

OFFICE OF THE COUNCIL



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JIM JOLLY
BRANDON McCULLOUGH
LAURA M. TOY
CATHY K. WHITE

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LIVONIA, MICHIGAN 48154-0909
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OFFICE OF THE COUNCIL

**ELECTRONIC AGENDA PACKET
FOR THE REGULAR MEETING OF
MONDAY, MAY 10, 2021
7:00 P.M.**

**The electronic agenda is compiled, produced and distributed
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The official documents are on file in the City Clerk's office.

AGENDA

1920th Regular Meeting of the Council of the City of Livonia Monday, May 10, 2021 7:00PM
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Due to COVID-19, Livonia City Council meetings will not be held in the City Hall Auditorium
Live broadcast: AT&T Uverse Channel 99 / Spectrum Channel 203 / WOW Channel 10 / YouTube.com/LivoniaTV
Connect on Zoom: <https://us02web.zoom.us/j/822419226> or phone at (312) 626-6799, ID: 822 419 226
To participate, use the 'Raise Hand' button on Zoom or press *9 on your phone to be called on

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION OF MINUTES

Minutes of the 1919th Regular Meeting of April 26, 2021

AUDIENCE COMMUNICATION

REPORTS FROM THE MAYOR AND OTHER CITY OFFICIALS

CONSENT AGENDA

1. [REAPPOINTMENT OF STEPHANIE BLATT \(ROEHL\) TO THE PLYMOUTH ROAD DEVELOPMENT AUTHORITY: Office of the Mayor, re: for a three-year term, which will expire on May 16, 2024.](#)
2. [REQUEST TO APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CHARTER COUNTY OF WAYNE AND THE CITY OF LIVONIA: Department of Parks and Recreation, re: for improvements at Bicentennial Park and Clements Circle Pool, with the proposed City's participation in the amount of \\$100,000.](#)
3. [REQUEST FOR AUTHORIZATION TO PURCHASE ONE \(1\) CASE 580SN BACKHOE 2WD TRACTOR THROUGH THE SOURCEWELL CONTRACT \(FORMERLY NJPA\): Public Service Division, re: to be used by the Roads department, from budgeted funds.](#)
4. [REQUEST FOR AUTHORIZATION TO PURCHASE TEN \(10\) FORD 2021 F250 PICKUP TRUCKS THROUGH THE STATE OF MICHIGAN AND MACOMB COUNTY BID PROCESS: Public Works Division, re: for use by the Parks, Roads and Building Maintenance sections.](#)
5. [REQUEST TO APPROVE A THREE-YEAR CONTRACT EXTENSION WITH HYDROCOP SERVICES FOR THE CROSS CONNECTION CONTROL PROGRAM: Public Works Division, re: to perform all work necessary to complete the program requirements, in an amount not to exceed \\$66,276.00 annually, from budgeted funds. \(CR 128-20\)](#)

UNFINISHED BUSINESS

6. [PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Department of Law, re: to amend the Historic Preservation Commission Ordinance Chapter 2.56, Section 020 \(Definitions\), Section 050 \(Historic Preservation Commission--Creation and Membership\), and Section 060 \(Commission--Powers and Duties\).\(CR 110-21\)](#)
7. [ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: to amend Sections 040L, 040M and 400 of Title 6, Chapter 1 \(Animals\) of the Livonia Code of Ordinances, as Amended, and Section 110 of Title 12, Chapter 20 \(Public Lands\). \(CR 03-21\)](#)
[First Reading given by Council Member Brandon McCullough on Monday, April 26, 2021.](#)
8. [ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: to amend Section 350 of Title 6, Chapter 1 \(Animals\). \(CR 43-21\)](#)
[First Reading given by Council Member Brandon McCullough on Monday, April 26, 2021.](#)
9. [ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: Petition 2021-01-03-01 submitted by Anderson, Eckstein Westrick, Inc., on behalf of Botsford General Hospital, request to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest 1/4 of Section 6. \(CR 85-21\)](#)
[First Reading given by Council Member Cathy White on Monday, April 26, 2021.](#)
10. [AWARD OF BID: Department of Parks and Recreation, re: for the Department Branding Project as identified in Livonia Vision 21, from budgeted funds.](#)
11. [WAIVER PETITION: Planning Commission, re: Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. requesting approval to develop and operate a climate-controlled, indoor self-storage facility on property located on the north side of Plymouth Road between Sears Drive and Merriman Road \(31100 Plymouth Road\) in the Southwest 1/4 of Section 26.](#)

[**New Data Item 11: Letter from Petitioner with additional information**](#)

NEW BUSINESS

AUDIENCE COMMUNICATION

SUSAN M. NASH, CITY CLERK

In accordance with Title II of the American with Disabilities Act as it pertains to access to Public Meetings, the City Clerk's Office of the City of Livonia, upon adequate notice, will make reasonable accommodations for persons with special needs. Please call (734) 466-2236 or email clerk@livonia.gov if you need assistance. Council agendas are available on the City's website – www.livonia.gov - under Government, City Council, Agendas.

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

1.

Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

- 1) REAPPOINTMENT OF STEPHANIE BLATT (ROEHL) TO THE PLYMOUTH ROAD DEVELOPMENT AUTHORITY: Office of the Mayor, re: for a three-year term, which will expire on May 16, 2024.

LaShawn Thomas, Director of Governmental Affairs, presented this request to Council. She said she is happy to present Stephanie Blatt for reappointment to the Plymouth Road Development Authority. Stephanie Blatt is a Community Affairs Manager for Consumers Energy, Michigan's largest energy provider. She proudly serves Wayne, Washtenaw and Monroe Counties, working with key stakeholders, local government, and customers to build relationships and foster partnerships between the company and communities in Southeast Michigan. An active community member Stephanie sits on the board of both the Monroe County Business Development Corporation and also the Livonia Chamber of Commerce. Stephanie holds a bachelor's degree in political science from Syracuse University, Maxwell School, as well as a Certificate of Completion from the American University, Washington, D.C., Semester Program in American Politics. I believe that Stephanie is on the call and would like to make a few remarks.

Councilmember White offered an approving resolution for the Consent Agenda.

DIRECTION:

APPROVING

CONSENT



REPORT TO THE LIVONIA CITY COUNCIL

1

Mayor's Office
April 15, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Janice Centers, Executive Assistant to the Mayor
Program Supervisor

AGENDA ITEM

REAPPOINTMENT OF STEPHANIE BLATT (ROEHL) TO THE PLYMOUTH ROAD DEVELOPMENT AUTHORITY: Office of the Mayor, re: for a three-year term, which will expire on May 16, 2024.

BACKGROUND

Stephanie Blatt (Roehl) shall serve as a representative of the Business/Property Owner in the District (Consumers Energy: 11 01 Farmington Road Livonia, Michigan 4 150) on the Livonia Plymouth Road Development Authority.

RECOMMENDATION

To reappoint Stephanie Blatt (Roehl) to the Plymouth Road Development Authority.

FISCAL CONSIDERATION

ATTACHMENTS

None

APPROVED BY

Date: April 19, 2021

Maureen Miller Brosnan, Mayor

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

2.

Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

2) REQUEST TO APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CHARTER COUNTY OF WAYNE AND THE CITY OF LIVONIA: Department of Parks and Recreation, re: for improvements at Bicentennial Park and Clements Circle Pool, with the proposed City's participation in the amount of \$100,000.

Ted Davis, Superintendent of Parks and Recreation, presented this request to Council. He said they are asking Council to approve an Intergovernmental Agreement with Wayne County for a total grant amount of \$149,579.00. We're going to be focusing these funds on two projects, Bicentennial Park, we would like to get installation of a universal successful playground, similar to the structure we installed at Rotary Park several years ago. And Clements Circle, the replacement of pool furniture. This is a 2021 grant these funds and these projects would take place during the 2021/2022 fiscal year.

Councilmember Donovic asked Davis about the furniture for the pool, is that just chairs and tables for the pool and then awnings and what not Davis replied yes, it is, and that they're a little limited in some of our funds and the districts that appropriate them and where we can spend them. I believe for the Clements Circle district a total grant allotment is around 6,000.00, so that does limit what we can do. And that being such a popular amenity in that section, in that district, we kind of focused our money at Clements Circle. And the pool furniture if you've been out there, there's never enough, and it's probably that way at just about any pool, but especially it seems Clements Circle, so that's our reasoning.

Donovic then asked if the City will be matching about 100,000.00 and Davis replied that's the plan right now. Typically in a fiscal year we spend about – we try to replace one to two playgrounds a year, so the City from the General Fund commits in a normal year 125,000.00 to 200,000.00 to playground replacement, so this is in line with the normal fiscal year General Fund allotment.

ice President Bahr asked what portion of the 456,000.00 is going towards the Bicentennial equipment in relation to Clements with the split.

Davis replied it will be about 450,000.00 for Bicentennial. That was about our total project cost for Rotary and we would think a similar size playscape and accessibility features would be appropriate at Bicentennial Park.

Bahr asked if this will be at the McNamara Park or which playscape at Bicentennial are we talking and Davis replied it would be Ben Celini and Bahr asked if that's on the west side edge of the park and Davis replied east edge, southern most eastern edge, so right off of Seven Mile, there's a parking lot right. Bahr said he thought that was called McNamara Park, I must have said my names wrong.

Bahr then asked how old the playscape is that is currently there and Davis replied different features are different ages, that actually has some of the oldest pieces still, if you've been there recently that still has the old style Merry-go-Round which they don't even make parts for anymore, you literally have to wait for someone else's Merry-go-Round to kind of implode and then piece it together from those parts. Most of that structure is about twenty-one, twenty-two years old, most of the pieces there.

Bahr asked if they are just replacing the large structure or are you replacing all of the equipment in that park or just the large structure□

Davis stated they haven't decided on a site plan yet, I think we'll probably go in and evaluate each individual piece. I take my son there frequently, my youngest, he calls Bicentennial the fire truck park because there's a fire truck with a bell and he really likes that. He also likes the Merry-go-Round even though it gives me heart palpitations as a parent and a Parks and Recreation person. So I think we'd go in and look and evaluate each individual piece, we don't have a site plan yet, and I think that's something we would have prior to asking Council for an award on this.

Bahr said I've probably asked you this before, when you talk about replacing one to two play structures a year, do you have a pecking order all laid out, you know, of all the play structures in the City□

Davis replied we do and it goes by obviously usage, condition, age of equipment, we try to factor in as much information and data as we possibly can to make the best possible decisions. And a lot of our usage, you know, is just anecdotal is what we see out there in sight in different playgrounds and parks. This one is a very well used amenity and the minute we installed Rotary, it kind of called for why isn't this being done at Bicentennial were immediate. So, it's taken us a few years and I think this project makes a lot of sense.

Councilmember McCullough said I'm super excited about helping playgrounds, I hope you get when the design process comes, that you get one of those spinning globe things, I forget what they're called but those are fun and I'd be happy to offer an approving for the Consent Agenda.

President McIntyre said I know that that playground equipment has been there for a long time because David Culliton, our oldest son, is now 23. I remember when he was a little, little guy and we were very excited because all of a sudden there were all these neat playground features at that park in Bicentennial, so it's been there a long time. I

have been on one of the spinning globes, somewhere there's a photo and video record of it that one of my son's has, and it's to go to the grave with me. But I think this is great and exciting, accessibility in the park is wonderful, anybody who's over at Rotary sees how much that park is used by children of every different ability, and I think this is exciting and great.

DIRECTION:

APPROVING

CONSENT



REPORT TO THE LIVONIA CITY COUNCIL

2

Parks and Recreation April 1, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Ann Cox, Program Supervisor

AGENDA ITEM

REQUEST TO APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CHARTER COUNTY OF WAYNE AND THE CITY OF LIVONIA: Department of Parks and Recreation, re: for improvements at Bicentennial Park and Clements Circle Pool, with the proposed City's participation in the amount of \$100,000.

BACKGROUND

The Department of Parks and Recreation respectfully requests your approval to enter into an Intergovernmental Agreement with Wayne County for a grant of \$149,599.00 to be used toward the following projects:

- Bicentennial Park installation of a universally accessible playground at Ben Cellini
- Clements Circle replacement of the pool furniture.

RECOMMENDATION

We recommend Council authorize the Mayor and City Clerk to execute this contract, which has been approved as to form by City Attorney Paul Bernier, on behalf of the City of Livonia.

FISCAL CONSIDERATION

This contract is for 2020/21 and all projects will be budgeted for the 21/22 fiscal year. Projects will be completed with City funds and then reimbursed by the County. The total cost of these projects is projected to be \$456,000, with additional monies contributed by CDBG and Healthy Livonia. City matching funds of approximately \$100,000 will be required in addition to the grant.

ATTACHMENTS

1. 2020-21 Wayne County grant Bicentennial and Clements Circle

APPROVED BY



Date: April 05,2021

Ted Davis, CPRP, Superintendent of Parks and Recreation



Date: April 06, 2021

Michael Slater, Finance Director



Date: April 09, 2021

Paul Bernier, City Attorney



Date: April 09, 2021

Maureen Miller Brosnan, Mayor

AGREEMENT

between

THE CHARTER COUNTY OF WAYNE

and

THE CITY OF LIVONIA

for

Improvements to

BICENTENNIAL PARK AND CLEMENTS CIRCLE PARK

FY 2020-2021

TABLE OF CONTENTS

1. PURPOSE	3
2. SCOPE OF THE PROJECT	3
3. TERM OF CONTRACT	3
4. COUNTY'S COVENANTS	3
5. CITY'S COVENANTS	3
6. TERMINATION	4
7. DATA TO BE FURNISHED	4
8. ADMINISTRATION	5
9. RELATIONSHIP OF PARTIES	5
10. INSURANCE	5
11. HOLD HARMLESS	6
12. LIABILITY	6
13. ENVIRONMENTAL MATTERS	6
14. COMPLIANCE WITH LAWS	8
15. AMENDMENTS	8
16. NONDISCRIMINATION PRACTICES	8
17. ETHICS IN CONTRACTING	10
18. NOTICES	10
19. WAIVER OF ANY BREACH	10
20. SEVERABILITY OF PROVISIONS	10
21. MERGER CLAUSE	11
22. JURISDICTION AND LAW	11
23. MISCELLANEOUS	11
24. AUTHORIZATION AND CAPABILITY	11
25. SIGNATURE	12
EXHIBIT A: LEGAL DESCRIPTIONS	15
EXHIBIT B: PROJECT DESCRIPTIONS	16
EXHIBIT C: SIGNAGE SPECIFICATIONS	17
EXHIBIT D: INSURANCE COVERAGES	19

THIS AGREEMENT (“Agreement”) is between the County of Wayne, Michigan, a public body corporate and Home Rule Charter County, acting through its Department of Public Services, Parks Division (hereinafter the “County”) and the City of Livonia, a Michigan municipal corporation (hereinafter “City”).

1. PURPOSE

1.01 The County and City have an interest in entering into cooperative parks and recreation projects that are mutually beneficial to the citizens of Wayne County.

2. SCOPE OF THE PROJECT

2.01 The County will cooperatively fund the construction of improvements (the “Project”) at Bicentennial Park and Clements Circle Park, located in the City (individually, “Site” or collectively, “Sites”), for the citizens of Wayne County, at the location(s) described in **Exhibit A** attached hereto and made a part hereof. The County will finance any improvements agreed upon by the Chief Executive Officer for the County or his/her designee and the Mayor of the City or his/her designee, in creation of the Project under the limitations indicated in Sections 3, 4 and 5.

3. TERM OF CONTRACT

3.01 The effective date of this Agreement is upon approval of the County Commission and **shall terminate on September 30, 2023 at 11:59 p.m.**

3.02 If City fails to complete the Project by the termination date as stated in Section 3.01, the parties agree that the County shall be under no further obligation to provide any remaining funds committed hereunder.

4. COUNTY'S COVENANTS

4.01 The County will assist in funding construction of the Project described in **Exhibit B** attached hereto and made a part hereof. The FY 2020-2021 funding provided by the County for the recreational Project **shall not exceed One Hundred Forty Nine Thousand Five Hundred Seventy Nine Dollars (\$149,579).**

5. CITY'S COVENANTS

5.01 Prior to construction of any portion of the Project, City shall provide the County with documents evidencing title to each Site, including, but not limited to, deeds, assignments, leases, land contracts, and mortgage instruments. The documents must specify all covenants, restrictions, easements, or other encumbrances on each Site.

5.02 City warrants that it is the legal owner with good, valid, and clear title to each Site and that each Site is accurately described in **Exhibit A**. City shall hold harmless and defend the County against any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including but not limited to, court costs and litigation expenses, known or unknown, contingent or otherwise, arising out of or in any way related to an action by a third party to quiet title in any Site described in **Exhibit A**.

5.03 City shall keep accurate records and account of the Project costs that shall be accessible for inspection and audit by a representative of the County.

5.04 City shall submit to the County no more frequently than once every 30 days, a certified application for reimbursement of acceptable Project costs together with all contractor and subcontractor certified invoices and any required supporting documentation for reimbursement, which shall be made upon receipt and approval of the application for reimbursement. The County is under no obligation to reimburse City for any unapproved costs or costs outside the scope of this Agreement.

5.05 City shall be responsible for financing the Project beyond the financial commitment the County has made as indicated in Section 4.01.

5.06 City shall operate and maintain improvements for public recreation, and that it shall allow each park to be open to the public on equal and reasonable terms and that no individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age or handicap.

5.07 City agrees that in consideration of the financial commitment that the County is providing for the Project, City shall operate each Site as a recreational facility for no less than ten (10) years after the Project is completed.

5.08 City will develop signage at its own expense, which recognizes the County as a donor at each Site. The signage shall comply with the specifications described in **Exhibit C** attached hereto and made a part hereof. The County shall have the right to approve the signage. Such approval will not be unreasonably withheld or delayed. City shall install the signage prior to the Project's completion.

5.09 City agrees to provide the County with an opportunity to participate in planning any press conference, ribbon cutting ceremony, opening ceremony, or other public/media announcement related to the Project ("media event"). City further agrees to provide the County with no less than thirty (30) days prior written notice of a proposed media event.

5.10 Breach of any of the provisions contained in this Article may be regarded as a material breach of this Agreement.

6. TERMINATION

6.01 This Agreement can be terminated by either party with or without cause upon thirty (30) days written notice, prior to commencing construction. If terminated prior to commencing construction of the Project, each party is solely responsible for its own costs, fees, and obligations incurred prior to the termination.

6.02 After the Project's construction is commenced, the County may terminate this Agreement with or without cause and shall be responsible for expenses previously approved by the County and incurred by City, not to exceed the amount stated in Section 4.01.

6.03 City may terminate this Agreement, with or without cause, after construction is commenced and shall return to the County any funding provided by the same under this Agreement.

6.04 This Agreement shall terminate if any Site is not operational and regularly open to the public.

7. DATA TO BE FURNISHED

7.01 City must maintain copies of all information, books, data, reports, records, etc., related to the Project. Such information and records shall be maintained for a period of three (3) years from the date City receives its final reimbursement payment under this Agreement.

7.02 Upon the request of the County or its authorized representative, including its Legislative Auditor General, City must furnish, without charge, copies of all information, books, records, data, reports, etc., of City, or any contractors, subcontractors, consultants or agents rendering or furnishing services under this Agreement, whether direct or indirect, that will permit adequate evaluation or audit of the services provided by City or any of its contractors, subcontractors, consultants or agents. City must include a similar covenant allowing for County audit in any agreement it has with a contractor, subcontractor, consultant or agent related to this Agreement. The County may delay reimbursement payments to City pending the results of any such audit without penalty or interest.

7.03 The County may schedule conferences at mutually convenient times with City administrative personnel to gather the information. If, as a result of any audit conducted by or for the County relating to City's performance under this Agreement, a discrepancy should arise as to the amount of compensation due City, City shall pay to the County on demand the amount of compensation in question. If City fails or refuses to make payment, in addition to other legal remedies available to the County, the County may retain said amount from any funds allocated to City but not yet disbursed under this Agreement or may offset such a deficiency against the compensation to be paid City in any concurrent, successive or future agreements between the parties.

7.04 City further acknowledges the right of the Wayne County Commission as a third-party beneficiary of this Agreement to sue for specific performance to enforce the audit rights provided herein for the Legislative Auditor General.

8. ADMINISTRATION

8.01 City must inform the County as soon as the following types of conditions become known:

- A. Probable delays or adverse conditions which do or may materially prevent meeting the objectives of this Agreement, including changes, transfer, or assignment of any real property interest related to any Site;
- B. Favorable developments or events that enable meeting time schedules or goals sooner than anticipated; or
- C. Any changes or modifications in appropriations and funding for the Project.

9. RELATIONSHIP OF PARTIES

9.01 The parties are independent entities. No liability or benefits, such as Workers' Compensation, pension rights, or insurance rights, arising out of, or related to a contract for hire or employer/employee relationship, accrues to either party or either party's agents, contractors, subcontractors, or employees as a result of this Agreement. No relationship, other than that of independent contractor will be implied between the parties, or either party's agents, employees, contractors, or subcontractors.

10. INSURANCE

10.1 City will require that all contractors undertaking work on the Project abide the terms, and provide insurance coverage in said amounts, as set forth in **Exhibit D**.

10.2 All insurance and bonds shall name the Charter County of Wayne and the City as insured or beneficiary.

11. HOLD HARMLESS

11.01 City agrees to remain responsible for its own negligence, or tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, contractors, subcontractors, consultants, or agents. It is agreed that the County is merely acting as a funding source for the Project and that any negligence, or tortious acts, errors, or omissions on the part of the County shall only arise out of providing these funds or processing reimbursement requests made by City as submitted pursuant to Section 5.04.

11.02 This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or City or any of their agencies, or employees, as provided by statute or modified by court decisions.

12. LIABILITY

12.01 The County does not assume and is not responsible for, payment of any debt service, lien, or encumbrance, including, but not limited to, mortgage, promissory note, land contract, or other obligation, incurred prior to the signing or during the term of this Agreement.

12.02 This Agreement is not intended to create beneficial rights in any third party other than the Wayne County Commission. This Agreement is entered into for the sole benefit of the parties to this Agreement.

13. ENVIRONMENTAL MATTERS

13.01 City warrants to the County that City will not use Hazardous Materials (as defined in Section 13.06) at any Site in violation of any governmental regulation pertaining to the use, storage, treatment, transportation, manufacture, refinement, handling, production or disposal of Hazardous Materials.

13.02 City warrants that it is not in violation of governmental regulations pertaining to the use, storage, treatment, transportation, manufacture, refinement, handling, production or disposal of Hazardous Materials at any Site, and, to the best of City's knowledge, there have been no actions commenced or threatened by any party for noncompliance which affects a Site.

13.03 City will keep each Site free of Hazardous Materials except to the extent that the Hazardous Materials are stored or used in compliance with applicable local, state and federal regulations. City must not cause or permit any Site to be used to generate, manufacture, refine, transport, treat, store, handle, dispose of, transfer, produce, or process Hazardous Materials, except in compliance with governmental regulations. City shall not cause or permit, as a result of any intentional or unintentional act or omission on the part of City, any tenant, subtenant or occupant, the release, spill, leak or emission of Hazardous Materials at any Site or onto any other contiguous property.

13.04 Prior to commencing the Project, City must conduct and complete or cause to be conducted and completed an investigation, including a comprehensive environmental audit, studies, sampling, and testing, as the County deems necessary. A copy of any environmental

audit, study, sampling or testing shall be provided to the County within ten (10) working days of City's receipt of such audit, study, sampling or testing. If the audit reveals the existence of any Hazardous Material at any Site, City shall immediately disclose the findings to the County. If the County decides to proceed with the Project, City shall do or cause to be done all remedial, removal and other actions necessary to clean up and remove all Hazardous Materials on, under, from or affecting the Site as required by all applicable governmental regulations, to the satisfaction of the County, and according to all federal, state and local governmental authorities. Any audit conducted by the County is solely for the benefit, protection, and interest of the County. City or any third party cannot rely upon the audit conducted by the County for any purpose.

13.05 It is agreed that the County is merely acting as a funding source for the Project and that the County shall only be responsible for providing these funds and processing reimbursement requests made by City as submitted pursuant to Section 5.04. Therefore, the County shall not be responsible for any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including attorney and consultant fees, investigation and laboratory fees, court costs and litigation expenses, known or unknown, contingent or otherwise, arising out of or in any way related to:

- A. The presence, disposal, release or threatened release of any Hazardous Materials on, over, under, from or affecting the Site or the soil, water, vegetation, buildings, personal property, persons or animals;
- B. Any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to Hazardous Materials at a Site;
- C. Any lawsuit brought or threatened, settlement reached or government order relating to the Hazardous Materials with respect to a Site;
- D. Any violation of laws, orders, regulations, requirements or demands of government authorities, or any policies or requirements of any mortgage, which are based on or related to the Hazardous Materials used at a Site;
- E. This section applies to the presence, disposal, release, leakage, or threatened release of any Hazardous Materials prior to the effective date of this Agreement.

13.06 Hazardous Material means any material or substance:

- A. Which is or becomes defined as a hazardous substance, pollutant, or contaminant pursuant to the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. 9601 et. seq.) and any amendments thereto and regulations pursuant thereto;
- B. Containing gasoline, oil, diesel, fuel, or other petroleum products;
- C. Which is or becomes defined as hazardous waste pursuant to the Resource Conservation and Recovery Act (42 U.S.C. 6901 et. seq.) and any amendments thereto and regulations pursuant thereto;
- D. Containing polychlorinated biphenyl;
- E. Containing asbestos;

- F. Which is radioactive;
- G. The presence of which requires investigation or remediation under any governmental regulation; or
- H. Which is or becomes defined as a hazardous waste, hazardous substance, pollutant, contaminant, or biologically hazardous material under any governmental regulation.

14. COMPLIANCE WITH LAWS

14.01 Each party must comply with and must require its employees to comply with all applicable laws and regulations.

14.02 City must construct and develop the Project or cause the Project to be constructed and developed according to applicable local, state and federal laws.

15. AMENDMENTS

15.01 No amendment to this Agreement is effective unless it references this Agreement, is written, is signed and acknowledged by duly authorized representatives of both parties and approved by resolutions adopted by the Livonia City Council and the Wayne County Commission.

16. NONDISCRIMINATION PRACTICES

16.01 City shall require that all contractors, subcontractors, consultants and agents retained to perform work related to this Agreement comply with:

- A. Titles VI and VII of the Civil Rights Act (42 U.S.C. §§ 2000d et. seq.) and the United States Department of Justice Regulations (28 C.F.R. Part 42) issued pursuant to these Titles.
- B. The Age Discrimination Act of 1985 (42 U.S.C. §6101-07).
- C. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794).
- D. The Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et. seq.) and its associated regulations.
- E. The Elliot-Larson Civil Rights Act (P.A. 1976 No. 453)
- F. The Persons With Disabilities Civil Rights Act (P.A. 1976 No. 220).
- G. The anti-discrimination provisions as required by Section 120-192 of the Wayne County Code of Ordinances.

16.02 All contractors, subcontractors, consultants and agents retained by City to perform work related to this Agreement shall not:

- A. Refuse to recruit, hire, employ, promote or to bar or discharge from employment an individual, or discriminate against an individual in compensation, terms, conditions or privileges of employment because of race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight.

- B. Limit, segregate, or classify an employee or applicant for employment in a way which deprives or tends to deprive any individual of employment opportunities or otherwise adversely affects the employment status of an employee because of race, color, creed, national origin, age, marital status, handicap, sex, familial status, height or weight.
- C. Print or publish or cause to be printed or published a notice, application, or advertisement relating to employment indicating a preference, limitation, specification, or discrimination based upon race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight.
- D. Except as permitted by rules and regulations promulgated pursuant to Section 120-192 of the Wayne County Code of Ordinances, or applicable state or federal law, make or use a written or oral inquiry or form of application that elicits or attempts to solicit information concerning the race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight, of prospective employees. City also shall not make or keep a record of that information or disclose such information.
- E. Make or use a written or oral inquiry or form of application that expresses a preference, limitation or specification based on religion, race, color, creed, national origin, age, height, weight, marital status, handicap, or sex.

16.03 City agrees that it will notify all of its contractors, subcontractors, consultants, or agents of their obligations relative to non-discrimination under this Agreement when soliciting the contractor, subcontractor, consultant, or agent. City will include the provisions of this Article in any contract, as well as provide the County with a copy of any agreement with a contractor, subcontractor, consultant, or agent completing work related to this Agreement.

16.04 All contractors, subcontractors, consultants and agents retained by City to perform work related to this Agreement shall not discriminate against any employee or applicant for employment, training, education, or apprenticeship connected directly or indirectly with the performance of this Agreement, with respect to hire, promotion, job assignment, tenure, terms, conditions or privileges of employment because of race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight. This Section does not apply if it is determined by the County Division of Human Relations that the requirements are bona fide occupational qualifications reasonably necessary to perform the duties required for employment. The burden of proof that the occupational qualifications are bona fide is upon City.

16.05 Breach of any of the covenants in this Article may be regarded as a material breach of this Agreement.

16.06 City acknowledges the right of the County Director of Human Relations to sue to enforce the provisions in this Article.

16.07 If City or any of its contractors, subcontractors, consultants, or agents does not comply with the non-discrimination provisions of this Agreement, the County may impose sanctions, as it determines to be appropriate, including but not limited to the cancellation, termination or suspension of this Agreement, in whole or in part.

16.08 In the event that City is or becomes subject to federal or state law which conflicts with the requirements of Section 120-192 of the Wayne County Code of Ordinances, the provisions of federal or state law shall apply and this Agreement shall be interpreted and enforced accordingly. In accordance with the Elliot-Larson Civil Rights Act, P.A. 1976 No. 453, as amended, MCL 37.2101 *et seq.*, City covenants not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment because of race, color, religion, national origin, age, sex, weight, height, or marital status, and to require a similar covenant on the part of any contractor, subcontractor, consultant, or agent employed in the performance of this Agreement.

17. ETHICS IN CONTRACTING

17.01 City and all of its contractors must comply with Article 12 of Chapter 120 of the Wayne County Code of Ordinances governing "Ethics in Public Contracting" or any similarly existing City ordinances.

18. NOTICES

18.01 All notices, consents, approvals, requests and other communications ("Notices") required or permitted under this Agreement must be given in writing and mailed by first-class mail and addressed as follows:

If to City:

Superintendent of Parks and Recreation
City of Livonia
15100 Hubbard Street
Livonia, Michigan 48150

If to the County:

Director of Parks
Wayne County Parks
33175 Ann Arbor Trail
Westland, Michigan 48185

and

Director
Wayne County Department of Public Services
400 Monroe, Suite 300
Detroit, Michigan 48226

18.02 All notices are deemed given on the day of mailing. Either party to this Agreement may change its address for the receipt of notices at any time by giving notice to the other as provided. Any notice given by a party must be signed by an authorized representative of such party.

18.03 Termination notices, change of address notices, and other notices of a legal nature, are an exception and must be sent by registered or certified mail, postage prepaid, return receipt requested.

19. WAIVER OF ANY BREACH

19.01 No failure by a party to insist upon the strict performance of any term of this Agreement or to exercise any term after a breach constitutes a waiver of any breach of term. No waiver of any breach affects or alters this Agreement, but every term of this Agreement remains effective with respect to any other then existing or subsequent breach.

20. SEVERABILITY OF PROVISIONS

20.01 If any provision of this Agreement or the application to any person or circumstance is, to any extent, judicially determined to be invalid or unenforceable, the remainder of this Agreement, or the application of the provision to persons or circumstances other than those as to which it is invalid or unenforceable, is not affected and is enforceable.

21. MERGER CLAUSE

21.01 This Agreement, including the Exhibits contains the entire agreement between the parties and all prior negotiations and agreements are merged in this document. Neither party has made any representations except those expressly set forth in this Agreement. No rights or remedies are, or will be acquired by either party by implication or otherwise unless set forth herein.

21.02 This Agreement may be executed in counterparts, each of which will be deemed an original but all of which together will constitute one agreement.

22. JURISDICTION AND LAW

22.01 This Agreement, and all actions arising from it, must be governed by, subject to, and construed according to the laws of the State of Michigan. Each party consents to the personal jurisdiction of any competent court in Wayne County, Michigan, for any action arising out of this Agreement. Each party will not commence any action against the other because of any matter arising out of this Agreement, in any courts other than those in the County of Wayne, State of Michigan unless original jurisdiction is in the United States District Court for the Eastern District of Michigan, Southern Division, the Court of Claims, the Michigan Supreme Court or the Michigan Court of Appeals.

23. MISCELLANEOUS

23.01 It is mutually understood and agreed that neither of the parties hereto shall be held responsible for damages occasioned by delay or failure to perform where due to fire, strike, flood, acts of God, unavailability of labor, material, legal acts of public authorities, or delays caused by public carriers or third person (including contractors or subcontractors) which cannot reasonably be foreseen or provided against.

23.02 The parties agree that upon termination of this Agreement, the following sections shall survive termination and shall remain in full force and effect: 5.02; 11; 12; 13; 14 and 22.

23.03 The term "County" includes the Charter County of Wayne and all other associated, affiliated, or subsidiary departments or divisions now existing or to be created, their agents, and employees.

23.04 This Agreement must not be construed as a waiver of any governmental immunity the County or City, or any of their agencies, or employees, has as provided by statute or modified by court decisions.

23.05 The headings of the articles in this Agreement are for convenience only and must not be used to construe or interpret the scope or intent of this Agreement or in any way affect this Agreement.

24. AUTHORIZATION AND CAPABILITY

24.01 This Agreement has been approved, as evidenced by the attached Resolutions adopted by the Livonia City Council and the County Commission and executed by the County Executive and the Mayor of the City. Copies of such resolutions shall be attached to this Agreement.

24.02 Each party warrants that the person signing this Agreement is authorized to sign on behalf of its principal and is empowered to bind its principal to this Agreement.

25. SIGNATURE

25.01 The County and City, by their authorized officers and representatives have executed this Agreement as of the dates written below.

[SIGNATURES ON THE FOLLOWING PAGE]

City of Livonia

Bicentennial Park and Clements Circle Park

County Commission approved and execution authorized by Resolution	CHARTER COUNTY OF WAYNE
No. _____	By: _____
Date: _____	Warren C. Evans
	Its: County Executive
	Date: _____

STATE OF MICHIGAN)

)

COUNTY OF WAYNE)

This document was acknowledged before me on _____ by **Warren C. Evans**, on behalf of the Charter County of Wayne.

Notary Public, Wayne County, Michigan
County of Wayne, State of Michigan
My Commission Expires: _____
Acting in Wayne County

City of Livonia

Bicentennial Park and Clements Circle Park

Livonia City Council approved and execution authorized by Resolution No. _____ Date: _____	CITY OF LIVONIA By: _____ Maureen Miller Brosnan Its: Mayor Date: _____
---	---

STATE OF MICHIGAN)

)

COUNTY OF WAYNE)

This document was acknowledged before me on _____ by **Maureen Miller Brosnan** on behalf of the City of Livonia.

Notary Public,
County of Wayne, State of Michigan
My Commission Expires: _____
Acting in Wayne County

APPROVED AS TO FORM:

By: _____/s/Raynard O. Jones

DEPT OF CORPORATION COUNSEL

APPROVAL DATE: 3/30/2021

EXHIBIT A: LEGAL DESCRIPTIONS

Bicentennial Park:

04BB1 TO EE1 THE W 50 ACRES OF SW 1/4 SEC 4 T1S R9E EXC AN 86FT R O W THE CEN LINE
DESC AS BEG N 60 FT FROM SW COR SEC 4 TH N 15.23 FT TH ON A CUR TO RIGHT ARC 314.16
FT RAD 600 FT TH N 30D OOM OOS E 512.05FT TH ON A CUR TO LEFT ARC 209.44 FT RAD 400FT
TH DUE N 1541.32 FT TO POB 45.23 ACRES.

04FF1 THE NORTH 15 ACRES OF THE E 3/8 OF THE W 1/2 OF THE SW 1/4 OF SEC 4 15.00 ACRES.

04FF2 THE E 3/8 OF THE W 1/2 OF THE SW 1/4 OF SEC 4 EXCEPT THE NORTH 15 ACRES
THEREOF 15.14 ACRES EXC THE S 60 FT - SEVEN MILE ROW.

Clements Circle Park:

36C1D1 THE E 660 FT OF THE S 1/2 OF THE NW 1/4 OF SEC 36 EXCEPT THE S 660 FT THEREOF
AND ALSO EXC THE E 43 FT THEREOF 9.35 AC.

36C1A1 36C1B1 THE E 660 FT OF THE S 660 FT OF THE N W 1/4 OF SEC 36 EXCEPT THE S 43 FT
THEREOF ALSO EXCEPT THE E 43 FT THEREOF 8.74 ACRES.

EXHIBIT B: PROJECT DESCRIPTION

Bicentennial Park:

Detailed description of the project:

The City of Livonia is requesting funding to make improvements at Bicentennial Park

These improvements would include the following:

The removal of existing play equipment, addition to the parking lot, and addition of universally accessible play structure and surfacing.

Clements Circle Park:

Detailed description of the project:

The City of Livonia is requesting funding to make improvements at Clements Circle Pool.

This improvement adding needed furniture inside the pool enclosure to allow for a more comfortable experience for pool users.

EXHIBIT C: SIGNAGE SPECIFICATIONS



WAYNE COUNTY MEMORANDUM PARKS DIVISION

SIGN SPECIFICATIONS

Attached, please find sketch and samples of the sign layout that we are suggesting for all IGA Grant projects. The Specs are as follows:

All parks millage signs must include language that states, made possible through the Wayne County Parks millage in cooperation with (*place your municipality name here*)

- Sign size 48' x 30' $\frac{3}{4}$ ' marine grade plywood
- Sign is to be one sided, two sides is optional
- To be cut with "carriage" style top i.e. arched (optional)
- Color options are determined by the municipality
- Font should be traditional styles in Helveticas, Arial, Times New Roman
- Include County Logo, County Executive and County Commissioners
- We suggest using 3M Reflective Adhesive water proof vinyl. Painting is optional
- Vertical post shall be 4x6 weather proof timbers routed on 4' side to accommodate the sign, staining of posts optional
- Bury post a minimum of 42' into ground and backfill with dirt and compost, concrete footing is optional
- Bottom of sign shall be 2ft. minimum above grade
- Sign will be secured to post with flat head Galvanized wood screws (approx. # 10) 2 per post (min.)
- Proof to be provided of final design prior to fabrication and installation

We are flexible on fabrication and colors as long as it resembles the example attached. Any request to deviate from the signage should be directed to the Parks Director.

Exhibit D: INSURANCE COVERAGES

City, at its expense, or any contractors, subcontractors, consultants or agents retained by City (each a “Contractor”), at their own expense, shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the services by the Contractor, its agents, representatives or employees. Contractor shall maintain at least the following minimum coverage:

Commercial General Liability (CGL)

Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this Contract or the general aggregate limit shall be twice the required occurrence limit.

Umbrella or Excess Liability

Policy in an amount not less than \$1,000,000. Umbrella or excess policy wording shall be at least as broad as the primary or underlying policy(ies) and shall apply both to the Contractor’s general liability and to its automobile liability insurance and shall be written on an occurrence basis. The County, officials, employees and others as may be specified in any “Special Conditions” shall be named as an additional insured under this policy.

Automobile Liability

Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limits no less than \$1,000,000 per accident for bodily injury and property damage.

Workers’ Compensation

Insurance as required by the State of Michigan, with Statutory limits, and employer’s liability insurance with limits of no less than \$1,000,000 per accident for bodily injury or disease.

Professional Liability (if Design/Build)

Insurance appropriate to the Contractor’s profession, with limits no less than \$3,000,000 per occurrence or claim, \$3,000,000 aggregate.

Builder’s Risk (Course of Construction)

Insurance utilizing “All Risk” (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.

Contractors’ Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards)

Insurance with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.

If the Contractor maintains higher limits than the minimum insurance coverage required as stated above in this Exhibit, the Contractor shall maintain the coverage for the higher

insurance limits for the duration of this Agreement.

Additional Insured Status

The County, its officers, officials, employees, volunteers, and others as may be specified in any "Special Conditions" shall be additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

Primary Coverage

For any claims related to this Agreement, the Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy shall state that coverage shall not be canceled, except with notice to the County.

Waiver of Subrogation

Contractor grants to the County a waiver of any right to subrogation which any insurer of the Contractor may acquire against the County by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

All insurance must be effected under valid and enforceable policies, issued by recognized, responsible insurers qualified to conduct business in Michigan which are well-rated by national rating organizations. All companies providing the coverage required shall be licensed or approved by the Insurance Bureau of the State of Michigan and shall have a policyholder's service rating no lower than A:VII as listed in A.M. Best's Key Rating guide, current edition or interim report.

Claims-made Policies

If any of the required policies provide coverage on a claims-made basis:

1. The retroactive date must be shown and must be before the date of this Agreement or the date the Contractor starts to perform the services.
2. Insurance must be maintained and evidence of insurance must be provided for at

least five (5) years after completion of this Agreement.

3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to this Agreement's effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of Agreement work.

Verification of Coverage

Contractor shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this Exhibit. The County shall receive and approve all certificates and endorsements before the Contractor begins providing services. Failure to obtain the required documents prior to commencement of services shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by this Exhibit, at any time.

Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance satisfying all the stated requirements, and Contractor shall ensure that the County is an additional insured on insurance required from subcontractors.

Special Risks or Circumstances

The County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

➤ The Contractor must submit certificates evidencing the insurance to the County Risk Management Division at the time the Contractor executes an agreement with the City, and at least fifteen (15) days prior to the expiration dates of expiring policies.

Surety Bonds

The Contractor shall provide the following surety bonds: 1) bid bond; 2) performance bond; 3) payment bond; 4) maintenance bond. The payment bond and the performance bond shall be in a sum equal to the contract price. If the performance bond provides for a one year warranty a separate maintenance bond is not necessary. If the warranty period specified in the contract is for longer than one year a maintenance bond equal to 10% of the contract price is required. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of Michigan and secured through an authorized agent with an office in Michigan.

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

3.

Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

4) REQUEST FOR AUTHORIZATION TO PURCHASE ONE (1) CASE 580SN BACKHOE 2WD TRACTOR THROUGH THE SOURCEWELL CONTRACT (FORMERLY NJPA): Public Service Division, re: to be used by the Roads department, from budgeted funds.

Doug Moore, Assistant Superintendent of Public Works, presented this request to Council. He stated the first item before you tonight is the purchase of a backhoe, it was approved in 2021, the Department's Capital Budget. The 2WD is two-wheel drive, so you were right. This will be assigned to the Roads Maintenance Section but it will be available for all sections of DPW to use it. It's being purchased through Sourcewell, which was formerly the NPA contract. Southeastern Equipment out of Novi will be the servicing dealer. And older backhoe whose repair costs are exceeding the value will be disposed of through the auction process and the purchase cost is 97,882.06. Councilmember McCullough offered an approving resolution for the Consent Agenda. This is a cooperative purchasing agreement from budgeted funds, everything seems in line.

DIRECTION:

APPROVING

CONSENT



REPORT TO THE LIVONIA CITY COUNCIL

4

DPW
April 5, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Jill Russell, Secretary III

AGENDA ITEM

REQUEST FOR AUTHORIZATION TO PURCHASE ONE (1) CASE 50SN BACKHOE 2WD TRACTOR THROUGH THE SOURCEWELL CONTRACT (FORMERLY NJPA): Public Service Division, re: to be used by the Roads department, from budgeted funds.

BACKGROUND

This purchase will be made through the Sourcewell contract number 02119-CNH, an extended purchasing program made available to local governments through the Sourcewell Contract (formerly NJPA) which meets our Finance ordinance. The contract this year was awarded to Southeastern Equipment Co., Inc., 4545 Grand River, Novi, MI 48240. Purchase will not increase fleet size. A comparable unit that has outlived its life expectancy will be disposed of through the auction process.

RECOMMENDATION

Recommendation to purchase one New Case 50SN Backhoe 2WD Tractor to be used by the Roads Department (ID 19) for a cost of \$9,206.

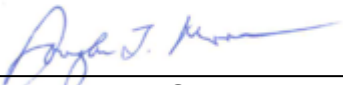
FISCAL CONSIDERATION

Budget funds in the amount of \$9,206 are available in account no. 401-000-9-000.

ATTACHMENTS

1. LTC-2021 Backhoe Back up Docs

APPROVED BY



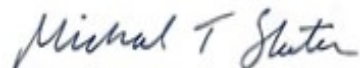
Douglas L. Moore, MSA, Assistant Director of Public Works

Date: March 30, 2021



Donald Rohraff, Director of Public Works

Date: March 30, 2021



Michael Slater, Finance Director

Date: April 14, 2021



Date: April 15, 2021

Maureen Miller Brosnan, Mayor

DEPARTMENT OF PUBLIC WORKS
PUBLIC SERVICE DIVISION
FLEET MAINTENANCE

GARY T. GARRISON
FLEET MANAGER



JAMES (BUZZ) KIRBY
FLEET SUPERVISOR

13405 SURREY STREET
LIVONIA, MICHIGAN 48150-1527
(734)-466-2704
FAX: (734)-466-2662

April 6, 2021

Purchase of One New Case 580SN Backhoe 2WD Tractor to be primarily used by the Roads Department. Our City ID number will be #402.

I am recommending the purchase of one new Case 580SN tractor backhoe from Southeastern Equipment Co. Inc. at 48545 Grand River, Novi, MI. 48374. This tractor will be used by our Roads Department for the repair of residence property that was damaged by water breaks or snow plowing along with other Roads construction projects.

It will be purchased through the Sourcewell Contract, formerly NJPA, contract number #032119-CNH-1. This meets our financial ordinance for purchasing and provides us the best possible pricing. The total cost for this unit including delivery is \$97,882.06 This purchase will come from approved budgeted funds in account 401-000-987-000.

If this purchase is approved, it will not increase our fleet size. This tractor will be replacing our least reliable tractor upon its arrival, and the replaced tractor will be disposed of through means of a public auction.

If you have any questions or require additional information, I can be reached at ext. 2641.

Gary T. Garrison
Fleet Manager



SOURCEWELL DETAILED EQUIPMENT QUOTE

APRIL 5, 2021

SALESPERSON: Ryan Hubbard
CUSTOMER CONTACT: GARY GARRISON
SOURCEWELL CONTRACT #

QUOTE PREPARED FOR:

CITY OF LIVONIA
13405 SURREY ST
LIVONIA, MI 48150
P: 734-466-2641

SELLING BRANCH:

48545 Grand River, Novi, MI 48374
Branch: (248) 349-9922
Mobile: +1 2483033329
Email: rhubbard@southeasternequip.com

QUOTE INFORMATION:

Account Number: 758175

Eq #/ Item #	Product Description	Hours	Product Notes	List Price	Discount %	Sourcewell Total Price
580SN 2WD			New Case 580SN Cab with Heat & Air Deluxe Seat 2 Wheel Drive Extenda hoe Deluxe Cab Flip Over Pads Rear Auxiliary Plumbing Front Auxiliary Plumbing with Hydraulic Quick Coupler 82" QCP Bucket with Bolt on Edge 24" HD Bucket LED Lights Pilot Controls with Power Lift	\$153,662.00	37%	\$96,807.06
Total Sourcewell Price						\$96,807.06

NOTES:

QUOTED USING 2021 SOURCEWELL CONTRACT PRICING

NET PRICE INCLUDES ALL SETUP AND PDI

UNIT WOULD BE JULY PRODUCTION AND SEPTEMBER DELIVERY

EQUIPMENT WARRANTY AND DELIVERY INFORMATION:

Warranty Type: Sold with standard manufacturer warranty.
Warranty Detail: One Year Unlimited Hours Machine
Two Year or 2,000 Hours Powertrain

Delivery Method:
Delivery Date: 3/31/2021 12:00:00 AM
Delivery Info:



TRADE-IN EQUIPMENT:

Year	Serial #	Manufacturer	Model	Trade-In Allowance
Total Trade-In Estimate				0

QUOTE TOTALS*	
Total Equipment Price	\$96,807.06
Estimated Trade-In Allowance	\$0.00
Trade-In Difference	\$96,807.06
Applied Rent	
Carrying Charge	
Fuel, DEF & Other	\$250.00
Freight/Trucking	\$825.00
Title and License Fees	
Total Trade Payoff	\$0.00
Total Price Before Tax	\$97,882.06
Sales Tax	
FET Tax	
Total Amount Due	\$97,882.06
Down Payment	
Estimated Balance Due	\$97,882.06

Finance Rate Options (Estimate Only)			
	Months	Rate	Estimated Cost
Term 1		%	
Term 2		%	
Term 3		%	
Term 4		%	
Term 5		%	

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

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5) REQUEST FOR AUTHORIZATION TO PURCHASE TEN (10) FORD 2021 F250 PICKUP TRUCKS THROUGH THE STATE OF MICHIGAN AND MACOMB COUNTY BID PROCESS□Public Works Division, re: for use by the Parks, Roads and Building Maintenance sections.

Doug Moore, Assistant Superintendent of Public Works, presented this request to Council. He said the department is trying something a little bit different this time. Normally we send these up by section, this year we're sending them up by the fund, these are all being purchased by the Capital Fund, the General Fund. Seven of the trucks are in the 2021 approved Capital Budget. Three of the trucks were in the 2020 Capital Budget and they're being carried forward due to the Coronavirus, the funding of those trucks was brought forward and we weren't able to get them in time last year. Three of the trucks will be used in the Road Maintenance Section□six trucks will be used in the Parks Maintenance□and one truck will be used in Building Maintenance. The trucks are being purchased through the State bid process from Signature Ford of Owosso in the amount of □289,370.00 for ten trucks. The outfitting of the truck will consist of plows, light packages, spray and bed liners. A couple of the trucks are getting liftgates, tailgates and onboard air compressors. The cost for these will be □204,324.83 for the ten trucks. The vehicles that are being replaced will be auctioned or disposed of through the auction process. The ages of those trucks range from ten to twelve years old and due to plowing snow it's really tough on a truck so they're aging. The department is asking Council to approve the purchase of the ten trucks from the two mentioned vendors in the amount of □493,694.83.

Councilmember McCullough offered an approving resolution for the Consent Agenda and asked if these vehicles, with the new DPW facility which is starting to look pretty awesome, will these be under roofs and Moore replied pick-ups will not. They'll be assigned, depending on where, some of them may be assigned to Civic Center, could be at Bicentennial or Greenmead. But the pick-up trucks will not be under roof, it's the dump trucks, the vactors, the bigger trucks that will be parked in the two barns.

Councilmember Donovic asked what happens to the vehicles that are no longer going to be used and Moore replied they will be sent to auction. Normally lately they're being sent to the auction company that's on Telegraph Road between Schoolcraft or I-96 and Five Mile there on the east side, the name eludes me.

DIRECTION:

APPRO□ING

CONSENT

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

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Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

5) REQUEST FOR AUTHORIZATION TO PURCHASE TEN (10) FORD 2021 F250 PICKUP TRUCKS THROUGH THE STATE OF MICHIGAN AND MACOMB COUNTY BID PROCESS: Public Works Division, re: for use by the Parks, Roads and Building Maintenance sections.

Doug Moore, Assistant Superintendent of Public Works, presented this request to Council. He said the department is trying something a little bit different this time. Normally we send these up by section, this year we're sending them up by the fund, these are all being purchased by the Capital Fund, the General Fund. Seven of the trucks are in the 2021 approved Capital Budget. Three of the trucks were in the 2020 Capital Budget and they're being carried forward due to the Coronavirus, the funding of those trucks was brought forward and we weren't able to get them in time last year. Three of the trucks will be used in the Road Maintenance Section six trucks will be used in the Parks Maintenance and one truck will be used in Building Maintenance. The trucks are being purchased through the State bid process from Signature Ford of Owosso in the amount of 289,370.00 for ten trucks. The outfitting of the truck will consist of plows, light packages, spray and bed liners. A couple of the trucks are getting liftgates, tailgates and onboard air compressors. The cost for these will be 204,324.83 for the ten trucks. The vehicles that are being replaced will be auctioned or disposed of through the auction process. The ages of those trucks range from ten to twelve years old and due to plowing snow it's really tough on a truck so they're aging. The department is asking Council to approve the purchase of the ten trucks from the two mentioned vendors in the amount of 493,694.83.

Councilmember McCullough offered an approving resolution for the Consent Agenda and asked if these vehicles, with the new DPW facility which is starting to look pretty awesome, will these be under roofs and Moore replied pick-ups will not. They'll be assigned, depending on where, some of them may be assigned to Civic Center, could be at Bicentennial or Greenmead. But the pick-up trucks will not be under roof, it's the dump trucks, the vactors, the bigger trucks that will be parked in the two barns.

Councilmember Donovic asked what happens to the vehicles that are no longer going to be used and Moore replied they will be sent to auction. Normally lately they're being sent to the auction company that's on Telegraph Road between Schoolcraft or I-96 and Five Mile there on the east side, the name eludes me.

DIRECTION:

APPROVING

CONSENT



REPORT TO THE LIVONIA CITY COUNCIL

5

DPW
April 14, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Jill Russell, Secretary III

AGENDA ITEM

REQUEST FOR AUTHORIZATION TO PURCHASE TEN (10) FORD 2021 F250 PICKUP TRUCKS THROUGH THE STATE OF MICHIGAN AND MACOMB COUNTY BID PROCESS; Public Works Division, re: for use by the Parks, Roads and Building Maintenance sections.

BACKGROUND

Request to purchase ten 2021 Ford F250 pickup trucks for use as follows:

Veh #	Make	model	section	veh cost	upfitting	total cost
5	Ford	F250	bldg maint	\$ 2,900.00	\$ 25,469.69	\$ 54,406.69
152	Ford	F250	roads	\$ 2,900.00	\$ 11,900.00	\$ 40,160.00
15	Ford	F250	roads	\$ 2,900.00	\$ 11,900.00	\$ 40,160.00
154	Ford	F250	roads	\$ 2,900.00	\$ 11,900.00	\$ 40,160.00
215	Ford	F250	parks	\$ 2,900.00	\$ 24,119.69	\$ 5,056.69
2	Ford	F250	parks	\$ 2,900.00	\$ 24,119.69	\$ 5,056.69
2	Ford	F250	parks	\$ 2,900.00	\$ 24,119.69	\$ 5,056.69
29	Ford	F250	parks	\$ 2,900.00	\$ 24,119.69	\$ 5,056.69
296	Ford	F250	parks	\$ 2,900.00	\$ 24,119.69	\$ 5,056.69
29	Ford	F250	parks	\$ 2,900.00	\$ 24,119.69	\$ 5,056.69
TOTALS				\$ 29,000.00	\$ 204,240.00	\$ 49,694.00
				Signature Ford	VersaLift	RAND TOTAL

Vehicle purchases will be made through the State of Michigan Procurement Agreement and the Macomb County Contract, awarded to Signature Ford, 1960 E. Main St., Owosso, MI 48867 for a total of \$29,000.00.

Upfitting purchase will be made under MI-Deal contract which was awarded to Versalift Midwest LLC, 51 61 Danview Technology Ct., Shelby Twp., MI 4 15 for a total cost of \$204, 24. .

Total cost for all ten vehicles is \$49 ,694. .

These new vehicles will not increase our fleet size. Comparable vehicles which have outlived their life expectancy will be disposed of at public auction.

RECOMMENDATION

It is requested that Council approve the purchase of ten 2021 Ford F250 pickup trucks for use by the DPW at a total cost of \$49 ,694. from budgeted funds.

FISCAL CONSIDERATION

Budgeted Funds are available in account no. 401-000-9 5-010 (2020-2021 budget) in the amount of \$49 ,694. to be allocated as follows:

Signature Ford \$29, 0.00
Versalift \$204, 24.

ATTACHMENTS

1. 5 BLD MAINT F250
2. 152 15 154 ROADS F250s
3. 215 2 2 PARKS F250s
4. 2 9 296 29 PARKS F250s

APPROVED BY



Jacob Rushlow, P.E., Superintendent of Public Service

Date: April 15, 2021



Michael Slater, Finance Director

Date: April 16, 2021



Maureen Miller Brosnan, Mayor

Date: April 16, 2021

DEPARTMENT OF PUBLIC WORKS
PUBLIC SERVICE DIVISION
FLEET MAINTENANCE

85
Bldg Maint

GARY T. GARRISON
FLEET MANAGER



JAMES E. KIRBY
FLEET FOREMAN

13405 SURREY STREET
LIVONIA, MICHIGAN 48150-1527
(734)-466-2604
FAX: (734)-466-2662

January 14, 2021

**Purchase of one 2021 Ford F250 Pickup Truck to be used by Building Maintenance.
The City Identification number will be #85.**

I am recommending the purchase of a 2021 Ford F-250, Super Cab 4X4 pickup truck with an 8' bed, at a cost of \$28,937.00 from Signature Ford, Lincoln, Mercury, 1960 E. Main St. Owosso, MI. 48867. This purchase will be made through the State of Michigan Department of Vehicle Procurement contract number 071B7700180 and Macomb County Contract Number #21-18 Bid.

I further recommend that we use Versalift Midwest, 51761 Danview Technology Ct., Shelby Twp., MI 48315 to upfit this truck. The cost of this upfitting is priced through the MI-DEAL contract #071B2200263. This meets our financial ordinance for purchasing and provides us the best possible pricing. The upfitting will include a Boss 9' 2" Power-V DXT Stainless Steel, VMAC VR70 under hood air compressor, and Safety Strobe Lighting, and a liftgate. The total cost of the completed upfitting will be \$25,469.69.

The total cost for the truck with all the upfitting completed will be \$54,406.69. These funds will come from approved budgeted funds in account 401-000-985-010.

If this purchase is approved, it will not increase our fleet size. This truck will be replacing our least reliable truck upon its arrival, and the replaced truck will be disposed of through means of a public auction.

If you have any questions, or require additional information, I can be reached at 734-466-2641.

Gary T. Garrison
Fleet Manager



December 11, 2020

City of Livonia DPW
Attn: Gary Garrison
12973 Farmington Road
Livonia, MI 48150

Dear Gary Garrison:

Price on 2021 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

2021 Ford F250 Super Cab 4x4 Pickup 8' Box in White **\$28,937.00 ea**

*** Truck for Building Maintenance #85**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000 miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.M

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

Macomb# 21-18 T.4, T.5, T.6, T.7, T.8, T.9

2021 F-250 Reg. Cab,
SuperCab, Crew Cab
Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-lock Brake System (ABS)
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine 6.2L 2 Valve Gas SOHC EFI NA V8 (Flex-Fuel)
- Transmission TorqShift®-G six-speed automatic w/SelectShift®
- Fuel Tanks
 - 29 Gallon (Diesel Engine) – 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) – 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) – NA 176" Wheelbase
 - 48 Gallon (Gas Engine) – 176" Wheelbase
 - 48 Gallon (Diesel Engine) – 176" Wheelbase

EXTERIOR

- Bumpers – front & rear, black painted
- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Front License Plate Bracket
- Fender vents – front
- Front License Plate Bracket
- Glass – solar-tinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
 - 2-Ton mechanical
- Lamps – pickup box and cargo area
- Manual Locking Hubs (4x4)
- Moldings – tailgate and box-rail
- Pickup box – partitionable & stackable
- Spare tire, wheel, lock & frame mounted carrier
- Splash Guards/Mud Flaps – Front (F-450 only)
- Tailgate – Removable w/key lock
- "Three-Blink" lane change signal
- Tow hooks – front, two (2)
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Wheels
 - 17" Argent Painted Steel w/painted hub covers/center ornaments
 - Manual Locking Hubs (4x4)
 - Spare tire, wheel, lock & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - Powerpoint, auxiliary
- Door-trim – armrest/grab handle & reflector
- Floor covering – Black, full length vinyl
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric
- Instrument panel – color-coordinated w/dual glove box, 4 air registers w/positive shut off, powerpoint
- Instrumentation – Multi-function switch message center w/Ice Blue® Lighting
 - Mirror – rearview 11.5" day/night
 - Outside Temperature Display
 - Overhead console w/dual storage bins and map lights (NA Regular Cab)
 - Powerpoint – auxiliary two (2) in instrument panel
 - Scuff plates – front, color-coordinated
 - Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest (manual lumbar – driver's side), front center-seat w/integrated restraint
 - Steering – power
 - Steering damper

- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed
- Windshield wipers – intermittent

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
- Belt-Minder® (front safety belt reminder)
- chime & flashing warning light on I/P if belts not buckled
- Center High-mounted Stop Lamp (CHMSL)
- Child tethers (Regular Cab, front-passenger and all rear-seating positions)
- Driver and passenger frontal airbag; passenger side deactivation Switch
- Headlamps – Quad beam jewel effect halogen
- Individual Tire Pressure Monitoring System (TPMS)
- Mirrors – manually telescoping two-way fold trailer tow with manual glass
- Rear View Camera
- Safety belts – w/height adjustment D-ring
- Safety Belts
 - Belt-Minder® front safety belt reminder – chime and flashing warning light on instrument cluster if belts not buckled
 - Color-coordinated w/height adjustment (front-outboard seating positions only)
- SecuriLock® Passive Anti-Theft System (PATS); includes MyKey® owner controls feature
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)
- Safety Canopy® System (incl. side-curtain airbags)
- SecuriLock® Passive Anti-Theft System; includes MyKey® owner controls feature (PATS)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control
- Underhood service light

DRIVER ASSIST

- AutoLamp (Auto On/Off Headlamps)
 - Automatic High Beam
 - Hill Start Assist
- FUNCTIONAL**
- Alternator 157 Amp
 - Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4
 - Rear – Non-Limited-Slip
 - Audio – AM/FM stereo/MP3 Player (four (4))
 - Battery
 - Gas engine – 650-CCA, 72-AH (XL only)
 - Diesel engine – 750-CCA, 78-AH, dual
 - FordPass™ Connect 4G Wi-Fi Modem
 - 4G LTE Wi-Fi hotspot connects up to 10 devices
 - Remotely start, lock and unlock vehicle2
 - Schedule specific times to remotely start vehicle
 - Locate parked vehicle
 - Check vehicle status
 - Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
 - Oil minder system (6.2L Gas engine)
 - Shock absorbers – heavy-duty gas
 - Stabilizer bar – front
 - Rear axle
 - Non-Limited-Slip
 - SYNC®
 - Enhanced Voice Recognition Communication and Entertainment System
 - 911 Assist®
 - 4.2" LCD Center Stack screen
 - AppLink®

9950# GVWR Regular Cab 8 Ft. Box, 142"WB, 10000# GVWR

[] Base Price 4x2 (F2A/600a), (T.4)	\$22,971.00
[] Base Price 4x4 (F2B/600a), (T.6)	\$25,424.00
[] Base Price 4x4 (F2B/600a), (T.9) (6.7L Diesel Engine)	\$33,209.00

10000# GVWR SuperCab 6 3/4 Ft. SHORT Box, 148"WB, 10000# GVWR

[] Base Price 4x2 (X2A/600a)	\$24,420.00
[] Base Price 4x4 (X2B/600a), (T.7)	\$26,872.00

10000# GVWR SuperCab 8 Ft. Box, 164"WB, 10000# GVWR

[] Base Price 4x2 (X2A/600a), (T.5)	\$24,596.00
[] Base Price 4x4 (X2B/600a), (T.8)	\$27,057.00

10000# GVWR Crew Cab 6 3/4 Ft. SHORT Box, 160" WB, 10000# GVWR

[] Base Price 4x2 (W2A/600a)	\$25,526.00
[] Base Price 4x4 (W2B/600a)	\$27,983.00

10000# GVWR Crew Cab 8 Ft. Box, 176" WB, 10000# GVWR

[] Base Price 4x2 (W2A/600a)	\$25,701.00
[] Base Price 4x4 (W2B/600a)	\$28,163.00

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u>
		<u>Reg.&Super/Crewcab</u>
[] 6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.	99T/44G	10,495.00
[] 7.3L 2V DECVT NA PFI V8 Gas/TorqShift 10-Spd Auto.	99N/44G	2,045.00
[] CNG/LPG Fuel Capable Engine (w/ 6.2L only)	98F	315.00
[] Engine Block Heater	41H	100.00
[] Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
[] Seat, Vinyl High Back Buckets (Regular Cab only)	LS	355.00
[] Seats, Cloth High Back Buckets	4S	515.00/615.00
[] Tires, LT245/75Rx17E All-Terrain (5)	TBM	165.00
[] Tires, LT265/70R17E OWL All-Terrain (4)(Spare is BSW)	TCD	455.00
[] CNG/LPG Prep Fuel Capable Engine	98F	315.00
[] Engine Idle Shutdown (avail. w/6.7L diesel Only)	63T	250.00
[] Operator Commanded Regeneration (OCR) (6.7L Diesel Only)	98R	250.00
[x] Power Windows, Locks, Heated Mirrors, and Remote Keyless Entry	90L/54K	915.00/1125.00cc
[] Powercode Remote Start System (Req. Power Equip. Grp 90L)	76S	250.00
[] Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
(Requires Power Equipment 90L/54K)		
[] Dual Alternators, Diesel only (total of 377 amps)	67B	115.00
[] Alternator 240 amp (6.2L Gas Only)	67E	85.00
[] Alternator 397 amp w/Dual Batteries (78 Amp.) (7.3L Gas Only)	67B/86M	325.00
[] Alternator 397 amp (6.7L Diesel Only)	67B	115.00
[] Dual Batteries (78 Amp.) (Gas Engines Only)	86M	210.00
[] 110V/400W Outlet (Includes 240 Amp Alternator 67E)	43C/67E	160.00
[x] Keys Extra (Regular) \$75.00 x 2 = \$150.00	Sig	150.00
[] Keys Extra (With Power Group) \$220.00 x ___ =	Sig	220.00 ea
[x] Trailer Brake Controller	52B	270.00
[] Transmission Power Take-Off Provision	62R	280.00
[] Cab Steps Molded Black	18B	320.00/445.00

[] Reverse Vehicle Aid Sensor	76R	245.00
[] Roof Clearance Lights	592	80.00
[] Tailgate Step, Incl. Tailgate Assist, Step & Handle	85G	375.00
[] Speed Control	525	235.00
[x] Upfitter Switches (6) located in overhead console)	66S	165.00
[] Upfitter Interface Module	18A	295.00
[] 9900 GVWR Package	68D	100.00
[x] Snow Plow Prep Package(N/A with 67H)	473	250.00
[] Camper Package	471	160.00
[] Snow Plow/Camper Package	47B	245.00
[] Suspension Package, Heavy Service(N/A with 473)	67H	125.00
[] XL Decor Group (Chrome front and rear step bumper, Bright chrome hub covers and center ornaments)	17F	220.00
[] XL Value Pkg (Chrome front and rear step bumper, Bright Chrome Hub Covers and Center Ornaments & Cruise Control)	96V	725.00
[] Fleet Drivers Assistance Package (Power Equipment Group, BLIS® (Blind Spot Information System) w/Cross-Traffic Alert And Trailer Tow (BLIS sensor in taillamp), Lane-Keeping Alert, Pre-Collision Assist with Automatic Emergency Braking (AEB) And Forward Collision Warning	96F/90L	1910.00
[] STX APPEARANCE PACKAGE (AM/FM Stereo MP3 player (speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab), Bright Chrome Grille, Bright Hub Covers, Chrome Front and Rear Step Bumpers, Cruise Control, STX Fender Vent Badge, 18" Sparkle Silver Painted Cast Aluminum Wheels (648), and LT275/65Rx18E BSW A/S (TCH)	17S	1825.00
[] Pickup Box Delete (8' box only)(Not Available w/7.3L V8)	66D	(465.00)
[] Rearview Camera Prep Kit for Box Delete (Includes Loose Camera, Wiring Bundle, and Electrochromic Mirror w/Video Display)	872	470.00
[] Heavy Service Package for Pickup Box Delete Only	63R	125.00
[] Spare Tire & Rim (for Box delete only)	512	295.00
[] Axle, Electronic Locking	X3	390.00
[] Daytime running Lights	942	45.00
[] Box Link Cleats	66B	75.00
[] Drop in Plastic Bedliner	85L	350.00
[] Tough Bed(Spray-in-bedliner)	85S	595.00
[] Bed Mat(N/A w/85S Tough Bed Spray-in-Bedliner)	85M	180.00
[x] Splash Guards/Mud Flaps	61S/62S	130.00
[] Wheel Well Liner (Front)	61L	180.00
[] Wheel Well Liner Front and Rear	61N	325.00
[] Exterior Backup Alarm	76C	140.00
[] LED Box Light (Not Available with LED Warning Strobes 91S)	66L	60.00
[] LED Warning Strobes-Amber	91S	675.00

Total Price \$28,937.00 ea

Colors for F-250

<u>Exterior Colors</u>		<u>Interior Steel (Grey)</u>
Race Red	[PQ]	[]
Antimatter Blue Metallic	[HX]	[]
Iconic Silver Metallic	[JS]	[]
Agate Black	[UM]	[]
Oxford White	[Z1]	[x]
Carbonized Gray Metallic	[M7]	[]
Stone Gray	{D1}	[]
SPECIAL PAINT		
School Bus Yellow Add \$660.00	[BY]	[]
Omaha Orange Add \$660.00	[MB]	[]
Green Gem Add \$660.00	[W6]	[]



FORMERLY CANNON TRUCK EQUIPMENT

51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

Q U O T A T I O N
=====

Quote No. J34383

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 1

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

12/11/20: Quote Date
01/10/21: Expire Date
N30: Terms
: Delivery

Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

TRUCK #85

MI-DEAL CONTRACT #071B2200263

FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
- PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) THIEMAN TOPLIFTER MODEL TT-15ET LIFTGATE FOR PICKUP TRUCKS
- 1,500LB CAPACITY
 - ***-56" X 44"+6 ALUMINUM PLATFORM TWO PIECE
 - ELECTRIC W/ TOGGLE SWITCH CONTROL
 - 150 AMP CIRCUIT BREAKER
 - DIRECT DUAL CYLINDER LIFT
 - FULLY ENCLOSED POWER UNIT AND CYLINDER
 - SPLIT BUMPER
 - FOR BED HEIGHTS RANGING 30"-45"
 - ***-IN CAB SHUT OFF SWITCH

INSTALLED.....\$ 3,769.00

*** CONTINUED NEXT PAGE ***



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
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85
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- ✓ 1) PROTECH ALUMINUM CAB PROTECTOR
-ALUMINUM MESH WINDOW
-WITH LIGHT BRACKET
-TOOLBOX BRACKET
-EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00

- 1) LUVERNE 7" GRIP STRUT RUNNING BOARDS FOR F250 EXT CAB

INSTALLED.....\$ 629.00

- ✓ 1) MUNICIPAL STROBE PACKAGE
-LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED

-FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN

-FRONT AND REAR WIG WAGS
-2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED.....\$ 2,269.00

- ✓ 1) MTEC SPRAY IN LINER
-UNDER RAIL
-LOAD SPACE IN 8' PICK UP BOX INCLUDES TAILGATE

✓ INSTALLED.....\$ 475.00

- 1) BACK UP ALARM
SEVEN WIRE ROUND TRAILER PLUG

*** CONTINUED NEXT PAGE ***



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

85
Q U O T A T I O N
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Quote No. J34383

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Fax: 734-466-2662

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED
INSTALLED..... \$ 75.00

- 1) VMAC MODEL VR70 UNDERHOOD AIR COMPRESSOR
-APPLICATION - 6.2L GAS, FORD F250-550 SUPERDUTY
-BELT DRIVEN ROTARY SCREW AIR COMPRESSOR
-100% DUTY CYCLE UP TO 73.5 CFM FLOW RANGE @ 175 PSI
-MULTI GROOVE ELECTRIC CLUTCH AND COMPRESSOR
-REMOTE LIQUID-TO-LIQUID HEAT EXCHANGER
-VARIABLE SPEED CONTROL
-AIR RECEIVER TANK
-3/8" X 50' HOSE REEL
-COMPLETE INSTALLATION

TOTAL PRICE AS SPECIFIED ABOVE \$ 9,299.00

- 1) FILTER-REGULATOR-LUBRICATOR..... \$ 229.00
FLR MOUNTED ON CURB SIDE
3/4" PIPE THREAD CURBSIDE
BETWEEN CAB AND PICK UP BOX.

1) 200 HOUR SERVICE KIT - VR70..... \$ 113.00

1) ALUMINUM GUARD AROUND HOSE REEL..... \$ 495.00

1) 2" RECEIVER SLEEVE.....\$ 15.69

TOTAL ABOVE.....\$ 25,469.69

THANK YOU,

CURT ANDERSON

QUOTE ACCEPTED AS AN ORDER _____ DATE _____ TRUCK INFO: _____

GOODS ARE SOLD ONLY WITH SUCH WARRANTIES AS MAY BE EXTENDED BY MANUFACTURER OF THE PRODUCT. WE MAKE NO OTHER WARRANTY &
THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY. SALES TAX NOT INCLUDED IN ABOVE PRICE.

DEPARTMENT OF PUBLIC WORKS
PUBLIC SERVICE DIVISION
FLEET MAINTENANCE

152
153
154
ROADS

GARY T. GARRISON
FLEET MANAGER



JAMES E. KIRBY
FLEET FOREMAN

13405 SURREY STREET
LIVONIA, MICHIGAN 48150-1527
(734)-466-2604
FAX: (734)-466-2662

January 15, 2021

Purchase of Three 2021 Ford F250 Pickup Trucks to be used by the Roads Department. The City Identification numbers will be #152, #153, and #154.

I am recommending the purchase of three 2021 Ford F-250, Super Cab 4X4 pickup trucks with 8' beds, at a cost of \$28,937.00 each, from Signature Ford, Lincoln, Mercury, 1960 E. Main St. Owosso, MI. 48867. The total for all three trucks will be \$86,811.00. This purchase will be made through the State of Michigan Department of Vehicle Procurement contract number 071B7700180 and Macomb County Contract # 21-18 Bid.

I further recommend that we use Versalift Midwest LLC, 51761 Danview Technology Ct., Shelby Twp., Michigan 48315, to upfit these trucks, and the pricing is set through MI- Deal Contract #071B2200263. The upfitting will include a Boss 9' 2" Power-V DXT Stainless Steel Plow, and Safety Strobe Lighting. The total cost of the completed upfitting's will be \$11,379.00 per truck, with the total cost for all three trucks being \$34,137.00.

The completed cost for each truck will be \$ 40,316.00, with the total cost for all three trucks delivered being \$120,948.00. These funds will come from approved budgeted funds in account 401-000-985-010.

If this purchase is approved, it will not increase the size of our fleet. These trucks will be replacing our least reliable trucks upon their arrival. The trucks we are replacing will be disposed of through means of a public auction.

If you have any questions, or require additional information, I can be reached at ext. 2641.

Gary T. Garrison
Fleet Manager



December 11, 2020

City of Livonia DPW
Attn: Gary Garrison
12973 Farmington Road
Livonia, MI 48150

Dear Gary Garrison:

Price on 2021 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

(3) 2021 Ford F250 Super Cab 4x4 Pickup 8' Box in White	\$28,937.00 ea
Total Delivered Price	\$86,811.00

*** Truck for Roads Department #152, 153, 154**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.M

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

Macomb# 21-18 T.4, T.5, T.6, T.7, T.8, T.9
2021 F-250 Reg. Cab,
SuperCab, Crew Cab
Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-lock Brake System (ABS)
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine 6.2L 2 Valve Gas SOHC EFI NA V8 (Flex-Fuel)
- Transmission TorqShift®-G six-speed automatic w/SelectShift®
- Fuel Tanks
 - 29 Gallon (Diesel Engine) – 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) – 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) – NA 176" Wheelbase
 - 48 Gallon (Gas Engine) – 176" Wheelbase
 - 48 Gallon (Diesel Engine) – 176" Wheelbase

EXTERIOR

- Bumpers – front & rear, black painted
- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Front License Plate Bracket
- Fender vents – front
- Front License Plate Bracket
- Glass – solar-tinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
- 2-Ton mechanical
- Lamps – pickup box and cargo area
- Manual Locking Hubs (4x4)
- Moldings – tailgate and box-rail
- Pickup box – partitionable & stackable
- Spare tire, wheel, lock & frame mounted carrier
- Splash Guards/Mud Flaps – Front (F-450 only)
- Tailgate – Removable w/key lock
- "Three-Blink" lane change signal
- Tow hooks – front, two (2)
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Wheels
 - 17" Argent Painted Steel w/painted hub covers/center ornaments
 - Manual Locking Hubs (4x4)
 - Spare tire, wheel, lock & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - Powerpoint, auxiliary
 - Door-trim – armrest/grab handle & reflector
 - Floor covering – Black, full length vinyl
 - Headliner – color-coordinated cloth
 - Hood release
 - Horn – dual electric
 - Instrument panel – color-coordinated w/dual glove box, 4 air registers w/positive shut off, powerpoint
 - Instrumentation – Multi-function switch message center w/Ice Blue® Lighting
 - Mirror – rearview 11.5" day/night
 - Outside Temperature Display
 - Overhead console w/dual storage bins and map lights (NA Regular Cab)
 - Powerpoint – auxiliary two (2) in instrument panel
 - Scuff plates – front, color-coordinated
 - Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest (manual lumbar – driver's side), front center-seat w/integrated restraint
 - Steering – power
 - Steering damper

- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed
- Windshield wipers – intermittent

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
 - Belt-Minder® (front safety belt reminder)
 - chime & flashing warning light on I/P if belts not buckled
 - Center High-mounted Stop Lamp (CHMSL)
 - Child tethers (Regular Cab, front-passenger and all rear-seating positions)
 - Driver and passenger frontal airbag; passenger side deactivation Switch
 - Headlamps – Quad beam jewel effect halogen
 - Individual Tire Pressure Monitoring System (TPMS)
 - Mirrors – manually telescoping two-way fold trailer tow with manual glass
 - Rear View Camera
 - Safety belts – w/height adjustment D-ring
 - Safety Belts
 - Belt-Minder® front safety belt reminder – chime and flashing warning light on instrument cluster if belts not buckled
 - Color-coordinated w/height adjustment (front-outboard seating positions only)
 - SecuriLock® Passive Anti-Theft System (PATS); includes MyKey® owner controls feature
 - SOS Post-Crash Alert System™
 - Stationary Elevated Idle Control (SEIC)
 - Safety Canopy® System (incl. side-curtain airbags)
 - SecuriLock® Passive Anti-Theft System; includes MyKey® owner controls feature (PATS)
 - SOS Post-Crash Alert System™
 - Stationary Elevated Idle Control
 - Underhood service light

DRIVER ASSIST

- AutoLamp (Auto On/Off Headlamps)
- Automatic High Beam
- Hill Start Assist

FUNCTIONAL

- Alternator 157 Amp
- Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4
- Rear – Non-Limited-Slip
- Audio – AM/FM stereo/MP3 Player (four (4))
- Battery
 - Gas engine – 650-CCA, 72-AH (XL only)
 - Diesel engine – 750-CCA, 78-AH, dual
- FordPass™ Connect 4G Wi-Fi Modem
- 4G LTE Wi-Fi hotspot connects up to 10 devices
- Remotely start, lock and unlock vehicle2
- Schedule specific times to remotely start vehicle
- Locate parked vehicle
- Check vehicle status
- Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
- Oil minder system (6.2L Gas engine)
- Shock absorbers – heavy-duty gas
- Stabilizer bar – front
- Rear axle
 - Non-Limited-Slip
- SYNC®
 - Enhanced Voice Recognition Communication and Entertainment System
 - 911 Assist®
 - 4.2" LCD Center Stack screen
 - AppLink®

9950# GVWR Regular Cab 8 Ft. Box, 142"WB, 10000# GVWR

[]	Base Price 4x2 (F2A/600a), (T.4)	\$22,971.00
[]	Base Price 4x4 (F2B/600a), (T.6)	\$25,424.00
[]	Base Price 4x4 (F2B/600a), (T.9) (6.7L Diesel Engine)	\$33,209.00

10000# GVWR SuperCab 6 3/4 Ft. SHORT Box, 148"WB, 10000# GVWR

[]	Base Price 4x2 (X2A/600a)	\$24,420.00
[]	Base Price 4x4 (X2B/600a), (T.7)	\$26,872.00

10000# GVWR SuperCab 8 Ft. Box, 164"WB, 10000# GVWR

[]	Base Price 4x2 (X2A/600a), (T.5)	\$24,596.00
[]	Base Price 4x4 (X2B/600a), (T.8)	\$27,057.00

10000# GVWR Crew Cab 6 3/4 Ft. SHORT Box, 160" WB, 10000# GVWR

[]	Base Price 4x2 (W2A/600a)	\$25,526.00
[]	Base Price 4x4 (W2B/600a)	\$27,983.00

10000# GVWR Crew Cab 8 Ft. Box, 176" WB, 10000# GVWR

[]	Base Price 4x2 (W2A/600a)	\$25,701.00
[]	Base Price 4x4 (W2B/600a)	\$28,163.00

<u>Available Standard Options</u>		<u>Price</u>	
	<u>Option</u>	<u>Reg.&Super/Crewcab</u>	
[]	6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.	99T/44G	10,495.00
[]	7.3L 2V DECVT NA PFI V8 Gas/TorqShift 10-Spd Auto.	99N/44G	2,045.00
[]	CNG/LPG Fuel Capable Engine (w/ 6.2L only)	98F	315.00
[]	Engine Block Heater	41H	100.00
[]	Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
[]	Seat, Vinyl High Back Buckets (Regular Cab only)	LS	355.00
[]	Seats, Cloth High Back Buckets	4S	515.00/615.00
[]	Tires, LT245/75Rx17E All-Terrain (5)	TBM	165.00
[]	Tires, LT265/70R17E OWL All-Terrain (4)(Spare is BSW)	TCD	455.00
[]	CNG/LPG Prep Fuel Capable Engine	98F	315.00
[]	Engine Idle Shutdown (avail. w/6.7L diesel Only)	63T	250.00
[]	Operator Commanded Regeneration (OCR) (6.7L Diesel Only)	98R	250.00
[x]	Power Windows, Locks, Heated Mirrors, and Remote Keyless Entry	90L/54K	915.00/1125.00cc
[]	Powercode Remote Start System (Req. Power Equip. Grp 90L) 76S		250.00
[]	Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
	(Requires Power Equipment 90L/54K)		
[]	Dual Alternators, Diesel only (total of 377 amps)	67B	115.00
[]	Alternator 240 amp (6.2L Gas Only)	67E	85.00
[]	Alternator 397 amp w/Dual Batteries (78 Amp.) (7.3L Gas Only)	67B/86M	325.00
[]	Alternator 397 amp (6.7L Diesel Only)	67B	115.00
[]	Dual Batteries (78 Amp.) (Gas Engines Only)	86M	210.00
[]	110V/400W Outlet (Includes 240 Amp Alternator 67E)	43C/67E	160.00
[x]	Keys Extra (Regular) \$75.00 x 2 = \$150.00	Sig	150.00
[]	Keys Extra (With Power Group) \$220.00 x __ =	Sig	220.00 ea
[x]	Trailer Brake Controller	52B	270.00
[]	Transmission Power Take-Off Provision	62R	280.00
[]	Cab Steps Molded Black	18B	320.00/445.00

[]	Reverse Vehicle Aid Sensor	76R	245.00
[]	Roof Clearance Lights	592	80.00
[]	Tailgate Step, Incl. Tailgate Assist, Step & Handle	85G	375.00
[]	Speed Control	525	235.00
[x]	Upfitter Switches (6) located in overhead console)	66S	165.00
[]	Upfitter Interface Module	18A	295.00
[]	9900 GVWR Package	68D	100.00
[x]	Snow Plow Prep Package(N/A with 67H)	473	250.00
[]	Camper Package	471	160.00
[]	Snow Plow/Camper Package	47B	245.00
[]	Suspension Package, Heavy Service(N/A with 473)	67H	125.00
[]	XL Decor Group (Chrome front and rear step bumper, Bright chrome hub covers and center ornaments)	17F	220.00
[]	XL Value Pkg (Chrome front and rear step bumper, Bright Chrome Hub Covers and Center Ornaments & Cruise Control)	96V	725.00
[]	Fleet Drivers Assistance Package (Power Equipment Group, BLIS® (Blind Spot Information System) w/Cross-Traffic Alert And Trailer Tow (BLIS sensor in taillamp), Lane-Keeping Alert, Pre-Collision Assist with Automatic Emergency Braking (AEB) And Forward Collision Warning	96F/90L	1910.00
[]	STX APPEARANCE PACKAGE (AM/FM Stereo MP3 player (speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab), Bright Chrome Grille, Bright Hub Covers, Chrome Front and Rear Step Bumpers, Cruise Control, STX Fender Vent Badge, 18" Sparkle Silver Painted Cast Aluminum Wheels (648), and LT275/65Rx18E BSW A/S (TCH)	17S	1825.00
[]	Pickup Box Delete (8' box only)(Not Available w/7.3L V8)	66D	(465.00)
[]	Rearview Camera Prep Kit for Box Delete (Includes Loose Camera, Wiring Bundle, and Electrochromic Mirror w/Video Display)	872	470.00
[]	Heavy Service Package for Pickup Box Delete Only	63R	125.00
[]	Spare Tire & Rim (for Box delete only)	512	295.00
[]	Axle, Electronic Locking	X3_	390.00
[]	Daytime running Lights	942	45.00
[]	Box Link Cleats	66B	75.00
[]	Drop in Plastic Bedliner	85L	350.00
[]	Tough Bed(Spray-in-bedliner)	85S	595.00
[]	Bed Mat(N/A w/85S Tough Bed Spray-in-Bedliner)	85M	180.00
[x]	Splash Guards/Mud Flaps	61S/62S	130.00
[]	Wheel Well Liner (Front)	61L	180.00
[]	Wheel Well Liner Front and Rear	61N	325.00
[]	Exterior Backup Alarm	76C	140.00
[]	LED Box Light (Not Available with LED Warning Strobes 91S)	66L	60.00
[]	LED Warning Strobes-Amber	91S	675.00

Total Price \$28,937.00 ea

Colors for F-250

<u>Exterior Colors</u>		<u>Interior Steel (Grey)</u>
Race Red	[PQ]	[]
Antimatter Blue Metallic	[HX]	[]
Iconic Silver Metallic	[JS]	[]
Agate Black	[UM]	[]
Oxford White	[Z1]	[x]
Carbonized Gray Metallic	[M7]	[]
Stone Gray	{D1}	[]
SPECIAL PAINT		
School Bus Yellow Add \$660.00	[BY]	[]
Omaha Orange Add \$660.00	[MB]	[]
Green Gem Add \$660.00	[W6]	[]



FORMERLY CANNON TRUCK EQUIPMENT

51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

Q U O T A T I O N

=====

Quote No. J34378

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 1

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

12/10/20: Quote Date
01/09/21: Expire Date
N30: Terms
: Delivery

Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

TRUCK #154

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
 - PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) PROTECH ALUMINUM CAB PROTECTOR
 - ALUMINUM MESH WINDOW
 - WITH LIGHT BRACKET
 - TOOLBOX BRACKET
- ***-EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00 -

- 1) MUNICIPAL STROBE PACKAGE
 - LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED

*** CONTINUED NEXT PAGE ***

154



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct. Q U O T A T I O N
Shelby Twp, MI 48315
Ph: (586) 991-0054
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- FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN
- FRONT AND REAR WIG WAGS
- 2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK
- REAR HIDE-A-WAY FLASHERS MOUNTED IN REVERSE LENS
PART #8891327

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED..... \$ 2,269.00

- 1) MTEC SPRAY IN LINER
-UNDER RAIL
-LOAD SPACE IN 8' PICK UP BOX INCLUDES TAILGATE

INSTALLED..... \$ 475.00

- 1) BACK UP ALARM
SEVEN WIRE ROUND TRAILER PLUG

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED..... \$ 75.00

- 1) ALUMINUM GULL-WING STYLE TOOL BOX
-9 3/8" DEEP X 19 1/4" WIDE X 72" LONG

INSTALLED..... \$ 459.00

TOTAL ABOVE.....\$ 11,379.00

THANK YOU,
CURT ANDERSON

QUOTE ACCEPTED AS AN ORDER _____ DATE _____ TRUCK INFO: _____

GOODS ARE SOLD ONLY WITH SUCH WARRANTIES AS MAY BE EXTENDED BY MANUFACTURER OF THE PRODUCT. WE MAKE NO OTHER WARRANTY &
THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY. SALES TAX NOT INCLUDED IN ABOVE PRICE.



FORMERLY CANNON TRUCK EQUIPMENT

51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

Q U O T A T I O N

=====

Quote No. J34386

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 1

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PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

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Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

TRUCK #153

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
 - PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) PROTECH ALUMINUM CAB PROTECTOR
 - ALUMINUM MESH WINDOW
 - WITH LIGHT BRACKET
 - TOOLBOX BRACKET

***-EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00

- 1) MUNICIPAL STROBE PACKAGE
 - LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED

*** CONTINUED NEXT PAGE ***



FORMERLY CANNON TRUCK EQUIPMENT

51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

Q U O T A T I O N

=====

Quote No. J34386

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 2

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PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

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01/13/21: Expire Date
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: Delivery

Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

-FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN

-FRONT AND REAR WIG WAGS
-2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK

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ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

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CURT ANDERSON

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FORMERLY CANNON TRUCK EQUIPMENT

51761 Danview Technology Ct. Q U O T A T I O N
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

Quote No. J34376

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 1

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

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Phone: 734-466-2641 Fax: 734-466-2662

TRUCK #152

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

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 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) PROTECH ALUMINUM CAB PROTECTOR
 - ALUMINUM MESH WINDOW
 - WITH LIGHT BRACKET
 - TOOLBOX BRACKET

***-EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00

- 1) MUNICIPAL STROBE PACKAGE
 - LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED

*** CONTINUED NEXT PAGE ***



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

152
Q U O T A T I O N
=====
Quote No. J34376

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 2

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

12/10/20: Quote Date
01/09/21: Expire Date
N30: Terms
: Delivery

Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

-FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN

-FRONT AND REAR WIG WAGS
-2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK

-REAR HIDE-A-WAY FLASHERS MOUNTED IN REVERSE LENS
PART #8891327

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED..... \$ 2,269.00

1) MTEC SPRAY IN LINER
-UNDER RAIL
-LOAD SPACE IN 8' PICK UP BOX INCLUDES TAILGATE

INSTALLED..... \$ 475.00

1) BACK UP ALARM
SEVEN WIRE ROUND TRAILER PLUG

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED..... \$ 75.00

1) ALUMINUM GULL-WING STYLE TOOL BOX
-9 3/8" DEEP X 19 1/4" WIDE X 72" LONG

INSTALLED..... \$ 459.00

TOTAL ABOVE.....\$ 11,379.00

THANK YOU,

CURT ANDERSON

QUOTE ACCEPTED AS AN ORDER _____ DATE _____ TRUCK INFO: _____

GOODS ARE SOLD ONLY WITH SUCH WARRANTIES AS MAY BE EXTENDED BY MANUFACTURER OF THE PRODUCT. WE MAKE NO OTHER WARRANTY &
THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY. SALES TAX NOT INCLUDED IN ABOVE PRICE.

DEPARTMENT OF PUBLIC WORKS
PUBLIC SERVICE DIVISION
FLEET MAINTENANCE



GARY T. GARRISON
FLEET MANAGER

13405 SURREY STREET
LIVONIA, MICHIGAN 48150-1527
(734)-466-2604
FAX: (734)-466-2662

JAMES E. KIRBY
FLEET FOREMAN

215
233
278
Parks

January 15, 2021

Purchase of Three 2021 Ford F250 Pickup Trucks to be used by the Parks Department. The City Identification numbers will be #215, #233, and #278.

I am recommending the purchase of three 2021 Ford F-250, Super Cab 4X4 pickup trucks with 8' beds, at a cost of \$28,937.00 each, from Signature Ford, Lincoln, Mercury, 1960 E. Main St. Owosso, MI. 48867. The total for all three trucks will be \$86,811.00. This purchase will be made through the State of Michigan Department of Vehicle Procurement contract number 071B7700180 and Macomb County Contract # 21-18 Bid.

I further recommend that we use Versalift Midwest LLC, 51761 Danview Technology Ct., Shelby Twp., Michigan 48315, to upfit these trucks, and the pricing is set through MI- Deal Contract #071B2200263. The upfitting will include a VMAC VR70 under hood air compressor, a Boss 9' 2" Power-V DXT Stainless Steel Plow, and Safety Strobe Lighting. The total cost of the completed upfitting's will be \$24,119.69 per truck, with the total cost for all three trucks being \$72,359.07.

The completed cost for each truck will be \$ 53,056.69, with the total cost for all three trucks delivered being \$159,170.07. These funds will come from approved budgeted funds in account 401-000-985-010.

If this purchase is approved, it will not increase the size of our fleet. These trucks will be replacing our least reliable trucks upon their arrival. The trucks we are replacing will be disposed of through means of a public auction.

If you have any questions, or require additional information, I can be reached at ext. 2641.


Gary T. Garrison
Fleet Manager



December 11, 2020

City of Livonia DPW
Attn: Gary Garrison
12973 Farmington Road
Livonia, MI 48150

Dear Gary Garrison:

Price on 2021 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

(3) 2021 Ford F250 Super Cab 4x4 Pickup 8' Box in White	\$28,937.00 ea
Total Delivered Price	\$86,811.00

*** Truck for Parks Department #215, 233, 278**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.M

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

Macomb# 21-18 T.4, T.5, T.6, T.7, T.8, T.9
2021 F-250 Reg. Cab,
SuperCab, Crew Cab
Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-lock Brake System (ABS)
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine 6.2L 2 Valve Gas SOHC EFI NA V8 (Flex-Fuel)
- Transmission TorqShift®-G six-speed automatic w/SelectShift®
- Fuel Tanks
 - 29 Gallon (Diesel Engine) – 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) – 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) – NA 176" Wheelbase
 - 48 Gallon (Gas Engine) – 176" Wheelbase
 - 48 Gallon (Diesel Engine) – 176" Wheelbase

EXTERIOR

- Bumpers – front & rear, black painted
- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Front License Plate Bracket
- Fender vents – front
- Front License Plate Bracket
- Glass – solar-tinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
- 2-Ton mechanical
- Lamps – pickup box and cargo area
- Manual Locking Hubs (4x4)
- Moldings – tailgate and box-rail
- Pickup box – partitionable & stackable
- Spare tire, wheel, lock & frame mounted carrier
- Splash Guards/Mud Flaps – Front (F-450 only)
- Tailgate – Removable w/key lock
- "Three-Blink" lane change signal
- Tow hooks – front, two (2)
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Wheels
 - 17" Argent Painted Steel w/painted hub covers/center ornaments
 - Manual Locking Hubs (4x4)
 - Spare tire, wheel, lock & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - Powerpoint, auxiliary
 - Door-trim – armrest/grab handle & reflector
 - Floor covering – Black, full length vinyl
 - Headliner – color-coordinated cloth
 - Hood release
 - Horn – dual electric
 - Instrument panel – color-coordinated w/dual glove box, 4 air registers w/positive shut off, powerpoint
 - Instrumentation – Multi-function switch message center w/Ice Blue® Lighting
 - Mirror – rearview 11.5" day/night
 - Outside Temperature Display
 - Overhead console w/dual storage bins and map lights (NA Regular Cab)
 - Powerpoint – auxiliary two (2) in instrument panel
 - Scuff plates – front, color-coordinated
 - Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest (manual lumbar – driver's side), front center-seat w/integrated restraint
 - Steering – power
 - Steering damper

- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed
- Windshield wipers – intermittent

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
- Belt-Minder® (front safety belt reminder)
 - chime & flashing warning light on I/P if belts not buckled
- Center High-mounted Stop Lamp (CHMSL)
- Child tethers (Regular Cab, front-passenger and all rear-seating positions)
- Driver and passenger frontal airbag; passenger side deactivation Switch
- Headlamps – Quad beam jewel effect halogen
- Individual Tire Pressure Monitoring System (TPMS)
- Mirrors – manually telescoping two-way fold trailer tow with manual glass
- Rear View Camera
- Safety belts – w/height adjustment D-ring
- Safety Belts
 - Belt-Minder® front safety belt reminder – chime and flashing warning light on instrument cluster if belts not buckled
 - Color-coordinated w/height adjustment (front-outboard seating positions only)
- SecuriLock® Passive Anti-Theft System (PATS); includes MyKey® owner controls feature
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)
- Safety Canopy® System (incl. side-curtain airbags)
- SecuriLock® Passive Anti-Theft System; includes MyKey® owner controls feature (PATS)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control
- Underhood service light

DRIVER ASSIST

- AutoLamp (Auto On/Off Headlamps)
- Automatic High Beam
- Hill Start Assist

FUNCTIONAL

- Alternator 137 Amp
- Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4
- Rear – Non-Limited-Slip
- Audio – AM/FM stereo/MP3 Player (four (4))
- Battery
 - Gas engine – 650-CCA, 72-AH (XL only)
 - Diesel engine – 750-CCA, 78-AH, dual
- FordPass™ Connect 4G Wi-Fi Modem
- 4G LTE Wi-Fi hotspot connects up to 10 devices
- Remotely start, lock and unlock vehicle2
- Schedule specific times to remotely start vehicle
- Locate parked vehicle
- Check vehicle status
- Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
- Oil minder system (6.2L Gas engine)
- Shock absorbers – heavy-duty gas
- Stabilizer bar – front
- Rear axle
 - Non-Limited-Slip
- SYNC®
 - Enhanced Voice Recognition Communication and Entertainment System
 - 911 Assist®
 - 4.2" LCD Center Stack screen
 - AppLink®

9950# GVWR Regular Cab 8 Ft. Box, 142"WB, 10000# GVWR

[] Base Price 4x2 (F2A/600a), (T.4)	\$22,971.00
[] Base Price 4x4 (F2B/600a), (T.6)	\$25,424.00
[] Base Price 4x4 (F2B/600a), (T.9) (6.7L Diesel Engine)	\$33,209.00

10000# GVWR SuperCab 6 3/4 Ft. SHORT Box, 148"WB, 10000# GVWR

[] Base Price 4x2 (X2A/600a)	\$24,420.00
[] Base Price 4x4 (X2B/600a), (T.7)	\$26,872.00

10000# GVWR SuperCab 8 Ft. Box, 164"WB, 10000# GVWR

[] Base Price 4x2 (X2A/600a), (T.5)	\$24,596.00
[] Base Price 4x4 (X2B/600a) (T.8)	\$27,057.00

10000# GVWR Crew Cab 6 3/4 Ft. SHORT Box, 160" WB, 10000# GVWR

[] Base Price 4x2 (W2A/600a)	\$25,526.00
[] Base Price 4x4 (W2B/600a)	\$27,983.00

10000# GVWR Crew Cab 8 Ft. Box, 176" WB, 10000# GVWR

[] Base Price 4x2 (W2A/600a)	\$25,701.00
[] Base Price 4x4 (W2B/600a)	\$28,163.00

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u> <u>Reg.&Super/Crewcab</u>
[] 6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.	99T/44G	10,495.00
[] 7.3L 2V DECVT NA PFI V8 Gas/TorqShift 10-Spd Auto.	99N/44G	2,045.00
[] CNG/LPG Fuel Capable Engine (w/ 6.2L only)	98F	315.00
[] Engine Block Heater	41H	100.00
[] Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
[] Seat, Vinyl High Back Buckets (Regular Cab only)	LS	355.00
[] Seats, Cloth High Back Buckets	4S	515.00/615.00
[] Tires, LT245/75Rx17E All-Terrain (5)	TBM	165.00
[] Tires, LT265/70R17E OWL All-Terrain (4)(Spare is BSW)	TCD	455.00
[] CNG/LPG Prep Fuel Capable Engine	98F	315.00
[] Engine Idle Shutdown (avail. w/6.7L diesel Only)	63T	250.00
[] Operator Commanded Regeneration (OCR) (6.7L Diesel Only)	98R	250.00
[x] Power Windows, Locks, Heated Mirrors, and Remote Keyless Entry	90L/54K	915.00 1125.00cc
[] Powercode Remote Start System (Req. Power Equip. Grp 90L) 76S		250.00
[] Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
(Requires Power Equipment 90L/54K)		
[] Dual Alternators, Diesel only (total of 377 amps)	67B	115.00
[] Alternator 240 amp (6.2L Gas Only)	67E	85.00
[] Alternator 397 amp w/Dual Batteries (78 Amp.) (7.3L Gas Only)	67B/86M	325.00
[] Alternator 397 amp (6.7L Diesel Only)	67B	115.00
[] Dual Batteries (78 Amp.) (Gas Engines Only)	86M	210.00
[] 110V/400W Outlet (Includes 240 Amp Alternator 67E)	43C/67E	160.00
[x] Keys Extra (Regular) \$75.00 x 2 = \$150.00	Sig	150.00
[] Keys Extra (With Power Group) \$220.00 x __ =	Sig	220.00 ea
[x] Trailer Brake Controller	52B	270.00
[] Transmission Power Take-Off Provision	62R	280.00
[] Cab Steps Molded Black	18B	320.00/445.00

[]	Reverse Vehicle Aid Sensor	76R	245.00
[]	Roof Clearance Lights	592	80.00
[]	Tailgate Step, Incl. Tailgate Assist, Step & Handle	85G	375.00
[]	Speed Control	525	235.00
[x]	Upfitter Switches (6) located in overhead console)	66S	165.00
[]	Upfitter Interface Module	18A	295.00
[]	9900 GVWR Package	68D	100.00
[x]	Snow Plow Prep Package(N/A with 67H)	473	250.00
[]	Camper Package	471	160.00
[]	Snow Plow/Camper Package	47B	245.00
[]	Suspension Package, Heavy Service(N/A with 473)	67H	125.00
[]	XL Decor Group (Chrome front and rear step bumper, Bright chrome hub covers and center ornaments)	17F	220.00
[]	XL Value Pkg (Chrome front and rear step bumper, Bright Chrome Hub Covers and Center Ornaments & Cruise Control)	96V	725.00
[]	Fleet Drivers Assistance Package (Power Equipment Group, BLIS® (Blind Spot Information System) w/Cross-Traffic Alert And Trailer Tow (BLIS sensor in taillamp), Lane-Keeping Alert, Pre-Collision Assist with Automatic Emergency Braking (AEB) And Forward Collision Warning	96F/90L	1910.00
[]	STX APPEARANCE PACKAGE (AM/FM Stereo MP3 player (speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab), Bright Chrome Grille, Bright Hub Covers, Chrome Front and Rear Step Bumpers, Cruise Control, STX Fender Vent Badge, 18" Sparkle Silver Painted Cast Aluminum Wheels (648), and LT275/65Rx18E BSW A/S (TCH)	17S	1825.00
[]	Pickup Box Delete (8' box only)(Not Available w/7.3L V8)	66D	(465.00)
[]	Rearview Camera Prep Kit for Box Delete (Includes Loose Camera, Wiring Bundle, and Electrochromic Mirror w/Video Display)	872	470.00
[]	Heavy Service Package for Pickup Box Delete Only	63R	125.00
[]	Spare Tire & Rim (for Box delete only)	512	295.00
[]	Axle, Electronic Locking	X3_	390.00
[]	Daytime running Lights	942	45.00
[]	Box Link Cleats	66B	75.00
[]	Drop in Plastic Bedliner	85L	350.00
[]	Tough Bed(Spray-in-bedliner)	85S	595.00
[]	Bed Mat(N/A w/85S Tough Bed Spray-in-Bedliner)	85M	180.00
[x]	Splash Guards/Mud Flaps	61S/62S	130.00
[]	Wheel Well Liner (Front)	61L	180.00
[]	Wheel Well Liner Front and Rear	61N	325.00
[]	Exterior Backup Alarm	76C	140.00
[]	LED Box Light (Not Available with LED Warning Strobes 91S)	66L	60.00
[]	LED Warning Strobes-Amber	91S	675.00

Total Price \$28,937.00 ea

Colors for F-250

<u>Exterior Colors</u>		<u>Interior Steel (Grey)</u>
Race Red	[PQ]	[]
Antimatter Blue Metallic	[HX]	[]
Iconic Silver Metallic	[JS]	[]
Agate Black	[UM]	[]
Oxford White	[Z1]	[x]
Carbonized Gray Metallic	[M7]	[]
Stone Gray	{D1}	[]
SPECIAL PAINT		
School Bus Yellow Add \$660.00	[BY]	[]
Omaha Orange Add \$660.00	[MB]	[]
Green Gem Add \$660.00	[W6]	[]



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

215
Q U O T A T I O N
=====
Quote No. J34380

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 1

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

12/10/20: Quote Date
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Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

TRUCK #215

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
- PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) THIEMAN TOPLIFTER MODEL TT-15ET LIFTGATE FOR PICKUP TRUCKS
- 1,500LB CAPACITY
 - ***-56" X 44"+6 ALUMINUM PLATFORM TWO PIECE
 - ELECTRIC W/ TOGGLE SWITCH CONTROL
 - 150 AMP CIRCUIT BREAKER
 - DIRECT DUAL CYLINDER LIFT
 - FULLY ENCLOSED POWER UNIT AND CYLINDER
 - SPLIT BUMPER
 - FOR BED HEIGHTS RANGING 30"-45"
 - ***-IN CAB SHUT OFF SWITCH

INSTALLED.....\$ 3,769.00

*** CONTINUED NEXT PAGE ***



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- 1) PROTECH ALUMINUM CAB PROTECTOR
-ALUMINUM MESH WINDOW
-WITH LIGHT BRACKET
-TOOLBOX BRACKET
-EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00

- 1) MUNICIPAL STROBE PACKAGE
-LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED

-FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN

-FRONT AND REAR WIG WAGS
-2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED.....\$ 2,269.00

- 1) MTEC SPRAY IN LINER
-UNDER RAIL
-LOAD SPACE IN 8' PICK UP BOX INCLUDES TAILGATE

INSTALLED.....\$ 475.00

- 1) BACK UP ALARM
SEVEN WIRE ROUND TRAILER PLUG

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED.....\$ 75.00

*** CONTINUED NEXT PAGE ***



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- 1) VMAC MODEL VR70 UNDERHOOD AIR COMPRESSOR
-APPLICATION - 6.2L GAS, FORD F250-550 SUPERDUTY
-BELT DRIVEN ROTARY SCREW AIR COMPRESSOR
-100% DUTY CYCLE UP TO 73.5 CFM FLOW RANGE @ 175 PSI
-MULTI GROOVE ELECTRIC CLUTCH AND COMPRESSOR
-REMOTE LIQUID-TO-LIQUID HEAT EXCHANGER
-VARIABLE SPEED CONTROL
-AIR RECEIVER TANK
-COMPLETE INSTALLATION

TOTAL PRICE AS SPECIFIED ABOVE \$ 9,049.00

- 1) FILTER-REGULATOR-LUBRICATOR..... \$ 245.00
FLR MOUNTED ON CURB SIDE 3/4" AND 1/4" PIPE THREAD
BETWEEN CAB AND PICK UP BOX.

- 1) 200 HOUR SERVICE KIT - VR70..... \$ 121.00

- 1) 2" RECEIVER SLEEVE.....\$ 15.69

TOTAL ABOVE.....\$ 24,119.69

THANK YOU,
CURT ANDERSON

QUOTE ACCEPTED AS AN ORDER _____ DATE _____ TRUCK INFO: _____

GOODS ARE SOLD ONLY WITH SUCH WARRANTIES AS MAY BE EXTENDED BY MANUFACTURER OF THE PRODUCT. WE MAKE NO OTHER WARRANTY &
THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY. SALES TAX NOT INCLUDED IN ABOVE PRICE.



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Contact: BILL / LIVONIA

Phone: 734-466-2641

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TRUCK #233

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
- PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) THIEMAN TOPLIFTER MODEL TT-15ET LIFTGATE FOR PICKUP TRUCKS
- 1,500LB CAPACITY
 - ***-56" X 44"+6 ALUMINUM PLATFORM TWO PIECE
 - ELECTRIC W/ TOGGLE SWITCH CONTROL
 - 150 AMP CIRCUIT BREAKER
 - DIRECT DUAL CYLINDER LIFT
 - FULLY ENCLOSED POWER UNIT AND CYLINDER
 - SPLIT BUMPER
 - FOR BED HEIGHTS RANGING 30"-45"
 - ***-IN CAB SHUT OFF SWITCH

INSTALLED.....\$ 3,769.00

*** CONTINUED NEXT PAGE ***



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

Q U O T A T I O N
=====
Quote No. J34380

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 2

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

12/10/20: Quote Date
01/09/21: Expire Date
N30: Terms
: Delivery

Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

- 1) PROTECH ALUMINUM CAB PROTECTOR
 - ALUMINUM MESH WINDOW
 - WITH LIGHT BRACKET
 - TOOLBOX BRACKET
 - EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00

- 1) MUNICIPAL STROBE PACKAGE
 - LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED
 - FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN
 - FRONT AND REAR WIG WAGS
 - 2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED.....\$ 2,269.00

- 1) MTEC SPRAY IN LINER
 - UNDER RAIL
 - LOAD SPACE IN 8' PICK UP BOX INCLUDES TAILGATE

INSTALLED.....\$ 475.00

- 1) BACK UP ALARM
 - SEVEN WIRE ROUND TRAILER PLUG

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED.....\$ 75.00

*** CONTINUED NEXT PAGE ***



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- 1) VMAC MODEL VR70 UNDERHOOD AIR COMPRESSOR
 - APPLICATION - 6.2L GAS, FORD F250-550 SUPERDUTY
 - BELT DRIVEN ROTARY SCREW AIR COMPRESSOR
 - 100% DUTY CYCLE UP TO 73.5 CFM FLOW RANGE @ 175 PSI
 - MULTI GROOVE ELECTRIC CLUTCH AND COMPRESSOR
 - REMOTE LIQUID-TO-LIQUID HEAT EXCHANGER
 - VARIABLE SPEED CONTROL
 - AIR RECEIVER TANK
 - COMPLETE INSTALLATION

TOTAL PRICE AS SPECIFIED ABOVE \$ 9,049.00

- 1) FILTER-REGULATOR-LUBRICATOR..... \$ 245.00
FLR MOUNTED ON CURB SIDE 3/4" AND 1/4" PIPE THREAD (NO HOSE REEL)
BETWEEN CAB AND PICK UP BOX.

- 1) 200 HOUR SERVICE KIT - VR70..... \$ 121.00

- 1) 2" RECEIVER SLEEVE.....\$ 15.69

TOTAL ABOVE.....\$ 24,119.69

THANK YOU,
CURT ANDERSON

QUOTE ACCEPTED AS AN ORDER _____ DATE _____ TRUCK INFO: _____

GOODS ARE SOLD ONLY WITH SUCH WARRANTIES AS MAY BE EXTENDED BY MANUFACTURER OF THE PRODUCT. WE MAKE NO OTHER WARRANTY &
THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY. SALES TAX NOT INCLUDED IN ABOVE PRICE.



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TRUCK #278

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
- PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) THIEMAN TOPLIFTER MODEL TT-15ET LIFTGATE FOR PICKUP TRUCKS
- 1,500LB CAPACITY
 - ***-56" X 44"+6 ALUMINUM PLATFORM TWO PIECE
 - ELECTRIC W/ TOGGLE SWITCH CONTROL
 - 150 AMP CIRCUIT BREAKER
 - DIRECT DUAL CYLINDER LIFT
 - FULLY ENCLOSED POWER UNIT AND CYLINDER
 - SPLIT BUMPER
 - FOR BED HEIGHTS RANGING 30"-45"
 - ***-IN CAB SHUT OFF SWITCH

INSTALLED.....\$ 3,769.00

*** CONTINUED NEXT PAGE ***



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DEPARTMENT OF PUBLIC WORKS
PUBLIC SERVICE DIVISION
FLEET MAINTENANCE

GARY T. GARRISON
FLEET MANAGER



13405 SURREY STREET
LIVONIA, MICHIGAN 48150-1527
(734)-466-2604
FAX: (734)-466-2662

JAMES E. KIRBY
FLEET FOREMAN

279
296
297
Parks

January 15, 2021

Purchase of Three 2021 Ford F250 Pickup Trucks to be used by the Parks Department. The City Identification numbers will be # 279, # 296, and # 297.

I am recommending the purchase of three 2021 Ford F-250, Super Cab 4X4 pickup trucks with 8' beds, at a cost of \$28,937.00 each, from Signature Ford, Lincoln, Mercury, 1960 E. Main St. Owosso, MI. 48867. The total for all three trucks will be \$86,811.00. This purchase will be made through the State of Michigan Department of Vehicle Procurement contract number 071B7700180 and Macomb County Contract # 21-18 Bid.

I further recommend that we use Versalift Midwest LLC, 51761 Danview Technology Ct., Shelby Twp., Michigan 48315, to upfit these trucks, and the pricing is set through MI- Deal Contract #071B2200263. The upfitting will include a VMAC VR70 under hood air compressor, a Boss 9' 2" Power-V DXT Stainless Steel Plow, and Safety Strobe Lighting. The total cost of the completed upfitting's will be \$24,119.69 per truck, with the total cost for all three trucks being \$72,359.07.

The completed cost for each truck will be \$ 53,056.69, with the total cost for all three trucks delivered being \$159,170.07. These funds will come from approved budgeted funds in account 401-000-985-010.

If this purchase is approved, it will not increase the size of our fleet. These trucks will be replacing our least reliable trucks upon their arrival. The trucks we are replacing will be disposed of through means of a public auction.

If you have any questions, or require additional information, I can be reached at ext. 2641.

Gary T. Garrison
Fleet Manager



December 11, 2020

City of Livonia DPW
Attn: Gary Garrison
12973 Farmington Road
Livonia, MI 48150

Dear Gary Garrison:

Price on 2021 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

(3) 2021 Ford F250 Super Cab 4x4 Pickup 8' Box in White	\$28,937.00 ea
Total Delivered Price	\$86,811.00

*** Truck for Parks Department #279, 296, 297**

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.M

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

Macomb# 21-18 T.4, T.5, T.6, T.7, T.8, T.9
2021 F-250 Reg. Cab,
SuperCab, Crew Cab
Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-lock Brake System (ABS)
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine 6.2L 2 Valve Gas SOHC EFI NA V8 (Flex-Fuel)
- Transmission TorqShift®-G six-speed automatic w/SelectShift®
- Fuel Tanks
 - 29 Gallon (Diesel Engine) – 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) – 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) – NA 176" Wheelbase
 - 48 Gallon (Gas Engine) – 176" Wheelbase
 - 48 Gallon (Diesel Engine) – 176" Wheelbase

EXTERIOR

- Bumpers – front & rear, black painted
- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Front License Plate Bracket
- Fender vents – front
- Front License Plate Bracket
- Glass – solar-tinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
- 2-Ton mechanical
- Lamps – pickup box and cargo area
- Manual Locking Hubs (4x4)
- Moldings – tailgate and box-rail
- Pickup box – partitionable & stackable
- Spare tire, wheel, lock & frame mounted carrier
- Splash Guards/Mud Flaps – Front (F-450 only)
- Tailgate – Removable w/key lock
- "Three-Blink" lane change signal
- Tow hooks – front, two (2)
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Wheels
 - 17" Argent Painted Steel w/painted hub covers/center ornaments
 - Manual Locking Hubs (4x4)
 - Spare tire, wheel, lock & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - Powerpoint, auxiliary
- Door-trim – armrest/grab handle & reflector
- Floor covering – Black, full length vinyl
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric
- Instrument panel – color-coordinated w/dual glove box, 4 air registers w/positive shut off, powerpoint
- Instrumentation – Multi-function switch message center w/Ice Blue® Lighting
 - Mirror – rearview 11.5" day/night
 - Outside Temperature Display
 - Overhead console w/dual storage bins and map lights (NA Regular Cab)
 - Powerpoint – auxiliary two (2) in instrument panel
 - Scuff plates – front, color-coordinated
 - Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest (manual lumbar – driver's side), front center-seat w/integrated restraint
 - Steering – power
 - Steering damper

- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed
- Windshield wipers – intermittent

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
 - Belt-Minder® (front safety belt reminder)
 - chime & flashing warning light on I/P if belts not buckled
 - Center High-mounted Stop Lamp (CHMSL)
 - Child tethers (Regular Cab, front-passenger and all rear-seating positions)
 - Driver and passenger frontal airbag; passenger side deactivation Switch
 - Headlamps – Quad beam jewel effect halogen
 - Individual Tire Pressure Monitoring System (TPMS)
 - Mirrors – manually telescoping two-way fold trailer tow with manual glass
 - Rear View Camera
 - Safety belts – w/height adjustment D-ring
 - Safety Belts
 - Belt-Minder® front safety belt reminder – chime and flashing warning light on instrument cluster if belts not buckled
 - Color-coordinated w/height adjustment (front-outboard seating positions only)
 - SecuriLock® Passive Anti-Theft System (PATS); includes MyKey® owner controls feature
 - SOS Post-Crash Alert System™
 - Stationary Elevated Idle Control (SEIC)
 - Safety Canopy® System (incl. side-curtain airbags)
 - SecuriLock® Passive Anti-Theft System; includes MyKey® owner controls feature (PATS)
 - SOS Post-Crash Alert System™
 - Stationary Elevated Idle Control
 - Underhood service light

DRIVER ASSIST

- AutoLamp (Auto On/Off Headlamps)
- Automatic High Beam
- Hill Start Assist

FUNCTIONAL

- Alternator 157 Amp
- Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4
- Rear – Non-Limited-Slip
- Audio – AM/FM stereo/MP3 Player (four (4))
- Battery
 - Gas engine – 650-CCA, 72-AH (XL only)
 - Diesel engine – 750-CCA, 78-AH, dual
- FordPass™ Connect 4G Wi-Fi Modem
- 4G LTE Wi-Fi hotspot connects up to 10 devices
- Remotely start, lock and unlock vehicle2
- Schedule specific times to remotely start vehicle
- Locate parked vehicle
- Check vehicle status
- Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
- Oil minder system (6.2L Gas engine)
- Shock absorbers – heavy-duty gas
- Stabilizer bar – front
- Rear axle
 - Non-Limited-Slip
- SYNC®
 - Enhanced Voice Recognition Communication and Entertainment System
 - 911 Assist®
 - 4.2" LCD Center Stack screen
 - AppLink®

9950# GVWR Regular Cab 8 Ft. Box, 142"WB, 10000# GVWR

[]	Base Price 4x2 (F2A/600a), (T.4)	\$22,971.00
[]	Base Price 4x4 (F2B/600a), (T.6)	\$25,424.00
[]	Base Price 4x4 (F2B/600a), (T.9) (6.7L Diesel Engine)	\$33,209.00

10000# GVWR SuperCab 6 3/4 Ft. SHORT Box, 148"WB, 10000# GVWR

[]	Base Price 4x2 (X2A/600a)	\$24,420.00
[]	Base Price 4x4 (X2B/600a), (T.7)	\$26,872.00

10000# GVWR SuperCab 8 Ft. Box, 164"WB, 10000# GVWR

[]	Base Price 4x2 (X2A/600a), (T.5)	\$24,596.00
[]	Base Price 4x4 (X2B/600a), (T.8)	\$27,057.00

10000# GVWR Crew Cab 6 3/4 Ft. SHORT Box, 160" WB, 10000# GVWR

[]	Base Price 4x2 (W2A/600a)	\$25,526.00
[]	Base Price 4x4 (W2B/600a)	\$27,983.00

10000# GVWR Crew Cab 8 Ft. Box, 176" WB, 10000# GVWR

[]	Base Price 4x2 (W2A/600a)	\$25,701.00
[]	Base Price 4x4 (W2B/600a)	\$28,163.00

<u>Available Standard Options</u>		<u>Price</u>	
	<u>Option</u>	<u>Reg.&Super/Crewcab</u>	
[]	6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.	99T/44G	10,495.00
[]	7.3L 2V DECVT NA PFI V8 Gas/TorqShift 10-Spd Auto.	99N/44G	2,045.00
[]	CNG/LPG Fuel Capable Engine (w/ 6.2L only)	98F	315.00
[]	Engine Block Heater	41H	100.00
[]	Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
[]	Seat, Vinyl High Back Buckets (Regular Cab only)	LS	355.00
[]	Seats, Cloth High Back Buckets	4S	515.00/615.00
[]	Tires, LT245/75Rx17E All-Terrain (5)	TBM	165.00
[]	Tires, LT265/70R17E OWL All-Terrain (4)(Spare is BSW)	TCD	455.00
[]	CNG/LPG Prep Fuel Capable Engine	98F	315.00
[]	Engine Idle Shutdown (avail. w/6.7L diesel Only)	63T	250.00
[]	Operator Commanded Regeneration (OCR) (6.7L Diesel Only)	98R	250.00
[x]	Power Windows, Locks, Heated Mirrors, and Remote Keyless Entry	90L/54K	915.00/1125.00cc
[]	Powercode Remote Start System (Reg. Power Equip. Grp 90L) 76S		250.00
[]	Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
	(Requires Power Equipment 90L/54K)		
[]	Dual Alternators, Diesel only (total of 377 amps)	67B	115.00
[]	Alternator 240 amp (6.2L Gas Only)	67E	85.00
[]	Alternator 397 amp w/Dual Batteries (78 Amp.) (7.3L Gas Only)	67B/86M	325.00
[]	Alternator 397 amp (6.7L Diesel Only)	67B	115.00
[]	Dual Batteries (78 Amp.) (Gas Engines Only)	86M	210.00
[]	110V/400W Outlet (Includes 240 Amp Alternator 67E)	43C/67E	160.00
[x]	Keys Extra (Regular) \$75.00 x 2 = \$150.00	Sig	150.00
[]	Keys Extra (With Power Group) \$220.00 x __ =	Sig	220.00 ea
[x]	Trailer Brake Controller	52B	270.00
[]	Transmission Power Take-Off Provision	62R	280.00
[]	Cab Steps Molded Black	18B	320.00/445.00

[]	Reverse Vehicle Aid Sensor	76R	245.00
[]	Roof Clearance Lights	592	80.00
[]	Tailgate Step, Incl. Tailgate Assist, Step & Handle	85G	375.00
[]	Speed Control	525	235.00
[x]	Upfitter Switches (6) located in overhead console)	66S	165.00
[]	Upfitter Interface Module	18A	295.00
[]	9900 GVWR Package	68D	100.00
[x]	Snow Plow Prep Package(N/A with 67H)	473	250.00
[]	Camper Package	471	160.00
[]	Snow Plow/Camper Package	47B	245.00
[]	Suspension Package, Heavy Service(N/A with 473)	67H	125.00
[]	XL Decor Group (Chrome front and rear step bumper, Bright chrome hub covers and center ornaments)	17F	220.00
[]	XL Value Pkg (Chrome front and rear step bumper, Bright Chrome Hub Covers and Center Ornaments & Cruise Control)	96V	725.00
[]	Fleet Drivers Assistance Package (Power Equipment Group, 96F/90L BLIS® (Blind Spot Information System) w/Cross-Traffic Alert And Trailer Tow (BLIS sensor in taillamp), Lane-Keeping Alert, Pre-Collision Assist with Automatic Emergency Braking (AEB) And Forward Collision Warning		1910.00
[]	STX APPEARANCE PACKAGE (AM/FM Stereo MP3 player (speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab), Bright Chrome Grille, Bright Hub Covers, Chrome Front and Rear Step Bumpers, Cruise Control, STX Fender Vent Badge, 18" Sparkle Silver Painted Cast Aluminum Wheels (648), and LT275/65Rx18E BSW A/S (TCH)	17S	1825.00
[]	Pickup Box Delete (8' box only)(Not Available w/7.3L V8)	66D	(465.00)
[]	Rearview Camera Prep Kit for Box Delete (Includes Loose Camera, Wiring Bundle, and Electrochromic Mirror w/Video Display)	872	470.00
[]	Heavy Service Package for Pickup Box Delete Only	63R	125.00
[]	Spare Tire & Rim (for Box delete only)	512	295.00
[]	Axle, Electronic Locking	X3_	390.00
[]	Daytime running Lights	942	45.00
[]	Box Link Cleats	66B	75.00
[]	Drop in Plastic Bedliner	85L	350.00
[]	Tough Bed(Spray-in-bedliner)	85S	595.00
[]	Bed Mat(N/A w/85S Tough Bed Spray-in-Bedliner)	85M	180.00
[x]	Splash Guards/Mud Flaps	61S/62S	130.00
[]	Wheel Well Liner (Front)	61L	180.00
[]	Wheel Well Liner Front and Rear	61N	325.00
[]	Exterior Backup Alarm	76C	140.00
[]	LED Box Light (Not Available with LED Warning Strobes 91S)	66L	60.00
[]	LED Warning Strobes-Amber	91S	675.00

Total Price \$28,937.00 ea

Colors for F-250

<u>Exterior Colors</u>		<u>Interior Steel (Grey)</u>
Race Red	[PQ]	[]
Antimatter Blue Metallic	[HX]	[]
Iconic Silver Metallic	[JS]	[]
Agate Black	[UM]	[]
Oxford White	[Z1]	[x]
Carbonized Gray Metallic	[M7]	[]
Stone Gray	{D1}	[]
SPECIAL PAINT		
School Bus Yellow Add \$660.00	[BY]	[]
Omaha Orange Add \$660.00	[MB]	[]
Green Gem Add \$660.00	[W6]	[]



FORMERLY CANNON TRUCK EQUIPMENT

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Shelby Twp, MI 48315

Ph: (586) 991-0054

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Q U O T A T I O N

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Quote No. J34389

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DEALER LICENSE NUMBER: B6542

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Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

TRUCK #279

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
- PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
 - MOLDBOARD HEIGHT 30" AT CENTER AND 38" AT ENDS
 - 11 GAUGE MOLDBOARD
 - SIX (8) VERTICAL RIBS, TWO (2) DIAGONAL RIBS
 - FOUR (4) TRIP SPRINGS
 - 1-1/2"X 10" ANGLE CYLINDERS
 - 2"X 1-1/8"X 10" LIFT CYLINDER
 - 1/2" X 6" CUTTING EDGE WITH INTEGRAL CURB GUARDS
 - SMARTHITCH 2 SYSTEM
 - PLOW WEIGHT COMPLETE 842 LBS
 - SMARTLIGHTS WITH DUAL HALOGEN BULBS & AMBER TURN SIGNALS
 - SMART TOUCH V-BLADE HAND HELD CONTROL
 - SMARTLOCKING CYLINDERS
 - RUBBER SNOW FLAP

INSTALLED.....\$ 7,506.00 MUNI

- 1) THIEMAN TOPLIFTER MODEL TT-15ET LIFTGATE FOR PICKUP TRUCKS
- 1,500LB CAPACITY
 - ***-56" X 44"+6 ALUMINUM PLATFORM TWO PIECE
 - ELECTRIC W/ TOGGLE SWITCH CONTROL
 - 150 AMP CIRCUIT BREAKER
 - DIRECT DUAL CYLINDER LIFT
 - FULLY ENCLOSED POWER UNIT AND CYLINDER
 - SPLIT BUMPER
 - FOR BED HEIGHTS RANGING 30"-45"
 - ***-IN CAB SHUT OFF SWITCH

INSTALLED.....\$ 3,769.00

*** CONTINUED NEXT PAGE ***



FORMERLY CANNON TRUCK EQUIPMENT
51761 Danview Technology Ct.
Shelby Twp, MI 48315
Ph: (586) 991-0054
Fx: (586) 991-0074

279
Q U O T A T I O N
=====

Quote No. J34389

STATE REG NO: F151568
DEALER LICENSE NUMBER: B6542

Page 2

Customer: 1552
CITY OF LIVONIA
PUBLIC SER-EQUIP MAINT.
13405 SURREY
LIVONIA MI 48150

12/14/20: Quote Date
01/13/21: Expire Date
N30: Terms
: Delivery

Contact: BILL / LIVONIA

Phone: 734-466-2641

Fax: 734-466-2662

- 1) PROTECH ALUMINUM CAB PROTECTOR
 - ALUMINUM MESH WINDOW
 - WITH LIGHT BRACKET
 - TOOLBOX BRACKET
 - EXTRA BOLT IN FRONT RAIL

INSTALLED.....\$ 595.00

- 1) MUNICIPAL STROBE PACKAGE
 - LED LIGHT BAR STAR MODEL 8891049 LED MOUNTED ON CAB PROTECTOR CENTERED
 - FRONT GRILL MOUNT LED STROBE MOUNTING LOCATION TBD
(SEND PICTURES BEFORE MOUNTING)
MODEL #EMPC2SMS4 AMBER/GREEN
 - FRONT AND REAR WIG WAGS
 - 2 PIECE STAR ARROW STICK MODEL #TD93DLXTARO-S MOUNTED TO BACK RACK

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED..... \$ 2,269.00

- 1) MTEC SPRAY IN LINER
 - UNDER RAIL
 - LOAD SPACE IN 8' PICK UP BOX INCLUDES TAILGATE

INSTALLED..... \$ 475.00

- 1) BACK UP ALARM
 - SEVEN WIRE ROUND TRAILER PLUG

ALL CONNECTIONS SOLDERED, BUTT CONNECTED AND HEAT SHRINKED

INSTALLED..... \$ 75.00

*** CONTINUED NEXT PAGE ***



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- 1) VMAC MODEL VR70 UNDERHOOD AIR COMPRESSOR
-APPLICATION - 6.2L GAS, FORD F250-550 SUPERDUTY
-BELT DRIVEN ROTARY SCREW AIR COMPRESSOR
-100% DUTY CYCLE UP TO 73.5 CFM FLOW RANGE @ 175 PSI
-MULTI GROOVE ELECTRIC CLUTCH AND COMPRESSOR
-REMOTE LIQUID-TO-LIQUID HEAT EXCHANGER
-VARIABLE SPEED CONTROL
-AIR RECEIVER TANK
-COMPLETE INSTALLATION

TOTAL PRICE AS SPECIFIED ABOVE \$ 9,049.00

- 1) FILTER-REGULATOR-LUBRICATOR..... \$ 245.00
FLR MOUNTED ON CURB SIDE 3/4" AND 1/4" PIPE THREAD (NO HOSE REEL)
BETWEEN CAB AND PICK UP BOX.

- 1) 200 HOUR SERVICE KIT - VR70..... \$ 121.00

- 1) 2" RECEIVER SLEEVE.....\$ 15.69

TOTAL ABOVE.....\$ 24,119.69

THANK YOU,
CURT ANDERSON

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TRUCK #296

MI-DEAL CONTRACT #071B2200263
FURNISH AND INSTALL

- 1) BOSS SNOWPLOW MODEL 9'2" DVXT STAINLESS STEEL POWER-V BLADE
- PLOW WIDTH 110" STRAIGHT
 - PLOW WIDTH AT 30 DEGREE ANGLE 95"
 - PLOW WIDTH (V) 99"
 - PLOW WIDTH (SCOOP) 92"
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INSTALLED.....\$ 7,506.00 MUNI

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- 1,500LB CAPACITY
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 - ELECTRIC W/ TOGGLE SWITCH CONTROL
 - 150 AMP CIRCUIT BREAKER
 - DIRECT DUAL CYLINDER LIFT
 - FULLY ENCLOSED POWER UNIT AND CYLINDER
 - SPLIT BUMPER
 - FOR BED HEIGHTS RANGING 30"-45"
 - ***-IN CAB SHUT OFF SWITCH

INSTALLED.....\$ 3,769.00

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 - VARIABLE SPEED CONTROL
 - AIR RECEIVER TANK
 - COMPLETE INSTALLATION
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 - FLR MOUNTED ON CURB SIDE 3/4" AND 1/4" PIPE THREAD (NO HOSE REEL)
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**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

5.

Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

6) REQUEST TO APPROVE A THREE-YEAR CONTRACT EXTENSION WITH HYDROCORP SERVICES FOR THE CROSS CONNECTION CONTROL PROGRAM: Public Works Division, re: to perform all work necessary to complete the program requirements, in an amount not to exceed \$66,276.00 annually, from budgeted funds. (CR 128-20)

Jacob Rushlow, Superintendent of Public Service, presented this request to Council. He said this item before you is for the water system cross connection control program which is necessary to reduce the risk of contamination to the public water supply which could occur if questionable water leaves a private facility's plumbing and enters the public water supply system through backflow. So this program applies to private facilities including industrial and commercial process facilities that use water like pools and irrigation systems and include our periodic on site inspection and testing in over 3,300 water accounts across the City. Hydrocorp has managed the City's cross connection control program since 2010. They have a very extensive knowledge of our system, they have gained an excellent reputation with these private facilities that require inspections, ongoing and testing in those buildings. For those reasons we recommend that City Council proceed to approve a three-year contract extension with Hydrocorp Services through April 30th of 2024 and authorize an expenditure from budgeted funds in the amount of \$66,276.00 annually.

Councilmember White said this is a very well-respected company and they do good work for the City of Livonia, a crucial part of our infrastructure and I'm happy to offer an approving resolution for the Consent Agenda.

DIRECTION:

APPROVING

CONSENT



REPORT TO THE LIVONIA CITY COUNCIL

6

DPW
April 16, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Jill Russell, Secretary III

AGENDA ITEM

REQUEST TO APPROVE A THREE-YEAR CONTRACT EXTENSION WITH HYDROCORP SERVICES FOR THE CROSS CONNECTION CONTROL PROGRAM: Public Works Division, request to perform all work necessary to complete the program requirements, in an amount not to exceed \$66,266.00 annually, from budgeted funds. (CR 12-20)

BACKGROUND

The Public Service Division has been diligently working to protect drinking water against contamination and is required by statute to have a cross connection control program. This program is necessary to reduce the risk of contamination to the public water supply, which could occur if questionable water leaves a private facility's plumbing and enters the public water system through backflow. Examples of these private facilities include industrial/commercial process water, pools, and irrigation systems. Through this program the City is required to conduct periodic on-site inspections, backflow assembly testing, enforcement, awareness, education and training to over 100,000 non-residential water accounts connected to Livonia water mains.

At their April 20, 2015 meeting, per resolution 9-15, Council awarded a five-year contract to HydroCorp Services for work required in connection with the cross connection control program. HydroCorp has graciously offered to hold their 2015 pricing and extend the contract for another year. Council granted a 1-year extension of HydroCorp's contract at their May 11, 2020 meeting (12-20)

HydroCorp has managed the City's cross connection control program since 2010 and has extensive knowledge of our system. HydroCorp has provided the City with a high-quality program that meets or exceeds the statutory requirements and has gained an excellent reputation with the facilities that require annual inspections and testing.

RECOMMENDATION

In order to continue with the excellent service that we are currently receiving to meet our cross connection control program requirements, it is the recommendation of the Public Service Division that council proceeds as follows:

1. Approve a three-year contract extension with HydroCorp Services, 500 Crooks Rd, Suite 100, Troy, MI 4806 for the period from May 1, 2021 to April 30, 2024, in an amount not to exceed \$66,266.00 annually (\$5,522.00/monthly) to perform all work necessary to complete the program requirements.

2. Authorize an annual expenditure from approved budgeted funds account 592-559- 1 -000 in the amount not-to-exceed \$66,266.00 for the three years from May 1, 2021 to April 30, 2024 to perform all necessary work to complete the program.

FISCAL CONSIDERATION

Sufficient funds are budgeted in account no. 592-559- 1 -000 in the amount of \$66,266.00/annually

ATTACHMENTS

1. Hydro Corp Proposal 2021
2. 2021 Council Report

APPROVED BY



Jacob Rushlow, P.E., Superintendent of Public Service

Date: April 16, 2021



Michael Slater, Finance Director

Date: April 16, 2021



Maureen Miller Brosnan, Mayor

Date: April 16, 2021

PROPOSAL

DEVELOPED FOR

Don Rohraff

City of Livonia

12973 Farmington Rd.

Livonia, MI 48150-4202

February 8, 2021

KEEPING DRINKING WATER SAFE FOR INDUSTRIES AND MUNICIPALITIES

For over 30 years, HydroCorp™ has been dedicated to safe drinking water for companies and communities across North America. Fortune 500 firms, metropolitan centers, utilities, small towns and businesses – all rely on HydroCorp to protect their water systems, averting backflow contamination and the acute health risks and financial liabilities it incurs.

CROSS-CONNECTION
CONTROL / BACKFLOW
PREVENTION

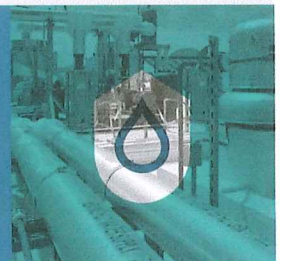
WATER SYSTEM
SURVEYS / AUDITS

PIPE SYSTEM MAPPING
AND LABELING

WATER SAMPLING
AND ANALYSIS / RISK
ASSESSMENTS

PROGRAM
AND PROJECT
MANAGEMENT

COMPLIANCE
ASSISTANCE /
DOCUMENTATION



MICHIGAN CORPORATE OFFICE
5700 Crooks Road, Suite 100
Troy, MI 48098
800.690.6651 TOLL FREE
248.250.5000 PHONE
248.786.1788 FAX GENERAL
info@hydrocorpinc.com EMAIL



SCOPE OF WORK	3
PROFESSIONAL SERVICE AGREEMENT	4-10
QUALIFICATIONS	11



SCOPE OF WORK

Based on our conversations, HydroCorp™ will provide the following services to the City of Livonia. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City with the necessary data and information to maintain compliance with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the City and HydroCorp, you may expect completion of the following elements within a three (3) year period. The components of the project include:

1. Annually, perform a minimum of **750** initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the City served by the public water supply for cross-connections. Inspections will be conducted in accordance with the EGLE Water Bureau Cross Connection Control regulations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance for all backflow prevention assemblies.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of backflow prevention assembly tester credentials & proper testing results and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HydroCorp Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss overall program status and recommendations.
7. Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers, (i.e. combination) per facility as required, in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan, EGLE Water Bureau Cross Connection Report.
9. Assist the City with a community wide public relations program including general awareness brochures and customized web site cross connection control program overview content and resources.
10. Provide ongoing support via phone, fax, internet, text or email.

The above services will be provided for:

Monthly Amount: \$ 5,523.00

Annual Amount: \$ 66,276.00

Contract Total: \$ 198,828.00

Contract Amount is based upon a 36-month period. HydroCorp will invoice in 36 equal amounts of \$5,523.00.

- Establish facility inspection schedule
- Review/establish procedures and protocol for addressing specific hazards
- Review/establish high hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools
- Review/establish educational and public awareness brochures

2.2 INSPECTIONS. HydroCorp will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Michigan Department of Environmental Quality Cross Connection Control Rules.

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross connections. Degree of Hazard will be assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (one- or five-year re-inspection cycle, as agreed to by the parties).

2.3 INSPECTION SCHEDULE. HydroCorp shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility's designated contact person. The initial check in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

2.4 PROGRAM DATA. HydroCorp will generate and document the required program data for the Facility Types listed in the Scope of Services using the HydroCorp Software Data Management Program. Program Data shall remain property of the Utility; however, the HydroCorp Software Data Management program shall remain the property of HydroCorp and can be purchased for an additional fee. Data services will include:

- Prioritize and schedule inspections
- Notify users of inspections, backflow device installation and testing requirements if applicable
- Monitor inspection compliance using the HydroCorp online software management program.
- Maintain program to comply with all EGLE regulations

2.5 MANAGEMENT REPORTS. HydroCorp will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to the Utility. Reports to include the following information:

- Name, location and date of inspections
- Number of facilities inspected/surveyed
- Number of facilities compliant/non-compliant

2.6 REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE. HydroCorp will review or assist in the development of a cross-connection control ordinance. Items for review include:

- Code adoption references, standard operational procedures, program notice documentation, reporting procedures and preference standards.
- Penalties for noncompliance.



- 2.7 **VACUUM BREAKERS.** HydroCorp will provide up to six (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.
- 2.8 **PUBLIC RELATIONS PROGRAM.** HydroCorp will assist the Utility with a community-wide public relations program including general awareness brochures and website cross connection control program content.
- 2.9 **SUPPORT.** HydroCorp will provide ongoing support via phone, fax, text, website or email for the contract period.
- 2.10 **FACILITY TYPES.** The facility types included in the program are as follows:

- Industrial
- Institutional
- Commercial
- Miscellaneous Water users
- Multifamily

Complex Facilities. Large industrial and high hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. (HydroCorp typically allows a maximum of up to three (3) hours of inspection time per facility.) An independent cross connection control survey (at the business owner's expense) may be required at these larger/complex facilities and the results submitted to the Utility to help verify program compliance.

- 2.11 **INSPECTION TERMS.** HydroCorp will perform a minimum of **2250** inspections over a **three – (3) year** contract. The total inspections include all initial inspections, compliance and re-inspections. *Vacant facilities that have been provided to HydroCorp, scheduled no show or refusal of inspection will count as an inspection/site visit for purposes of the contract.*
- 2.12 **COMPLIANCE WITH DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY** HydroCorp will assist in compliance with EGLE and Michigan Plumbing Code cross connection control program requirements for all commercial, industrial, institutional, multifamily and public authority facilities.
- 2.13 **POLICY MANUAL.** HydroCorp will review and/or develop a comprehensive cross connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of the Utility.
- 2.14 **INVENTORY.** HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model and serial number if applicable.
- 2.15 **DATA MANAGEMENT.** HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.
- 2.16 **ANNUAL YEAR END REVIEW.** HydroCorp will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.
- 2.17 **CROSS CONNECTION CONTROL BROCHURES.** HydroCorp will provide approximately **5,970** cross-connection control educational brochures for the duration of the Agreement.
- 2.18 **INSURANCE.** HydroCorp will provide all required copies of general liability, workers' compensation and errors and omissions insurance naming the Utility as an additional insured if required.



ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HydroCorp, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing, and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HydroCorp has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative proceedings, investigations or other proceedings in connection with this Agreement, the party receiving such notice or undertaking of such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings
- 3.4 FACILITY LISTING.** The Utility must provide HydroCorp a complete list of facilities to be inspected, including facility name, type of service connection, address, contact person, and phone number, (if available). *Electronic file format such as Microsoft Excel, etc. is required. An additional one-time fee to manually enter facility listing will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HydroCorp with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only. (300 dpi in either .eps, or other high quality image format for printing.)

ARTICLE IV. Term, Compensation and Changes in Scope of Services

- 4.1 TERM AND TERMINATION TERM.** Services by HydroCorp under this Agreement shall commence on **May 1, 2021** and end **three- (3) years** from such date unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this Agreement within ninety (90) days of its receipt. Failure to execute this Agreement within the ninety (90) day period shall deem the proposed terms void.
- 4.2 RENEWAL.** Upon the expiration of the original term (or renewal term), unless either party provides written notice of termination not less than sixty (60) days prior to the expiration of the initial term (or any such renewal term), this Agreement shall automatically renew for a one (1) year term Any increases in pricing for each of the renewal terms will be equal to the Consumer Price Index as measured in the Detroit-Warren-Dearborn area at the time of renewal or 4%, whichever is less.
- 4.3 TERMINATION.** The Utility or HydroCorp may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts for work performed by HydroCorp.
- 4.4 BASE COMPENSATION.** The Utility shall pay HydroCorp as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, **\$5,523.00 per month, \$66,276.00 annually, for a three-year contract total of \$198,828.00.** Completed inspections shall consist of all initial inspections, re-inspections and compliance inspections as defined in section 2.2.



- 4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not made within thirty (30) calendar days after the due date, HydroCorp, shall receive interest at one and one-half (1½) percent per month on the unpaid balance.
- 4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.
- 4.7 CLIENT CONFIDENTIALITY.** Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Michigan Public Records Law. HydroCorp agrees to make available for inspection and copying all records in its possession created, produced, collected or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that its obligations concerning Public Records Law and compliance regarding records related to this Agreement should not be limited by copyright, license, privacy and/or confidentiality except as authorized under the Public Records Law.
- 4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.9 CONFINED SPACES.** – HydroCorp personnel will not enter confined spaces.

ARTICLE V. Risk Management and General Provisions

- 5.1 INFORMATION.** Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.
- 5.2 LIMITATION OF LIABILITY.** HydroCorp's liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided hereunder. HydroCorp shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.



5.3 HYDROCORP INSURANCE. HydroCorp currently maintains the following insurance coverage's and limits:

	<u>Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker's Compensation/ Employer's Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million

Within thirty (30) calendar days of the start of the project, HydroCorp shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

5.4 UTILITY INSURANCE. The Utility will maintain liability insurance on an all risk basis and including extended coverage for matters set forth in this Agreement.

5.5 RELATIONSHIP. The relationship of HydroCorp to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HydroCorp shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.

5.6 ENTIRE AGREEMENT AMENDMENTS. This Agreement contains the entire Agreement between the Utility and HydroCorp, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.

5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS. The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as integral parts of this Agreement.

5.8 WAIVER. The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

5.9 ASSIGNMENT. This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.

5.10 FORCE MAJEURE. A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires, explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.

5.11 AUTHORITY TO CONTRACT. Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.

5.12 GOVERNING LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any dispute between the parties, with both parties' consent, may be settled by arbitration in accordance with the applicable rules of the American Arbitration Association, Any



arbitration award or determination shall be final and binding and any court of competent jurisdiction may enter a judgment on such award which shall be enforceable in the same manner as any other judgment of the such court. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue by the presiding County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.

5.13 COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

5.14 NOTICES. All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HydroCorp:

HydroCorp
c/o Mark Martin
5700 Crooks Road, Ste. 100
Troy, MI 48337
(248) 250-5005

If to Utility:

City of Livonia
c/o Don Rohraff
12973 Farmington Rd.
Livonia, MI 48150-4202
(734) 466-2607

5.15 SEVERABILITY. Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

City of Livonia

By:

Title:

HydroCorp



By: Paul M. Patterson

Its: Senior Vice President



Appendix

Specific Qualifications & Experience

HydroCorp™ is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost effective and professionally managed cross connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 70,000 Cross Connection Control Inspections *annually*.
- HydroCorp tracks and manages over 135,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely and courtesy manner. Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross connection control training classes.
- HydroCorp currently serves over 370 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



City of Livonia

Cross Connection Control Program

Executive Summary:

The Cross Connection Control Program was implemented in April, 2010. Since the inception of the program, HydroCorp has performed cross-connection control inspections at individual water customers supplied by the public water supply. The primary goal is to assist in protecting the public water supply and to comply with the Michigan Safe Drinking Water Act.

Both “isolation” and “containment” hazards have been addressed by this program. “Containment” is the installation of a backflow prevention device or assembly between the facility and public water distribution system. Containment minimizes the chance for water of questionable quality to leave the facility and enter the public water distribution system, but does not alleviate the water customer from assuring their internal water system is properly protected from backflow. “Isolation” refers to point of use protection within a facility that is necessary to ensure the facility’s internal potable water distribution system is protected against backflow.

To maintain compliance with the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE), Safe Drinking Water Act, Public Act 399, Administrative Rules R 325.11401 through R 325.11407, as amended, pertaining to local cross connection control programs, the established EGLE approved program must be maintained by the Utility and shall consist of periodic on-site inspections/re-inspections, backflow prevention assembly testing, enforcement, awareness, education and training.

Current Cross Connection Control Program Status

- * **Accounts** – There are **2887** accounts/sites that are tracked in our data management software HydroSoft.
- * **Inspections** – **9111** on-site inspections have been completed between 04/26/2010 and 2/22/2021. On-site visits include initial inspections, re-inspections and compliance reviews.
- * **Re-Inspection Frequency** – All inspected facilities have been placed on a re-inspection frequency based on the degree of hazard associated with the facility. Water customers deemed to be a high hazard are re-inspected once every twelve months. All low hazard water customers are re-inspected once every 2-10 years. Re-inspection frequencies are based upon guidance and recommended practices set forth by the EGLE. There are currently **176** high hazard accounts and **2711** low hazard accounts.
- * **Backflow Prevention Assemblies** – There are currently 3004 testable backflow prevention assemblies that require testing per the approved cross connection control program, local ordinance and Michigan Plumbing Code. HydroCorp sends testing notifications to water customers and manages all associated data as required to maintain program compliance.
 - **22076** test reports have been processed since 04/26/2010.
- * **Reports** – The EGLE required annual Cross Connection Control Report has been completed each year and submitted as required to the appropriate EGLE District Engineer.
- * **Customer Service** – All phone calls pertaining to the cross connection program are received at HydroCorp. Our administration team is equipped and trained to answer questions regarding backflow prevention, cross connection control and backflow assembly testing.
- * **Notices** – There have been a total of **38481** program notifications sent since 04/26/2010. In addition to these notices, some notices were sent more than once at the request of the water customer, surveyor or utility representative:

<u>Notice</u>	<u>Number Sent</u>
Compliance Notice	726
Compliance Tag	352
Containment Comply	75
Insp. Reschedule 1	322
Insp. Reschedule 2	275
Insp. Reschedule 3	2
Insp. Reschedule Shutoff	221
Inspection Notice	3789
Non Com 1	575
Non Com 2	472
Non Com 3	9
Non Com Shutoff	332
Special Notice	1
Testing 1	6038
Testing 2	3723
Testing Shutoff	2288
Total:	19200

HydroCorp is thankful for the support from all parties that have assisted with the CCC Program, especially Don Rohraff, Jacob Rushlow, Jill Russell.



REPORT TO THE LIVONIA CITY COUNCIL

7

Law
April 27, 2021

MEETING DATE

May 10, 2021

PREPARED BY

Brenda Smyser, Program Supervisor

AGENDA ITEM

ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: to amend Sections 040L, 040M and 400 of Title 6, Chapter 1 (Animals) of the Livonia Code of Ordinances, as Amended, and Section 110 of Title 12, Chapter 20 (Public Lands). (CR 03-21)

First Reading given by Council Member Brandon McCullough on Monday, April 26, 2021.

BACKGROUND

CR 03-21 - Proposed Amendment to Sections 040L, 040M and 400 of Title 6, Chapter 1 (Animals) of the Livonia Code of Ordinances, as Amended, and Section 110 of Title 12, Chapter 20 (Public Lands), as Amended

RECOMMENDATION

Per Council's Direction

FISCAL CONSIDERATION

None

ATTACHMENTS

1. Administrative Response to CR 03-21
2. CR 03-21
3. S041221 Req to amend Sections 040L, 040M and 400 of Title 6, Chapter 1 and Section 110 of Title 12, Chapter 20 MINUTES
4. 6.01.400 - Running at large prohibited
5. 6.01.040 - Definitions
6. 12.20.110 - Pets Running at Large

APPROVED BY

A handwritten signature in blue ink, appearing to read "Paul Bernier".

Paul Bernier, City Attorney

Date: March 19, 2021

A handwritten signature in black ink, appearing to read "Maureen Miller Brosnan".

Maureen Miller Brosnan, Mayor

Date: March 25, 2021



REPORT TO THE LIVONIA CITY COUNCIL

16

Law
April 13, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Sara Kasprovicz, Council Office Manager,

AGENDA ITEM

PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Department of Law, re: to amend Sections 040L, 040M and 400 of Title 6, Chapter 1 (Animals) of the Livonia Code of Ordinances, as Amended, and Section 110 of Title 12, Chapter 20 (Public Lands). (CR 03-21)

BACKGROUND

CR 03-21 - Proposed Amendment to Sections 040L, 040M and 400 of Title 6, Chapter 1 (Animals) of the Livonia Code of Ordinances, as Amended, and Section 110 of Title 12, Chapter 20 (Public Lands), as Amended

RECOMMENDATION

Per Council's Direction

FISCAL CONSIDERATION

None

ATTACHMENTS

1. Administrative Response to CR 03-21
2. CR 03-21

APPROVED BY

Paul Bernier, City Attorney

Date: March 19, 2021

Maureen Miller Brosnan, Mayor

Date: March 25, 2021

DEPARTMENT OF LAW

PAUL A. BERNIER
City Attorney

MICHAEL E. FISHER
Chief Assistant City Attorney

ERIC S. GORDSTEIN
Assistant City Attorney

JOE D. NEASE
Assistant City Attorney



MAUREEN MILLER BROSINAN
MAYOR

33000 CLIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
734-466-2520
FAX: (734) 466-2072

March 19, 2021

TO: HONORABLE MEMBERS OF THE CITY COUNCIL

FROM: DEPARTMENT OF LAW

SUBJECT: PROPOSED AMENDMENT TO SECTIONS 040L, 040M AND 400 OF TITLE 6, CHAPTER 1 (ANIMALS) OF THE LIVONIA CODE OF ORDINANCES, AS AMENDED, AND SECTION 110 OF TITLE 12, CHAPTER 20 (PUBLIC LANDS), AS AMENDED

REF: ADMINISTRATIVE RESPONSE TO CR #03-21

Dear Council Members:

At the Regular Meeting held on January 13, 2021, Council Resolution #03-21 was adopted referring to the Law Department the subject of amending or drafting a proposed amendment to Title 6 of the Code of Ordinances to include provisions pertaining to leash laws within the City of Livonia.

As Council is aware, the current ordinances require an animal to be on leash when in the public parks of the City of Livonia, but only requires that the animal must be under reasonable control when otherwise not on the property of the owner. A review of surrounding communities reveals that the communities are split on the issue of leash laws.

The current Ordinance states as follows:

6.01.400 - Running at large prohibited. No animal shall be permitted upon the public streets, public thoroughfares, or public places, or off the premises of the owner thereof, unless such animal is under reasonable control. No animal shall be permitted to run at large if such animal is unlicensed and is required to be licensed under this chapter, and any

To: Honorable Members of the Council
Re: Proposed Amendment to Sections 040L, 040M and 400
of Title 6, Chapter 1 (Animals) of the Livonia Code of
Ordinances, as Amended, and Section 110 of Title 12,
Chapter 20 (Public Lands), as Amended

March 19, 2020

Page 2

such animal is hereby declared to be a public nuisance□ provided, however, that the head of the department may, from time to time, order that no animals, licensed or unlicensed, shall run at large for a specified period not in excess of six (6) months, if conditions and circumstances warrant, for the purpose of protecting the health, safety and welfare of the people or property within the city□ provided further, that notice of such order shall be published in the official newspaper at least five (5) days prior to the commencement of any period specified in such order. Any person in violation of this section shall be deemed to have committed a civil infraction and shall be ordered to pay a civil fine of one hundred dollars (□100.00), plus costs. Any person in violation of this section for a second offense shall be ordered to pay a civil fine of five hundred dollars (□500.00), plus costs. Any person in violation of this section for a third or subsequent offense shall be guilty of a misdemeanor.

Pursuant to Council request, the Law Department has drafted the following proposed ordinance for your consideration. The proposed ordinance makes it a violation to allow an animal off leash, with certain exceptions, such as being on the owner's premises and lawfully at the City Dog Park. In addition, the proposal would amend the current penalty for allowing an animal off leash in the public parks to be the identical penalty as a violation on any other city or public property.

The proposed amendment would state:

6.01.400 - Running at large prohibited. No animal shall be permitted upon the public streets, public parks, public thoroughfares, public places, off the premises of the owner, or upon the private property of another without the express permission of the owner of said property, unless such animal is tethered to a suitable leash which is securely held by a person of an appropriate age and discretion with the ability to control the animal. The leash shall be of sufficient strength and length to restrain the particular animal.

Running at large shall not mean Police K9 unit dog, or a dog which is located in an enclosed area designated by the City of Livonia as a dog park provided that the owner of the dog is a current passholder who has been granted access to the dog park by the City of Livonia, the dog has been registered and granted access to the dog park by the City of Livonia,

To: Honorable Members of the Council
Re: Proposed Amendment to Sections 040L, 040M and 400
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Ordinances, as Amended, and Section 110 of Title 12,
Chapter 20 (Public Lands), as Amended

March 19, 2020
Page 3

and the dog has not been found to be potentially dangerous in accordance with 6.01 of the Livonia Code of Ordinances. No person shall intentionally allow any animal to deposit its waste on any public land unless the person in control of the animal immediately removes and disposes of such waste in the proper sanitary manner.

Any person in violation of this section shall be deemed to have committed a civil infraction and shall be ordered to pay a civil fine of one hundred dollars (\$100.00), plus costs. Any person in violation of this section for a second offense shall be ordered to pay a civil fine of five hundred dollars (\$500.00), plus costs. Any person in violation of this section for a third or subsequent offense shall be guilty of a misdemeanor.

The following sections would be eliminated, having been incorporated in the proposed amended ordinance: 6.01.040 L, "reasonable control," 6.01.040 M, "running at large," and 12.20.110, "pets running at large on Public lands."

If you have any questions, please do not hesitate to contact the Law Department.

Approved for submission:

Sincerely truly yours,

Maureen Miller Brosnan, Mayor

Paul A. Bernier, City Attorney

cc: Mayor, Clerk, Council, Finance

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ADOPTED BY THE LIVONIA CITY COUNCIL AT THE REGULAR MEETING OF
JANUARY 13, 2021

On a motion by Holly, supported by McCullough, it was:

#03-21 RESOLVED, that having considered the request of Council President Kathleen E. McIntyre, at the Study Meeting held January 6, 2021, the Council does hereby **refer the subject matter of a proposed amendment to the Livonia Code of Ordinances to require that all animals be held on a leash when off the owner's property, with exceptions at the city dog park, within a confined area, or a Police 9 Unit, to the Law and Education Committee for its report and recommendation.**

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING – TUESDAY APRIL 12, 2021

Meeting was called to order via Zoom remote technology at 9:02 p.m. by President Kathleen McIntyre. Present: Brandon McCullough (Livonia, Michigan) Rob Donovic (Deployed) Jim Jolly (Livonia, Michigan) Laura Toy (Livonia, Michigan) Scott Bahr (Livonia, Michigan) Cathy White (Livonia, Michigan) and President Kathleen McIntyre (Livonia, Michigan). Absent: None.

17) PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Department of Law, re: to amend Sections 040L, 040M and 400 of Title 6, Chapter 1 (Animals) of the Livonia Code of Ordinances, as Amended, and Section 110 of Title 12, Chapter 20 (Public Lands). (CR 03-21)

Councilmember McCullough spoke about this Agenda item. He said obviously this one was kind of brought up, we did have – we received a lot of resident concerns with Open Land, whether that there was School Land or deemed Public Land in the Zoning. With that being said, there was a lot of talk and it kind of went round and round and round to try to figure out a way to strengthen our current ordinance or even make adoptions to maybe even a Public Land Ordinance going forward. With all that being said, you know, right now the ordinance says that dogs need to be under control. And at least to myself, I feel that's subjective. There's a lot of people that I talked to about the research that I've done that at least for the way that the ordinance reads is public streets, public parks, public thoroughfares, public places and all premises of the owner or upon private property of another without the express permission of the owner of the said property. With that being said, I've had a lot of people that they thought we always had a leash ordinance, and we don't. Right now obviously it's under control, we do have a leash ordinance when it comes to the public parks in our City. And so, looking at this, I was thinking at one point to put it into the Committee to study it further but doing research and seeing what other surrounding communities, I think it's time to take a step forward and enact a leash law. I really do, I think that it helps the animals, it helps the people. We have a dog park right now that requires people to have vaccinations and certifications and be registered. But we also have people that are backing up to open public lands that people just let their dogs kind of roam. So I think that it would be prudent for overall safety of the community to enact this and take the next step forward and adopt a leash law. So I would offer an approving for Regular obviously and for matters of discussion obviously.

Councilmember Jolly said I've had an opportunity to discuss this matter with some residents who've reached out to me and I've asked questions to others. By and large the feedback that I've received is that people believe that this is an appropriate step and that they expect in a City such as ours. I know that there are animal owners out there who to varied extents are able to control their animals. But it's not just about the

person and their animal, it's about the people who are sometimes apprehensive about animals or children. And as much as I do love animals, I think it's important that we are setting a standard for people to behave. And in this case this is less about animals and their behavior necessarily, but about people and how they're caring for the animals and how they're respecting the other people that may be around them at any particular point. So I believe this is an appropriate step. I to be completely honest with you I was one of those people who kind of had expected that this was on our books. I look forward to supporting it. Thank you.

Councilmember Toy said I thought we had a leash ordinance. When we had that law 100 years ago when the pit bull at that little dog up on Seven Mile. I mean I don't mean to sound crass—I mean the dog came after it and killed the animal and I thought we did some kind of law back then. Do you recall that?

Bernier replied personally I don't go back quite a hundred years, but I wasn't around when that took place. Since I've been in the Law Department either as an Assistant City Attorney or the City Attorney, we've had what we have as the current law right now which is that your dog, your animal has to be under reasonable control. The only place that we have a leash law as such is on the City parks. So if you're in a City park, it's actually a misdemeanor, a criminal offense, not to have your dog on the leash. And when you're on the streets, so to speak, the sidewalk, it's a civil infraction if you're dog is not under reasonable control. The problem that we had is defining what is reasonable control and what dog is under reasonable control. So that's the issue. One of the other things I want to point it in this ordinance it also takes as I indicated the public parks is a misdemeanor, we have this dichotomy where the public parks is a misdemeanor but if the dog was running loose in the neighborhood, it was a civil infraction. So, actually this ordinance would also change it in the parks and in the streets to make it consistent. So the first offense of a dog off leash would be a civil infraction of a \$100 fine. The second time would be a fine of \$500 and then if you just don't learn your lesson and get caught a third time, then it's a misdemeanor criminal offense. So being consistent in the park and in the neighborhood.

Toy thanked Bernier and said I've really been taken back, too, and I'll call Knapp tomorrow and find out what, it's been awhile. So, he addressed something.

President McIntyre said Councilmember Toy, we do not have, as the City Attorney just stated, we have a leash law in our parks, we do not have a leash law, it's reasonable control.

Toy said I appreciate that, I just wondered what law we did back then, I'm trying to recall it.

Bernier said if the dog attacks another animal, the only other charge is potentially dangerous or being a dangerous animal which obviously are criminal offenses. The animal at large currently is not a — it builds up to a misdemeanor, but it's currently a civil infraction at a lower fine, a criminal infraction to \$500 and then the misdemeanor

offense. Now, we've also taken the position that the ordinance allows if the dog does attack or menace somebody off the leash, the dog is not under reasonable control.

Toy said that may have been where the leash came in, thank you.

■ Vice President Bahr asked Bernier, just so I'm clear, if this were to go through any time a dog was off the owner's premises, it would have to be leashed; right, other than the dog park.

Bernier replied no, or if it had the express permission of the owner of the other property. If Jim's dog came to my house and I said your dog can run in the backyard with my dogs, it does not have to be on a leash. But if it's on any other property, it would have to be on a leash unless it had the express permission.

Bahr said I'm not a dog owner so I'm not speaking from personal experience here, but I know some people have the electric leashes ■ is that counted as a leash for this purpose ■

Bernier replied we kind of talked about that a little bit today and quite frankly it never entered my mind, the electric leash. But as Mr. ■olly said, the more after I thought about it, after you and I had talked on it, part of the reason for the leash law as much as for the ability to control your dog, is somebody else walking down the street. Because oftentimes when I'm walking down the street with my dogs and I see a dog on the other side that's not on a leash, it gets my attention and it causes fear in me that that dog might come after us. So the ordinance is as much for the person who doesn't have the dog or the person who does have the dog, but that could, Mr. Bahr, if Council wanted to, we could amend it to that, to have something if they have the electronic device. Because I know they have those shock collars, like hunters use it all the time. I can't honestly say that I see it too often in the City, I see hunters use it, though.

Bahr said I think this is my last question, your notes to us said that surrounding communities are split ■ is that split 50/50 between requiring a leash, not requiring a leash ■ is it 80/20, can you elaborate on that a little bit ■

Bernier replied honestly I can't, I didn't do that. I went through it, I was just skimming through the Municode and looking at some of them; some have it, some didn't have it. Tonight I have to say at 10:51 I feel like Todd Zilincik, I've been doing so much talking tonight.

President McIntyre said I'm 100% for the idea of a leash law. And our dog who never growled at another dog was bitten by a pit bull one night last winter. And we didn't realize that our dog had been bitten until we got home, it was one puncture wound. One of the issues always with dog attacks or anything else, is finding the offending animal. The second point I wanted to make is I'm the parks a lot, and on the nature trails a lot, and I would guess, and again, Scott, I can't answer this with 80/20 or 30/70, but I would guess depending on the day and the time, anywhere between 25 and 40 ■ of the dogs are not on leashes. And that's where we have a leash law. And so I really

like the idea of a leash law, but it comes down to enforcement. And the people that need the leash law are the people who are not going to follow the leash laws. And leash laws are so difficult to enforce. Because number one, in a City of 92,000 and 5,000 businesses and 36 square miles, we have an outstanding Police Department as we all know who will respond to any legitimate call. But a call to enforce a leash law violation, the ability of the police to get there and address that and document it, is pretty low. And I really, and I do not like laws that are good laws in their intent, but that we can't enforce. And that people are going to continue to break. And you know I'm not throwing my hands up in dismay, but I can tell you right now, the leash laws are not followed. And you know, probably most people that follow the leash law, their dogs are under control, but that's a terrible feeling when you're coming up on a dog and you have a dog that you know, I mean literally in six years he never growled at another dog. And I would also say this: there are people that shouldn't have their dogs out at all. They're on leashes, and the dogs are barely controlled because of some crazy, untrained, and I know there aren't bad dogs, bad owners, so I'm really split on this but I certainly understand why we think it would help, but I'm concerned about the enforceability and I'm concerned about it's probably the very people who need to follow it who won't.

During Audience Communication the following people spoke on the proposed ordinance:

Michael

City President Bahr asked Michael if those shock collars are pretty common and Michael replied you can get them at Menard's with various strengths. Bahr asked Michael if he is a member of the dog park and he replied no.

Bahr then asked Bernier stating the thing that started this whole thing was complaints about dogs running loose over at the old Bryant property on Merriman and dogs frankly running unattended over there, or seemingly unattended. And I know personally during my five and a half years on Council have talked to the LPS a number of times about this and we're all familiar with their reticence to take on the responsibility of enforcing this on their property. Paul, what do you think about as a solution, right now our ordinance says that they have to be on a leash on City parks, would it be possible to say it would have to be on a leash when on Public Lands, which would then include the school property, without having to get the schools involved?

Bernier replied we could do something like that, City President Bahr. Let me start off by saying this ordinance Council asked us to take a look at a possible leash law. The Administration, it's not our position that we should or shouldn't have it. Quite frankly this is a decision for Council to make based upon the best interest of the majority of the residents of the City. So this is a decision for you folks to make on this. We could do an ordinance for Public Land, however, just to let you know it will probably require us to go through the Zoning Ordinances, which would require us to go through the Planning Commission and Public Hearings. It would be different steps to go through it and you could probably do something like that. But from what Michael indicated, he would still be in violation of that ordinance. So if the idea is to allow a person like

Michael who I'm sure is a wonderful, proper dog owner, because there are people like that who are wonderful, if the idea is to allow someone like Michael to let his dog run, he'd still be in violation of the ordinance because the dog is going to be on Public Land running.

Bahr said my comment on this, it's probably similar to what President McIntyre said, I'm conflicted. Like I said I'm not a dog owner, I like dogs, I just have an allergy that I can't have them in the house. But I like dogs but I will say there's one side of me that would very much be in favor of a leash law, President McIntyre talked about in our nature preserves. Years ago I took my kids on a Saturday morning over to Rotary Park and I've never gone back because we had so many scary situations for the kids in there with dogs coming after us that weren't on leashes that we've literally never gone back to walk there as a family. So there's that part of me that I totally get it. The other side of me looks at, just as President McIntyre said, is that the vast majority of people in Livonia are putting their dogs on leashes. I've talked to some of you individually, and you said even though it's not required, I would not walk my dog without a leash. Fortunately, I'm not aware of any major problems, frankly any problems at all that we've had with this, I know that could change. And I'm also sympathetic to Mike's situation which full disclosure I know Mike and I know he's a respectable dog owner and I understand what he wants to do, it's a tough one. And that's why every time this has come up in the past it's been such a hot button within the City. So I guess what I'm saying is I don't know where I'm at on this right now and I don't know where I'll be at when we vote on it in two weeks. But I'm going to offer a resolution to put this into Committee. I don't know if that's what I'll ultimately push for in two weeks but I'd like that prepared for an option. And my main reason for that is also just to give more opportunity for community feedback. I'm actually surprised, with it being 11:03, I'm pleasantly surprised but I'm surprised that we don't have more residents here to speak on this tonight.

Bernier asked if Bahr wanted it put into Committee of the Whole and Bahr replied yes, at the lack of a better option right now.

Councilmember McCullough said this is one of those things, and to go back to Vice President Bahr, when I was going through everything, you start with Public Land and then you look at it and you go alright, so we can go through all these hoops. And then the street that I'm walking in our suburbia neighborhoods and dogs could be under control. So it was very subjective and it was almost counterproductive in the whole look at it. Just for the record I have two yellow labs, one is two, and one is one and a half. And I wouldn't let them out. They see a squirrel, they're gone. They hear a fire truck, they're gone. And I'm not saying that there aren't people out there that have incredible control over their dogs. But there's also a lot of people out there that aren't dog people. And so when you're walking down the street with your young family or whoever it is, and a dog is not on a leash, even if it comes running up and it's harmless, that freaks a lot of people out. So, again, this is a tough one. I mean I hate to say, I hope in the next couple weeks we can get a little bit more feedback but again, this is we look at ordinances and we see what's best for the City and it is, it's tough. I've put a ton of

hours on this, so this is a little bit more information on my aspect on pushing this forward.

Councilmember White said I'm torn on this, too, and the way I see it, the main competing interest on the one side is the health and safety of residents that are walking down the street in our community and have the right to be free from any dog running at them that they don't expect and don't know what to anticipate. Versus on the other side, the ability to let a dog exercise and the enforceability of it is a problem. But right now I'm leaning towards the fact that I think our job as Council members is more to consider the safety of our residents. So even though it may not be enforceable, even though it may present problems with exercising dogs, if we're protecting our residents and if most people anyway have their dogs on a leash, if that's true, then I kind of at this point comes down on the side of the safety of people to expect dog owners in the City to have their dogs on a leash.

President McIntyre commented on exercising the dogs, that is a well-made point, and a point well taken. When people buy dogs to live in the suburbs, part of things to consider is what kind of exercise the dog needs. Frankly, if you're buying a dog in the suburbs, you need a dog that needs to run hard for three miles every day, to expect that you're going to live in a City that can provide a place for your dog to do that. Again, I understand, people can have whatever dogs they want to have. But part of responsible pet ownership is really understanding when you get a dog what that dog needs. And there are some dogs that are better suited for City and there's some dogs better suited for farms, so, anyway, so I think that's part of it. And I don't see that it's the City's responsibility to provide ten acres or five acres or three acres where people's dogs can run free.

Councilmember Toy said kudos to you, thank you for saying that. You know when you get a dog, you want to look at the size, you want to look at what you feed the dog, what type of personality it has and all that. And some of us are better at it than others, like children. But anyhow, all I'm saying is the hour is late but I appreciate all the points but I think I side right now with the very capable and Honorable Cathy White, Councilwoman, because like she just said, it's called a safety issue. And that's in our Charter of what we're supposed to be doing. Safety and welfare for our residents. So I think Cathy made a great point.

Further Audience Communication:

Bethany Ellis
Chuck McBride
Carissa
Stephen Johnson

DIRECTION:

1) APPROVING
2) COMMITTEE OF THE WHOLE

REGULAR

**AN ORDINANCE AMENDING SECTION 110 OF TITLE
12 PUBLIC LANDS, CHAPTER 20, OF THE LIVONIA
CODE OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 110 of Title 12, Chapter 20 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

12.20.110 ~~RESERVED~~ ~~Pets running at large prohibited~~ ~~pets prohibited at certain times.~~

~~No dog, cat or other pets shall be permitted in any public park or land unless such pet is restricted or kept on a leash provided, however, that the chief of police or his/her designee may, with reasonable cause, prohibit dogs, cats and all pets (with the exception of service animals) in public parks and on public lands during special events for the purpose of protecting the health, safety and welfare of the people and property within the city provided further, that notice of such prohibition shall be published in the official newspaper of the city at least five (5) days prior to the commencement of such special event. Notwithstanding the foregoing, a dog which is located in an enclosed area designated by the City of Livonia as a dog park shall not be required to be restricted by or kept on a leash provided that the owner of the dog is a current passholder who has been granted access to the dog park by the City of Livonia, the dog has been registered with the City of Livonia and granted access to the dog park by the City of Livonia, and the dog has not been found to be vicious or potentially vicious in accordance with Title 6, Chapter 7 of the Livonia Code of Ordinances. No person shall intentionally allow any animal to deposit its waste on any public land unless the person in control of the animal immediately removes and disposes of such waste in the proper sanitary manner.~~

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.

**AN ORDINANCE AMENDING SECTION 400 OF TITLE
6 ANIMALS, CHAPTER 01, OF THE LIVONIA CODE
OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 400 of Title 6, Chapter 01 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

6.01.400 Running at large prohibited.

No animal shall be permitted upon the public streets, public parks, public thoroughfares, ~~or~~ public places, ~~or~~ off the premises of the owner ~~thereof~~, or upon the private property of another without the express permission of the owner of said property, unless such animal is ~~under reasonable control~~ tethered to a suitable leash which is securely held by a person of an appropriate age and discretion with the ability to control the animal, or the is animal wearing a remote electronic training collar. The leash shall be of sufficient strength and length to restrain the particular animal.

Running at large shall not mean Police K9 unit dog, or a dog which is located in an enclosed area designated by the City of Livonia as a dog park provided that the owner of the dog is a current passholder who has been granted access to the dog park by the City of Livonia, the dog has been registered and granted access to the dog park by the City of Livonia and the dog has not been found to be potentially dangerous in accordance with 6.01 of the Livonia Code of Ordinances. No person shall intentionally allow any animal to deposit its waste on any public land unless the person in control of the animal immediately removes and disposes of such waste in the proper sanitary manner.

~~No animal shall be permitted to run at large if such animal is unlicensed and is required to be licensed under this chapter, and any such animal is hereby declared to be a public nuisance provided, however, that the head of the department may, from time to time, order that no animals, licensed or unlicensed, shall run at large for a specified period not in excess of six (6) months, if conditions and circumstances warrant, for the purpose of protecting the health, safety and welfare of the people or property within the city provided further, that notice of such order shall be published in the official newspaper at least five (5) days prior to the commencement of any period specified in such order.~~ Any person in violation of this section shall be deemed to have committed a civil infraction and shall be ordered to pay a civil fine of one hundred

Proposed Amendment to Section
6.01.400 of the Livonia Code of
Ordinances, as amended - p 2

dollars (□100.00), plus costs. Any person in violation of this section for a second offense shall be ordered to pay a civil fine of five hundred dollars (□500.00), plus costs. Any person in violation of this section for a third or subsequent offense shall be guilty of a misdemeanor.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.

**AN ORDINANCE AMENDING SECTION 040 OF TITLE
6 ANIMALS, CHAPTER 01, OF THE LIVONIA CODE
OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 040 of Title 6, Chapter 01 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

6.01.040 Definitions.

The words and phrases used in this chapter shall have the meanings respectively ascribed to them, except in those cases where the context clearly indicates a different meaning.

- A. "Animal" means a vertebrate other than a human being.
- B. "Animal control officer" or "A.C.O" means an authorized agent of the director of public works who is charged with enforcement of [Title 6](#) of the Livonia Code of Ordinances.
- C. "Cat" means a carnivorous quadruped belonging to the feline family held as a domestic cat.
- D. "Department" means and includes department of public works, the director of the department of public works, and his or her duly authorized representatives, including the animal control officer(s) for the city.
- E. "Dog or cat license" means the licenses of one (1) or several dogs or cats, as required by this chapter, but does not include the licensing of dogs or cats under a kennel license as provided in this chapter.
- F. "Kennel" means:
 - 1. Any residence, building, animal day care facility, pen, or enclosure wherein or whereon three (3) or more dogs and/or cats are confined and kept, sheltered, maintained, boarded, or kept for sale, breeding or training purposes, for remuneration or

Proposed Amendment to Section
6.01.040 of the Livonia Code of
Ordinances, as amended - p 2

2. The term "kennel" shall include any residence, building, animal day care facility, pen, or enclosure wherein more than two litters are whelped within a 12-month period or
 3. The term "kennel" shall include any residence, building, animal day care facility, pen, or enclosure wherein three (3) or more dogs and/or cats less than 4 months of age are kept by the owner selling, brokering, fostering or in possession if the female that gave birth is not present.
- G. "On a suitable leash" defined.
- (a) that the animal is attached to a leash that is no more than ten (10) feet in length and of such material that the leash restrains the type and size of animal to which it is attached and,
 - (b) that the leash is continuously held by the person who restrains the animal such that the animal is under the person's physical control.
 - (c) A leashed animal that chases a person or domesticated animal a greater distance than ten (10) feet or that bites or attacks a person or domesticated animal shall create a rebuttable presumption that the animal was not on a suitable leash and under reasonable control.
- H. "Owner." When applied to the proprietorship of an animal, "owner" and "owning" means, includes every person or organization having a right of property in such animal, or every person or organization who keeps or harbors such animal or has it in their care or possession, or every person who permits such animal to remain on or about any premises occupied by said person.
- I. "Police officer" means any person employed or elected by the state, the city or the county, whose duty it is to preserve peace or to make arrests or to enforce the law.
- "Proper enclosure" defined.
1. "Proper enclosure" means an enclosure that is constructed and at all times maintained in such a manner as to effectively prevent the animal from escaping the confines of enclosure.
 2. Each proper enclosure shall:
 - (a) Have secure sides and a top attached to all sides, and
 - (b) Have a secure floor attached to all sides of the enclosure or embedded in the ground no less than two feet and

Proposed Amendment to Section
6.01.040 of the Livonia Code of
Ordinances, as amended - p 3

- (c) Include measures designed to prevent the entry of young children into the enclosure and
- (d) Comply with all other pertinent zoning ordinances and other ordinances, including but not limited to, the size and height of the enclosure, set back, location, and lot coverage.

K. "Provoke" and "provocation" mean to perform a willful act or omission that an ordinary and reasonable person would conclude is likely to precipitate the bite or attack by an ordinary animal.

~~L. "Reasonable control." An animal, other than a dangerous animal or potentially dangerous, shall be deemed to be under reasonable control when the animal is with the owner or some member of the owner's family, or some other suitable person with permission of the owner, and is not running at large as defined herein. An animal shall be deemed not to be under reasonable control when it commits damage to the person or property of anyone other than the owner, except in the defense of the owner, the owner's family or the owner's property or, in the case of a female dog while in heat, off the premises of the owner, unless confined in the process of being transported to or from such premises.~~

~~M. "Running at large" means and shall constitute the status of any animal off the premises of its owner or violating 12.20.110 of the Livonia Code of Ordinances provided, however, it shall not mean (a) an animal under reasonable control outside of a public park or public land or (b) a dog which is located in an enclosed area designated by the City of Livonia as a dog park provided that the owner of the dog is a current passholder who has been granted access to the dog park by the City of Livonia and the dog has been registered with the City of Livonia and granted access to the dog park by the City of Livonia provided that the dog has not been found to be potentially dangerous in accordance with 6.02 of the Livonia Code of Ordinances.~~

~~N.L.~~ "Serious injury" means permanent, serious disfigurement, serious impairment of health, or serious impairment of a bodily function.

~~O.M.~~ "Torment" means an act or omission that causes unjustifiable pain, suffering, and distress to an animal for a purpose such as sadistic pleasure, coercion, or punishment that an ordinary and reasonable person would conclude is likely to precipitate a bite or attack.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Proposed Amendment to Section
6.01.040 of the Livonia Code of
Ordinances, as amended - p 4

Section 3. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.



REPORT TO THE LIVONIA CITY COUNCIL

6

Law
April 23, 2021

MEETING DATE

May 10, 2021

PREPARED BY

Brenda Smyser, Program Supervisor

AGENDA ITEM

PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Department of Law, re: to amend the Historic Preservation Commission Ordinance Chapter 2.56, Section 020 (Definitions), Section 050 (Historic Preservation Commission--Creation and Membership), and Section 060 (Commission--Powers and Duties).(CR 110-21)

BACKGROUND

The proposed amendments to the Livonia Code of Ordinances, Chapter 2.56 (Historic Preservation Commission), are required by the State Historic Preservation Office (SHPO) for the City of Livonia to qualify under the Certified Local Government (CLG) Program as previously authorized by City Council (CR# 300-20). The changes include three (3) new definitions, qualification for appointment to serve on the Historic Preservation Commission, and a requirement to install property fire and smoke alarm systems as a condition precedent to the granting of a permit for work involving changes to a historic home.

RECOMMENDATION

First Read

FISCAL CONSIDERATION

N/A

ATTACHMENTS

1. 2.56.020, 050, 060 - Historical Commission
2. R041221 Historic Preservation Commission Ordinance Chapter 2.56, Sections 020, 050 and 060 (REFER TO LAW) CR 110-21
3. S032221 Prop amend for Historic Preservation Commission Ordinance Chapter 2.56, Section 020, Section 050 and Section 060

APPROVED BY


Paul Bernier, City Attorney

Date: April 23, 2021


Maureen Miller Brosnan, Mayor

Date: April 30, 2021

**AN ORDINANCE AMENDING SECTIONS 020, 050
AND 060 OF TITLE 2, CHAPTER 56 HISTORIC
PRESERVATION COMMISSION OF THE LIVONIA
CODE OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 020 of Title 2, Chapter 5 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

2.56.020 – Definitions. The following words and phrases, when used in this chapter shall, for the purpose of this chapter, have the following meanings:

1. “Addition” means any construction that increases the volume of an existing historic resource or adds to it (such as a porch, deck or attached garage).
2. “Alteration” means work that changes the detail of a resource but does not change its basic size or shape.
3. “Building” means a residential, commercial, industrial or institutional structure created to support or shelter any human activity or occupancy and includes accessory buildings such as garages or sheds.
4. “Building inspection department” means the department responsible for the enforcement of the building codes of the city.
5. “Certificate of appropriateness” means the written approval of a permit application for work that is appropriate and that does not adversely affect a resource.
6. “City” means the City of Livonia, Wayne County, Michigan.
7. “City Council” means the legislative body of the city.
8. “Commission” means the historic preservation commission of the city.
9. “Demolition” means the razing or destruction, whether entirely or in part, of a resource and includes, but is not limited to, demolition by neglect.
10. “Demolition by neglect” means neglect in ~~the maintenance, repair~~maintaining, repairing, or securing ~~of a historic resource, that~~ resulting in deterioration of

an exterior feature of the resource of the loss of structural integrity of the resource. any of the following conditions:

- ~~A. The deterioration of exterior walls or other vertical supports~~
- ~~B. The deterioration of roofs or other horizontal members~~
- ~~C. The deterioration of exterior chimneys~~
- ~~D. The deterioration of exterior plaster or mortar~~
- ~~E. The ineffective weatherproofing of exterior walls, roofs and foundations, including broken windows and doors~~
- ~~F. The serious deterioration of any documented exterior architectural feature or significant landscape feature that in the judgment of the commission produces a detrimental effect upon the character of the district.~~

11. "Denial" means the written rejection of a permit application for work that is inappropriate and that adversely affects a resource.

12. "Feature" means a prominent or distinctive aspect, quality or characteristic. Examples are landscaped boulevards, brick paving and tree-lined streets.

13. "Fire Alarm System" means a system designed to detect and annunciate the presence of fire or by-products of fire.

~~13-14.~~ "Historic" means a resource that is at least fifty (50) years old, unless exceptionally significant. In addition, the resource must retain its integrity and be significant in the history, architecture, archeology, engineering or culture of the city, the state or the nation.

~~14-15.~~ "Historic district" means an area or group of areas, not necessarily having contiguous boundaries, that contains one resource or a group of resources that are related by history, architecture, archaeology, engineering or culture.

~~15-16.~~ "Historic preservation commission" (~~commission~~) means the seven-member body created by the city for the purpose of administering this chapter.

~~16-17.~~ "Historic preservation" means the rehabilitation, restoration, identification, evaluation, establishment, and protection of resources significant in history, architecture, archaeology, engineering or culture.

~~17-18.~~ "Historic resource" means a publicly or privately owned building, structure, site, object, feature or open space that is significant in the history, architecture, archeology, engineering or culture of the city, the state, or the nation. It includes any site, building, structure or object previously designated as a district resource.

~~18-19.~~ “Nonhistoric resource” means a site, building, structure, object, open space or feature within a historic district that is not designated as historic. All exterior work on nonhistoric resources located within a historic district is also reviewed by the commission.

~~19-20.~~ “Notice to proceed” means the written permission to issue a permit for work that is inappropriate and that adversely affects a resource, but the commission finds that the work is necessary to correct one of four conditions listed in section 5(6) of 1992 PA 96 (MCL 399.205(6)): (1) the resource is a hazard to the safety of the public or to the structure's occupants□(2) the resource is a deterrent to a major improvement project□(3) the resource is a true financial hardship beyond the owner's control□or (4) it is not in the best interests of the community to retain the resource.

~~20-21.~~ “Object” means a structure of functional, esthetic, cultural, historical, architectural, archaeological or scientific value that may be, by nature or design, movable yet related to a specific setting or environment. Examples are statues, monuments, fountains, lighting fixtures, signs and sundials.

~~21-22.~~ “Open space” means undeveloped land, a naturally landscaped area, a formal or man-made landscaped area that provides a connective link or buffer between resources.

~~22-23.~~ “Ordinary maintenance” means keeping a resource unimpaired and in good condition through ongoing minor intervention, undertaken from time to time, in its exterior condition. Ordinary maintenance does not change the external appearance of the resource except through the elimination of the usual and expected effects of weathering. Ordinary maintenance does not constitute work for the purposes of this ordinance.

~~23-24.~~ “Proposed historic district” means an area or group of areas, not necessarily having contiguous boundaries, that has delineated boundaries and that is under review by a committee or standing committee for the purpose of making a recommendation as to whether it should be established as a historic district or added to an established historic district.

~~24-25.~~ “Reconstruction” means the act or process of reproducing by new construction the exact form and detail of a vanished historic resource, or a part thereof, as it appeared at a specific period of time.

~~25-26.~~ “Rehabilitation” means the act or process of returning a historic resource to a state of utility through repair or alteration that makes possible an efficient contemporary use while preserving those portions or features of the property that are significant to its historical, architectural and cultural values.

~~26-27.~~ “Repair” means to restore a decayed or damaged resource to a good or sound condition by any process. A repair that changes the external appearance of a resource constitutes work for the purposes of this ordinance.

~~27-28.~~ “Restoration” means the act or process of accurately recovering the form and details of a historic resource as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.

~~28-29.~~ “Site” means a location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure. Some examples are: cemeteries, battlefields, petroglyphs, designed landscapes, and archaeological sites.

~~29-30.~~ “Smoke Alarm” means a single-station or multiple-station alarm responsive to smoke and not connected to a system. As used in this subdivision, “single-station alarm” means an assembly incorporating a detector, the control equipment, and the alarm sounding device into a single unit, operated from a power supply either in the unit or obtained at the point of installation. “Multiple-station alarm” means 2 or more single-station alarm that are capable of interconnection such that actuation of 1 alarm causes all integrated separate audible alarms to operate.

~~30-31.~~ “Streetscape” means the distinguishing and pictorial character of a particular street as created by its width, degree or curvature and paving materials, design of the street furniture, significant vegetation, retaining walls, etc.

~~31-32.~~ “Structure” is used to distinguish from buildings whose functional construction was usually for purposes other than creating human shelter. Some examples are: bridges, canals, dams, silos, windmills, power plants, boats and ships, and gazebos.

~~32-33.~~ “Work” means construction, addition, alteration, repair, moving, excavation or demolition.

Section 2. Section 050 of Title 2, Chapter 5 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

2.56.050 – Historic preservation commission—Creation and membership. Whenever the first historic district is established, a historic preservation commission shall be established. Such commission may consist of up to seven (7) members who reside in the city. Members shall be appointed by the mayor. Members shall

be appointed for three-year terms. Members shall serve with compensation as recommended by the mayor and approved by the city council and shall be eligible for reappointment. In the event of a vacancy on the commission, interim appointments shall be made by the mayor to complete the unexpired term of such position. A commissioner may be terminated at the discretion of the mayor. A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. Two (2) members shall be appointed from a list submitted by duly organized local historic preservation organizations. The commission may include one (1) architectural historian, and/or a graduate of a certified historic preservation program, a certified architectural historian, and/or a graduate of an accredited school or architecture who has two (2) years of architectural experience or who is an architect registered in Michigan.

Section 3. Section 060 of Title 2, Chapter 56 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

2.56.060—Commission—Powers and duties.

- A. The commission shall review all permits for work on the exterior of historic resources and nonhistoric resources in a historic district. ~~The owner of the resource, or any person, individual, firm or corporation authorized to act on behalf of the owner,~~ The person, individual, partnership, firm, corporation, organization, institution, or agency of government proposing to do the work shall make a complete application for a permit which shall contain pertinent plans, samples of materials, photographs, site plans, etc. No permit or other authorization shall be granted until the commission issues a certificate of appropriateness or a notice to proceed. A commission shall not issue a Certificate of Appropriateness unless the applicant certifies in the application that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1532.
- B. The commission shall review and act only upon the exterior features of a resource and shall not review and act upon interior arrangements unless specifically authorized to do so by the city council or unless such interior work will cause visible change to the exterior of the resource. The commission shall not disapprove an application due to considerations not prescribed in subsections D. and E.
- C. If an application is for work that will adversely affect the exterior of a historic resource or nonhistoric resource in a historic district the commission considers valuable to the city, state, or nation, and the

commission determines that the alteration or loss of that resource will adversely affect the public purpose of the city, state, or nation, the commission shall attempt to establish with the owner of the resource an economically feasible plan for preservation of the resource.

- D. In reviewing plans, the commission shall follow the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, as set forth in 36 C.F.R. part 67. Design review standards and guidelines that address special design characteristics of historic districts administered by the commission may be followed if they are equivalent in guidance to the Secretary of the Interior's standards and guidelines and are established or approved by the State Historic Preservation Office of the Michigan Historical Center.
- E. In reviewing plans, the commission shall also give consideration to the following:
 - 1. The historic or architectural value and significance of the historic resource and its relationship to the historic value of the surrounding area□
 - 2. The relationship of any architectural features of such historic resource to the rest of the resource and to the surrounding area□
 - 3. The general compatibility of the design, arrangement, texture and materials proposed to be used□
 - 4. Any other factor, such as esthetic value, that the commission finds relevant.□
 - 5. Whether the applicant has certified in the application that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531.
- F. After review of a permit using the criteria set forth in subsections D. and E. above, the commission will either issue: a certificate of appropriateness, a notice to proceed, or a denial of the permit. The commission will notify the building inspection department and the property owner or his/her representative in writing of its decision. All decisions will be kept on file by the commission.
 - 1. A certificate of appropriateness is issued when the proposed work is appropriate and does not adversely affect a resource.

2. (a) A notice to proceed is issued when the proposed work is inappropriate and adversely affects a resource, but the commission finds that the proposed work is necessary to substantially improve or correct one of four conditions listed in section 5(6) of 1992 PA 96 (MCL 399.205(6)):
 - (i) The resource is a hazard to public safety or the building's occupants.
 - (ii) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances.
 - (iii) Retaining the resource will cause undue financial hardship to the owner when governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site, have been attempted and exhausted by the owner.
 - (iv) Retaining the resource is not in the best interest of the majority of the community.
 - (b)(i) If the proposed work involves demolition of a historic resource, the commission shall have sixty (60) days after receipt of the application for a permit from the building inspection department to publicize the proposed demolition of the historic resource, and may make an effort to find a private or corporate purchaser interested in preserving the historic resource. Failing to find such a purchaser, the commission may then recommend that the city purchase the historic resource. At the discretion of the commission, the sixty-day waiting period may be waived.
 - (ii) Upon issuance of a notice to proceed, the commission shall notify the Livonia Historical Commission so that that body may consult with the owner about salvaging objects of historic significance from the historic resource.
3. A denial is issued when the proposed work is inappropriate. If a denial is issued, the specific reasons for the denial shall be given in writing to the director of building inspection and the applicant. Such denial is binding on the director of building inspection.
- G. Upon the failure of the commission to act on the application within sixty (60) days from the date of receipt of a complete application from the building inspection department, unless otherwise mutually agreed upon by the applicant and the commission, the building inspection department shall

proceed to process the application without regard to a certificate of appropriateness from the commission.

- H. The commission may delegate the issuance of certificates of appropriateness for specific minor classes of work to its staff, to the building inspection department or to another delegated authority. The commission shall provide to the delegated authority specific written standards for issuing certificates of appropriateness under this subsection. On at least a quarterly basis, the commission shall review the certificates of appropriateness, if issued for work by its staff, the inspector, or another authority, to determine whether or not delegated responsibilities should be continued.
- I. Upon a finding by the commission that a historic resource within a historic district or a proposed historic district subject to its review and approval is threatened with demolition by neglect, the commission may do either of the following:
 - (1) Require the owner of the resource to repair all conditions contributing to demolition by neglect.
 - (2) If the owner does not make repairs within a reasonable time, the commission or its agents may enter the property and make such repairs as are necessary to prevent demolition by neglect. The costs of the work shall be charged to the owner, and may be levied by the city as a special assessment against the property. The commission or its agents may enter the property for purposes of this section upon obtaining an order from the circuit court.
- ☐ When work has been done upon a resource without a permit, and the commission finds that the work does not qualify for a certificate of appropriateness, the commission may require an owner to restore the resource to the condition the resource was in before the inappropriate work or to modify the work so that it qualifies for a certificate of appropriateness. If the owner does not comply with the restoration or modification requirement within a reasonable time, the commission may seek an order from the circuit court to require the owner to restore the resource to its former condition or to modify the work so that it qualifies for a certificate of appropriateness. If the owner does not comply or cannot comply with the order of the court, the commission or its agents may enter the property and conduct work necessary to restore the resource to its former condition or modify the work so that it qualifies for a certificate of appropriateness in accordance with the court's order. The costs of the work shall be charged to the owner, and may be levied by the city as a special assessment against the property. When acting pursuant to an

order of the circuit court, the commission or its agents may enter a property for purposes of this section.

Section 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 5. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.

Regular Meeting Minutes of April 12, 2021

On a motion by Bahr, supported by White, and unanimously adopted, it was:

ORDS-Livonia Code of

Approval to amend
Historic Preservation
Commission Ordinance
Chapter 2.56, Section 020
(Definitions), Section 050
(Historic Preservation
Commission--Creation
and Membership), and
Section 060 (Commission
- Powers and Duties)

Refer to Law

#110-21 RESOLVED, that having considered a communication from the Director of Planning, dated March 3, 2021, which bears the signature of the City Attorney and is approved for submission by the Mayor, requesting to amend Historic Preservation Commission Ordinance Chapter 2.56, Section 020 (Definitions), Section 050 (Historic Preservation Commission--Creation and Membership), and Section 060 (Commission--Powers and Duties), as required by the State Historic Preservation Office (SHPO) for the City of Livonia to qualify under the Certified Local Government (CLG) Programs, as previously authorized in Council Resolution No. 300-20, the Council does hereby refer this item to the Department of Law for preparation of the appropriate ordinance amendment(s) to Chapter 2.56, Sections 020, 050 and 060 of the Livonia Code of Ordinances for submission to Council.

<i>UNFINISHED BUSINESS ITEM 17 (Regular Meeting of April 12, 2021)</i>
--

Motion by:

Seconded by:

RO CA:

Ayes:

Nays:

Absent:

Bahr

White

White, McCullough, Donovic, Holly, Toy, Bahr, McIntyre

None

None

CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING – MARCH 22, 2021

17

□□□

Meeting was called to order via Zoom remote technology at 9:21 p.m. by President Kathleen McIntyre. Present: Cathy White (Livonia, Michigan) □ Brandon McCullough (Livonia, Michigan) □ Rob Donovic (Deployed) □ Jim Holly (Livonia, Michigan) □ Laura Toy (Livonia, Michigan) □ Scott Bahr (Livonia, Michigan) □ and President Kathleen McIntyre (Livonia, Michigan). Absent: None.

17) PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Planning Department, re: to amend the Historic Preservation Commission Ordinance Chapter 2.56, Section 020 (Definitions), Section 050 (Historic Preservation Commission--Creation and Membership), and Section 060 (Commission--Powers and Duties).

Mark Taormina, Director of Planning and Economic Development, presented this request to Council. He said these changes to Chapter 2.56, the Historic Preservation Commission, ordinances are required by the State Historic Preservation Office, in order for the City to qualify under the Certified Local Government Program, as previously authorized by the Council back in 2020.

Councilmember Holly offered an approving resolution for the Consent Agenda.

President McIntyre stated this item would have to be placed on the Regular Agenda.

DIRECTION:	FIRST READ	REGULAR
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REPORT TO THE LIVONIA CITY COUNCIL

Planning
March 3, 2021

MEETING DATE

March 22, 2021

PREPARED BY

Mark Taormina, Planning and Economic
Development Director

AGENDA ITEM

PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Planning Department, re: to amend the Historic Preservation Commission Ordinance Chapter 2.56, Section 020 (Definitions), Section 050 (Historic Preservation Commission--Creation and Membership), and Section 060 (Commission--Powers and Duties).

BACKGROUND

These proposed amendments to the Livonia Code of Ordinances, Chapter 2.56, Historic Preservation Commission, are required by the State Historic Preservation Office (SHPO) for the City of Livonia to qualify under the Certified Local Government (CLG) Program as previously authorized by City Council (CR #300-20). The changes include three (3) new definitions, qualification for appointment to serve on the Historic Preservation Commission, and a requirement to install property fire and smoke alarms systems as a condition precedent to the granting of a permit for work involving changes to an historic resource.

RECOMMENDATION

Refer to Law Department for preparation of an ordinance amending Chapter 2.56 as proposed, and for First Reading.

FISCAL CONSIDERATION

None

ATTACHMENTS

1. 2.52.020 050 060 - Historical Commission

APPROVED BY

A handwritten signature in black ink, appearing to read "Mark Taormina".

Mark Taormina, Planning and Economic Development Director

Date: March 03, 2021



Date: March 03, 2021

Paul Bernier, City Attorney



Date: March 04, 2021

Maureen Miller Brosnan, Mayor



REPORT TO THE LIVONIA CITY COUNCIL

8

Law
April 27, 2021

MEETING DATE

May 10, 2021

PREPARED BY

Sara Kasprowicz, Council Office Manager

AGENDA ITEM

ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: to amend Section 350 of Title 6, Chapter 1 (Animals). (CR 43-21)
First Reading given by Council Member Brandon McCullough on Monday, April 26, 2021.

BACKGROUND

Council Resolution No. 43-21

RECOMMENDATION

Second Read

FISCAL CONSIDERATION

None

ATTACHMENTS

1. Administrative Response to CR 43-21
2. 6.01.350 - Cruelty-neglect-abandonment prohibited
3. CR 43-21
4. S041221 Req to amend Section 350 of Title 6, Chapter 1 MINUTES

APPROVED BY

A handwritten signature in blue ink, appearing to read "Paul Bernier".

Paul Bernier, City Attorney

Date: March 19, 2021

A handwritten signature in blue ink, appearing to read "Maureen Miller Brosnan".

Maureen Miller Brosnan, Mayor

Date: March 25, 2021



REPORT TO THE LIVONIA CITY COUNCIL

15

Law
March 19, 2021

MEETING DATE

April 12, 2021

PREPARED BY

Brenda Smyser, Program Supervisor

AGENDA ITEM

PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Department of Law, re: to amend Section 350 of Title 6, Chapter 1 (Animals). (CR 43-21)

BACKGROUND

Council Resolution No. 43-21

RECOMMENDATION

Recommend Ordinance for First Read

FISCAL CONSIDERATION

None

ATTACHMENTS

1. Administrative Response to CR 43-21
2. 6.01.350 - Cruelty-neglect-abandonment prohibited
3. CR 43-21

APPROVED BY

A handwritten signature in blue ink, appearing to read "Paul Bernier".

Paul Bernier, City Attorney

Date: March 19, 2021

A handwritten signature in blue ink, appearing to read "Maureen Miller Brosnan".

Maureen Miller Brosnan, Mayor

Date: March 25, 2021



REPORT TO THE LIVONIA CITY COUNCIL

9

Law
April 27, 2021

MEETING DATE

May 10, 2021

PREPARED BY

Sara Kasprovicz, Council Office Manager

AGENDA ITEM

ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, request to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest ¼ of Section 6. (CR 85-21)

First Reading given by Council Member Cathy White on Monday, April 26, 2021.

BACKGROUND

CR 85-21 - Referral to Law re: Proposed Amendment to the Livonia Code of Ordinances (Vacating) - Pet. 2021-01-03-01 - Anderson, Eckstein & Westrick, Inc. on behalf of Botsford General Hospital (Vacating an existing public utility easement at 39000 Seven Mile Road)

RECOMMENDATION

Second read

FISCAL CONSIDERATION

None

ATTACHMENTS

1. 2021-01-03-01 - AEW - Botsford General Hospital
2. R032221 Petition 2021-01-03-01 Req to vacate CR 85-21
3. S030821 Req to vacate public utility easement at 39000 Seven Mile Minutes
4. S030821 Petition 2021-01-03-01 Cover Letter
5. S030821 2021-01-03-01 Req to vacate - Council Packet

APPROVED BY

Paul Bernier, City Attorney

Date: April 09, 2021

Maureen Miller Brosnan, Mayor

Date: April 09, 2021



REPORT TO THE LIVONIA CITY COUNCIL

17

Law
April 8, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Brenda Smyser, Program Supervisor,

AGENDA ITEM

PROPOSED AMENDMENT TO THE LIVONIA CODE OF ORDINANCES, AS AMENDED: Department of Law, re: Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, request to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest ¼ of Section 6. (CR 85-21)

BACKGROUND

CR 85-21 - Referral to Law re: Proposed Amendment to the Livonia Code of Ordinances (Vacating) - Pet. 2021-01-03-01 - Anderson, Eckstein & Westrick, Inc. on behalf of Botsford General Hospital (Vacating an existing public utility easement at 39000 Seven Mile Road)

RECOMMENDATION

First read

FISCAL CONSIDERATION

None

ATTACHMENTS

1. 2021-01-03-01 - AEW - Botsford General Hospital
2. R032221 Petition 2021-01-03-01 Req to vacate CR 85-21
3. S030821 Req to vacate public utility easement at 39000 Seven Mile Minutes
4. S030821 Petition 2021-01-03-01 Cover Letter
5. S030821 2021-01-03-01 Req to vacate - Council Packet

APPROVED BY

A handwritten signature in blue ink, appearing to read "Paul Bernier".

Paul Bernier, City Attorney

Date: April 09, 2021

A handwritten signature in blue ink, appearing to read "Maureen Miller Brosnan".

Maureen Miller Brosnan, Mayor

Date: April 09, 2021

**AN ORDINANCE VACATING THE USE OF PORTIONS
OF STREET, ALLEY AND PUBLIC GROUND.**

THE CITY OF LIVONIA ORDAINS:

Section 1. The report and recommendation of the City Planning Commission, dated February 26, 2021, setting forth its resolution #02-04-2021 on Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, requesting to vacate the existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road, between the I-275/96 Expressway and Haggerty Road, in the Southwest 1/4 of Section 6, City of Livonia, Wayne County, Michigan, is hereby accepted and adopted and the Council does hereby approve all proceedings on said Petition 2021-01-03-01, it appearing that a public hearing thereon was held on February 23, 2021, as provided by law and that the proper notices of such hearing were given.

Section 2. Pursuant to Chapter 8 of Title 12 of the Livonia Code of Ordinances, as amended, the City of Livonia's use of the following property is hereby vacated:

The East 90 feet of the West 330 feet of the South 330 feet of the West 1/2 of the Southwest 1/4 of the Southeast 1/4 of Section 1, except the East 30 feet thereof and also except the South 60 feet thereof also the East 60 feet of the West 240 feet of the South 330 feet of the West 1/2 of the Southwest 1/4 of the Southeast 1/4 of Section 1 except the South 60 feet thereof T1S R9E 0.74 Acre.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 4. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.

Regular Meeting Minutes of March 22, 2021

On a motion by Toy, supported by Bahr, it was:

ACATE

Petition 2021-01-03-01
(Anderson, Eckstein &
Westrick, Inc., on
behalf of Botsford
General Hospital)
Approval to vacate an
existing public utility
easement at 39000
Seven Mile Road,
located on the north
side of Seven Mile
Road between the I-
275/96 Expressway
and Haggerty Road in
the Southwest 1/4 of
Section 6.

(Refer to Law)

#85-21 RESOLVED, that having considered a communication from the City Planning Commission, dated February 26, 2021, which is approved for submission by the Mayor, and which transmits its resolution 02-04-2021, adopted on February 23, 2021, with regard to Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest 1/4 of Section 6, the Council does hereby concur in the recommendation of the City Planning Commission and does grant and approve the said Petition 2021-01-03-01 and the Department of Law is hereby requested to prepare the necessary vacating ordinance in accordance with this resolution.

A roll call vote was taken on the foregoing resolutions with the following

result:

AYES: Bahr, White, McCullough, Donovic, Holly, Toy and McIntyre

NAYS: None

The President declared the resolutions adopted.

<i>CONSENT AGENDA ITEM 9 (Regular Meeting of March 22, 2021)</i>
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Motion by: Toy
Seconded by: Bahr
ROLL CALL CA:
Ayes:
Nays:
Absent:

Toy, Bahr, White, McCullough, Donovic, Holly, McIntyre
None
None

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING WED MARC 8, 2021**

Meeting was called to order via Zoom remote technology at 8:38 p.m. by President Kathleen McIntyre. Present: Scott Bahr (Livonia, Michigan) Cathy White (Livonia, Michigan) Brandon McCullough (Livonia, Michigan) Rob Donovic (Deployed) Jim Colly (Livonia, Michigan) Cathy White (Livonia, Michigan) and President Kathleen McIntyre (Livonia, Michigan). Absent: None.

13) VACATING PETITION: Planning Commission, re: Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest 1/4 of Section 6.

Mark Taormina, Director of Planning and Economic Development, presented this request to Council. He stated this is a housekeeping issue, it mostly involves the vacation of a water main easement. This is the site of the Beaumont Outpatient Care Center, as you know, with the demolition of the old building, some of the easements are no longer needed and so this is where vacating is involved, a water main easement.

Councilmember Toy offered an approving resolution for the Consent Agenda.

DIRECTION:

APPROVING

CONSENT



REPORT TO THE LIVONIA CITY COUNCIL

Planning
February 26, 2021

MEETING DATE

March 8, 2021

PREPARED BY

Stephanie Reece, Program Supervisor

AGENDA ITEM

VACATING PETITION: Planning Commission, re: Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest ¼ of Section 6.

BACKGROUND

RECOMMENDATION

#02-04-2021 RESOLVED, That pursuant to a Public Hearing having been held by the City Planning Commission on February 23, 2021, on Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, pursuant to Section 12.08 of the Livonia Code of Ordinances of the City of Livonia, as amended, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest ¼ of Section 6. the Planning Commission does hereby recommend to the City Council that Petition 2021-01-03-01 be approved for the following reasons:

1. That with the demolition of the old building, and redevelopment of the property as a new four and one-half (4-½) stories professional/medical building, this part of the easement is no longer needed for public utility purposes.
2. That the work has been completed, and upon vacation of the old easement, a new easement will be recorded that encompasses the relocated section(s) of the utilities, and
3. No reporting City department or public utility has objected to the proposed vacating.

FURTHER RESOLVED, That notice of the above hearing was given in accordance with the provisions of Section 12.08.030 of Zoning Ordinance #543, as amended.

FISCAL CONSIDERATION

ATTACHMENTS

1. 2021-01-03-01_Botsford_e-packet

APPROVED BY



Mark Taormina, Planning and Economic Development
Director

Date: February 26, 2021



Maureen Miller Brosnan, Mayor

Date: February 26, 2021



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

*xc: Law - Approve as to form
Engineering
E-Agenda's*

August 19, 2020

City Council
City of Livonia
33000 Civic Center Drive
Livonia, Michigan 48154

Reference: Water Main Easement Vacation Request
18th Street Development
AEW Project No. 0496-0041

REC'D
DEC 10 2020
CITY OF
ENGINEERING

Dear City Council:

As part of the 18th Street Development project, located at the northwest corner of 7 Mile Road and I-275, a portion of the existing 16-inch water main, and its associated easement, is proposed to be relocated. As such it is our request that the existing 20-foot wide water main easement (Liber 23477, Page 043) be vacated from the extents shown on Exhibit A, attached.

Please note that the relocated section of water main will be granted a new easement as required.

Sincerely,

Juli Sala, PE
Licensed Civil Engineer

Enclosure: Exhibit A - Water Main Easement Vacation

RECEIVED
OFFICE OF THE CITY CLERK
2020 DEC 10 PM 3:17

M:\0496\0496-0041\Gen\Letters\LTR - 2020-08-19 - Water Main Easement Vacation.docx

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

TODD J. ZILINCIK, P.E.
City Engineer

DAVID W. LEAR, P.E.
Assistant City Engineer



MAUREEN MILLER BROSNAN
MAYOR

DONALD R. ROHRAFF.
Director of Public Works

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154
(734) 466-2571
FAX: (734) 466-2195

December 16, 2020

Honorable Members of the City Council
City of Livonia

**Re: Vacation of the Public Utility Easement
S.W. ¼ of Section 6
18th Street Development
39000 Seven Mile Road
Parcel I.D. Nos. 46 023-99-0001-004**

Ladies and Gentlemen:

Pursuant to the August 19, 2020 request from Anderson, Eckstein & Westrick, Inc., on behalf of the owner, Botsford General Hospital, the Law Department has approved the request as to form and the Engineering Division has reviewed the utilities located on the property in question and found that the request for the vacation of the public utility easement is warranted.

In order to proceed, the Engineering Division respectfully requests that the City Council do all things necessary for the vacation of the following 20-foot wide public utility easement (previously recorded in Liber 23477, page 043, Wayne County Records) A map with the original easement to be vacated is attached:

Part of the Southwest ¼ of Section 6, Town 1 South, Range 9 East, City of Livonia, Wayne County, Michigan, being described as:

Commencing at the southwest corner of Section 6; thence S 88°14'49" E, 946.05 feet along the south line of Section 6; thence N 03°00'56" E, 60.02 feet to the northerly right-of-way line of Seven Mile Road (120.00 feet wide); thence S 88°14'49" E, 228.95 feet along the northerly right-of-way line of Seven Mile Road to the point of beginning of the centerline of a 20.00 feet wide water main easement, as recorded in Liber 23477 of Deeds, Page 43, Wayne County Records, to be vacated, lying 10.00 feet each side of the following described centerline; thence N 01°45'11" E, 185.00 feet; thence

To: Honorable Members of the City Council
Re: Vacation of the Public Utility Easement
S.W. ¼ of Section 6
18th Street Development
Property ID's #46-023-99-0001-004

December 16, 2020
Page 2 of 2

**N 61°45'11" E, 88.00 feet; thence N 39°15'11" E, 128.00 feet; thence
N 08°15'11" E, 162.00 feet; thence N 24°15'11" E, 145.00 feet; thence
N 35°30'11" E, 200.00 feet; thence N 15°30'11" E, 170.00 feet; thence
N 43°00'11" E, 90.00 feet; thence N 15°30'11" E. 137.00 feet; thence
N 43°00'11" E, 90.00 feet; thence N 15°30'11" E. 292.00 feet to the point
of ending of this described centerline.**

Should you have any questions, please feel free to contact this office.

Sincerely,

APPROVED:

Todd J. Zilincik, P.E.
City Engineer

Donald R. Rohraff
Director of Public Works

APPROVED AS TO FORM:

APPROVED FOR SUBMISSION:

Paul A. Bernier
City Attorney

Maureen Miller Brosnan, Mayor
CITY OF LIVONIA

TJZ:kjw

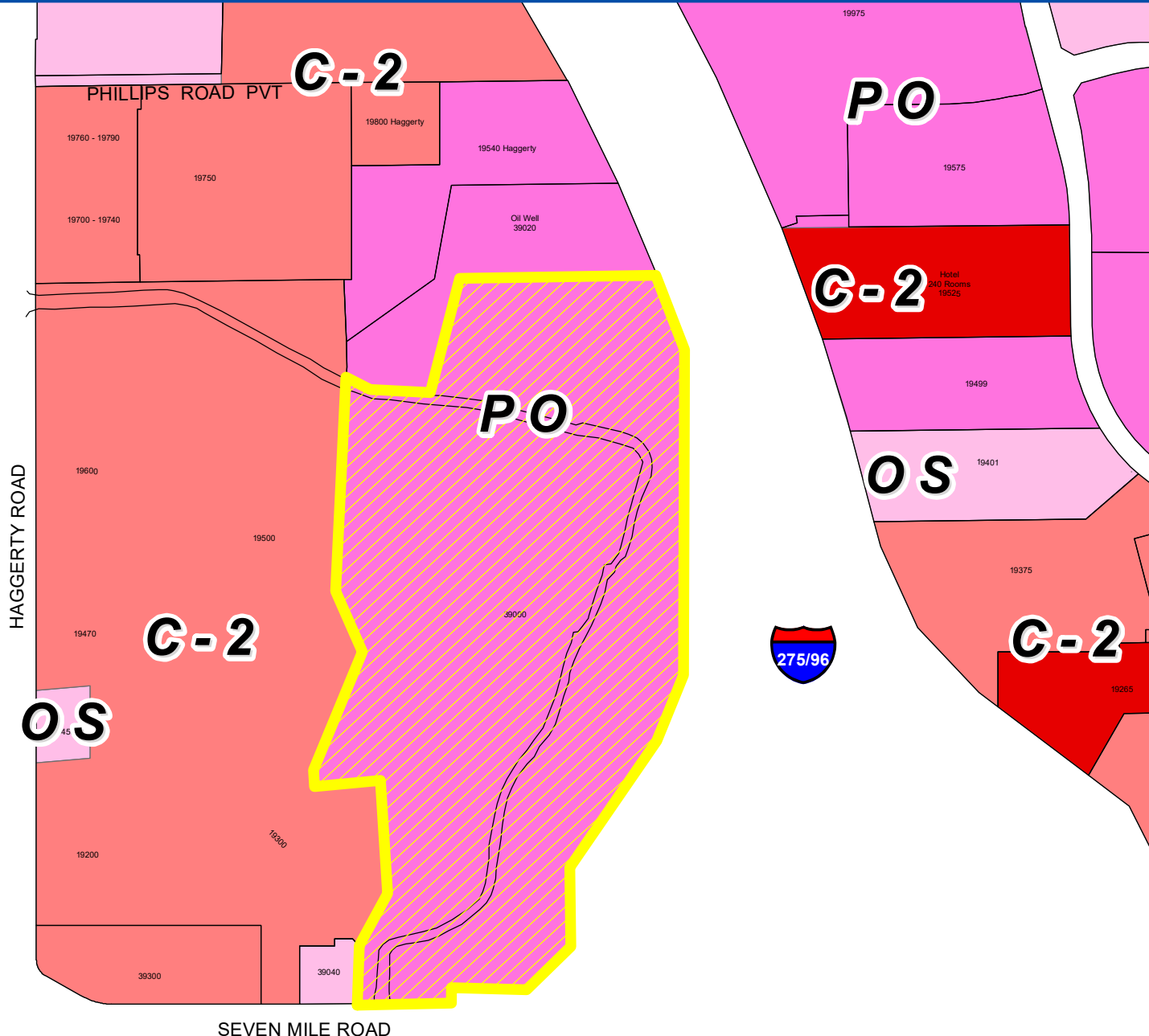
Attachment

cc: Ms. Juli Sala, P.E., AEW 51301 Schoenherr Road, Shelby Twp., MI 48315
DPW
File

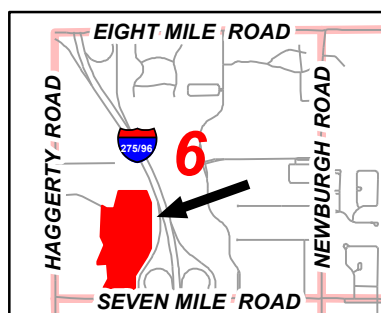
**ADOPTED BY THE ALBUQUERQUE CITY COUNCIL AT THE REGULAR MEETING OF
January 13, 2021**

Petition 2021-01-03-01

#10-21 RESOLVED, that having considered a communication from the City Engineer, dated December 16, 2020, approved by the Director of Public Works and the City Attorney, and approved for submission by the Mayor, to which is attached a communication from Juli Sala, PE, Licensed Civil Engineer, Anderson, Eckstein & Westrick, Inc., dated August 19, 2020, on behalf of the owner, Botsford General Hospital, wherein a request is submitted to vacate the public utility easement within the 18th St. Development located at 39000 Seven Mile Road, the Council does hereby refer this item to the City Planning Commission for action and recommendation in accordance with provisions of Law and City Ordinance.



SEVEN MILE ROAD



Address & Zoning Map

**Petition 2021-01-03-01
Botsford General Hospital
39000 Seven Mile Road
to vacate the existing public utility easement**



Not to Scale

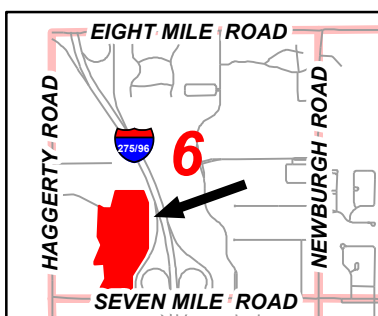


City of Livonia
Planning Department



Aerial Map

Petition 2021-01-03-01
Botsford General Hospital
39000 Seven Mile Road
to vacate the existing public utility easement



Not to Scale



City of Livonia
Planning Department

PLANNING COMMISSION STAFF NOTES

PUBLIC HEARING

ITEM 2

Petition 2021-01-03-01 submitted by Anderson, Eckstein & Estrick, Inc., on behalf of Botsford General Hospital, pursuant to Section 12.08 of the Livonia Code of Ordinances of the City of Livonia, as amended, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest 1/4 of Section 6.

February 16, 2021 Study Meeting:

This petition involves a request to vacate an existing public utility easement located at the site being developed by 18th Street Development as a Beaumont Outpatient Care Center located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road. In 2019, site plan approval was granted (CR #262-19) to have a professional/medical office building constructed on the site. The new professional/medical building is four and one-half (4-1/2) stories in height and contains a gross floor area of 161,659 square feet.

Before the construction of the new professional/medical building could take place, the existing 290,000 square foot building, which was formerly occupied by A123 Systems, had to be torn down and removed. With the demolition of the old building and redevelopment of the property, the utilities were relocated, thus eliminating the need for parts of the original easements. Attached is a survey illustrating the sections of the existing easements to be vacated.

The City Engineering Division has no objections to the request. City ordinance requires that vacating petitions first have a public hearing by the Planning Commission with a report and recommendation submitted to the City Council. Notice of this petition to vacate the easements has been provided to all known utility and communications companies.

February 23, 2021 Public Hearing:

Approving Resolution: That the request to vacate an existing public utility easement at 39000 Seven Mile Road is hereby approved for the following reasons:

1. That with the demolition of the old building, and redevelopment of the property as a new four and one-half (4-1/2) stories professional/medical building, this part of the easement is no longer needed for public utility purposes.

2. That the work has been completed, and upon vacation of the old easement, a new easement will be recorded that encompasses the relocated section(s) of the utilities, and
3. No reporting City department or public utility has objected to the proposed vacating.

[illegible]

DEPARTMENT OF FINANCE

Michael T. Slater
DIRECTOR OF FINANCE

Connie Kumpula
CHIEF ACCOUNTANT



MAUREEN MILLER BROSNAN
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2260
FAX: (734) 421-1807

January 26, 2021

Mr. Scott O. Miller
Planning Commission
33000 Civic Center Drive
Livonia, MI 48154

Petition 2021-01-03-01 – 39000 Seven Mile – Botsford General Hospital

Dear Mr. Miller,

I have reviewed the addresses connected with the above noted petition. As there are no outstanding amounts receivable (general or water and sewer), I have no objections to the proposal.

Please contact me if you have any further questions.

Very truly yours,

Connie Kumpula
Chief Accountant

CK: jw

OFFICE OF THE TREASURER

LYNDA L. SCHEEL
CITY TREASURER



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3060
(734) 466-2245
FAX: (734) 421-7230

February 3, 2021

Mr. Scott Miller – Planner IV
Planning Commission
City of Livonia

Re: Petition 2021-01-03-01

39000 Seven Mile Road
Botsford General Hospital

Dear Mr. Miller,

In accordance with your request, the Treasurer's Office has reviewed the name and addresses connected with the above noted petition. At this time, there are no taxes due, therefore I have no objections to the proposal.

Sincerely,


Lynda L. Scheel
Treasurer, City of Livonia

**OTHER ITEMS
RELATED TO THE
PETITION**

UNAPPROVED MINUTES

1

MINUTES OF THE 1,165th PUBLIC HEARINGS AND REGULAR MEETING HELD BY THE CITY PLANNING COMMISSION OF THE CITY OF LIVONIA

On Tuesday, February 23, 2021, the City Planning Commission of the City of Livonia held its 1,165th Public Hearings and Regular Meeting via Zoom Meeting Software.

Mr. Ian Wilshaw, Chairman, called the meeting to order at 7:00 p.m.

Members present: David Bongero Sam Caramagno Glen Long
 Betsy McCue Carol Smiley Peter Ventura
 Ian Wilshaw

Members absent: None

Mr. Mark Taormina, Planning Director, Scott Miller, Planner IV, and Stephanie Reece, Program Supervisor, were also present.

Chairman Wilshaw informed the audience that if a petition on tonight's agenda involves a rezoning request, this Commission makes a recommendation to the City Council who, in turn, will hold its own public hearing and make the final determination as to whether a petition is approved or denied. The Planning Commission holds the only public hearing on a request for preliminary plat and/or vacating petition. The Commission's recommendation is forwarded to the City Council for the final determination as to whether a plat is accepted or rejected. If a petition requesting a waiver of use or site plan approval is denied tonight, the petitioner has ten days in which to appeal the decision, in writing, to the City Council. Resolutions adopted by the City Planning Commission become effective seven (7) days after the date of adoption. The Planning Commission and the professional staff have reviewed each of these petitions upon their filing. The staff has furnished the Commission with both approving and denying resolutions, which the Commission may, or may not, use depending on the outcome of the proceedings tonight.

ITEM #2 PETITION 2021-01-03-01

Botsford General

Mr. Caramagno, Secretary, announced the next item on the agenda, Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, pursuant to Section 12.08 of the Livonia Code of Ordinances of the City of Livonia, as amended, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96

UNAPPROVED MINUTES

2

Expressway and Haggerty Road in the Southwest ¼ of Section 6.

Mr. Taormina: This petition involves vacating an existing public water main easement. The location is on the north side of Seven Mile Road just west of I-275. This site is currently under development by Beaumont Health System as an outpatient care center. The new professional medical building will be four- and one-half stories in height and will have a gross floor area of about 162,000 square feet. The new building replaces the former office and manufacturing facility that was last occupied by A123 Systems. With the demolition of the old building and redevelopment of the site most of the utilities are being relocated. This includes a water main, which renders the current easement no longer useful, hence the reason for this request to vacate and remove it to prevent it from becoming an encumbrance on the property. This plan shows where that water main easement is located on the property, which would be vacated. City Engineering Department has no objections to this request. With that, Mr. Chairman, I can read out the departmental correspondence.

Mr. Wilshaw: Yes, please.

Mr. Taormina: The first item is from the Finance Department, dated January 26, 2021, which reads as follows: *"I have reviewed the addresses connected with the above noted petition. As there are no outstanding amounts receivable, general or water and sewer, I have no objections to the proposal."* The letter is signed by Connie Kumpula, Chief Accountant. The next letter is from the Treasurer's Department, dated February 3, 2021, which reads as follows: *"In accordance with your request, the Treasurer's Office has reviewed the name and addresses connected with the above noted petition. At this time, there are no taxes due, therefore I have no objections to the proposal."* The letter is signed by Lynda Scheel, Treasurer. That is the extent of the correspondence.

Mr. Wilshaw: Are there any questions of the Planning Director? If not, is there anyone representing the petitioner tonight? If so, you can click the raise hand button. We will make sure you are recognized.

Mr. Taormina: I don't believe that is the case, Mr. Chairman.

Mr. Wilshaw: I don't see anyone. This is a fairly small in terms of an almost housekeeping type of petition that we deal with. Although, it is still a Public Hearing and we want to make sure we give anybody an opportunity to speak on it. Is there anyone else in our audience that wishes to speak for or against this item? Seeing no one else raising their hand, I will close the public hearing and ask for a motion.

On a motion by McCue, seconded by Bongero, and unanimously adopted, it was

#02-04-2021 **RESOLVED**, That pursuant to a Public Hearing having been held by the City Planning Commission on February 23, 2021, on Petition 2021-01-03-01 submitted by Anderson, Eckstein & Westrick, Inc., on behalf of Botsford General Hospital, pursuant to Section 12.08 of the Livonia Code of Ordinances of the City of Livonia, as amended, to determine whether or not to vacate an existing public utility easement at 39000 Seven Mile Road, located on the north side of Seven Mile Road between the I-275/96 Expressway and Haggerty Road in the Southwest ¼ of Section 6.the Planning Commission does hereby recommend to the City Council that Petition 2021-01-03-01 be approved for the following reasons:

1. That with the demolition of the old building, and redevelopment of the property as a new four and one-half (4-½) stories professional/medical building, this part of the easement is no longer needed for public utility purposes.
2. That the work has been completed, and upon vacation of the old easement, a new easement will be recorded that encompasses the relocated section(s) of the utilities, and
3. No reporting City department or public utility has objected to the proposed vacating.

FURTHER RESOLVED, That notice of the above hearing was given in accordance with the provisions of Section 12.08.030 of Zoning Ordinance #543, as amended.

Mr. Wilshaw: Is there any discussion?

Mr. Wilshaw, Chairman, declared the motion is carried and the foregoing resolution adopted. It will go on to City Council with an approving resolution.

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD APRIL 26, 2021**

10.

Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

3) AWARD OF BID: Department of Parks and Recreation, re: for the Department Branding Project as identified in Livonia Vision 21, from budgeted funds.

Ted Davis, Superintendent of Parks and Recreation, presented this request to Council. He said the Department of Parks and Recreation is taking proposals for Department rebranding in cooperation with Community Resources. We received ten responses and narrowed that field down to two firms for interviews. After interviews, we are recommending the award go to Everwild, whose information and proposal is in your packet. The current logo brand dates back to the early 2000s. It lacks meaning, representation in the Department, and clear identification of Livonia's Park and Recreation. Simply put, we can do better and we feel it's time for a change. The branding project is identified in Council approved Livonia Vision 21 as part of the Healthy Communities, name objective 4.4, establish a marketing and branding campaign to increase awareness about Livonia's strong quality of life. This bulk project includes several phases in project deliverables. The initial phase is a discovery phase where Everwild will be learning about Livonia's Parks and Recreation, where we currently are, our vision for the future and needs of stakeholders. We'll then go through a development, a brand platform, and what they're asking here is what makes this unique and why should people take notice. They're going to be telling our story and telling it in a compelling way. It includes a brand mission and vision, brand values, brand promise and the implied benefits and a brand positioning statement what we would call our tagline. So right now our current tagline is come out and play, that was stolen from M Parks, and before that it was creating the interest, People, Parks and Programs was stolen from California's Parks and Recreation in a project that was initially done in the late '90s, so some of these have been around for quite some time. They also establish a brand identity which is a visual representation of who we are at its core, on logo, color palettes and examples in use. And then finally a style guide that will develop standards for use to ensure consistencies in application. Again, we're recommending the award of bid go to Everwild. Their approach, experience with Parks and Recreation Agencies and projects such as the 2024 Los Angeles Olympics set them apart.

Once President Bahr said obviously this involves a well-colored palette, the definition of all things you talked about, do you envision this being some sort of – obviously, the logo will brand magazines within facilities, but are you envisioning some kind of wayfinding or signage that goes along with this or is this only focused on just the logo and the mission statement and those kind of things?

Davis replied that's a great question. This award is only focused on the logo and the development of that, right, and how we get to that, and our mission, our vision, our brand value, that's what this project is all about right now.

Bahr asked how do you envision what ultimately comes out of this, working with the City branding—is this going to be something completely distinct or is there a desire to have those two intertwine somehow?

Davis replied I think they will co-mingle—they'll co-exist. But Parks and Recreation is one of the biggest outward facing department. And this is important for us. We do have an existing logo right now, again, it kind of lacked – if you just saw the logo, you would not look at it and say oh, yeah, that's Parks and Recreation. You would look at it and say it's someone's Nike shoe upside down. So, I mean again, that's not identifiable for us, really, that doesn't represent who Parks and Recreation is and what we are or what we provide. I think that's really what you want to get to with this process.

Bahr said I agree, I like what you're doing, and I'll offer an approving for Consent if there's no objection. But one of the things I'm excited about with this, if I'm not mistaken, I'm going off memory here, this price tag is quite a bit less than what we spent for the City of Livonia branding a few years ago. And I'll just say I was underwhelmed by the results of that. And if Parks and Rec can do this right at a lower price tag it appears, if my memory serves me correctly, I guess I'm hopeful that that can help maybe influence what we do on a City level as well. Please respond to this if you have a thought to it, but it seems to make sense to me that there be consistency from the City and Parks and Rec. I'm all about the branding that you're talking about but it doesn't make a ton of sense to me that you'd have a distinct brand for Parks and Rec versus the City of Livonia. I offered an approving for Consent, I'm excited to see what you guys come up with.

Councilmember Donovic lost connection to the Zoom Meeting prior to speaking on this item, therefore President McIntyre asked that it be placed on the Regular to give him the opportunity to speak on this matter.

DIRECTION:

APPROVING

REGULAR



REPORT TO THE LIVONIA CITY COUNCIL

3

Parks and Recreation April 6, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Ann Cox, Program Supervisor

AGENDA ITEM

AWARD OF BID: Department of Parks and Recreation, re: for the Department Branding Project as identified in Livonia Vision 21, from budgeted funds.

BACKGROUND

The Department of Parks and Recreation has taken proposals for department rebranding. The current brand dates back to the early 2000s, lacking meaning, representation, and clear identification as Parks and Recreation. The proposed rebranding project will include a discovery and audit phase, brand platform, brand identity, and style guide for an updated logo and identity representing the department and community we serve.

The Branding project is identified in Livonia Vision 21 as part of Healthy Communities. Objective 4.4 Establish a marketing and branding campaign to increase awareness about Livonia's strong quality of life.

Specifications were prepared by the Community Resources and Parks and Recreation Departments and an advertisement for proposals was placed in the Sunday, February 14, 2021, issue of the Livonia Observer and on the MITN website. Ten (10) proposals were received and opened in the presence of the Bid Committee at 2 p.m. on March 2, 2021. Below, for Council's review, is the bid tabulation.

Company	Proposal Amount
Do Better	\$64,500
Everwild	\$5,000
M	\$1,000
Mort Crim Communications	\$6,000
Studio Incognita	\$1,550-\$101,000
uidestudio	\$1,925-\$21,405
Mlive Media Group	\$19,500
Brandfirst	\$29,500
Milo-Detroit	\$1,500
M Group	\$40,000

The Community Resources and Parks and Recreation Departments reviewed the proposals and interviewed the top two firms based upon the scoring system in the Request for Proposal. Zoom interviews were conducted for Everwild and uidestudio with representatives of Community

Resources, Parks and Recreation, and Parks and Recreation Commission.

RECOMMENDATION

We recommend that City Council authorize the Mayor and City Clerk to execute a contract in the amount of \$ 5,000.00 with Everwild, 102 Perrysburg Holland Rd., Holland, OH 43526. Attached is their form of proposal and bid specifications. Bids are good for 120 days from opening.

FISCAL CONSIDERATION

Budgeted funds are available in account 20 - 56- 1 -000.

ATTACHMENTS

1. 2021 Parks and Recreation Rebranding

APPROVED BY



Ted Davis, CPRP, Superintendent of Parks and Recreation

Date: April 06, 2021



Michael Slater, Finance Director

Date: April 08, 2021



Maureen Miller Brosnan, Mayor

Date: April 09, 2021

ADVERTISEMENT FOR
REQUEST FOR PROPOSAL

CITY OF LIVONIA, MICHIGAN
33000 CLIFTON CENTER DRIVE
LIVONIA, MICHIGAN 48154

REBRANDING FOR THE CITY OF LIVONIA RECREATION DEPARTMENT

Sealed proposals will be received VIA THE MITN WEBSITE ONLY WWW.MITN.INFO until **2:00 P.M., Eastern Daylight Time, on MARCH 2, 2021** at which time the proposals will be publicly opened and read aloud via Zoom. Each proposal shall be recorded together with the name of the bidder. Bids shall be in accordance with the requirements of this notice in order to be deemed responsive. Late proposals will be considered. No physical bid submission will be accepted. All proposals must be uploaded in Adobe Acrobat Format.

The City of Livonia Parks and Recreation Department is seeking proposals from professional firms with experience in working with organizations interested in community branding, advertising, and public relations. This is a request for proposal for such consulting services, that can execute the necessary processes towards achieving our goal of executing a successful imaging and re-branding process.

Vendors may attend the bid opening virtually by using the following credentials:

Bid Opening Access

By Computer:

<https://us02web.zoom.us/j/229412641>

By Phone:

Phone (12) 626-6 99
Webinar ID: 22 9412 641

Instructions and specifications may be obtained by registering with the Michigan Inter- governmental Trade Network (MITN) at www.mitn.info.

All Addendums will be posted on the MITN website. Any information not obtained from the MITN website should not be relied upon. Faxed proposals in response to this request will not be accepted.

All proposals shall be submitted in Adobe Acrobat Format via the MITN website.

No bidder may withdraw his proposal within 120 calendar days after the date set for opening thereof.

The City of Livonia reserves the right to reject or accept any or all proposals in whole or in part and waive any irregularities therein. Acceptance of any proposal does not constitute a binding agreement until a written Contract is signed by both parties.

I. GENERAL INFORMATION AND REQUIREMENTS

A. Purpose

The Livonia Parks and Recreation is seeking proposals from professional firms with experience in working with organizations interested in community branding, advertising, and public relations. This is a request for proposal for such consulting services, that can execute the necessary processes towards achieving our goal of executing a successful imaging and re-branding process. Proposer should be able to develop a comprehensive community branding and marketing project, wherein the goal is to enhance the image of Livonia Parks and Recreation in the community. The brand should represent the shared values of our community and partners. A branding campaign will help instill a sense of pride for the City of Livonia as well as create design standards for future marketing, communication, and wayfinding materials.

The City invites responses from any firm that is qualified and is willing to meet the minimum requirements as stated in this Request for Proposals (RFP). These specifications and requirements will assist in the procurement of the highest quality service possible to meet the requirements and needs of the City. The submission of a proposal hereunder shall be considered evidence that the contractor is satisfied with respect to the conditions to be encountered, and the character, quantity, and quality of the work to be performed.

B. Proposal Instructions

Please read these instructions carefully. All the information requested must be provided. In submitting this sealed proposal, it is understood that the City reserves the right to reject or accept any or all proposals in whole or in part. It is agreed that this proposal may not be withdrawn for one hundred twenty (120) days from the opening thereof.

Sealed proposals will be received via the MITN website www.mitn.info until 2:00 P.M., local time, on MARCH 2, 2021. Each proposal shall be recorded together with the name of the company as per the instructions in the Advertisement for Bids. Proposals shall be in accordance with the requirements of this notice in order to be deemed responsive. Late proposals will be returned unopened. Physical bids will not be accepted.

The contractors shall provide the following information, as a minimum standard, as part of their respective materials to be considered as a qualified vendor:

1. Scope of Services: The proposal should outline the work to be performed and any additional information that may not have been requested.
2. References: Contractor shall provide at least three (3) current customer references.
3. Statement of qualifications
4. Company Overview (1 page)
5. Proposed timeline for project

C. Request for Qualifications Requirements

All proposals shall include a statement of professional qualifications including the specialized experience of the firm and its principles and staff for satisfactory performance of services similar to those listed in the Scope of Services. The following must be provided:

- Provide the name, address, telephone number, email address, and fax number of the firm. Identify locations of all its offices, specifically indicating the principal place of business, and location of staff assigned to this project.
- Describe the firm's general background and experience working with municipal clients.
- Provide the age of the firm and average number of employees over the last five (5) years.
- Submit an organizational chart of the firm.
- Identify the project manager (PM) and roles of other key staff that will directly be involved in this project. Provide resumes of their background and experience specifically related to the preparation of comprehensive, master and general plans.
- Personnel qualifications: A description of experience of any personnel to be assigned to the work, together with the experience of key staff personnel. Those members of the in-house staff that will perform these functions are to be indicated in the proposal and credentials submitted with proposal. Organizations that will use any outside sources for any of these services shall submit the name and associated credentials of individual / company with their proposal.
- Identify sub-consultants, if any, and their specific role and responsibility on this project.
- State the firm's ability to sustain the loss of personnel without adversely affecting the City of Livonia projects.
- Describe your firm's overall proposed approach to the Rebranding Plan

D. Proposal Format

Those firms interested in responding to this RFP should prepare an Adobe Acrobat document providing the information requested herein.

The City reserves the right to make changes to this RFP, with timely notification to vendors. Submitted proposals become the property of the City of Livonia and will not be returned to those responding.

The proposal response shall be neatly typed and printed on 8 1/2 x 11 paper with a minimum spacing of one and one-half lines. Proposals shall not exceed 200 pages single-sided or 100 pages double-sided. Proposals shall include a minimum of three (3) references for projects of similar scope and size. The representatives shall have been involved in a similar project with the consultant. Include the name, title, telephone number, address and a brief description of the project and the role of the municipal representative in the project.

Vendors are prohibited from using the official seal of the City of Livonia in this proposal or in any other manner.

E. Issuing Office

This RFP was prepared by the City of Livonia Community Resources and Parks and Recreation Departments. Questions relating to the project and its contents shall be addressed in writing to ENNA BACHELOR, PURCHASING MANAGER VIA EMAIL EBACHELOR@LIVONIA.OV. **The deadline for receiving questions in response to the RFP is no later than 3:00 p.m. EST, February 23, 2021.** The City does not guarantee a response to questions received after the question deadline. Questions received will be responded to in writing by the Community Resources and Parks and Recreation Departments in the form of addenda posted to the MITN website www.mitn.info.

F. Fair Employment Practices

The selected Consultant agrees not to discriminate against any employee or applicant for employment, to be employed in the performance of such contract, with respect to hire, tenure, terms, conditions or privileges, of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, being disabled, or disadvantaged person, or War Veteran. Breach of this covenant may be regarded as material breach of the contract as provided for in Act 220 and Act 45 of the Public Acts of 1966, as amended, entitled Michigan Handicappers Civil Rights Act and the Michigan Elliott Larson Civil Rights Act. The vendor further agrees to require similar provisions from any subcontractors, or suppliers.

The consultant shall furnish all necessary information and reports and shall permit access to its books, records and accounts by the City of Livonia for purposes of investigation to ascertain compliance with the non-discrimination/minority business provision of any resultant contract.

G. Insurance

Attachment A to this RFP contains the insurance requirements to be provided by the selected Consultant.

H. Rejection of Proposals

The City of Livonia reserves the right to reject any and all proposals received as a result of this RFP, or to negotiate separately with any source whatsoever, in any manner necessary to serve in its best interest. The City of Livonia does not intend to award a contract solely on the basis of responses to this RFP or otherwise pay for the information solicited or obtained.

I. Incurred Cost

The City of Livonia will not be liable for any cost incurred by the Consultant for any work performed through and including the execution of a contract for professional services, prior to the execution of a contract for professional services.

J. Addenda to the RFP

In the event it becomes necessary to revise any part of the RFP or provide clarification regarding the requirements stipulated herein an addendum shall be issued. Vendors should not assume changes have been made to the requirements unless changes are documented in the form of an addenda posted to the MITN website. Firms shall

acknowledge receipt of each addenda with their proposal response.

Q. Completeness of the Proposal Submittal

The submitted RFP shall address all items completely and thoroughly in accordance with the format provided and shall be signed by an officer of the firm authorized to bind the proponent to its provisions.

The contents and commitments in the proposal shall remain firm for one hundred twenty (120) calendar days from the submittal due date. If the Consultant team is composed of a prime consultant with sub-consultants, the sub-consultants shall remain exclusive to the prime described in the proposal until the end of the specific RFP proposal period. The total remain exclusive time will be one hundred and twenty (120) days from the proposal due date.

Exclusivity of sub-consultants is intended to allow sub-consultants to affiliate initially with as many primes as may be prudent. However, if none of the primes with which they have affiliated are short listed; they are not to attempt to affiliate with a prime who has been short listed. Sub-consultants will not be reviewed out of context with their original affiliations.

Q. Consultant Responsibilities

The Consultant shall be capable, either as a firm or a team, of providing all professional services as described under Scope of Services and to maintain those capabilities until notification of the fact that their RFP was unsuccessful. Exclusion of any service for the project may serve as cause for rejection. The selected Consultant shall remain capable of providing all professional services as described under Scope of Services and shall maintain those capabilities until notified by the City of Livonia. Consultants may contract with sub-consultants on the Rebranding Livonia Project, but a lead consultant must be identified and must take responsibility of all the deliverables. The City reserves the right to request substitution of firms.

M. Acceptance of Proposal Package Content

The contents of the RFP package will be the basis for evaluation. Each consultant will be considered separately.

N. Project Funding and Compensation

The City of Livonia has set aside funding in the FY 2020-21 Budget beginning on December 1, 2020 for the completion of the work described in the Request for Proposal.

The submitted RFP shall provide a breakdown of budgeted hours, staff labor costs, and other direct costs by task and total. The total shall be a fee not-to-exceed without prior written authorization from the City of Livonia.

After the execution of a Contract with the selected Consultant(s), the City will conduct the compensation reimbursements in accordance with the following guidelines:

1. For Consulting/Design Services, a monthly invoicing procedure on a per project basis will be set up.
2. The Consultant shall keep records of all costs on the project. These records

may be audited by the City of Livonia.

O. Schedule Dates

The following is an anticipated schedule for the selection process. The City of Livonia reserves the right to modify any part of this schedule.

- | | |
|----------------------------------|--------------------------|
| 1. Request for Proposals Issued: | FEBRUARY 9, 2021 |
| 2. Question Deadline | FEBRUARY 23, 2021 |
| 3. Proposal Due: | MARCH 2, 2021 |
| 4. Contract Award: | April 2021 (anticipated) |
| 5. Agreement | May 2021 (anticipated) |

P. Responses

To be considered, firms shall submit a proposal response in Adobe Acrobat Format in accordance with the requirements specified in the RFP document.

Q. Disclosure of Contents

Information submitted in response to the RFP is subject to Freedom of Information Action requirements.

II. SCOPE OF SERVICES

A. General Overview □ Department Profile

The purpose of this RFP is to solicit proposals on behalf of the City of Livonia from professionally qualified firms to prepare a comprehensive rebranding of Livonia Parks and Recreation.

The City of Livonia is in the western part of Wayne County roughly 20 miles from downtown Detroit. Livonia is close to the axis of two major expressways, I-96 and I-25, which provides excellent and convenient access in all directions. Interstate 96 runs east and west through the lower half of the City, while Interstate 25 runs north and south near the western edge. In addition, rail service is available through the heart of Livonia's industrial corridor via the CS Railroad. Much of what makes Livonia a great place to live, work, shop and play is its diverse mix of land uses. The City is home to thousands of businesses, large and small, including corporate headquarters for ZF-TRW, Trinity Health, Masco, Roush Industries, Acro Services Corporation, and Valassis, just to name a few. Livonia is also home to eight institutions of higher learning, led by the main campuses for Schoolcraft College and Madonna University. With a population of about 95,000, Livonia is the tenth largest city in Michigan and the third largest in Wayne County. Additionally, Livonia encompasses 66 square miles, making it the 4th largest in land area among Michigan cities.

The Parks and Recreation Department has been divided into eight service divisions; Aquatic Services, Athletic Services, Golf Services, Park Services, Special Events Services, Senior Services, Historical and Community Center Services.

Aquatic Services includes two indoor pools, spa and spray ground built at the Jack E. Kirsey Recreation Center, one fifty-meter outdoor pool (Botsford Pool) and one twenty-five meter pool (Shelden Park). Clements Circle Splash Park opened in August of 2016. The new twenty-five meter pool lap pool with slide and two climbing walls and family pool with a zero depth entry. The Aquatic Services Division houses over 100 employees that help to promote a safe, enjoyable and educational experience through swim lessons, water fitness classes, open swim and pool rentals.

The Athletic Services Division provides programming such as softball, basketball, tennis, coach pitch, soccer, archery and tennis. The Athletic Services Division also has developed a partnership with the Livonia Civic Arena to manage Devon Aire Arena and the Eddie Edgar Arena including programming.

The Community Center Services Division operates the 10,000 square foot Jack E. Kirsey Recreation Center (formerly the Livonia Community Recreation Center) employing 100 employees. The center includes two indoor pools, spa, spray ground, 2,000 square feet of gymnasium space, fitness room with training equipment, indoor track, climbing wall, indoor play structure and meeting space. The center currently averages over 1,000 visitors daily.

The Golf Services Division works with a managerial firm (TJW Inc.) to staff and run each golf course. Livonia currently owns and operates three 18-hole regulation golf courses within the city limits.

All park properties are maintained by the Department of Public Works; which includes the parks foreman and maintenance staff. The Department of Public Works maintains over 1,500 acres (sites) of developed and undeveloped park property along with other city property in Livonia.

Historical Division is charged with the management of Greenmead Historical Park. The park encompasses the Simmons/Hill Farm Complex and several structures placed on the site as a historic village.

The Senior Services Division operates the Civic Park Senior Center. The center includes lounge, library, meeting rooms, kitchen/dining facilities and offers a wide range of senior programming.

The final division is for Special Events Services. The division is charged with developing and organizing community involvement by working with local business and community groups that provide professional input, volunteers and financial assistance. Such programs that are under the direction of the Special Events Services Division include the Tree Lighting Ceremony, Kids Day, Park IT, Father/Daughter dances, Turkey Trot, and New Year's Eve Party.

B. Background

The Department's current logo was last updated approximately 20 years ago and lacks meaning and connection to the community. Moreover, some divisions market and brand themselves separately. This creates a muddled and confusing message for the community. Livonia recently completed a Comprehensive Master Plan, Livonia Vision 21. This effort focused on the future path of the community in areas of land use, special planning areas, housing, recreation, transportation, and sustainability. While the department has mission and vision statements this effort was undertaken prior to the additions of Historical and Seniors. With these changes an updated mission and vision is needed for our new department.

C. Plan Objective

The purpose of this initiative is to differentiate Livonia Parks and Recreation from other surrounding suburban communities in the area by developing a brand which may be used to market Parks and Recreation to prospective businesses, developers, residents and visitors. The chosen agency shall provide The City of Livonia with a market research study to determine the view of the City in neighboring communities.

The agency must create an image for Livonia that can be easily and effectively utilized across multiple graphic identity applications and communicative mediums such as signs, letterheads, signage, social media marketing materials and

websites.

D. Professional Services Required

The Rebranding for the City of Livonia should focus on the following key areas:

1. **Brand Platform Development** Conduct discovery sessions with key stakeholders that will inform creative work. This process should include the possibility of multiple brands for the City based on current and future needs, and focusing on the following key components:

- Overview
- Purpose of Developing Brand
- Brand Vision
- Brand Mission
- Value Proposition
- Core Brand Attributes
- Brand Voice
- Brand Language
- Brand Tone and Style

2. **Development of Brand Logo**

Uniformity The brand should convey a common message and image to audiences both within and outside of the City of Livonia.

Community Identity/ Pride Identify and promote what makes the City of Livonia distinct and appealing in a regionally competitive environment for investors, businesses retailers, visitors, and residents.

Flexibility The brand must be flexible and adaptable in order to meet the needs of a variety of divisions, parks and facilities within Livonia Parks and Recreation as well as our partner organizations. It must also be flexible enough to grow and evolve along with any changes in the market.

Endorsement The brand must be authentic and resonate with citizens, businesses, employees, and community groups within the City of Livonia and throughout the region in order to gain the broadest possible support for the initiatives. It must be relevant to the City of Livonia, but also reflect the desire to move forward

During the phase Stakeholders will be presented with options prior to finalizing a decision on a final direction.

3. **Style Guide** Provide a style guide for colors, brand placement, tone, voice and key messages that can be used across a variety of mediums including website, social media, merchandise, and wayfinding.

E. Deliverables - Final Plans and Documents

A draft of the Comprehensive Master Plan will be prepared and will include all basic components of the completed plan for public review, including:

1. Statement of Brand Platform.
2. A written summary of the individual plan elements.
3. A graphic presentation of proposed rebranding components.
4. Style guide

Adequate copies of the working draft will be presented for review by the City Council, administration and city departments. The selected firm will be expected to remain with the project through final presentation and adoption by the Administration and City Council.

The deliverables produced as a result of the contract between the consultant and the City for re-branding services shall be the exclusive property of the City of Livonia. The consultant shall produce in any and all required formats for all deliverables to the satisfaction of the City of Livonia. The vendor shall retain no right to reproduce or reuse any concept unless written authorization is given by the City of Livonia.

F. Timetable and Progress

The final schedule for adoption will be determined during the negotiation of the professional services agreement, but in no case shall the timetable provided for completion of all components of the work program exceed six (6) months from the date of execution of the contract. Monthly progress reports shall be provided to the City indicating steps completed and a timetable for completion of remaining steps.

III. RFP EVALUATION AND CONSULTANT SELECTION

The City of Livonia will commission the services of a consulting firm or firms to assist with the development of a Rebranding Plan to bring guidance to development of Livonia Parks and Recreation for the future. The firm that is selected will work in conjunction with City Staff, City Council, Administration and Evaluation Committee to support the development and implementation of the Plan. The City of Livonia will seek a firm with proven experience in developing rebranding plans.

A. Rebranding Evaluation Committee

All proposals will be evaluated by an Evaluation Committee made up of members of the City Leadership. The Committee will consist of a cross-section of community representatives, including elected officials and representatives from city departments. Following a thorough review of all proposals submitted, the Evaluation Committee will select the top candidates for interviews. The evaluation will be based on predetermined criteria as enumerated below, and all candidates will be ranked accordingly. The Evaluation Committee will submit its findings and recommendations to the Livonia City Council. The City Council makes the final determination as to the hiring of the professional consultant after review of the Evaluation Committee's recommendations, evaluation of the proposal, interviews of the consultants or obtaining such other information that the City Council may desire.

A firm will be selected by the City Council for the purpose of negotiating a contract. If a satisfactory contract cannot be negotiated with that firm, the City shall formally end negotiations with that firm and select the next most favored provider and attempt to negotiate with that firm.

B. Criteria for Selection

The criteria for selection of the consultant will include, but not be limited to the following:

1. The firm's specific approach to the project. Although the City has identified the general nature of services required, the consultant is encouraged to provide an innovative approach and methodology to provide the requested services.
2. Capabilities and previous experience in comparable projects of this type and the specialized experience and technical competence of the consultant.
 - Past record of performance on contracts with other governmental agencies, including such factors as quality of work, control of costs, and ability to meet established schedules.
4. Capacity of the personnel to perform the work in a timely manner.
5. Qualifications of individuals who will have direct involvement in tasks on this project.
6. Work plan and time line addressing all components of the project.
 - Schedule and cost identifying time allocated to all major components of the project.

C. Ranking Criteria

The following general criteria will be used by the Evaluation Committee and City Council in the selection of a consultant.

	Possible Points
Pro ect Approach	0
Pro ect Team (Experience of ey personnel)	0
Past Pro ect Experience	0
<u>Pro ect Schedule</u>	<u>10</u>
Total	100 Points

FORM OF PROPOSAL
RECREATION DEPARTMENT RE-BRANDING

COMPANY NAME:

PROPOSAL A Provide consulting services for the rebranding of the City of Livonia Parks and Recreation Department in accordance with the requirements set forth herein:

COMPLETE FOR THE SUM OF:

PROPOSAL B HOURLY RATES

Provide hourly rates on attached form for personnel to be assigned to Livonia projects, categorized by job title. Clearly define all relative direct and indirect costs including sub-consultant hourly rates. Define all reimbursable expenses and related charges including administrative overhead.

Title	Description	Hourly Rate

Form of Proposal

Date

Firm Name

(If corporation, partnership, or assumed name)

Address

Signature

(Person executing proposal and official capacity)

Print Name

City

State

Zip Code

Email

Phone

FA

CONTACT PERSON TO WHOM QUESTIONS REGARDING PROPOSAL

RESPONSE SHOULD BE DIRECTED:

COMPANY NAME:

NAME: **TITLE:**

PHONE:

EMAIL:

Form of Proposal

To be considered for this project, the following forms must uploaded to the MITN website www.mitn.info in Adobe Acrobat Format

The following information must be submitted with your proposal response in the order listed below. Each section shall be labeled with the headings listed below. Proposal submission shall not exceed 100 pages.

- o Table of Contents
- o Company Overview
- o Scope of Services
- o Project Management Methodology
- o Project Approach - Describe in detail each phase and how it will be managed by the vendor
- o Project Timeline
- o Communications Plan
- o Project Team Information and Qualifications
- o Exceptions/Assumptions of Firm
- o Form of Proposal Forms
- o References
- o Statement of Qualifications
- o Supplementary Information Provided by Vendor

REBRANDING RFP - REFERENCE FORM

COMPANY NAME:

Reference Company Name:	
City/State:	
Summary of Wor Performed:	
Dates of Wor :	
Company Contact Person:	Title:
Phone Number:	Email:

Reference Company Name:	
City/State:	
Summary of Wor Performed:	
Dates of Wor :	
Company Contact Person:	Title:
Phone Number:	Email:

Reference Company Name:	
City/State:	
Summary of Wor Performed:	
Dates of Wor :	
Company Contact Person:	Title:
Phone Number:	Email:

STATEMENT OF QUALIFICATIONS
REBRANDING SERVICES PAGE 1 OF 2

Respondents must answer all questions. If more space is needed to complete a question, attach a separate sheet.

Company Name:

Address

Contact Person: Title

Phone No. Email

-
1. Number of years operating under you present name:
 2. General nature of work performed by your company:
 3. Number of years you have performed consulting work similar in scope and size to the work requested in the Request for Proposal: years.

4. Have you performed work for the City of Livonia in the last ten (10) years. If so, please specify:

Year of Service	Department Serviced	Description of Services Provided

STATEMENT OF QUALIFICATIONS
REBRANDING SERVICES PAGE 2 OF 2

5. List the members of the team who will be assigned to this project and the roles they will perform.
Attach copies of the resumes of the persons listed below:

Name	Title	Role	Years of Experience	Number of other projects currently assigned

6. What challenges do you foresee with this project

. What is included in your base price for services What services will incur additional fees:

. What specialized areas of rebranding services is your company most experienced in providing

9. What value added services in addition to those specified can your company provide

COMPANY NAME: _____



Everwild

Curious By Nature

SOLICITATION NO
RFP-FEB092021-REC

REQUEST FOR PROPOSAL
Rebranding Services for the City of Livonia Recreation
Department issued by the City of Livonia, MI

DATED
March 1, 2021

Dear Livonia Parks and Recreation Department and Project Steering Committee Members,

It is with great pleasure that Everwild submits our proposal for consideration for the Livonia Parks and Recreation Rebranding Project.

Everwild is a full-services branding, design, advertising and digital marketing firm with decades of place and space branding experience. We have worked locally, and a world away. Our place brand experience includes supporting developers, architects, brokers, economic development agencies, cities, states and even national governments on a wide range of projects that vary from city branding to Olympic Games bidding, and has helped support billions of dollars in economic development.

Through this unique experience, we've had the opportunity to work with multiple parks and recreation agencies across the country—helping achieve their goals through branding, design, marketing and communications solutions.

A recent example includes helping Metroparks Toledo achieve the NRPA Gold Medal Award. This is a national top honor awarded in the Parks and Recreation industry. We also recently helped Metroparks successfully pass a \$160m, 10-year levy that will support an exciting riverwalk development project in Downtown Toledo. This project is conservatively estimated to generate \$1.5b billion in economic response for our region. You can learn more about that project on a site we designed and built here. <https://glasscityriverwalk.com/>

We look forward to helping you re-define your brand and exceed organizational goals.

Regards,
David Woodward

President and Creative Director



- 04 Company Overview
- 11 Scope of Services
- 16 Project Management
- 17 Approach
- 18 Timeline
- 19 Communication
- 20 Team
- 22 Proposal Forms
- 23 References
- 24 Statement of Qualification

We build brands.

Public and private,
large-scale and small,
local or a world away.

Designing for the places and spaces where life happens, finding the most memorable ways to capture the human spirit behind your brand.

PARTNERSHIP

How We Work

Our process is designed to be organic, allowing—and encouraging—your team's involvement in whatever way feels best to you.



SERVICES

What We Do

Together, we'll design solutions that are as strategic as they are striking, as intelligent as they are inspiring.

Strategy → Messaging → Design → Activation

Discovery
Brand Audit
User Persona
Audience Definition
Campaign Strategy
Content Strategy
Digital Strategy

Copywriting
Naming
Tagline Exploration

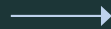
Visual Identity Systems
Brand Guidelines
Illustration
Packaging

Collateral
Website Design & Development
SEO & SEM
Analytics
Environmental Design
Swag
Video Production

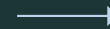
PROCESS

How We Get It Done

We'll begin by asking a series of questions—it's how we get to know your brand and your goals for it.



From there, we'll do a deep dive to understand your audience and competitors.



Afterwards, we'll regroup and share with you what we've learned to be sure we're all on the same page from the get go.

PROCESS

How We Get It Done

Now it's time to get creative. Making sure your brand's voice is clear and consistent and audiences are compelled to take the next step.



Ideas
turn into
reality.



Once the work is out into the world, we won't stop there. We'll work with you to measure success and make any adjustments.

EXPERTISE

We Know Parks & Rec. And We Love Them.

Parks and Recreation are at the core of a community's connection, bringing the fun while providing safe, natural spaces for people to recharge. We've worked with systems across the country to convey the many benefits they bring to residents.

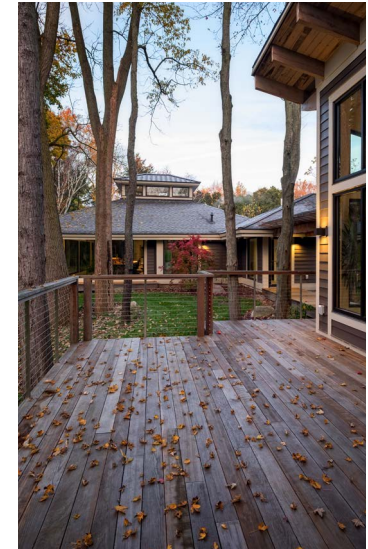
Whether you are looking to grow engagement, funding or volunteers, we can help tell your story.



SCOPE OF SERVICES

Overview

At Everwild, our design process unfolds in a series of steps, where each informs the next. We begin with a thorough discovery process and learn all that we can about your organization. From there we take what we've learned and apply that knowledge to subsequent deliverables including a brand platform, identity and style guide.



SCOPE OF SERVICES

Discovery and Audit

We would enjoy spending a few days in Livonia meeting with you and visiting your parks. We're only an hour away by car and would look forward to spending time with you.

Through a series of discovery meetings, we would start by capturing your objectives for a rebrand, where you have been as a department, where you are currently, and what your vision for the future of parks and rec looks like.

We would like to meet with appropriate city leaders and division heads to understand how the new brand can best serve each functional area of your system. Conversations would be designed to uncover as much as possible about current challenges, and pain points, stakeholders and audience groups, how you currently market etc.

Finally, we would like to see as many of your parks in person as possible so we can document the current branding, start a general audit of available assets, and understand what equity already exists in the field.



SCOPE OF SERVICES

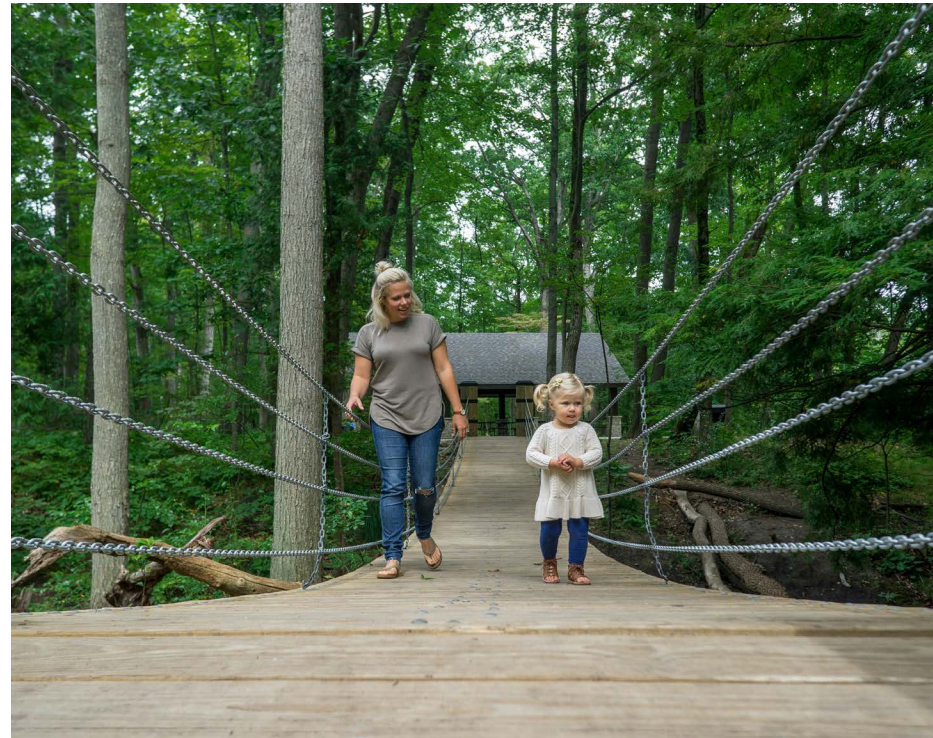
Brand Platform

After discovery and audit, we will take everything we've learned back to the studio and work to identify the DNA of your park system, what makes it unique, and why people should take notice.

Our deliverable is what we call a Brand Platform which is made up of both verbal and visual elements. During this process, we will help you capture and tell your story in a unique and compelling manner, and wrap it in design that is dynamic, modern, consistent and memorable.

We have outlined the components we will tackle as we work through this branding exercise with you.

- Brand mission and vision
- Brand values
- Brand promise and the implied benefits of that promise
- Brand positioning statement (This is an elevator pitch that possibly also leads to a possible new tagline)
- Brand pillars
- Brand attributes
- Brand voice and language
- Tone and personality
- Key messaging



SCOPE OF SERVICES

Brand Identity

Your brand identity is the visual representation of who your organization is at its core. It should resonate with all audience groups and reflect the direction you are heading. Knowing that it needs to work with a variety of internal applications and external partnerships, flexibility is key.

- Logo
 - Color, black and white, reversed
 - White space rules
 - Minimum size requirements
 - Other rules of use
- Color palette
 - Primary and secondary
 - Typography and fonts
- Application examples



SCOPE OF SERVICES

Style Guide

With the visual and verbal elements of the brand finalized, we will organize them, and their rules for use in a complete brand standards manual. This is normally delivered in PDF format to be distributed electronically to staff, partners and vendors helping you maintain consistency in application over time.



SCOPE OF SERVICES

Proposed Scope of Work

- 3 full days of meetings and discovery in Livonia
- Brand Platform Development
 - Presentations
 - Revisions as necessary (3 rounds)
- Brand Identity Development
 - Presentations
 - 3 logo and look directions to choose from
 - Revisions to a chosen direction
 - Delivery of logo files in all necessary formats
- Brand Standards Manual (Style Guide)
 - To contain all elements outlined and captured in the Brand Platform and Brand Identity Phases
 - Delivered as a PDF

You can also see a case study of how we have applied a park system brand platform at

<https://everwildcreates.com/work/metroparks-toledo>

<https://everwildcreates.com/work/get-outside-yourself>



PROJECT MANAGEMENT

Methodology

Our philosophy is that our clients are our partners and, working together, we will create something truly special. Each account is assigned either an Account Executive or Project Manager who will be the primary point of contact for your team; we ask that you also have a single day-to-day contact.

Communication is key to the way we work. We want you involved in every step of the process. We will ask lots of questions and want you to feel comfortable to do the same. There will be multiple touch points to make sure everything is on track. Our goal is to avoid unwanted surprises, only good ones where we share ideas you may not have thought of. Feel free to tell us what's working... and what's not.

In order for projects to remain on time and on budget; we have a set of tools and applications that are used to efficiently manage projects. Several of these applications allow us to add clients as guest users to facilitate insight, conversation and decision making.



PROJECT APPROACH

Expanding Boundaries

Our approach is simple. We continually strive to perform at the highest levels in our industry. We view each client and every project as an opportunity for success. Our dynamic mix of clientele pushes us to think beyond traditional solutions and fuels our competitive spirit, inspiring us to deliver solutions that move and engage. We believe the quality of our work speaks to the success of our approach and the global standard we strive to achieve every day.

PROJECT TIMELINE

On Time. On Budget.

We will provide you with a detailed project timeline upon project initiation to track all deliverable deadlines and keep the project moving. The timeline will clearly identify areas of responsibility for providing information, approvals and deliverables on both sides. The project should be completed within a 4 month timeframe with monthly progress reports as needed.

COMMUNICATIONS PLAN

Staying in Touch

Communication with your team is immediate. As a full-service agency, we pride ourselves on being accessible. Mary-Charles will act as your Account Executive and will be available to you during business hours from 8:30am to 5:30pm M-F by phone or email.

PROJECT TEAM

Information & Qualifications

David

OWNER / CREATIVE DIRECTOR

David is the Founder, President and Creative Director of Everwild located in Holland, Ohio. As a branding, advertising and design veteran with almost 30 years of experience, David's work is focused on brand strategy, communications, positioning and image.

Driven by a strong entrepreneurial spirit and the desire to deliver exceptional results for his clients, David has worked to create integrated branding campaigns for a diverse roster of regional, national and international clientele. His work for regional and national accounts has included work for many of the world's most recognizable brands including Coca-Cola, Delta Airlines, Chick-fil-a, AT&T, Welltower, Owens-Illinois, Carhartt, ESPN, the Detroit Red Wings and many others.

Mary-Charles

OWNER / ACCOUNT EXECUTIVE

With a background in corporate banking and financial management, Mary-Charles oversees all matters involving account management, budgets, financial transactions, vendor management, services and payment.

Mary-Charles will act as the day to day contact on your account. Her attention to detail and strong organizational skills run all our projects on time and on budget. Understanding what works for one client may not work for another, she strives to make the process not only seamless, but enjoyable for all involved. Her experience includes a wide range of industries, from municipalities, to healthcare, to manufacturing.

Rodney

BRAND STRATEGIST / SENIOR WRITER

Rodney is a strategist and brainstorming powerhouse who knows how to tell a story. He understands it's no longer just about you finding your audience, it's also about your audience finding you. A branding and advertising veteran, Rodney develops award-winning concepts and copy for clients ranging from Internet start-ups to the Fortune 500. In addition to leading the branding and marketing efforts for premier resort real estate destinations in North America and the Caribbean, Rodney has considerable experience in the healthcare industry, penning campaigns for Welltower/HealthCare REIT, HCR ManorCare, Humana, NYU Medical Center, UVA Medical Center and others.

EXCEPTIONS

Assumptions of Firm

- Stakeholders readily available for interviews during the discovery process.
 - If Livonia representatives are unable to meet the timeline goals on their end, the final delivery date may be pushed.
- All creative presentations are made to the steering committee and we will make ourselves available for an additional presentation to City Council if needed.
- Everwild will engage three to four team members in the discovery process to interview stakeholders and tour your park system. This will take place over the course of three days.
- Any requests from Everwild for Livonia to provide information to facilitate project progress (ie imagery, marketing publications, etc.) will be delivered in a timely fashion.



FORM OF PROPOSAL

Fixed Project Rate

Provide consulting services for the rebranding of the City of Livonia Parks and Recreation Department in accordance with the requirements set forth herein:

Complete for the sum of: \$35,000

Any work outside the scope defined within this proposal will be completed at our blended hourly rate of \$150/hr, or a negotiated project fee for larger requests.



REFERENCES

Client Partners

Metroparks Toledo

Toledo Ohio

MATT KILLAM

matthew.killiam@metroparkstoledo.com
419.270.8403

WORK CASE STUDIES & SCOPE

<https://everwildcreates.com/work/metroparks-toledo>
<https://everwildcreates.com/work/get-outside-yourself>

Brand Platform Development–Attached

2014–Present

Plano Parks and Recreation

Plano Texas

SUSIE HERENRADER

susieh@plano.gov
972.941.7261

WORK CASE STUDY

Brand Platform Development–Attached

2019–2020

Berkeley Parks and Recreation

Berkeley California

ALEXANDRA ENDRESS

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510.981.6740

WORK CASE STUDIES & SCOPE

<https://everwildcreates.com/work/berkeley-marina>

2019–Present

STATEMENT OF QUALIFICATIONS

Headquarters

EVERWILD

1802 Perrysburg Holland Rd
Holland, OH 43528
419-464-7679
everwildcreates.com

Key Staff Assigned to Your Account

DAVID WOODWARD

President and Creative Director
david@everwildcreates.com

MARY-CHARLES WOODWARD

Account Executive
marycharles@everwildcreates.com

RODNEY ROGERS

Brand Strategist / Senior Copywriter
rodney@everwildcreates.com

*See Section 8

STATEMENT OF QUALIFICATIONS

Experience with Municipal Accounts

We have worked with cities, states, countries and all forms of economic development groups tied to these places. Notably, we have worked on 12 Olympic Bids, a FIFA World Cup bid and a World Expo Bid. Winning bids include Los Angeles 2028, Pyeong Chang 2018, Sochi 2014, 2018 FIFA World Cup Russia, and 2022 Euro Cup Russia. We've worked on city branding projects and currently work with park districts across the country on a variety of projects.

Age and Size

We have been in business since 2004. We started as NORTH and recently rebranded as Everwild. Our average size is 8-10 people. We also leverage a network of friendships and talent in a variety of disciplines built over 30 years working in the industry. We find the ability to add specialized talent when required allows us to remain flexible, competitively priced, and offers the highest quality to our clients.

STATEMENT OF QUALIFICATIONS

Organizational Chart



STATEMENT OF QUALIFICATIONS

Project Manager

Your project manager will be Mary-Charles Woodward. Mary-Charles is also a principal at Everwild. She has two decades of financial and project management experience. She keeps our projects on time and on budget.

*See Section 8

Loss of Personnel

If Everwild were to lose personnel, we would still be able to deliver on the proposed scope of work with no delay. Additionally, two of the firm's principals will be directly involved in the delivery of the project.

SUPPLEMENTARY INFORMATION

Provided by Vendor

If awarded the contract to rebrand the City of Livonia's Recreation Department, Everwild will fulfill all insurance obligations outlined in the RFP.

We have received and reviewed all addendums related to the RFP.

The attached Brand Platform documents for Metroparks Toledo and Plano Parks and Recreation are examples of the final deliverable you can expect to receive.



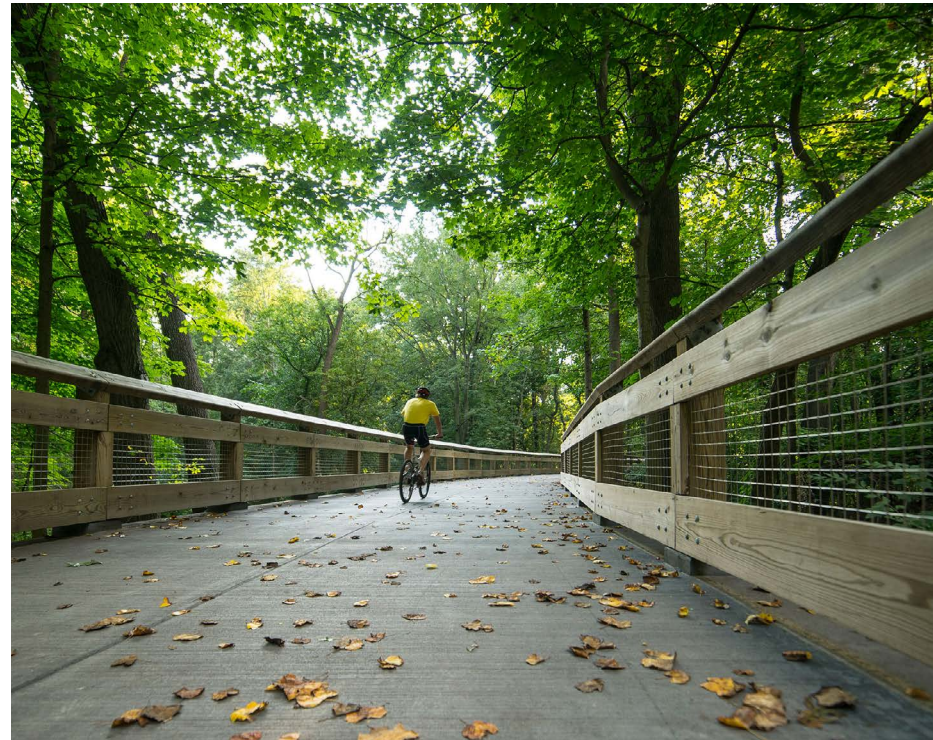
Work Samples

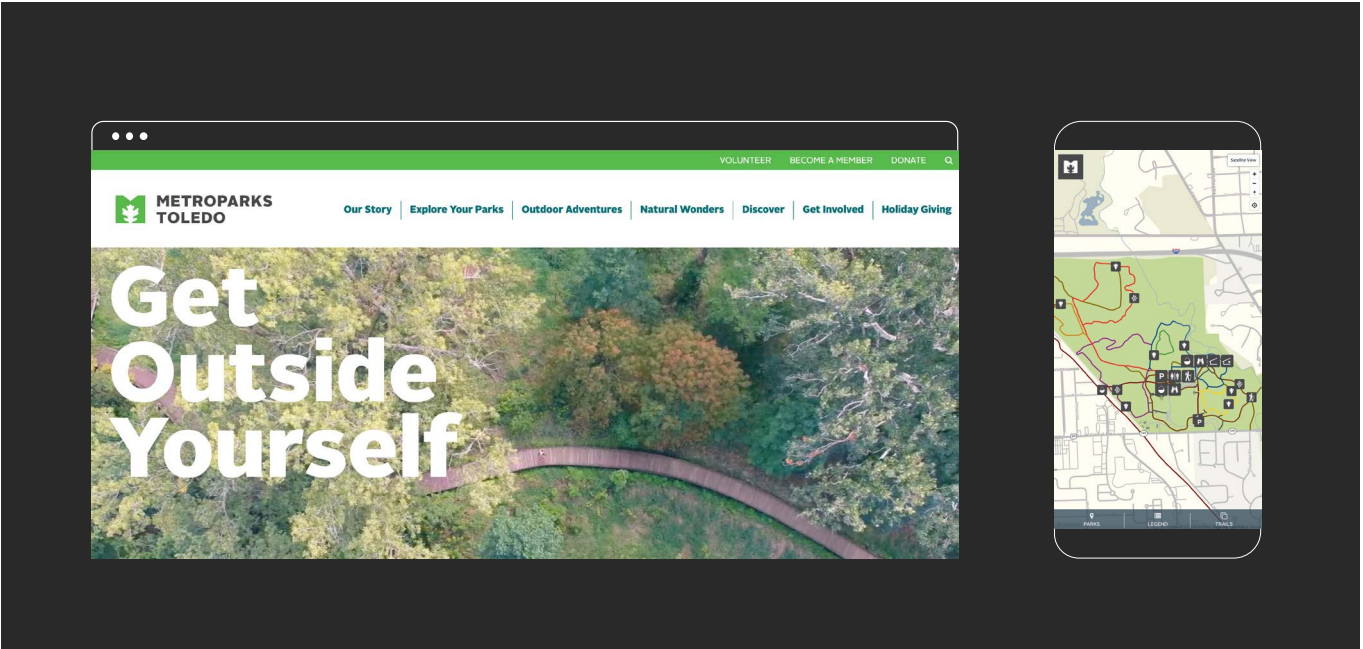
WORK SAMPLE

Metroparks Toledo

Metroparks Toledo is a 90-year old park district in Ohio. With a recently completed master plan, Metroparks felt the existing brand didn't adequately support their bold vision for the future of the district. And they were right.

After an extensive discovery process, we created a new brand identity, complete brand system and updated messaging. All communications materials were re-evaluated and redesigned including the website, collateral, uniforms, vehicle graphics and more.



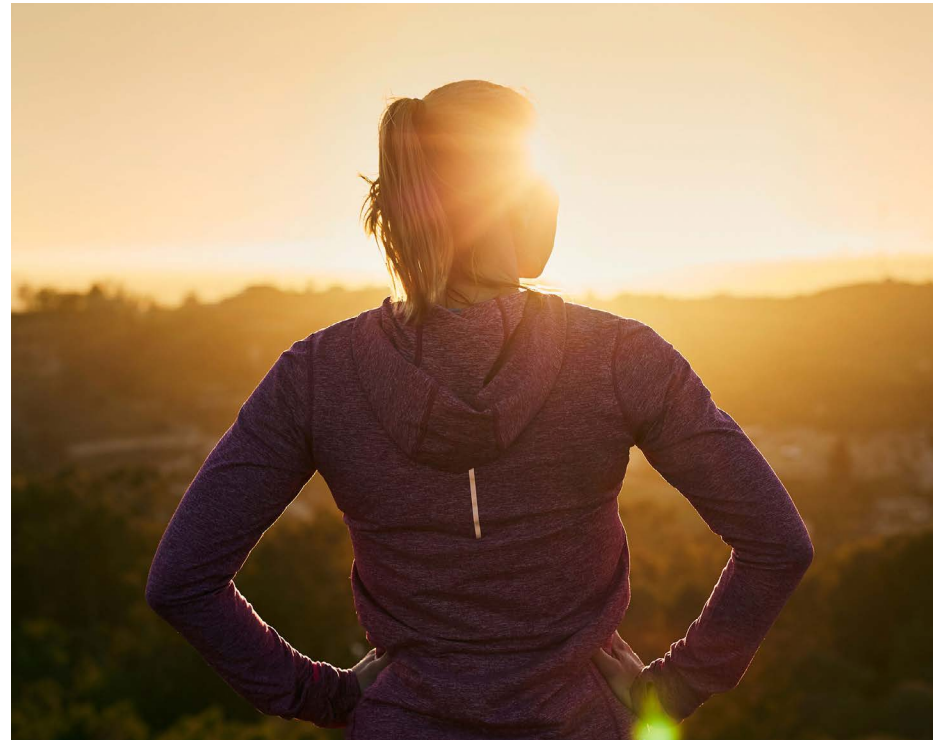


WORK SAMPLE

LA2024

Los Angeles 2024 selected Everwild half-way through the 2024 Olympic and Paralympic Bid Campaign to redesign the bid's brand look and execute across a wide variety of projects.

Inspired by an existing logo and color pallet, we developed a new visual language with a fresh and flexible system for application. All elements were consolidated into a comprehensive brand book, outlining rules of use and providing application examples. Specific project deliverables included bid book submission, all printed collateral, advertising, and digital video boards located in 15 of LA's most famous landmarks and venues.



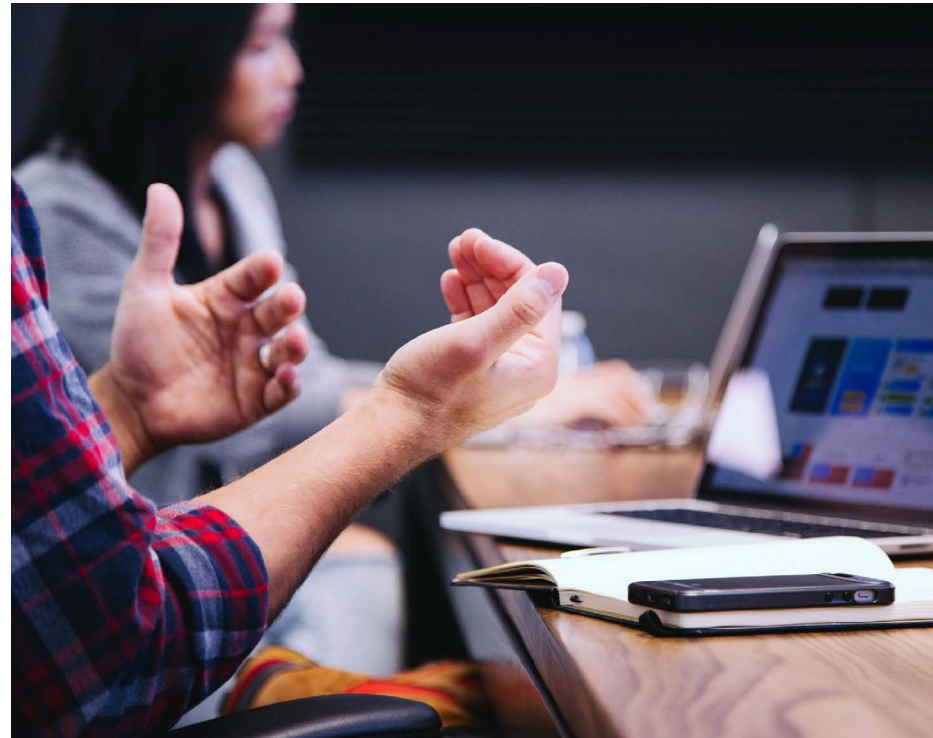


WORK SAMPLE

Ability Center

To commemorate The Ability Center of Toledo's 100th year of service, a complete evaluation of the organization's brand was in order.

An updated verbal and visual brand system was created to communicate the future vision and direction of the organization. With a bold new vision of making Toledo the most disability friendly community in the nation, the new brand and supporting creative was designed to further position The Ability Center as the preeminent leader in this space.







Mary-Charles Woodward

ACCOUNT EXECUTIVE

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HOLLAND, OHIO 43528 USA

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MARYCHARLES@EVERWILDCREATES.COM



Metroparks Toledo

TABLE OF CONTENTS

Brand Platform	3
Vision, Mission, Value Proposition	4
Promise, Implied Benefits, Positioning Statement	5
Pillars	6
Core Attributes	10
Language, Personality, Tone of Voice	11
Logos	12
Horizontal Logo	13
Stacked Logo	16
Icon	19
Name Combinations	21
Colors	22
Primary Palette	23
Secondary Palette	24
Typography	25
Alright Sans & Archer Pro	26
Arial & Georgia	27
Photography	28
Nature	29
Places to Play	30
Education	31
History	32
Icon Applications	33

BRAND PLATFORM

Metroparks not only conserves the most beautiful natural resources in the region, but in many cases, Metroparks restores them to their unaltered splendor. Metroparks does this, not by sealing them off and hiding them from the public, but by “creating, developing, improving, protecting and promoting clean, safe, natural parks.” These are places that are meant for enjoyment. These are natural places that people want to be.



Brand VISION

Conservation and restoration of the region's natural resources.

Flourishing Metroparks for the benefit, enjoyment, education and general welfare of the public—now and for generations.

Making Metroparks one of America's best park systems.



Brand MISSION

The mission of the Metroparks brand is to raise awareness and convey the vital importance of Metroparks to the public among current Metroparks advocates, the general public and future generations. The ultimate mission is to make Metroparks one of America's greatest park systems.

We will accomplish this by presenting a relevant, compelling, contemporary identity and messaging that leverages Metroparks' divergent strengths; thereby reinforcing Metroparks position as the region's foremost stewards and purveyors of the area's natural treasures.



Brand VALUE PROPOSITION

In a 2012 survey of Lucas County residents, 94 percent said the Metroparks improve the quality of life in the community. The nature of Metroparks' "value" is both measurable and immeasurable. Metroparks improve water and air quality, help draw visitors and businesses to the area and can help sustain or increase property values. Yet their value as a places to gather, to play, to connect and learn about nature is priceless. The greatest value of Metroparks is realized when the Metroparks are enjoyed and appreciated by everyone—now and for generations.



Brand PROMISE

Join us, and together we will continue to conserve and restore clean, safe and natural places by providing parks and open spaces for our enjoyment and that of future generations.



Brand IMPLIED BENEFITS

Metroparks not only conserves and manages beautiful, natural places, but improves and restores them for our enjoyment.

Metroparks lures people and commerce to the region, and has a tremendous impact on our quality of life.

Metroparks' open spaces provide epic settings for recreation and fitness pursuits.

In a burgeoning age of online connectivity, Metroparks provides an increasingly rare opportunity for people to connect in the natural world.

Metroparks protects and promotes the area's rich history.



Brand POSITIONING STATEMENT

Metroparks is a faithful steward of the area's natural assets and resources and is essential to a better quality of life in the Toledo area. Together we can become and enjoy one of America's greatest regional park systems.



NATURE

Metroparks not only conserves the most beautiful natural resources in the region, in many cases Metroparks restores them to their unaltered splendor. Metroparks does this, not by sealing them off and hiding them from the public, but by “creating, developing, improving, protecting and promoting clean, safe, natural parks.” These are places that are meant for enjoyment. These are natural places that people want to be.

PILLAR 1234



PLACES TO PLAY

For most people, outdoor recreation is the pathway to nature. Hiking, running, kayaking, canoeing, mountain biking, birding, hunting, fishing, picnicking, playing ball—the recreational outlets for the people of Toledo and the authentic experiences they afford are boundless. The people who enjoy Metroparks are having fun — they're active! These are not only ideal activities for connecting with nature and connecting with one another, but promoting general health.

PILLAR 1234



Lucas County residents and visitors can learn about wildlife, ecology and American history with virtually every visit. Not only do Metroparks encourage learning, Metroparks help people develop an appreciation for nature. Structured programs in keeping with Metroparks' mission such as tours, exhibitions, workshops and camps are often free or low cost. In reality, each and every visit to a Metropark is an opportunity to learn for young and old alike.

PILLAR 1234



Historic- and heritage-tourism is an economic engine. Historic sites within Metroparks that played a prominent role in America's western expansion and the Northwest Territory include Fallen Timbers Battlefield, Fort Meigs, Fort Miamis and Anthony Wayne Trail. The heritage of Metroparks themselves can be traced to America's canal age and a number of remnants of the Miami and Erie Canals can be found within our Metroparks.

Core Attributes



NATURE

Beautiful
Serene
Preserved
Restored
Inspiring
Abundant
Ecological
Timeless



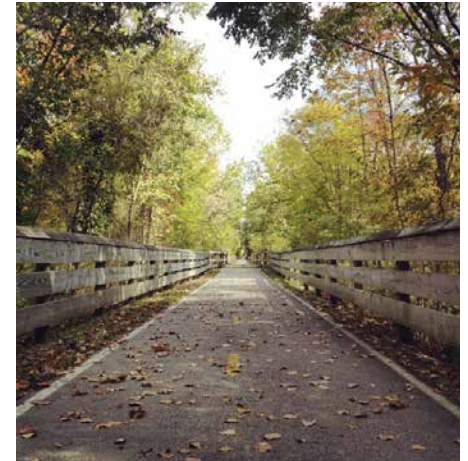
STORIED

Important
Alluring
Irreplaceable
Educational
Significant
Valuable
Viable
Destination



ACCESSIBLE

Available
Multiple
Eclectic
Unique
Vast
Timeless
Indispensable
Public



ACTIVE

Recreational
Social
Challenging
Inviting
Stimulating
Invigorating
Accommodating
Alive

Brand LANGUAGE

Brand language will be written from a citizen of Lucas County's perspective in second person. The "conversation" will center around what matters to you, what's meaningful to you, and what moves you.

Brand PERSONALITY

The brand personality of Metroparks is optimistic and youthful, tempered by the weight and importance of the Metroparks mission. Approachable and inclusive, Metroparks is an engaging brand that thoughtfully provokes, engages and advocates Metroparks today and for future generations.

Brand TONE OF VOICE

The voice of Metroparks is unapologetically aspirational. Inviting patrons to enjoy Metroparks in their own way is only the beginning. Metroparks literally challenges patrons to become a Metroparks champion and ambassador. Language is conversational, but avoids being sloppy or too casual.



LOGOS

The Metroparks Toledo Logo is the most commonly consumed visual representation of our brand. As such, it should be used in all communications generated on behalf of the organization. Appropriate and consistent usage of this mark is essential to the proper communication of our brand and our association identity.

Metroparks Toledo HORIZONTAL LOGO

Like a personal signature, the Metroparks Toledo Logo must be consistent in all printed and digital communications.

Always place the logo on a plain background, never against a busy photo or pattern.

FULL COLOR LOGO



OTHER LOGO COLOR VARIATIONS



Metroparks Toledo

LOGO: CLEAR SPACE

The Metroparks Toledo Horizontal Logo should always be surrounded by enough space to stand out and ensure a strong presence.

As a rule of thumb, objects or graphic elements should be no closer than one “M” from each side of the logo.

LOGO CLEAR SPACE



Metroparks Toledo

LOGO: MINIMUM SIZE

The minimum size for both the horizontal and vertical versions of the logo is 72 dpi or 1 inch wide to ensure legibility.

LOGO MINIMUM SIZE



Metroparks Toledo LOGO: MISUSES

It's important to always adhere to the established guidelines for configuration, color and clear space when presenting the Metroparks Toledo Horizontal Logo.

Shown here are examples of incorrect usage of the logo.

DO NOT ALTER COLORS



DO NOT ALTER TYPEFACE



DO NOT STRETCH HORIZONTALLY



DO NOT STRETCH VERTICALLY



DO NOT ALTER LAYOUT



DO NOT ROTATE



Metroparks Toledo STACKED LOGO

Like a personal signature, the Metroparks Toledo Stacked Logo must be consistent in all printed and digital communications.

Always place the logo on a plain background, never against a busy photo or patterned.

FULL COLOR LOGO



**METROPARKS
TOLEDO**

OTHER LOGO COLOR VARIATIONS



**METROPARKS
TOLEDO**



**METROPARKS
TOLEDO**



**METROPARKS
TOLEDO**

Metroparks Toledo

LOGO: CLEAR SPACE

The Metroparks Toledo Stacked Logo should always be surrounded by enough space to stand out and ensure a strong presence.

As a rule of thumb, objects or graphic elements should be no closer than three “M” from each side of the logo.

LOGO CLEAR SPACE



Metroparks Toledo

LOGO: MINIMUM SIZE

The minimum size for both the horizontal and vertical versions of the logo is 72 dpi or 1 inch tall to ensure legibility.

LOGO MINIMUM SIZE



Metroparks Toledo LOGO: MISUSES

It's important to always adhere to the established guidelines for configuration, color and clear space when presenting the Metroparks Toledo Stacked Logo.

Shown here are examples of incorrect usage of the logo.

DO NOT ALTER COLORS



DO NOT ALTER TYPEFACE



DO NOT STRETCH HORIZONTALLY



DO NOT STRETCH VERTICALLY



DO NOT ALTER LAYOUT



DO NOT ROTATE



Metroparks Toledo ICON

Like a personal signature, the Metroparks Toledo Icon must be consistent in all printed and digital communications.

ICON ONE COLOR



LEAF ICON ONE COLOR



LEAF ICON SEASONAL COLOR PALETTE



Metroparks Toledo ICON MISUSES

It's important to always adhere to the established guidelines for configuration and color when presenting the Metroparks Toledo Icon.

Shown here are examples of incorrect usage of the logo.

DO NOT ALTER COLORS



DO NOT ALTER LAYOUT/ROTATE



DO NOT STRETCH HORIZONTALLY



DO NOT STRETCH VERTICALLY



Metroparks Toledo NAME COMBINATIONS

The Metroparks Toledo Name Combinations must be consistent in all communications. The type treatment of the name in relationship to the corporate mark reinforces it's status as part of the Metroparks Toledo brand.

The proportion, spacing and positioning of the logo elements must be strictly maintained. Lack of consistent use can be perceived as a lack of professionalism, discipline and attention to detail.

Always use the icon color that relates to either a park name, personal position, or a specific program. Choose to use the color version of the logo whenever possible. The black & white version is to be used in one-color situations and only with medium to light backgrounds. The reversed logo is to be used on dark backgrounds.

PARKS



PEOPLE



PROGRAMS



COLORS

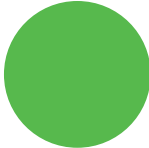
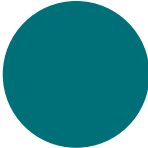
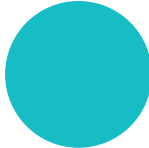
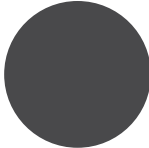
A color palette has been especially developed to support the Metroparks Toledo brand and identity. The palette features primary and secondary colors for both print and web/interactive applications. This extended palette allows for flexibility of design. To ensure consistency of brand image, it is critical that these color variants are met when creating any communication tools used to promote the Metroparks Toledo brand.

Colors
PRIMARY PALETTE

Pantone and CMYK values are provided for each color as a baseline for printing. Adjust the CMYK values accordingly for printing conditions and paper selections to match the Pantone color as closely as possible. To ensure consistency of brand image, it is critical that these color variants are met when creating any communication tools used to promote Metroparks Toledo.

RGB color values are provided for use when creating communication tools that will appear on-screen.

PRIMARY COLORS

			
			
PANTONE 7488 C	PANTONE 7469 C	PANTONE 638 C	PANTONE 7540 C
CMYK 68 0 96 0	CMYK 75 0 25 50	CMYK 71 0 26 0	CMYK 67 60 56 39
RGB 88 185 76	RGB 0 112 120	RGB 28 189 196	RGB 73 72 74

Colors

SECONDARY PALETTE

The secondary color palette is strictly provided to use in support of the primary color palette. The application of these of these colors should be limited and never used as full-flood colors. Most notably, you will use these as an extended palette for charts and graphs to visually differentiate units.

Pantone and CMYK values are provided for each color as a baseline for printing. Adjust the CMYK values accordingly for printing conditions and paper selections to match the Pantone color as closely as possible. To ensure consistency of brand image, it is critical that these color variants are met when creating any communication tools used to promote Metroparks Toledo.

RGB color values are provided for use when creating communication tools that will appear on-screen.

SECONDARY COLORS

		
		
PANTONE 427 C	PANTONE 389 C	PANTONE 534
CMYK 14 14 17 0	CMYK 30 0 95 0	CMYK 82 61 45 28
RGB 216 209 202	RGB 190 215 59	RGB 55 79 96
		
		
PANTONE 179 C	PANTONE 7501 C	PANTONE 7411 C
CMYK 6 79 76 0	CMYK 0 4 20 7	CMYK 0 42 69 0
RGB 226 90 70	RGB 219 206 172	RGB 255 163 88

TYPOGRAPHY

When producing communication materials on behalf of Metroparks Toledo, the consistent and correct use of typefaces (fonts) is critical to maintaining the appropriate image for the brand. As such, we have identified a type family to be used in all branded materials, as well as secondary typefaces for shared applications that will best suffice for formats that don't allow users to access the primary type family.

Primary Typeface

ALRIGHT SANS & ARCHER PRO

The Alright Sans type family has been selected as the primary brand typeface use in all professionally designed applications. The font is available in an assortment of weights, providing the flexibility to meet a variety of applications.

The Archer Pro type family has been selected as the primary brand typeface use in all professionally designed applications. The font is available in an assortment of weights, providing the flexibility

ALRIGHT SANS

LIGHT | REGULAR | MEDIUM | **BOLD** | **BLACK** | **ULTRA**

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

1 2 3 4 5 6 7 8 9 0 . , ; ' " ! ? { } [] () @ \$ # % & < > + - ÷ =

ARCHER PRO

EXTRA LIGHT | LIGHT | BOOK | MEDIUM | SEMI-BOLD | **BOLD**

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

1 2 3 4 5 6 7 8 9 0 . , ; ' " ! ? { } [] () @ \$ # % & < > + - ÷ =

Secondary Typeface

ARIAL & GEORGIA

Whenever possible, the primary typefaces (identified as the Alright Sans and Archer Pro) should be used in professionally designed applications.

Since the availability of the primary typefaces cannot be insured or regulated in all cases, Arial and/or Georgia have been selected as alternatives. The usage of Arial and/or Georgia, while not within the selected typography families, is preferred to messages being displayed in random default typefaces.

NOTE: Arial and/or Georgia should only be chosen when the selection of Alright Sans and/or Archer Pro cannot be used. The only example of this situation will be for use in the Metroparks Toledo Powerpoint presentation.

ARIAL

REGULAR **BOLD**

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

1 2 3 4 5 6 7 8 9 0 . , ; : ' " () \$ % & * - + =

GEORGIA

REGULAR | **BOLD**

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

1 2 3 4 5 6 7 8 9 0 . , ; : ' " ! ? { } [] () @ \$ # % & * < > + - ÷ =

PHOTOGRAPHY

Along with color and type, photography plays an integral part to the look of the brand. Photography should be high quality, contemporary and should portray Metroparks Toledo in highest regard. All images used in Metroparks Toledo materials should be chosen to visually represent the Brand Pillars: Nature, Places to Play, Education and History. These images will be supported by the layout and text to visually convey the company's dynamic culture.

Photography

NATURE

When using photographs of the outdoors it is important to follow these guidelines:

Choose photographs that utilize natural lighting.

Avoid shots that appear overly processed or digitally manipulated.

PHOTOGRAPHY: NATURE



Photography PLACES TO PLAY

When using photographs of places to play it is important to follow these guidelines:

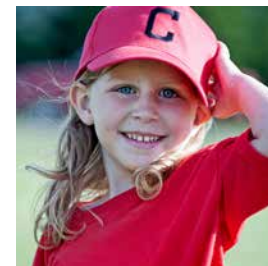
Choose photographs that utilize natural lighting.

Avoid shots that appear overly processed or digitally manipulated.

Avoid shots that appear overly posed / set-up. It is important to portray the subject with a natural, relaxed attitude, in a real-life situational environment.

Avoid shots with cluttered backgrounds / foregrounds that distract from the subject.

PHOTOGRAPHY: PLACES TO PLAY



Photography EDUCATION

When using photographs relating to education it is important to follow these guidelines:

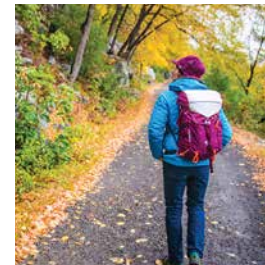
Choose photographs that utilize natural lighting.

Avoid shots that appear overly processed or digitally manipulated.

Avoid shots that appear overly posed / set-up. It is important to portray the subject with a natural, relaxed attitude, in a real-life situational environment.

Avoid shots with cluttered backgrounds / foregrounds that distract from the subject.

PHOTOGRAPHY: EDUCATION



Photography HISTORY

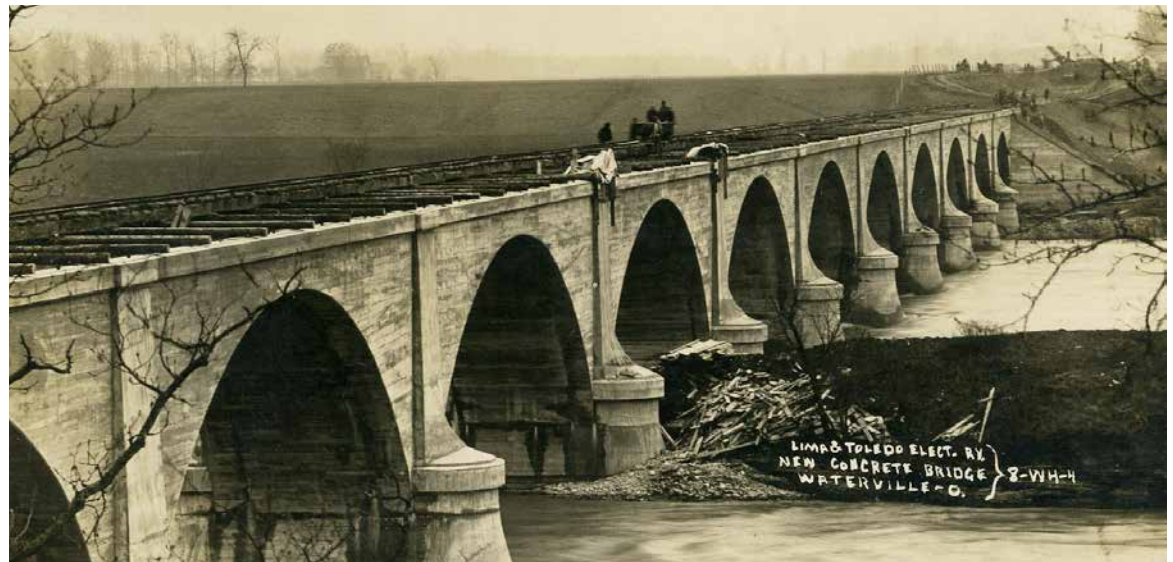
When using photographs relating to history it is important to follow these guidelines:

Choose photographs that utilize natural lighting.

Avoid shots that appear overly processed or digitally manipulated.

Avoid shots with cluttered backgrounds / foregrounds that distract from the subject.

PHOTOGRAPHY: HISTORY

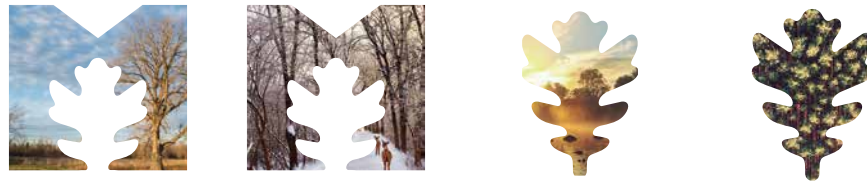


Photography

ICON APPLICATIONS

Combining the Metroparks icons with a photo is considered a special application and should be used on a limited basis. It is important to follow the established rules for photography and consider the final application before using the Metroparks icon in this way. Potential applications for this mark include posters or large scale graphics where the photo and the icon will be equally recognized.

ICON APPLICATIONS



ICON CIRCLE APPLICATIONS





CONTACT INFORMATION

This graphic standards manual outlines and provides the general framework for consistent application of the Metroparks Toledo brand. However, for additional information and/or guidance on using these guidelines please contact:

Scott Carpenter
Director of Public Relations
419-407-9726
scott.carpenter@metroparkstoledo.com



City of Plano Parks and Recreation

NORTH DESIGN

Department Marketing and Communications Plan

10.02.20

NORTH



Table Of Contents

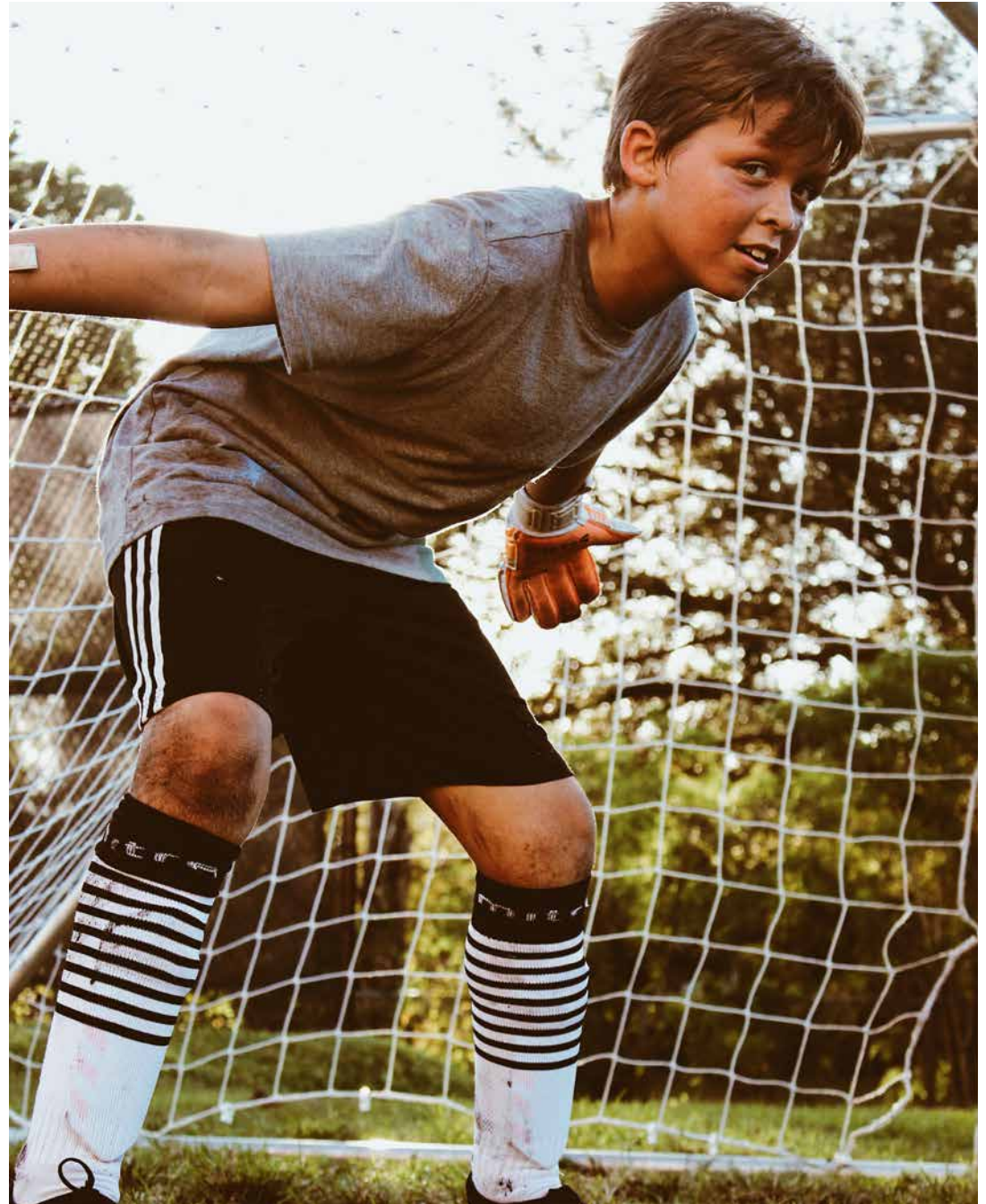
1.0 Executive Summary	3
2.0 Situational Analysis	4
3.0 Brand Platform	5
4.0 Marketing Goals	9
5.0 Key Audience Groups	10
6.0 Objective 1 Brand Building	12
7.0 Objective 2 Awareness Campaign	13
8.0 Objective 3 Support Revenue Generating Activities	14
9.0 Objective 4 Continue To Provide Excellent Customer Support	15
10.0 Objective 5 Generate Cohesive Messaging	16
11.0 Annual Tactics and Delivery	17
12.0 Measuring Success	18

1.0 Executive Summary

Plano Parks and Recreation Department is committed to the citizens of Plano, Texas. The primary purpose of the Department's marketing and communications plan is actually two fold: to promote the multitude of quality programs, services and facilities available to Plano's people and encourage participation; and to clearly communicate the many ways Plano Parks and Recreation contributes to the community's health and well being—and is essential to the community's quality of life. In order to accomplish these two very separate goals simultaneously, it's crucial that a singular and consistent Plano Parks and Recreation brand be expressed visually and verbally.

As part of its marketing philosophy, the Parks and Recreation Department brand will embody and express key marketing strategies designed to:

- Communicate the unique attributes and benefits of the Plano Parks and Recreation Department
- Maintain and increase participation in programs and activities
- Facilitate revenue generation
- Provide consistent messaging and cohesive visual identity
- Engage community stakeholders in ongoing collaboration



2.0 Situational Analysis

Plano is an affluent, world-class city north of Dallas, Texas where approximately 286,000 residents enjoy many of life's essentials and comforts available in great abundance. Once a Dallas bedroom community, the burgeoning business environment in Plano consists of everything from Fortune 100 companies and enterprise employers to small businesses and mom and pop shops.

The scope and impact of Plano Parks and Recreation upon residents is far-reaching. The department provides 85 park sites, 5,267 acres of land, eight indoor and outdoor swimming pools, five recreation centers, one nature & retreat center and two nature preserves. There's an estimated 1.7 million trees under our stewardship, plus 69 playgrounds, 72 miles of recreational trails, hundreds of practice fields and 81 tennis courts, three performing arts venues and a railway museum. Though Parks and Recreation has a tangible presence in the community, branding is inconsistent and often not visible.

The success of Plano Parks and Recreation and the success of the city of Plano are not mutually exclusive. There is synergy between the department and the city's deserving designation as a "City of Excellence."

Plano Parks and Recreation Department offers exceptional parks, trails and recreation facilities, and a variety of enriching programs, special events and activities that are essential to the health, well-being and quality of life in Plano. Plano Parks and Recreation is a standard setting department not only for Texas but for the entire US—nationally accredited by the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and is a four time winner of the prestigious NRPA Gold Medal in Parks and Recreation Excellence.

While it's uncommon to think of a competitive landscape for a parks and recreation department, there is more competition than ever for peoples' time—that includes leisure time, exercise time and escape time. The competitive landscape for Plano Parks and Recreation includes fitness centers, private pools, the YMCA and even home entertainment like gaming and streaming services. When a Plano resident goes to the gym, the pool, a fitness class, or the like, Plano Parks and Recreation should be the first choice.

Plano is a dynamic area. What was once a bedroom community has shifted to become a hub for job creation. As development continues, there is a feeling of growing density. However the more things change, the more the value of the Parks and Recreation Department remains constant: meeting a fundamental need for room to breathe, programs for health and exercise, and space to collect your thoughts.

Plano's diversity is increasing. White populations have been slowly diminishing, where Black, "Other", and Hispanic populations have been steadily increasing. It is estimated that by 2030, Plano's "Other" population will surpass 22% of the overall population, Hispanic will be just over 19%, while the White community will be just over 50%.

Note: 1980-2010 data obtained from the Census Bureau. 2020 and 2030 estimates have been extrapolated from Census data.

3.0 Brand Platform

OVERVIEW

Plano Parks and Recreation's legacy of inviting spaces, innovative service, outstanding value and memorable experiences spans over five decades. Our parks, trails, recreation facilities, programs, special events and activities serve as a model for park systems across the country. The work we do contributes to the community's health and well being—and is essential to our quality of life.

Brand Mission

The mission of Plano Parks and Recreation is to make life better for all by offering exceptional parks, trails and recreation facilities, and a variety of enriching programs, special events and activities that contribute to the health, well-being and quality of life in Plano.

Brand Vision

As our city continues to evolve and grow, Plano Parks and Recreation will continue to develop, preserve and maintain a comprehensive system of parks and trails; and recreation, fitness and sports facilities for the benefit of both current and future generations. We will work every day to ensure that facilities and experiences keep pace with the city's evolving needs in order to improve the health, wellness and morale of our people.



Brand Value Proposition

The value Plano Parks and Recreation brings to the area is measurable. The estimated economic impact in enhanced property values, tourism, tax revenue, and health care cost savings is estimated in the hundreds of millions of dollars.

Simultaneously, the value Parks and Recreation brings to the everyday life of potentially every citizen is immeasurable. Boundless opportunity for exercise and entertainment. Fresh air and open space. Connection and camaraderie. All for free or at substantially lower cost than private venues.

Brand Purpose

The purpose of the Plano Parks and Recreation brand is to create a consistent, cohesive voice internally as well as externally. A strong brand will not only foster participation by increasing awareness of Plano Parks and Recreation's vast offerings, but will promote what Plano Parks and Recreation means to people.

Brand Positioning Statement

Plano Parks and Recreation provides excellent parks, recreation facilities and experiences which are essential to the quality of life and well-being for every resident of Plano.

IMPLIED BENEFITS

Plano Parks and Recreation has tremendous economic impact across the community. In addition to improving the health and well-being of residents, our outstanding parks and recreational opportunities attract visitors to the city, create jobs, enhance property values and generate local tax revenue.

Not only does Plano Parks and Recreation provide and maintain remarkable outdoor spaces and facilities for recreation, fitness and entertainment, we preserve and protect these natural and tangible assets for future generations.

Plano Parks and Recreation provides activities and programming for residents of all ages, including a growing variety of regular programming aimed toward accommodating busy professionals and seniors who seek to remain active and healthy.

In an age when online activity competes for more and more attention, Plano Parks and Recreation invites people to get outside, get together and get active.

BRAND PILLARS

Essential To Quality of Life

It's said the quality of parks and recreation are a direct reflection of the quality of life in a community and an indicator of its livability. From Oak Point Park and Nature Preserve in the east to Arbor Hills in the west, the City offers a robust and unique mix of parks, recreation facilities, and open space for health, well being and connection—a mix that plays a primary role in making Plano a great place to live.

Accessible for All

Every resident of Plano is just ten minutes from some component of Parks and Recreation. It may be an inviting neighborhood park, one of the many larger community parks, a trail corridor, sports complex, open space preserve, or a recreation center. All provide much needed open space and outlets for activity.

Evolving With the Community

As our community grows and changes, we are growing and changing as well. New and exciting opportunities to enjoy Parks and Recreation reflect the growing diversity and shifting demographics of the city. We anticipate future needs and create programs, activities and facilities to meet specific demographic needs and desires.

Professional Expertise

Plano Parks and Recreation is made up of qualified, experienced and passionate professionals who often work behind the scenes, plying their expertise to ensure the people of Plano are well served with the finest facilities, programs, events and activities.

CORE ATTRIBUTES

Essential

- Fun
- Enriching
- Crucial
- Irreplaceable
- Necessary
- Important
- Fundamental
- Complementary

Accessible

- Affordable
- Abundant
- Convenient
- Close
- Beneficial
- Responsible
- Rewarding
- Worthwhile

Expertise

- Professional
- Qualified
- Experienced
- Skillful
- Capable
- Organized
- Efficient
- Accountable

Evolving

- Proactive
- Forward-Looking
- Accommodating
- Adaptive
- Diverse
- Progressive
- Dynamic
- Responsive

LANGUAGE

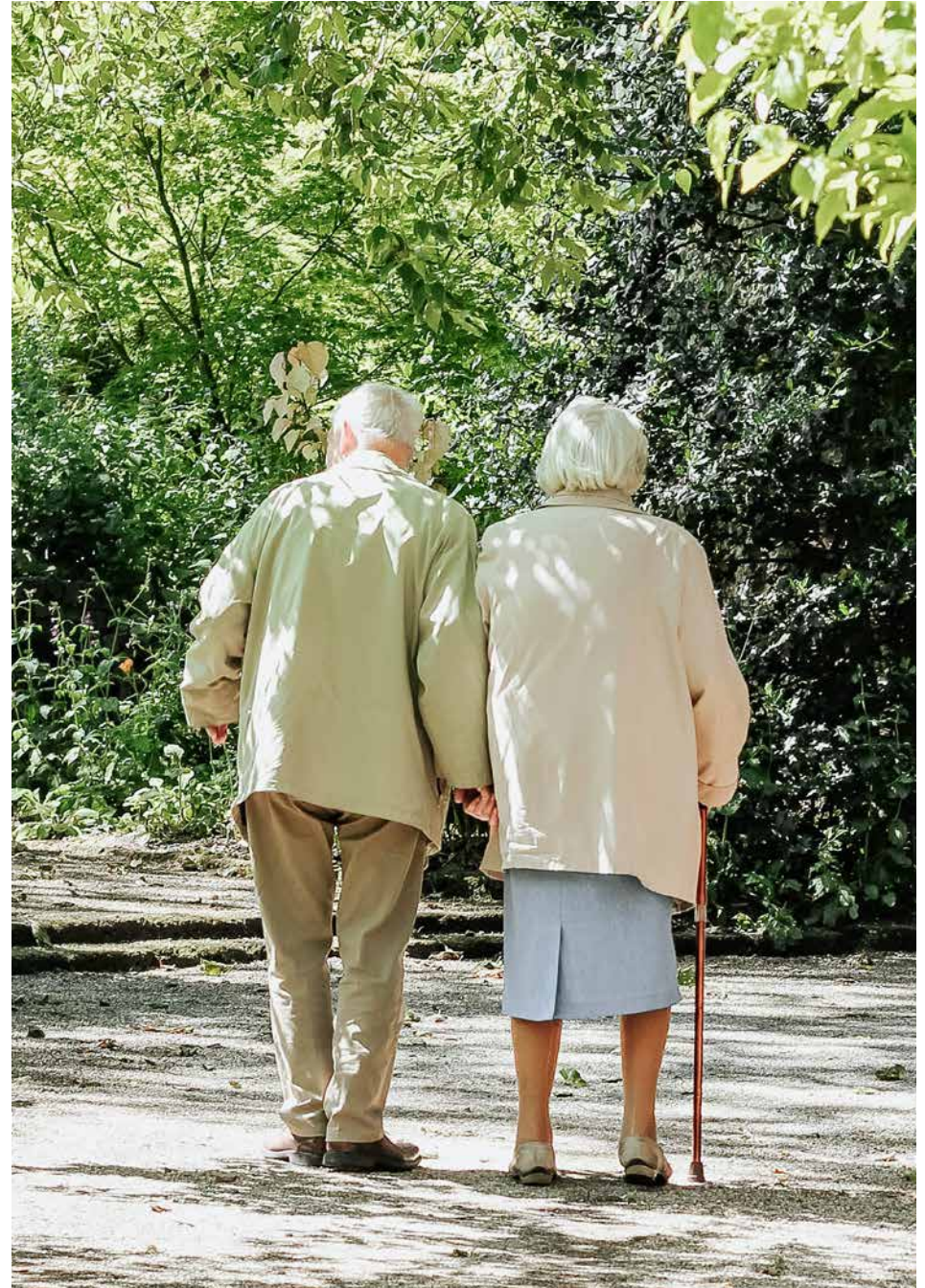
The language of Plano Parks and Recreation is simple, efficient, friendly and directed toward the people of Plano in second person. Everything that's happening at Plano Parks and Recreation isn't about we or us, it's always about "you."

Personality

Plano Parks and Recreation's personality is enthusiastic, inviting and always enticing. Like the namesake "City of Excellence" we call home, Plano Parks and Recreation is confident and bold—a reflection of our determination to provide the people of Plano with a model parks and recreation system.

Tone Of Voice

The voice of Plano Parks and Recreation is energetic, infused with a kind of "can-do" "will do" determination. Plano Parks and Recreation manages to be young and fresh, with the kind of confidence and authority you would expect from a 50 year old who knows exactly what they're doing.



4.0 Marketing Goals

Many of the Plano's Parks and Recreation Department marketing and communication goals are in direct alignment with the City of Plano Parks and Recreation Department Strategic Plan. Including:

- Reinforcing the city's mission statement as a regional and national leader, affirming the city's commitment to exceptional services and facilities.
- Ensuring community engagement by keeping internal and external stakeholders informed with accurate information.
- Garner support for PARD initiatives by maintaining and growing awareness of PARD facilities and programs.

We will create communication that assists PARD in reaching strategic outcomes: Relevant and innovative parks, trails and facilities; an engaged organization and community; employees obsessed with high quality customer service; visionary creative strategies for the future; professional employees; a culture of constant improvement.

- All marketing efforts should reflect the Plano Parks and Recreation Department's brand pillars: parks and recreation is essential to quality of life; accessibility for all residents; evolving with the community; and professional expertise.
- Elevate the idea that Plano's standard-setting parks, trails, facilities and recreational programs are essential to the overall quality of life in Plano and are available almost exclusively for the everyday enjoyment of the people of Plano.
- Create clarity. The story of the Plano Parks and Recreation Department is a big one, and can be made overly complex. Simplify! Help everyone in Plano understand who we are and what we do.

- Continue to support revenue-generating activities such as special events, programs and facility rentals and membership. Communicate implicitly that maintaining parks, facilities and programs at the requisite high level requires the proper funding.
- Generate cohesive messaging; promote specific programs and facilities, but do so under a cohesive and distinct brand umbrella that adheres to strict brand standards that promote the Parks and Recreation Department as a whole.
- Ensure that all tactics and recommendations included in this plan are attainable and executable.

5.0 Key Audience Groups

PRIMARY AUDIENCE

Plano Residents

The language of Plano Parks and Recreation is simple, efficient, friendly. The people of Plano Texas are the sole primary audience of messaging that drives awareness for the parks and recreation department and messaging that drives participation in programs. All messaging should make it abundantly clear that Plano's citizens are the sole beneficiaries of superlative parks, trails, recreation facilities, programs, special events and activities that serve as a model for parks and recreation departments across the country.

SECONDARY AUDIENCES

Plano City Government Including City Council, City Management, Parks Board and Parks Foundation

Members of Plano's city government are our partners. As Plano citizens themselves, members of city government are invited to enjoy the many benefits of a world class parks and recreation department the same as everyone else. When their most vocal constituents are aware of the remarkable quality of life afforded by a standard setting parks and recreation department, city government knows.

City of Plano Employees

Effective internal communication affects morale, helps reinforce a culture of excellent customer service and aids in the recruitment and retention of PARD employees, who should be reminded often they are among the best in the business.



Businesses And Private Partners

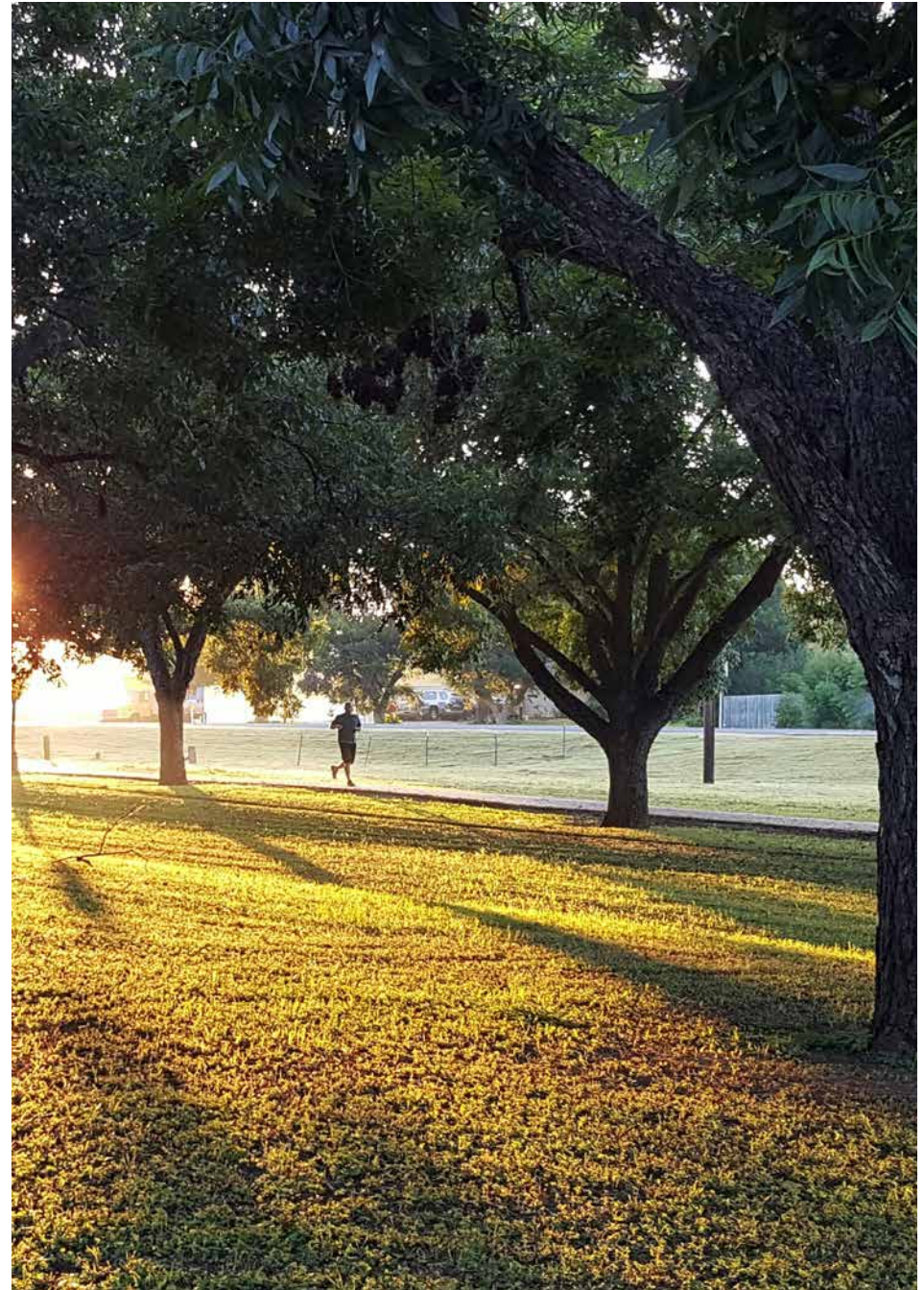
Businesses want employees to enjoy a high quality of life. Companies routinely reap the rewards of being associated with high profile sports and events taking place in the community. The private sector is a logical place to turn for funds that defray the cost of providing world class facilities and services.

Non Residents, Visit Plano and Sports Organizations

Weekend tournaments draw sports teams that fill hotels and convention centers. Revenues defray the cost of providing world class facilities and services without infringing upon residents' use of facilities.

Media

Traditional media channels can help build and extend the Plano Parks and Recreation brand at little to no cost. Many of the programs, events and happenings at Plano Parks and Recreation Department are newsworthy.



6.0 Objective 1—Brand Building

Strengthen the overall understanding of the PARD brand. All marketing efforts should adhere to the Plano Parks and Recreation Department’s brand standards and reflect the brand pillars.

Repeat a simple story. While Plano Parks and Recreation Department is a complex organization with a number of moving parts, tell a story that makes it easy for the people of Plano to understand who we are and what we do.

AUDIENCE	TACTICS AND DELIVERY	MEASUREMENTS FOR SUCCESS
• Plano Residents • Plano City Government • Internal Team/Department Staff • Business/Private Partners • Non-Residents, Sports Teams & Clubs • Media	• Develop a comprehensive visual brand identity system and standards for use • Define a clear messaging platform that extends the core brand platform • Adopt a tagline that captures the essence of the brand platform and messaging • Consistent use of City of Plano logo and PARD sub-brand across all materials	• Increased utilization rates • Increased social media following and engagement • Increased perception of PARD as a valuable community asset • Increased understanding of the benefits of having a world-class park system brings to the community • Survey participation and results

7.0 Objective 2—Awareness Campaign

An ongoing, long-term objective is to create an awareness campaign that captures the essence of the Parks and Recreation Department and teaches the value and benefits the department brings to the community. Elevate the idea that Plano’s standard-setting parks, trails, facilities and recreational programs are essential to the overall quality of life in Plano and are available almost exclusively for the everyday enjoyment of the people of Plano.

AUDIENCE	TACTICS AND DELIVERY	MEASUREMENTS FOR SUCCESS
• Plano Residents • Plano City Government • Internal Team/Department Staff • Business/Private Partners • Non-Residents, Sports Teams & Clubs • Media	• Key messaging and creative • Video Spot • Radio Spot • Billboards • Print Ads • Web • Digital Campaigns • Social Media	• Increased utilization rates • Increased social media following and engagement • Increased perception of PARD as a valuable community asset • Increased understanding of the benefits of having a world-class park system brings to the community • Increased citizen advocates • Survey participation and results

8.0 Objective 3—Support Revenue Generating Activities

Continue to support revenue-generating activities such as special events, programs and facility rentals and membership. Communicate implicitly that maintaining parks, facilities and programs at the requisite high level requires the proper funding. A separate focus should be placed on sports travel and tourism.

AUDIENCE

- Plano Residents
- Non-Residents, Sports Teams & Clubs
- Businesses/Private Partners

TACTICS AND DELIVERY

- Web
- Social Media
- Digital Campaigns
- Billboards
- Print Ads
- Recreation Catalog/Program Guide
- Visit Plano

MEASUREMENTS FOR SUCCESS

- Increase in program participation
- New sports travel/tourism revenue
- Membership increase
- Rental rate increases
- Higher attendance at special events
- Increased visitation

9.0 Objective 4—Continue To Provide Excellent Customer Service

Timely and effective communication is key to maintaining a satisfied customer base. All policy updates and information on new projects/work being done to improve the district should be sent out as needed.

AUDIENCE

- All Park Users

TACTICS AND DELIVERY

- Email Updates/Newsletters
- Social Posts
- Web Updates

MEASUREMENTS FOR SUCCESS

- Survey participation and results
- Reduced call volume of questions
- Reduced call volume of complaints
- Membership renewal rates
- Amount of positive feedback on social posts

10.0 Objective 5—Generate Cohesive Messaging

While there will always be spontaneous need to promote events and activities, promotional material should be developed to fit within a brand umbrella that contributes to the Parks and Recreation Department’s brand building effort.

AUDIENCE

- Plano Residents
- Non-Residents, Sports Teams & Clubs
- PARD Staff

TACTICS AND DELIVERY

- Develop approved templates for programs, events and activities that meet brand standards in order to build the PARD brand impression-by-impression—a brand capable of achieving goals and objectives.

MEASUREMENTS FOR SUCCESS

- Staff Cooperation
-
-
-

11.0 Annual Tactics And Delivery

	2021	2022	2023	2024
Brand Building	• Brand Identity, positioning and standards • Update website • Update social channels • Begin updating core communications materials (Printed and Digital)	• Continue to update core materials (Printed and Digital) • Update signage and environmental graphics • Update vehicle graphics, uniforms and apparel • Police all PARD related communications for consistency	• Continue to update core materials (Printed and Digital) • Continue to update signage and environmental graphics • Continue to update vehicle graphics, uniforms and apparel • Police all PARD related communications for consistency	• Transition to new brand complete
Awareness Campaign		• Develop a comprehensive awareness campaign • Deliver via traditional and digital channels	• Extend campaign in a more limited fashion through owned channels	• Re-evaluate campaigns based on activities and needs
Support Revenue Generating Activities	• Update core programming and other sales materials	• Use traditional and digital channels to promote	• Use traditional and digital channels to promote	• Use traditional and digital channels to promote
Continue to Provide Excellent Customer Service		• Create resources and enhanced communications channels for servicing the needs of your users	• Create resources and enhanced communications channels for servicing the needs of your users	• Enhanced communications channels in place
Generate Cohesive Messaging	• Transition over time from older, inconsistent communications tools by phasing in new materials systematically	• Transition over time from older, inconsistent communications tools by phasing in new materials systematically	• Transition over time from older, inconsistent communications tools by phasing in new materials systematically	• Transition to new brand complete

12.0 Measuring Success

KPI	2019	2020	2021	2022	2023	NOTES
Total Park Visits						
% of Community That Visits						
Memberships						
Program Attendees						
Income From Fees						
Brand Awareness						
Facility Rentals (% Reserved, Revenues)						
Website Visits (Plano MSA Unique)						
Website Visits (Total Unique)						
Website Active Net Registrations						
Facebook						
+ Facebook Posts per Week						
+ Facebook Engagements per Week						
+ Facebook Total Reach per Week						
Instagram						
Twitter						
YouTube						

Form of Proposal

Date 3.1.21 Firm Name Everwild, LLC
(If corporation, partnership, or assumed name)
Address 1802 Perrysburg - Holland Rd. Signature Mary Charles Woodward
(Person executing proposal and official capacity)
Print Name Mary - Charles Woodward
City Holland State OH Zip Code 43528
Email marycharles@everwildcreates.com
Phone 419.464.7679 FAX N/A

CONTACT PERSON TO WHOM QUESTIONS REGARDING PROPOSAL
RESPONSE SHOULD BE DIRECTED:

COMPANY NAME: Everwild, LLC
NAME: Mary - Charles Woodward TITLE: Account Executive
PHONE: 419.464.7679
EMAIL: marycharles@everwildcreates.com



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John D. Gaber
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May 6, 2021

Via Email (skasprowicz@livonia.gov)

Honorable City Council Members
c/o Sara Kasproicz, Program Supervisor
City of Livonia
33000 Civic Center Drive
Livonia, MI 48154-3097

**Re: Additional Information for Waiver Use Application for Proposed Indoor
Self-Storage Facility at 31100 Plymouth Road**

Dear City Council Members:

At your last meeting on April 26, 2021, certain City Council Members expressed interest in better understanding the market conditions supporting the adaptive re-use of the vacant office building as an indoor climate-controlled self-storage facility. We would like to take this opportunity to provide additional information regarding the self-storage market conditions in the Livonia community as well as the challenges this building proposes for prospective occupants.

Market Analysis

The supply metrics and demographic data in this trade area all indicate strong storage demand. This location has strong population density, high traffic counts, and is well located to neighborhood retailers — all of which are key drivers of a strong storage location.

The existing storage supply, including projects in the pipeline, reveal an undersupplied market. Within this trade area, we analyze each storage facility's product mix (climate control and non-climate control units), occupancy, operator quality, visibility, access, and rental rates. We would expect a saturation point of storage supply in this market to be approximately **7 SF/capita** (this is supported by metrics in industry reports and similar markets). Using our proven methodology in this market, this trade area has a current supply of **3.60/capita**, which will increase to **5.19 SF/capita**, with our proposed project and the new Clover Self Storage — supporting the analysis of an undersupply storage market.

Further, the majority of the self-storage facilities in our trade area are older products and have few climate-controlled options to meet the market demand. Clover Self Storage and our proposed project will be the only Class A, 100% climate-controlled facilities in the market. Our facility will offer 100% climate-controlled, secure interior access units, and two levels of ground loading.

As it relates to timing, we do not expect that the earlier opening of Clover Self Storage will adversely impact our project. It's actually beneficial from a market perspective that Clover

Self Storage has a head start on leasing. Due to the nature of lease-up periods for self-storage, it's better for competing facilities to be in different stages of lease-up, rather than starting at the same time.

We are also aware of the new facility coming online on 7-mile Road, which is over 4 miles away from our property. This new facility is outside of our trade area and we do not consider it to be part of our competitive set.

Unsuccessful Marketing of Property

The functional obsolescence of the building, coupled with the soft office market in this area has made it impossible to sell or lease the building for office uses. AT&T vacated the building in 2015. The current property owner purchased the vacant building at auction in March 2016. The property has been aggressively marketed since its acquisition as follows:

- Marketed for sale and for lease March 2016;
- Marketed on MLS, Loopnet, and CoStar, and a marketing sign has been placed on the property;
- Loopnet listing since March 2016 - 10,000 online views and 128 showings;
- CoStar listing since March 2016 - 17,000 online views and 63 showings;
- MLS listing since March 2016 - 7,214 views and 286 showings.

In the past five (5) years, there have been no serious offers to purchase the property. The only tenant has been a church that leased only 18,000sf (of the over 114,000sf building) from 3/17 – 3/20. The problem is that the building is functionally obsolete, primarily due to there being no floor of the building at grade level — it's a split-level building, which is undesirable. The property owner's broker has provided this information and can address any questions you may have.

High Office Vacancies

Further, the market for office building space in the Northern I-275 corridor is soft. This area is experiencing a 20% vacancy rate for Class A space, and a 27% vacancy rate for Class B space. Please see the attached 2021 Q1 Detroit office market summary prepared by JLL. Therefore, the prospect of finding a viable tenant for this property is low, even without its functional obsolescence.

Given the lack of success in locating a purchaser or tenant(s) for the building over the past five (5) years despite the proactive marketing of the building, and the soft market conditions for office space in the area, the Applicant believes the highest and best use for the building is an adaptive re-use of the building. Market analysis supports adding the proposed indoor, climate-controlled self-storage space within the community, and the building presents an opportunity for the Applicant to repurpose the building for this use. The result will be a viable commercial use of the building, compatible with the surrounding commercial corridor. The adjacent 1.8 acre

former parking lot will also be available for future redevelopment for commercial purposes.

We hope this information is helpful to you in your decision-making process. We look forward to discussing this matter with you at your next meeting. Thank you for your consideration of our waiver use application.

Very truly yours,

WILLIAMS, WILLIAMS, RATTNER & PLUNKETT, P.C.

John D. Gaber

John D. Gaber

JDG/kp

Enclosures

cc: Mark Taormina, Planning and Economic Development Director (via email mtaormina@livonia.gov)
Daniel Ginburg (via email dginburg@steininvest.com)

Detroit

Activity remains on pause as users await re-entry

- Market vacancy continues to tick upward amidst the pandemic while average asking rents have fallen
- Electric truck maker Electric Last Mile to move their headquarters to Troy
- UWM continues the expansion of its campus with the incorporation of the former Michigan Sports Complex
- Conditions continue to deteriorate in the Penobscot Building downtown paving the way for further tenants vacating

The Detroit office market saw similar market dynamics in the first quarter of 2021 to those in the second half of last year. Total vacancy continued its upward trend, as leasing activity was muted alongside additions in both direct and sublease space, while average asking rents have fallen. The market saw heavy negative absorption in the first quarter, driven largely by new availabilities in Southfield and new space at Fairlane Plaza in Dearborn. The delivery of 2715 Woodward Avenue downtown in January softened the Q1 negative absorption number for the CBD, pushing it into the black amidst a quiet leasing period.

As we saw in the second half of 2020, leasing activity was subdued market-wide as occupiers wait out the pandemic and for mass vaccinations to allow for office occupancy once again. General Motors announced plans to begin their re-entry process downtown starting in late Q2, while on the flip side, Ford Motor Company is giving employees the option of staying remote even after the pandemic subsides.

More than three years after breaking ground, the Hudson's Site development is now above ground. Development work continues apace there with delivery expected in 2024. On the other side of downtown, the iconic Michigan Central Station's restoration by Ford remains on track for a 2022 delivery.

Outlook

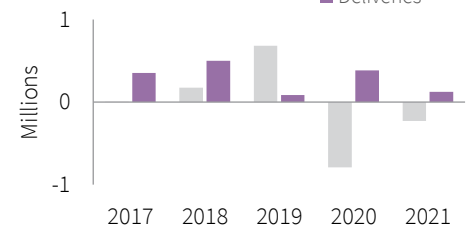
While we have seen an increase in vacancy alongside a dip in average asking rents, there remains room for optimism. As vaccinations take hold across the state, users should begin their return to the office and utilize new workspace designs and work arrangements. As tenants begin to think about these decisions and plan for their future post-COVID office spaces, we expect to see an uptick in activity relative to the past year.

Fundamentals

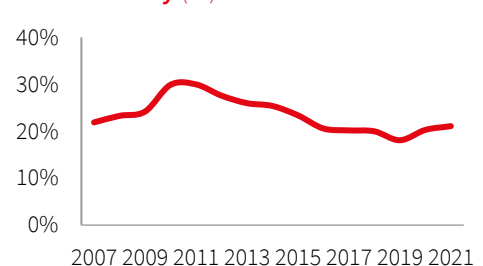
Forecast

YTD net absorption	-227,495 s.f. ▼
Under construction	1,053,437 s.f. ►
Total vacancy	21.1% ▲
Sublease vacancy	1,032,165 s.f. ▲
Direct asking rent	\$20.15 p.s.f. ►
Sublease asking rent	\$18.28 p.s.f. ►
Concessions	Rising ▲

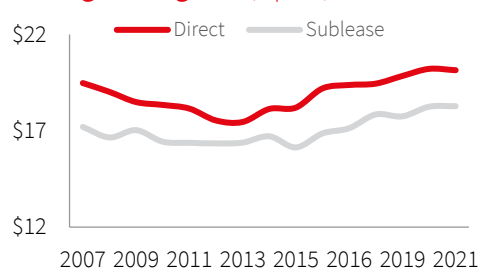
Supply and demand (s.f.)



Total vacancy (%)



Average asking rent (\$ p.s.f.)

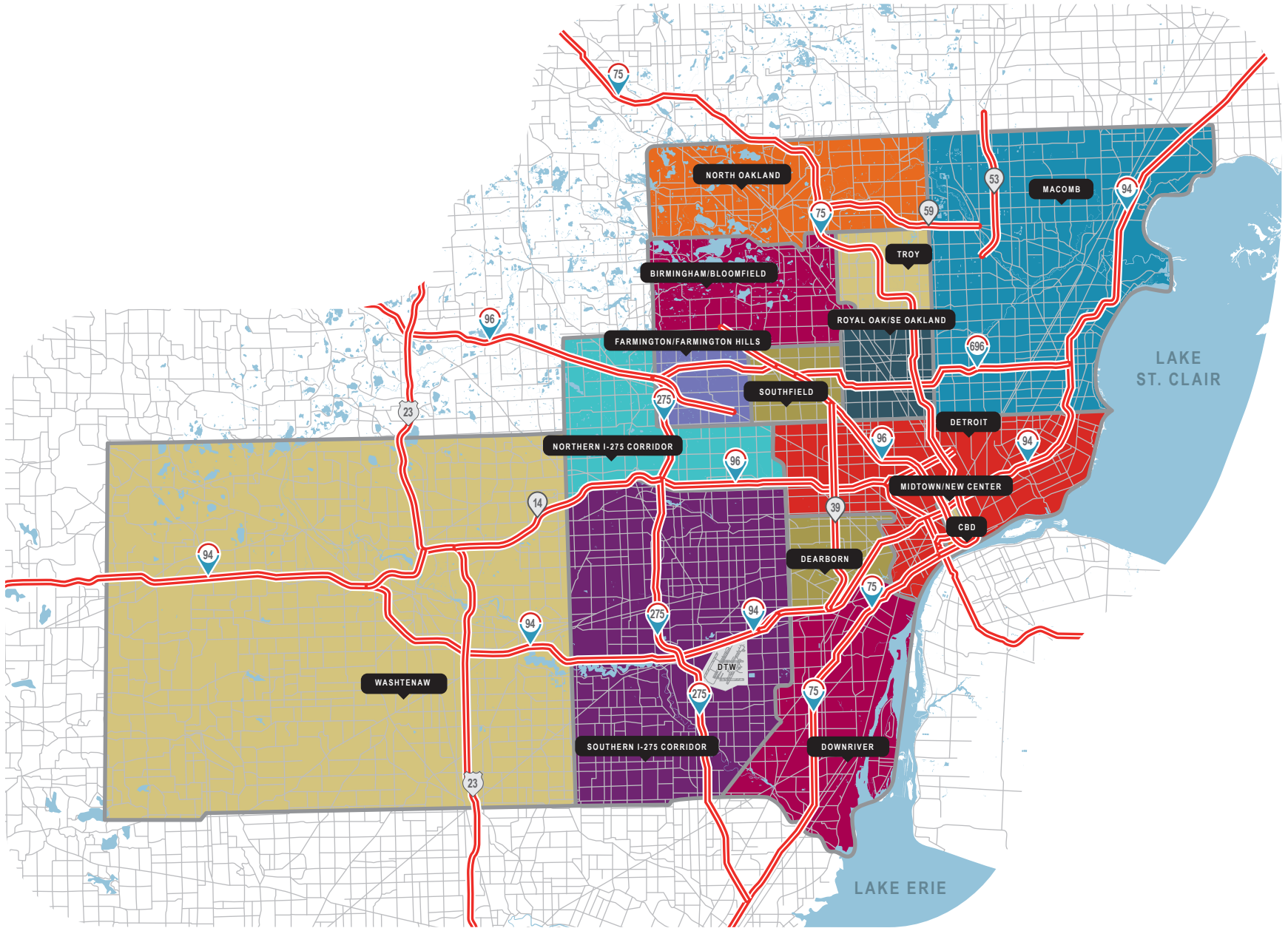


JLL Research Report

Office Statistics

	Class	Inventory (s.f.)	Total net absorption (s.f.)	YTD total net absorption (s.f.)	YTD total net absorption (%) of stock	Direct vacancy (%)	Total vacancy (%)	Average direct asking rent (\$ p.s.f.)	YTD Completions (s.f.)	Under Development (s.f.)
Birmingham/Bloomfield	Totals	3,972,042	-21,270	-21,270	-0.5%	18.4%	19.1%	\$25.65	0	75,000
Dearborn	Totals	2,860,137	-45,659	-45,659	-1.6%	24.0%	24.0%	\$17.76	0	0
Downriver	Totals	492,849	9,204	9,204	1.9%	50.4%	51.4%	\$15.82	0	0
Farmington/Farmington Hills	Totals	4,658,925	-27,254	-27,254	-0.6%	16.5%	17.7%	\$18.27	0	0
Macomb	Totals	1,251,683	-17,167	-17,167	-1.4%	18.8%	21.1%	\$16.77	0	0
North Oakland	Totals	2,447,208	-5,422	-5,422	-0.2%	12.1%	14.3%	\$19.38	0	0
Northern I-275 Corridor	Totals	4,355,504	-31,933	-31,933	-0.7%	23.9%	25.2%	\$19.23	0	0
Royal Oak / SE Oakland	Totals	854,591	-4,628	-4,628	-0.5%	4.0%	4.0%	\$24.74	0	190,000
Southern I-275 Corridor	Totals	1,028,265	0	0	0.0%	0.3%	22.2%	\$0.00	0	0
Southfield	Totals	13,036,958	-89,789	-89,789	-0.7%	30.9%	32.9%	\$18.09	0	0
Troy	Totals	11,022,945	-8,625	-8,625	-0.1%	22.7%	24.5%	\$18.46	0	0
Washtenaw	Totals	6,786,659	-12,872	-12,872	-0.2%	9.9%	10.2%	\$24.65	0	0
Suburbs	Totals	52,767,766	-255,415	-255,415	-0.5%	21.3%	23.1%	\$19.25	0	265,000
CBD	Totals	13,979,203	25,388	25,388	0.2%	13.7%	14.3%	\$24.98	127,000	788,437
New Center	Totals	1,486,775	2,532	2,532	0.2%	12.6%	12.6%	\$22.02	0	0
Urban	Totals	15,465,978	27,920	27,920	0.2%	13.6%	14.1%	\$24.69	127,000	788,437
Detroit	Totals	68,233,744	-227,495	-227,495	-0.3%	19.6%	21.1%	\$20.15	127,000	1,053,437
Birmingham/Bloomfield	A	1,543,463	-1,903	-1,903	-0.1%	29.2%	30.9%	\$26.33	0	75,000
Dearborn	A	596,890	0	0	0.0%	0.0%	0.0%	\$0.00	0	0
Farmington/Farmington Hills	A	618,518	0	0	0.0%	5.0%	6.8%	\$24.20	0	0
Macomb	A	295,494	206	206	0.1%	2.0%	2.0%	\$19.15	0	0
North Oakland	A	548,665	0	0	0.0%	12.0%	15.3%	\$20.55	0	0
Northern I-275 Corridor	A	1,175,885	2,644	2,644	0.2%	20.0%	20.0%	\$19.00	0	0
Royal Oak / SE Oakland	A	147,881	1,952	1,952	1.3%	0.0%	0.0%	\$30.00	0	190,000
Southern I-275 Corridor	A	832,753	0	0	0.0%	0.0%	25.6%	\$0.00	0	0
Southfield	A	4,807,009	-82,676	-82,676	-1.7%	25.5%	28.2%	\$20.62	0	0
Troy	A	3,124,657	1,372	1,372	0.0%	17.2%	19.4%	\$20.82	0	0
Washtenaw	A	2,943,367	-6,490	-6,490	-0.2%	6.0%	6.2%	\$30.81	0	0
Suburbs	A	16,634,582	-84,895	-84,895	-0.5%	16.4%	19.3%	\$22.28	0	265,000
CBD	A	6,750,864	79,812	79,812	1.2%	9.5%	10.2%	\$27.37	127,000	788,437
Urban	A	6,750,864	79,812	79,812	1.2%	9.5%	10.2%	\$27.37	127,000	788,437
Detroit	A	23,385,446	-5,083	-5,083	0.0%	14.4%	16.6%	\$23.15	127,000	1,053,437
Birmingham/Bloomfield	B	2,428,579	-19,367	-19,367	-0.8%	11.5%	11.7%	\$24.23	0	0
Dearborn	B	2,263,247	-45,659	-45,659	-2.0%	30.3%	30.4%	\$17.76	0	0
Downriver	B	492,849	9,204	9,204	1.9%	50.4%	51.4%	\$15.82	0	0
Farmington/Farmington Hills	B	4,040,407	-27,254	-27,254	-0.7%	18.2%	19.3%	\$17.58	0	0
Macomb	B	956,189	-17,373	-17,373	-1.8%	23.9%	26.9%	\$16.69	0	0
North Oakland	B	1,898,543	-5,422	-5,422	-0.3%	12.2%	14.1%	\$18.66	0	0
Northern I-275 Corridor	B	3,179,619	-34,577	-34,577	-1.1%	25.3%	27.1%	\$19.30	0	0
Royal Oak / SE Oakland	B	706,710	-6,580	-6,580	-0.9%	4.9%	4.9%	\$19.41	0	0
Southern I-275 Corridor	B	195,512	0	0	0.0%	1.5%	7.7%	\$0.00	0	0
Southfield	B	8,229,949	-7,113	-7,113	-0.1%	34.0%	35.7%	\$17.01	0	0
Troy	B	7,898,288	-9,997	-9,997	-0.1%	24.9%	26.5%	\$17.68	0	0
Washtenaw	B	3,843,292	-6,382	-6,382	-0.2%	12.9%	13.3%	\$22.68	0	0
Suburbs	B	36,133,184	-170,520	-170,520	-0.5%	23.6%	24.9%	\$18.14	0	0
CBD	B	7,228,339	-54,424	-54,424	-0.8%	17.6%	18.2%	\$23.91	0	0
New Center	B	1,486,775	2,532	2,532	0.2%	12.6%	12.6%	\$22.02	0	0
Urban	B	8,715,114	-51,892	-51,892	-0.6%	16.8%	17.2%	\$23.65	0	0
Detroit	B	44,848,298	-222,412	-222,412	-0.5%	22.2%	23.4%	\$19.04	0	0

DETROIT OFFICE SUBMARKET MAP



**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING ED APRIL 26, 2021**

11.

Meeting was called to order via Zoom remote technology at 9:05 p.m. by President Kathleen McIntyre. Present: Rob Donovic (Deployed); Laura Toy (Livonia, Michigan); Scott Bahr (Livonia, Michigan); Cathy White (Livonia, Michigan); Brandon McCullough (Livonia, Michigan); and President Kathleen McIntyre (Livonia, Michigan). Absent: Jim Jolly.

7) WAIVER PETITION: Planning Commission, re: Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. requesting approval to develop and operate a climate-controlled, indoor self-storage facility on property located on the north side of Plymouth Road between Sears Drive and Merriman Road (31100 Plymouth Road) in the Southwest 1/4 of Section 26.

John Gaber, attorney for the Applicant, presented this request to Council. He said he believes that Mr. Taormina was going to present this first to give you an overview.

Clerk Nash said she called Taormina and his computer had crashed.

John Gaber, 380 N. Old Woodward, Suite 300, Birmingham, 48009, continued with his presentation. He said members from his team were with him as well, Daniel Ginsburg and Jason Linscott are here from Stein Investment Company. And I'm going to hand the floor over to Jason, too, after a few comments because he can give you more on the actual plans and the operation of the facility than I can. As an overview I just want to mention a few things, that this is an adaptive reuse of this office building for an indoor climate controlled self-storage facility by my clients. My clients have done this, they put up about thirty-five facilities of this type throughout the country. Many of them are redevelopment type of facilities like this. And I believe you've seen in your packet of information there are some before and after photos, some of the sites that they've had an opportunity to work on. And one thing that's somewhat unique about them and we think is beneficial to the community, is that not only do they develop these facilities but they also manage and operate these facilities on an ongoing basis. They don't sell them—they retain these self-storage facilities in their portfolio. So that leads them to essentially build a quality product or redevelop a building in a quality fashion that's going to be operational and essentially exactly what's needed for their business purposes. Mr. Linscott can go into that, too. I will mention that he's going to have a few comments for you in terms of the market, because it's always a question as to what does the market analysis show and is there an unserved population and a demand for these type of facilities. Mr. Linscott will go into that portion of the project as well. And then finally, I can answer any questions with respect to the waiver use criteria because under the waiver use criteria there are eleven specific criteria that apply to indoor climate controlled self-storage facilities. We meet every one of these criteria. I don't know if you want me to go through them but I can if you so desire. So with that I'd like to turn the floor over to Jason Linscott. We're at a little bit of a disadvantage because

Mr. Taormina was going to show you all of the plans and the drawings and such to give you the visual aids to assist with this. And we don't have that opportunity right now. But Mason, I think you can tell them some detail about the project and the plans, what's intended both from a redevelopment standpoint and an operational standpoint for this facility, if you could, please.

Mason Linscott, Stein Investment Group, 5607 Glenrich Drive, Atlanta, Georgia. I guess it's a little bit difficult here to not be able to show you the drawings and site plan, but I'll definitely do my best here to describe it and I know you each have a packet, I believe, that has all the information in it. So, this is a project that is in a vacant former AT & T occupied office building on Plymouth Road just east of Merriman Road, the north side of Plymouth Road. The building has been vacant for five or six years or so, it was once occupied by AT & T who was the original occupant. And as Mr. Gaber mentioned we are planning to repurpose the building for interior climate controlled self-storage. So, I'll pause for just a moment and I'll do this briefly because I know you're bringing up the end of your agenda tonight for a long night.

President McIntyre stated that it's not through any fault of your own that you're at the end of the agenda and you have our full attention and again, this is because meetings go long so please don't feel that you have to rush through this, this is your time and we're here to do this.

Mark Taormina, Director of Planning and Economic Development, resumed his connection in the Zoom meeting and apologized for the fact that his computer crashed at the worst possible time and took over the presentation. He said this is the former AT & T site on Plymouth Road just east of Merriman Road. I think most everyone is familiar with this property. The parcel is about five acres in size and has quite a bit of frontage on Plymouth Road, roughly 738 feet of frontage. The building is three levels, contains a gross floor area of about 115,000, 114,000 square feet. And as everyone I think knows as well, this building is vacant, it has been mostly vacant for several years. The redevelopment involves really at least as part of this initial phase for this project, the westerly three acres of the property. The easterly, the remaining easterly portion which is mostly parking today is not part of this project and that would be reserved for future development. The property is surrounded by commercial properties. The main unique aspect about this building is the fact that there is no level at ground level. So the lower level of the building is about six feet below the ground elevation, the middle level is about six feet above, and then you have a level above that. So each floor plane is about 38,000 square feet. All three floors would be used for an indoor self-storage facility. This is treated as a waiver use. There are eleven special requirements that apply to the use. I won't go over all of them, I'll just say that a couple of the probably the most prominent items would be the fact that it requires a minimum of three acres which this request meets. There can only be one building devoted for the purpose of self-storage which obviously would be the case here. No outside storage is allowed. Access to all of the units must be from within the building. The hours of operation are limited

between 7:00 a.m. and 9:00 p.m. and the exterior of the building should be primarily of maintenance free materials. What's unique about this project as I mentioned, is you're really dealing with the grades of the – the floor elevations, if you will. And in order to provide access to each of the levels, there will be an elevator tower constructed at the back of the building. So this portion here is actually an addition to the structure. It would increase the size not by a great deal, it would be about 1,000 square feet additionally. But what it does is it provides ramps for trucks to access the building, to access the elevators towers providing access to all three levels of the building. This ramp along the far north part of the site, this is actually a canopy overhead. This ramp goes down and then back up again to allow vehicles to come down to the lowest level of the building where there would be a corridor access to the elevators. For the middle level there is a ramp only going up to a similar canopy overhead and access to the same group of elevators. So, dealing with the building was going to require quite extensive modifications, so inside the building as well as you can see here, the exterior along the back of the building. The building currently is set back about 60 feet from the right-of-way of Plymouth Road, a little bit less than that. The ordinance does require 60 feet. The Planning Commission spent quite a bit of time looking at the property and how it would be impacted by the development. It doesn't require a lot of parking as you could well imagine from the site's use. There would be some spaces provided along the east side of the building for probably a very limited staff as well as customers to the site. The sales and leasing office would be located here in the northeast corner of the site where there would be a small addition provided to the building. And that's the one area of the building that's actually at grade level. They've provided some general floor plans showing how the corridors would be laid out. These are basically the existing corridors but how what was previously the call center and office areas would be converted to the units. As far as the exterior of the building it's primarily brick along the facade. There is the existing, main entry and lobby areas of the building. That would be modified as part of their brand identity here where they would, they can explain it, but the glazing here would be maintained. It would not serve as an entrance but as more of a feature of the building identifying it as a self-storage facility. The upper portion of the building would be renovated to include new EIFS, fiber cement panels would be provided on the sides of the building. Spandrel glass or EIFS would be used to cover the windows along the front, there would be some glazing as I indicated here where the lobby existed. I'll show you one last thing and I know it might be a little difficult to understand how the access along the back operates. So this is what it would like from the rear of the building, these green lines would represent the canopies. But if you can see this line going down and coming back up again, that's where the ramp would be provided to the lower level of the building, where this dashed line essentially represents the finish floor elevation of the lower part of the building. Then this ramp going up which is separate from the ramp going down and up for the lower level, this ramp going up is to access the middle level of the building and this dashed line represents the finish floor elevation generally of that middle level. Of course the only way to access the upper level units would be via the elevator that will be added. With that I'll answer any questions, I believe Mr. Gaber and others with the company would like to show you some

additional slides. And I will point out one last thing. The only modification to the requirements that were made by the Planning Commission were with respect to the hours of the operation. The Petitioner was asking that the hours be extended from 9:00 p.m. to 10:00 p.m. and that recommendation was supported by the Planning Commission.

Mason Linscott continued with his presentation. Just to back up for just a moment, just to kind of introduce you guys to who we are, we're an Atlanta, Georgia based family real estate company. We develop and own real estate really all over the Southeast, Midwest and MidAtlantic. And we are retail, primarily retail and self-storage are the two commercial real estate products that we own and manage. Self-storage is something we've been doing for twelve or thirteen years, and we've done 3.5 or 4 million square feet of this type of product. Our approach to self-storage has always been a little bit more retail minded, so we believe this product and others do as well, but we just see it as a retail product, this is something for the community and our customers are the consumers. As John Gaber said at the beginning, The Space Shop here is our brand so that's something that's our management company and our brand. So when we build these we build them to our standard and then we own and manage them ourselves with our staff. And this would be no different. We're very proud of these facilities. We put a lot of effort into making them sort of best in class and sort of recognized that way in all the places that we go and do these facilities. It's also been a pleasure to, we've done a lot of ground up facilities, we build a brand new building. And we've also done a lot of building, sort of repurposing an existing building which is what we're doing here. And they're a lot of fun to do because you sort of take an existing building that has some functional obsolescence to it, some issue, and we fix it. And most of these buildings like this one have big parking fields that are also just completely unused. So, the nice thing about the self-storage business is you don't need much parking. Really we'll end up with somewhere between twelve and fourteen trips a day to the facility and those customers generally will be in the rear doing any kind of loading, the loading area that Mark was describing. So we don't really use very much parking. So that enables us to then use the other part of the site for some other type of development. Generally we can activate that with some type of retail or other new use that wasn't previously possible because of the parking problem but the building made now functionally obsolete. So we've done buildings like Toys R Us, K-Marts and office buildings, bowling alleys, you name it. All types of buildings that just had great bones but just were sort of functionally obsolete. You know this building is super unique. In all of my years I really haven't seen an office building of this size built like this. As Mark described it doesn't have a floor at grade. So when you walk in the building it's like walking into a split level home. You walk in and you either go downstairs or upstairs, which is pretty unique for an office building. You know, if you want to use an office building to put a bunch of people in it, it's pretty unusual to not have a floor to meet that grade for access. So it was a bit of a challenge to try and figure this one out and I think we have a great design here and we're really happy with it. You know primarily I do want to address one quick thing that Mark said. When we talk about access in the back, 99% of our customers and our vehicle

access here are the community members and their vehicles that typically are their car, their SUV, their minivan, those types of things, maybe a small trailer, but's 99% of the access here and what our customers will be doing. Every once in a while we get a large truck but it's not that common but it does happen from time to time. If you don't mind, Mark, would you go to the before and after slides that you were on just a moment ago. So these are just a couple examples I want to show you guys what we do when we take an existing facility, an existing building and improve it. So this for example was an actual car dealership. Here you can see this was before, the after is the next slide, we show the resulting facility. You know this particular community wanted this to look like a retail building and on the last one in fact some of those are retail suites. This was a closed K-Mart on the left, this is the new facade on that. This is an old bowling alley. This community wanted it to look a little bit more modern so we did that and we improved it. And I think the next one is an old office building actually, three stories, pretty similar to this situation, although this one really didn't have as good of bones, didn't look so good. It needed a complete redo, so that building turned into this. This was an older sort of gymnasium looking building that had some storage in it, that we put a whole new facade on, new material. There's one more, that was an old furniture store that we converted into a new building as well. You can sort of see the difference between the before and after. And the whole idea with these is you know when you come in and repurpose the building, it's really important to make it look like it was purpose built, that it was built for what you're doing. As you can see in some of those afters, none of those buildings look like we just stuck a sign on it and said hey, you know come in and put your things in here. They look purpose built. It was like they were built for that reason. And this is no different. So, on this building the brick and the architecture of the building really has a lot of great features and characteristics to it, so we're going to use those and just sort of continue forward. We put these big, a little bit more dramatic elements in the middle and on the end and what we're going here is that that middle part with glass is actually all completely new. So, we're going to remove the existing glass and replace it with more modern storefront modern glass. And the grey horizontal between the doors is a Nichiha product which is like a fiber cement but it has a wood grain to it so it looks like sort of grey wood. It's a really nice product. And that's what's on the end also, the large grey vertical elements on each end on the left and right sides of the building. I think Mark did a really good job on describing the loading in the rear, I'm happy to answer questions on that but I won't repeat what he said. I'll switch over real quick to why we like this site. I talked to you about why we like the building, why we like to repurpose buildings like this and where it makes sense. However, it only makes sense to do these where we find an undersupply of the product that we provide to the community. It doesn't do any good for us to invest all of this money in a community and there not be a demand for product. So we do a pretty detailed analysis, we do a very detailed analysis on supply and demand saturation and we sort of study trade areas and figure out where there are those imbalances in saturations and this market is one of those that has an under supply of this type of product in it. The trade area here, and when I say trade area, what we do is we sort of know where our customers will come from, what type of radius they'll come from so to speak and it's not necessarily a

circle. We study traffic patterns and where the schools are and the grocery and to and from work and those sorts of things and figure out how the traffic flow functions. But the trade area here including our facility because we have to include our facility in our analysis if we're going to build it, has about five square feet per capita, so that's total self-storage product. And a lot of those are what we would call Class C facility, meaning they're outdoor, drive-up older facilities, if you can envision the older self-storage product with a fence around it and outdoor drive-up storage. The newer interior climate controlled product with climate protected loading, which is what this is there's about two square feet per capita in this trade area including our facility if we were to build this facility which is really very low. A market like this you'd expect to see something closer to seven square feet per capita. So, it shows that there's an under supply of that. And when I say that demand I'm happy to go into it if you'd like but I don't want to bore you but there's a lot of things that go into that demand, everything from demographic to housing stock, what type of houses there are, other types of storage facilities and so on and so forth. And of course climate and things like that. So, there's a lot of analysis that goes into that and that's sort of a general overview of the reason we like this market, the city, and this particular site. I think I'll stop there and just answer questions. Hopefully, I've covered the main points here but of course I see there's already a question and I'd be happy to answer those.

Councilmember McCullough said I think any time you have a building, and I've seen this building sit there over the course of five years, so having a development come in there and repurpose a building has the ability to spark more development that goes both east/west, north/south. I even think there's a couple commercial buildings to the east that are vacant. So I love to see this kind of development. My question to the Petitioner and when you guys do a lot of market analysis but a lot of things that, at least during my short time on Council, I think we've approved two other storage facilities—is the market that great for this type of business? Obviously, it is if you guys are coming in there, but I don't see any other reason to not support this, it's something that's going to revitalize the existing area. But that was just kind of my general question.

Linscott said the answer to your question is yes. I know it seems like—it's been an interesting ten years for the self-storage industry. There's been a lot of buildings built over the years and a lot of that has been, there's a lot of discussion on why and why there's so much demand for the product but you know this is, it really is sort of a new product. When you walk in the office here and walk through the facility, it feels real good. Our offices are, it feels more like hotel lobbies, I mean there's a coffee bar with free coffee, a Keurig if you want to make a coffee. You know there's free water for customers, the office just feels really nice. And the facility feels really nice. There's music playing, it's well lit, the climate control feels really good and I think people feel comfortable. That sort of seven square feet per capita over that sort of demand profile has historically been where there's, there's a lot of studies going on now and actually what's happening is that number is actually going up, people are using these products more.

Councilmember Donovic said I, too, am really excited for this project. I've been driving by this building for as long as I can remember, I was just a little kid, and it's always been this big building and I knew AT & T was there and then it wasn't there and it hasn't had a tenant since and it really just sat vacant for such a long time. What really excites me is the fact that potentially in the future that the lot can be split and the large parking lot to the east could also see something done to it. Kind of like Councilmember McCullough mentioned earlier about the buildings to the east that are vacant right now and have been for some time or have kind of been struggling to keep tenants, so hopefully this can revitalize this mile area right there. I did have a question. Looking at the packet there was a 9:00 p.m. and a 10:00 p.m. and then Mr. Taormina had mentioned that the Petitioner is asking for 10:00 p.m. Is that a big issue you see, Mr. Taormina, extending to 10:00 p.m., is that something you're worried about or what do you foresee being an issue there?

Taormina replied I do not, the Planning Commission really did not have issues with extending the hour. Really there's no impact to any residential area or sensitive land uses in the immediate area, so it's pretty innocuous.

Donovic said just for clarification, the 10:00 p.m. or 9:00 p.m., whatever it happens to be, does that mean that nobody can enter the building like customer wise or is this just like for office staff, the office has to be shut down, everybody has to leave□

Taormina replied it would apply to customers as well.

Donovic said I'm definitely in support of this, I'm really excited for this potential project. It was awesome to see of the past projects the Petitioner has worked on and the quality of workmanship they bring to the table. Earlier there was a comment about the family runs this business and you can really tell that they look over all the little details and they've made it the successful brand that it is.

Councilmember Donovic offered an approving for Consent if there's no objection.

President McIntyre said she doesn't want it to go on the Consent Agenda and I'd like to say that I think that this is a really exciting project. I love reuses of buildings□ I love it when people come to our community and they love our community and they use words like good bones about our buildings. The AT □ T building is an iconic, you know if you're not from Livonia but if you grew up here, it is kind of iconic. The one concern that I have is all the work that we're putting into Plymouth Road and what we're trying to do with Plymouth Road and I think this is a tremendous brand. I have to tell you I was looking at the branding and thinking this is really fantastic branding for a self-storage, you know, giving it kind of that retail feel. This is like an internet retail site where you go to buy cool things. I am concerned about if this is the highest and best use of a facility on Plymouth Road. And I really, really like this product, I like the upscale nature if you will, the ambience, the restricted hours, everything about it. But I guess I'd like the ability to dive a little bit deeper into if this

fits with the vision for Plymouth Road. And I don't have a foregone conclusion on that. I mean we've allowed a lot of things on Plymouth Road and I hope the Petitioner understands that this in no way is lack of enthusiasm for your project or appreciation for the investment you're willing to make here and the thought out way you've approached this, but to me this is a big decision for a big building on Plymouth Road at a time that we're really giving a lot of attention to where we're putting things in our City. So I'd like to offer that unless one of our attorneys tells me that the President is unable to.

Councilmember White asked if President McIntyre is asking to put this into Committee of the Whole□

McIntyre replied yes, I'm sorry, I should have made that clear. I haven't done this in a long time, if ever, in the last year and a half.

Councilmember Donovic said if it makes it easier I don't mind offering my resolution to the Committee of the Whole if it just makes things cleaner.

McIntyre said no, it doesn't, we can have multiple, often we have multiple resolutions and our very capable City Attorney did not tell me that I couldn't and our very capable former Assistant City Attorney did not tell me that I couldn't do it and I think Parliamentary rules allow me to do it, so I'm going to do that. And I know it seems counter intuitive to the Petitioners and maybe to Mark to hear me say that I love this but I want to take a deeper look at it and it's only because this is a time when I think we're really looking at what we're putting in to our major, especially where we're trying to develop retail and dining and walkability and everything else, so thank you.

City Attorney Bernier stated you certainly have the authority to make a resolution for the Committee of the Whole. I just want to make sure that I have it clear. There are two resolutions on the table then, approving by Mr. Donovic on the Regular and a resolution for Committee of the Whole by President McIntyre and McIntyre replied yes.

President McIntyre stated I think the Planning Commission did an excellent job vetting this and all the conditions are met, so, again, I know it sounds counter intuitive but that's what I'm asking for. I'm sure you guys are very experienced in development and everything else, so what will happen at the Regular Meeting of May 10th. we will vote, there are two resolutions and they'll both be offered. And if the first one that's offered is approved then we don't go to the second one. Did I say that correctly, Mr. Bernier, and Bernier replied that's correct. McIntyre said if the first one fails, then we do go to the second one for a vote. But I think this is really exciting to see a building like that with good bones at a time when all modern buildings are not built with good bones, right, they're big boxes, to see somebody excited about using it, so thank you.

Linscott asked if President McIntyre is asking them to provide more information and McIntyre said no, not at all. What I'm asking for is next week what will happen is there will be a resolution for approval presented at the meeting, and no, you don't have to prepare any additional presentation, we do ask that you rejoin us via Zoom. And if that resolution is approved, that we have four votes for it, then your Waiver Petition is approved. If we don't have four votes then we would go to the resolution that I offered which is to put it into Committee and presumably we would have four votes on that one. And then we would schedule a Committee of the Whole when then we would ask you to participate and again via Zoom and have a deeper discussion on this and we'd probably consult with some other folks like the Plymouth Road Development Authority and any other people that we thought were significant stakeholders and whether it's a good idea for this facility to go on Plymouth Road.

Linscott said thank you, I appreciate the explanation. And the only thing we can emphasize in that regard is that this is a rather unique office building with the grey differential, it's been vacant for a number of years and in order to accurately reuse that building you need some type of a use such as this to be able to do stuff. Because it's going to be virtually impossible in this day and age to find some other type of office user to come into this type of facility that's built that way to utilize it. Because there are other opportunities available in this area and elsewhere. So that's why we believe that we've got a viable use for this building to be able to maintain this as you mentioned iconic building and to reuse it for productive use that's esthetically attractive. And we believe that this, along with the opportunity to redevelop the out parcel next door for future retail use, will be a draw for the Plymouth Road Corridor, so we appreciate your consideration for this project.

McIntyre said I know it seems counter intuitive what I've proposed and I meant what I said, I really think that your proposal for the reuse of this building is fantastic. It's everything we like to see, right. Again, enthusiastic about finding a reuse for a really great building and really being willing to work, to make this an outstanding facility.

Councilmember Toy said I can appreciate the fact that we might want to go to Committee of the Whole. I've owned a business on Plymouth Road for the past forty-three years. I want to make sure it gives us a little bit of time to digest this a bit, there was a church in there at one point, kind of a big building for a church, but who am to say it wouldn't be an appropriate place for a church. Not that they're there now or coming back perhaps, I don't know. All I'm saying is now this gives us some time to digest this a bit, what you've presented, it looks like a very well thought through, etc., but you know the mix on Plymouth Road is what we want to look at and the different businesses and such that we have. So thank you for coming to Livonia and thank you for presenting, really appreciate it.

President McIntyre said we'll just ask you to join and the good news is it's the Regular, we don't have a lot of things on the Agenda as of now, so it should be early in the evening and we'll go from there.

The Petitioners thanked Council.

President McIntyre also commented that it was an excellent presentation all around.

DIRECTION:

1)APPROVING

2)COMMITTEE OF THE WHOLE

REGULAR



REPORT TO THE LIVONIA CITY COUNCIL

7

Planning
April 1, 2021

MEETING DATE

April 26, 2021

PREPARED BY

Stephanie Reece, Program Supervisor

AGENDA ITEM

WAIVER PETITION: Planning Commission, re: Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. re uesting approval to develop and operate a climate-controlled, indoor self-storage facility on property located on the north side of Plymouth Road between Sears Drive and Merriman Road (**1100 Plymouth Road**) in the Southwest of Section 26.

BACKGROUND

RECOMMENDATION

02-0 -2021 RESOLVED, That pursuant to a Public Hearing having been held by the City Planning Commission on February 2 , 2021, on Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. re uesting waiver use approval pursuant to Section 11.0 (x) of the City of Livonia Zoning Ordinance 54 , as amended, to develop and operate a climate-controlled, indoor self-storage facility at 1100 Plymouth Road, located on the north side of Plymouth Road between Sears Drive and Merriman Road in the Southwest of Section 26, the Planning Commission does hereby recommend to the City Council that Petition 2021-01-02-01 be approved with the following conditions:

1. That the Site Plan identified as C-.0 prepared by PEA roup, as received by the Planning Department on January 25, 2021, is hereby approved and shall be adhered to.
2. That the Landscape Plan identified as L-1.0 prepared by PEA roup, as received by the Planning Department on January 25, 2021, is hereby approved and shall be adhered to.
3. That all disturbed lawn areas, including road rights-of-way, shall be sodded in lieu of hydroseeding.
4. That underground sprinklers are to be provided for all landscaped and sodded areas and all planted materials shall be installed to the satisfaction of the Inspection Department and thereafter permanently maintained in a healthy condition.
5. That the Exterior Elevation Plans identified as A2.1 and A2.2 prepared by Kevin J. Maher AIA, both dated January 12, 2021, are hereby approved and shall be adhered to, except for the fact that on the lower portions of the exterior of the building, all EIFS material shall be replaced with either masonry (bric) or cement fiber panels.

6. That all rooftop mechanical equipment shall be concealed from public view on all sides by screening that shall be of a compatible character, material, and color to other exterior materials on the building.

7. That this site shall meet either the City of Livonia or the Wayne County Storm Water Management Ordinance, whichever applies, and shall secure any required permits, including soil erosion and sedimentation control permits.

8. The use of the self-storage facility shall be limited to the storage of personal and business items only, and no unit designed or intended for storage purposes shall be used for operating a business or recreational activity including, but not limited to, repairs, manufacturing, assembly, personal service, hobby, retail or office.

9. Outdoor storage of vehicles or equipment, including work trailers and trucks, is strictly prohibited.

10. That there shall be no outdoor storage of disabled or inoperative equipment and vehicles, scrap material, debris, or other similar items.

11. That the hours of operation for the indoor climate-controlled self-storage facility shall be limited to 6:00 a.m. to 10:00 p.m., as proposed by the applicant, subject to City Council approval of a modification of special requirement 11.0 (x)(6) to extend the operating hours from 9:00 p.m. to 10:00 p.m.

12. The entire building and property shall have a camera security system in place and key code access.

13. That any additional pole-mounted light fixtures shall not exceed twenty feet (20') in height, and all light fixtures, including building-mounted and wall-pack units, shall be aimed and shielded to minimize stray light trespassing across property lines and glaring into adjacent roadways.

14. That any facilities for the outdoor storage of refuse shall be screened by means of an enclosure constructed of masonry walls. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass. The trash dumpster area shall always be maintained and when not in use closed.

15. That only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.

16. No window signs shall be allowed.

17. That no LED lightband or exposed neon shall be permitted on this site including, but not limited to, the building or around the windows.

18. That unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.

19. That the specific plans referenced in this approving resolution shall be submitted to the Inspection Department at the time the building permits are applied for; and

20. Pursuant to Section 19.10 of Ordinance 54, the Zoning Ordinance of the City of Livonia, this approval is valid for a period of one year only from the date of approval by City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

FURTHER RESOLVED, That notice of the above hearing was given in accordance with the provisions of Section 19.05 of Zoning Ordinance 54, as amended.

FISCAL CONSIDERATION

ATTACHMENTS

1. S0 0 21 Petition 2020-01-02-01 - Request from Petitioner to remove item from Study agenda
2. 2021-01-02-01 Space Shop E-COUNCIL Pet

APPROVED BY



Mar Taormina, Planning and Economic Development
Director

Date: February 25, 2021



Maureen Miller Brosnan, Mayor

Date: February 26, 2021

From: [John Gaber](#)
To: [Kasprowicz, Sara](#)
Cc: [Daniel Ginburg](#); [Jason Linscott](#); [Jeffrey Miller](#); [Travis Robinson](#)
Subject: RE: Study agenda for 3/8/2021
Date: Monday, March 8, 2021 9:07:36 AM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Honorable Livonia City Council,

My client, Stein Investment Company, LLC, would respectfully request that its Waiver Petition 2021-01-02-01 scheduled on the City Council Agenda for this evening, March 8, 2021, be removed from the Agenda, as there are a few due diligence items that the seller and purchaser of the property that need to be resolved before moving forward with approval of the waiver use petition.

Please let me know if you have any questions, and please advise of your disposition of this request for postponement.

Thank you,
John



John D. Gaber, Esq.
380 North Old Woodward Avenue, Suite 300
Birmingham, Michigan 48009
Main: (248) 642-0333 • Direct (248) 530-0722
Mobile (248) 515-3605 • jdg@wwrplaw.com

[Bio](#)

[vCard](#)

wwrplaw.com

From: Kasprowicz, Sara <skasprowicz@livonia.gov>
Sent: Friday, March 5, 2021 1:30 PM
To: John Gaber <JDGaber@WWRPLaw.com>
Subject: Study agenda for 3/8/2021

Good afternoon Mr. Gaber,

My apologies for not adding your email to yesterday's notice of the meeting. It's been a long week. To view and download the packet, you can find them on our website by going to the main City Council page and clicking on the words "Agendas and Minutes" on the right side of the page. Here is the direct link: <https://link.edgepilot.com/s/a7d79348/nj2SeKNf5EKNtMnOOoX8Fw?>

[u=https://livonia.gov/129/Agendas-Minutes](https://livonia.gov/129/Agendas-Minutes)

Have a great weekend,
Sara



Sara Kasproicz
Program Supervisor
City of Livonia | City Council Office
(734) 466-2250

skasproicz@livonia.gov

[https://link.edgepilot.com/s/736595ad/tjaCW82gcki071yxJ5xcYg?](https://link.edgepilot.com/s/736595ad/tjaCW82gcki071yxJ5xcYg?u=http://www.livonia.gov/)

[u=http://www.livonia.gov/](http://www.livonia.gov/)



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Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. requesting waiver use approval pursuant to Section 11.0 (x) of the City of Livonia Zoning Ordinance 54 , as amended, to develop and operate a climate-controlled, indoor self-storage facility at 1100 Plymouth Road, located on the north side of Plymouth Road between Sears Drive and Merriman Road in the Southwest of Section 26.

All applications must be presented in triplicate to the City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097. Applications must include property owner's name, address and notarized signature.

Filing fee = \$600.00 plus \$20.00 for each 1,000 sq. ft. of gross floor area of new construction.

Date Filed: 1-22-2021 Petition Waiver Use 2021-01-02
Site Address: 31100 Plymouth Rd. Sidewalk 103-99-0021-000 Zoning of Property C-2
Requesting Approval To C-2 with waiver use to allow climate controlled self-storage
Applicant: Daniel Ginburg Business/Company: Stein Investment Company, LLC
Applicant's Address: 5607 Glenridge Dr. City: Atlanta State: GA Zip Code: 30342
Ste. 200
Applicant's Phone # (678) 904-9611 Applicant's Email daniel@steininvest.com
Contact Person: Daniel Ginburg Business/Company: Stein Investment Company
Contact's Address: 5607 Glenridge Dr. City: Atlanta State: GA Zip Code: 30342
Suite 200
Contact's Phone # (678) 904-9611 Contact's Email daniel@steininvest.com

Please provide the following information:

- 1) Site Plan showing:
 - property dimensions, including road right-of-way & building setback lines
 - foot print of building(s), including dimensions & square footage
 - all easements, protective walls, sidewalks & existing trees
 - any significant topographic features (existing or proposed)
 - parking layout, including type of surface material, sizes of spaces & aisles
 - method used in calculating parking requirement
 - location of light standards servicing parking lot & cutout showing type & height
 - location of trash receptacle, including description of screening
 - location of signs
- 2) Detailed Landscape Plan including:
 - listing or labeling of all planted materials as to type and size
 - areas to be fully irrigated
 - percentage of landscaping provided (15% of total site required)
- 3) Building Elevation Plan depicting:
 - architectural quality
 - wall section & detail plan - exterior building materials must be labeled (i.e. brick, thin brick, E.F.I.S.)
 - all visible rooftop mechanical equipment and how they will be screened
- 4) General Floor Plan showing:
 - floor layout
 - entrances & exits
 - restaurants are required to illustrate seating arrangement & capacity
- 5) One (1) set of reduced plans (i.e. site, landscape, elevation, floor), a maximum 11" x 17" in size, or digital file in a .pdf format either on CD or emailed to smiller@ci.livonia.mi.us
- 6) Legal Description of the property to be considered (Clearly Printed)
- 7) Three (3) completed application forms & sixteen (16) sets of full-size drawings

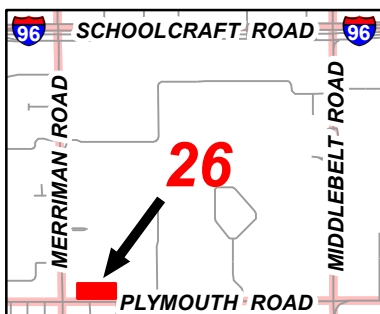
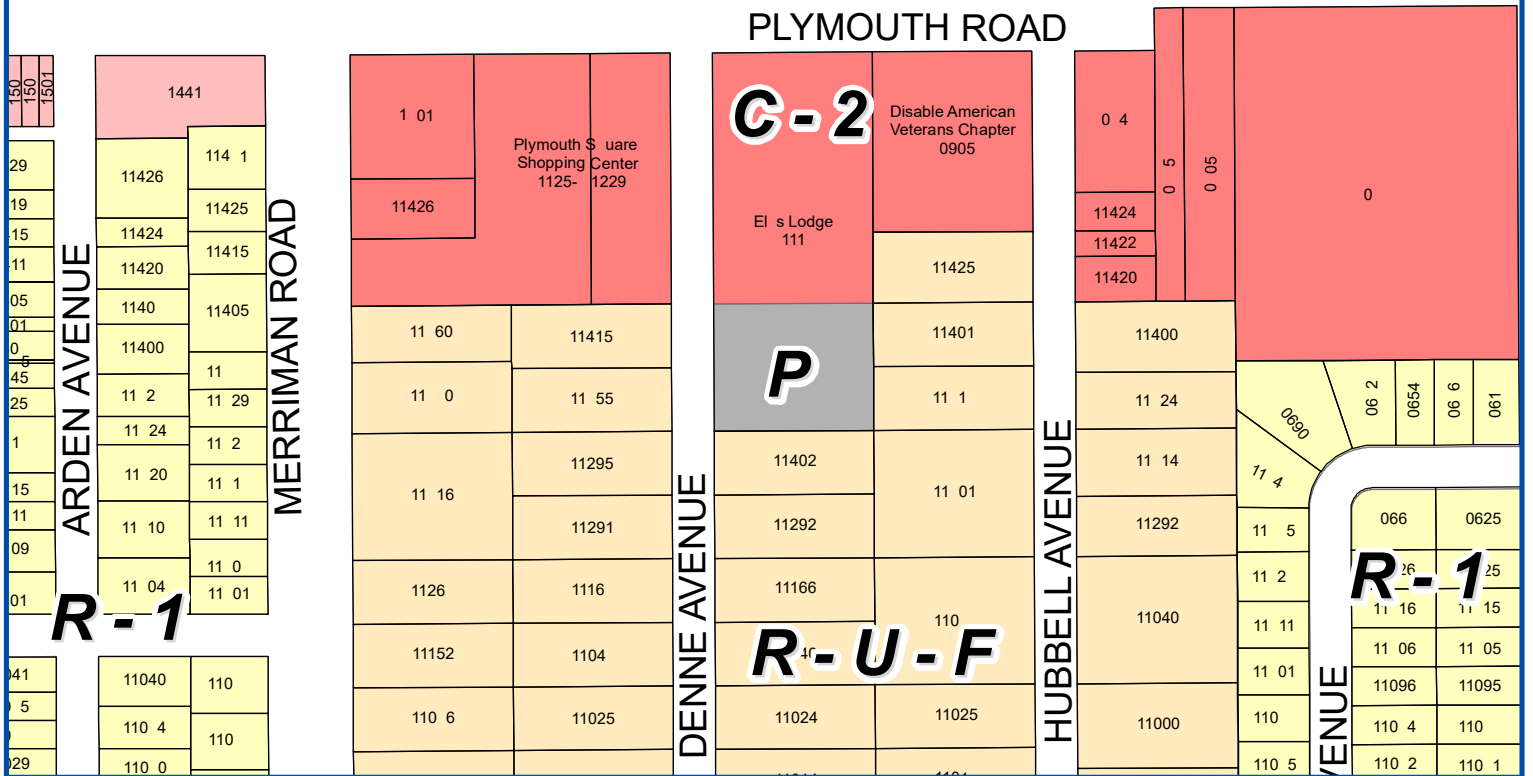
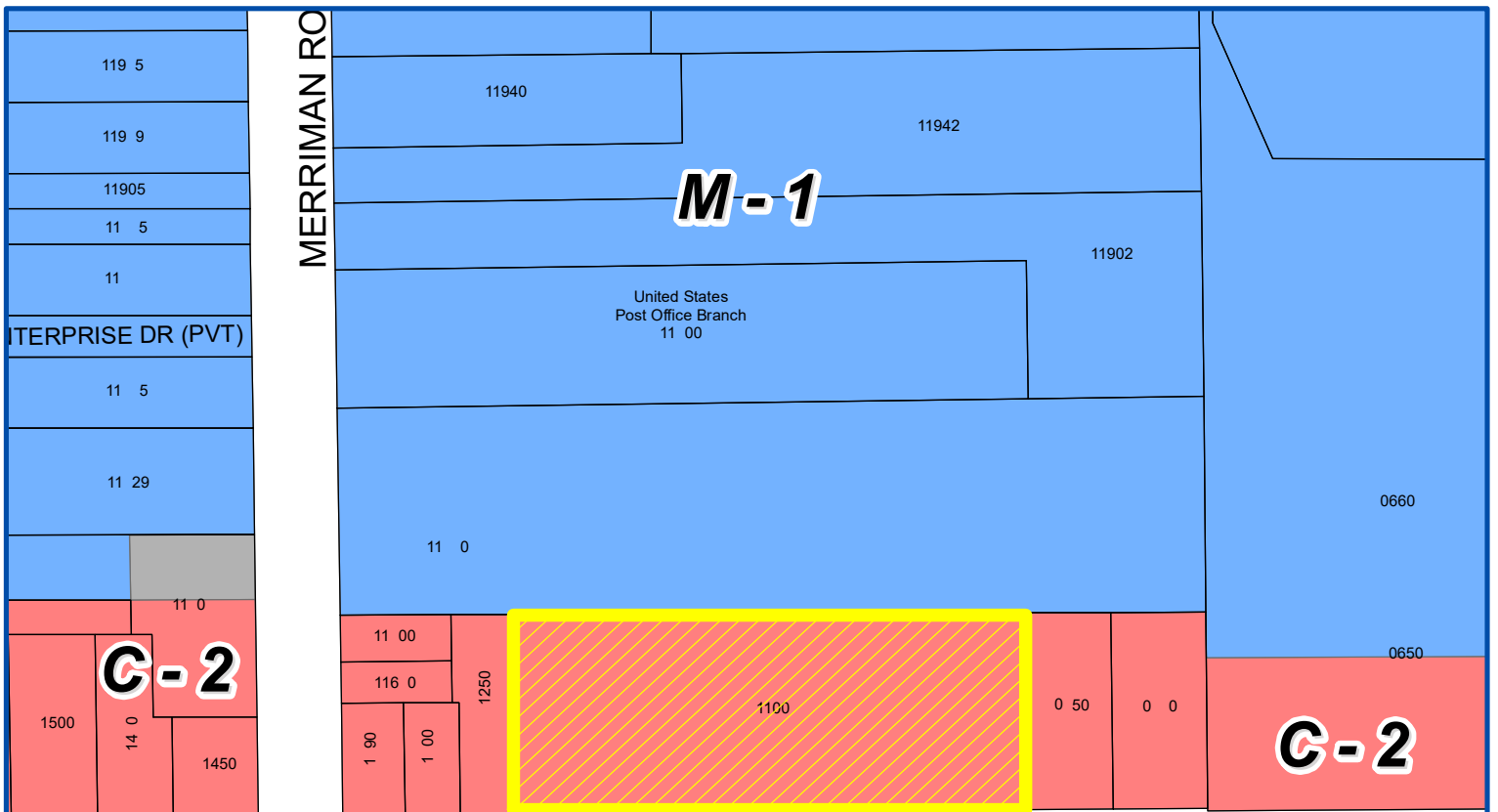
You are invited and encouraged to review your proposal with the Planning Department staff. Only one set of preliminary drawings will be necessary for this analysis.

FEE COMPUTATION		\$600.00
<u>1,400</u> sq. ft. of new construction x \$20.00 per 1,000 sq. ft.		<u>40.00</u>
(NOTE: Round off to nearest 1,000)	+	<u>40.00</u>
Total Amount Due		<u>\$ 640.00</u>

Owner of Property: DE VENTURES LLC. ADRIAN LUPU LEICA
Owner's Address: 7501 HIDDENBROOK Bloomfield Hills, MI Zip Code: 48301
Owner's Phone # 248 9392558 Owner's Email ALEICA@LoginticoneLtd.com
Signature of Owner: [Signature] Print Name: ADRIAN LUPU LEICA
Subscribed and sworn to before me, a Notary Public in and for the County of _____ State of _____

RADU IACOBAN
Notary Public, State of Michigan 16th day of JANUARY 20 21
County of Wayne
My Commission Expires 04-15-2025 Signature of Notary [Signature] My commission expires 04-15-2025
Acting in the County of WAYNE

RECEIVED
OFFICE OF THE CITY CLERK
2021 JAN 22 AM 10:00



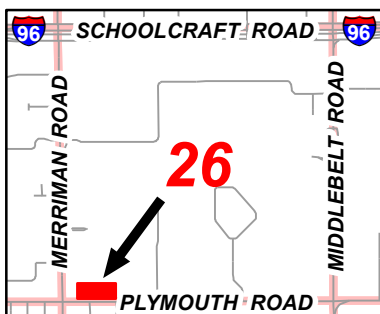
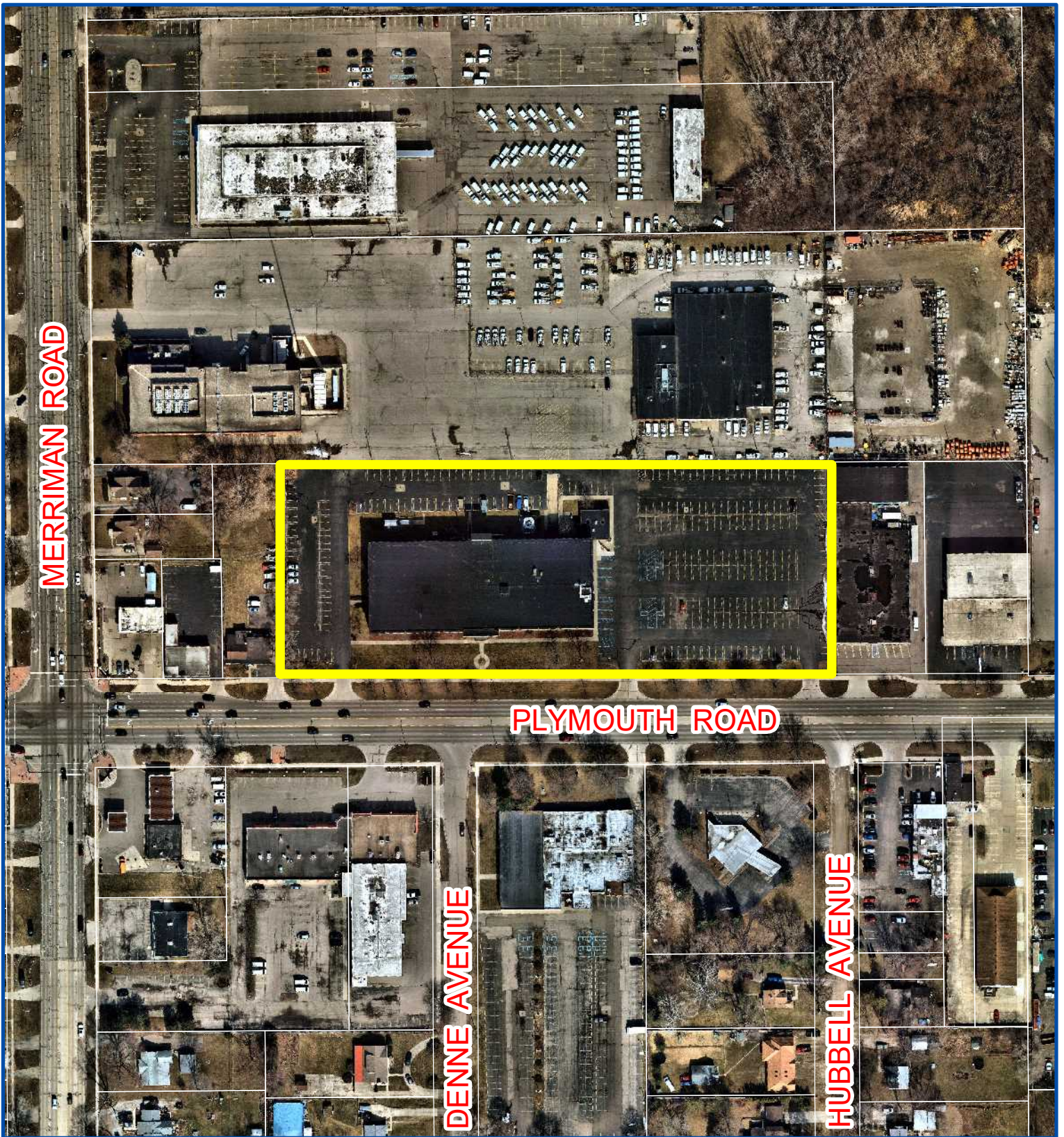
Address & Zoning Map

Petition 2021-01-02-01
 The Space Shop
 31100 Plymouth Road
 to develop and operate a climate-controlled,
 indoor self-storage facility



Not to Scale

City of Livonia
 Planning Department



Aerial Map

Petition 2021-01-02-01
The Space Shop
31100 Plymouth Road
to develop and operate a climate-controlled,
indoor self-storage facility



Not to Scale



City of Livonia
Planning Department

P LANNING COMMISSION STAFF NOTES

PUBLIC HEARING

ITEM 1

Petition 2021-01-02-01 submitted by Stein Investment Company, LLC. requesting waiver use approval pursuant to Section 11.0 (x) of the City of Livonia Zoning Ordinance 54 , as amended, to develop and operate a climate-controlled, indoor self-storage facility at 1100 Plymouth Road, located on the north side of Plymouth Road between Sears Drive and Merriman Road in the Southwest of Section 26.

February 16, 2021 Study Meeting:

This petition seeks to develop and operate a climate-controlled, indoor self-storage facility at the former Michigan Bell/AT T building located on the north side of Plymouth Road just east of Merriman Road. Following the departure of AT T over 10 years ago, the building has remained mostly vacant. The most recent occupant of approximately one-fifth of the floor area of the building, Journey Church, recently moved out and the building is now 100% vacant. The property is zoned C-2, General Business. Climate-controlled, indoor self-storage facilities require waiver use approval pursuant to Section 11.0 (x) of the Zoning Ordinance. Approval is subject to the following eleven (11) special requirements:

- (1) *The minimum size of the site shall be not less than three (3) acres.*
- (2) *Only one (1) climate-controlled building used in whole or in part for the purpose of providing storage on a self-service basis shall be permitted on the premises.*
- (3) *There shall be no outdoor storage, and no storage of flammable, explosive, radioactive, hazardous, toxic, or volatile substances within the self-storage buildings or upon the premises.*
- (4) *Customer access to the self-storage units shall only be from the interior of a fully enclosed, climate-controlled building.*
- (5) *Overhead doors to allow vehicles to enter or exit the building may be allowed provided they are controlled by means of electronic access devices or by an employee of the facility.*
- (6) *The facility shall not be open for customer access to the storage units earlier than 7 a.m. or later than 9 p.m.*
- (7) *Exterior building wall facades shall consist of maintenance-free materials, and the design and architectural appearance of the building shall be compatible to and in harmony with the surrounding commercial buildings in the area.*
- (8) *Window signs shall only be permitted on the ground floor of the building in accordance with Section 18.50D.*
- (9) *Except as provided herein, the use of the self-storage facility shall be limited to the storage of personal and business items only, and no unit designed or intended for storage purposes shall be used for operating a business or recreational activity including, but not limited to, repairs, manufacturing, assembly, personal service, hobby, retail or office.*
- (10) *A security manager shall be permitted to reside within the confines of the same building used in whole or in part for self-storage and such residence shall be considered an accessory use as provided in Section 2.04.*
- (11) *Office, retail and other uses otherwise permitted under this article may be allowed only where such use or uses are designed and provided as an integral part of the development, including, but not limited to, access, parking, lighting, and signage.*

This site is comprised of a single tax parcel that has feet of frontage on Plymouth Road and a total land area of 4. acres. Located on the west part of the site is the former AT T building, a multi-level structure containing a gross floor area of approximately 114,000 s .ft. The east part contains the main parking lot for the building. This project involves only the west 46 feet, or approximately .0 acres of the site where the building is located. Since indoor storage facilities do not generate much traffic or demand for parking, the existing parking lot on the easterly 1. acres would be reserved for future development. The site abuts commercially zoned properties to the east, west and across the street to the south. Abutting the site to the north is a single parcel zoned M-1, Light Manufacturing, that is owned by Michigan Bell/AT T and used as regional switch/hub for its communications system.

The existing building contains three (3) levels, including two-stories above grade and a full lower level. The building is somewhat unique in that it does not contain a floor at grade level. At the rear of the building, the finish floor elevation of the middle level is approximately 6 -9 above the exterior finish grade, whereas the lower level is roughly 5 -9 below the ground elevation. Each floor of the building has a gross floor area (GFA) of approximately ,060 square feet. The proposed self-storage facility would occupy and utilize all three levels of the building. Including the lower level, the building has a total GFA of 114,100 square feet. The estimated total number of storage units would be 100. The units would be of various sizes. Customer access to all the units would be restricted to the inside of the building (no exterior roll-up doors are shown).

Adapting the building to the new use will require extensive remodeling to both the interior and exterior of the structure. An elevator tower, housing two (2) elevators, would be constructed at the rear of the building. The two new elevators, along with the building's existing elevator would provide access to the building's upper and lower levels. Another small addition would be constructed on the northeast corner of the building. This small addition would enclose an existing overhang area and allow this section of the building to be converted into a small leasing/sales/service office. This small corner is the only part of the building that is at grade level. Both additions would add a total of 1,049 square feet bringing the total GFA of the building to 115,229 square feet. The required front yard setback for a building in a C-2 district is sixty feet (60'). The existing building contains a nonconforming setback of fifty-three feet (53'). Any expansion of a nonconforming building requires a variance from the Zoning Board of Appeals (ZBA).

To accommodate the split floor levels at the rear of the building, two drop-off areas would be created. One drop-off area would consist of a ramp with two (2) side-by-side drive-thru lanes that would descend below grade to the lower level. The design includes a retaining wall along the exterior side of the outside lane. At the bottom, there would be an entrance to the lower level and to the new elevator tower that would enable access to the other levels of the building. Directly over the entrance, the plans show a 5 -4 by 29 canopy that would cover both drive-thru lanes. A second drop-off area would consist of a 19.5 wide concrete drive-up ramp that would provide access directly to the middle floor. To exit the ramp, vehicles would have to back down the incline. There would also be a canopy over this entrance area. This canopy would measure 24 feet across and extend out from the building 6 -4'. All the interior storage

units would be accessible only by foot. Customers would transport to their items to the individual storage unit using hand carts.

A total of thirteen (13) parking spaces would be available along the east side of the building. For self-storage facilities, the Zoning Ordinance does not provide specific parking requirements. Instead, parking is based on the recommendation of the Planning Commission and approval by City Council. The existing striped parking spaces along the west side of the building and behind the building would be removed in order to allow a maneuvering path for trucks and other vehicles.

For security, there would be cameras positioned throughout the site and around the building. Access codes and key fobs would be utilized to keep track of who enters the building and at what time. Wall mounted lighting would be installed on the building's exterior facade. Hours of operation would be limited to normal business hours.

The exterior of the existing building contains mostly brick with E.I.F.S. panels accenting the top of the building. The brick with E.I.F.S. panels would remain. Additionally, vertical E.I.F.S. panels and fiber cement boards with a wood finish would be installed on sections of the building's facades. The elevator tower would be constructed out of E.I.F.S. panels.

The amount of greenspace shown on the landscape plan constitutes approximately 16.9% of the site. Most of the landscaping would be in the form of foundation planting around the base of the building. Sheet L1.0 indicates the type, quantity, and size of plant materials, along with planting details and general landscape notes.

The plans do not show any exterior trash dumpsters or enclosures. Typically, these facilities do not have dumpsters because of excessive dumping problems. According to the Petitioner, the only trash that would be produced would be from the small leasing/sales/service office. That trash would be kept inside and put out only on the weekly curbside pickup day.

As for utilities, correspondence from the City's Engineering Department indicates that the proposed development is currently serviced by public water main and sanitary sewer, as well as private storm sewer. The developer has been in contact with Engineering regarding engineering requirements for the proposed project, and the City's Engineering Department does not believe there will be any impacts to the existing systems.

According to the provisions set forth in Section 15.50H of the sign regulations, this climate-controlled, indoor self-storage facility would be allowed one (1) wall sign not to exceed one (1) square foot for each lineal foot of the building frontage. This site would also be allowed a thirty (30) square foot ground sign.

February 23, 2021 Public Hearing:

Approving Resolution: That the request to develop and operate a climate-controlled, indoor self-storage facility at 1100 Plymouth, is hereby approved, subject to City Council approval and the following conditions:

1. That the Site Plan identified as C-.0 prepared by PEA Group, dated January 21, 2020, is hereby approved and shall be adhered to.
2. That the Landscape Plan identified as L-1.0 prepared by PEA Group, dated January 21, 2020, is hereby approved and shall be adhered to.
3. That all disturbed lawn areas, including road rights-of-way, shall be sodded in lieu of hydroseeding.
4. That underground sprinklers are to be provided for all landscaped and sodded areas and all planted materials shall be installed to the satisfaction of the Inspection Department and thereafter permanently maintained in a healthy condition.
5. That the Exterior Elevation Plans identified as A2.1 and A2.2 prepared by Kevin J. Maher AIA, both dated January 12, 2021, are hereby approved and shall be adhered to, except for the fact that on the lower portions of the exterior of the building, all EIFS material shall be replaced with either masonry (brick) or cement fiber panels.
6. That all rooftop mechanical equipment shall be concealed from public view on all sides by screening that shall be of a compatible character, material, and color to other exterior materials on the building.
7. That this site shall meet either the City of Livonia or the Wayne County Storm Water Management Ordinance, whichever applies, and shall secure any required permits, including soil erosion and sedimentation control permits.
8. The use of the self-storage facility shall be limited to the storage of personal and business items only, and no unit designed or intended for storage purposes shall be used for operating a business or recreational activity including, but not limited to, repairs, manufacturing, assembly, personal service, hobby, retail or office.
9. Outdoor storage of vehicles or equipment, including work trailers and trucks, is strictly prohibited.
10. That there shall be no outdoor storage of disabled or inoperative equipment and vehicles, scrap material, debris, or other similar items.

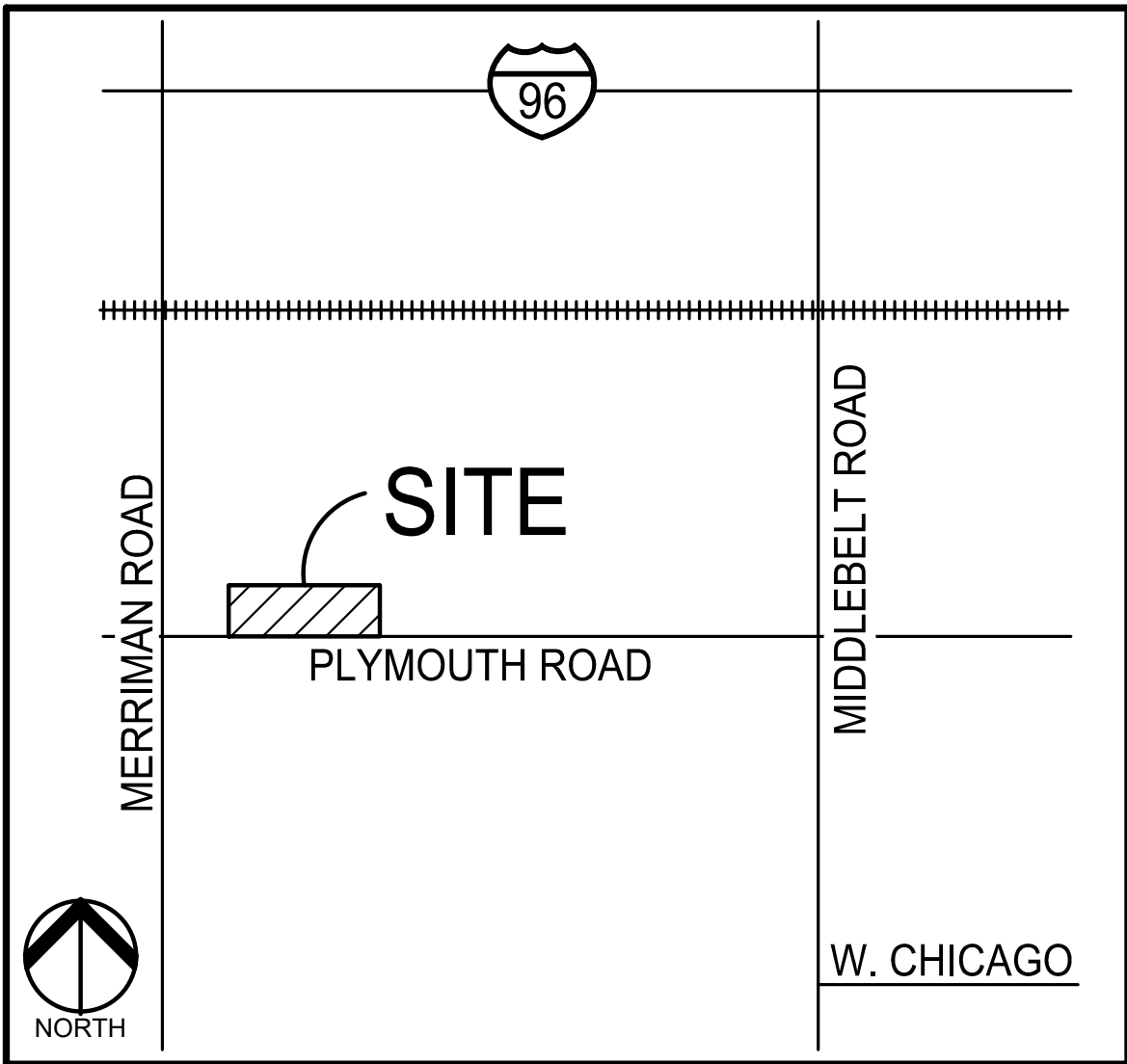
11. That the hours of operation for the indoor climate-controlled self-storage facility shall be limited to 6:00 a.m. to 10:00 p.m., as proposed by the applicant, subject to City Council approval of a modification of special requirement 11.0 (x)(6) to extend the operating hours from 9:00 p.m. to 10:00 p.m.
12. The entire building and property shall have a camera security system in place and key code access.
13. That any additional pole-mounted light fixtures shall not exceed twenty feet (20') in height, and all light fixtures, including building-mounted and wall-pack units, shall be aimed and shielded to minimize stray light trespassing across property lines and glaring into adjacent roadways.
14. That any facilities for the outdoor storage of refuse shall be screened by means of an enclosure constructed of masonry walls. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass. The trash dumpster area shall always be maintained and when not in use closed.
15. That only conforming signage is approved with this petition.
16. No window signs shall be allowed.
17. That no LED lightband or exposed neon shall be permitted on this site including, but not limited to, the building or around the windows.
18. That unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
19. That the specific plans referenced in this approving resolution shall be submitted to the Inspection Department at the time the building permits are applied for; and
20. Pursuant to Section 19.10 of Ordinance 54, the Zoning Ordinance of the City of Livonia, this approval is valid for a period of one year only from the date of approval by City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

PRELIMINARY SITE PLANS | SPECIAL LAND USE

THE SPACE SHOP

1100 PLYMOUTH ROAD
CITY OF LIVONIA, WAYNE COUNTY, MICHIGAN

PERMIT / APPROVAL SUMMARY		
DATE SUBMITTED	DATE APPROVED	PERMIT / APPROVAL



LOCATION MAP
NO SCALE

INDEX OF DRAWINGS	
NUMBER	TITLE
	COVER SHEET
C-1.0	TOPOGRAPHIC SURVEY
C-2.0	PRELIMINARY SITE PLAN
C-4.0	PRELIMINARY ENGINEERING PLAN
C-5.0	TRUCK ACCESS PLAN
C-9.0	NOTES AND DETAILS
L-1.0	LANDSCAPE PLAN
L-1.1	LANDSCAPE PLAN RENDERING
A1.0	LOWER LEVEL FLOOR PLAN
A1.1	MIDDLE LEVEL FLOOR PLAN
A1.2	UPPER LEVEL FLOOR PLAN
A2.1	EXTERIOR ELEVATIONS
A2.2	EXTERIOR ELEVATIONS

DESIGN TEAM

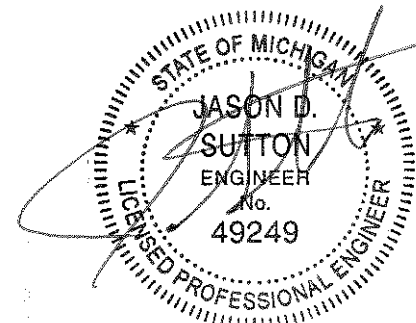
DEVELOPER	CIVIL ENGINEER
STEIN INVESTMENT GROUP 560 LENRIDGE DRIVE, SUITE 200 ATLANTA, GEORGIA 30328 CONTACT: DANIEL INBUR PHONE: 404.904.9611 EMAIL: DANIEL@STEININVEST.COM	PEA GROUP 240 ROCHESTER COURT, STE. 100 TROY, MICHIGAN 48062 CONTACT: JASON SUTTON, PE PHONE: 484.129.4949 EMAIL: JSUTTON@PEAGROUP.COM

ARCHITECT

PLACE MAKER DESIGN
1000 CIRCLE 5 PARKWAY
ATLANTA, GEORGIA 30329
CONTACT: BRIAN KOLIS
PHONE: 404.549.4499
EMAIL: BKOLIS@PLACEMAKERDESIGN.COM



REVISIONS	
DESCRIPTION	DATE
ORIGINAL ISSUE DATE	1/21/2021



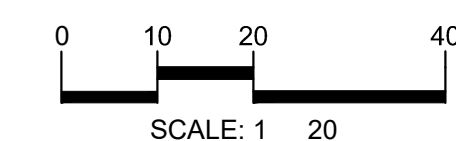
SURVEY NOTES:

1. Site contains 212,453± sq. ft or 4.877± Acres
2. A zoning report was not provided, at the time of survey.
3. 300 total parking spaces (17 handicapped, 283 regular)
4. No division or party walls at adjoining properties were designated by client, at time of survey.
5. No Governmental Agency survey-related requirements were specified by client, at time of survey.
6. 425'± from westerly entrance of building to the centerline of Merriman Rd.
113'± from the southerly entrance of building to the centerline of Plymouth Rd.
7. No rectified orthophotography, photogrammetric mapping, remote sensing, airborne/mobile laser scanning or other similar products, tools or technologies were used, at the time of survey.
8. There was no evidence of recent earth moving work, building construction or building additions observed, at time of survey.
9. There are no proposed changes in street right of way lines and no evidence of recent street or sidewalk construction or repairs observed at time of survey.
10. No field delineation of wetlands provided by client was observed, at time of survey.

[11]. Concrete crosses onto subject property from Right-Of-Way over the south property line. [AS SHOWN]

[12]. Asphalt crosses from subject property over the north property line. [AS SHOWN]

C-1.0



CAUTION
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXISTING UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT
**STEIN
INVESTMENT
GROUP**
560 LENRIDE DRIVE, SUITE 200
ATLANTA, GA 30328

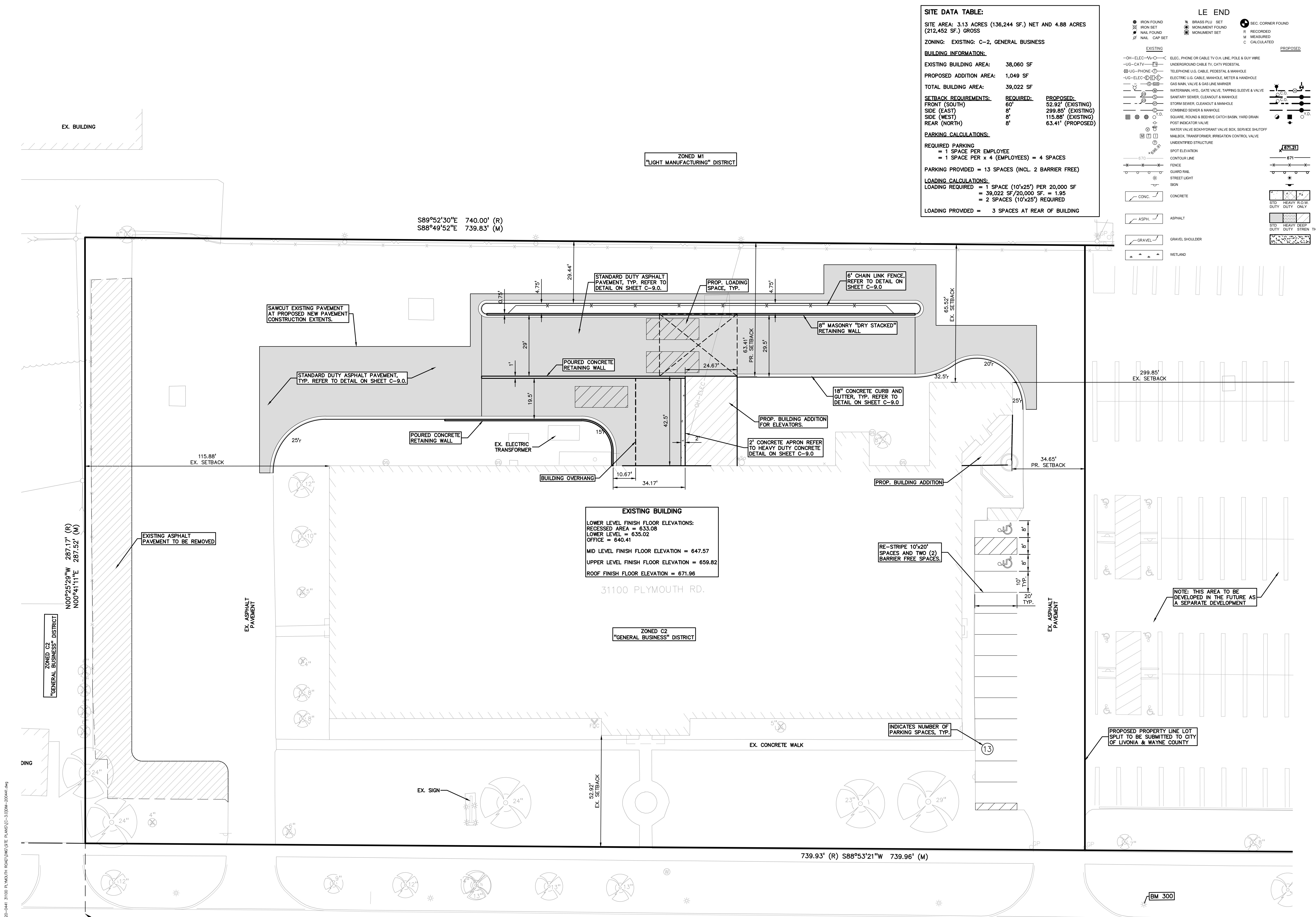
PROJECT TITLE
THE SPACE SHOP
1100 PLYMOUTH ROAD
CITY OF LIVONIA, MICHIGAN

[illegible]

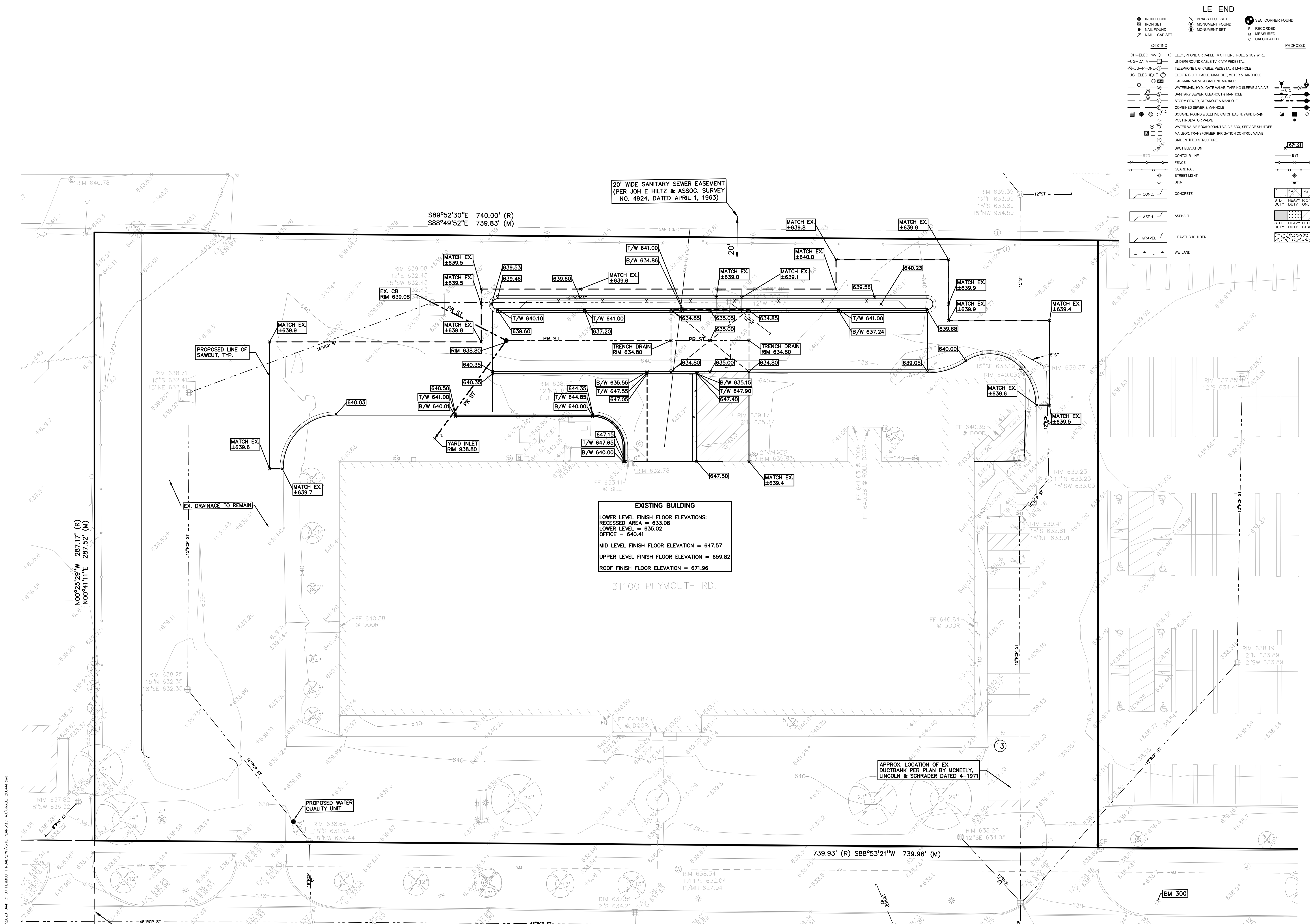
PEA JOB NO.	2020-044
P.M.	JPI
DN.	JK
DES.	JD
DRAWIN NUMBER:	

NOT FOR CONSTRUCTION

C- .0

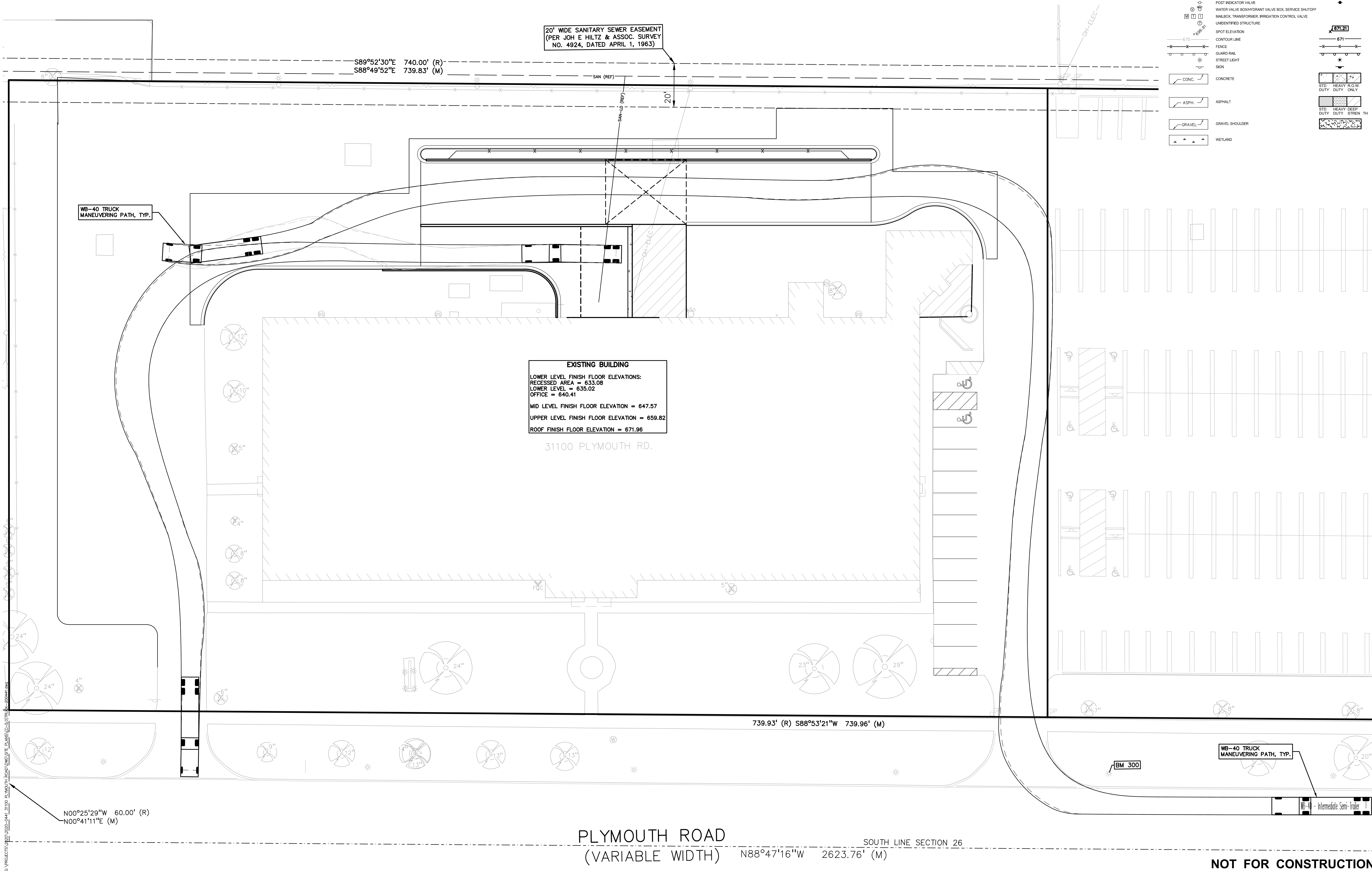


\\PROJETS\2020\2020-0441 31100 PLYMOUTH ROAD\DWG\SITE PLANS\C-3.0\DIM-200441.dwg



NOT FOR CONSTRUCTION

C-4.0



LE END

IRON FOUND
IRON SET
NAIL FOUND
NAIL CAP SET

BRASS PLU SET
MONUMENT FOUND
MONUMENT SET

SEC. CORNER FOUND
RECORDED
MEASURED
CALCULATED

PROPOSED

OH-ELEC
UG-CATV
UG-PHONE
UG-ELEC
GAS MAN. VALVE & GAS LINE W/ARMER
WATERMANN HYD. GATE VALVE, TAPPING SLEEVE & VALVE
SANITARY SEWER, CLEANOUT & MANHOLE
STORM SEWER, CLEANOUT & MANHOLE
COMBINED SEWER & MANHOLE
POST INDICATOR VALVE
WATER VALVE BOX/HYDRANT VALVE BOX, SERVICE SHUTOFF
MAILBOX, TRANSFORMER, IRRIGATION CONTROL VALVE
UNIDENTIFIED STRUCTURE
SPOT ELEVATION
CONTOUR LINE
FENCE
GUARD RAIL
STREET LIGHT
SIGN

CONC.
ASPH.
GRAVEL
WETLAND

871.21
671

STD. HEAVY FLOW DUTY ONLY
STD. HEAVY DEEP DUTY STRENGTH

PEA GROUP

t: 44. 1 .2949
www.peagroup.com

JASON D. SUTTON
ENGINEER
No. 49249
LICENSED PROFESSIONAL ENGINEER

NORTH

0 10 20 40
SCALE: 1" = 20'

811. Know what's below. Call before you dig.

CAUTION
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES SHOWN ON THIS DRAWING ARE ONLY IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT
STEIN INVESTMENT GROUP
560 LENOX DRIVE, SUITE 200
ATLANTA, GA 30308

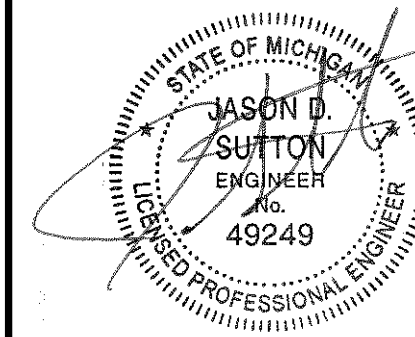
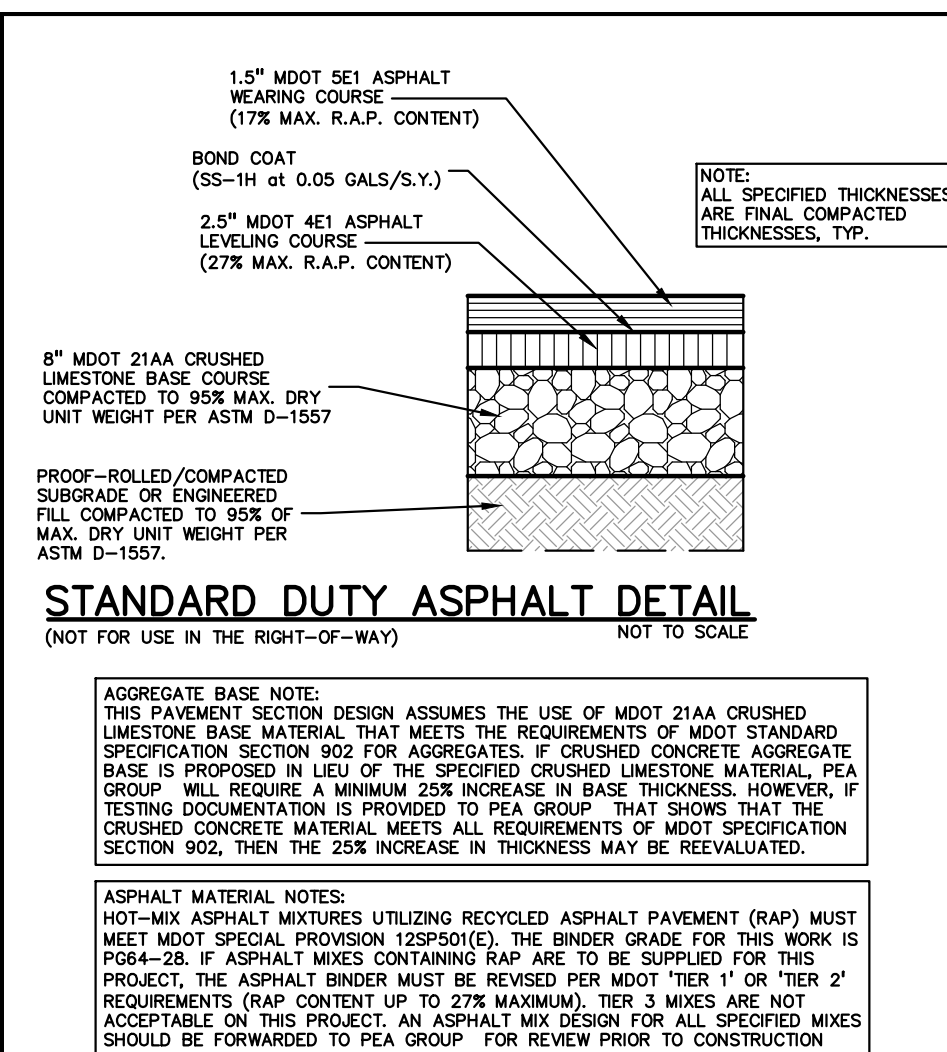
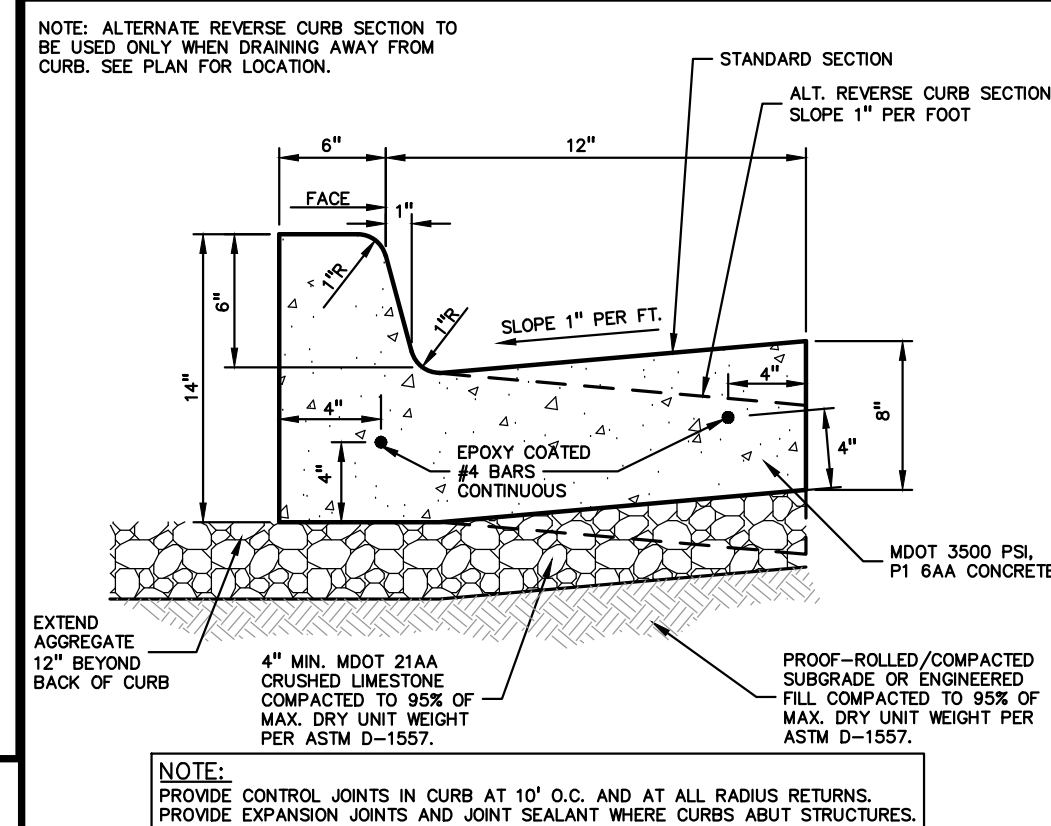
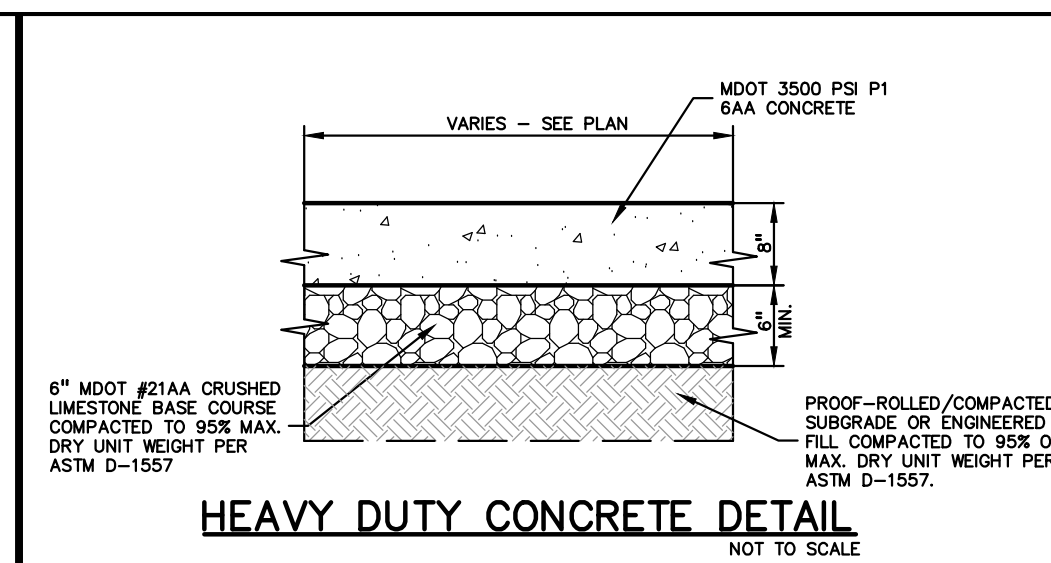
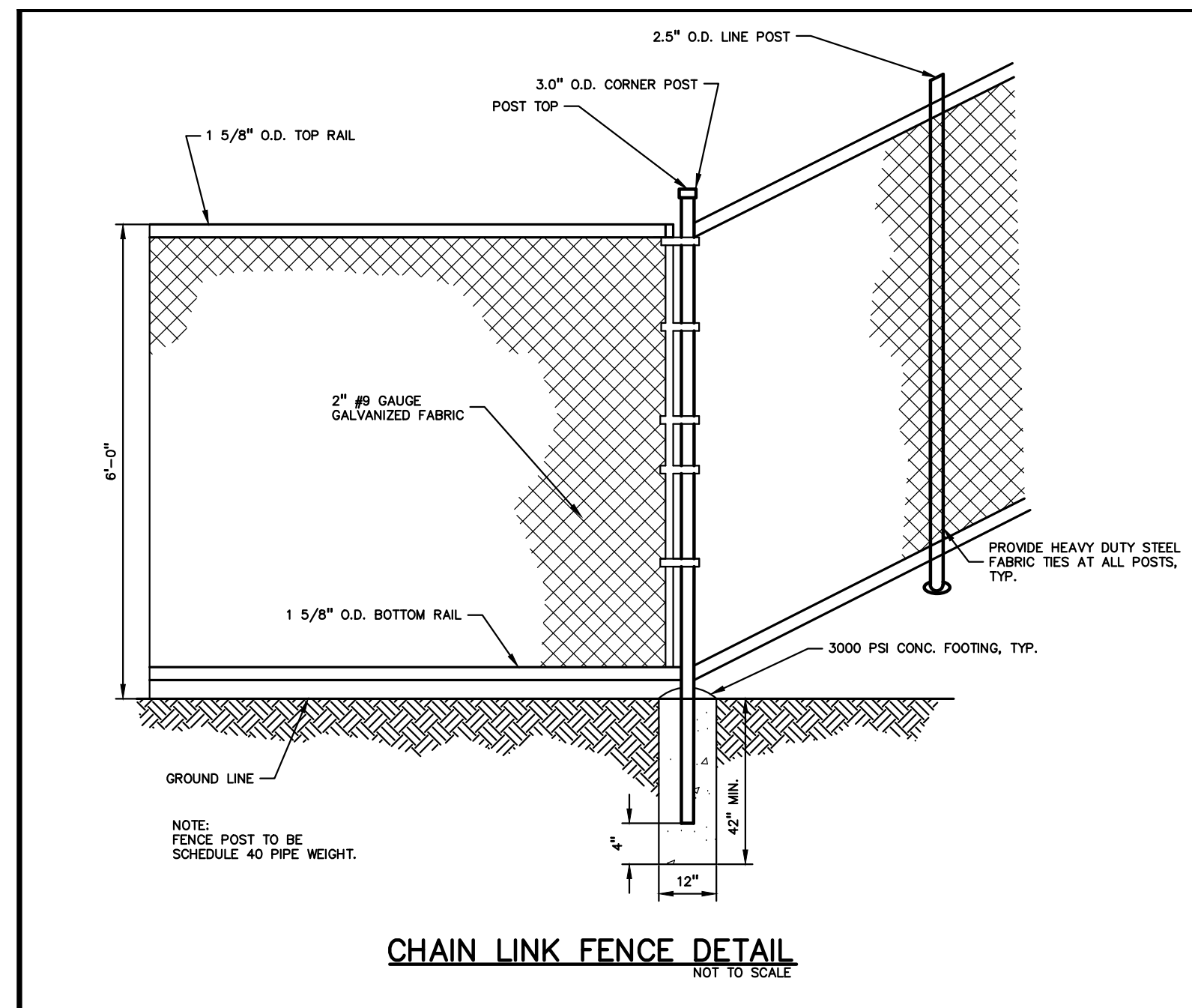
PROJECT TITLE
THE SPACE SHOP
1100 PLYMOUTH ROAD
CITY OF LIVONIA, MICHIGAN

REVISIONS

ORIINAL ISSUE DATE:
JANUARY 21, 2020

DRAWN TITLE
TRUCK ACCESS PLAN

PEA JOB NO. 2020-0441
P.M. JPB
DN. JKS
DES. JDS
DRAWN NUMBER: C-5.0



CAUTION
THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO WARRANTY IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXISTING UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT

**STEIN
INVESTMENT
GROUP**

560 LENRIDE DRIVE, SUITE 200
ATLANTA, GA 30328

PROJECT TITLE
THE SPACE SHIP
1100 PLYMOUTH ROAD
CITY OF LIVONIA, MICHIGAN

REVISIONS

ORIGINAL ISSUE DATE:
JANUARY 21, 2020

DRAWING TITLE

**NOTES AND
DETAILS**

PEA JOB NO. 2020-0
P.M.
DN.
DES.

DRAWIN NUMBER:

NOT FOR CONSTRUCTION C-9.0

L-1.0



0 10 20 40
SCALE: 1" = 20'



CAUTION
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CLIENT
STEIN INVESTMENT GROUP
560 LENOX DRIVE, SUITE 200
ATLANTA, GA 30308

PROJECT TITLE
THE SPACE SHOP
1100 PLYMOUTH ROAD
CITY OF LIVONIA, MICHIGAN

REVISIONS

ORIGINAL ISSUE DATE:
JANUARY 21, 2020

DRAWN TITLE
**LANDSCAPE
PLAN
RENDERING**

PEA JOB NO.	2020-0441
P.M.	JPB
D.N.	CR
DES.	JE
DRAWN NUMBER:	

NOT FOR CONSTRUCTION

L-1.1



[illegible]

LIVONIA SELF STORAGE
31100 PLYMOUTH ROAD - LIVONIA, MICHIGAN 48150

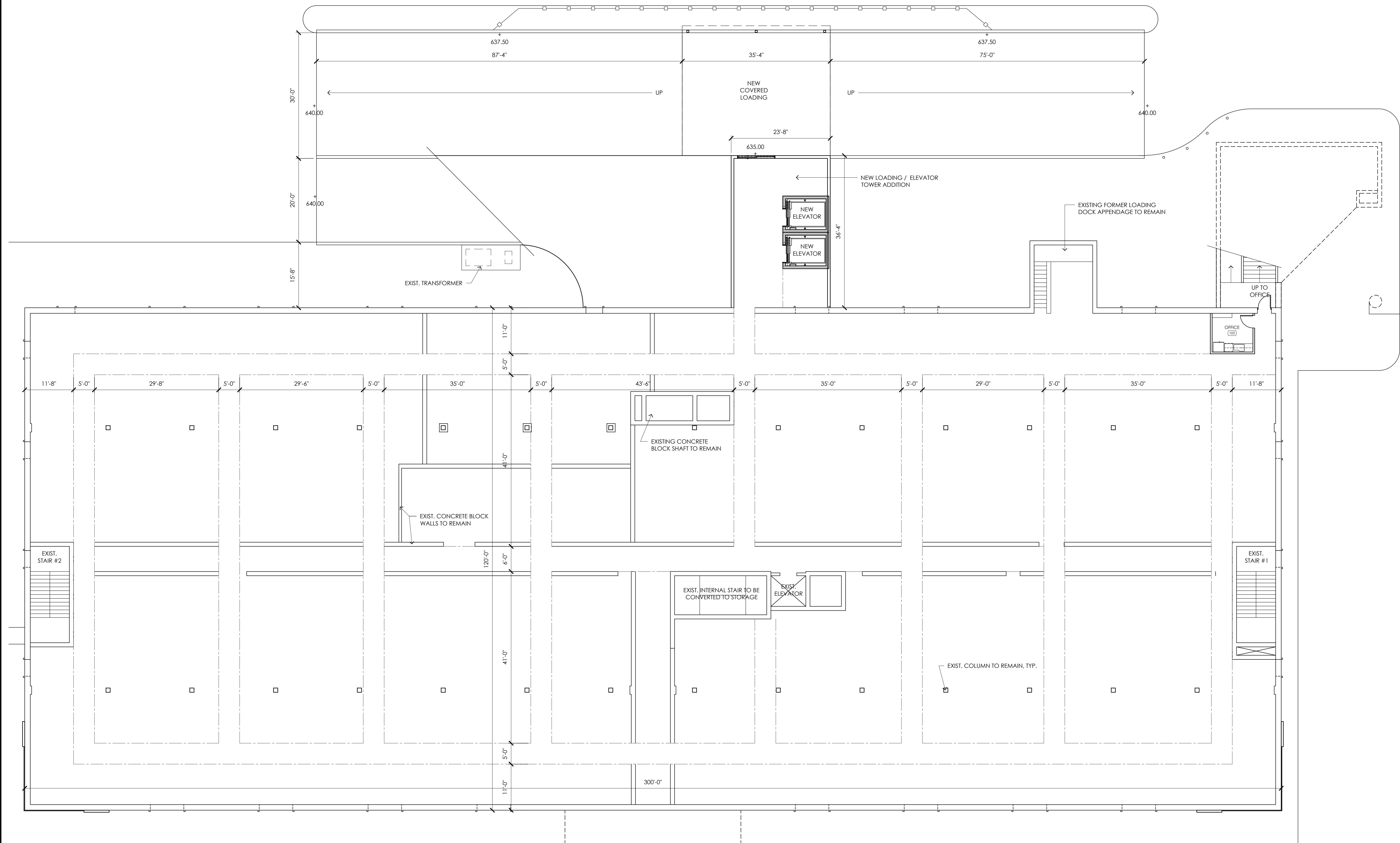
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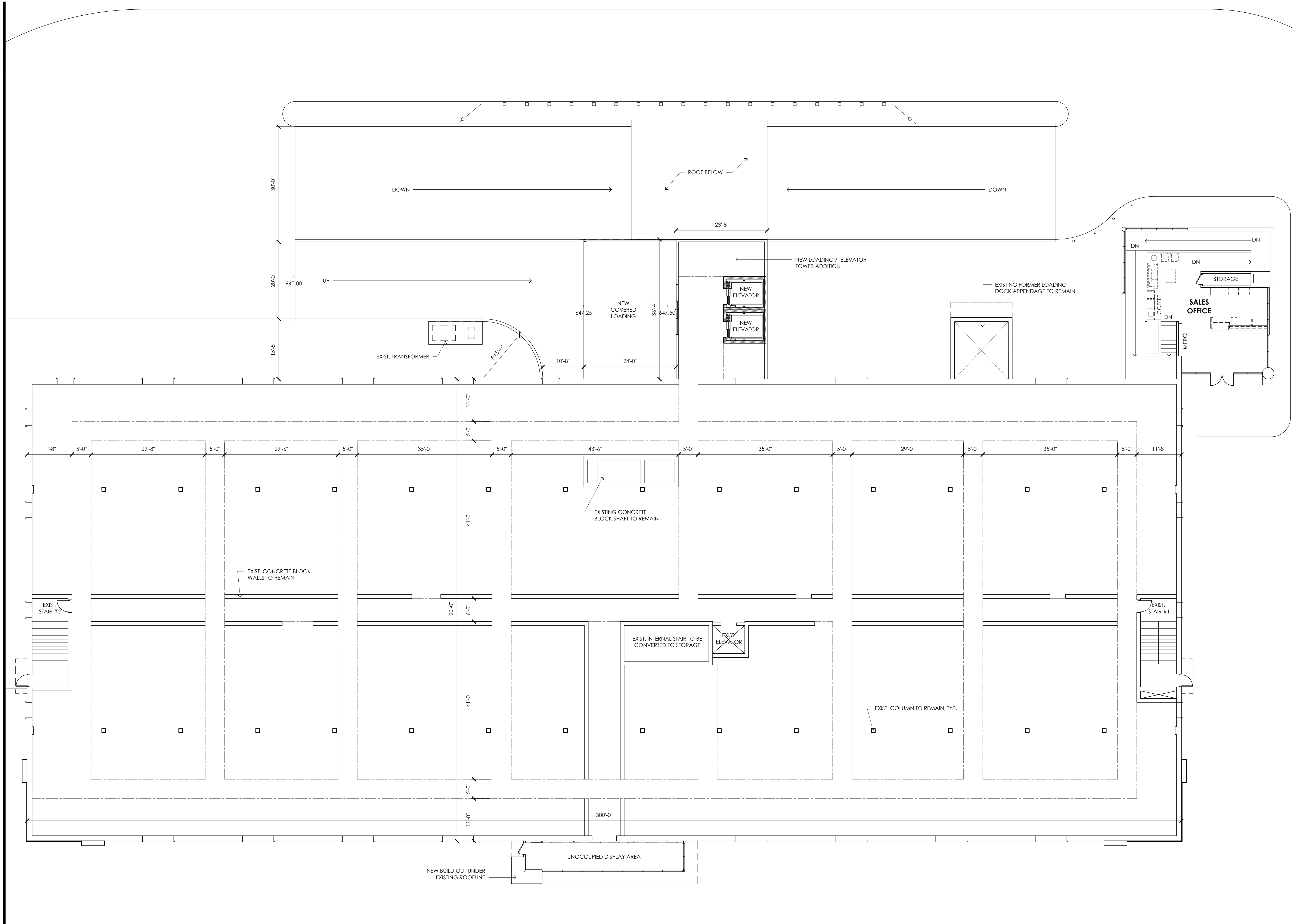
KEVIN J. MAHER, AIA
1000 CIRCLE 75 PARKWAY
SUITE 400
ATLANTA, GEORGIA 30339
404.549.4499

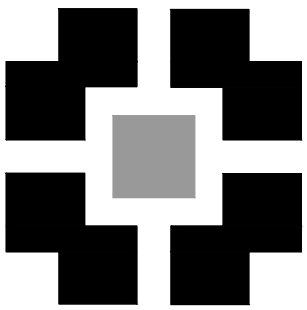
ISSUE DATE	01/12/2021
DRAWN BY	BJK
CHECKED BY	TMV
PMD PROJ #	20067

LOWER LEVEL FLOOR PLAN

A1.0







**KEVIN J.
MAHER
AIA**

REV #	DATE	DESCRIPTION

LIVONIA SELF STORAGE
31100 PLYMOUTH ROAD - LIVONIA, MICHIGAN 48150

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SUITE 400
ATLANTA, GEORGIA 30339
404.549.4499

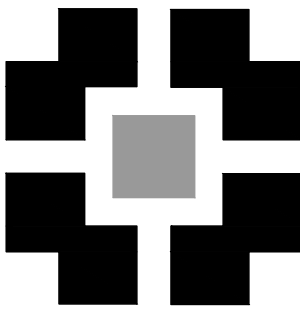
ISSUE DATE	01/12/2021
DRAWN BY	B.J.K.
CHECKED BY	TMV
PHD PROJ #	20067

SHEET TITLE

**MIDDLE LEVEL
FLOOR PLAN**

SHEET #

A1.1



KEVIN J.
MAHER
AIA

REV #	DATE	DESCRIPTION

LIVONIA SELF STORAGE

31100 PLYMOUTH ROAD - LIVONIA, MICHIGAN 48150

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SUITE 400
ATLANTA, GEORGIA 30339
404.549.4499

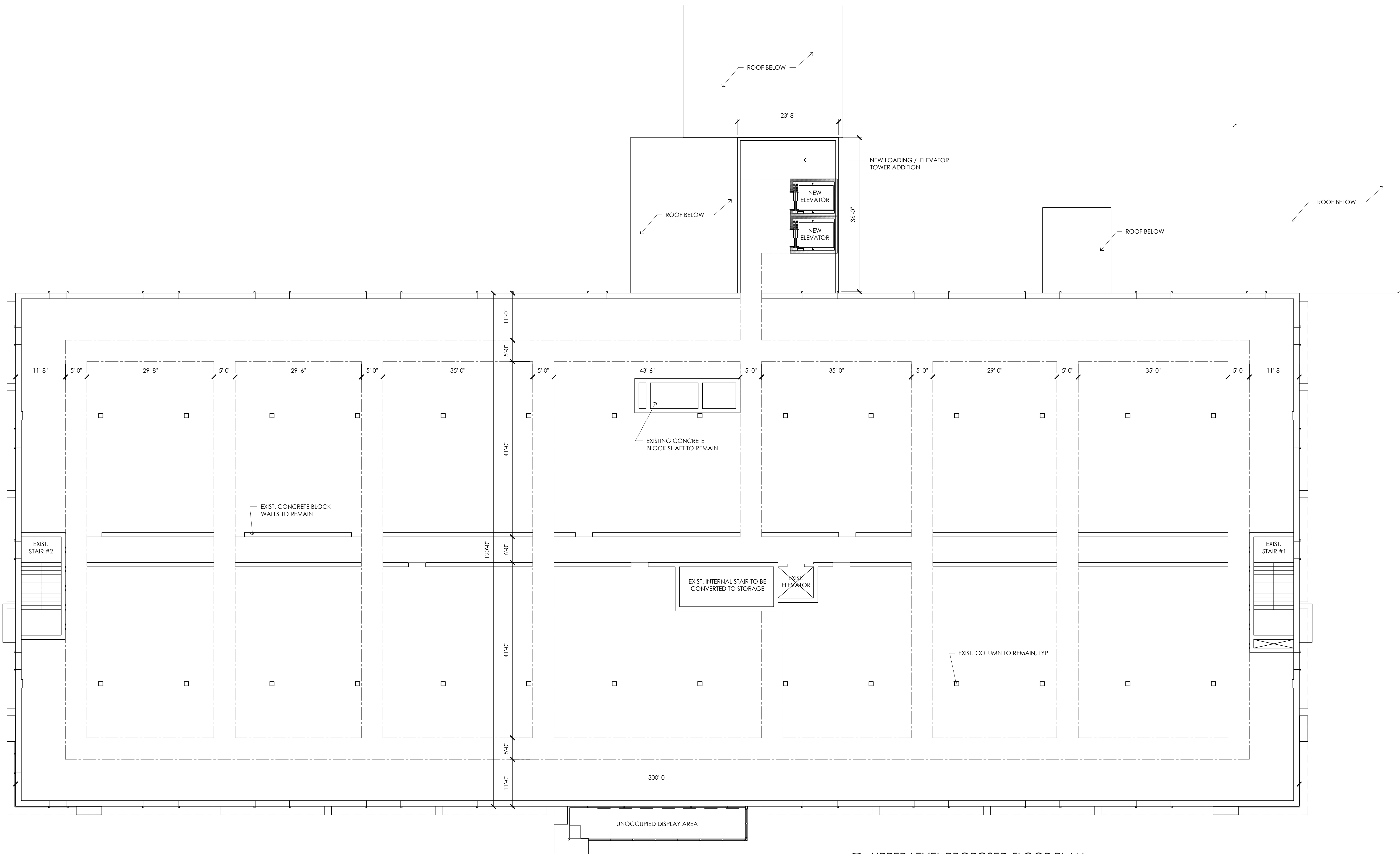
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CHECKED BY	TMV
PHD PROJ #	20067

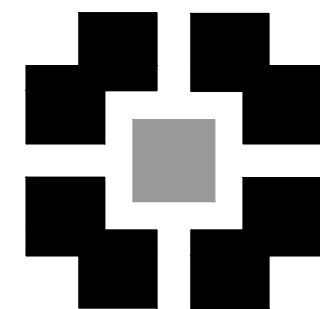
SHEET TITLE

UPPER LEVEL
FLOOR PLAN

SHEET #

A1.2





KEVIN J.
MAHER
AIA

REV #	DATE	DESCRIPTION

LIVONIA SELF STORAGE

31100 PLYMOUTH ROAD - LIVONIA, MICHIGAN 48150

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SUITE 400
ATLANTA, GEORGIA 30339
404.549.4499

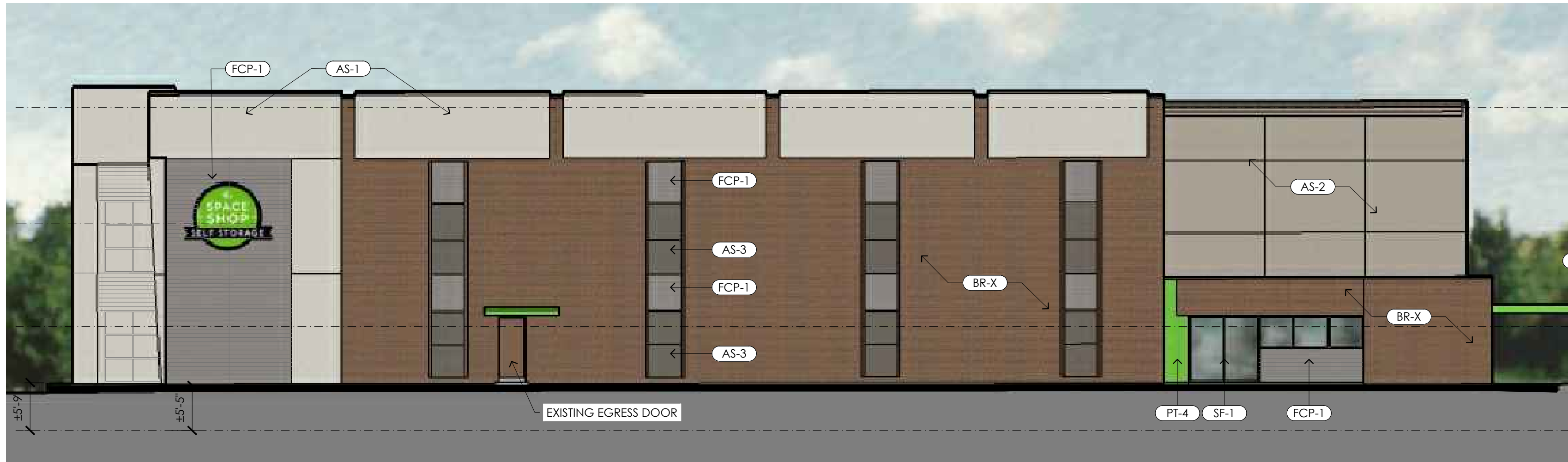
ISSUE DATE	01/12/2021
DRAWN BY	B.J.K.
CHECKED BY	TMV
PHD PROJ #	20067

SHEET TITLE
EXTERIOR
ELEVATIONS

SHEET #
A2.1

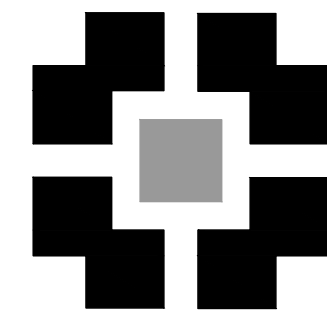


01 SOUTH (PLYMOUTH RD) ELEVATION
SCALE: 3/32" = 1'-0"



02 EAST EXTERIOR ELEVATION
SCALE: 3/32" = 1'-0"

MATERIAL SCHEDULE	
BR-X	EXISTING BRICK VENEER (UNPAINTED)
FCP-1	FIBER CEMENT BOARD PANEL NICHHA VINTAGEWOOD 6" WOOD LOOK PANEL (18" TALL) COLOR: ASH
AS-1 / PT-1	SYNTHETIC STUCCO WITH ACRYLIC FINISH LAYER COLOR TO MATCH SHERWIN WILLIAMS SW 7015 'REPOSE GRAY' FINE SAND FINISH
AS-2 / PT-2	SYNTHETIC STUCCO WITH ACRYLIC FINISH LAYER COLOR TO MATCH SHERWIN WILLIAMS SW 7045 'INTELLECTUAL GRAY' FINE SAND FINISH
AS-3 / PT-3	SYNTHETIC STUCCO WITH ACRYLIC FINISH LAYER COLOR TO MATCH SHERWIN WILLIAMS SW 7047 'PORPOISE' FINE SAND FINISH
PT-4	PAINT COLOR TO MATCH JANUS APPLE-LIME COCKTAIL PANTONE PMS-368C
SF-1	ALUMINUM STOREFRONT SYSTEM BLACK ANODIZED



KEVIN J.
MAHER
AIA

REV #	DATE	DESCRIPTION

LIVONIA SELF STORAGE

31100 PLYMOUTH ROAD - LIVONIA, MICHIGAN 48150

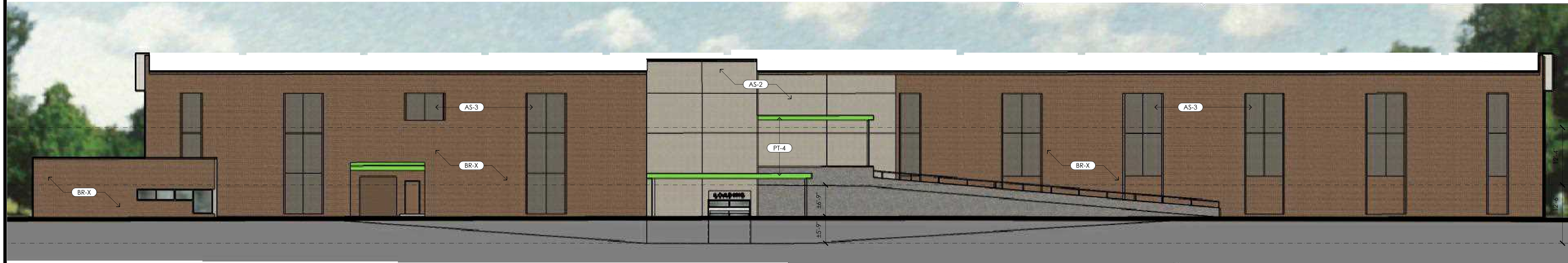
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KEVIN J. MAHER, AIA
1000 CIRCLE 75 PARKWAY
SUITE 400
ATLANTA, GEORGIA 30339
404.549.4499

ISSUE DATE	01/12/2021
DRAWN BY	B.J.K.
CHECKED BY	TMV
PHD PROJ. #	20067

EXTERIOR
ELEVATIONS

SHEET #
A2.2



01 NORTH (REAR) EXTERIOR ELEVATION
A2.2 SCALE: 3/32" = 1'-0"

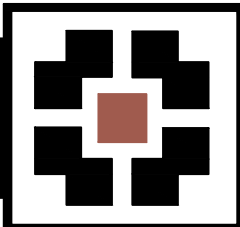


02 WEST EXTERIOR ELEVATION
A2.2 SCALE: 3/32" = 1'-0"

MATERIAL SCHEDULE	
BR-X	EXISTING BRICK VENEER (UNPAINTED)
FCP-1	FIBER CEMENT BOARD PANEL NICHHA VINTAGEWOOD 6" WOOD LOOK PANEL (18" TALL) COLOR: ASH
AS-1 / PT-1	SYNTHETIC STUCCO WITH ACRYLIC FINISH LAYER COLOR TO MATCH SHERWIN WILLIAMS SW 7015 'REPOSE GRAY' FINE SAND FINISH
AS-2 / PT-2	SYNTHETIC STUCCO WITH ACRYLIC FINISH LAYER COLOR TO MATCH SHERWIN WILLIAMS SW 7045 'INTELLECTUAL GRAY' FINE SAND FINISH
AS-3 / PT-3	SYNTHETIC STUCCO WITH ACRYLIC FINISH LAYER COLOR TO MATCH SHERWIN WILLIAMS SW 7047 'PORPOISE' FINE SAND FINISH
PT-4	PAINT COLOR TO MATCH JANUS APPLE-LIME COCKTAIL PANTONE PMS-368C
SF-1	ALUMINUM STOREFRONT SYSTEM BLACK ANODIZED



#20067
02/19/2021



PLACE MAKER DESIGN

THE SPACE SHOP - LIVONIA
LIVONIA, MICHIGAN

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

TODD J. ZILINCIK, P.E.
CITY ENGINEER

DAVID W. LEAR, P.E.
ASST. CITY ENGINEER



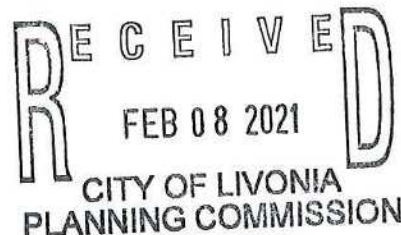
33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2571
FAX: (734) 466-2195

MAUREEN MILLER BROSNAN
MAYOR

DONALD R ROHRAFF
DIRECTOR OF PUBLIC WORKS

February 4, 2021

Mr. Scott Miller
Planner IV
City of Livonia



Re: Petition 2021-01-02-01 – The Space Shop

Dear Mr. Miller:

In accordance with your request, the Engineering Division has reviewed the above referenced petition. We have no objections to the proposed waiver use at this time. The proposed project parcel is assigned the address of **#33110 Plymouth Road**.

The existing building is currently serviced by public water main and sanitary sewer, as well as private storm sewer. The developer has been in contact with this office regarding Engineering requirements for the proposed project, and we do not believe there will be any impacts to the existing systems.

It should be noted that the developer may be required to obtain a permit from the Michigan Department of Transportation (MDOT), should any work occur within the Plymouth Road right-of-way.

Should you have any additional questions on this matter, please feel free to contact myself at (734) 466-2608 or the City Engineer, Mr. Todd Zilincik at (734) 466-2561. If you would prefer, you can e-mail either of us at dlear@livonia.gov or tzilincik@livonia.gov.

Sincerely,

David W. Lear, P.E.
Assistant City Engineer

cc: 2021 Petition File

DEPARTMENT OF PUBLIC SAFETY
LIVONIA FIRE & RESCUE

DAVE HEAVENER
FIRE CHIEF



MAUREEN MILLER BROSNAN
MAYOR

14910 FARMIN TON ROAD
LIVONIA, MICHIGAN 48154-5419
4-466-2444
4-466-2022 fax

DATE: January 29, 2021
TO: Scott O. Miller, Planner IV
FROM: Livonia Fire Prevention Division
SUBJECT: Petition 2021-01-02-01 - The Space Shop

This office has reviewed the site plan submitted in connection with a request to construct a commercial building on property located at the above referenced address.

We have no objections to this proposal with the following stipulations:

The Livonia Fire Department, Fire Inspection Division is requiring that this structure provide complete fire sprinkler protection on all levels as highlighted in the National Fire Protection Administration (NFPA) Life Safety Code 2015 and the Standard for the Installation of Sprinkler Systems (NFPA 13) 2013.

Sincerely,

Greg Thomas

Greg Thomas
Fire Marshal

DEPARTMENT OF PUBLIC SAFETY
DIVISION OF POLICE

CURTIS CAID
CHIEF OF POLICE



15050 FARMINGTON ROAD
LIVONIA, MICHIGAN 48154-5499
(734) 466-2470
FAX: (734) 261-2265

MAUREEN MILLER BROSNAN
MAYOR

RECEIVED
FEB 01 2021
CITY OF LIVONIA
PLANNING COMMISSION

January 28, 2021

Mr. Scott O. Miller
Planning Commission
33000 Civic Center Drive
Livonia, MI 48154

Re: Petition 2021-01-02-01 - The Space Shop

Dear Mr. Miller,

I have reviewed the plans in connection with the petitions. I have no objections to the proposals.

Please feel free to contact me should you have any questions.

Sincerely,

FOR THE CHIEF OF POLICE

Sgt. Scott Sczepanski #543
Scott Sczepanski, Sergeant
Traffic Bureau
(734) 466-2107

INSPECTION DEPARTMENT

BUILDING
HEATING
PLUMBING
ELECTRICAL
ZONING
SANITATION
ENVIRONMENTAL PROTECTION
ORDINANCE ENFORCEMENT



MAUREEN BROSNAN
MAYOR

JEROME A. HANNA
DIRECTOR

1000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-0900
(416) 466-2500
FAX : (416) 466-2095

Date: February 22, 2021

To: Scott O. Miller

From: Jerome Hanna

RE: Petition 2021-01-02-01 – 31100 Plymouth Road – The Space Shop

Pursuant to your request, the above referenced Petition has been reviewed.

1. A variance from the Zoning Board of Appeals would be required to expand an existing, non-conforming building.
2. The parking lot shall be repaired/replaced and restriped, as necessary. Parking spaces shall be 10' wide and 20' deep and double striped.
3. This space must meet all current barrier free codes. This will be addressed at the time of Plan Review if this project moves forward.

This Department has no further objections to this Petition. I trust this provides the requested information.

Jerome Hanna
Director of Inspection

JH/kdt

DEPARTMENT OF FINANCE

Michael T. Slater
DIRECTOR OF FINANCE

Connie Kumpula
CHIEF ACCOUNTANT



MAUREEN MILLER BROSAN
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2260
FAX: (734) 421-1807

February 3, 2021

Mr. Scott O. Miller
Planning Commission
33000 Civic Center Drive
Livonia, MI 48154

Petition 2021-01-02-01 -- 31100 Plymouth Road - The Space Shop

Dear Mr. Miller,

I have reviewed the address connected with the above noted petition. There are no past due amounts receivable, however, their water bill of \$236.60 is currently due on February 10, 2021. I have no objections to the proposal.

Please contact me if you have any further questions.

Very truly yours,

Connie Kumpula
Chief Accountant

CK: jw

OFFICE OF THE TREASURER

LYNDA L. SCHEEL
CITY TREASURER



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3060
(734) 466-2245
FAX: (734) 421-7230

February 3, 2021

RECEIVED
FEB 03 2021
CITY OF LIVONIA
PLANNING COMMISSION

Mr. Scott Miller – Planner IV
Planning Commission
City of Livonia

Re: Petition 2021-01-02-01

31100 Plymouth Road
The Space Shop

Dear Mr. Miller,

In accordance with your request, the Treasurer's Office has reviewed the name and addresses connected with the above noted petition. At this time, there are no taxes due, therefore I have no objections to the proposal.

Sincerely,


Lynda L. Scheel
Treasurer, City of Livonia

**OTHER ITEMS
RELATED TO THE
PETITION**



RCG VENTURES

Space Shop | Before & After Architecture



BEFORE:





AFTER:





BEFORE:



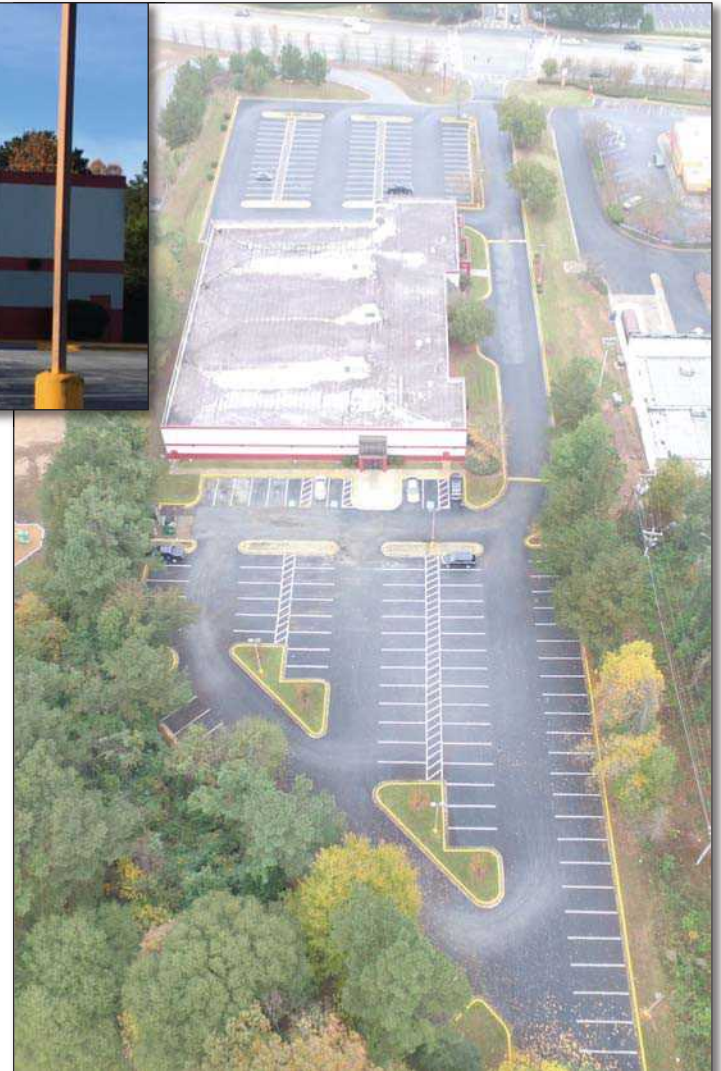


AFTER:





BEFORE:



CONFIDENTIAL

Space Shop Self Storage | Snellville, GA (FORMER BOWLING ALLEY)



AFTER:



CONFIDENTIAL



BEFORE:



Space Shop Self Storage | Atlanta, GA (FORMER OFFICE BUILDING)



AFTER:



CONFIDENTIAL



BEFORE:





AFTER:





BEFORE:





AFTER:



UNAPPROVED MINUTES

1

MINUTES OF THE 1,165th PUBLIC HEARINGS AND REGULAR MEETING HELD BY THE CITY PLANNING COMMISSION OF THE CITY OF LIVONIA

On Tuesday, February 2 , 2021, the City Planning Commission of the City of Livonia held its 1,165th Public Hearings and Regular Meeting via Zoom Meeting Software.

Mr. Ian Wilshaw, Chairman, called the meeting to order at :00 p.m.

Members present: David Bongero Sam Caramagno Ien Long
 Betsy McCue Carol Smiley Peter Ventura
 Ian Wilshaw

Members absent: None

Mr. Mar Taormina, Planning Director, Scott Miller, Planner IV, and Stephanie Reece, Program Supervisor, were also present.

Chairman Wilshaw informed the audience that if a petition on tonight's agenda involves a rezoning request, this Commission makes a recommendation to the City Council who, in turn, will hold its own public hearing and make the final determination as to whether a petition is approved or denied. The Planning Commission holds the only public hearing on a request for preliminary plat and/or vacating petition. The Commission's recommendation is forwarded to the City Council for the final determination as to whether a plat is accepted or rejected. If a petition requesting a waiver of use or site plan approval is denied tonight, the petitioner has ten days in which to appeal the decision, in writing, to the City Council. Resolutions adopted by the City Planning Commission become effective seven (7) days after the date of adoption. The Planning Commission and the professional staff have reviewed each of these petitions upon their filing. The staff has furnished the Commission with both approving and denying resolutions, which the Commission may, or may not, use depending on the outcome of the proceedings tonight.

ITEM #1 PETITION 2021-01-02-01

The Space Shop

Mr. Caramagno, Secretary, announced the first item on the agenda, Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. requesting waiver use approval pursuant to Section 11.0 (x) of the City of Livonia Zoning Ordinance 54 , as amended, to develop and operate a climate-controlled, indoor self-storage facility at 1100 Plymouth Road, located on the north side of

Plymouth Road between Sears Drive and Merriman Road in the Southwest of Section 26.

Mr. Taormina: This is a request to redevelop and operate an indoor self-storage facility at the site of the former AT T building, which is on the north side of Plymouth Road, just east of Merriman Road. As you can see from the map, the zoning of the property is C-2 (General Business), which treats indoor self-storage facilities as a waiver-use, subject to 11 special requirements. The site is 4.9 acres in size. It has 100 feet of frontage on Plymouth Road. There is an existing building on the site that has three levels and a gross floor area of 114,000 square feet. Following the departure of AT T the building has mostly sat vacant. This redevelopment proposal involves the westerly three acres of the site, including the building. The remaining easterly portion, which includes mostly parking, is not a part of this project and would be reserved for future development. To the west, east, and south are commercially zoned properties. Lying immediately to the north is property that is still owned by Michigan Bell/AT T and is part of their regional switch and hub. That property is zoned M-1. The existing building is somewhat unique in that it does not contain a floor at grade level. The finished floor elevation of the middle level is over six feet above the surrounding ground elevation and the lower level is about five feet nine inches below the ground. Each floor plate is roughly 38,000 square feet in size. Self-storage units would be on all three levels of the building. The total number of units would be roughly 100 and these would be of various sizes. Customer access would be from within the building. There would not be any exterior roll-up doors. Converting the building for the new use is going to require extensive reconstruction. There would be an elevator tower with two elevators built on the north or rear side of the building. A small addition would be built at the northeast corner for use as a leasing service office. These additions total about 1,050 square feet which increases the total floor area of the building to about 115,229 square feet. The required front yard building setback in a C-2 zoning district is 60 feet. This building contains a non-conforming setback of 5 feet. The expansion of the building is going to require a variance from Zoning Board of Appeals. All loading and unloading will take place at the rear of the building. This would be accomplished by creating two ramped access points. One to the lower level of the building and the other to the middle level. For the lower level, the ramp would be about 10 feet wide, and it would allow for two lanes that would descend on both sides to a covered landing area and an entrance to the elevator tower. I

UNAPPROVED MINUTES

am going to show everyone where that is on the site. The elevator tower is located here, and this would be in the addition on the back of the building. The landing area for the ramps is located here. These grey areas depict the ramps. On each side of this covered area for the elevators are the ramps that would go down to an elevation that is equal to the lower level of the building. There would be access to the elevators that would provide access to the upper two levels of the building. The canopy above the landing area on the lower area measures 5 feet by 29 feet. It would cover both drive-thru lanes. For the middle level there would be a ramp going up and it would be located between the building and the lower-level access ramp. That area is located here. The ramp that goes to the middle level is between the lower-level ramp and the building itself. This ramp would be about 19 feet wide and would contain a level platform at the top with access to the elevator tower. Unlike the lower-level, the upper-level ramp is not a drive-thru and the upper platform is not large enough for vehicles to turn around. Thus, vehicles would either have to back up the ramp and exit moving forward or drive forward up the ramp and then exit backing down. Like the lower-level, the upper-level ramp would be covered by a canopy. In terms of parking for the proposed use, the site plan shows only 1 parking spaces that would be along the east side of the building. The ordinance does not provide specific parking requirements for self-storage. Instead, parking is based on the recommendation of the Planning Commission. The existing striped spaces on the west side and behind the building would be removed in order to increase the amount of landscaping, as well as to allow for adequate maneuvering past trucks and other vehicles. The exterior of the existing building is mostly brick. There is a series of E.I.F.S. panels that run along the top of the building. Those are shown here in this rendering. The elevation plans show that the brick remains on most of the building. The panels on the top would be replaced with new E.I.F.S. At both ends there would be E.I.F.S. that would either cover or replace the brick, as well as fiber cement board panels. The same combination of materials would be used to accent the central feature that currently serves at the building's main lobby. This is the front of the building facing Plymouth Road. The brown areas shown on the rendering represent the existing brick material. These are the E.I.F.S. panels along the top that would be replaced. As I had mentioned, at both ends, there would be new features that would consist primarily of E.I.F.S. and cement fiber panels. E.I.F.S. would also be provided along the central portion of the building. This is the central feature. This served previously as

the main lobby. The glazing would remain, and this new feature would be used primarily for display purposes. Fully detailed landscaping plans were provided with the application. This is the latest plan as presented with only minor changes involving some of the plant material along the front of the building. In terms of signage, this has not been reviewed, but the ordinance would allow for one wall sign not to exceed one square foot for each foot of building frontage. We haven't computed exactly what that would be. They are showing on their renderings more than one sign, so that is something that would require a variance from the Zoning Board of Appeals. Additional signage would be allowed in the form of a monument sign and that would be limited to 10 square feet. With that, Mr. Chairman, I can read out the departmental correspondence.

Mr. Wilshaw: Yes, please.

Mr. Taormina: The first item is from the Engineering Division, dated February 4, 2021, which reads as follows: *"In accordance with your request, the Engineering Division has reviewed the above referenced petition. We have no objections to the proposed waiver use at this time. The proposed project parcel is assigned the address of #33110 Plymouth Road. The existing building is currently serviced by public water main and sanitary sewer, as well as private storm sewer. The developer has been in contact with this office regarding Engineering requirements for the proposed project, and we do not believe there will be any impacts to the existing systems. It should be noted that the developer may be required to obtain a permit from the Michigan Department of Transportation (MDOT), should any work occur within the Plymouth Road right-of-way."* The letter is signed by David W. Lear, P.E., Assistant City Engineer. The next letter is from the Livonia Fire Rescue Division, dated January 29, 2021, which reads as follows: *"This office has reviewed the site plan submitted in connection with a request to construct a commercial building on property located at the above referenced address. We have no objections to this proposal with the following stipulations: The Livonia Fire Department, Fire Inspection Division is requiring that this structure provide complete fire sprinkler protection on all levels as highlighted in the National Fire Protection Administration (NFPA) Life Safety Code 2015 and the Standard for the Installation of Sprinkler Systems (NFPA 13) 2013."* The letter is signed by Greg Thomas, Fire Marshal. The next letter is from the Division of Police, dated January 29, 2021, which reads as follows: *I have reviewed the plans in connection with the petition. I have no*

UNAPPROVED MINUTES

5

objections to the proposal.” The letter is signed by Scott Sc epans i, Sergeant, Traffic Bureau. The next letter is from the Inspection Department, dated February 22, 2021, which reads as follows: Pursuant to your request, the above referenced Petition has been reviewed. 1. A variance from the Zoning Board of Appeals would be required to expand an existing, non-conforming building. 2. The parking lot shall be repaired/replaced and restriped, as necessary. Parking spaces shall be 10’ wide and 20’ deep and double striped. 3. This space must meet all current barrier free codes. This will be addressed at the time of Plan Review if this project moves forward. This Department has no further objections to this Petition. I trust this provides the requested information.” The letter is signed by Jerome Hanna, Director of Inspection. The next letter is from the Finance Department, dated February , 2021, which reads as follows: “I have reviewed the address connected with the above noted petition. There are no past due amounts receivable, however, their water bill of \$236.60 is currently due on February 10, 2021. I have no objections to the proposal.” The letter is signed by Connie Kumpula, Chief Accountant. The next letter is from the Treasurer s Department, dated February , 2021, which reads as follows: In accordance with your request, the Treasurer’s Office has reviewed the name and addresses connected with the above noted petition. At this time, there are no taxes due, therefore I have no objections to the proposal.” The letter is signed by Lynda Scheel, Treasurer. That is the extent of the correspondence.

Mr. Wilshaw: Are there any uestions of the Planning Director

Mr. Bongero: uestion for Mar , on Jerome Hanna s letter, is he ust stating a generali ation of a variance from the Zoning Board of Appeals would be re uired to expand an existing non-conforming building Is that because of the front setback or is there something else in this building that is non-conforming

Mr. Taormina: It is only because the existing building is non-conforming and even though the expansion as shown would not increase the non-conformity it would still re uire a variance. That has been a long-standing practice of the city.

Mr. Bongero: Than you.

Mr. Wilshaw: Than you, Mr. Bongero. Any other uestions for our planning staff

UNAPPROVED MINUTES

6

Ms. Smiley: Is the PRDA still looking at buildings on Plymouth Road like this one is being repurposed and redone

Mr. Taormina: Yes, they are. They have not reviewed this project yet.

Ms. Smiley: Okay, thank you.

Mr. Wilshaw: Good question. Any other questions

Mr. Taormina: If I could just qualify that or expand on that.

Mr. Wilshaw: Certainly.

Mr. Taormina: The PRDA does not typically look at the use as much as the improvements to the site as it effects the frontage along Plymouth Road, which is their primary concern. Aesthetics including landscaping is what the PRDA focuses on. There will be an opportunity for this item to go before the PRDA. Unfortunately, we were unable to take it prior to this evening's meeting.

Ms. Smiley: Thank you.

Mr. Wilshaw: Thank you, Ms. Smiley. Any other questions or comments for our planning staff? If not, our petitioners are in the audience I believe. Anyone who is representing this petition can click the raise hand and I will try to recognize each one of you. You can then speak at appropriate times. We have Mr. Butler, Mr. Barber, Mr. Linscott. There we go. If there is anyone else, you can click raise hand. I think I got all of you. Okay, who is our representative? We have Mr. Linscott, are you representing the petitioner tonight?

Jason Linscott, Stein Investment Group, 560 Lenrich Drive, Atlanta, GA 3042. Yes. We have John Barber also on tonight. He is going to lead us off, I think.

Mr. Wilshaw: So, how we work is that we will need your name and address for the record please.

John Barber, 10 North Old Woodward, 3000, Birmingham, MI, 48009. Thank you for your time. Mr. Butler, who is on the phone, is our Civil Engineer and Mr. Linscott is with Stein Investments, the applicant. Essentially, we appreciate the presentation. It was very thorough that Mr. Taormina gave on this site and what the proposal is for the development. What I would like to do is turn

UNAPPROVED MINUTES

the floor over to Mr. Linscott to give a little bit of information about Stein and its ventures with RC Ventures to create these redevelopment projects in other communities and to show you what we have done and essentially say a little bit more about what we are proposing here.

Mr. Linscott: I know we went over this last week. I just want to make sure that I am respecting your time and doing what you guys want me to do. Should I give a similar presentation as last week?

Mr. Wilshaw: Yes, please. If you would like to just start off by letting us know what your intended use of the property is, why you believe this is a good use, and once you are done with your presentation, we will see if we have any questions for you.

Mr. Linscott: The intended use for this property, as you see it on the screen, is for interior climate controlled self-storage. This is a consumer product, so these are an average of ten by 10 units. These are residential use interior self-storage units. As Mr. Soelo went through the entire coverage of the plan, this is an existing office building. It is a little awkward. In my career it is the first building the I walked into where there is no floor at grade. It is a kind of an odd duck here. As he said, when you walk in the door it is a bit like walking into a split-level home. You walk in and you immediately have to go down a set of stairs or up a set of stairs to either the basement floor or the middle level floor. Of course, there is a third level floor as well. It is a three-story building. It was vacated by AT&T about four or five years ago and it has sort of been vacant since. I would like to backtrack just a moment to give you a bit of background on us so you can understand why we chose this site and why we kind of approach the project the way we do. We are a family-based real estate company in Atlanta. We do real estate projects develop and own real estate projects throughout sort of east of the Mississippi. We are in Southeast Mid-Atlantic and Midwest. That is Ohio and Michigan in the Midwest and then over to the Mid-Atlantic and Virginia and the Carolinas and then of course all over the southeast as well. We primarily do self-storage and retail. Those are out kind of two primary products. We actually started off in retail. Mostly in retail. Eleven or twelve years ago we started developing self-storage and really took a different approach about it. We were retail-minded folks, so we took more of a retail angled approach at it. We really addressed what the consumer would want. We sort of see it as a retail product. Our customers are the community members. This isn't a traditional you know you build a shopping center, and you

UNAPPROVED MINUTES

have a tenant, which is a business. We are the operator here. The brand here is The Space Shop. That is our brand. It is our management company. We own and operate these facilities ourselves with our platform. We like to think that we are pretty good at it. I will pat my operations guys on the back. We take care on how we operate, and we take care on how we develop them and we take care on how we look for the right product in the right market. This approach we have done many times over the years. We have done a little over three and a half million square feet of this type of self-storage product. About half of those have been building conversions like this one. We have used buildings from office buildings to bowling alleys and Toys R Us, K-marts, movie theatres, that type of stuff. As you guys are probably well aware, bricks and mortar retail and other types of real estate is changing dramatically with the internet, and things keep continuing to accelerate. There is a lot of buildings that are somewhat functionally obsolete in various ways, from retail buildings to office buildings. We take an approach when we look for self-storage where we really start with markets. We look at we have a pretty methodical analysis at how we look at supply saturation. I won't get out on it too much. It is basically a process where we look at the demographics of an area, understanding the type of housing, the type of traffic patterns, the type of community that you have, and then we overlay that with the trade area competitive maps, and we look at other self-storage facilities. It is a pretty small industry. We all sort of know each other. We will check on one another and see how you are doing here, how you are doing there, what are rates like. This is just to kind of understand what the saturation level is like. We don't want to invest all of this money in a market where the product doesn't have enough demand. We take a lot of pride in that process. In this particular area you would normally expect to find something in the seven or eight square feet per person in a trade area such as this. This trade area has about five square feet per person including this project. I would always include our project in it if we were looking to build one. From a market supply standpoint, it is in a net demand scenario. Further, there is actually less than two square feet per person of climate controlled self-storage, including this project in the trade area. There is good demand for this product in the market. We have had a lot of success with it and customers really like our brand and the product that we provide. This site really sets up well for self-storage also because it is mid-block which is challenging for some real estate uses. For example, retail is pretty difficult sometimes with mid-block, particularly because this site is surrounded by industrial uses. This is a really nice

use for this property. That said, there is also a great opportunity for repurposing a building like this and formerly needed a lot of parking. We are able to repurpose this building and as Mark mentioned, we don't need all the parking for this use. We have provided some parking on the east side of the building, which I believe is 11 spaces. I am blanking here for a second. It is 11 spaces and that is probably 50% more than what we need. Customers only visit and use those parking space when they visit the office to do their initial lease and tour the facility. After that they are always in the back of the facility either loading or unloading. Those parking spaces don't generally get used a ton. What it does is unlock the east part of this site. I don't know if you can flip back to the site plan with the color yeah, there you go. The east side of the site on the right where the blue box is, that is the parking field now that is just sitting vacant. We are able now to activate that with something else. It can be an office use or a freestanding restaurant or something like that. We will have to see how it goes. It is a nice way to unlock the piece of property that really is captive parking for the office building. Of course, the office building is functional obsolete as we talked about before. Those are some of the ingredients that come together and why we chose this site. I have some before and after pictures in here of some of our other conversion projects so you can get a flavor of the type of projects we do. If you could visualize it. I think it is in here. Yes, thank you, great. So, this is for example and I will go through them quickly. I now you have seen some of these. This was a car dealership which you can see and if you flip through that is the after we did our conversion of it. This particular city here, wanted it to look like a retail shopping center on the left. That was the goal for what they wanted us to accomplish. You will see generally that we are working with the community and trying to make it work within the community. We don't have a particular box that is has to look like. This one is actually a former K-Mart near Charleston, South Carolina. That is what it looked like afterwards. I will just point out with this one the building when we are finished with them, they look purpose built. It doesn't look like a converted K-Mart. A lot of guys will do that, and I have seen it before. They don't succeed and customers don't feel comfortable because it looks like you are going into a broken real estate deal. You know, someone just put a new sign up. The objective is always that it looks like a purpose-built deal. No one would ever know that that wasn't built as a self-storage facility. I will go through the next ones really quickly. Thank you for doing that. That is a bowling alley. You can see that this is a more modern look that the city wanted

here with this building. The next one is an old office building. It is similar condition to this one that turned into this you can see how dramatic the difference is on this. It looks like a purpose-built building now instead of this office building. This was just an old dumpy facility that we redid with brick and put a parapet on it and sort of really modernized it. Hopefully that gives a real nice oh yeah, there is one more. That was a single-level furniture store that somebody had done. Love it that climate was spelled wrong on the roof. Anyway, we made it more modern and this is sort of in conjunction with what the city was looking for. Hopefully that gives you a visual of what we try and accomplish with these buildings. It is definitely not just slapping some paint on it and put a sign on it kind of approach. If you go on our website, you can look at all of our other projects. We have plenty of photos on the website, which is spaceshopselfstorage.com. You will see all of our ground up ones plus all of the building conversions that I just showed you. That is kind of the intent of it and this is a rendering of the property. What we are doing here is replacing all of the landscaping in the front, creating some kind of rhythm to it. Then the glass that is the best way to describe it is the vertical pieces that are grey yep, then you those are partially glass and partially, I believe, metal or E.I.F.S. We are going to pull those out. The glass is old, and it is old glazing. It looks 20-30 years old and they need a lot of work. Our intention is to pull the glass out and replace them with the same rhythm with these E.I.F.S. and fiber cement board panels. What the fiber cement board panels are like a wood look with a wood grain. It is a product called Nichiha if you guys are familiar with it. It is really nice. It looks like a wooden board with wood grain and it really looks nice. It is not a smooth boring product. It is really an upscale woodgrain product. That is the grey and that is the grey on the ends too on those large columns on the corners. Those are the same materials. It really dresses up the building. In the middle with the glass lobby area. We are removing the glazing and glass that is there now and replacing it with it a new more modern storefront. See the grey band in the middle between the floors is the same wood product or fiber cement with wood grain product to sort of modernize the building and upgrade it. Those doors that you see there are not operating doors. We generally don't like to have operating doors in front of glass like that. You will have customers loading or unloading. Those look like they are operating doors, but they are not operating doors. It is really just so when folks drive by, they know what the building is and they see that there is storage there and what is inside. It is particularly important if you are

changing the use of an existing building that people are used to seeing that they now it is something new. That is what is going on there. Thank you for that. On the right we will have the office. It might be easier if you switch back to colored site plan. Yeah, thank you. That square at the top right is an existing sort of lobby. It is sort of small, but it is kind of works well for an office. You see that there is a line through the middle of it kind of at an angle. That is actually an overhanged roof that we are going to infill with new storefront. We are going to kind of complete the square there and that will be our leasing office. That is where our customers will come to. All of the loading and unloading to the building occurs at the rear on the north side of the building, so all of that happens behind the building. It won't be visible from the street and the customers are sort of protected from traffic and visibility which makes folks feel better when you are back there loading and unloading. The sort of pin areas you see the lower part is the roof for the elevator and lobby you walk in to. The one with the pin on it is actually a roof. That covers the loading area underneath. We will have lighting and heat there so that when you drive in there you can load with a little bit of heat and underneath a roof. On the top side you see a little band with yellow and pin and yellow and pin. That is a landscaping strip. We want to make sure that it looks nice up there and that it isn't just hardscape materials. The hardscape materials, you know like concrete and asphalt. That is a landscape strip to soften that up a little bit. I think that kind of basically explains the building. One more thing that I know we spoke about at the last meeting the traffic here is generally consumers with their SUVs and trucks. That type of thing. We don't get very many 1-wheelers. It's kind of a pain. It would be nice if we did. That is certainly a lot of storage units if someone comes with an 1-wheeler. They do from time to time, but it is not very often. So, generally that is how it is set up for those customers, residential customers. Hopefully I answered all of your questions. I am happy to answer any other questions if there is anything I left out.

Mr. Wilshaw: That was a great presentation Mr. Linscott. We appreciate that. Is there any questions from any of the Planning Commissioners

Ms. Smiley: I was wondering what kind of stuff is stored and what precautions you take so that there is not hazardous materials or weapons or explosives or anything like that

Mr. Linscott: That is a good question, Ms. Smiley. It is definitely something you have to be careful of in the industry. It is basically our leases prohibit anything dangerous or flammable and our manager, when a customer signs a lease, goes over that with the tenant. You can't store anything that could be you can't store anything with any kind of flammable material in it like gasoline or anything like that. You also can't store certain items like tires. They aren't necessarily flammable, those are just items we don't want people storing in the facility. The manager goes through that with every customer. Basically, what we do is the manager keeps an eye on the property. We will have two employees here that work everyday during business hours. They are pretty aware of what is going on and what is going in and out of the property. The managers do daily site walk constantly. They are walking the property to observe and see what is going on. Are people moving, talking to the customers, we will bring waters out to people. You just sort of create a relationship and see what people are doing. The facility has cameras at every entrance and exit, inside and outside. Customers are aware that we know what is going in and out of the property. If they aren't, then we really don't want them to be leasing. It is a secure facility. Every entrance has a keypad. The only way to get in is to have your own pin number that you would enter into the keypad. We know who is coming and going. There is lighting and security at every entrance inside the facility. That is how we approach it.

Ms. Smiley: Okay, thank you.

Mr. Wilshaw: Any other questions for our petitioner

Mr. Bongero: A couple questions. On the elevation you show a mix of brick, E.I.F.S., and cement fiber. Some of the E.I.F.S. extends down to the grade. In the northern states we have found through the years that it doesn't fair very well. Would you consider putting cement fiber at grade level

Mr. Linscott: Thank you. That is a great question. I don't know if it shows it really well, but the E.I.F.S. won't touch the ground. Where it would, it would be concrete or any kind of we actually just talked to our architect about it. It won't touch the ground in any situation. It will either be concrete, or we may extend the brick to make it a sort of brick. I don't want to say water table because it wouldn't be very high but use the same kind of brick color. There are a couple ways we could accomplish that.

UNAPPROVED MINUTES

1

Agreed and none of the E.I.F.S. will be touching the earth material.

Mr. Bongero: Than you. Then I thought it came up last wee , we threw it out there about using spandrel glass.

Mr. Linscott: Right. We have done that before, and it makes sense. When we have a lot of it like this, we haven't liked the way it turned out. It generally looks like the building sort of has a blank stare about it. There is nothing going on and it always dark. It must look closed. We have worked on different ways to do it and we liked this look where we create an element that creates the same repeating pattern of the windows and it must. I am trying to think if any of these have that same example. It looks nice. It has different materials and creates that same pattern, but this one this is an example. If you could go back to that one if possible. Than you. In this one you can see on the right that's the office. So, we had glass at the office and in this one glass in the middle when you walk in and on the left we have the same sort of repeating patterns. We approached this one a little bit differently. It has a nice look to it and it looks kind of warmer than just some black glass that looks like the lights are off all the time and is closed, which is how we have experienced it in the past.

Mr. Bongero: I understand, okay. Than you. That answers my question.

Mr. Wilshaw: Than you, Mr. Bongero. Any other commissioners with questions for our petitioner. I don't see any other questions. Mr. Linscott, just one question. Is the facility going to be open 24 hours a day for customers or will they only be able to access their units when staff is there

Mr. Linscott: So, it is not open 24/. Customers can access it without staff being there. Generally, we are open 6:00 a.m. to 10:00 p.m., meaning your keypad will work between 6:00 a.m. to 10:00 p.m. If you come to the facility after 10:00 p.m. it must won't allow you access. Just over the years we have discovered that people don't need access to their units at 2:00 a.m.

Mr. Wilshaw: That makes sense. Nothing good happens after 11, right

Mr. Linscott: That's right. The store hours where the managers are there are general business hours, so 6 to 6 type of hours.

Mr. Wilshaw: Oay, than you. Any other uestions from any of our commissioners for the petitioner Is there anybody in the audience that wishes to spea for or against this item If so, you can clic raise hand and we will recogni e you to spea . Seeing no one I will close the public hearing and as for a motion.

On a motion by Smiley, seconded by Ventura, and unanimously adopted, it was

#02-03-2021 **RESOLVED**, That pursuant to a Public Hearing having been held by the City Planning Commission on February 2 , 2021, on Petition 2021-01-02-01 submitted by Stein Investment Company, L.L.C. re uesting waiver use approval pursuant to Section 11.0 (x) of the City of Livonia Zoning Ordinance 54 , as amended, to develop and operate a climate-controlled, indoor self-storage facility at 1100 Plymouth Road, located on the north side of Plymouth Road between Sears Drive and Merriman Road in the Southwest of Section 26, the Planning Commission does hereby recommend to the City Council that Petition 2021-01-02-01 be approved with the following conditions:

1. That the Site Plan identified as C- .0 prepared by PEA roup, as received by the Planning Department on January 25, 2021, is hereby approved and shall be adhered to.
2. That the Landscape Plan identified as L-1.0 prepared by PEA roup, as received by the Planning Department on January 25, 2021, is hereby approved and shall be adhered to.
- . That all disturbed lawn areas, including road rights-of-way, shall be sodded in lieu of hydroseeding.
4. That underground sprin lers are to be provided for all landscaped and sodded areas and all planted materials shall be installed to the satisfaction of the Inspection Department and thereafter permanently maintained in a healthy condition.
5. That the Exterior Elevation Plans identified as A2.1 and A2.2 prepared by Kevin J. Maher AIA, both dated January 12, 2021, are hereby approved and shall be adhered to, except for the fact that on the lower portions of the exterior of the

building, all EIFS material shall be replaced with either masonry (brick) or cement fiber panels.

6. That all rooftop mechanical equipment shall be concealed from public view on all sides by screening that shall be of a compatible character, material, and color to other exterior materials on the building.
7. That this site shall meet either the City of Livonia or the Wayne County Storm Water Management Ordinance, whichever applies, and shall secure any required permits, including soil erosion and sedimentation control permits.
8. The use of the self-storage facility shall be limited to the storage of personal and business items only, and no unit designed or intended for storage purposes shall be used for operating a business or recreational activity including, but not limited to, repairs, manufacturing, assembly, personal service, hobby, retail or office.
9. Outdoor storage of vehicles or equipment, including work trailers and trucks, is strictly prohibited.
10. That there shall be no outdoor storage of disabled or inoperative equipment and vehicles, scrap material, debris, or other similar items.
11. That the hours of operation for the indoor climate-controlled self-storage facility shall be limited to 6:00 a.m. to 10:00 p.m., as proposed by the applicant, subject to City Council approval of a modification of special requirement 11.0 (x)(6) to extend the operating hours from 9:00 p.m. to 10:00 p.m.
12. The entire building and property shall have a camera security system in place and key code access.
13. That any additional pole-mounted light fixtures shall not exceed twenty feet (20') in height, and all light fixtures, including building-mounted and wall-pack units, shall be aimed and shielded to minimize stray light trespassing across property lines and glaring into adjacent roadways.
14. That any facilities for the outdoor storage of refuse shall be screened by means of an enclosure constructed of

masonry walls. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass. The trash dumpster area shall always be maintained and when not in use closed.

15. That only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.

16. No window signs shall be allowed.

1 . That no LED lightband or exposed neon shall be permitted on this site including, but not limited to, the building or around the windows.

1 . That unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.

19. That the specific plans referenced in this approving resolution shall be submitted to the Inspection Department at the time the building permits are applied for; and

20. Pursuant to Section 19.10 of Ordinance 54 , the Zoning Ordinance of the City of Livonia, this approval is valid for a period of one year only from the date of approval by City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

FURTHER RESOLVED, That notice of the above hearing was given in accordance with the provisions of Section 19.05 of Zoning Ordinance 54 , as amended.

Mr. Wilshaw: Is there any discussion

Mr. Wilshaw, Chairman, declared the motion is carried and the foregoing resolution adopted. It will go on to City Council with an approving resolution.