.) We need a copy of your builder's/trade license attached in your submitted RFP. An electrical permit will need to be required as well as a plumbing permit for the bathroom renovations. Please contact the City's Building and Safety Inspections Department for costs and questions at (810) 766-7284

Q5.) What are the lighting specifications being used?
A5.) Fixtures are Lithonia Lighting LED 2x4 2BLT4 40L ADP LP835. Please proceed with this fixture spec for the renovation.

Q6.) Will there be any power/data poles to the furniture?
A6.) There will need to be a power data solution. Please provide a solution in your proposal, preferably a floor solution verses a pole solution if possible. Furniture will need to include outlet solutions.

Q7.) Can the RFP deadline be extended?
A7.) Based on the issuance of this addendum, and the remaining time before bid due date, the city will not be extending the bid due date at this time.

Q8.) Was the decision to proceed with bathroom upgrades which would require ADA compliance?
A8.) At this time, due to the added costs, we are foregoing any upgrades being performed on the bathroom. Please remove bathroom costs from your proposal.
Q9.) When do you expect the notice to proceed for this work to be given?
A9.) On or after July 1 2025, due to fiscal year constraints.

Q10.) There was a question regarding size of floor base for this project, what is required?
A10.) Currently, the base is 6" and we would prefer 4" in this renovation.

City of Flint

Department of Purchases & Supplies

Q11.) Can more info on the GIS technician be provided that is mentioned in section 2.1.7?
A11.) Currently, there is 6" base in the space, but we will be using 4" base in this space along with commercial grade carpet tiles.
Q12.) Do the existing floor tiles under the carpet contain asbestos?
A12.) Upon quick inspection, the current tiles do not look to be associated with asbestos, but we can not confirm 100% without the removal of the carpet.
Q13.) There was mention of re-doing the restrooms requiring ADA compliance. Did you still want to move forward with bathroom renovations?
A13.) Yes, please provide bathroom upgrades in your submitted proposal.
Q14.) **The Electrical panel that is located in the IT Room next to the elevator is at full capacity and feeds rooftop units and electric heaters. (there are open spaces but the load is at full capacity) This panel is only for mechanical equipment. Circuits in this area should be fed from panel LP-1 that is the push-matic panel located in the hallway block wall. This panel is very old. Should the replacement of this panel be included in the scope of work? Or should we re-use it?**
A14.) Please include pricing for replacement as an **add alternate so it is not included in your overall bid.**

**** PLEASE SEE ATTACHED DOCUMENTS THAT INCLUDE THE CARPET TILE, CEILING TILE AND FURNITURE SPECS.**

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: Lurvey Construction

Address: 601 S. Grand Traverse St.

City / State / Zip: Flint, MI 48502

Telephone: 810-391-2908 Fax: 810-391-2986 Email: mdraper@dwlurvey.com

Print Name: Mike Draper Title: VP of Project Management

Signature: [signature] Date: 6/10/25

Thank you,

Lauren Rowley

Lauren Rowley, Purchasing Manager

Subject: Request for Proposal: Office Space Renovation Project
REQUEST FOR PROPOSAL
OFFICE SPACE RENOVATION PROJECT

The City of Flint is seeking proposals from qualified contractors for a comprehensive office renovation project. The selected contractor will be responsible for providing all labor, materials, equipment, and supervision necessary to complete the renovation as specified below.

PROJECT SCOPE

The renovation includes the following components:

A. Interior Finishes

- Window Treatments: Supply and install new window treatments throughout the office space
- Carpet Replacement: Remove existing carpet and install new commercial-grade carpet
- Paint: Prepare and paint all walls, trim and doors
- Ceiling Tiles: Replace ceiling tiles to match existing hallway specifications

B. Furniture Package

- Supply and install a complete furniture package (detailed specifications to be provided during bidder walkthrough)
- Coordinate with electrical contractor for furniture power requirements

C. Electrical Work

- Demo existing electrical and data infrastructure from designated areas
- Remove all floor electrical monuments and cap appropriately
- Furnish and install 45 2x4 Lithonia 2BLT LED fixtures
- Install 24 dual cat 6 data locations
- Install 24 quad electrical outlets
- Provide power for furniture whips as necessary
- Provide all single pole and 3-way light switching
- Obtain all required electrical permits
- Supply all necessary miscellaneous boxes, cable, couplings, conduit, fittings, supports, wire, etc. to complete the project

D. Bathroom Renovation (Optional)

- Demo existing bathroom fixtures, partitions, and finishes
- Install new commercial-grade toilets, sinks, and fixtures
- Replace/repair plumbing as needed
- Install new tile flooring and wall tile
- Install new partitions, mirrors, and accessories
- Update lighting and ventilation
- Ensure ADA compliance for all renovated bathroom facilities

PROPOSAL REQUIREMENTS

Proposals must include:

- Project timeline with major milestones

Budget Cost Detail

Provide pricing below:

Construction

1.	Construction General Conditions		Lump Sum $_____________
	Includes supervision, permits, quality control, temporary facilities, temporary utilities, temporary protection, construction equipment, safety, daily cleanup and final clean, dumpsters, start up and close out costs, site and building testing, performance, and payment bonds.		
2.	Interior Finishes		Lump Sum $_____________
3.	Furniture Package		Lump Sum $_____________
4.	Electrical (Include Fixture Allowance)		Lump Sum $_____________
Other			Lump Sum $_____________
Construction Contingency		_10__%	Lump Sum $_____________
Total Cost of Project			$ ____________________

<u>Bid Alternate #1</u>

Bathroom Renovation scope included above — Lump Sum $_____________

Vickie Foster Digitally signed by Vickie Foster Date: 2025.12.03 13:15:46 -05'00'

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Dyvonne Morgan	
Al Bourdeau Insurance Agency	PHONE (A/C, No, Ext): (810)742-3411	FAX (A/C, No): (810)742-9560
3835 Davison Road	E-MAIL ADDRESS: dyvonnem@albourdeauinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
Flint MI 48506	INSURER A: Frankenmuth Mutual Insurance Company	13986
INSURED	INSURER B:	
DW Lurvey Construction Co. LLC	INSURER C:	
DWL Trades Cp., LLC; Lurvey Construction LLC	INSURER D:	
601 S Grand Traverse St	INSURER E:	
Flint MI 48502-1208	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL25112087237 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE; X OCCUR; GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY; PRO-JECT; LOC; OTHER:	X		6721590	11/18/2025	11/18/2026	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY; X ANY AUTO; ALL OWNED AUTOS; SCHEDULED AUTOS; HIRED AUTOS; NON-OWNED AUTOS			6721589	11/18/2025	11/18/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB; X OCCUR; EXCESS LIAB; CLAIMS-MADE; DED; X RETENTION $ 10,000			6721590	11/18/2025	11/18/2026	EACH OCCURRENCE	$ 10,000,000
							AGGREGATE	$ 10,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH); If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6721588	11/18/2025	11/18/2026	X PER STATUTE; OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Contractors Errors & Omissions			6721590	11/18/2025	11/18/2026	deductible $1,000	$1,000,000
A	Limited Pollution Liability			6721590	11/18/2025	11/18/2026	deductilbe $1,000	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Flint and including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and their board members, employees, and volunteers are named as an Additional Insured on the General Liability

CERTIFICATE HOLDER	CANCELLATION
City of Flint 1011 S Saginaw Flint, MI 48502	**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**
	AUTHORIZED REPRESENTATIVE David Bourdeau/MORGAN

Department of Finance - Treasury

Sheldon Neeley
Mayor

Clyde Edwards
City Administator

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: Lurvey Construction, LLC

HOME ADDRESS:

DBA: Lurvey Construction, LLC

BUSINESS ADDRESS: 601 S. Grand Traverse Street, Flint MI 48502

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.	CURRENT	DELINQUENT	
PROPERTY TAXES DIV.	CURRENT	DELINQUENT	No Prop tax located
INCOME TAX DIV.	CURRENT	DELINQUENT	
ENFORCEMENT	CURRENT	DELINQUENT	
MR	CURRENT	DELINQUENT	

DCED/EDC: **CURRENT** **DELINQUENT** **N/A**
(108 Loans, EDC loans, mortgage repayments, etc)

Gloria Shavers
City of Flint DBCS Representative and Date

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

12/1/25
City Staff Person and Date

Norbert 11-5-2025
City of Flint Customer Serv. Representative and Date

LURVEY CONSTRUCTION, LLC

Entity Name	**LURVEY CONSTRUCTION, LLC**
Identification #	**802395743**
Jurisdiction	**Michigan**
Entity Type	**Domestic Limited Liability Company**
Entity Status	**Active**
AR Standing	**Good**
AR Due Date	**02/15/2026**
Initial Filing Date	**12/18/2019**
Resident Agent Name	**DAVID LURVEY**
Registered Office Street Address	**601 SOUTH GRAND TRAVERSE STREET, FLINT, MI 48502**
Registered Office Mailing Address	**601 S GRAND TRAVERSE ST., FLINT, MI 48502**
Management Type	**Manager**

View History & Filings

Filed by Corporations Division Administrator Filing Number: 225909820580 Date: 02/06/2025

LARA Corporations Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 07/201

ANNUAL STATEMENT

For use by DOMESTIC LIMITED LIABILITY COMPANY

(Required by Section 207, Act 23, Public Act of 1993)

Identification Number: 802395743

Annual Statement Filing Year: 2025

1. Limited Liability Company Name:

LURVEY CONSTRUCTION, LLC

2. The street address of the limited liability company's registered office and name of the resident agent at that office:

1. Resident Agent Name: DAVID LURVEY
2. Street Address: 601 SOUTH GRAND TRAVERSE STREET

Apt/Suite/Other:

City: FLINT

State: MI Zip Code: 48502

3. Mailing address of the registered office:

P.O. Box or Street Address: 601 S GRAND TRAVERSE ST.

Apt/Suite/Other:

City: FLINT

State: MI Zip Code: 48502

This annual statement must be signed by a member, manager, or an authorized agent.

Signed this 5th Day of February, 2025 by:

Signature	Title	Title if "Other" was selected
David Lurvey	Member	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

Decline Accept

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the 2025 ANNUAL STATEMENT

for

LURVEY CONSTRUCTION, LLC

ID Number: 802395743

received by electronic transmission on February 05, 2025 ***, is hereby endorsed.***

Filed on February 06, 2025 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, *in the City of Lansing, this 6th day of February, 2025.*

Linda Clegg

Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau

RESOLUTION NO.: 260265

PRESENTED: 8-5-2026

ADOPTED: ______________________

RESOLUTION TO ENTER INTO CHANGE ORDER #9 FOR BS&A SOFTWARE BY THE CITY ADMINISTRATOR:

WHEREAS, On November 9, 2016, the City of Flint entered into a two-year agreement in the amount of $244,961.00 with BS&A Software through May 1, 2018, for the continued used of various software applications that the City utilizes for financial data processing (Resolution #160468).

WHEREAS, On June 11, 2018, City Officials authorized entering into Change Order #1 to extend the agreement through May 1, 2019, for the amount of $117,911.00 (Resolution #180287); and

WHEREAS, On July 08, 2019, City Officials authorized entering into Change Order #2 to extend the agreement through May 1, 2020, for the amount of $120,738.00 (Resolution #190254) for a total contract amount of $483,610.00.

WHEREAS, On August 24, 2020, City Officials authorized entering into Change Order #3 to extend the agreement through May 1, 2021, for the amount of $123,032.00 (Resolution# 200349); and.

WHEREAS, On May 24, 2021 City Officials authorized entering into Change Order #4 to extend the agreement through May 01, 2022 for the amount of $124,752.00 (Resolution #210234); and

WHEREAS, On June 13, 2022 City Officials authorized entering into Change Order #5 to extend the agreement through May 1, 2023 for the amount of $128,868.00 (Resolution# 220215); and

WHEREAS, On May 22, 2023 City Officials authorized entering into Change Order #6 to extend the agreement with BS&A through May 1, 2024 under the same terms of the agreement for the amount of $139,048.00. (Resolution 230146); and

WHEREAS, On May 28, 2024 City Officials authorized entering into Change Order #7 to extend the agreement with BS&A through May 1, 2025 under the same terms of the agreement for the amount of $146,137.00 (Resolution #240153); and

WHEREAS, On August 11, 2025 City Officials authorized entering into Change Order #8 to extend the agreement with BS&A through May 1, 2026 under the same terms of the agreement for the amount of $150,137.00 (Resolution #250252); and

WHEREAS, The Information Services Division is requesting is requesting to enter into the final Change Order #9 to extend the agreement with BS&A through May 1, 2027 under the same terms of the agreement for the amount of $154,738.00. Funding for these services is to come from the following account, with $28,789.66 in FY 2026 and $128,948.34 in FY2027, the amount has already been adopted for this expense.

Account Number	Account Name	Amount
636-228.000-814.600	Computer Software	FY26 $25,789.66
		FY27 $128,948.34
	Grand Total FY26/FY27	**$154,738.00**

IT IS RESOLVED, that the Division of Purchases and Supplies, upon City Council's approval, is hereby authorized to do all things necessary to enter Change Order #9 to the contract with BS&A Software applications for the period of May 14, 2026 through May 13, 2027 and a total contract amount of $154,738.00, allocations for FY 27.

RESOLUTION NO.:__________________

PRESENTED:__________________

APPROVED AS TO FORM:

JoAnne Gurley (Jul 24, 2026 13:39:40 EDT)

JoAnne Gurley, Chief Legal Officer

APPROVED AS TO FINANCE:

Phillip Moore (Jul 24, 2026 13:26:27 EDT)

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards / A0682 (Jul 27, 2026 07:39:57 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

____

City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley

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: 7/8/2026

BID PROPOSAL #:

AGENDA ITEM TITLE: BS&A Software Change Order #9

PREPARED BY: Monique Cole, IT Administrative Support Technician

VENDOR NAME: BS&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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☐ YES	☐ 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?**

On November 9, 2016, the City of Flint entered into a two-year agreement in the amount of $244,961.00 with BS&A Software through May 1, 2018 for the continued use of various software applications that the City utilizes for financial data processing (Resolution #160468). We have entered into multiple change orders annually. With the cloud based application coming next year this should be the last final change order under this agreement.

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)

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
26	636-228.000-814.600	25-008789	$150,699.00	$1,140,000.00	
25	636-228.000-814.600	24-007501	$146,137.00	$751,500.00	
24	636-228.000-814.600	23-005845	$139,048.00	$751,500.00	
23	636-228.000-814.600	22-004701	$128,868.00	$759,852.37	

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

BS&A Software provides applications that the City of Flint use for its Financial Data Processing. It is an integrated suite of local government management applications designed to help cities, townships, counties and municipalities streamline daily operations. It centralizes financial, tax, utility, permitting, accessing, and community development functions into a single platform, improving efficiency, accuracy, and citizen service. It eliminates duplicate data entry across departments. It allows for customizable reports. Automates routine administrative tasks, reduce paperwork and manual processes.

Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure: N/A

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

NOTE: Accountant <u>MUST</u> 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 budget for Software is $1,000,000.00

The percentage for Cloud Flare's Enterprise Web Optimization of $32,115.00 is 15% of the software Budget.

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

STAFF REVIEW FORM

Effective: April 1, 2026

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

Dept.	Name of Account	Account Number	Grant CODE	Amount
IT	Software	636-228.000-814.600		FY26 $25,789.66
				FY27 $128,948.34
		FY26/FY27 GRAND TOTAL		$154,738.00

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: $25,789.66

BUDGET YEAR 2: $128,948.34

BUDGET YEAR 3: ______

OTHER IMPLICATIONS (*i.e., collective bargaining*).. ______

PRE-ENCUMBERED? YES ☐ NO ☐ **REQUISITION NO:** 260011907

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	Jeff Keen	810-577-8666
2	Zach Smith	810-691-1568
3		

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

DEPARTMENT HEAD SIGNATURE: Jeff Keen (Jul 24, 2026 11:10:06 EDT)
(Jeff Keen, IT Director)

ADMINISTRATION APPROVAL: Clyde Edwards / A0682 (Jul 27, 2026 07:39:57 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:	BS&A	**Vendor ID:**	599
Review Period:		**Department:**	Information Technology
Project Name:	BS&A Software Renewal Change Order #9	**Project Type:**	BS&A Software Renewal

Vendor Goals:

We been using BS&A Software Suite, it's the municipal go to software for Financial applications

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☒
Responsiveness:	☐	☐	☐	☒	☐
Cost Effectiveness:	☐	☐	☐	☐	☒
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☒	☐
Overall Rating:	☐	☐	☐	☐	☒

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

Performance / Other Comments:

BS&A performance hasn't always been great, more so when it comes to reporting, it is all we have for financial suite applications. Hopefully the cloud base system will be much better.

REVIEWER'S SIGNATURE: Jeff Keeh (Jul 24, 2026 11:10:06 EDT) **Date:** 07/24/2026

BS& A Software
14965 Abbey Lane
Bath, MI 48808

Phone: 517-641-8900

INVOICE

Invoice Number: 167242
Invoice Date: Apr 16, 2026
Page: 1

Bill To:

CITY OF FLINT
FINANCE DEPARTMENT -PO BOX 246
FLINT, MI 48501
GENESEE

Customer ID	Customer PO	Payment Terms	
FLINCTYGENE	2		
Sales Rep ID	**Shipping Method**	**Ship Date**	**Due Date**
			5/31/26

Quantity	Description	Unit Price	Amount
1.00	BS&A Online Services - Annual Service/Support Fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	6,961.00	6,961.00
1.00	BS&A Online Services Employee Web Portal - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	10,888.00	10,888.00
1.00	Payroll System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	10,888.00	10,888.00
1.00	Human Resource System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	9,899.00	9,899.00
1.00	Time Sheets System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	6,035.00	6,035.00
1.00	General Ledger/Budgeting System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	10,059.00	10,059.00
1.00	Cash Receipting System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	8,542.00	8,542.00
1.00	Utility Billing System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	24,467.00	24,467.00
1.00	Fixed Assets System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	8,542.00	8,542.00
1.00	Tax System - annual service/support fee per contract for the	8,983.00	8,983.00

Subtotal	Continued
Sales Tax	Continued
Total Invoice Amount	Continued
Payment/Credit Applied	
TOTAL	**Continued**

Check/Credit Memo No:

BS& A Software
14965 Abbey Lane
Bath, MI 48808

Phone: 517-641-8900

INVOICE

Invoice Number: 167242
Invoice Date: Apr 16, 2026
Page: 2

Bill To:

CITY OF FLINT
FINANCE DEPARTMENT -PO BOX 246
FLINT, MI 48501
GENESEE

Customer ID	Customer PO	Payment Terms	
FLINCTYGENE	2		
Sales Rep ID	**Shipping Method**	**Ship Date**	**Due Date**
			5/31/26

Quantity	Description	Unit Price	Amount
	coverage dates of May 1st, 2026-May 1st, 2027		
1.00	Accounts Payable System - annual service/support fee per contract for the coverage dates of May 1st 2026-May 1st, 2027	8,542.00	8,542.00
1.00	Purchase Order System- annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	8,542.00	8,542.00
1.00	Miscellaneous Receivables System- annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	8,542.00	8,542.00
1.00	Assessing System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	10,613.00	10,613.00
1.00	Delinquent Personal Property System - annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	2,449.00	2,449.00
1.00	Community Development (Building) System -annual service/support fee per contract for the coverage dates of May 1st, 2026-May 1st, 2027	10,786.00	10,786.00

Subtotal	154,738.00
Sales Tax	
Total Invoice Amount	154,738.00
Payment/Credit Applied	
TOTAL	**154,738.00**

Check/Credit Memo No:

RESOLUTION NO.: 260266

PRESENTED: 8-5-2026

ADOPTED: ____________

PROPOSAL B23000023
TRACKING: A0677

BY THE CITY ADMINISTRATOR:

RESOLUTION TO MCNAUGHTON-MCKAY ELECTRIC FOR ELECTRICAL, LIGHTING, SQUARE D, AND ALLEN BRADLEY SUPPLIES AND REPAIR PARTS

WHEREAS, The Division of Purchases and Supplies, as requested by various Divisions within the Department of Public Works, solicited bids on May 15, 2023 for the 3-year procurement of Electrical and Lighting Supplies (B23000023) AND Square D and Allen Bradley Supplies (B23000028). McNaughton-McKay Electric was the sole qualified responsive bidder.

WHEREAS, These parts and supplies are used to maintain several electric and electronic systems that support City Services which are critical to the health and safety of the residents, such as wastewater treatment, water treatment, and traffic/street lighting.

WHEREAS, McNaughton-McKay Electric is the sole provider of Allen Bradley parts and has offered to hold the third year pricing from Bid-23000023 for the procurement of electrical supplies. DPW personnel recommend the sole qualified responsive bidder, be awarded an extension of one year for the supply of these parts in the budgeted amount of $287,500.00 for FY 2027.

Funding is to come from the following account(s):

Account Number	Account Name/ Grant Code	Amount
590-550.200-775.000	WPC Pump Stations – Repair Parts & Supplies	$32,000.00
590-550.202-775.000	WPC Operations – Repair Parts & Supplies	$67,000.00
590-550.100-814.600	WPC Computer – Supplies	$20,000.00
590-550.202-930.000	WPC Operations – Repairs	$35,500.00
590-550.300-977.000	WPC Equipment	$20,000.00
591-545.201-752.000	Water Plant – Supplies	$38,000.00
202-447.201-752.000	Traffic Engineering Service Maintenance – Supplies	$45,000.00
101-230.200-752.000	City Hall Maintenance – Supplies	$30,000.00
	FY 2024 TOTAL	**$287,500.00**

IT IS RESOLVED, that the Proper City Officials are hereby authorized to do all things necessary to approve a one-year extension to Bid 23000023, and as the sole source supplier of Allen-Bradley parts, issue purchase orders to McNaughton-McKay Electric for the supply of Allen Bradley parts, electrical, and electronic parts as described above for FY 2027 in the not to exceed amount of $287,500.00.

APPROVED AS TO FORM:

JoAnne Gurley (Jul 24, 2026 14:51:56 EDT)

Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore (Jun 11, 2026 09:55:29 EDT)

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards/ A0677 (Jul 24, 2026 15:28:51 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

____

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley, Purchasing Manager

900 Tower Drive
Suite 1500
Troy, MI 48098
www.rockwellautomation.com

Rockwell Automation

March 24, 2026

Mr. John Florshinger
City of Flint Water Department
4652 Beecher Road
Flint, MI 48352

Re: Sole Source Designation

Dear Mr. Florshinger:

This is to confirm that ***McNaughton-McKay Electric Company*** currently is the only distributor appointed and authorized to sell Allen-Bradley Standard Controls, Drives, Logix, and Software products including all services and support contract offerings in the geographic area in which your City of Flint is located. As a matter of Company policy, full factory product and sales support is made available only to the local authorized distributor, and it is Rockwell Automation's practice and policy to always promote and recommend the use of that distributor to customers in that geographic area. Rockwell Automation discourages the use of other non-authorized sources, including distributors who may hold an Allen-Bradley appointment in another locale.

Should you have any questions regarding the above, please do not hesitate to contact either ***McNaughton-McKay Electric Company***, Inc. at 248-399-7500 or our local Rockwell Automation sales office at 248-696-1200.

Regards,

Kevin Ives
Territory Sales Manager
Rockwell Automation

Cc: McNaughton-McKay

McNAUGHTON-McKAY
ELECTRIC COMPANY

Proposal 23-023
Extending the pricing to a 4th year.
No increase
Good through 7-30-27

X Tony Bowman

Tony Bowman

1357 E. Lincoln Ave. Madison Heights, MI 48071 ◆ (248) 399-7500 ◆ FAX (248) 399-6828 ◆ (800) 572-5033 ◆ www.mc-mc.com

MCNAELE-01 ATOBEY

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Gregory & Appel Insurance 433 N Capitol Ave Suite 400 Indianapolis, IN 46204	CONTACT NAME: Kaylee Werner PHONE (A/C, No, Ext): (317) 352-3346 FAX (A/C, No): E-MAIL ADDRESS: kwerner@gregoryappel.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Zurich American Insurance Co.	16535
INSURER B : American Zurich Insurance Co	40142
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
McNaughton-McKay Electric Co.
1357 E. Lincoln Ave.
Madison Heights, MI 48071-4134

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	X		GLO4353853	1/1/2026	1/1/2027	EACH OCCURRENCE	$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 2,000,000
							GENERAL AGGREGATE	$ 4,000,000
							PRODUCTS - COMP/OP AGG	$ 4,000,000
								$
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY			BAP4353854	1/1/2026	1/1/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC4353852	1/1/2026	1/1/2027	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
"Certificate holder" is included as: additional insured for general liability as defined in CG 20 37 (04/13) when required by written contract; the general liability is primary, non-contributory as defined in CG 20 01 (04/13) when required by written contract. Additional insured applies to auto liability as defined in 87950 (09/14) when required by written contract and the auto liability is primary as defined in 74445 (10/99) when required by written contract. Waiver of subrogation applies to general liability as defined in CG 24 04 (05/09) when required by written contract; waiver of subrogation is provided for workers' compensation as defined in WC 00 03 13 (04/84) when required by written contract and allowable by statute. Waiver of subrogation applies to the auto liability as defined in 62897 (06/95) where required by contract. With respect to leased/rented autos, "certificate holder" is included as Additional Insured & Loss Payee with respect to leased vehicles per CA 20 01 (10/13). Coverage applies to auto(s) leased from certificate holder, including physical damage coverage per CA 20 33 (10/13), SEE ATTACHED ACORD 101

CERTIFICATE HOLDER	CANCELLATION
Comerica Bank, I.S.A.O.A. A.T.I.M.A as agent / ISAOA Insurance Center PO Box 863299 Plano, TX 75086	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Robert A Dressler

AGENCY CUSTOMER ID: MCNAELE-01 ATOBEY

LOC #: 0

ACORD

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Gregory & Appel Insurance		McNaughton-McKay Electric Co. 1357 E. Lincoln Ave. Madison Heights, MI 48071-4134
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
as required by written contract. Waiver of subrogation applies per form 62897 (06/95) where required by written contract." With respect to leased/rented equipment, "Certificate holder" is included as Additional Insured & Loss Payee under the General Liability policy with respect to leased/rented equipment per CG 20 28 (12/19) when required by written contract.

FINANCE DEPARTMENT
DIVISION OF PURCHASES &SUPPLIES

Sheldon A. Neeley, Mayor

PROPOSAL #23000023

ELECRICAL SUPPLIES - (3) YEARS

Date Posted: 5/15/23

CITY OF FLINT
FINANCE DEPARTMENT
DIVISION OF PURCHASES AND SUPPLIES
City Hall, 1101 S. Saginaw Street, Room #203 – Flint, Michigan 48502
(810) 766-7340 www.cityofflint.com

Sheldon Neeley
Mayor

INVITATION TO BID

OWNER/RETURN TO:

THE CITY OF FLINT
FINANCE DEPARTMENT – DIVISION OF PURCHASES AND SUPPLIES
1101 S. SAGINAW ST., ROOM 203, 2nd FLOOR
FLINT, MI 48502

BID # 23000023

SCOPE OF WORK:

The City of Flint, Finance Department of Purchases & Supplies, is soliciting sealed bids for providing:

ELECRICAL SUPPLIES - (3) YEARS

Per the attached additional requirements.

If your firm is interested in providing the requested services, please submit:

(1) printed, signed, original proposal and signed addenda
(2) Additional copies unbound
1 electronic copy of all submitted documents

Proposal submittal information MUST be received by the following dates and times:

1. The mail in **HARD COPIES** with the original signature (signed documents) must be received by **Thursday, May 25, 2023, by 11:00 AM (EST), City of Flint, Finance Department - Division of Purchases and Supplies, 1101 S. Saginaw St., Room 203, Flint, MI, 48502.** Bids must be in a sealed envelope clearly identifying the proposal name and proposal number.
2. **Electronic Copy, please email to PurchasingBids@cityofflint.com by Thursday, May 25, 2023, by 11:00 AM (EST).** Please note that in the subject line of the email, type in the proposal name and number.
3. Faxed bids are not accepted.
4. Both mail in proposal and electronic submittal must be received by due date and time.

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

CITY OF FLINT REQUEST FOR BID

UPON MUTUAL AGREEMENT BETWEEN THE CITY OF FLINT AND THE SELECTED VENDOR, NEW PURCHASE ORDERS WILL BE ISSUED THE BEGINNING OF EACH FISCAL YEAR. FURNISH AS REQUESTED, WITHIN 48 HOURS NOTICE

NO SUBSTITUTIONS FOR ANY ITEM WITH THE MANUFACTURER OF 'SQUARE D'.

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
ASSEMBLY 193ECPM3 A-B 60/85A OVERLOAD MOUNTING	ALLEN-BRADLEY	$28.77	$30.21	$31.72
BALLAST GEM296-IS-120-IP - 2-96T12SL 120V	GENERAL ELEC LIGHTING	$42.13	$44.23	$46.44
GE-432-MAX-N/ULTRA - STD PWR 4LP DUAL VOLT	GENERAL ELEC LIGHTING	$15.01	$15.76	$16.55
GE-232-MAX-N/ULTRA - STD PWR 2LP DUAL VLT	GENERAL ELEC LIGHTING	$15.01	$15.76	$16.55
GE-232-MAX-L/ULTRA - LW PWR 2LMP DUAL VLT	GENERAL ELEC LIGHTING	$15.01	$15.76	$16.55
GE-432-MAX-L/ULTRA - LW PWR 4LMP DUAL VLT	GENERAL ELEC LIGHTING	$15.01	$15.76	$16.55
ICF2S26H1LDK ELE BAL (2) 26W CFL (4-PIN)	ADVANCE TRANSFORMER CO	$30.07	$31.58	$33.16
71A5792001D MH BAL 250W M138/M153 QUAD KIT	ADVANCE TRANSFORMER CO	$88.45	$92.88	$97.52
71A5390001D MH BAL 100W M90/140 QUAD KIT	ADVANCE TRANSFORMER CO	$66.35	$69.66	$73.15
RC2S85TPM MAG BALLAST (20 F72T12/HO 120V	ADVANCE TRANSFORMER CO	$1.05	$1.11	$1.16
BASE QON3B CIRCUIT BREAKER OEM MOUNTING BASE	SQUARE D	$55.88	$58.68	$61.61
700HN125 A-B 8-PIN RELAY	ALLEN-BRADLEY	$7.97	$8.37	$8.79
BATTERY RBC6 REPLACEMENT BATT CARTRIDGE	AMERICAN POWER CONV	$1.05	$1.11	$1.16
529 6V ALK PHOTO BATT	ENERGIZER BATT, INC	$8.41	$8.83	$9.27
ALK 9V INDUSTRIAL INDIVIDUAL	RAYOVAC	$1.13	$1.18	$1.24
ALK AA INDUSTRIAL INDIVIDUAL	RAYOVAC	$0.28	$0.30	$0.31
ALK AAA INDUSTRIAL INDIVIDUAL	RAYOVAC	$0.28	$0.30	$0.31
ALK C INDUSTRIAL INDIVIDUAL	RAYOVAC	$0.55	$0.57	$0.60

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
ALK D INDUSTRIAL INDIVIDUAL	RAYOVAC	$0.79	$0.83	$0.87
928 6V SCREW TRM HD LANTERN BATT	RAYOVAC	$2.38	$2.50	$2.62
KECR2032-1 LITH KYLS ENT BAT CRD 1PK	RAYOVAC	$0.95	$0.99	$1.04
301K 6V LANTERN KRPTN BLB W/BATTS	RAYOVAC	$22.20	$23.31	$24.48
R/V1V-HD SPRING TOP BARRICADE	RAYOVAC	$1.05	$1.11	$1.16
BLOCK		$0.00	$0.00	$0.00
596AB 1NO/1NC AUX CONTACT	ALLEN-BRADLEY	$94.66	$99.40	$104.37
193EIMD A-B OVERLAOD RELAY MOUNTING	ALLEN-BRADLEY	$58.21	$61.12	$64.18
BOARD 1336L6 A-B 1336-L6 LOGIC	ALLEN-BRADLEY	$499.58	$524.56	$550.79
BOLT 8868 5/8X18 DBL ARMING BOLT	HUBBELL POWER SYSTEMS	$6.78	$7.12	$7.47
BOX TP7010 1G WP BOX W/3 1/2 HUBS	CROUSE HINDS	$4.66	$4.90	$5.14
TP403 4SQ 2-1/8D BOX	CROUSE HINDS	$1.79	$1.88	$1.97
TP7082 1G WP BOX W/3 1IN HUB	CROUSE HINDS	$14.59	$15.32	$16.08
TP7018 1G WP BOX W/3 3/4 HUBS	CROUSE HINDS	$5.40	$5.67	$5.95
TP288 4 OCT 2-1/8D BOX	CROUSE HINDS	$4.89	$5.14	$5.40
TP7086 2G WP BOX W/3 1/2 HUB	CROUSE HINDS	$11.89	$12.49	$13.11
HBL2048IV RACEWAY 1-G DEV BOX HBL2000 SERIES IV	HUBBELL WIRING DEVICES	$12.05	$12.66	$13.29
BB201W P+S BOX 20/30A 3/4 ANG ALU	HUBBELL WIRING DEVICES	$59.89	$62.89	$66.03
JB1IW-A 1-PIECE JUNCTION BOX	PANDUIT CORP	$4.60	$4.83	$5.07
54151-1/2 4 OCTAGON BOX SSTL 15.8CU 1/2-KO	THOMAS & BETTS CORP	$1.75	$1.83	$1.93
E-14-4 3-1/2X2-3/32-1G SW BXNM14CUOLDWORK	THOMAS & BETTS CORP	$1.05	$1.11	$1.16
V5747 1G SHALLOW SW&RCPT BOX	WIREMOLD CO	$5.84	$6.13	$6.44
BREAKER HOM120 MINI CIRCUIT BREAKER 120/240V 20A	SQUARE D	$9.84	$10.33	$10.85
QOB150 MINI CIRCUIT BREAKER 120/240V 50A	SQUARE D	$23.16	$24.32	$25.53

DESCRIPTION	MANUFACTURER	1st	2nd	3rd

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
QOB130 MINI CIRCUIT BREAKER 120V 30A	SQUARE D	$18.95	$19.89	$20.89
QOB120 MINI CIRCUIT BREAKER 120/240V 20A	SQUARE D	$18.95	$19.89	$20.89
QO120 MINI CIRCUIT BREAKER 120/240V 20A	SQUARE D	$7.24	$7.60	$7.98
QON3B CIRCUIT BREAKER OEM MNTNG BASE	SQUARE D	$1.05	$1.11	$1.16
BULB 75WT ROUGH SERVICE, RUBBER COATED	?	$1.05	$1.11	$1.16
LM2A001 AA MINI MAG	?	$1.84	$1.93	$2.03
CABLE 88760 1-PR SHIELDED, PLENUM-RATED	BELDEN	$2.37	$2.49	$2.61
8760 1-PR SHIELDED	BELDEN	$0.89	$0.94	$0.99
CAP B1-250JR B1 YELLOW B-CAP 250PC	IDEAL IND	$11.44	$12.01	$12.61
E995G 1-1/4 PVC METER OFFSET	THOMAS & BETTS CORP	$8.19	$8.60	$9.03
E998G-CAR 1-1/4 SVC ENTRANCE CAP	THOMAS & BETTS CORP	$37.18	$39.04	$40.99
SE-CAP-1/2 SERVICE ENTRANCE CAP	?	$10.63	$11.16	$11.72
SE-CAP-1-1/4 SERVICE ENTRANCE CAP	?	$7.98	$8.38	$8.80
CHANNELL B22SH-10FT-GRN SLOT CHANNELL	COOPER B-LINE SYSTEMS	$27.89	$29.29	$30.75
B22SHGRN10 SLOT CHANNELL	COOPER B-LINE SYSTEMS	$27.89	$29.29	$30.75
CLAMP B2009 ZN (3/4 GRD) PLTD COND CLAMP	COOPER B-LINE SYSTEMS	$0.55	$0.57	$0.60
B2009-3/4-PLTD COND CLAMP	COOPER B-LINE SYSTEMS	$0.55	$0.57	$0.60
B2010-1-PLTD COND CLAMP	COOPER B-LINE SYSTEMS	$0.68	$0.72	$0.75
RAC75HD 3/4 90D GALV CLAMP	CROUSE HINDS	$9.42	$9.89	$10.39
RAC100HD 1IN 90D GALV CLAMP	CROUSE HINDS	$9.66	$10.15	$10.65
E977GC 1-1/4 2H PVC CND CLAMP	THOMAS & BETTS CORP	$0.99	$1.04	$1.09
CLAMP-PVC-1/2 CONDUIT CLAMP	?	$0.22	$0.23	$0.24
CLAMP-PVC-1-1/4 CONDUIT CLAMP	?	$0.36	$0.38	$0.39

		year	year	year
CLAMPBACK CB2 3/4 MALL CLAMPBACK	CROUSE HINDS	$1.05	$1.11	$1.16
COIL CD236 A-B FOR SIZE 3 STARTER	ALLEN-BRADLEY	$192.44	$202.06	$212.17
CC236 A-B FOR SIZE 2 STARTER	ALLEN-BRADLEY	$132.21	$138.82	$145.76
CB236 A-B FOR SIZE 1 STARTER	ALLEN-BRADLEY	$108.75	$114.18	$119.89
CONDUIT 15007-100 3/4 L/T FLEX PVC	THOMAS & BETTS CORP	$68.74	$72.17	$75.78
1/2-EMT STEEL THINWALL COND	?	$4.56	$4.79	$5.03
PVC-3 SCH 40 10FT	?	$39.69	$41.68	$43.76
PVC-2-1/2 SCH40 COND 10FT	?	$32.51	$34.13	$35.84
1/2 ALUM RIGID CONDUIT	?	$13.01	$13.66	$14.34
PVC-1-1/4 SCH40 COND 10FT	?	$14.34	$15.05	$15.81
PVC-2 SCH40 COND 10FT	?	$20.74	$21.77	$22.86
3/4-EMT STEEL THINWALL COND	?	$8.05	$8.46	$8.88
2-GALV RIGID CONDUIT	?	$70.28	$73.80	$77.49
1-1/2 GALV RIGID CONDUIT	?	$57.21	$60.07	$63.07
PVC-1 SCH40 COND 10FT	?	$9.96	$10.46	$10.98
PVC-3/4 SCH40 COND 10FT	?	$6.82	$7.16	$7.52
1-ALUM RIGID CONDUIT	?	$25.24	$26.50	$27.83
3/4-ALUM RIGID CONDUIT	?	$13.58	$14.26	$14.97
CONDULET C25 3/4 ALUM C COND BODY	CROUSE HINDS	$5.55	$5.82	$6.12
T25 3/4 ALUM T COND BODY	CROUSE HINDS	$6.89	$7.24	$7.60
LR25-CGN 3/4 RGD LR COND BODY CVR&GSK ALM	CROUSE HINDS	$8.01	$8.41	$8.83
LB25 3/4 ALUM LB COND BODY	CROUSE HINDS	$5.55	$5.82	$6.12
LB15 1/2 ALUM LB COND BODY	CROUSE HINDS	$4.22	$4.43	$4.65
T15 1/2 ALUM T COND BODY	CROUSE HINDS	$5.35	$5.61	$5.90
E987G-CAR 1-1/4 C PVC BODY	THOMAS & BETTS CORP	$5.07	$5.33	$5.59
LB2-1/2 COND BODY TYPE LB	?	$8.28	$8.70	$9.13
C-1-1/4 COND BODY TYPE C	?	$28.34	$29.75	$31.24
DESCRIPTION	**MANUFACTURER**	**1st year**	**2nd year**	**3rd year**

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
CONNECTOR O/B+JUG SPRING CONNECTOR ORANGE/BLUE	3M IND TAPE DIV	$0.06	$0.07	$0.07
T/Y+JUG SPRING CONNECTOR TAN/YELLOW	3M IND TAPE DIV	$0.07	$0.08	$0.08
O/B-BULK-PLUS SPRING CONN ORANGE/BLUE	3M IND TAPE DIV	$0.06	$0.07	$0.07
30-273 SIZE 73B ORG WIRE CONN	IDEAL IND	$67.68	$71.07	$74.62
30-652 SIZE 452 RED WIRE CONN	IDEAL IND	$103.75	$108.93	$114.38
30-073 SIZE 73B ORG WIRE CONN	IDEAL IND	$89.55	$94.02	$98.73
30-072 SIZE 72B BLU WIRE CONN	IDEAL IND	$76.56	$80.39	$84.41
30-074 SIZE 74B YEL WIRE CONN	IDEAL IND	$100.88	$105.93	$111.22
30-076 SIZE 76B RED WIRE CONN	IDEAL IND	$152.17	$159.78	$167.77
30-651 SIZE 451 YEL WIRE CONN	IDEAL IND	$82.23	$86.34	$90.66
BSN10-L NYLON-INS BUTT SPLICE	PANDUIT CORP	$88.67	$93.11	$97.76
BSN14-C NYLON-INS BUTT SPLICE	PANDUIT CORP	$60.55	$63.57	$66.75
BSN18-C NYLON-INS BUTT SPLICE	PANDUIT CORP	$60.55	$63.57	$66.75
BSV10X-L VINYL-INS BUTT SPLICE	PANDUIT CORP	$67.68	$71.07	$74.62
BSV14X-C VINYL-INS BUTT SPLICE	PANDUIT CORP	$37.19	$39.05	$41.00
BSV18X-CY VINYL BUTT SPLICE	PANDUIT CORP	$46.04	$48.34	$50.76
C205-0211 CONNECTOR	?	$1.05	$1.11	$1.16
CONTACTOR 9999SX6 CONTACTOR+STARTER AUX CONT	SQUARE D	$1.05	$1.11	$1.16
COUPLING 460 1/2 STL S/SCR EMT	CROUSE HINDS	$0.26	$0.28	$0.29
191 3/4 MALL 3PC COND CPLG	CROUSE HINDS	$4.71	$4.94	$5.19
193 1-1/4 MALL 3PC COND CPLG	CROUSE HINDS	$16.66	$17.50	$18.37
COUP-2 SCH40	?	$0.59	$0.62	$0.65
COUP-3 SCH40	?	$1.72	$1.80	$1.89
3/4-ALUM-COND COUPLING	?	$3.77	$3.96	$4.15
509BOD A-B SIZE 1	ALLEN-BRADLEY	$433.63	$455.31	$478.08
509COD A-B SIZE 2	ALLEN-BRADLEY	$792.24	$831.85	$873.45
COVER TP7240 1G WP GFI DEVICE COVER	CROUSE HINDS	$8.98	$9.43	$9.90

DS100G SNGL GN BLANK CST ALUM W/GASKET	CROUSE HINDS	$20.25	$21.27	$22.33
TP472 4SQ FLAT BLANK COVER	CROUSE HINDS	$0.55	$0.57	$0.60
TP608 BLANK UTILITY COVER	CROUSE HINDS	$0.51	$0.53	$0.56
TP7199 1G WP DPLX RCPT COVER	CROUSE HINDS	$6.21	$6.52	$6.85
TP7207 1G WP DPLX RCPT COVER	CROUSE HINDS	$4.47	$4.70	$4.93
TP7202 1G WP SGL RCPT COVER	CROUSE HINDS	$4.60	$4.83	$5.07
TP7218 1G WP SGL RCPT COVER	CROUSE HINDS	$10.38	$10.90	$11.44
250 3/4 ALUM COND BODY COVER	CROUSE HINDS	$1.11	$1.16	$1.22
TP7252 2G WP GFI DEVICE COVER	CROUSE HINDS	$21.63	$22.71	$23.85
S8 WALLPLATE 1-G DUP SS	HUBBELL WIRING DEVICES	$1.67	$1.76	$1.85
SS1 WALLPLATE 1-G SWITCH SS	HUBBELL WIRING DEVICES	$1.67	$1.76	$1.85
SS8 WALLPLATE 1-G DUP SS	HUBBELL WIRING DEVICES	$1.67	$1.76	$1.85
11699 BLANK COVER 1/2IN	MULBERRY METAL PROD	$0.43	$0.45	$0.48
11700 BLANK COVER 3/4"	MULBERRY METAL PROD	$0.56	$0.59	$0.62
WDGF100-C 2 GANG DUPLEX GFI	THOMAS & BETTS CORP	$1.05	$1.11	$1.16
FLASHLIGHT M2A01H MINI-MAG WITH HOLSTER	?	$11.05	$11.61	$12.19
FIXTURE RCL-80E 80W INDUCTION ROUND CANOPY	MHT	$1.05	$1.11	$1.16
RCK40E INDUCTION	MHT	$1.05	$1.11	$1.16
FUSE DMM-B-44/100 FUSE	COOPER BUSSMANN, INC	$39.48	$41.46	$43.53
FRN-R-25 FUSETRON DUAL-ELEMENT CLASS RK5	COOPER BUSSMANN, INC	$7.27	$7.64	$8.02
FRS-R-6-1/4 FUSETRON DUAL ELEMENT CLASS R	COOPER BUSSMANN, INC	$17.02	$17.87	$18.77
FNQ-R-1 CLASS CC TIME DELAY	COOPER BUSSMANN, INC	$24.79	$26.03	$27.33
NON-3 BUSS ONE TIME FUSE	COOPER BUSSMANN, INC	$8.07	$8.48	$8.90
GMA-100MA BUSS SMALL DIMENSION FUSE	COOPER BUSSMANN, INC	$190.53	$200.05	$210.06
170M5610 SQ BDY SEMI-COND FUSE	COOPER BUSSMANN, INC	$347.96	$365.36	$383.62
ATRQ2 FERRAZ ATRQ2, 2A	GOULD	$11.13	$11.68	$12.27
ATRQ1 FERRAZ ATRQ1, 1A	GOULD	$10.87	$11.42	$11.99
ATRQ31/2 FERRAZ ATRQ3-1/2, 3-1/2A	GOULD	$13.46	$14.14	$14.84

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year

ATRQ5 FERRAZ ATRQ5, 5A	GOULD	$14.80	$15.54	$16.32
FNM1 BUSSMAN	BUSSMAN	$9.48	$9.96	$10.46
KTKR10 BUSSMAN	BUSSMAN	$20.20	$21.21	$22.27
GMA-1A BUSS SMALL DIMENSION FUSE	COOPER BUSSMANN, INC	$113.68	$119.37	$125.34
FRS-R7 FUSETRON DUAL ELEMENT CLASS R	COOPER BUSSMANN, INC	$17.02	$17.87	$18.77
FRN-R60 FUSETRON DUAL ELEMENT CLASS RK5	COOPER BUSSMANN, INC	$12.04	$12.64	$13.28
GDE-1107	?	$1.05	$1.11	$1.16
70-065-065.5 SIBA FUSE 5 AMP 500VOLT	?	$1.05	$1.11	$1.16
GASKET 11721 3/4 COND BODY GASKET	MULBERRY METAL PROD	$0.48	$0.51	$0.53
11720 1/2 COND BODY GASKET	MULBERRY METAL PROD	$0.34	$0.35	$0.37
LAMP F48T12/CW 48IN SLIMLINE CW LAMP	GENERAL ELEC LIGHTING	$6.72	$7.05	$7.40
F32T8/SP41/ECO FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$3.35	$3.51	$3.69
F96T12/CW/WM15PK 96IN SLIM LAMP	GENERAL ELEC LIGHTING	$7.41	$7.78	$8.17
MVR250/U MULTI-VAPOR E28 CLEAR LAMP	GENERAL ELEC LIGHTING	$16.48	$17.31	$18.17
MVR175/U MULTI-VAPOR E28 CLEAR LAMP	GENERAL ELEC LIGHTING	$24.28	$25.50	$26.77
100A48PK120 A19 MED IF LAMP	GENERAL ELEC LIGHTING	$0.00	$0.00	$0.00
F96T12/CW/HO/WM15PK LAMP	GENERAL ELEC LIGHTING	$7.49	$7.87	$8.26
F96T12/CW/WM/ECO FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$7.41	$7.78	$8.17
FLE26HT3/2/827 COMPACT FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$24.31	$25.52	$26.80
R34CW/RS/WM/ECO	GENERAL ELEC LIGHTING	$3.64	$3.82	$4.02
RF24T12/CW/HO 24IN HI-OUT WHITE LAMP	GENERAL ELEC LIGHTING	$1.05	$1.11	$1.16
F35CW/U/6/WM	GENERAL ELEC LIGHTING	$1.05	$1.11	$1.16
F26DBX/841/ECO4P COMPACT FLOUR ECO LAMP	GENERAL ELEC LIGHTING	$6.17	$6.48	$6.80
MVR100/U/MED MH LAMP	GENERAL ELEC LIGHTING	$33.06	$34.72	$36.45
Q500T3/CL120 QTZ LAMP	GENERAL ELEC LIGHTING	$32.89	$34.54	$36.27
MVR400/U MULTI-VAPOR E37 LAMP	GENERAL ELEC LIGHTING	$16.81	$17.65	$18.53
MVR70/U/MED MH LAMP	GENERAL ELEC LIGHTING	$35.76	$37.55	$39.42
F26DBXT4/SPX41 FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$4.28	$4.50	$4.72
F32T8/SPX41/ECO FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$3.35	$3.51	$3.69

F24T12/CW/HO 24IN HI-OUT WHITE LAMP	GENERAL ELEC LIGHTING	$6.00	$6.30	$6.62
100A/S-120V-24PK120 CAND LAMP	GENERAL ELEC LIGHTING	$2.02	$2.12	$2.23

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
75A/67WM120 67W WATT-MISER LAMP	GENERAL ELEC LIGHTING	$5.19	$5.45	$5.72
100A/W/LL24PK120 41289 A-LINE INCANDESCENT	GENERAL ELEC LIGHTING	$5.19	$5.45	$5.72
FLE28QBX/A/827 FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$13.42	$14.09	$14.80
F13DBX23T4/SPX35 DBL BIAX LAMP	GENERAL ELEC LIGHTING	$5.46	$5.74	$6.02
65R30/FL/MI-6PK120 FLOOD LAMP	GENERAL ELEC LIGHTING	$1.94	$2.03	$2.14
F96T8/SP41 FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$22.32	$23.43	$24.60
F17T8/SP41/ECO FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$6.54	$6.86	$7.21
F34CW/RS/WM/ECO	GENERAL ELEC LIGHTING	$3.64	$3.82	$4.02
F48T12/CW/HO 48IN HI-OUT WHITE LAMP	GENERAL ELEC LIGHTING	$15.68	$16.47	$17.29
LU250 HPS LUCALOX 250W LAMP	GENERAL ELEC LIGHTING	$18.33	$19.24	$20.20
755UNIT T3-1/4 MINI BAY 6.3 LAMP	GENERAL ELEC LIGHTING	$0.56	$0.59	$0.62
6S6TRAY120 S6 CAND CLEAR LAMP	GENERAL ELEC LIGHTING	$3.06	$3.22	$3.38
F26DBXT4SPX41/4P FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$4.28	$4.50	$4.72
F32T8/SP35/ECO FLOURESCENT LAMP	GENERAL ELEC LIGHTING	$3.34	$3.50	$3.68
1950L/P25/TS130 TRAFFIC SIGNAL LAMP	GENERAL ELEC LIGHTING	$5.79	$6.08	$6.38
69A21/TS130 A21 MED LAMP	GENERAL ELEC LIGHTING	$2.58	$2.71	$2.84
69A21/TS120 A21 MED LAMP	GENERAL ELEC LIGHTING	$2.58	$2.71	$2.84
LU150/55 HPS LUCALOX 2900 LAMP	GENERAL ELEC LIGHTING	$20.26	$21.28	$22.34
FLE20HT3/2/XL CFL LAMP 20W X-LONG LIFE	GENERAL ELEC LIGHTING	$6.54	$6.86	$7.21
F36T12/D/HO 36IN HO DAYLIGHT LAMP	GENERAL ELEC LIGHTING	$46.27	$48.59	$51.02
QF500 500W QTZ FLOOD W/LP	RAB ELEC MFG CO INC	$1.05	$1.11	$1.16
MP250W/BU/UNVS/PS 64658	VENTURE LIGHTING	$1.05	$1.11	$1.16
MS175/BU/PS 68475	VENTURE LIGHTING	$1.05	$1.11	$1.16
MH100W/U/PS 27266	VENTURE LIGHTING	$1.05	$1.11	$1.16
WP40E INDUCTION WALL-PAK 40W	MHT	$1.05	$1.11	$1.16
WP80E INDUCTION WALL-PAK 80W	MHT	$1.05	$1.11	$1.16
RCL40E INDUCTION ROUND CANOPY 40W	MHT	$1.05	$1.11	$1.16

LIGHT 800HQRT10G A-B LED PILOT, GREEN, 120V	ALLEN-BRADLEY	$133.99	$140.69	$147.72
LOCKNUT 1-1/4 STEEL LOCKNUT	CROUSE HINDS	$40.20	$42.21	$44.32
3IN STEEL LOCKNUT	CROUSE HINDS	$326.36	$342.68	$359.81
1IN STEEL LOCKNUT	CROUSE HINDS	$31.62	$33.20	$34.86

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
1-1/2 STEEL LOCKNUT	CROUSE HINDS	$61.45	$64.53	$67.75
PSL-1A JAW LOCKNUT	PANDUIT CORP	$7.65	$8.04	$8.44
MODULE 100DNY41R 120V DSA	ALLEN-BRADLEY	$382.72	$401.85	$421.94
100DNY42R 24V DSA	ALLEN-BRADLEY	$370.59	$389.12	$408.57
OVERLOAD 592EC2CC A-B E3+ 5-25A	ALLEN-BRADLEY	$889.26	$933.73	$980.41
592EC2BC E3+ 3-15A	ALLEN-BRADLEY	$967.52	$1,015.89	$1,066.69
592EC2DC 9-45A	ALLEN-BRADLEY	$889.26	$933.73	$980.41
PHOTO CONTROL K4123C 208-277 V 50/60 HZ 3100-4100 WATT	INTERMATIC INC	$17.45	$18.33	$19.24
LC4521C 120V 50/60 HZ 1000WATT INTIN LOCKING	INTERMATIC INC	$8.87	$9.32	$9.78
K4121C 120V 50/60HZ 1800WATT INTIN STEM MOU	INTERMATIC INC	$10.77	$11.31	$11.87
K4221C 120V50/60 HZ 1800WATT INTIN SWIVEL M	INTERMATIC INC	$12.27	$12.89	$13.53
3000 120V 1500W SPST FLUSH MOUNTING	TORK, INC	$12.22	$12.83	$13.47
2101 120V 2000W SPST CONDUIT COUINT DIE CAST	TORK, INC	$10.53	$11.05	$11.61
5001S 105-130V 1200W DELAYED RESPONSE	TORK, INC	$8.74	$9.17	$9.63
PLUG HBL21415B H/LOCK PLUG 3P4W 30A 600V	HUBBELL WIRING DEVICES	$149.47	$156.95	$164.79
HBL5965VY VALISE PLUG 15A 125B 5-15P YL	HUBBELL WIRING DEVICES	$9.63	$10.11	$10.62
HBL5266C PLUG 15A 125V 5-15P B/W	HUBBELL WIRING DEVICES	$14.68	$15.42	$16.19

HBL2311SW LKG WT S/SHRD 20A 125V L5-20P	HUBBELL WIRING DEVICES	$69.42	$72.89	$76.54
94215405 A-B DEVICENET	ALLEN-BRADLEY	$16.16	$16.97	$17.81
PUSH BUTTON ZB4BH02 FLUSH PUSH ON/PUSH OFF NON-ILLUM BLACK	SQUARE D	$10.53	$11.05	$11.61
ZB4BZ105 BLK ASSM	SQUARE D	$10.53	$11.05	$11.61
XAPG19201 PUSHBUTTON ENCLOSURE 30MM XAP +OPTIONS	SQUARE D	$15.79	$16.58	$17.41

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
RECEPTACLE CT5362I PLT SCR ASSMT	HUBBELL WIRING DEVICES	$1.05	$1.11	$1.16
CR5362 DUP RCPT CONST GRD 20A125V 5-20R BR	HUBBELL WIRING DEVICES	$2.13	$2.23	$2.34
CR20I DUP RCPT COMM GRD 20A 125V 5-20R IV	HUBBELL WIRING DEVICES	$1.16	$1.22	$1.28
HBL2315 LKG FLG-INLT 20A 125V L5-20P WH	HUBBELL WIRING DEVICES	$21.84	$22.93	$24.08
GFR5352A GFCI RCPT COMM GRD20A 125V5-20R	HUBBELL WIRING DEVICES	$16.17	$16.98	$17.83
GFR5352IA GFCI RCPT COMM GRF20A 125V5-20R	HUBBELL WIRING DEVICES	$13.21	$13.87	$14.56
HBL5266C PLUG 15A 125V 5-15P B/W	HUBBELL WIRING DEVICES	$14.68	$15.42	$16.19
CR5362W DUP RCPT CONST GRD 20A125V 5-20R	HUBBELL WIRING DEVICES	$3.13	$3.28	$3.45
GFR5352L 20A 125V COMM GFCI BRWN LED	HUBBELL WIRING DEVICES	$16.05	$16.86	$17.70
HBL20405 W/PROOF COVER FOR HBL20403/20443	HUBBELL WIRING DEVICES	$58.53	$61.45	$64.53
7401008 STR MALE DCG .37-.50 1/2 W/MESH	HUBBELL WIRING DEVICES	$52.26	$54.88	$57.62
CR5362I STD PWR 4LP DUAL VLT BLST	HUBBELL WIRING DEVICES	$3.13	$3.28	$3.45
49686-I TAP	LEVITON MANU	$5.96	$6.26	$6.57
RELAY 8501KP12V20 RELAY 240VAC 10AMP TYPE K PLUS OPTIONS	SQUARE D	$10.77	$11.31	$11.87
8501KP12P14V20 RELAY 240VAC 10AMP TYPE K PLUS OPTIONS	SQUARE D	$1.05	$1.11	$1.16
8501DPD12P14V53 RELAY 240VAC 10AMP TYPE K PLUS OPTIONS	SQUARE D	$1.05	$1.11	$1.16

8501KP12V14 RELAY 240VAC 10AMP TYPE K PLUS OPTIONS	SQUARE D	$1.05	$1.11	$1.16
8501NR51 RELAY SOCKET 600VAC 10A TYPE K PLUS OPTIONS	SQUARE D	$1.05	$1.11	$1.16
8501NR61 RELAY SOCKET 600VAC 5A TYPE K PLUS OPTIONS	SQUARE D	$1.05	$1.11	$1.16
8501NR51B RELAY SOCKET 600VAC 10A TYPE K PLUS OPTIONS	SQUARE D	$1.05	$1.11	$1.16
700CF400D 4NO INDUSTRIAL CONTROL	ALLEN-BRADLEY	$1.05	$1.11	$1.16
700HA32A2434 A-B GEN PURP, 24VDC, DPDT	ALLEN-BRADLEY	$69.52	$72.99	$76.64
700HA32A134 A-B GEN PURP, 120VAC, DPDT	ALLEN-BRADLEY	$28.67	$30.11	$31.61
		$28.67	$30.11	$31.61

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
SEAL AS075 3/4 OT KO SEAL	HOFFMAN ENG	$11.27	$11.84	$12.43
AS100 1IN OT KO SEAL	HOFFMAN ENG	$15.62	$16.40	$17.22
AS150 1-1/2 OT KO SEAL	HOFFMAN ENG	$19.67	$20.66	$21.69
AS200 2IN OT KO SEAL	HOFFMAN ENG	$21.44	$22.51	$23.64
AS300 3IN OT KO SEAL	HOFFMAN ENG	$35.96	$37.76	$39.64
STRAP 200 1/2 1H STL EMT STRAP	CROUSE HINDS	$13.05	$13.71	$14.39
496-3 1/2 RGD 2 HOLE STRAP	CROUSE HINDS	$9.05	$9.51	$9.98
496-4 3/4 RGD 2 HOLE STRAP	CROUSE HINDS	$11.42	$11.99	$12.59
511 3/4 1H MALL COND STRAP	CROUSE HINDS	$0.46	$0.49	$0.51
B2008SS4 1/2" RIGID STAINLESS STEEL STRUT	B-LINE	$6.36	$6.68	$7.01
B2009SS4 1/4" RIGID STAINLESS STEEL STRUT	B-LINE	$6.65	$6.99	$7.33
B2010SS4 1" RIGID STAINLESS STEEL STRUT	B-LINE	$7.57	$7.95	$8.34
STRUT B22SH120SS4 B-LINE STAINLESS STEEL	B-LINE	$233.85	$245.55	$257.82
SWEEP ELL-90-3 SCH40	?	$10.12	$10.62	$11.15
ELL-90-2 SCH40	?	$3.27	$3.44	$3.61

ELL-45-3 SCH40	?	$9.64	$10.12	$10.63
ELL-90-1 SCH40	?	$1.25	$1.32	$1.38
SWITCH CS1222 DP TOG CONST GRD 20A 120/277V BR	HUBBELL WIRING DEVICES	$8.56	$8.99	$9.44
CS1221I SP TOG CONST GRD 20A 120/277V IV	HUBBELL WIRING DEVICES	$3.61	$3.79	$3.98
CS120I SP TOG SPC GRADE 20A 120/277V IV	HUBBELL WIRING DEVICES	$3.95	$4.14	$4.35
CS1221W SP TOG CONST GRD 20A 120/277V WH	HUBBELL WIRING DEVICES	$3.61	$3.79	$3.98
HBL1221 SP TOG IND GRD 20A 120/277V BR	HUBBELL WIRING DEVICES	$3.61	$3.79	$3.98
HBL1222 DP TOG IND GRD 20A 120/277V BR	HUBBELL WIRING DEVICES	$8.56	$8.99	$9.44
A800HJR2 A-B 800H 3-POS SELECTOR	ALLEN-BRADLEY	$42.03	$44.13	$46.34

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
SUPPRESSOR 599K04 A-B K04 SURGE	ALLEN-BRADLEY	$49.19	$51.65	$54.23
TAPE 33+SUPER-3/4X66FT VINYL TAPE	3M IND TAPE DIV	$5.34	$5.60	$5.88
130C-3/4X30FT LINERLESS RUBBER TAPE	3M IND TAPE DIV	$11.34	$11.90	$12.50
88-SUPER-3/4X66FT TAPE	3M IND TAPE DIV	$5.98	$6.28	$6.59
1700-3/4X66FT-1.5 CORE TAPE	3M IND TAPE DIV	$0.93	$0.97	$1.02
88T 3/4X60FT VINYL TAPE	3M IND TAPE DIV	$1.05	$1.11	$1.16
2200-6-1/2X4-1/2 VINYL MASTIC TAPE	3M IND TAPE DIV	$6.91	$7.25	$7.61
TTS-20R0 TAK-TAPE 20FT ROLL	PANDUIT CORP	$12.19	$12.80	$13.44
TERMINAL PV14-8F-C FORK TERMINAL	PANDUIT CORP	$43.51	$45.68	$47.96
DV14-250MB-C DISCONNECT	PANDUIT CORP	$63.57	$66.75	$70.08
DV18-250MB-CY DISCONNECT	PANDUIT CORP	$63.07	$66.23	$69.54
DNFR14-250FIB-C DISCONNECT	PANDUIT CORP	$1.05	$1.11	$1.16
DV10-250-L DISCONNECT	PANDUIT CORP	$77.26	$81.13	$85.18
PV18-6F-CY TERM FORK VINYL INS	PANDUIT CORP	$44.69	$46.93	$49.28
PN10-14F-L FORK TERMINAL	PANDUIT CORP	$85.25	$89.52	$93.99
PV14-P47-C TERMINAL	PANDUIT CORP	$75.53	$79.30	$83.27

PV14-6F-C FORK TERMINAL	PANDUIT CORP	$44.69	$46.93	$49.28
DV14-250B-C DISCONNECT	PANDUIT CORP	$56.11	$58.91	$61.86
DV18-250B-CY DISCONNECT FEMALE VINYL	PANDUIT CORP	$54.37	$57.09	$59.94
PN10-14R-L RING TERMINAL	PANDUIT CORP	$79.75	$83.73	$87.92
DV18-250B-C FEM DISCONNECT BULK-PK	PANDUIT CORP	$54.37	$57.09	$59.94
RB14-6F 16-14 INS SPADE	THOMAS & BETTS CORP	$90.21	$94.72	$99.46
RA18-6F 22-18 INS SPADE	THOMAS & BETTS CORP	$82.99	$87.14	$91.50
RA18-10F INS NYL FORK TERM 22-16 #10 RED	THOMAS & BETTS CORP	$81.77	$85.86	$90.15
3044571 UT 4-QUATTRO	PHOENIX	$2.18	$2.29	$2.40
3044102 UT 4	PHOENIX	$1.05	$1.11	$1.16
TIMER SLA-460-AFE	AUTOMATIC TIMING & CNTRL	$1.05	$1.11	$1.16

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
ST01C 7 DAY PROG DIG WALL SWITCH TIMER	INTERMATIC INC	$26.57	$27.90	$29.29
WP1030MC CLAM PACK 2 GANG OR 1 GANG 3-1/8"	INTERMATIC INC	$14.83	$15.57	$16.35
ET104C NEMA 1-120-277V 50/60 HZ DPST	INTERMATIC INC	$183.52	$192.69	$202.33
T101 NEMA 1-125 V SPST	INTERMATIC INC	$61.29	$64.36	$67.58
3000 120V 1500W SPST FLUSH MOUNTING	TORK, INC	$12.22	$12.83	$13.47
TRANSFORMER 1497CBASXON A-B 130VA CONTROL	ALLEN-BRADLEY	$79.28	$83.25	$87.41
UNIT 1201HA2 A-B LCD DRIVE PROGRAMMER	ALLEN-BRADLEY	$637.89	$669.79	$703.28
5603593 PLC-RSC-120/UC/21/SO46 CONTACT	PHOENIX	$1.05	$1.11	$1.16
2980319 PLC-BSC-120UC/21/SO46 BASE	PHOENIX	$1.05	$1.11	$1.16
2961118 REL-MR-60DC-21 RELAY	PHOENIX	$19.89	$20.89	$21.93
WIRE SOOW-10-4-BLK-250CN 90DEG C 600V	?	$1,689.63	$1,774.11	$1,862.82
THHN-6-STR-BLK-5000R 19 STRND 600V 90DEG CU	?	$593.79	$623.48	$654.65

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
THHN-3-STR-BLK-5000R 19 STRND 600V 90DEG CU	?	$1,146.09	$1,203.40	$1,263.57
THHN-6-STR-GRN-500S 19STR 600V 90DE CU	?	$593.79	$623.48	$654.65
THHN-12-STR-BLK-500S 19STR 600V 90DE CU	?	$135.32	$142.08	$149.19
THHN-12-STR-WHT-500S 19STR 600V 90DE CU	?	$135.32	$142.08	$149.19
THHN-12-STR-GRN-500S 19STR 600V 90DE CU	?	$135.32	$142.08	$149.19
TFFN-16-STR-RED-500S 26STR 600V 90DE CU	?	$69.62	$73.10	$76.76
THHN-12-STR-RED-500S 19STR 600V 90DE CU	?	$135.32	$142.08	$149.19
THHN-8-STR-GRN-500S 19STR 600V 90DE CU	?	$385.94	$405.23	$425.50
THHN-8-STR-BLK-5000R 19 STR 600V 90DE CU	?	$385.94	$405.23	$425.50
THHN-10-STR-BLK-500S 19 STR 600V 90DE CU	?	$206.95	$217.29	$228.16
THHN-10-STR-RED-500S 19 STR 600V 90DE CU	?	$206.95	$217.29	$228.16
THHN-10-STR-GRN-500S 19 STR 600V 90DE CU	?	$206.95	$217.29	$228.16
TFFN-16STR-WHT-500S 26 STR 600V 90DE CU	?	$69.62	$73.10	$76.76
TFFN-16-STR-YEL-500S 26 STR 600V 90DE CU	?	$69.62	$73.10	$76.76
TFFN-16-STR-GRY-500S 26 STR 600V 90DE CU	?	$69.62	$73.10	$76.76
TFFN-16-STR-BLU-500S 26 STR 600V 90DE CU	?	$69.62	$73.10	$76.76

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
TFFN-16-STR-RED-500S 26 STR 600V 90DE CU	?	$69.62	$73.10	$76.76
TFFN-16-STR-ORN-500S 26 STR 600V 90DE CU	?	$69.62	$73.10	$76.76
THHN-14-STR-BLK-500S 19 STR 600V 90DE CU	?	$91.57	$96.15	$100.95
THHN-14-STR-WHT-500S 19 STR 600V 90DE CU	?	$91.57	$96.15	$100.95
THHN-14-STR-GRN-500S 19 STR 600V 90DE CU	?	$91.57	$96.15	$100.95
THHN-12-SOL-BLU-2500R SOLID COND 600V 90DE	?	$126.31	$132.62	$139.25
BARE-CU-SD-6-7STR-315S	?	$506.00	$531.30	$557.87

20-4-TRAFFIC CABLE (601340)	?	$403.91	$424.10	$445.31
2C18FS-CMP-NA-RFA-BED 6300FE 8771000	BELDEN	$310.53	$326.05	$342.36
4C18FS-CMP-NA-BFA-BED 6302FE 877U1000	BELDEN	$257.89	$270.79	$284.33
RG6-NP-60-FA-FN-R-BED 9116 0101000	BELDEN	$1.05	$1.11	$1.16
IMSA14-12/20-1-STR2500R 601200 0105000	BELDEN	$1.05	$1.11	$1.16
IMSA 14-7/20-1-STR-5K-BED	BELDEN	$1.05	$1.11	$1.16
IMSA 14-7/20-1	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
IMSA 20-1 14GA 9 COND STRD	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
IMSA 20-1 STRAND 12GA/3COND	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
IMSA 20-1 STRAND 6 GA 2 COND	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
IMSA 20-1 STRAND 14GA 7 COND	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
IMSA 20-1 14/16 STR	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
14-07-STRIM SA20-1	HOUSTON WIRE & CABLE	$1.05	$1.11	$1.16
IM2011477	OMNI CABLE CORP	$1.05	$1.11	$1.16
IMSA 20-1 14GA/12C STRANDED	OMNI CABLE CORP	$1.05	$1.11	$1.16
IMSA 20-1 12/3 STR	OMNI CABLE CORP	$1.05	$1.11	$1.16
IM2010602	OMNI CABLE CORP	$1.05	$1.11	$1.16
5EBSWF-4P24-R-5K-ESS 04-003-54	SUPERIOR ESSEX COMM	$1.05	$1.11	$1.16
3P2P24-GY-P-ESS-PP 18-041-36	SUPERIOR ESSEX COMM	$1.05	$1.11	$1.16
WIRE CONNECTOR O/B+JUG SPRING CONN ORANGE/BLUE (JUG)	3M IND TAPE DIV	$31.58	$33.16	$34.82
T/Y+JUG SPRING CONN TAN/YELLOW (JUG)	3M IND TAPE DIV	$36.84	$38.68	$40.62
30-652 SIZE 452 RED WIRE CONN	3M IND TAPE DIV	$103.75	$108.93	$114.38
30-651 SIZE 451 YELLOW WIRE CONN	3M IND TAPE DIV	$82.23	$86.34	$90.66
30-273 SIZE 73B ORANGE WIRE CONN	3M IND TAPE DIV	$67.68	$71.07	$74.62
30-074 SIZE74B YELLOW WIRE CONN	3M IND TAPE DIV	$100.88	$105.93	$111.22
30-454 SIZE 454 BLUE WIRE CONN	3M IND TAPE DIV	$407.45	$427.83	$449.22

DESCRIPTION	MANUFACTURER	1st year	2nd year	3rd year
B1-250JR B1 YELLOW B-CAP	3M IND TAPE DIV	$11.44	$12.01	$12.61
30-073 SIZE 73B ORANGE WIRE CONN	3M IND TAPE DIV	$89.55	$94.02	$98.73
30-072 SIZE 72B BLUE WIRE CONN	3M IND TAPE DIV	$76.56	$80.39	$84.41
30-076 SIZE 76B RED WIRE CONN	3M IND TAPE DIV	$152.17	$159.78	$167.77

VENDOR TO COMPLETE THIS SECTION - **TOTAL PER YEAR** =======>	$22,992.33	$24,141.94	$25,349.04

❖ EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS

FOR AGENT

STATE OF Michigan
S.S.
COUNTY OF Wayne

Duc N Nguyen being duly sworn, deposes and says that they executed the within and foregoing bid in behalf of Mcnaughton - McKay, the bidder therein named, they having been theretofore lawfully authorized, as the agent of said bidder, so to do; that said bid is genuine and not sham or collusive and not made in the interests of or on behalf of any person not therein named, and that they have not and said bidder has not directly or indirectly induced or solicited any bidder to put in a sham bid; that they have not and said bidder has not directly or indirectly induced or solicited any other person or corporation to refrain from bidding, and that they have not and said bidder has not in any manner sought by collusion to secure to themselves or to said bidder any advantage over other bidders.

Subscribed and sworn to before me at Fifth Third Bank Canton, in said County and State,

this 22nd day of May, A.D. 20 23,

Ghinwa Simmons

My Commission expires ~~Jan~~ 1st, 20 28 *Notary Public, Wayne County, Michigan

NOTE: If executed outside of the State of Michigan, certificate by the Clerk of the Court of Record, authenticating the Notary's Signature and authority should be attached.

GHINWA SIMMONS
Notary Public - State of Michigan
County of Wayne
My Commission Expires Jan 1, 2028
Acting in the County of Wayne

DUC NGUYEN
MCNAUGHTON- MCKAY ELECTRIC.
1011 E, 5TH AVE
FLINT, MI 48503
810 238.5611

Department of Finance - Treasury

Sheldon Neeley
Mayor

Clyde Edwards
City Administator

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: MCNAUGHTON MCKAY ELECTRIC

HOME ADDRESS: 1101 E. 5TH AVE, FLINT, MI 48503

DBA: MCNAUGHTON MCKAY ELECTRIC

BUSINESS ADDRESS: 1375 E LINCOLN, MADISON HEIGHTS, MI 48071

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.

[illegible]

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.	CURRENT	DELINQUENT
PROPERTY TAXES DIV.	CURRENT	DELINQUENT
INCOME TAX DIV.	CURRENT	DELINQUENT
ENFORCEMENT	CURRENT	DELINQUENT
MR	CURRENT	DELINQUENT

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

/
City Staff Person and Date

Karla Lewis / 4-23-26
City of Flint Customer Serv. Representative and Date

1101 S. Saginaw St., FLINT, MICHIGAN 48502 (810) 766-7436

Good Standing Form
Revised 4/22/2020
All previous editions obsolete

Business Trademark Login

Home

Search

Forms

Business Search

As of 6/16/2026:

- *Business Filings are processed through 06/14/2026.*
- *Renewals and Restorations (for entities returning to good standing) are processed through 06/15/2026.*

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:

mcnaughton mckay *

Advanced

Results: 5

Name	Filing Date	Status	AR Standing	Entity Type	Entity ID#	Agent	AR Due Date
MCNAUGHTON-MCKAY ELECTRIC CO. *Matched Names:* *MCNAUGHTON=MCKAY ELECTRIC COMPANY* *MCNAUGHTON MCKAY GROUP*	01/25/1910	Active	Good	Domestic Profit Corporation	800182890	MARK C. BORIN	05/15/2027
MCNAUGHTON-MCKAY ELECTRIC COMPANY OF OHIO, INC.	06/05/1996	Active	Good	Domestic Profit Corporation	800411102	MARK C. BORIN	05/15/2027
MCNAUGHTON-MCKAY CONNECTIONS, LLC	04/11/2013	Active	Good	Domestic Limited Liability Company	801693859	MARK BORIN	02/15/2027
MCNAUGHTON-MCKAY REAL ESTATE ACQUISITION CO. LLC	05/09/2019	Active	Good	Domestic Limited Liability Company	802321006	MARK BORIN	02/15/2027
MCNAUGHTON-MCKAY ELECTRC L.L.C	04/20/2023	Rescinded	Good	Domestic Limited Liability Company	803026610	BRYAUNA S DUBOSE	N/A

LARA Corporations Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 07/201

CERTIFICATE OF ASSUMED NAME

For use by DOMESTIC PROFIT CORPORATION

Pursuant to the provisions of Act 284, Public Acts of 1972, the undersigned execute the following Certificate:

1. The identification number assigned by the Bureau is: 800182890

2. The name of the profit corporation is: MCNAUGHTON-MCKAY ELECTRIC CO.

3. The assumed name under which business is to be transacted is:

MCNAUGHTON MCKAY GROUP

This document must be signed by an authorized officer or agent (corporations); a member, manager, or an authorized agent (limited liability companies); or general partner (limited partnerships):

Signed this 25th Day of April, 2025 by:

Signature	Title	Title if "Other" was selected
Laura Del Pup	Other	General Counsel

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

○ Decline ◉ Accept

Filed by Corporations Division Administrator   Filing Number: 225952084290   Date: 04/29/2025

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the CERTIFICATE OF ASSUMED NAME

for

MCNAUGHTON-MCKAY ELECTRIC CO.

ID Number: 800182890

to transact business under the assumed name of

MCNAUGHTON MCKAY GROUP

received by electronic transmission on April 25, 2025 ***, is hereby endorsed.***

Filed on April 29, 2025 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Expiration Date: December 31, 2030

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, *in the City of Lansing, this 29th day of April, 2025.*

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

C0673-0758 02/05/2026 Received by Michigan Corporations Division

LARA
LICENSING AND REGULATORY AFFAIRS

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

Corporations Division Administrator
FILED
Doc #: 28028780
Filed Date: 2/5/2026

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:	MCNAUGHTON-MCKAY ELECTRIC CO.
The identification number assigned by the Bureau is:	800182890
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:
MARK C. BORIN

Address
1357 E. LINCOLN, MADISON HGTS., MI 48071

Mailing Address
1357 E. LINCOLN AVE., MADISON HEIGHTS, MI 48071

Purpose

No changes were selected for this annual report.

Officers and Directors

Current officers and directors are listed below:

Title	Full Name	Address
President	MARK C. BORIN	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Secretary	MATT NOWICKI	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Treasurer	MARK C. BORIN	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	JOHN MCDERMOTT	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	WALTER C. REYNOLDS	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	BETSY METER	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	RICHARD HEWLETT	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	RICHARD DAHLSTROM	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	MARK C. BORIN	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071
Director	DONALD D. SLOMINSKI, JR.	1357 E. LINCOLN AVE. MADISON HEIGHTS, MI 48071

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

Signer's Capacity	On behalf of	Sign Here	Date
Authorized Agent	*Entity*	*Antonina R. Dreist*	*02/05/2026*

C0673-0759 02/05/2026 Received by Michigan Corporations Division

SAM.GOV

MCNAUGHTON-MCKAY SOUTHEAST, INC.

Unique Entity ID	CAGE / NCAGE	Purpose of Registration
MPF3B4LMZUQ6	**0CFH4**	**All Awards**
Registration Status	Expiration Date	
Active Registration	**Feb 16, 2027**	
Physical Address	Mailing Address	
6685 Best Friend RD **Norcross, Georgia 30071-2918** **United States**	**1000 Newman Road** **New Bern, North Carolina 28561-5244** **United States**	

Business Information

Doing Business as
(blank)

Division Name
(blank)

Division Number
(blank)

Congressional District
Georgia 04

State / Country of Incorporation
North Carolina / United States

URL
(blank)

Registration Dates

Activation Date
Feb 18, 2026

Submission Date
Feb 16, 2026

Initial Registration Date
Mar 6, 2006

Entity Dates

Entity Start Date
Jan 25, 1910

Fiscal Year End Close Date
Dec 31

Immediate Owner

CAGE
(blank)

Legal Business Name
(blank)

Highest Level Owner

CAGE
(blank)

Legal Business Name
(blank)

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

N

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure
Corporate Entity (Tax Exempt)

Entity Type
Business or Organization

Organization Factors
(blank)

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Financial Information

Accepts Credit Card Payments
Yes

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
0CFH4

Points of Contact

Electronic Business

Greg Littleton
1000 Newman RD
New Bern, North Carolina 28562
United States

Brad Banks
1000 Newman RD
New Bern , North Carolina 28562
United States

Government Business

Greg Littleton
1000 Newman RD
New Bern, North Carolina 28562
United States

Michelle Weed
1000 Newman RD
New Bern, North Carolina 28562
United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	**423690**	**Other Electronic Parts And Equipment Merchant Wholesalers**
	423610	**Electrical Apparatus And Equipment, Wiring Supplies, And Related Equipment Merchant Wholesalers**
	423840	**Industrial Supplies Merchant Wholesalers**

Disaster Response

This entity does not appear in the disaster response registry.

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 19, 2026*
BID PROPOSAL #:	**23-023** – Bid Extension Letter Attached
AGENDA ITEM TITLE:	Electrical Parts
PREPARED BY:	**John Florshinger,** Utilities Maintenance & SCADA Supervisor
VENDOR NAME:	McNaughton-McKay Electric

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 <u>MUST</u> 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?**

Water Pollution Control Facilities relies on various electrical devices to run, control and monitor facility processes. Parts are needed to keep the facility running and meet NPDES permit requirements

McNaughton-McKay Electric has agreed to hold their prices for FY 2027.

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..

STAFF REVIEW FORM

Effective: April 1, 2026

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
2025	590-550.202-775.000 590-550.200-775.000	25-007218	\$27,000.00 \$17,000.00	\$25,382.78 \$15,918.77	230188
2024	590-550.202-775.000 590-550.200-775.000	24-006035	\$27,000.00 \$17,000.00	\$26,736.03 \$16,833.80	230188
2023	590-550.202-775.000 590-550.200-775.000	23-005105	\$ 7,000.00 \$17,000.00	\$ 6,338.80 \$16,033.77	220341

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

These repair parts and service are critical to the continuous operation of the treatment process. The percentages to be used is as follows: 1.54% of 590-550.202-775.000
34.61% of 590-550.200-775.000

Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure: N/A

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 not an ARPA expense. Adequate funding has been allocated in the approved budget for this service.

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
DPW-WPC	Repair/Maintenance Supplies	590-550.200-775.000		\$27,000.00
DPW-WPC	Repair/Maintenance Supplies	590-550.202-775.000		\$17,000.00
		FY27 GRAND TOTAL		**\$44,000.00**

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: ____________________

STAFF REVIEW FORM

Effective: April 1, 2026

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

BUDGET YEAR 3: ______________________

OTHER IMPLICATIONS (*i.e., collective bargaining*).. None

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 270011584

ACCOUNTING APPROVAL: K. Walla **Date:** 6/10/2026

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		
2		
3		
4		

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

DEPARTMENT HEAD SIGNATURE: Jeanette Best
(Name, Title)

ADMINISTRATION APPROVAL: ______________________
($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)

Business Title: McNaughton-McKay Electric. **Vendor ID:** 0000000133

Review Period: FY27 **Department:** DPW-WPC

Project Name: WPC Electric Parts **Project Type:** Yearly PO (blanket)

Section 6. VENDOR EVALUATION..

Vendor Goals:

Supply quality electrical parts in a timely fashion.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☒
Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☒	☐
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☐	☒
Overall Rating:	☐	☐	☐	☐	☒

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

Performance / Other Comments:

No issues with this vendor. WPC has had a purchase order with them for several years and would highly recommend using again.

REVIEWER'S SIGNATURE: John Flanagan **Date:** 6/3/26

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 19, 2026*
BID PROPOSAL #:	**Sole Source – See attached Letter**
AGENDA ITEM TITLE:	Allen-Bradley Modules and Parts
PREPARED BY:	**John Florshinger,** Utilities Maintenance & SCADA Supervisor
VENDOR NAME:	McNaughton-McKay Electric

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 <u>MUST</u> 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?**

WPC relies on Allen Bradley automation equipment to run and monitor critical plant processes such as filter, pump station control, load out facilities, grit removal, and plant historical data logging. Without adequate parts, these critical plant processes would not be operable resulting in NPDES Permit violations and increased operational and maintenance costs.

McNaughton-McKay Electric is the sole source vendor for Allen-Bradley automation and SCADA equipment.

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..

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
2025	590-550.202-775.000 590-550.202-930.000 590-550.100-814.600 590-550.300-977.000	25-007380	\$40,500.00 \$35,500.00 \$10,000.00 \$60,000.00	\$39,908.10 \$34,981.19 \$ 9,853.87 \$59,123.04	230188
2024	590-550.202-775.000 590-550.202-930.000 590-550.100-814.600 590-550.300-977.000	24-006034	\$40,500.00 \$35,500.00 \$10,000.00 \$60,000.00	\$40,050.93 \$35,136.07 \$ 9,889.12 \$59,334.71	230188
2023	590-550.202-775.000 590-550.202-930.000 590-550.100-814.600	23-005123	\$40,500.00 \$35,500.00 \$10,000.00	\$39,516.56 \$34,637.97 \$ 9,757.20	200347

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

These repair parts and service are critical to the continuous operation of the treatment process.

Section 4. FINANCIAL IMPLICATIONS..

IF ARPA related Expenditure: N/A

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

NOTE: Accountant <u>MUST</u> 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 not an ARPA expense. Adequate funding has been allocated in the approved budget for this procurement. The percentages to be used is as follows: 4.99% of 590-550.202-775.000
10.5% of 590-550.202-930.000
42.7% of 590-550.100-814.600
0.69% of 590-550.300-977.000

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

STAFF REVIEW FORM

Effective: April 1, 2026

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

Dept.	Name of Account	Account Number	Grant CODE	Amount
DPW-WPC	Repair & Maintenance Supplies	590-550.202-775.000		55,000.00
DPW-WPC	Repairs & Maintenance	590-550.202-930.000		35,500.00
DPW-WPC	Computer Software	590-550.100-814.600		20,000.00
DPW-WPC	Equipment	590-550.300-977.000		20,000.00
		FY27 GRAND TOTAL		**$130,500.00**

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*).. None

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO: 270011583**

ACCOUNTING APPROVAL: K Kallaa **Date:** 6/10/2026

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		
2		
3		

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

DEPARTMENT HEAD SIGNATURE: Jeanette Best
(Name, Title)

ADMINISTRATION APPROVAL: ______________________
($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)

Business Title:	McNaughton-McKay Electric.	**Vendor ID:**	0000000133
Review Period:	FY27	**Department:**	DPW-WPC
Project Name:	WPC Allen-Bradley Modules and Parts	**Project Type:**	Yearly PO (blanket)

Section 6. VENDOR EVALUATION..

Vendor Goals:

Supply quality parts and services in a timely fashion.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☒
Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☒	☐
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☐	☒
Overall Rating:	☐	☐	☐	☐	☒

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

Performance / Other Comments:

No issues with this vendor. WPC has had a purchase order with them for several years and would highly recommend using again.

REVIEWER'S SIGNATURE: John Florshinger **Date:** 6/3/26

CDE/authorized administration version April 1, 2026

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE:	June 8, 2026
BID PROPOSAL #:	23000023
AGENDA ITEM TITLE:	Electrical supplies
PREPARED BY:	Kathryn Neumann
VENDOR NAME:	McNaughton-McKay Electric

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)	☐ YES	☒ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 Maintenance Division and Traffic Engineering are requesting purchase orders for electrical parts on an as needed basis. Electrical supplies were bid out three years ago and McNaughton McKay Electric was the low bidder. The contract was extended by one more year for FY27. The City has used McNaughton McKay Electric for electrical supplies for decades, since they started out as Advanced Electric. They are located in 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, 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..

STAFF REVIEW FORM

Effective: April 1, 2026

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
FY26	101-230.200-752.000	26-008628	$30,000	$22,502	230188
FY25	202-447.201-752.000	25-007590	$45,000	$44,868	230188
FY25	101-230.200-752.000	25-007308	$34,300	$29,712	230188
FY24	101-230.200-752.000	24-006051	$31,000	$30,219	230188
FY24	202-447.201-752.000	24-006174	$45,000	$16,622	230188
FY23	101-230.200-752.000	23-005106	$30,000	$30,000	210416

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

Electrical parts are used throughout City buildings. They can be used to replace an old fluorescent light fixture with a modern LED fixtures in offices or electrical outlets inside and outside. They are used by Traffic Engineering for the operations of traffic lights. These purchase orders by Maintenance and Traffic Engineering are heavily used for day to day operations.

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 <u>MUST</u> 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.**

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:

Dept.	Name of Account	Account Number	Grant CODE	Amount
TE	Supplies	202-447.201-752.000		$45,000.00
Maint.	Supplies	101-230.200-752.000		$30,000.00
		FY27 GRAND TOTAL		$75,000.00

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:** 27-11560, 27-11559

ACCOUNTING APPROVAL: Jo Janiski (Jun 8, 2026 15:09:30 EDT) **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	Dan Schiller	810 691-4788
2	Kenneth Manwell	810 577-8211
3	Lee Osborne	810 691-6786
4		

STAFF REVIEW FORM

Effective: April 1, 2026

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

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

DEPARTMENT HEAD SIGNATURE: Dan Schiller
Dan Schiller (Jun 8, 2026 16:43:35 EDT)
(Danny Schiller, Provisional Director of Transportation)

ADMINISTRATION APPROVAL: Clyde Edwards (Jun 8, 2026 20:50:17 EDT)
($20,000 or above spending authorizations)

Section 6. VENDOR EVALUATION..

Business Title:	McNaughton-McKay Electric	**Vendor ID:**	0000000133
Review Period:		**Department:**	Maintenance & Traffic Eng.
Project Name:	Electrical supplies	**Project Type:**	Supplies

Vendor Goals:

To have a good inventory stocked with the materials the City of Flint uses the most. If supplies must be ordered, they need to be shipped in a timely manner. The materials must be of a high quality.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☒	☐
Timeliness:	☐	☐	☐	☒	☐
Compliance with Contract:	☐	☐	☒	☐	☐
Warranty (If Product):	☐	☐	☒	☐	☐
Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☒	☐
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☒	☐

STAFF REVIEW FORM

Effective: April 1, 2026

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

Overall Rating:	☐	☐	☐	☒	☐

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

Performance / Other Comments:

McNaughton-McKay Electric has supplied the City of Flint with electrical supplies for decades, starting when they were known as Advanced Electric. They are located in City limits.

REVIEWER'S SIGNATURE: Dan Schiller
Dan Schiller (Jun 8, 2026 16:43:35 EDT)

Date:

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE: April 7, 2026

BID PROPOSAL #: SOLE-SOURCE

AGENDA ITEM TITLE: ELECTRICAL PARTS & SQUARE D PARTS & RELATED ITEMS

PREPARED BY: Melanie Poisson for the Water Plant

VENDOR NAME: MCNAUGHTON MCKAY

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 water plant requires electrical equipment to repair and maintain a wide variety of instruments and to maintain systems throughout the water plant and satellite properties. This vendor is a sole-source as noted in the letter attached to the requisition.

Please issue a purchase order for FY27 in the amount of $$13,000.00 using funds from account 591-545.201-752.000.

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..

STAFF REVIEW FORM

Effective: April 1, 2026

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
FY26	591-545	26-00			
FY25	591-545	25-00			
FY24	591-545	24-00			
FY23	591-545	23-00			
FY22	591-545	22-00			

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: N/A

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:

STAFF REVIEW FORM

Effective: April 1, 2026

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

Dept.	Name of Account	Account Number	Grant CODE	Amount
DPW-WTP	Supplies	591-545.201-752.000		$13,000.00
		FY27 GRAND TOTAL		**$13,000.00**

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:** 260011354

ACCOUNTING APPROVAL: Yolanda Gray **Date:** 4-13-27
(Yolanda Gray DPW Accounting Supervisor)

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		
2		
3		
4		

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

DEPARTMENT HEAD SIGNATURE: Scott Dungee 4-13-2026
(Scott Dungee, Water Plant Supervisor)

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE:	April 7, 2026
BID PROPOSAL #:	SOLE-SOURCE
AGENDA ITEM TITLE:	ALLEN BRADLEY DRIVES AND RELATED
PREPARED BY:	Melanie Poisson for the Water Plant
VENDOR NAME:	MCNAUGHTON MCKAY

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 <u>MUST</u> 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 water plant requires Allen Bradley Drives and other electrical parts to maintain systems throughout the facility and satellite properties. This is a sole-source provider as stated in the letter attached to this requisition. The vendor installed the original equipment and has maintained the systems. See Tim Donlan or John Florshinger with any questions.

Please issue a purchase order for FY27 in the amount of $25,000.00 using funds from account 591-545.201-752.000.

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)

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
FY26	591-545	26-00			
FY25	591-545	25-00			
FY24	591-545	24-00			
FY23	591-545	23-00			
FY22	591-545	22-00			

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: N/A

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:

Dept.	Name of Account	Account Number	Grant CODE	Amount
DPW-WTP	Supplies	591-545.201-752.000		$25,000.00
		FY27 GRAND TOTAL		**$25,000.00**

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:** 260011353

ACCOUNTING APPROVAL: Yolanda Gray **Date:** 4-13-27
(Yolanda Gray DPW Accounting Supervisor)

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		
2		
3		
4		

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

DEPARTMENT HEAD SIGNATURE: Scott Dungee 4-13-2026
(Scott Dungee, Water Plant Supervisor)

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

RESOLUTION NO.: 260267

PRESENTED: 8-5-2026

ADOPTED: ______________________

BY THE CITY ADMINISTRATOR:

RESOLUTION TO WADE TRIM , INC. FOR ENGINEERING DESIGN SERVICES FOR SHARP MANOR WATER MAIN REPLACEMENT PROJECT

WHEREAS, The Department of Public Works, Water Department, has utilized the State of Michigan's MiDeal Program (MI Deal #00837) to solicit a quote from Wade Trim, Inc. to provide engineering services to design a water main replacement in a portion of the Sharp Manor subdivision near Dupont Street and W. Pierson Road. See the attached proposal for detailed scope of services.

WHERES, The City of Flint Water Department, Utilities Division, is requesting the amount of $362,000.00 for this project. Funding will come from the following account:

Account Number	Account Name/Grand Code	Amount
591-540.202-801.000	Professional Services	$362,300.00
	FY27 GRAND TOTAL	$362,300.00

IT IS RESOLVED that the Division of Purchases and Supplies, upon City Council's approval, are hereby authorized to enter into a contract with Wade Trim, Inc. for engineering and design services for the Sharp Manor water main replacement project in an amount not to exceed $362,000.00 for FY27 budget (07/01/26-06/30/27). .

APPROVED AS TO FORM:

JoAnne Gurley (Jul 21, 2026 10:36:02 EDT)

JoAnne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore (Jul 17, 2026 09:42:32 EDT)

Phillip Moore, Chief Finance Officer

FOR THE CITY OF FLINT:

Clyde Edwards / A0681 (Jul 24, 2026 11:03:06 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

____

City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley

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: June 12, 2026

BID PROPOSAL #:

AGENDA ITEM TITLE: Water Main Replacement – Sharp Manor Water Main Replacement

PREPARED BY: Cheri Priest for Entrice "Jiggy" Mitchell, Sewer Systems Supervisor

VENDOR NAME: Wade Trim, Inc.

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 water department requests Wade Trim provide engineering services to design a water main replacement project called Sharp Manor which consists of Home Avenue, Edwards Avenue, Baldwin Boulevard, Glenn Avenue and Winthrop Boulevard. This is a qualifying purchase under MiDeal #00837. The water department currently does not have the staff to design water main replacement projects. The water department has not used Wade Trim for engineering services; however, the City of Flint has used them for numerous design projects going back many years.

The vendor will be evaluated on:
Accuracy- did the final plan require less than 2% in design related change orders once construction began?
Disruption – did the designed sequencing successfully prevent overnight water service outages for the neighborhood?
Quality – were the specifications for trench backfill and pavement restoration durable enough to prevent road settling?
Sidelined risks – did the engineer adequately document and plan for unforeseen hazardous materials?
This review will be conducted by both the Water Distribution Supervisor and City of Flint Engineering personnel.
The proposal will include:
Geotechnical investigation - consisting of soil borings. A report will be prepared containing the results of the laboratory tests.
Design survey – topographic survey of the project area which is necessary for designing the water main replacement (see details on attached proposal)

Preliminary design & review – (60% completion) – these plans will be prepared for review by the City of Flint, utility companies and other applicable governing agencies. Wade Trim will prepare a draft project manual, including procurement documents and technical specifications for bidding and constructing the water main
Final design, permitting and bidding assistance - finalizing the detailed construction drawings, specifications, and bidding documents as necessary for obtaining regulatory permits and approvals and obtaining construction bids. Specific details listed in proposal.
This proposal is designed based on a single lane roadway replacement.

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 municipalities)
  *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.

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

Records indicate the Water Service Center has not used this vendor in the past

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

The residents benefit from this water main being replaced by enhanced water pressure as new appropriately sized mains and modern materials drastically reduce friction This results in better flow for daily use and adequate pressure for home sprinkler systems. They benefit by having fewer water main breaks and boil water advisories. Older systems frequently suffer leaks and ruptures, leading to unexpected water shut offs and boil water advisories. New infrastructure secures a reliable, continuous daily supply. It also provides better fire suppression. Upgraded mains allow municipalities to replace aging, rusted fire hydrants, providing local fire departments with consistent, reliable water flow during emergencies. New main also reduces property damage due to burst or leaking mains which can cause localized flooding or home damage. Our current records indicate 42 water main breaks in this section since 2017.

STAFF REVIEW FORM

Effective: April 1, 2026

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

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:

Dept.	Name of Account	Account Number	Grant CODE	Amount
2493	Professional Service	591-540.100-801.000	N/A	$362,300.00
		FY27 GRAND TOTAL		$362,300.00

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:** 270011627

ACCOUNTING APPROVAL: Cheri Priest **Date:** 07/07/2026

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	Paul Simpson	810-577-9302
2	Entrice "Jiggy" Mitchell	810-691-4345

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

DEPARTMENT HEAD SIGNATURE: ______________________

ADMINISTRATION APPROVAL: Clyde Edwards (Jul 7, 2026 ...) ______________________

($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. **WSC HAS NOT UTILIZED THIS VENDOR IN THE PAST**

Business Title: Wade Trim	**Vendor ID:** 0000009237
Review Period: 07/01/26-6/30/2027	**Department:** Water
Project Name: Water Main Design Services	**Project Type:** Water Main Replacement

Vendor Goals:

The vendor will focus on the following goal:

Providing a proposal that meets all the specified requirements leading to a successful bid process.

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

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:** ________________

WADE TRIM

Wade Trim, Inc.
555 S. Saginaw Street, Suite 201 • Flint, MI 48502
810.235.2555 • www.wadetrim.com

April 1, 2026

City of Flint
Department of Public Works
Water Service Center
1101 South Saginaw Street
Flint, MI 48502

Attention: Dan Hudson
Water Distribution Supervisor

Re: Sharp Manor Water Main Replacement
Home Avenue, Edwards Avenue, Baldwin Boulevard, Glenn Avenue, and Winthrop Avenue
City of Flint, Genesee County, Michigan

Dear Dan:

Pursuant to your request, Wade Trim is pleased to submit the following proposal to provide engineering services to design a water main replacement in a portion of the Sharp Manor subdivision near Dupont Street and West Pierson Road. As you know, Wade Tim is a registered member of the MiDEAL Extended Purchasing Program (MI Deal #00837).

PROJECT UNDERSTANDING

We understand that the project will include replacing approximately 9,500 feet of six and eight-inch water main along Home Avenue, Edwards Avenue, Baldwin Boulevard, Glenn Avenue, and Winthrop Avenue with connections to existing mains at Dupont Street, Sally Court, West Ridgeway Avenue, and West Pierson Road as detailed on the attached map. The project is funded with City of Flint (local) Water Department funds with an anticipated project budget of $6.0M.

SCOPE OF SERVICES

We have developed the following scope of services based upon past practices and our understanding of the project.

TASK 1 – KICKOFF MEETING AND PROJECT COORDINATION

After receiving authorization to proceed, Wade Trim will coordinate a project kickoff meeting with City staff to set the project goals, assign milestone dates, and confirm the project budget and scope.

TASK 2 – GEOTECHNICAL INVESTIGATION

A total of ten pavement cores and soil borings will be conducted by G2 Consulting Group of Burton, Michigan (formerly Construction Testing Services) to a depth of five feet within the project limits. Soil boring locations will be determined by site inspection with the City, Wade Trim, and geotechnical firm representatives. One sample will be collected from each test boring and tested for density, moisture content, gradation, and compressive strength. A geotechnical report will be prepared containing the results of the laboratory tests.

TASK 3 – DESIGN SURVEY AND UTILITY COORDINATION

Task will include a topographic survey of the project area necessary for designing the water main replacement, including the following:

A. The survey shall be completed on the North American Datum of 1983 (NAD83), State Plane Coordinate System, Michigan South Zone – 2113, international feet, and on the North American Vertical Datum of 1988 (NAVD88).
B. At least 20 horizontal control points and 13 vertical benchmarks shall be established within the survey limits. Since control can move or shift prior to construction, benchmarks and control points must be verified prior to construction by any contractor or other party who uses them for construction.
C. The horizontal and vertical locations of visible features shall be surveyed such as bollards, columns, curb and gutter, ditches, drives, edge of concrete, edge of pavement, edge of landscaping, fences, flag poles, guardrails, mailboxes, monitoring wells, parking paint stripes, posts, road centerline, retaining walls, roads, signs, survey monuments, tops of banks, bottoms of banks, and other features encountered during the survey.
D. The horizontal and vertical location of visible utilities shall be surveyed such as pedestals, poles, guy poles, guy anchors, handholes, manholes, structures, transformer boxes, meters, shutoffs, cleanouts, valves, culverts, inlets, hydrants, overhead electric lines, and overhead telephone lines.
E. Utility structures will be opened, and pipe sizes, types, depths, direction, and connectivity (where possible) will be recorded. Pipe sizes will be recorded to the nearest one-inch interval. Structures that are covered or not accessible will not be surveyed or opened. Wade Trim will make every reasonable effort to open structures, but lids that are stuck, frozen, or bolted closed will not be opened. Pipes that are hidden, not visible, or where the view is obstructed with water or debris will not be measured.
F. The horizontal location of vegetation shall be surveyed such as bushes, individual trees, stumps, edges of woods, hedges, and tree lines. Individual standalone trees shall be surveyed, but only the outline of groups of trees shall be surveyed. Individual tree diameters shall be measured to the nearest two-inch interval, with the measurement being taken at approximate chest level. Vegetation types will only be identified as "deciduous" or "coniferous."
G. The horizontal location of building footprints shall be surveyed. The outer face of the building shall be surveyed as accessible. Building overhangs shall be shown on the survey. Finished floor elevations shall be surveyed where accessible. Door locations shall not be surveyed or shown on the survey.
H. Existing rights-of-way of adjoining roads shall be shown on the survey and noted as "Public" or Private."
I. Areas will be adequately mapped to display one-foot contours within the mapping limits. Areas that are not accessible to our survey personnel, that are obstructed, not accessible, or covered with debris, will not be surveyed.
J. Parcel owner, parcel address, parcel ID or identification number, and other pertinent property information based on current tax maps, if publicly available, shall be shown on the survey.
K. An electronic version of the base map will be provided in AutoCAD Civil 3D.

TASK 4 – PRELIMINARY DESIGN AND REVIEW (60% COMPLETION)

Wade Trim will utilize the topographic survey data to create a base drawing and prepare preliminary construction drawings for the water main that will include topographic features, existing utility information (collected in the field and solicited from the affected utility companies in the vicinity of the proposed alignment). Wade Trim will prepare and provide preliminary design plans for review by the City, utility companies, and other applicable governing agencies.

The construction plans are anticipated to include the following:

A. Cover Sheet.
B. Legend Sheet.

C. City of Flint General and Water Main Notes Sheet.
D. City of Flint Water Main Details Sheet.
E. Supplemental Construction Details Sheet depicting a proposed typical cross section(s) for the placement of the water main and restoration details required for the project.
F. Maintenance of Traffic Plans
G. Water Main Plan/Profile Sheets depicting alignment, existing ground elevations, and proposed top of water main elevations.
H. Water service lead replacements will be depicted from the new main to the existing curb box locations based upon City of Flint record information.
I. Complete a 60% QA/QC design and constructability plan review.
J. Roadway replacement will be limited to one lane based upon the final location of the watermain. The roadway will be replaced in-kind based upon the soil borings.

Wade Trim will prepare a preliminary opinion of probable construction costs and a project manual draft, including procurement documents and technical specifications for bidding and constructing the water main.

TASK 5 – FINAL DESIGN, PERMITTING, AND BIDDING ASSISTANCE

Task will include finalizing the detailed construction drawings, specifications, and bidding documents as necessary for obtaining regulatory permits and approvals and obtaining construction bids. As part of this task, Wade Trim will:

A. Prepare final project plans with comments received during preliminary review.
B. Incorporate utility review comments into plan set and coordinate potential relocations with the agencies (ATT, Consumers, Comcast, etc.) listed on the MISS-DIG request.
C. Prepare Act 399 water main construction permit application for City review and submittal to EGLE for processing.
D. Prepare Part 91 of Act 451 Soil Erosion and Sedimentation Control permit application and submit to the Genesee County Drain Commissioner for review and approval of the soil erosion control measures. The Contractor will be responsible for obtaining the permit, including payment of all fees.
E. Prepare a revised opinion of probable construction costs (based on final design) for review and approval by the City.
F. Complete a final QA/QC design and constructability plan review.
G. Provide finalized contract agreement forms, general conditions, and supplementary conditions, bid forms, invitation to bid, and instructions to bidders, as well as other documentation specifically needed to satisfy the City requirements.
H. Furnish City with a PDF file of the project plans, contract documents, and specifications for their records.
I. Answer bidder's questions during the advertising period and issue clarifications, if needed.
J. Attend and preside over the bid opening, prepare bid tabulation sheets, and provide a letter outlining the evaluation of bids and indicating the low responsible bidder.

FEE AND INVOICING PROCEDURES

Wade Trim will provide the above-described scope of services for an Estimated Not-to-Exceed Fee of **$362,300** as shown in the schedule below. All labor and expenses will be invoiced monthly in accordance with our current hourly Rate Schedule.

Task	Description	Estimated Fee
1	Kickoff Meeting and Project Coordination	$7,200
2	Design Survey and Utility Coordination	$57,300
3	Geotechnical Investigation	$11,000
4	Preliminary Design	$156,400
5	Final Design, Permitting, And Bidding Assistance	$130,400
	TOTAL	$362,300

EXCLUSIONS

The following exclusions are not included in the project scope:

- Property easements and title work.
- We understand that the proposed water main will be constructed within the public road rights-of-way, which is under the City of Flint jurisdiction, and that no property easements are anticipated.
- As the Project is funded with local funds, we do not anticipate the Michigan State Historic Preservation Office (SHPO) Section 106 Clearance and the National Environmental Policy Act (NEPA) Clearance will be required. Therefore, completing these forms and processing the clearances are not a part of this scope of service.
- We do not anticipate any natural resource disturbance. Wetland and flood plain delineation and/or permitting is not a part of this scope of service.
- Roadway replacement is limited to a single lane, replaced in kind based upon soil boring information, matching the adjacent pavement grades. If the City of Flint Transportation Department elects to fund a full roadway replacement, Wade Trim will provide a second proposal to design a complete roadway reconstruction (curb to curb) including drainage system improvements.
- Permit and review fees from local, state, or federal agencies shall be paid by the City of Flint.
- We assume system pressures are adequate to serve the extension and pressure reducing/boosting stations will not be required to serve the extension. Water system modeling is not included in our scope of services.
- Professional services for construction administration and construction observation are not included in our scope of service but can be provided, if requested.
- City of Flint will be responsible for advertising the project for bidding.

Services not specifically listed in the above-described scope of services are not included. Should the need arise for additional engineering services, Wade Trim will provide a detailed fee estimate and obtain approval from the City before proceeding.

We appreciate the opportunity to be of service to the City of Flint and look forward to partnering with your office on this project. If this proposal is acceptable, we will await the City Council resolution and the associated Purchase Order. If you have questions, please contact me at 810.235.2555.

Very truly yours,

Wade Trim, Inc.

Kevin E. Cook, PE
Senior Project Manager

Sean N. Beckman, PE
Vice President

KEC:SNB:kmk
AAA1000-26
20260401 Hudson Proposal Ltr Sharp Manor.docx
Enclosure
26-0028

Vickie Foster WADETRI-01 KSUTTON

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/24/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Ames & Gough
8300 Greensboro Drive
Suite 980
McLean, VA 22102

CONTACT NAME:
PHONE (A/C, No, Ext): (703) 827-2277 FAX (A/C, No): (703) 827-2279
E-MAIL ADDRESS: admin@amesgough.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Arch Insurance Company, A+ XV	11150
INSURER B: Continental Insurance Company A+ (XV)	35289
INSURER C: Berkshire Hathaway Specialty Insurance Company (A++XV)	22276
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Wade Trim Group, Inc., its subsidiaries &
Wade Trim NY, PC
25251 Northline Road
Taylor, MI 48181

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE X OCCUR; X Contractual Liab.; GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC; OTHER:			ZAGLB1854404	7/1/2026	7/1/2027	EACH OCCURRENCE	$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 2,000,000
							GENERAL AGGREGATE	$ 4,000,000
							PRODUCTS - COMP/OP AGG	$ 4,000,000
								$
A	AUTOMOBILE LIABILITY; X ANY AUTO; OWNED AUTOS ONLY; SCHEDULED AUTOS; HIRED AUTOS ONLY; NON-OWNED AUTOS ONLY			ZACAT1849704	7/1/2026	7/1/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB X OCCUR; EXCESS LIAB CLAIMS-MADE; DED X RETENTION $ 10,000			7034724218	7/1/2026	7/1/2027	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N; If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		ZAWCI1837804	7/1/2026	7/1/2027	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
C	Professional Liab.			47-EPP-341893-02	7/1/2026	7/1/2027	Per Claim	5,000,000
C	Professional Liab.			47-EPP-341893-02	7/1/2026	7/1/2027	Aggregate	10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Excess Professional Liability: Policy #DPX30091430501 /Company: Endurance American Insurance Company / Effective: 7/1/26 -7/1/27 /
$5,000,000 Per Claim / $5,000,000 Aggregate
Primary & Excess Total Limits: $10,000,000 Per Claim / $15,000,000 Aggregate

Excess Umbrella (First Layer): Policy# EX-7S149981 / Company: Travelers Property Casualty Company of America/ Effective: 7/1/26- 7/1/27 /
$10,000,000 Per Occurrence / $10,000,000 Aggregate

SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

The City of Flint
3310 E. Court St
Flint, MI 48506

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AGENCY CUSTOMER ID: WADETRI-01 KSUTTON

LOC #: 0

ADDITIONAL REMARKS SCHEDULE

AGENCY Ames & Gough		NAMED INSURED Wade Trim Group, Inc., its subsidiaries & Wade Trim NY, PC 25251 Northline Road Taylor, MI 48181
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
Excess Umbrella (Second Layer): Policy# ECO (27) 67936139 / Company: Ohio Casualty Ins. Co./ Effective: 7/1/26- 7/1/27 / $5,000,000 Per Occurrence / $5,000,000 Aggregate

Workers Compensation (NY) Policy #ZAWCI1837904 / Company: Arch Insurance Company / Effective: 7/1/26- 7/1/27 / $1,000,000 Each Accident/ $1,000,000 Disease Each Employee / $1,000,000 Policy Limit

The City of Flint, all elected and appointed officials, all employees, volunteers, all boards, commissions and/or authorities & their board members, employees & volunteers are included as additional insured with respect to General Liability, Automobile Liability and Umbrella Liability when required by written contract. General Liability includes Additional Insured coverage for On-Going & Completed Operations as required by written contract. General Liability, Automobile Liability and Umbrella Liability policies are primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured and when required by written contract. General Liability, Automobile Liability, Worker's Compensation and Umbrella policies include waiver of subrogation in favor of the additional insureds where permissible by state law and when required by written contract. Umbrella Liability coverage sits excess over General Liability, Automobile Liability and Employer's Liability coverage. 30-day Notice of Cancellation will be issued for the General Liability, Automobile Liability, Workers Compensation, Umbrella Liability and Professional Liability policies in accordance with policy terms and conditions.

Signature: vfoster
Vickie Foster (Jul 15, 2026 10:33 22 EDT)

Email: vfoster@cityofflint.com

RESOLUTION NO.: 260268

PRESENTED: 8-5-2026

ADOPTED: __________

Proposal #27000502

BY THE CITY ADMINISTRATOR:

RESOLUTION TO COMPLETE AUTO & TRUCK PARTS INC, DBA COMPLETE TOWING SERVICE FOR THE POLICE DEPARTMENT TOWING AND STORAGE SERVICES FOR FY27 AND FY28 WITH AN OPTION TO EXTEND FOR A THIRD YEAR

Whereas, The Division of Purchases and Supplies solicited proposals for towing and storage services on behalf of the City of Flint Police Department:

Whereas, The Police Chief has recommended, that the sole bidder, Complete Auto & Truck Parts Inc, dba Complete Towing Services, 3401 N. Dort Hwy, Flint, MI be awarded a two-year contract for these said services for FY27 and FY28.

Whereas, The Police Department is requesting a contract with Complete Auto & Truck Parts Inc, dba Complete Towing Services, in a FY27 and FY28 amount not to exceed $430,000.00 for each fiscal year with an option to extend for an additional year.

Account Number	Account Name	Amount
101-301.000-801.000	Professional Services	$860,000.00

IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are hereby authorized to enter into a two-year contract with Complete Auto & Truck Parts Inc, dba Complete Towing with an option for an additional year for the Police Department for towing and storage services in an amount not to exceed $860,000.00. ($430,000 for FY27 and $430,000 pending adoption of the FY28 budget).

APPROVED AS TO FORM:

JoAnne Gurley (Jul 25, 2026 18:56:01 EDT)

Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore (Jul 13, 2026 07:49:07 EDT)

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards / A0687 (Jul 26, 2026 21:11:56 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

____

APPROVED AS TO PURCHASING:

Lauren Rowley

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: 7/6/2026

BID PROPOSAL #:

AGENDA ITEM TITLE: RESOLUTION TO COMPLETE TOWING SERVICE FOR THE POLICE DEPARTMENT TOWING AND STORAGE SERVICES FOR FY27 AND FY28 WITH AN OPTION TO EXTEND FOR A THIRD YEAR

PREPARED BY: Angela Amerman

VENDOR NAME: Complete Auto & Truck Parts, Inc. dba Complete Towing

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 <u>MUST</u> 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 Police Department is requesting that Purchasing approve a purchase order for towing and storage to which the Chief of Police has recommended Complete Auto & Truck Inc, dba Complete Towing as the sole bidder who is currently the vendor for these services. The vendor has agreed to a two-year contract with an option for an additional year for the said services. We are requesting services for FY27 in the amount of $430,000.00 and $430,000 pending adoption of FY28 budget. Complete Towing is one of the largest and best-equipped towing companies in the state of Michigan. The vendor has twenty state-of-the-art recovery units ranging from one ton to fifty tons making them capable of meeting any recovery or towing challenges. Complete Towing has built a solid reputation by providing a prompt, reliable towing service to 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, Sourcewell, 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

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

☐ (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
FY26	101-303.206-801.000	26-008463	$430,000.00	$313,302.50	240410-T
FY25	101-303.206-801.000	25-007900	$430,000.00	$324,784.00	240289
FY24	101-303.206-801.000	24-006555	$428,175.00	$127,000.00	230309
FY23	101-303.206-801.000	23-005631	$330,217.50	$127,000.00	230033
FY22 FY22	101-303.206-801.000 296-303.200-801.000	22-004543 22-004543	$98,000.00 $144,000.00	$95,767.50 $144,000.00	210289 210289

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

This service benefits the Police Department with its operations. Abandoned vehicles can be a hazard to the public and can block traffic. By having Complete Auto & Truck Parts, Inc. dba Complete Towing, tow and storage these vehicles, it helps maintain smooth traffic flow, reducing the risk of accidents and improving overall road safety. At times vehicles must be towed due to criminal activity such as drag racing. The towing and storage of these vehicles helps keep the roadways safer.

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 <u>MUST</u> 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.**

STAFF REVIEW FORM

Effective: April 1, 2026

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

FY27 Budget $430,000.00 and FY28 pending adoption of budget is $430,000.00. The percentage of the FY27 budget for this service being spent on this vendor is one hundred (100) percent. The allocation of forty-six (46) percent of this line of the budget is justified by the need to provide timely and reliable vehicle removal in support of public safety, law enforcement, and municipal operations. Other know budgeted funds from this line item include surveillance cameras, vehicle inspections, and security.

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant CODE	Amount
Police	Professional Services	101-301.000-801.000		$430,000.00
		FY27 GRAND TOTAL		$430,000.00

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: $430,000.00

BUDGET YEAR 2: $430,000.00

BUDGET YEAR 3: ____________

OTHER IMPLICATIONS (*i.e., collective bargaining*).. ____________

PRE-ENCUMBERED? YES ☐ NO ☒ REQUISITION NO: ____________

ACCOUNTING APPROVAL: Angela Amerman **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	Terence Green	
2	Jeff Antcliff	
3		

STAFF REVIEW FORM

Effective: April 1, 2026

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

4		

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

DEPARTMENT HEAD SIGNATURE: jeff antcliff (Jul 7, 2026 17:29:52 EDT)

(Jeff Antcliff, Deputy Police Chief)

ADMINISTRATION APPROVAL: Clyde Edwards (Jul 8, 2026 12:47:46 EDT)

($20,000 or above spending authorizations)

Section 6. VENDOR EVALUATION..

Business Title:	**Complete Auto & Truck Parts Inc, dba Complete Towing**	**Vendor ID:**	**0000000221**
Review Period:	**06/30/2026**	**Department:**	**Police**
Project Name:	**Storage and Towing of Vehicles**	**Project Type:**	

Vendor Goals:

The vendor shall provide prompt, professional, and reliable towing and vehicle storage services in support of the City of Flint's operational and public safety needs. Performance expectations include responding to service requests within the established timeframes, safely towing and transporting vehicles without causing additional damage, maintaining secure and organized storage facilities, and ensuring vehicles are protected while in the vendor's custody. The vendor shall maintain accurate records of all towing and storage activities, including vehicle information, dates and times of service, storage duration, and vehicle release documentation. The vendor is expected to comply with all applicable federal, state, and local laws, licensing requirements, and City policies governing vehicle towing, impoundment, and storage.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☐

STAFF REVIEW FORM

Effective: April 1, 2026

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

Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☐	☒
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☐	☒
Overall Rating:	☐	☐	☐	☐	☒

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

Performance / Other Comments:

Performance was evaluated based on response times, quality and professionalism of service, customer service, recordkeeping accuracy, compliance with contractual requirements, condition of vehicles while in storage, timely reporting, and the vendor's ability to resolve issues promptly. The vendor maintained open communication with City staff, demonstrated accountability, and consistently provided safe and efficient services that supported the City's operational objectives and public safety mission.

REVIEWER'S SIGNATURE: ______________________ **Date:** ________________

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

Purchasing Checklist:

- [x] Exhibit A - Complete Proposal Submittal with detailed Summary of Pricing
- [x] Exhibit B –Qualifications and Licenses Requirements
- [x] Exhibit C – Disclosure of Supplier Responsibility Statement
- [x] Exhibit D - List of References
- [x] Exhibit E - Certificate of Insurance
- [x] Exhibit F – Non-Bidder's Response
- [x] Exhibit G – City of Flint Affadavit

❖ EXHIBIT A - SUBMITTAL WITH DETAILED SUMMARY OF PRICING

SCOPE OF WORK ATTACHED SEPARATELY.

DISPOSAL

ıe City of Flint is requesting submission of proposals to provide towing and/or storage and sposal services for abandoned vehicles taken into custody under MSA 9.1952(2), Sec. ;7.252, as amended; for vehicles taken under the parking provisions of Section 28-1.1 of the nt City Code; for City vehicles disabled or reasons other than flat tires or being out of gas; for hicles involved in police investigations and/or crime enforcement activities; and for vehicles ımaged in an accident to an extent that they must be towed from the scene and owner or ›erator is unable to remove or cause the vehicle to be removed, and if the owner or operator ›es not choose a towing service to remove the vehicle.

ıe purpose of this proposal is to encourage competition among businesses to provide the City Flint with the highest level of service available by a proposer who may collect reasonable wing and storage fees for vehicles administered under Section 28-1.1 of the Flint City Code b e Flint Police Department. The RFP will be used to select a primary and secondary backup wing service. In the event that the primary contract holder is unable to respond within 20 inutes of a tow request by the City of Flint Police Department, they will contact the secondary ıckup contractor for towing service. All proposals should be detailed to explain the lvantages of their services and all associated costs.

ıCILITIES

The Proposer "Custodian" shall have an office and storage area in compliance with local zoning ordinances. The storage area shall be surfaced and shall be so graded and drained as to dispose of all surface water and to provide a durable and without dust surface irrespective of season, capable of storing at least 250 vehicles.

The Proposer shall erect fencing around the storage yard and building that is at least eight (8) feet in height, and shall provide and maintain adequate illumination of the premises.

The Proposer shall provide and maintain a telephone line dedicated solely to the service of this agreement and personnel to answer the line at all times for the purpose of responding to calls for service from the Police Department.

The Proposer shall furnish inside storage capable of holding twenty (20) vehicles. This may also be used by the police to store other evidence.

ꞁUIPMENT

All wreckers shall be licensed and comply with all applicable licensing, safety, and insurance requirements of Sections 12-103, 12-106, and 12-107, respectively, of the City of Flint Code.

The Proposer shall furnish a sufficient number of suitably equipped wreckers of sufficient capacity so that the proposer is able to meet the twenty minute response criteria as stated under "Performance" number 2.

In addition to any equipment required by Section 12-106 of the Flint City Code, any non-flatbed wrecker responding to a call under this contract must be equipped with dollies and a shovel and broom for accident scene cleanup.

Proposer shall furnish suitable equipment for handling vehicles in the storage area. The Proposer shall not use forklift trucks to move vehicles impounded and stored incident to this contract.

ERFORMANCE

The Proposer shall always have an employee on duty to permit police officials to inspect and/or process impounded vehicles at any lot.
The response time of the Proposer to any call shall not exceed 20 minutes.
The Proposer shall provide properly trained and licensed wrecker drivers. Wrecker drivers shall clean the street as provided in Section 12-112 of the Flint City Code, whenever removing a vehicle from an accident scene, and shall clear the street of debris related to the tow when necessary at other towing scenes at no cost to the City.
Upon request of the Police Department, the Proposer will immediately dispatch suitable equipment to all designated vehicles to wherever the driver or owner designates, or, if the owner or driver is not able to designate or fails to designate a destination; or, if the Police Department has decided to impound the vehicle, then to the Proposer's appropriate vehicle storage area, or other area designated by the Chief of Police/or Designee.
Vehicles to be towed shall be identified to the Proposer by a member of the Flint Police Department, and except for vehicles of the Police Department and vehicles held as evidence of a crime, an inventory of the vehicle and its contents shall be taken by the police officer and a representative of the Proposer, to include a listing of any damage. This shall be accomplished by visual inspection and recorded on a standard impound form furnished by the Flint Police Department, and signed by the police officer and the wrecker driver immediately.
Upon arrival at the storage area, the Proposer shall prepare a standard impound card, completing all information requested on the card, and thereafter updating the information as necessary. The completed card must be available for the Police Department's review for all vehicles impounded in the prior twenty-four hour period no later than 8:00 am, Monday through Saturday, and maintained in an orderly, business-like filing system.
The Proposer shall provide a minimum of two yard personnel at all storage sites during regular business hours (must be open Mon-Sat, 9 am - 6 pm, except Holidays) for the purpose of escorting customers to and from their vehicles to maintain the security of the yard.

Impounded vehicles to be preserved as evidence of a crime will not be entered or driven by any employee or agent of the Proposer until the vehicle has been processed by the Police Department or Crime Lab. In the event it becomes necessary to move evidence vehicles, this will only be accomplished with a tow truck or tow motor furnish by the Proposer, unless specifically directed otherwise by the officer in charge of the criminal investigation at no cost to the City.
The Proposer shall protect any impounded vehicle from theft, vandalism or damage of any type as specified in Section 12-110 of the Flint City Code, and is solely responsible for any damage, theft or vandalism occurring subsequent to taking custody of the vehicle.
). No impounded vehicles or seized vehicle shall be released from the storage area without

provided by the Flint Police Department
for such purposes. When a vehicle is towed to the Proposer's vehicle storage area, and is not being held as evidence of a crime, nor is it impounded by the Police Department, nor is it a Police vehicle, nor a vehicle used in connection with Police business, the Proposer must release the vehicle to the owner upon payment of the charges as provided in the proposal.

1. Every Wednesday morning before 10:0 A.M., the Proposer will furnish the Police Department, on a form provided by the Flint Police Department, with a list of vehicles which are currently on their lot towed pursuant to this agreement. The Police Department will then furnish the Proposer with a TR52 form for vehicles not held as evidence or forfeiture vehicles, with the notation that the vehicles are to be sold at Public Auction.
With the authorization from the Police Department, the Proposer is then solely responsible for the disposal of unclaimed vehicles according to current law governing said vehicles with no compensation by the City, unless otherwise notified by the City.
2. The Proposer shall provide towing for City of Flint Police vehicles and those vehicles used in connection with City business, free of charge, except for those that are disabled solely because (a) they are out of gas, or (b) they have a flat tire. This free towing shall be limited to vehicles towed from and to any location within 20 miles of the Flint City limits.
3. All evidence vehicles and drug forfeiture vehicles shall be towed and stored free of charge. Storage fees for these vehicles, if released to the owner, will not begin to accrue until the hold on the vehicle has been released by the Chief of Police/or Designee.
4. When a fee waiver is submitted with ~~by~~ authorization of the Chief of Police/~~or~~ Designee, no fee shall be charged other than said amount on the waiver, for the release of the vehicle to the owner or the City of Flint as of said date. For any day proceeding the date of the waiver that the owner does not pick up their property, will incur accrued fees according to the daily fee.
5. Proposer agrees it will not scrap, sell, damage or alter any vehicle impounded by the City of Flint until approved by the Chief of Police or Designee. In the event that a Court of competent jurisdiction or City Attorney orders an impounded vehicle to be returned to the owner without cost, the vehicle will be released at no cost to the owner or the City of Flint. The Proposer further agrees that it will compensate the owner of any impounded vehicle that Proposer scraps, sells, damages, or alters prior to receiving authorization from the aforementioned.
6. The Proposer shall be responsible to assure that all of the employees and agents performing work under this agreement comply with all of the provisions of this agreement including those governing charges for service provided under this agreement.
7. The Proposer must furnish the City with copies of Business Licenses and Insurance Certificates which are to be attached to the proposal at the time it is submitted. The Proposer agrees to update the City, in writing and with copies of certificates of insurance, if there is any change in insurance coverage or supplier during the term of this agreement.
8. In the event that the City requires towing of a vehicle with a rated load capacity in excess of one ton, or a trailer with a length in excess of 16 feet, and the proposer does not have the capability to tow the vehicle or trailer, the City shall have the vehicle towed by a company capable of handling the tow at the sole discretion of the City.

57.25g Manner of conducting public sale; application of money received; priority; absence of bidders; acquisition of distressed vehicle; application for salvage certificate of title; canceling entry in law enforcement information network; obtaining original bill of sale.

Sec.252g. (1) Subject to section 252a(16), a public sale for a vehicle and its contents that has een determined to be abandoned under section 252a or removed under section 252d shall be onducted in the following manner:

(a) It shall be under the control of the police agency. However, a police agency may designate the custodian of the vehicle or a third party to conduct the auction.

(b) It shall be open to the public and consist of open auction bidding or bidding by sealed bids.

sealed bids are received, the person submitting the bid shall receive a receipt for the bid from e police agency or the agency's designee or, if the vehicle is being sold under section 252a 6), the custodian of the vehicle.

(c) Except as otherwise provided in sections 252a (16) and (17) and 252b (7), it shall be held not less than 5 days after public notice of the sale has been published.

(d) The public notice shall be published at least once in a newspaper having a general circulation within the county in which the vehicle was abandoned. The public notice shall give a description of the vehicle for sale and shall state the time, date, and location of the sale.

) The money received from the public sale of the vehicle shall be applied in the following order of priority:

(a) Accrued towing and storage charges. ***However, if the money received from the public sale does not satisfy the accrued towing and storage charges, the towing company may collect the balance of those unpaid fees from the last titled owner, subject to section 252i.***

(b) Expenses incurred by the police agency or the custodian of the vehicle.

(c) Payment of the $40.00 abandoned vehicle fee described in section 252f (3) (a).

(d) Any extra money shall be sent to the department of treasury's unclaimed property division to be disbursed as follows:

(i) To the secured party, if any, in the amount of the debt outstanding on the vehicle.

(ii) Remainder to the owner. A reasonable attempt shall be made to mail the remainder to the last titled owner. If delivery of the remainder cannot be accomplished, the remainder shall become the property of the unit of government governing the location from which the vehicle was towed.

) If there are no bidders on the vehicle, the police agency or the custodian of the vehicle may do one (1) of the following:

(a) Turn the vehicle over to the towing firm or the custodian of the vehicle to satisfy charges against the vehicle. However, if the value of the vehicle does not satisfy the towing fees and accrued daily storage fees, the custodian of the vehicle may collect the balance of those unpaid fees from the last titled owner, subject to section 252i.

... for the police agency or the unit of government the police agency represents, by doing the following:

(i) Paying the towing and storage charges.

(ii) Applying for title to the vehicle.

(c) Hold another public sale under subsection (1).

l) A person who acquires ownership of a vehicle under subsection (1) or (3) that has been designated as a distressed vehicle shall apply for a salvage certificate of title within 15 days after obtaining the vehicle.

;) Upon disposition of the vehicle, the police agency or towing agency or custodian shall provide the secretary of state and the police agency, if that police agency did not conduct the sale, with the vehicle's disposition and the name of the agency that disposed of it and the police agency shall cancel the entry in the law enforcement information network.

;) Not less than 25 days after the date of notice required under section 252a, if the police agency does not provide a copy of the bill of sale by the police agency for the abandoned vehicle to the towing agency or custodian or police agency's designee, the towing agency or custodian or police agency designee may obtain an original of the bill of sale by submitting an application to the secretary of state in a form as determined by the secretary of state.

UCTION

ı auction shall be held pursuant to MCLA 257.252(a) (9) and 257.252(d)(6), and 257.252 (g) in 'der to dispose of any vehicles which have not been released, redeemed, or declared ıbandoned scrap vehicle" and were towed pursuant to this contract. **Any proceeds of sale 'ter the impound facility towing and storage fees (maximum collectable storage fee may not ıceed 30-days for abandoned vehicle designation) along with auctioneer service fees shall ; invoiced and supplied with the list by VIN and impound number of all vehicles auctioned.**

l billings and lists shall be forwarded to the office of the Chief of Police prior to any ithholding and accounting of the referenced fees. Such documentation shall be provided no ter than 72 hours after the completion of auction. Pursuant to MCLA 257.252(g), the City of int will only return that amount in total that was bid on any auction vehicle in satisfaction ' the towing, 30-day storage and vehicle title (if available) or the Michigan Department of ate Request for TR-52L Abandoned Vehicle/Vessel Bill of Sale in satisfaction of an ıandoned vehicle will be provided by The City of Flint to the Proposer or impound facility. ; allowed under statute, any fees or amounts over and above the bid total uncollected from e City of Flint may be pursued for collection by the impounding facility from the last titled :hicle owner (Section 257.252g (2) (a) subject to section 252i).

The Proposer shall provide the following services in connection with the auction process:

- **Provide a reasonable attempt to insure the vehicles scheduled for auction will start, such as charging the battery and providing fuel.**
- **Provide assistance in crowd control, security of the keys for the vehicles, and conduct a review of the scheduled auction vehicles with the auction participants prior to the auction. A minimum of one hour should be allowed for this process to take place.**

- Provide personnel to start vehicles when it is scheduled for auction and control the keys to insure successful bidder receives them.

Tow Rates/Fee Schedule

is the intent of the City to seek and evaluate proposal submissions for providing towing ervices on a continuous basis 24 hrs./day 7 days/week over a one-year period with the ption to renew an additional two-years upon mutual acceptance of contract parties. Those ubmitting proposals are requested to submit pricing for the continuation of said services for e one-year period and propose additional year's pricing on a separate sheet with business tterhead and signed by a duly authorized agent or employee of the Proposer. Vehicles will e taken into custody under MSA 9.1.1952(2), Sec. 257.252, as amended; for vehicles taken nder the parking provisions of Section 28-1.1 of the Flint City Code; for vehicles disabled for easons other than flat tires or being out of gas; for vehicles involved in police investigations nd/or crime enforcement activities; and for vehicles damaged in an accident to an extent at they must be towed from the scene and the owner/operator is unable to remove or ause the vehicle to be removed, and if the owner or operator does not choose a towing ervice to remove the vehicle.

e City is requesting vendors to provide a price to tow vehicles, daily rate to store vehicles, d auction service fees to the City to carry out these tasks. Vendor is to list any additional es either on this document or on a separate piece of paper that will be assessed for this ervice.

e undersigned hereby certifies that he/she has read the specifications for Vehicle Towing ervices - City of Flint and submits the following prices:

Tow Rates/Fee Schedule
BID FORM

RATE PER SERVICE

ESCRIPTION	FY2027	FY2028
ate to tow a car or light truck	$ 75.00 /TOW	$ 80.00 /TOW
ate to tow a heavy duty vehicle GVWR 7,000 lb. or greater	$ 255.00 /TOW	$ 255.00 /TOW
ate to tow a motorcycle	$ 85.00 /TOW	$ 85.00 /TOW

ate for Accident Cleanup	$ 75.00 /HOURLY	$ 80.00 /HOURLY

Additional Information Heavy Duty Cleanup for roll-over, etc. or excessive man power	$ 275.00 / Hour	$275.00 / Hour

Tow Rates/Fee Schedule
BID FORM

Daily Storage Fee (not to exceed 30-days for the City of Flint abandonment designation)	$ 35.00 /DAILY	$ 35.00 /DAILY
Additional Information Medium/Heavy Storage	$ 65.00/Daily	$ 70.00/Daily

Rate for auctioneer services (this fee will be either a flat rate per vehicle or a percentage (%) of gross revenue from sales divisible by the number of vehicles auctioned)	$ /FLAT RATE PER VEHICLE OR % (PERCENTAGE	$ /FLAT RATE PER VEHICLE OR % (PERCENTAGE
Additional Information	Plase see attached	auction addendum details.

Use of two trucks for one tow	$ 75.00 /EACH	$ 80.00 /EACH
Additional Information Heavy	$ 255.00 /each truck	$ 255.00/each truck

Miscellaneous tows would be towing that is requested by the City for purposes of moving vehicles during street paving season or emergency snow removal.	$ 75.00 /EACH	$ 80.00 /EACH
Additional Information		

Tow Rates/Fee Schedule
BID FORM

tated Mandated Fees	N/A - City of Flint	collects all impound fees
. Abandoned Vehicle Fee collected from last registered owner.	**$ /EACH**	**$ /EACH**
. Secretary of State Processing Fee	**$ /EACH**	**$ /EACH**
***Should any vehicle be released for alvage/Auction to the impound acility agent, these fees will not be ssessed as part of the total fee alues to the City of Flint.**		
dditional Information		

COMPLETE AUTO & TRUCK PARTS, INC.
COMPLETE TOWING

July 1, 2026

City of Flint
Finance Department
Division of Purchases and Supplies
1101 S Saginaw Street, Room 203
Flint, MI 48502

RE: Request for Proposal No. P27000502
Vehicle Towing and Storage

Exhibit A
Additional Information for Proposal and Third Year Rates

Complete Towing is the best company to provide the services requested. We have all the facilities, equipment, and personnel already in place. There will be no start-up delays or confusion because we have been running an impound yard for over 40 years. Our yard has enough storage space to store more than 500 vehicles, which exceeds the space requested. In addition to being experienced and fully capable of managing the towing and storage according to your requirements we also provide the following services and benefits to the City of Flint and its community:

1. We have staff on duty 24 hours a day for security along with camera surveillance to protect the vehicles impounded by the City of Flint.
2. We allow Flint Fire Dept. to use our premises for training: (see attached photos)
    - Jaws of Life
    - Any type of training where cars are needed
    - We supply the vehicles for them to destroy
    - And make them user friendly by removing batteries, gas tanks, and antifreeze – making sure there are no contaminants leaking on the ground or any fire hazard.
3. We allow the Flint Police Dept to bring out their advanced accident class so they can train on the crash vehicles
4. We allow the Flint Police Dept to bring in their K-9 units for training (see photos)
5. We allow the Flint Police Dept the use of our inside hoist whenever it is needed for their investigation

6. We offer assistance through our on-duty mechanics, with the removal of automobile parts from evidence vehicles under the direction of the Officer in charge of the case.
7. We store equipment at the request of FPD at no charge to the city.
8. We assist the impound officer whenever needed

'hird year rates for FY 2029:

Light tow/Accident cleanup/Motorcycles/Miscellaneous tow will be $85.00

Daily Storage (Light vehicles) will be $40.00

All remaining rates will be the same as quoted for FY 2028

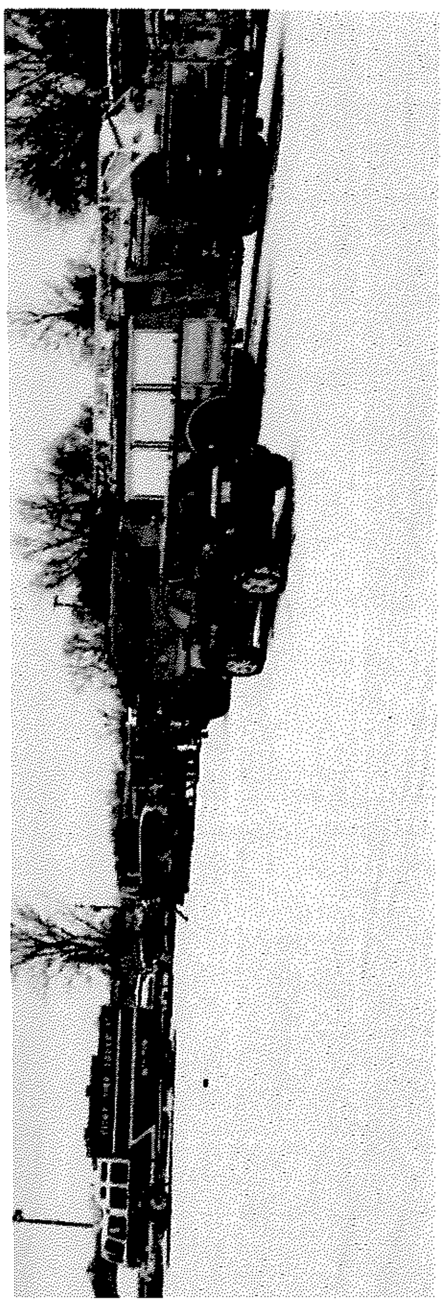
/e feel it is a privilege and appreciate the opportunity to continue to provide towing, storage, nd these value-added services for the City of Flint. If there are any questions regarding our roposal, please call me at 810-235-1711 or email me at admin@completetowing.us.

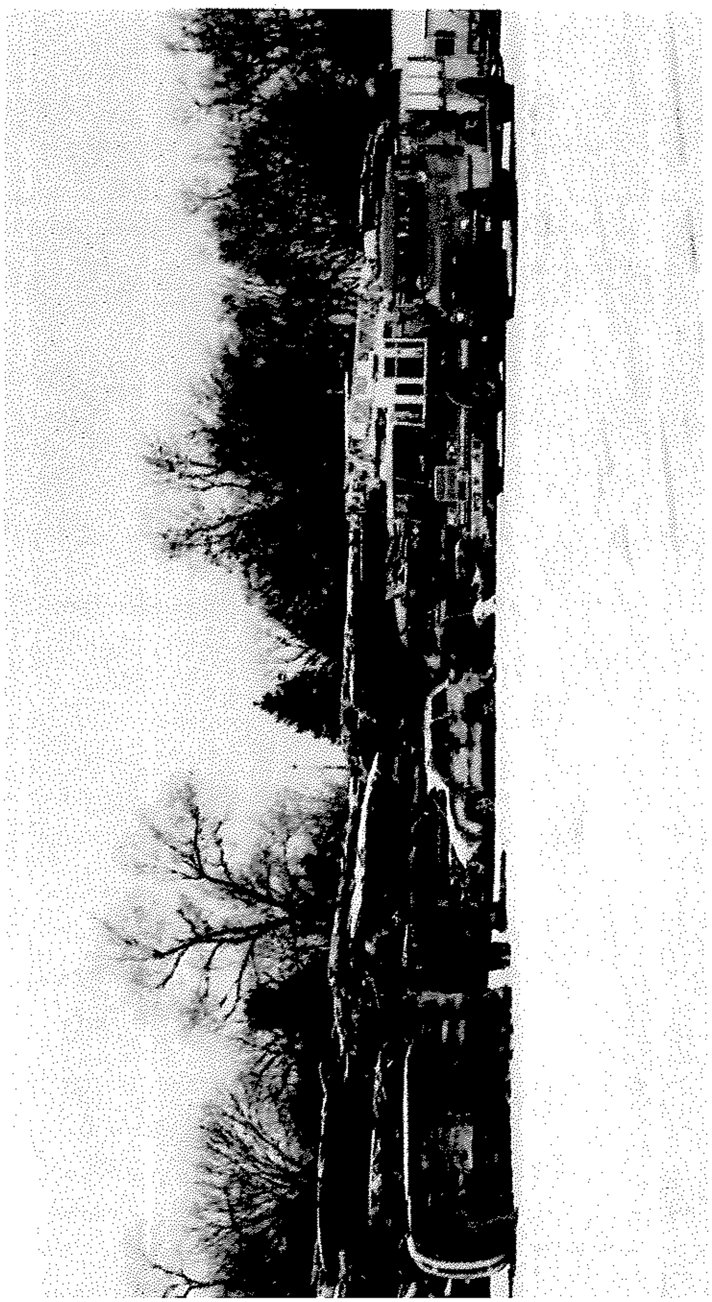
incerely,
omplete Auto & Truck Parts, Inc.
omplete Towing

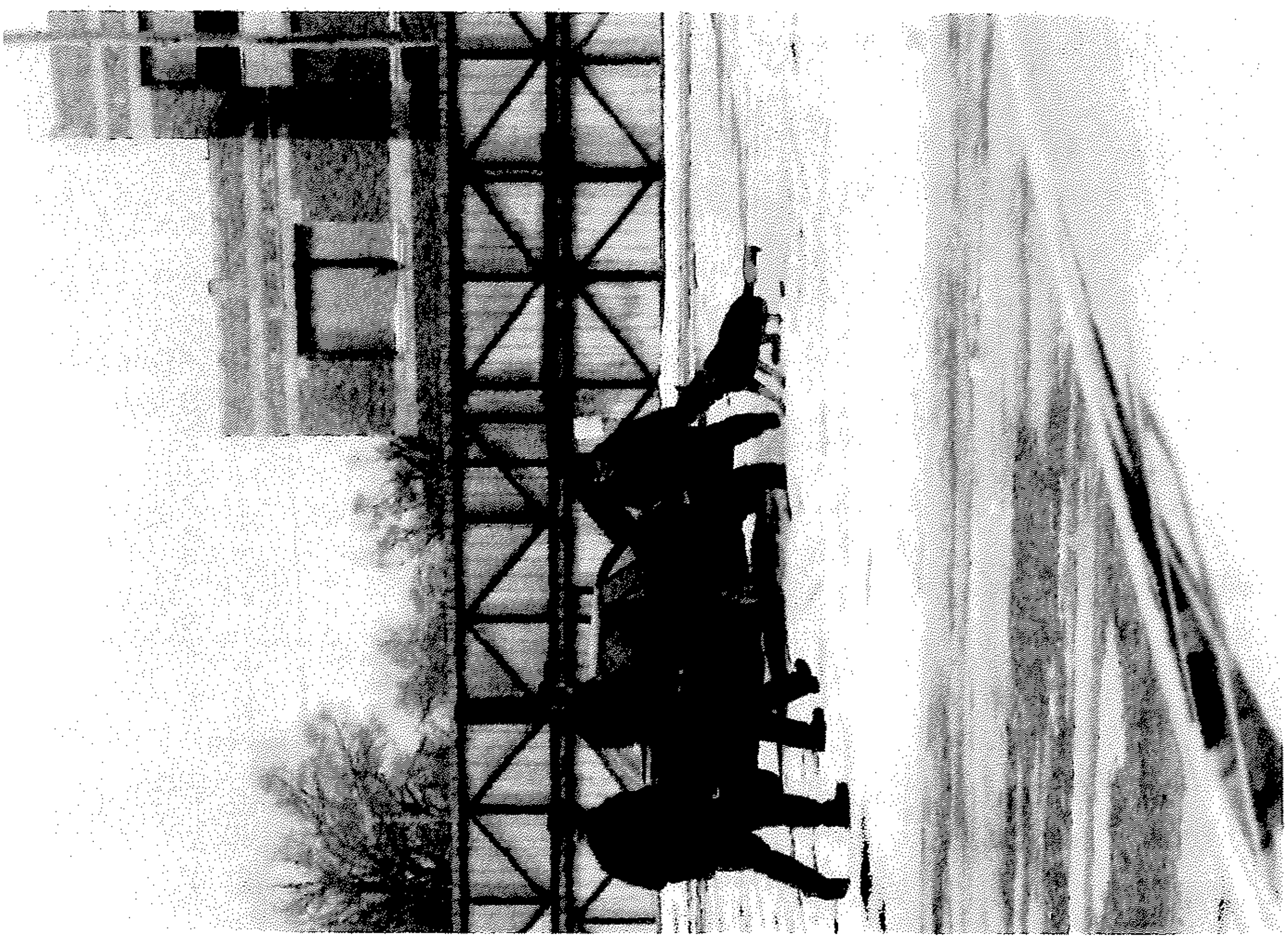
mes D. Patton

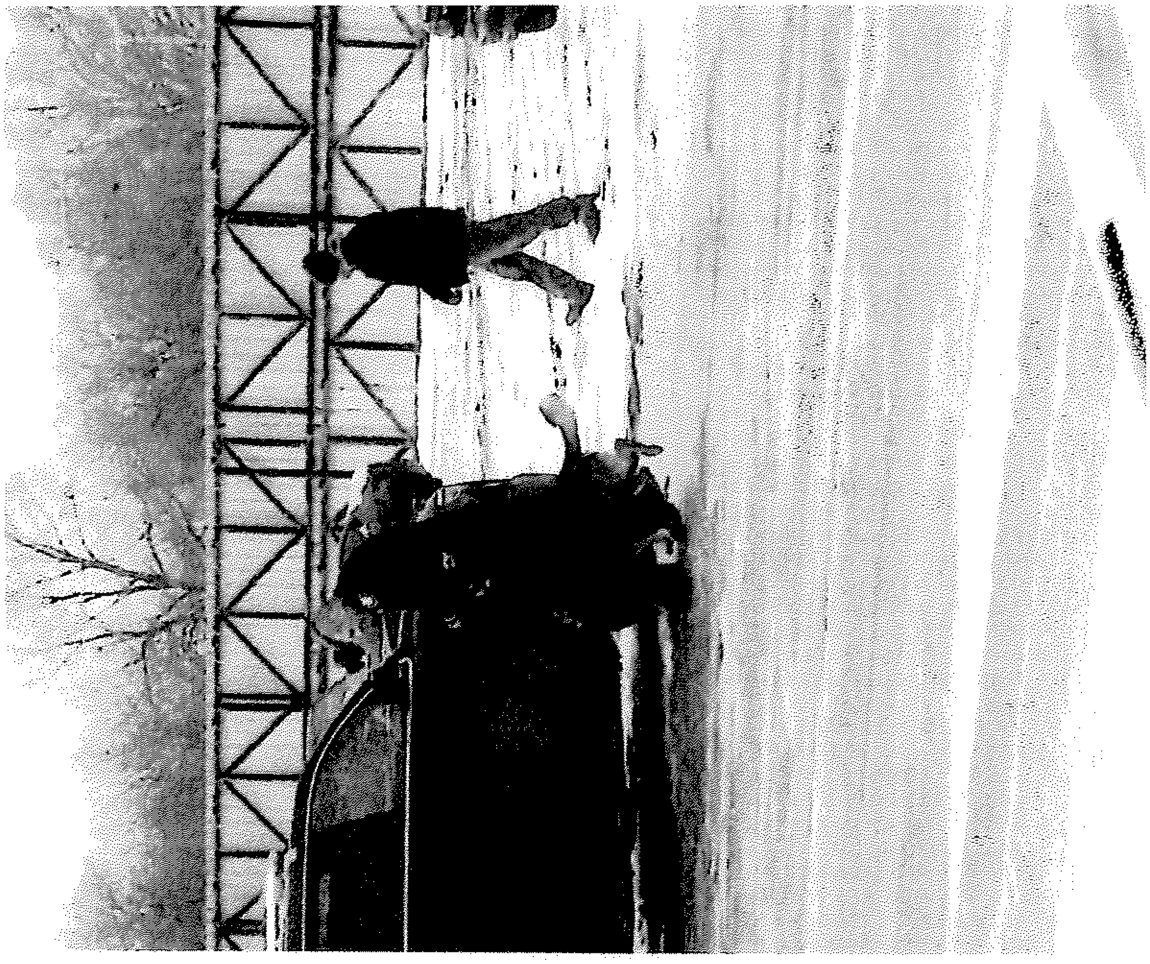
?/sj

This letter is a supplemental attachment to the RFP # 27000502)









COMPLETE TOWING
3401 N. Dort Hwy
Flint, MI 48506

AUCTION ADDENDUM

xcerpt from Proposal:

Auction
n auction shall be held pursuant to MCLA 257.252(a) (9) and 257.252 (d) (6), and 257.252 (g) in order dispose of any vehicles which have not been released, redeemed, or declared "abandoned scrap ehicle" and were towed pursuant to this contract. **Any proceeds of sale after the impound facility wing and storage fees (maximum collectable storage fee may not exceed 30-days for abandoned ehicle designation) along with auctioneer service fees shall be invoiced and supplied with the list by IN and impound number of all vehicles auctioned."**

he auction services we provide after a Flint Police Officer checks the vehicle for eligibility for iction will include the following:

- Place the vehicle in a separate lot for auction
- Remove the license plates
- Contract with a licensed professional auctioneer
- Pay the auctioneer
- Schedule the auction on a date agreeable to the City of Flint
- Contract for and pay for the advertising in the Flint Journal and on M-Live
- Publicize the auction on our website - including a list of vehicles
- Provide personnel during the auction to secure the cars from theft or damage
- Provide personnel during the auction to assist with bidders' questions
- Provide personnel for the three days following the auction for release of vehicles
- Record and report auction results within 72 hours of completion

s compensation for these services, we agree to accept the terms explained in the proposal. We ill charge the City of Flint the towing fee and the 30 days storage and the auctioneer fee (3.0%) r each vehicle up to, but not to exceed, the total bid amount each vehicle sold for at auction.

owever, because this RFP is an abrupt deviation from the way these auction proceeds were indled historically, we would just like to point out another method of calculating the fees for anaging these auctions would be to simply bill the City of Flint Sixty Percent (60%) of total iction proceeds. Either method is acceptable to Complete Towing.

EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS

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

Please see included letter

Please list Licenses:

CDL or Chauffer license for all tow operators
Sales Tax License, Dealer License, Repair Facility License
Junk Dealer License

How long have you been in business?

Since 1985

Have you done business with the City of Flint?

Yes

If yes, please state the project name.

Impound Towing and Storage
Heavy Towing Services
Vehicle Inspections

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

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

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

   N/A

❖ 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: Flint Police Department

Contact Person: Terence Green Title: Chief

Address: 210 E. Fifth Street

City: Flint State: MI Zip: 48502

Telephone: 810-237-6868 Fax:

Email:

Type of Project: Towing and Recovery and Impound Storage and Auction

Project Timeline (Dates): 41 years Budget:

Reference #2:

Company/Municipality: Genesee County Sheriff Department

Contact Person: Chris Swanson / Jason Murphy Title: Sheriff / Captain

Address: 1002 S. Saginaw St.

City: Flint State: MI Zip: 48503

Telephone: 810-257-3406 Fax:

Email:

Type of Project: Towing and Recovery and Impound Storage and Auction

Project Timeline (Dates): 41 years Budget:

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

Reference #3:

Company/Municipality: Gain Auto Theft

Contact Person: Tom Zak Title: Detective Lieutenant

Address: 1002 S. Saginaw St.

City: Flint State: MI Zip: 48502

Telephone: 810-257-3422 Fax: __________

Email: __________

Type of Project: Towing and Recovery and Impound Storage and Auction

Project Timeline (Dates): 21 years Budget: __________

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/18/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

RODUCER \crisure Great Lakes Partners Insurance Services, LLC \crisure Great Lakes Trust .O. Box 736242 :hicago IL 60673 License#: BR-1796277	CONTACT NAME: Certificates PHONE (A/C, No, Ext): 800-748-0351 FAX (A/C, No): 800-847-3129 E-MAIL ADDRESS: GL-Towing@Acrisure.com
ISURED COMPAUT-06 :omplete Auto & Truck Parts Inc)BA Complete Towing I401 N Dort Hwy :lint MI 48506	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Fremont Insurance Company	13994
INSURER B : Insurance Company of the West	27847
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

:OVERAGES **CERTIFICATE NUMBER:** 1930579893 **REVISION NUMBER:**

HIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. OTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE SSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF UCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE OLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

SR TR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	CPP 0082035	5/30/2026	5/30/2027	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY	Y	Y	CAP 0028516	5/30/2026	5/30/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			WVE 5084413 00	5/30/2026	5/30/2027	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Garage Keepers			CPP 0082035	5/30/2026	5/30/2027	Deductible $2,500	50,000
A	On Hook/ Cargo Coverage			CPP 0082035	5/30/2026	5/30/2027	Deductible $2,500	50,000

ESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sarage Keepers Legal Liability coverage includes $2,500 comprehensive and collision deductibles.
:ity of Flint, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board nembers, employees and volunteers are considered additional insureds with respects to general and auto liability coverage as long as required within a written :ontract. Coverage is primary and non-contributory as it applies to general liability.

:ERTIFICATE HOLDER

City of Flint
1101 South Saginaw Street
Flint MI 48502

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Keith V

❖ EXHIBIT F – NON-BIDDER'S RESPONSE

VENDOR'S NAME: Complete Towing (N/A - We are bidding)

NON-BIDDER'SRESPONSE

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.

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: Net 30 days Fed. ID #: 38-3383598

Company (Respondent): Complete Auto & Truck Parts, Inc.
d/b/a Complete Towing

Address: 3401 N. Dort Hwy

City, State & Zip Code: Flint, MI 48506

Phone / Fax Number: 810-239-1657 FAX: 810-235-8144

Email: admin@completetowing.us

Print Name and Title: James D. Patton, President
(Authorized Representative)

Signed: James D Patton
(Authorized Representative)

❖ EXHIBIT G – CITY OF FLINT AFFADAVIT

FOR CORPORATION

STATE OF Michigan

S.S.

COUNTY OF Genesee

James D. Patton being duly sworn, deposes and says that she/he/they

is President of Complete Auto & Truck Parts, Inc., d/b/a Complete Towing

(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 Complete Towing, in said County and State,

this 1st day of July A.D. 20 26,

Sherry Jackson

SHERRY A. JACKSON

*Notary Public, Genesee County, MI

My Commission expires 04/05, 20 31

SHERRY A JACKSON
Notary Public - State of Michigan
County of Genesee
My Commission Expires Apr 5, 2031
Acting in the County of Genesee

Scheduled SAM Maintenance **Show Details**
Jul 7, 2026

See All Alerts

ISR Workspace: Increased Contract Volume **Show Details**
Jun 26, 2026

SAM.GOV®

Home Search Data Bank Data Services Help

Search

Exact Phrase 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
- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

"Complete Auto & Truck Parts" ×

Entity

Location

Status

- [x] Active
- [ ] Inactive

Reset

Entity Information **All Entity Information** **Entities** **Disaster Response Registry** **Responsibility / Qu**

No matches found

Your search did not return any results for active records.
Would you like to include inactive records in your search results?

Search Inactive | Go Back

Scheduled SAM Maintenance **Show Details**
Jul 7, 2026

See All Alerts

ISR Workspace: Increased Contract Volume **Show Details**
Jun 26, 2026

SAM.GOV®

Home Search Data Bank Data Services Help

Search

Exact Phrase 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
- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

"Complete Auto & Truck Parts" ×

"Complete Towing" ×

Entity

Location

Status

- [x] Active
- [ ] Inactive

Reset

Entity Information **All Entity Information** **Entities** **Disaster Response Registry** **Responsibility / Qu**

No matches found

Your search did not return any results for active records.
Would you like to include inactive records in your search results?

Search Inactive | Go Back

Business Trademark Login

Home

Search

Forms

Business Search

As of 7/9/2026:

Business Filings are processed through 07/07/2026.

Renewals and Restorations (for entities returning to good standing) are processed through 07/08/2026.

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:

Complete Towing *

Advanced

Results: 3

Name	Filing Date	Status	AR Standing	Entit
COMPLETE TOWING, LLC	12/04/2002	Active	Not Good	Dom Limi Liabi Com
BIG D CARTAGE INC. Matched Names: COMPLETE TOWING COMPANY	08/26/1968	Dissolved - Operation of Law	Not Good	Dom Profi Corp
COMPLETE AUTO AND TRUCK PARTS, INC Matched Names COMPLETE TOWING	12/19/1997	Active	Good	Dom Profi Corp

COMPLETE AUTO AND TRUCK PARTS, INC

Entity Name	COMPLETE AUTO AND TRUCK PARTS, INC.
Identification #	800530291
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	12/19/1997
Last Report with Officers and Directors	2026
Resident Agent Name	JAMES D. PATTON
Registered Office Street Address	3401 N DORT HWY., FLINT, MI 48506
Registered Office Mailing Address	3401 N DORT HWY, FLINT, MI 48506
President Name & Address	JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506
Secretary Name & Address	JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506
Treasurer Name & Address	JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506
Directors Names & Addresses	JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506

View History & Filings

Assumed Names

Department of Finance - Treasury

Sheldon Neeley
Mayor

Clyde Edwards
City Administator

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: COMPLETE AUTO & TRUCK PARTS INC

HOME ADDRESS:

DBA: COMPLETE TOWING

BUSINESS ADDRESS: 3401 NORTH DORT HIGHWAY 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.	CURRENT	DELINQUENT
PROPERTY TAXES DIV.	CURRENT	DELINQUENT
INCOME TAX DIV.	CURRENT	DELINQUENT
ENFORCEMENT	CURRENT	DELINQUENT
MR	CURRENT	DELINQUENT

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

/
City Staff Person and Date

Sheila Torbert 7-8-2026
City of Flint Customer Serv. Representative and Date

1101 S. Saginaw St., FLINT, MICHIGAN 48502 (810) 766-7436

Good Standing Form
Revised 7/1/2025
All previous editions obsolete

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE:	7/6/2026
BID PROPOSAL #:	
AGENDA ITEM TITLE:	RESOLUTION TO COMPLETE TOWING SERVICE FOR THE POLICE DEPARTMENT TOWING AND STORAGE SERVICES FOR FY27 AND FY28 WITH AN OPTION TO EXTEND FOR A THIRD YEAR
PREPARED BY:	Angela Amerman
VENDOR NAME:	Complete Auto & Truck Parts, Inc. dba Complete Towing

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)	☒ YES	☐ NO
State gov't	(All documentation current, no violations)	☒ YES	☐ NO
City of Flint	(All documentation current, no violations)	☒ YES	☐ 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 <u>MUST</u> 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 Police Department is requesting that Purchasing approve a purchase order for towing and storage to which the Chief of Police has recommended Complete Auto & Truck Inc, dba Complete Towing as the sole bidder who is currently the vendor for these services. The vendor has agreed to a two-year contract with an option for an additional year for the said services. We are requesting services for FY27 in the amount of $430,000.00 and $430,000 pending adoption of FY28 budget. Complete Towing is one of the largest and best-equipped towing companies in the state of Michigan. The vendor has twenty state-of-the-art recovery units ranging from one ton to fifty tons making them capable of meeting any recovery or towing challenges. Complete Towing has built a solid reputation by providing a prompt, reliable towing service to 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, Sourcewell, 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

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

☐ (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
FY26	101-303.206-801.000	26-008463	$430,000.00	$313,302.50	240410-T
FY25	101-303.206-801.000	25-007900	$430,000.00	$324,784.00	240289
FY24	101-303.206-801.000	24-006555	$428,175.00	$127,000.00	230309
FY23	101-303.206-801.000	23-005631	$330,217.50	$127,000.00	230033
FY22 FY22	101-303.206-801.000 296-303.200-801.000	22-004543 22-004543	$98,000.00 $144,000.00	$95,767.50 $144,000.00	210289 210289

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

This service benefits the Police Department with its operations. Abandoned vehicles can be a hazard to the public and can block traffic. By having Complete Auto & Truck Parts, Inc. dba Complete Towing, tow and storage these vehicles, it helps maintain smooth traffic flow, reducing the risk of accidents and improving overall road safety. At times vehicles must be towed due to criminal activity such as drag racing. The towing and storage of these vehicles helps keep the roadways safer.

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 <u>MUST</u> 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.**

STAFF REVIEW FORM

Effective: April 1, 2026

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

FY27 Budget $430,000.00 and FY28 pending adoption of budget is $430,000.00. The percentage of the FY27 budget for this service being spent on this vendor is one hundred (100) percent. The allocation of forty-six (46) percent of this line of the budget is justified by the need to provide timely and reliable vehicle removal in support of public safety, law enforcement, and municipal operations. Other know budgeted funds from this line item include surveillance cameras, vehicle inspections, and security.

BUDGETED EXPENDITURE? YES ☒ NO ☐ **IF NO, PLEASE EXPLAIN:**

Dept.	Name of Account	Account Number	Grant CODE	Amount
Police	Professional Services	101-301.000-801.000		$430,000.00
		FY27 GRAND TOTAL		$430,000.00

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: $430,000.00

BUDGET YEAR 2: $430,000.00

BUDGET YEAR 3: ______

OTHER IMPLICATIONS (*i.e., collective bargaining*).. ______

PRE-ENCUMBERED? YES ☐ NO ☒ **REQUISITION NO:** ______

ACCOUNTING APPROVAL: Angela Amerman **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	Terence Green	
2	Jeff Antcliff	
3		

STAFF REVIEW FORM

Effective: April 1, 2026

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

4		

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

DEPARTMENT HEAD SIGNATURE: jeff antcliff (Jul 7, 2026 17:29:52 EDT)

(Jeff Antcliff, Deputy Police Chief)

ADMINISTRATION APPROVAL: Clyde Edwards (Jul 8, 2026 12:47:46 EDT)

($20,000 or above spending authorizations)

Section 6. VENDOR EVALUATION..

Business Title:	**Complete Auto & Truck Parts Inc, dba Complete Towing**	**Vendor ID:**	**0000000221**
Review Period:	**06/30/2026**	**Department:**	**Police**
Project Name:	**Storage and Towing of Vehicles**	**Project Type:**	

Vendor Goals:

The vendor shall provide prompt, professional, and reliable towing and vehicle storage services in support of the City of Flint's operational and public safety needs. Performance expectations include responding to service requests within the established timeframes, safely towing and transporting vehicles without causing additional damage, maintaining secure and organized storage facilities, and ensuring vehicles are protected while in the vendor's custody. The vendor shall maintain accurate records of all towing and storage activities, including vehicle information, dates and times of service, storage duration, and vehicle release documentation. The vendor is expected to comply with all applicable federal, state, and local laws, licensing requirements, and City policies governing vehicle towing, impoundment, and storage.

	1 = Poor	2 = Fair	3 = Sufficient	4 = Good	5 = Excellent
Job Knowledge:	☐	☐	☐	☐	☒
Work Quality:	☐	☐	☐	☐	☒
Timeliness:	☐	☐	☐	☐	☒
Compliance with Contract:	☐	☐	☐	☐	☒
Warranty (If Product):	☐	☐	☐	☐	☐

STAFF REVIEW FORM

Effective: April 1, 2026

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

Responsiveness:	☐	☐	☐	☐	☒
Cost Effectiveness:	☐	☐	☐	☐	☒
Dependability:	☐	☐	☐	☐	☒
Total Performance:	☐	☐	☐	☐	☒
Overall Rating:	☐	☐	☐	☐	☒

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

Performance / Other Comments:

Performance was evaluated based on response times, quality and professionalism of service, customer service, recordkeeping accuracy, compliance with contractual requirements, condition of vehicles while in storage, timely reporting, and the vendor's ability to resolve issues promptly. The vendor maintained open communication with City staff, demonstrated accountability, and consistently provided safe and efficient services that supported the City's operational objectives and public safety mission.

REVIEWER'S SIGNATURE: ______________________ **Date:** ______________

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 B –Qualifications and Licenses Requirements
- ☒ Exhibit C – Disclosure of Supplier Responsibility Statement
- ☒ Exhibit D - List of References
- ☒ Exhibit E - Certificate of Insurance
- ☒ Exhibit F – Non-Bidder's Response
- ☒ Exhibit G – City of Flint Affadavit

EXHIBIT A - SUBMITTAL WITH DETAILED SUMMARY OF PRICING

SCOPE OF WORK ATTACHED SEPARATELY.

DISPOSAL

ıe City of Flint is requesting submission of proposals to provide towing and/or storage and sposal services for abandoned vehicles taken into custody under MSA 9.1952(2), Sec. ;7.252, as amended; for vehicles taken under the parking provisions of Section 28-1.1 of the nt City Code; for City vehicles disabled or reasons other than flat tires or being out of gas; for hicles involved in police investigations and/or crime enforcement activities; and for vehicles ımaged in an accident to an extent that they must be towed from the scene and owner or ›erator is unable to remove or cause the vehicle to be removed, and if the owner or operator ›es not choose a towing service to remove the vehicle.

ıe purpose of this proposal is to encourage competition among businesses to provide the City Flint with the highest level of service available by a proposer who may collect reasonable wing and storage fees for vehicles administered under Section 28-1.1 of the Flint City Code b e Flint Police Department. The RFP will be used to select a primary and secondary backup wing service. In the event that the primary contract holder is unable to respond within 20 inutes of a tow request by the City of Flint Police Department, they will contact the secondary ıckup contractor for towing service. All proposals should be detailed to explain the lvantages of their services and all associated costs.

ıCILITIES

The Proposer "Custodian" shall have an office and storage area in compliance with local zoning ordinances. The storage area shall be surfaced and shall be so graded and drained as to dispose of all surface water and to provide a durable and without dust surface irrespective of season, capable of storing at least 250 vehicles.

The Proposer shall erect fencing around the storage yard and building that is at least eight (8) feet in height, and shall provide and maintain adequate illumination of the premises.

The Proposer shall provide and maintain a telephone line dedicated solely to the service of this agreement and personnel to answer the line at all times for the purpose of responding to calls for service from the Police Department.

The Proposer shall furnish inside storage capable of holding twenty (20) vehicles. This may also be used by the police to store other evidence.

ƪUIPMENT

All wreckers shall be licensed and comply with all applicable licensing, safety, and insurance requirements of Sections 12-103, 12-106, and 12-107, respectively, of the City of Flint Code.

The Proposer shall furnish a sufficient number of suitably equipped wreckers of sufficient capacity so that the proposer is able to meet the twenty minute response criteria as stated under "Performance" number 2.

In addition to any equipment required by Section 12-106 of the Flint City Code, any non-flatbed wrecker responding to a call under this contract must be equipped with dollies and a shovel and broom for accident scene cleanup.

oposer shall furnish suitable equipment for handling vehicles in the storage area. The Proposer shall not use forklift trucks to move vehicles impounded and stored incident to this contract.

ERFORMANCE

The Proposer shall always have an employee on duty to permit police officials to inspect and/or process impounded vehicles at any lot.

The response time of the Proposer to any call shall not exceed 20 minutes.

The Proposer shall provide properly trained and licensed wrecker drivers. Wrecker drivers shall clean the street as provided in Section 12-112 of the Flint City Code, whenever removing a vehicle from an accident scene, and shall clear the street of debris related to the tow when necessary at other towing scenes at no cost to the City.

Upon request of the Police Department, the Proposer will immediately dispatch suitable equipment to all designated vehicles to wherever the driver or owner designates, or, if the owner or driver is not able to designate or fails to designate a destination; or, if the Police Department has decided to impound the vehicle, then to the Proposer's appropriate vehicle storage area, or other area designated by the Chief of Police/or Designee.

Vehicles to be towed shall be identified to the Proposer by a member of the Flint Police Department, and except for vehicles of the Police Department and vehicles held as evidence of a crime, an inventory of the vehicle and its contents shall be taken by the police officer and a representative of the Proposer, to include a listing of any damage. This shall be accomplished by visual inspection and recorded on a standard impound form furnished by the Flint Police Department, and signed by the police officer and the wrecker driver immediately.

Upon arrival at the storage area, the Proposer shall prepare a standard impound card, completing all information requested on the card, and thereafter updating the information as necessary. The completed card must be available for the Police Department's review for all vehicles impounded in the prior twenty-four hour period no later than 8:00 am, Monday through Saturday, and maintained in an orderly, business-like filing system.

The Proposer shall provide a minimum of two yard personnel at all storage sites during regular business hours (must be open Mon-Sat, 9 am - 6 pm, except Holidays) for the purpose of escorting customers to and from their vehicles to maintain the security of the yard.

Impounded vehicles to be preserved as evidence of a crime will not be entered or driven by any employee or agent of the Proposer until the vehicle has been processed by the Police Department or Crime Lab. In the event it becomes necessary to move evidence vehicles, this will only be accomplished with a tow truck or tow motor furnish by the Proposer, unless specifically directed otherwise by the officer in charge of the criminal investigation at no cost to the City.

The Proposer shall protect any impounded vehicle from theft, vandalism or damage of any type as specified in Section 12-110 of the Flint City Code, and is solely responsible for any damage, theft or vandalism occurring subsequent to taking custody of the vehicle.

). No impounded vehicles or seized vehicle shall be released from the storage area without

... provided by the Flint Police Department for such purposes. When a vehicle is towed to the Proposer's vehicle storage area, and is not being held as evidence of a crime, nor is it impounded by the Police Department, nor is it a Police vehicle, nor a vehicle used in connection with Police business, the Proposer must release the vehicle to the owner upon payment of the charges as provided in the proposal.

1. Every Wednesday morning before 10:0 A.M., the Proposer will furnish the Police Department, on a form provided by the Flint Police Department, with a list of vehicles which are currently on their lot towed pursuant to this agreement. The Police Department will then furnish the Proposer with a TR52 form for vehicles not held as evidence or forfeiture vehicles, with the notation that the vehicles are to be sold at Public Auction.
   With the authorization from the Police Department, the Proposer is then solely responsible for the disposal of unclaimed vehicles according to current law governing said vehicles with no compensation by the City, unless otherwise notified by the City.
2. The Proposer shall provide towing for City of Flint Police vehicles and those vehicles used in connection with City business, free of charge, except for those that are disabled solely because (a) they are out of gas, or (b) they have a flat tire. This free towing shall be limited to vehicles towed from and to any location within 20 miles of the Flint City limits.
3. All evidence vehicles and drug forfeiture vehicles shall be towed and stored free of charge. Storage fees for these vehicles, if released to the owner, will not begin to accrue until the hold on the vehicle has been released by the Chief of Police/or Designee.
4. When a fee waiver is submitted with ~~by~~ authorization of the Chief of Police/~~or~~ Designee, no fee shall be charged other than said amount on the waiver, for the release of the vehicle to the owner or the City of Flint as of said date. For any day proceeding the date of the waiver that the owner does not pick up their property, will incur accrued fees according to the daily fee.
5. Proposer agrees it will not scrap, sell, damage or alter any vehicle impounded by the City of Flint until approved by the Chief of Police or Designee. In the event that a Court of competent jurisdiction or City Attorney orders an impounded vehicle to be returned to the owner without cost, the vehicle will be released at no cost to the owner or the City of Flint. The Proposer further agrees that it will compensate the owner of any impounded vehicle that Proposer scraps, sells, damages, or alters prior to receiving authorization from the aforementioned.
6. The Proposer shall be responsible to assure that all of the employees and agents performing work under this agreement comply with all of the provisions of this agreement including those governing charges for service provided under this agreement.
7. The Proposer must furnish the City with copies of Business Licenses and Insurance Certificates which are to be attached to the proposal at the time it is submitted. The Proposer agrees to update the City, in writing and with copies of certificates of insurance, if there is any change in insurance coverage or supplier during the term of this agreement.
8. In the event that the City requires towing of a vehicle with a rated load capacity in excess of one ton, or a trailer with a length in excess of 16 feet, and the proposer does not have the capability to tow the vehicle or trailer, the City shall have the vehicle towed by a company capable of handling the tow at the sole discretion of the City.

57.252g Manner of conducting public sale; application of money received; priority; absence of bidders; acquisition of distressed vehicle; application for salvage certificate of title; canceling entry in law enforcement information network; obtaining original bill of sale.

Sec.252g. (1) Subject to section 252a(16), a public sale for a vehicle and its contents that has een determined to be abandoned under section 252a or removed under section 252d shall be ›nducted in the following manner:

(a) It shall be under the control of the police agency. However, a police agency may designate the custodian of the vehicle or a third party to conduct the auction.

(b) It shall be open to the public and consist of open auction bidding or bidding by sealed bids.

sealed bids are received, the person submitting the bid shall receive a receipt for the bid from ıe police agency or the agency's designee or, if the vehicle is being sold under section 252a 6), the custodian of the vehicle.

(c) Except as otherwise provided in sections 252a (16) and (17) and 252b (7), it shall be held not less than 5 days after public notice of the sale has been published.

(d) The public notice shall be published at least once in a newspaper having a general circulation within the county in which the vehicle was abandoned. The public notice shall give a description of the vehicle for sale and shall state the time, date, and location of the sale.

) The money received from the public sale of the vehicle shall be applied in the following order of priority:

(a) Accrued towing and storage charges. ***However, if the money received from the public sale does not satisfy the accrued towing and storage charges, the towing company may collect the balance of those unpaid fees from the last titled owner, subject to section 252i.***

(b) Expenses incurred by the police agency or the custodian of the vehicle.

(c) Payment of the $40.00 abandoned vehicle fee described in section 252f (3) (a).

(d) Any extra money shall be sent to the department of treasury's unclaimed property division to be disbursed as follows:

(i) To the secured party, if any, in the amount of the debt outstanding on the vehicle.

(ii) Remainder to the owner. A reasonable attempt shall be made to mail the remainder to the last titled owner. If delivery of the remainder cannot be accomplished, the remainder shall become the property of the unit of government governing the location from which the vehicle was towed.

) If there are no bidders on the vehicle, the police agency or the custodian of the vehicle may do one (1) of the following:

(a) Turn the vehicle over to the towing firm or the custodian of the vehicle to satisfy charges against the vehicle. However, if the value of the vehicle does not satisfy the towing fees and accrued daily storage fees, the custodian of the vehicle may collect the balance of those unpaid fees from the last titled owner, subject to section 252i.

... for the police agency or the unit of government the police agency represents, by doing the following:

(i) Paying the towing and storage charges.

(ii) Applying for title to the vehicle.

(c) Hold another public sale under subsection (1).

4) A person who acquires ownership of a vehicle under subsection (1) or (3) that has been designated as a distressed vehicle shall apply for a salvage certificate of title within 15 days after obtaining the vehicle.

5) Upon disposition of the vehicle, the police agency or towing agency or custodian shall provide the secretary of state and the police agency, if that police agency did not conduct the sale, with the vehicle's disposition and the name of the agency that disposed of it and the police agency shall cancel the entry in the law enforcement information network.

6) Not less than 25 days after the date of notice required under section 252a, if the police agency does not provide a copy of the bill of sale by the police agency for the abandoned vehicle to the towing agency or custodian or police agency's designee, the towing agency or custodian or police agency designee may obtain an original of the bill of sale by submitting an application to the secretary of state in a form as determined by the secretary of state.

UCTION

1 auction shall be held pursuant to MCLA 257.252(a) (9) and 257.252(d)(6), and 257.252 (g) in der to dispose of any vehicles which have not been released, redeemed, or declared ibandoned scrap vehicle" and were towed pursuant to this contract. **Any proceeds of sale ter the impound facility towing and storage fees (maximum collectable storage fee may not ceed 30-days for abandoned vehicle designation) along with auctioneer service fees shall e invoiced and supplied with the list by VIN and impound number of all vehicles auctioned.**

l billings and lists shall be forwarded to the office of the Chief of Police prior to any ithholding and accounting of the referenced fees. Such documentation shall be provided no ter than 72 hours after the completion of auction. Pursuant to MCLA 257.252(g), the City of int will only return that amount in total that was bid on any auction vehicle in satisfaction the towing, 30-day storage and vehicle title (if available) or the Michigan Department of ate Request for TR-52L Abandoned Vehicle/Vessel Bill of Sale in satisfaction of an andoned vehicle will be provided by The City of Flint to the Proposer or impound facility. s allowed under statute, any fees or amounts over and above the bid total uncollected from e City of Flint may be pursued for collection by the impounding facility from the last titled hicle owner (Section 257.252g (2) (a) subject to section 252i).

The Proposer shall provide the following services in connection with the auction process:

- **Provide a reasonable attempt to insure the vehicles scheduled for auction will start, such as charging the battery and providing fuel.**
- **Provide assistance in crowd control, security of the keys for the vehicles, and conduct a review of the scheduled auction vehicles with the auction participants prior to the auction. A minimum of one hour should be allowed for this process to take place.**

- Provide personnel to start vehicles when it is scheduled for auction and control the keys to insure successful bidder receives them.

Tow Rates/Fee Schedule

is the intent of the City to seek and evaluate proposal submissions for providing towing ervices on a continuous basis 24 hrs./day 7 days/week over a one-year period with the ption to renew an additional two-years upon mutual acceptance of contract parties. Those ıbmitting proposals are requested to submit pricing for the continuation of said services for ıe one-year period and propose additional year's pricing on a separate sheet with business tterhead and signed by a duly authorized agent or employee of the Proposer. Vehicles will e taken into custody under MSA 9.1.1952(2), Sec. 257.252, as amended; for vehicles taken nder the parking provisions of Section 28-1.1 of the Flint City Code; for vehicles disabled for easons other than flat tires or being out of gas; for vehicles involved in police investigations nd/or crime enforcement activities; and for vehicles damaged in an accident to an extent ıat they must be towed from the scene and the owner/operator is unable to remove or ause the vehicle to be removed, and if the owner or operator does not choose a towing ervice to remove the vehicle.

he City is requesting vendors to provide a price to tow vehicles, daily rate to store vehicles, ıd auction service fees to the City to carry out these tasks. Vendor is to list any additional es either on this document or on a separate piece of paper that will be assessed for this ervice.

ıe undersigned hereby certifies that he/she has read the specifications for Vehicle Towing ervices - City of Flint and submits the following prices:

Tow Rates/Fee Schedule
BID FORM

RATE PER SERVICE

DESCRIPTION	FY2027	FY2028
Rate to tow a car or light truck	$ 75.00 /TOW	$ 80.00 /TOW
Rate to tow a heavy duty vehicle GVWR 7,000 lb. or greater	$ 255.00 /TOW	$ 255.00 /TOW
Rate to tow a motorcycle	$ 85.00 /TOW	$ 85.00 /TOW

Rate for Accident Cleanup	$ 75.00 /HOURLY	$ 80.00 /HOURLY

Additional Information Heavy Duty Cleanup for roll-over, etc. or excessive man power	$ 275.00 / Hour	$275.00 / Hour

Tow Rates/Fee Schedule

BID FORM

Daily Storage Fee (not to exceed 30-days for the City of Flint abandonment designation)	$ 35.00 /DAILY	$ 35.00 /DAILY
Additional Information Medium/Heavy Storage	$ 65.00/Daily	$ 70.00/Daily

Rate for auctioneer services (this fee will be either a flat rate per vehicle or a percentage (%) of gross revenue from sales divisible by the number of vehicles auctioned)	$ /FLAT RATE PER VEHICLE OR % (PERCENTAGE	$ /FLAT RATE PER VEHICLE OR % (PERCENTAGE
Additional Information	Plase see attached	auction addendum details.

Use of two trucks for one tow	$ 75.00 /EACH	$ 80.00 /EACH
Additional Information Heavy	$ 255.00 /each truck	$ 255.00/each truck

Miscellaneous tows would be towing that is requested by the City for purposes of moving vehicles during street paving season or emergency snow removal.	$ 75.00 /EACH	$ 80.00 /EACH
Additional Information		

<u>Tow Rates/Fee Schedule</u>

BID FORM

;tated Mandated Fees	N/A - City of Flint	collects all impound fees
:. Abandoned Vehicle Fee collected from last registered owner.	**$ /EACH**	**$ /EACH**
!. Secretary of State Processing Fee	**$ /EACH**	**$ /EACH**
****Should any vehicle be released for 'alvage/Auction to the impound 'acility agent, these fees will not be ıssessed as part of the total fee 'alues to the City of Flint.***		
\dditional Information		

July 1, 2026

City of Flint
Finance Department
Division of Purchases and Supplies
1101 S Saginaw Street, Room 203
Flint, MI 48502

RE: Request for Proposal No. P27000502
Vehicle Towing and Storage

Exhibit A
Additional Information for Proposal and Third Year Rates

Complete Towing is the best company to provide the services requested. We have all the facilities, equipment, and personnel already in place. There will be no start-up delays or confusion because we have been running an impound yard for over 40 years. Our yard has enough storage space to store more than 500 vehicles, which exceeds the space requested. In addition to being experienced and fully capable of managing the towing and storage according to your requirements we also provide the following services and benefits to the City of Flint and its community:

1. We have staff on duty 24 hours a day for security along with camera surveillance to protect the vehicles impounded by the City of Flint.
2. We allow Flint Fire Dept. to use our premises for training: (see attached photos)
    - Jaws of Life
    - Any type of training where cars are needed
    - We supply the vehicles for them to destroy
    - And make them user friendly by removing batteries, gas tanks, and antifreeze – making sure there are no contaminants leaking on the ground or any fire hazard.
3. We allow the Flint Police Dept to bring out their advanced accident class so they can train on the crash vehicles
4. We allow the Flint Police Dept to bring in their K-9 units for training (see photos)
5. We allow the Flint Police Dept the use of our inside hoist whenever it is needed for their investigation

6. We offer assistance through our on-duty mechanics, with the removal of automobile parts from evidence vehicles under the direction of the Officer in charge of the case.
7. We store equipment at the request of FPD at no charge to the city.
8. We assist the impound officer whenever needed

'hird year rates for FY 2029:

Light tow/Accident cleanup/Motorcycles/Miscellaneous tow will be $85.00

Daily Storage (Light vehicles) will be $40.00

All remaining rates will be the same as quoted for FY 2028

Ve feel it is a privilege and appreciate the opportunity to continue to provide towing, storage, nd these value-added services for the City of Flint. If there are any questions regarding our roposal, please call me at 810-235-1711 or email me at admin@completetowing.us.

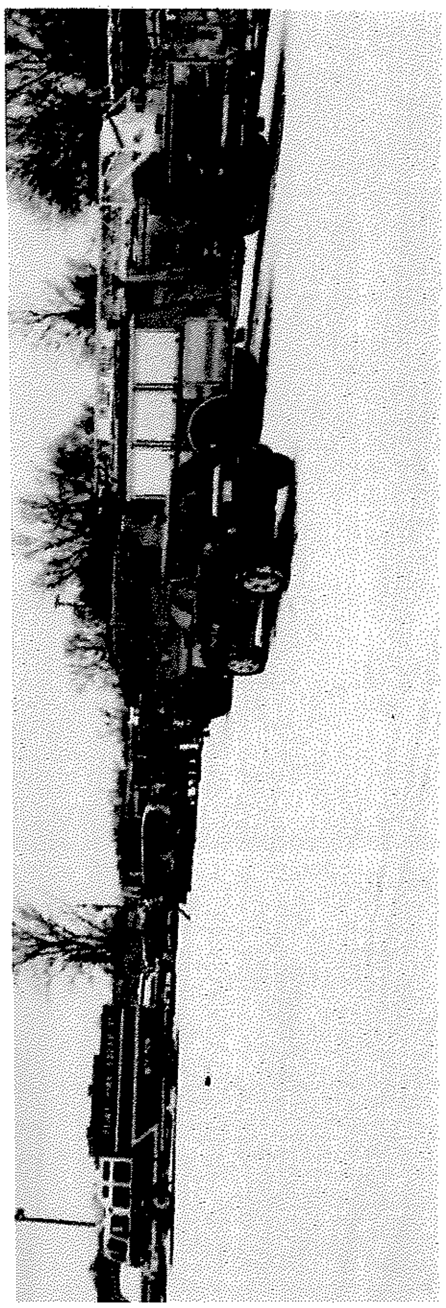
incerely,
'omplete Auto & Truck Parts, Inc.
'omplete Towing

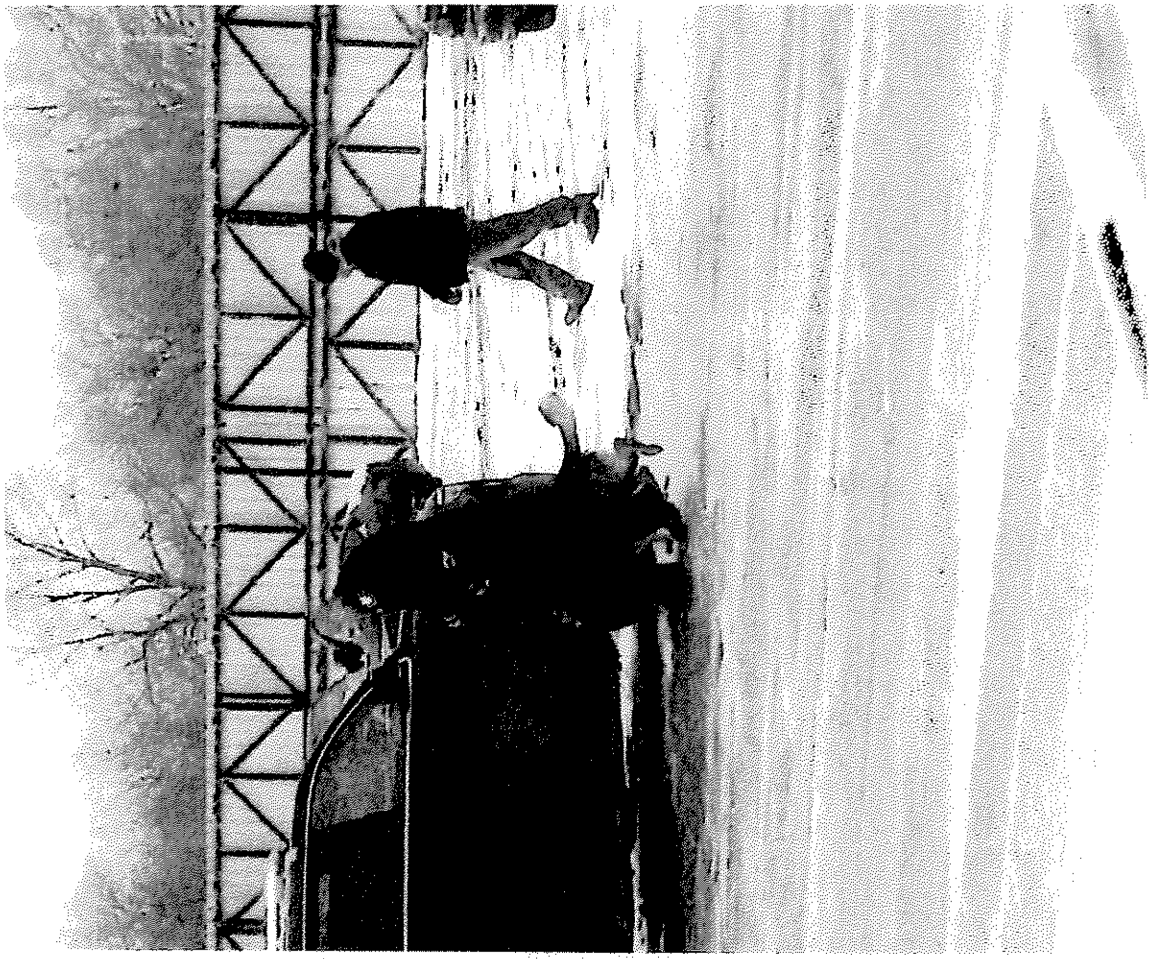
James D Patton

ames D. Patton

P/sj

This letter is a supplemental attachment to the RFP # 27000502)





3401 N. Dort Hwy
Flint, MI 48506

AUCTION ADDENDUM

xcerpt from Proposal:

Auction
n auction shall be held pursuant to MCLA 257.252(a) (9) and 257.252 (d) (6), and 257.252 (g) in order dispose of any vehicles which have not been released, redeemed, or declared "abandoned scrap ehicle" and were towed pursuant to this contract. **Any proceeds of sale after the impound facility wing and storage fees (maximum collectable storage fee may not exceed 30-days for abandoned ehicle designation) along with auctioneer service fees shall be invoiced and supplied with the list by IN and impound number of all vehicles auctioned."**

he auction services we provide after a Flint Police Officer checks the vehicle for eligibility for iction will include the following:

- Place the vehicle in a separate lot for auction
- Remove the license plates
- Contract with a licensed professional auctioneer
- Pay the auctioneer
- Schedule the auction on a date agreeable to the City of Flint
- Contract for and pay for the advertising in the Flint Journal and on M-Live
- Publicize the auction on our website - including a list of vehicles
- Provide personnel during the auction to secure the cars from theft or damage
- Provide personnel during the auction to assist with bidders' questions
- Provide personnel for the three days following the auction for release of vehicles
- Record and report auction results within 72 hours of completion

s compensation for these services, we agree to accept the terms explained in the proposal. We ill charge the City of Flint the towing fee and the 30 days storage and the auctioneer fee (3.0%) r each vehicle up to, but not to exceed, the total bid amount each vehicle sold for at auction.

owever, because this RFP is an abrupt deviation from the way these auction proceeds were indled historically, we would just like to point out another method of calculating the fees for anaging these auctions would be to simply bill the City of Flint Sixty Percent (60%) of total iction proceeds. Either method is acceptable to Complete Towing.

EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS

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

Please see included letter

Please list Licenses:

CDL or Chauffer license for all tow operators
Sales Tax License, Dealer License, Repair Facility License
Junk Dealer License

How long have you been in business?

Since 1985

Have you done business with the City of Flint?

Yes

If yes, please state the project name.

Impound Towing and Storage
Heavy Towing Services
Vehicle Inspections

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

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

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

   N/A

❖ 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: Flint Police Department

Contact Person: Terence Green Title: Chief

Address: 210 E. Fifth Street

City: Flint State: MI Zip: 48502

Telephone: 810-237-6868 Fax:

Email:

Type of Project: Towing and Recovery and Impound Storage and Auction

Project Timeline (Dates): 41 years Budget:

Reference #2:

Company/Municipality: Genesee County Sheriff Department

Contact Person: Chris Swanson / Jason Murphy Title: Sheriff / Captain

Address: 1002 S. Saginaw St.

City: Flint State: MI Zip: 48503

Telephone: 810-257-3406 Fax:

Email:

Type of Project: Towing and Recovery and Impound Storage and Auction

Project Timeline (Dates): 41 years Budget:

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

Reference #3:

Company/Municipality: Gain Auto Theft

Contact Person: Tom Zak Title: Detective Lieutenant

Address: 1002 S. Saginaw St.

City: Flint State: MI Zip: 48502

Telephone: 810-257-3422 Fax:

Email:

Type of Project: Towing and Recovery and Impound Storage and Auction

Project Timeline (Dates): 21 years Budget:

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/18/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Acrisure Great Lakes Partners Insurance Services, LLC
Acrisure Great Lakes Trust
P.O. Box 736242
Chicago IL 60673

License#: BR-1796277

CONTACT NAME: Certificates
PHONE (A/C, No, Ext): 800-748-0351 FAX (A/C, No): 800-847-3129
E-MAIL ADDRESS: GL-Towing@Acrisure.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	Fremont Insurance Company	13994
INSURER B :	Insurance Company of the West	27847
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED COMPAUT-06
Complete Auto & Truck Parts Inc
DBA Complete Towing
3401 N Dort Hwy
Flint MI 48506

COVERAGES

CERTIFICATE NUMBER: 1930579893 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	CPP 0082035	5/30/2026	5/30/2027	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY	Y	Y	CAP 0028516	5/30/2026	5/30/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WVE 5084413 00	5/30/2026	5/30/2027	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Garage Keepers			CPP 0082035	5/30/2026	5/30/2027	Deductible $2,500	50,000
A	On Hook/ Cargo Coverage			CPP 0082035	5/30/2026	5/30/2027	Deductible $2,500	50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Garage Keepers Legal Liability coverage includes $2,500 comprehensive and collision deductibles.
City of Flint, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers are considered additional insureds with respects to general and auto liability coverage as long as required within a written contract. Coverage is primary and non-contributory as it applies to general liability.

CERTIFICATE HOLDER

City of Flint
1101 South Saginaw Street
Flint MI 48502

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

❖ EXHIBIT F – NON-BIDDER'S RESPONSE

VENDOR'S NAME: Complete Towing (N/A - We are bidding)

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.

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: Net 30 days Fed. ID #: 38-3383598

Company (Respondent): Complete Auto & Truck Parts, Inc.
d/b/a Complete Towing

Address: 3401 N. Dort Hwy

City, State & Zip Code: Flint, MI 48506

Phone / Fax Number: 810-239-1657 FAX: 810-235-8144

Email: admin@completetowing.us

Print Name and Title: James D. Patton, President
(Authorized Representative)

Signed: James D Patton
(Authorized Representative)

❖ EXHIBIT G – CITY OF FLINT AFFADAVIT

FOR CORPORATION

STATE OF Michigan

S.S.

COUNTY OF Genesee

James D. Patton being duly sworn, deposes and says that she/he/they

is President of Complete Auto & Truck Parts, Inc., d/b/a Complete Towing

(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 Complete Towing, in said County and State,

this 1St day of July A.D. 20 26,

SHERRY A. JACKSON

*Notary Public, Genesee County, MI

My Commission expires 04/05, 20 31

SHERRY A JACKSON
Notary Public - State of Michigan
County of Genesee
My Commission Expires Apr 5, 2031
Acting in the County of Genesee

Department of Finance - Treasury

Sheldon Neeley
Mayor

Clyde Edwards
City Administator

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: COMPLETE AUTO & TRUCK PARTS INC

HOME ADDRESS:

DBA: COMPLETE TOWING

BUSINESS ADDRESS: 3401 NORTH DORT HIGHWAY, 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.	**CURRENT**	**DELINQUENT**
PROPERTY TAXES DIV.	**CURRENT**	**DELINQUENT**
INCOME TAX DIV.	**CURRENT**	**DELINQUENT**
ENFORCEMENT	**CURRENT**	**DELINQUENT**
MR	**CURRENT**	**DELINQUENT**

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

/
City Staff Person and Date

Sheila Torbert 7-8-2024
City of Flint Customer Serv. Representative and Date

Business Trademark Login

Home

Search

Forms

COMPLETE AUTO AND TRUCK PARTS, INC

Business Search

As of 7/9/2026:

Business Filings are processed through 07/07/2026.

Renewals and Restorations (for entities returning to good standing) are processed through 07/08/2026.

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:

Complete Towing *

Advanced

Results: 3

Name	Filing Date	Status	AR Standing	Enti
COMPLETE TOWING, LLC	12/04/2002	Active	Not Good	Dom Limi Liabi Com
BIG D CARTAGE INC. *Matched Names:* COMPLETE CARTAGE COMPANY	08/26/1968	Dissolved - Operation of Law	Not Good	Dom Profi Corp
COMPLETE AUTO AND TRUCK PARTS, INC. *Matched Names:* COMPLETE TOWING	12/19/1997	Active	Good	Dom Profi Corp

Entity Name	**COMPLETE AUTO AND TRUCK PARTS, INC.**
Identification #	**800530291**
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	**12/19/1997**
Last Report with Officers and Directors	**2026**
Resident Agent Name	**JAMES D. PATTON**
Registered Office Street Address	**3401 N DORT HWY., FLINT, MI 48506**
Registered Office Mailing Address	**3401 N DORT HWY, FLINT, MI 48506**
President Name & Address	**JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506**
Secretary Name & Address	**JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506**
Treasurer Name & Address	**JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506**
Directors Names & Addresses	**JAMES D PATTON 3401 N DORT HWY, FLINT, MI 48506**

View History & Filings

Assumed Names

Scheduled SAM Maintenance **Show Details**
Jul 7, 2026

See All Alerts

ISR Workspace: Increased Contract Volume **Show Details**
Jun 26, 2026

SAM.GOV®

Home Search Data Bank Data Services Help

Search

Exact Phrase 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
- ◯ All Words
- ◯ Exact Phrase

e.g. 123456789, Smith Corp

"Complete Auto & Truck Parts" ×

Entity

Location

Status

- [x] Active
- [ ] Inactive

Reset

Entity Information | **All Entity Information** | **Entities** | **Disaster Response Registry** | **Responsibility / Qu**

No matches found

Your search did not return any results for active records.
Would you like to include inactive records in your search results?

Search Inactive | Go Back

Scheduled SAM Maintenance **Show Details**
Jul 7, 2026

See All Alerts

ISR Workspace: Increased Contract Volume **Show Details**
Jun 26, 2026

SAM.GOV®

Home Search Data Bank Data Services Help

Search

Exact Phrase 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
- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

"Complete Auto & Truck Parts" ×

"Complete Towing" ×

Entity

Location

Status

- [x] Active
- [ ] Inactive

Reset

Entity Information | **All Entity Information** | **Entities** | **Disaster Response Registry** | **Responsibility / Q**

No matches found

Your search did not return any results for active records.
Would you like to include inactive records in your search results?

Search Inactive **Go Back**

260269

RESOLUTION NO.: ______________

PRESENTED: 8-5-2026

ADOPTED: ______________

Resolution Authorizing Approval of the 2026-31 Consolidated Plan, including the 2026-27 Annual Action Plan of the Consolidated Plan and Proposed Uses and Funding Recommendations for the U.S. Department of Housing and Urban Development Community Development Block Grant, HOME Investment Partnerships and Emergency Solutions Grants

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint will receive Title I Community Development Block Grant (CDBG) entitlement funds in the amount of $3,664,939.00, HOME Investment Partnerships (HOME) entitlement funds in the amount of $680,313.66, and Emergency Solutions Grant (ESG) in the amount of $315,431.00 for federal fiscal year 2026-27, covering the period of July 1, 2026, through June 30, 2027, as well as any subsequent years that HUD continues to make any balances available to the City; pursuant to submission of an application to the U.S. Department of Housing and Urban Development (HUD).

The City of Flint anticipates the receipt of program income in an amount of approximately $8,400 for Neighborhood Stabilization Program (NSP) and $1,134,838.48 in BEDI funds.

WHEREAS, In order to receive this funding, the U.S. Department of Housing and Urban Development requires the City of Flint to submit an Annual Action Plan as a component of its Consolidated Plan. This plan includes the annual Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) application.

WHEREAS, City Administration finalized funding recommendations for the proposed Action Plan in June 2026 and funding will be allocated in the accounts listed herein. Any increase or decrease in the anticipated awards will be allocated on a proportionate basis.

CDBG

PROGRAM INCOME		
Neighborhood Stabilization Program	$	8,400.00
TBD		
Brown Economic Development Initiative (BEDI)	$	1,134,838.48
TBD		
TOTAL Program Income	$	**1,143,238.48**
Subrecipient/Account Name		**Adjusted Amount**
ADMINISTRATION/PLANNING (CDBG)	$	732,987.80
TOTAL Administration/Planning (CDBG)	$	**1,876,226.28**
COF Blight Division – Code Enforcement	$	622,210.35
TOTAL Blight Activities	$	**662,210.35**
Best Practices Consulting Services LLC – Small Business Initiative	$	102,000.00
TOTAL Economic Development	$	**102,000.00**
Facility Improvements		
City of Flint Accessibility Improvements – Building Maintenance	$	708,000.00
Catholic Charities – Sheridan Upgrades	$	350,000.00

RESOLUTION NO.:____________________

PRESENTED:____________________

ADOPTED:____________________

TOTAL Facility Improvements	**$**	**1,058,000.00**
Housing		
Genesee County Habitat for Humanity – Citywide Emergency Repair	**$**	**250,000.00**
Genesee County Habitat for Humanity – Owner-Occupied Rehab	**$**	**350,000.00**
TOTAL Housing	**$**	**600,000.00**
Public Service		
Boy and Girls Club – Project Learn 2026	**$**	**50,000.00**
Big Brothers Big Sisters – Community-Based Mentoring	**$**	**60,000.00**
Genesee County Habitat for Humanity – Homeownership Counseling	**$**	**15,000.00**
Asbury Community Development – Solar Youth Project	**$**	**50,000.00**
Involved Dad – Supervised Visitation	**$**	**34,948.00**
Neighborhood Engagement Hub – Community Toolshed	**$**	**80,000.00**
R.L. Jones Community Outreach Center – Northeast Flint Health and Access	**$**	**45,552.00**
Vertical Ambition – Community Dance Program	**$**	**15,000.00**
YWCA of Greater Flint – SAFE Center	**$**	**70,000.00**
Reach Resource Services – Street Outreach Program/CDBG Match	**$**	**20,000.00**
Reach Resource Services – Reach/CDBG Match	**$**	**20,000.00**
Shelter of Flint – Family Emergency Shelter/CDBG Match	**$**	**39,240.85**
YWCA of Greater Flint – Safe House/CDBG Match	**$**	**30,000.00**
My Brother's Keeper – In Safe Hands	**$**	**20,000.00**
TOTAL Public Services	**$**	**549,740.85**
TOTAL CDBG USES	**$**	**3,664,939.00**
HOME		
City of Flint HOME Admin (10% Cap)	**$**	**68,000.00**
CHDO Reserve (15%)	**$**	**102,100.00**
TBD Affordable Housing Project	**$**	**510,213.66**
TOTAL HOME Uses	**$**	**680,313.66**
ESG		
ESG Admin (7.5% Cap)	**$**	**23,657.00**
Reach Resource Services – Street Outreach	**$**	**35,000.00**
Reach Resource Services – Shelter/REACH Program	**$**	**35,000.00**
Shelter of Flint – Family Emergency Shelter	**$**	**54,258.20**
YWCA of Greater Flint – SAFE House	**$**	**35,000.00**
My Brother's Keeper – In Safe Hands	**$**	**30,000.00**
Genesee Community Health Center – HARA Rapid Rehousing	**$**	**51,257.90**
Genesee Community Health Center – HARA Homelessness Prevention	**$**	**51,257.90**
TOTAL ESG USES	**$**	**315,431.00**

RESOLUTION NO.:__________________

PRESENTED:__________________

ADOPTED:__________________

IT IS RESOLVED, that City Officials approve the funding amounts and projects and authorize entering into contracts for the agencies listed below for the City's FY 2026-27 Community Development Block Grant program in the estimated amount of $3,664,939.00 FY 2026-27, HOME Investment Partnerships program in the estimated amount of $680,313.66, and FY 2026-27 Emergency Solutions Grant program in the estimated amount of $315,431.00, and include any program income which might become available as a result of receipt of these funds.

IT IS RESOLVED, that funds in an estimated amount
program income received from loan repayments and other eligible activities, shall be made available for use as part of the FY 2026-27 Community Development Block Grant program and the budget amended as received;

FURTHER RESOLVED, that all sub recipient agencies shall conform to the standards and bidding procedures maintained by the City of Flint and such bid processes shall be approved as to form by the Chief Legal Officer of the City of Flint. Sub recipients may not obligate any funds, incur any costs, nor implement any physical activities until the Division of Community and Economic Development has completed the Environmental Review Record and/or received a release of funds from the U.S. Department of HUD and has issued a written notice to proceed to the subrecipient.

FURTHER RESOLVED, following notification that HUD has approved the 2026-27 Annual Action Plan through execution of a Grant Agreement with the City of Flint, the appropriate City Officials are authorized to do all things necessary to enter into sub-grantee agreements with the various agencies listed above and to increase or decrease allocations in a proportionate amount as per actually awarded funds

FURTHER RESOLVED, that the appropriate officials are hereby authorized to do all things necessary to set up the appropriate accounts in the 279 Fund;

RESOLUTION NO.:____________________

PRESENTED:____________________

ADOPTED:____________________

APPROVED AS TO FORM:

____

JoAnne Gurley, City Attorney

APPROVED AS TO FINANCES:

____

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

____

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

____

ACCOUNT NAME	ACCOUNT NUMBER	GRANT CODE	ALLOCATION
CDBG Program Year 2026	279-737.999-522.748	FHUD CDBG27	$3,664,939.00
Administration/Planning (CDBG)	279-737.000-963.000	FHUD-CDBG27	$732,987.80
City of Flint Blight - CODE ENFORCEMENT	279-737.140-963.000	FHUD-CDBG27	$622,210.35
Best Practices Consulting Services LLC Flint Small Business Initiative	279-737.411-805.429	FHUD-CDBG27	$102,000.00
City of Flint Accessibility Improvements - Building Maintenance	279-737.155-805.053	FHUD-CDBG27	$708,000.00
Catholic Charities of Shiawassee and Genesee Counties Sheridan Upgrades for Child Welfare	279-737.498-805.054	FHUD-CDBG27	$350,000.00
Genesee County Habitat for Humanity - Citywide Emergency	279-737.502-805.327	FHUD-CDBG27	$250,000.00
Genesee County Habitat for Humanity - Owner Occupied Rehab	279-737.502-805.327	FHUD-CDBG27	$350,000.00
Big Brothers Big Sisters of Flint and Genesee County - Community Based Mentoring	279-737.272-805.105	FHUD-CDBG27	$60,000.00
Boys & Girls Club Project Learn 2026	279-737.535-805.105	FHUD-CDBG27	$50,000.00
Genesee County Habitat for Humanity Housing Counseling	279-737.502-805.119	FHUD-CDBG27	$15,000.00
Involved Dad - IMPACT and Family Matters Supervised Visitation	279-737.414-805.105	FHUD-CDBG27	$34,948.00
Neighborhood Engagement Hub Community Toolshed	279-737.267-805.126	FHUD-CDBG27	$80,000.00
RL Jones Outreach Center - Food Access Program	279-737.468-805.066	FHUD-CDBG27	$45,552.00
Vertical Ambition Community Dance Program	279-737.517-805.105	FHUD-CDBG27	$15,000.00
YWCA of Greater Flint - SAFE Program	279-737.530-805.101	FHUD-CDBG27	$70,000.00
Asbury Community Development Solar Youth Project	279-737.119-805.101	FHUD-CDBG27	$50,000.00
YWCA of Greater Flint - SAFE Program ESG Match	279-737.530-805.071	FHUD-CDBG27	$30,000.00
Reach Resource Services - Street Outreach ESG Match	279-737.392-805.071	FHUD-CDBG27	$20,000.00
Reach Resource Services - Shelter ESG Match	279-737.392-805.071	FHUD-CDBG27	$20,000.00
Shelter of Flint - Shelter ESG Match	279-737.480-805.054	FHUD-CDBG27	$39,240.85
MBK In Safe Hands ESG Shelter Match	279-737.440-805.054	FHUD-CDBG27	$20,000.00
HOME Program Year 2026 Revenue Acct.	279-735.999-530.000	FHUD-HOME27	$680,313.66
City of Flint - HOME Admin(10% Cap)	279-735.000-963.000	FHUD-HOME27	$68,000.00
CHDO RESERVE TBD	279-737.104-963.000	FHUD-HOME27	$102,100.00
TBD Affordable Housing Project	279-737.104-963.000	FHUD-HOME27	$510,213.66
ESG 2026 Revenue Acct.	279-733.999-531.000	FHUD-ESG27	$315,431.00
City of Flint Administration (ESG)	279-733.000-963.000	FHUD-ESG27	$23,657.00
Reach Resource Services - Street Outreach	279-733.301-805.101	FHUD-ESG27	$35,000.00
Reach Resource Services - Shelter/Reach	279-733.301-805.101	FHUD-ESG27	$35,000.00
Shelter of Flint Emergency Shelter	279-733.482-805.101	FHUD-ESG27	$54,258.20
YWCA of Greater Flint Shelter SAFE	279-733.530-805.101	FHUD-ESG27	$35,000.00
My Brother's Keeper Shelter	279-733.450-805.101	FHUD-ESG27	$30,000.00
Genesee Health System - HARA Rapid Rehousing	279-733.304-805.101	FHUD-ESG27	$51,257.90
Genesee Health System - HARA Homelessness Prevention	279-733.304-805.101	FHUD-ESG27	$51,257.90

STAFF REVIEW FORM

Effective: April 1, 2026

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

TODAY'S DATE:	June 9, 2026
BID PROPOSAL #:	N/A – This is not a purchasing resolution
AGENDA ITEM TITLE:	Resolution Authorizing Approval of the 2026-27 Annual Action Plan and Proposed Uses and Funding Recommendations for the U.S. Department of Housing and Urban Development Community Development Block Grant, HOME Investment Partnerships and Emergency Solutions Grant
PREPARED BY:	Department of Business and Community Services – Community Services Division
VENDOR NAME:	N/A

Section 1. BACKGROUND/SUMMARY OF PROPOSED ACTION. –
Vendor compliance is performed for each agency as part of the contract process. The agency's contract is not routed for signature until the agency is in good standing with the State, Feds and the City of Flint.

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

Federal gov't	(All documentation current, no violations)	☐ YES	☐ NO
State gov't	(All documentation current, no violations)	☐ YES	☐ NO
City of Flint	(All documentation current, no violations)	☐ YES	☐ 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 <u>MUST</u> 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 resolution is for approval of the city's Annual Action Plan (AAP) of the Consolidated Plan – a Housing and Urban Development (HUD) requirement for communities receiving Community Development Block Grants, (CDBG), Emergency Solutions Grants (ESG) and Home Investment Partnership Program (HOME) funds. The AAP is the one-year plan which states how the funds will be used in the upcoming year.

The agencies listed in the AAP were chosen with input from staff and residents of the community (members of the Citizens Wide Advisory Council) after reviewing Request for Proposals (RFP) applications submitted by each agency and assessing the risk of each agency. Staff considered whether the agency 1.) had experience in carrying out the activity; 2.) recent turnover of experienced staff; 3.) if the activity was new for the agency, past performance if applicable.

STAFF REVIEW FORM

Effective: April 1, 2026

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

PROCUREMENT (MUST BE SPECIFIED) – N/A

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..

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution

See attached Resolution No. 250147-T adopted 5-12-25 Approving the 2025-26 Annual Action Plan for previous allocations to agencies that may be included in this year's 2026-27 Annual Action Plan.

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

These CDBG, ESG and HOME funds benefit low – moderate income individuals and families living within the city of Flint. Collaborations or partnerships are carried out with all the agencies approved in this resolution.

STAFF REVIEW FORM

Effective: April 1, 2026

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

Section 4. FINANCIAL IMPLICATIONS.

☒ Community Development Block Grant (CDBG) funds are restricted to eligible activities by regulations 2 CFR Part 200 and 24 CFR Part 570

☒ Emergency Solutions Grant (ESG) funds are restricted to eligible activities by regulations 2 CFR Part 200 and 24 CFR Part 576

☒ HOME Grant funds are restricted to eligible activities by regulations 2 CFR Part 200 and 24 CFR Part 92

☐ Other (explain):

IF ARPA related Expenditure: N/A

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

NOTE: Accountant <u>MUST</u> 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:

Dept.	Name of Account	Account Number	Grant CODE	Amount
	CDBG Revenue Account	279-737.999-522.749		$3,664,939.000
	ESG Revenue Account	279-735.999-530.000		315,431.00
	HOME Revenue Account	279-733.999-531.000		680,313.66
	Neighborhood Stabilization Program Income	N/A		8,400.00
	BEDI Grant	N/A		1,134,838.48
		FY26 GRAND TOTAL		**$5,803,922.14**

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*)

STAFF REVIEW FORM

Effective: April 1, 2026

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

BUDGET YEAR 1: N/A

BUDGET YEAR 2: N/A

BUDGET YEAR 3: N/A

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	Roderick Slaughter	Ext. 3019
2		
3		
4		

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

DEPARTMENT HEAD SIGNATURE: ______

Roderick Slaughter, Deputy Director of Community Services

ADMINISTRATION APPROVAL: ______

($20,000 or above spending authorizations)

Section 6. VENDOR EVALUATION..N/A

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:

These CDBG, ESG and HOME funds benefit low – moderate income individuals and families living within the city of Flint. Collaborations or partnerships are carried out with all the agencies approved in this resolution.

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

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:

The agencies listed in the AAP were chosen with input from staff and residents of the community (members of the Citizens Wide Advisory Council) after reviewing Request for Proposals (RFP) applications submitted by each agency and assessing the risk of each agency. Staff considered whether the agency 1.) had experience in carrying out the activity; 2.) recent turnover of experienced staff; 3.) if the activity was new for the agency, past performance if applicable.

REVIEWER'S SIGNATURE: ______________________ **Date:** ______________________