



REGULAR MEETING OF THE COUNCIL

February 11, 2025

AGENDA

1. ROLL CALL
2. INVOCATION BY Pastor Suzanne Todd of Dearborn First United Methodist Church.
3. PLEDGE OF ALLEGIANCE
4. RESOLUTION BY COUNCILMAN HAMMOUD IN NEED OF SUPPORT –
Recognizing Coach Found Zaban for his 18-years as head Coach of the Fordson High School football team and requesting immediate effect.
5. PUBLIC COMMENT
6. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving all items on the Consent Agenda and requesting immediate effect.

CONSENT AGENDA

7. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND PARIS – Awarding a contract to Key Construction Company in the amount of \$1,102,851, with a 5% contingency in the amount of \$52,516 for Comfort Station Renovation at Camp Dearborn; also authorizing the Finance Director to recognize and appropriate funds in the amount of \$187,000 from the Capital Improvement fund, Project I20923, to the Facilities Fund , Project I21125 as revenue, and to recognize the revenue for expenditures in the Facility Fund and requesting immediate effect.

8. RESOLUTION BY COUNCILMEMBERS ENOS AND HAMMOUD – Awarding a three-year contract to GFL Environmental Services in the annual amount of \$27,231 for Trash Collection, Disposal, and Recycling Services at Camp Dearborn and requesting immediate effect.
9. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Awarding a contract to Environmental Systems Research, Inc. in the amount of \$186,000 for three-years of Annual Maintenance for Geographic Information System Software, resulting in a new expiration date of March 30, 2028 and requesting immediate effect.
10. RESOLUTION BY COUNCILMEMBERS ABRAHAM AND ENOS – Awarding a sole source contract to Ajax Paving Industries in the amount of \$76,160 for the purchase of High-Performance Cold Patch and requesting immediate effect.
11. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Designating The Arab American News as the Official Publication of Official City Notices as required by Section 7.10 of the City Charter and requesting immediate effect.
12. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND PARIS – Amending the Land Sales Guidelines by extending the required time to commence construction on properties sold for new construction from the current 18-months to 24-months, with no extensions beyond 24-months being permitted and requesting immediate effect.

END OF CONSENT AGENDA

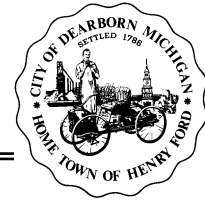
13. RESOLUTION BY COUNCILMEMBERS ENOS AND PARIS – Approving the minutes of the previous special closed meeting of January 21, 2025.
14. RESOLUTION BY COUNCILMEMBERS PARIS AND HAMMOUD – Approving the minutes of the previous regular meeting of January 28, 2025.

15. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ENOS – Granting the request of the “Canteen at Midtown”, to conduct the “Ramadan Village” special event in their parking lot located at 720 Town Center Dr. on Fridays and Saturdays beginning March 7 through March 30, 2025 from 10:00 p.m. to 3:00 a.m., and to utilize Sundays as a makeup day in the event of cancellations due to weather or unforeseen circumstances; also authorizing temporary food truck hours during Ramadan season from 11:00 a.m. to 1:00 a.m. Monday through Friday and from 11:00 a.m. to 3:00 a.m. from Friday through Sunday; additionally authorizing the installation of a temporary fence and two heated outdoor holiday tents, subject to certain stipulations and requesting immediate effect.

16. RESOLUTION BY COUNCILMEMBERS HAMMOUD AND ABRAHAM – Authorizing a Noise Ordinance Waiver for upcoming 2025 MDOT (Michigan Department of Transportation) projects along Highway US-12 (Michigan Ave.) from Firestone St. to I-94; also authorizing MDOT contractors to work during night time hours to minimize disruption to local businesses during peak hours, and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS

OFFICE OF THE 34TH CITY COUNCIL



IMMEDIATE EFFECT

To: City Clerk
From: City Council
Date: January 29, 2025
Subject: Council Acknowledgment/Coach Fouad Zaban

The 34th City Council wishes to recognize Coach Found Zaban for his 18 years as head coach of the Fordson High School football team, with a Council Citation supported unanimously.

A handwritten signature in black ink, appearing to read "Michael T. Sareini", is written over a faint circular stamp.

Michael T. Sareini
Council President



REQUEST: Authorization for the Canteen at Midtown to host the “Ramadan Village” special event as presented by the applicant at 720 Town Center Dr on Fridays and Saturdays (and to be allowed to utilize Sundays as makeup days if any event dates are cancelled due to weather, etc.) from 3-7-25 through 3-30-25 from 10pm to 3am.

DEPARTMENT: Economic Development

BRIEF DESCRIPTION:

- The Canteen at Midtown at 720 Town Center is currently operating under a temporary land use approval which allows food trucks on the property.
- The business is requesting approval for a temporary special event to be held on Fridays, and Saturdays throughout the Ramadan season starting on 3-7-25 through 3-30-25. Sundays are also being requested to be able to be utilized as makeup days for any event dates that are cancelled due to inclement weather or other unforeseen circumstances.
- The event will be scheduled from 10pm-3am.

PRIOR COUNCIL ACTION:

City Council granted a temporary use of land approval to permit food trucks to operate on this property for up to a year (CR #7-373-24). Council amended the temporary land use further to allow placement of a holiday tent on November 19th, 2024 (CR #11-562-24). City Council has also previously approved various other events held by the same company, including the Suhoor Festival and similar events.

BACKGROUND:

Business owners of the “Canteen at Midtown”, located at 720 Town Center Dr, are requesting authorization to hold a special event titled “Ramadan Village” The event will be held on Fridays and Saturdays during the Ramadan season with Sundays are also being requested to be able to be utilized as makeup days for any event dates that are cancelled due to inclement weather or other unforeseen circumstances. starting on 3-7-25 until 3-30-25 in the parking lot of Canteen at Midtown.

This request includes installing a temporary fence, two heated outdoor holiday tents, and all other required facilities to maintain and eliminate any impact to the surrounding areas. They are requesting to use these tents from March 7th, 2025 through March 30th, 2025.

In prior years, the same event organizer held a larger event known as the Suhoor Festival, also held during Ramadan. This year’s event, Ramadan Village, will be a smaller-scale version. The event plans have been submitted to the Police, Fire, and the Building Division of the Economic Development Department and are deemed approvable under the building code. The event considerations are as follows:

- The applicant shall follow all requirements of the permitting process and applicable inspections prior to, during and after the event.
- Electrical and utility connections shall be approved by the Building Official.
- The City may require a performance bond to assure proper cleanup.
- The on-site police detail will be paid for separately by the building owner.
- The event organizer will provide adequate facilities to minimize the impact on city services and surrounding areas, ensuring a well-managed and successful event.



EXECUTIVE SUMMARY AND MEMORANDUM

- The subject property is not delinquent on any taxes or municipal bills.
- The previous City Council approval limited the hours of operation for food trucks as follows:
 - Sunday to Thursday: 11 AM - 11 PM, Friday and Saturday: 11 AM - 1 AM
- In addition to hours related to the festival, the Canteen team is also requesting temporary hours during Ramadan season for food trucks as follows:
 - Monday to Thursday: 11am-1am, Friday to Sunday : 11am-3am

FISCAL IMPACT:

N/A

COMMUNITY IMPACT:

The event is expected to foster community engagement and attract visitors from surrounding areas, boosting local businesses and providing cultural enrichment for the holiday season.

IMPLEMENTATION TIMELINE:

2-24-25 through 4-3-25 (this timeline includes a two week setup for tents, lighting, climate controls and inspections and teardown time of one week outside the scheduled event days).

COMPLIANCE/PERFORMANCE METRICS:

The subject property is not delinquent on any taxes or municipal bills and is in good standing with all city compliances



TO: City Council

FROM: Economic Development

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Temporary Use of Land: 720 Town Center

DATE: February 25, 2025 (February 20, 2025 COW)

Summary of Request

Business owners of the "Canteen at Midtown", located at 720 Town Center Dr, are requesting authorization to hold a special event titled "Ramadan Village" The event will be held on Thursdays, Fridays, and Saturdays during the Ramadan season starting on 3-7-25 until 3-30-25 in the parking lot of the Canteen at Midtown. Sundays are also being requested to be able to be utilized as makeup days for any event dates that are cancelled due to inclement weather or other unforeseen circumstances.

This request includes installing a temporary fence, two heated outdoor holiday tents, and all other required facilities to maintain and eliminate any impact to the surrounding areas. They are requesting to use these tents from March 7th, 2025 through March 30th, 2025.

Background Information

- The Plans for the event have been reviewed by Police, Fire, Department of Public Works and Building departments. The plans are approvable under the building code and Canteen ownership is providing adequate facilities to eliminate any impacts on surrounding areas for this event.
- No impact to traffic in this area.

Additional Considerations are as follows:

- The applicant shall follow all requirements of the permitting process and applicable inspections prior to, during and after the event.
 - Electrical and utility connections shall be approved by the building official.
 - The City may require a performance bond to assure proper cleanup.
 - Police detail on site for event paid for separately by owner
-
- The subject property is not delinquent on any taxes or municipal bills.
 - The previous approval from City Council limited the hours of operation for the food trucks as follows: Sunday to Thursday: 11 AM - 11 PM and Friday and Saturday: 11 AM - 1 AM
 - The request from the Canteen team is asking foTemporary hours during Ramadan season for food trucks as follows:Monday to Thursday: 11 AM-1 AM and Friday to Sunday : 11 AM-3 AM



**ECONOMIC
DEVELOPMENT**

**EXECUTIVE SUMMARY AND
MEMORANDUM**

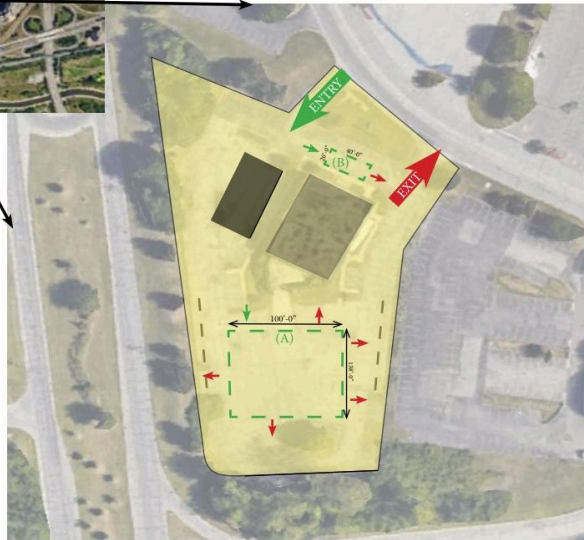
PROPOSED LAYOUT

THE RAMADAN VILLAGE 2025



The Ramadan Village is a vibrant, inclusive event designed to celebrate the spirit of Ramadan while welcoming the broader community to experience its beauty and values. Held in March 2025 at Canteen 720 Town Center in Dearborn, this event will provide a unique cultural and social experience that honors the Muslim community and fosters connections among people of all ethnicities and backgrounds.

The event will feature a thoughtfully designed layout to create a safe, joyful, and seamless experience for visitors of all ages



SITE LAYOUT PLAN/ LOCATION

LOCATION: THE CANTEN AT MIDDTOWN
720 Town Center Dr, Dearborn, MI 48126

DATES: MARCH 7-30, 2025

TIME: 10:30PM - 3:00AM

EVENT COORDINATOR: HASSAN CHAMI

TOTAL AREA: =162,382 SF

TENT (A) AREA: 13,800 SF

TENT (B) AREA: 800 SF

See p.2 For Details

TENT (A) MAX OCCUPANCY LOAD: 1971 - See p.2

TENT (B) MAX OCCUPANCY LOAD: 114 - See p.2

OUTDOOR AREA: =110,000 SF

OUTDOOR MAXIMUM OCCUPANCY LOAD:

To Be Determined By The Municipality Code.

PORTABLE BATHROOMS: Total of 20- 4' Each

GENERATORS: Total of 4 TBD

HEATERS: 18 WHITE

250000/170000 BTU- PROPANE HEATERS

See P.2 for Details

FOOD TRUCKS: Total of 14 Trucks

Variable size 7'x12' / 10'X26' EACH

TENT (A) EMERGENCY EXITS: TOTAL OF 6

TENT (B) EMERGENCY EXITS: TOTAL OF 2

FENCE, WIRE MECH FENCE 8'X12'

FENCE EMERGENCY EXITS: TOTAL OF 7



AKS

AKS ARCHITECTURE

30860 HICKORY LAKE,
FRANKLIN, MI 48025
586-864-6857
AKS@AKSARCH.COM

CLIENT

HASSAN CHAMI

24706 MICHIGAN AVE,
DEARBORN, MI 48124
313-515-6422

hassan@hassancontractor.com

PROJECT

THE RAMADAN VILLAGE
2025
720 TOWN CENTER DR,
DEARBORN, MI 48126

CONTRACTOR

TBD

DRAWN BY

AYAT SLEIMAN

ISSUE DATE:

01-11-2025

RE-ISSUE:

DESCRIPTION

SITE PLAN

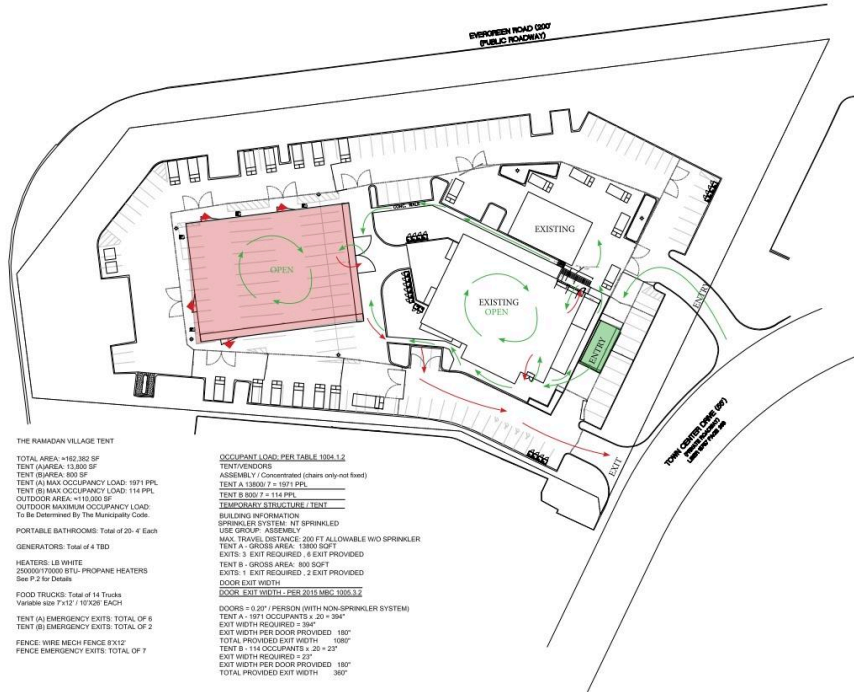
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ECONOMIC DEVELOPMENT

EXECUTIVE SUMMARY AND MEMORANDUM

THE RAMADAN VILLAGE 2025



THE RAMADAN VILLAGE TENT
 TOTAL AREA = 162,382 SF
 TENT (A) AREA: 13,800 SF
 TENT (B) AREA: 800 SF
 TENT (A) MAX OCCUPANCY LOAD: 1971 PPL
 TENT (B) MAX OCCUPANCY LOAD: 114 PPL
 OUTDOOR AREA = 110,000 SF
 OUTDOOR MAXIMUM OCCUPANCY LOAD: To Be Determined By The Municipality Code.

PORTABLE BATHROOMS: Total of 20 - 4' Each
GENERATORS: Total of 4 TBD
HEATERS: LB WHITE
 250000/170000 BTU - PROPANE HEATERS
 See P.2 For Details
FOOD TRUCKS: Total of 14 Trucks
 Variable size 7'x12' / 10'X26' EACH

TENT (A) EMERGENCY EXITS: TOTAL OF 6
TENT (B) EMERGENCY EXITS: TOTAL OF 2

FENCE: WIRE MECH FENCE 8'X12'
FENCE EMERGENCY EXITS: TOTAL OF 7

CIRCULATION - ENTRY / EXIT

OCCUPANT LOAD PER TABLE 1004.1.2
 TENT/VENDORS
 ASSEMBLY / Concentrated (chairs only not fixed)
 TENT A 13800 SF = 1971 PPL
 TENT B 800 SF = 114 PPL

TEMPORARY STRUCTURE - TENT
BUILDING INFORMATION
 SPRINKLER SYSTEM: NF SPRINKLED
 USE GROUP: ASSEMBLY
 MAX. TRAVEL DISTANCE: 200 FT ALLOWABLE W/O SPRINKLER
 TENT A - GROSS AREA: 13800 SQFT
 EXITS: 3 EXIT REQUIRED, 4 EXIT PROVIDED
 TENT B - GROSS AREA: 800 SQFT
 EXITS: 1 EXIT REQUIRED, 2 EXIT PROVIDED
DOOR EXIT WIDTH: PER 2011 IBC 1009.3.2
DOORS: 0.20' PERSON (WITH NON-SPRINKLER SYSTEM)
 TENT A - 1971 OCCUPANTS x .20' = 394'
 EXIT WIDTH REQUIRED = 394'
 EXIT WIDTH PER DOOR PROVIDED = 180'
 TOTAL PROVIDED EXIT WIDTH = 180'
 TENT B - 114 OCCUPANTS x .20' = 23'
 EXIT WIDTH REQUIRED = 23'
 EXIT WIDTH PER DOOR PROVIDED = 180'
 TOTAL PROVIDED EXIT WIDTH = 360'

SITE LAYOUT PLAN/LAYOUT

LOCATION: THE CANTEN AT MIDTOWN
 720 Town Center Dr, Dearborn, MI 48126

DATES: MARCH 7-30, 2025

TIME: 10:30PM - 3:00AM

EVENT COORDINATOR: HASSAN CHAMI

TOTAL AREA: = 162,382 SF
 TENT (A) AREA: 13,800 SF
 TENT (B) AREA: 800 SF
 See p.2 For Details
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 TENT (B) MAX OCCUPANCY LOAD: 114
 OUTDOOR AREA = 110,000 SF
OUTDOOR MAXIMUM OCCUPANCY LOAD:
 To Be Determined By The Municipality Code.

PORTABLE BATHROOMS: Total of 20 - 4' Each

GENERATORS: Total of 4 TBD

HEATERS: LB WHITE
 250000/170000 BTU - PROPANE HEATERS
 See P.2 For Details

FOOD TRUCKS: Total of 14 Trucks
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FENCE: WIRE MECH FENCE 8'X12'
FENCE EMERGENCY EXITS: TOTAL OF 7

CIRCULATION - ENTRY / EXIT

AKS

AKS ARCHITECTURE

30860 HICKORY LANE,
 FRANKLIN, MI 48025
 586-964-6837
 AYAT@AKSARCH.COM

CLIENT

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 DEARBORN, MI 48124
 313-515-6422

PROJECT

THE RAMADAN VILLAGE
 2025
 720 TOWN CENTER DR,
 DEARBORN, MI 48126

CONTRACTOR

TBD

DRAWN BY

AYAT SLEIMAN

ISSUE DATE:

01-11-2025

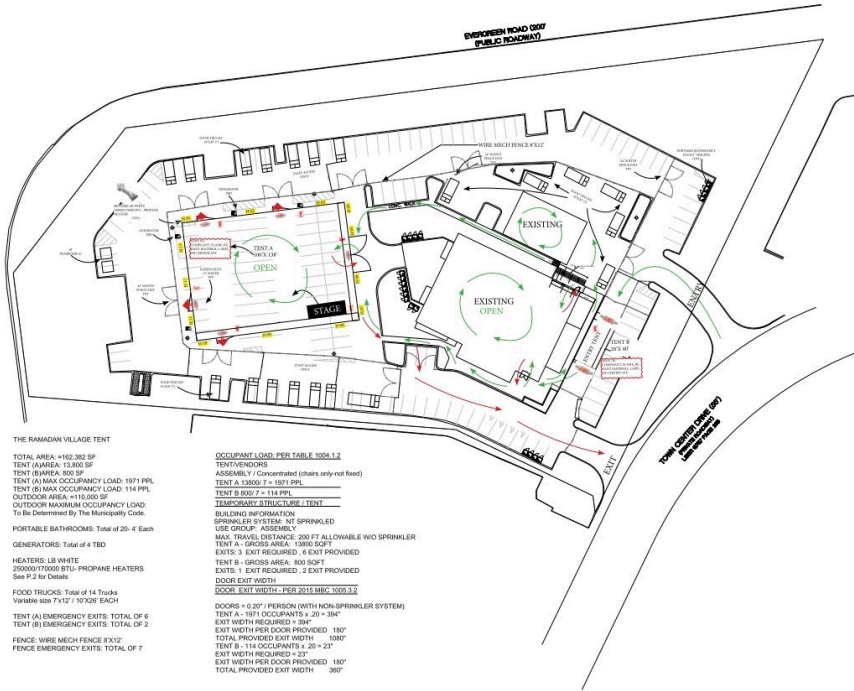
RE-ISSUE:

DESCRIPTION

SITE PLAN LAYOUT

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THE RAMADAN VILLAGE 2025



THE RAMADAN VILLAGE TENT
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 TENT (B) MAX OCCUPANCY LOAD: 114 PPL
 OUTDOOR AREA = 110,000 SF
 OUTDOOR MAXIMUM OCCUPANCY LOAD: To Be Determined By The Municipality Code.

PORTABLE BATHROOMS: Total of 20 - 4' Each
GENERATORS: Total of 4 TBD
HEATERS: LB WHITE
 250000/170000 BTU - PROPANE HEATERS
 See P.2 For Details
FOOD TRUCKS: Total of 14 Trucks
 Variable size 7'x12' / 10'X26' EACH

TENT (A) EMERGENCY EXITS: TOTAL OF 6
TENT (B) EMERGENCY EXITS: TOTAL OF 2

FENCE: WIRE MECH FENCE 8'X12'
FENCE EMERGENCY EXITS: TOTAL OF 7

CIRCULATION - ENTRY / EXIT

OCCUPANT LOAD PER TABLE 1004.1.2
 TENT/VENDORS
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 EXIT WIDTH PER DOOR PROVIDED = 180'
 TOTAL PROVIDED EXIT WIDTH = 180'
 TENT B - 114 OCCUPANTS x .20' = 23'
 EXIT WIDTH REQUIRED = 23'
 EXIT WIDTH PER DOOR PROVIDED = 180'
 TOTAL PROVIDED EXIT WIDTH = 360'

TENT FLOOR DIAGRAM

LOCATION: THE CANTEN AT MIDTOWN
 720 Town Center Dr, Dearborn, MI 48126

DATES: MARCH 7-30, 2025

TIME: 10:30PM - 3:00AM

EVENT COORDINATOR: HASSAN CHAMI

TOTAL AREA: = 162,382 SF
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 See p.2 For Details
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 TENT (B) MAX OCCUPANCY LOAD: 114
 OUTDOOR AREA = 110,000 SF
OUTDOOR MAXIMUM OCCUPANCY LOAD:
 To Be Determined By The Municipality Code.

PORTABLE BATHROOMS: Total of 20 - 4' Each

GENERATORS: Total of 4 TBD

HEATERS: LB WHITE
 250000/170000 BTU - PROPANE HEATERS

FOOD TRUCKS: Total of 14 Trucks
 Variable size 7'x12' / 10'X26' EACH

TENT (A) EMERGENCY EXITS: TOTAL OF 6
TENT (B) EMERGENCY EXITS: TOTAL OF 2

FENCE: WIRE MECH FENCE 8'X12'
FENCE EMERGENCY EXITS: TOTAL OF 7

CIRCULATION - ENTRY / EXIT

AKS

AKS ARCHITECTURE

30860 HICKORY LANE,
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 586-964-6837
 AYAT@AKSARCH.COM

CLIENT

HASSAN CHAMI
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 DEARBORN, MI 48124
 313-515-6422

PROJECT

THE RAMADAN VILLAGE
 2025
 720 TOWN CENTER DR,
 DEARBORN, MI 48126

CONTRACTOR

TBD

DRAWN BY

AYAT SLEIMAN

ISSUE DATE:

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RE-ISSUE:

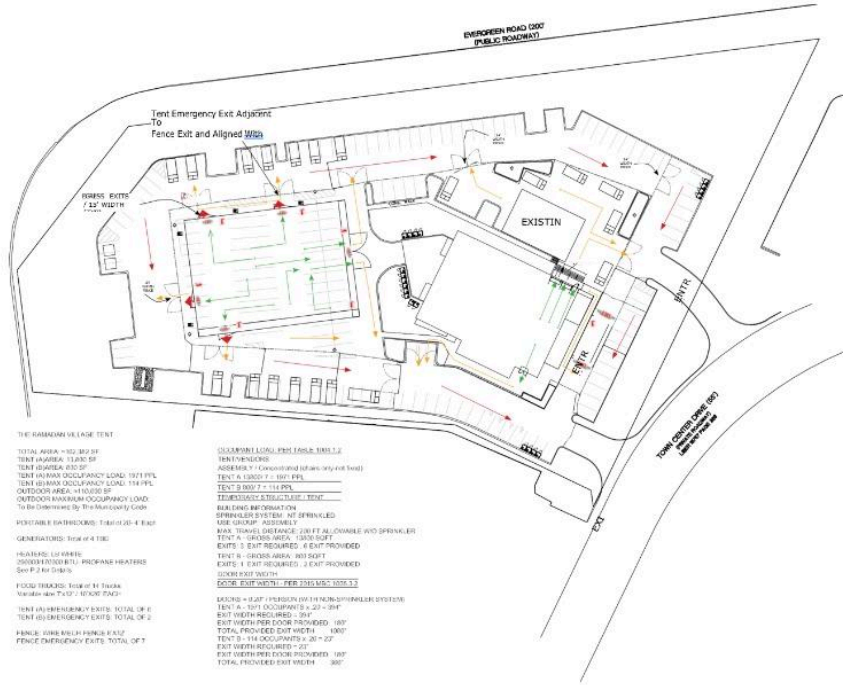
DESCRIPTION

TENT FLOOR
 DIAGRAM

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THE RAMADAN VILLAGE 2025



THE RAMADAN VILLAGE TENT

TOTAL AREA = 162,382 SF
 TENT (A) AREA = 13,800 SF
 TENT (B) AREA = 800 SF
 TENT (A) MAX OCCUPANCY LOAD = 1971 PPL
 TENT (B) MAX OCCUPANCY LOAD = 114 PPL
 OUTDOOR MAXIMUM OCCUPANCY LOAD = TO BE DETERMINED BY THE MUNICIPALITY

PORTABLE BATHROOMS: 14 EACH
 GENERATORS: 104 OF 4 TONS
 HEATERS: 104 WARE
 2000W INVERTER, PROPANE HEATERS
 500 PPL EACH

FOOD TRUCKS: 14 EACH
 VARIABLE SIZE 7' X 12' - 10' X 26'

TENT (A) EMERGENCY EXITS: TOTAL OF 6
 TENT (B) EMERGENCY EXITS: TOTAL OF 2

FENCE: WIRE MECH FENCE 8' X 12'
 FENCE EMERGENCY EXITS: TOTAL OF 7

20' MINIMUM FIRE TRUCK CLEARANCE
 TENT EXIT PATH
 OUTDOOR FENCE EXIT PATH

LEGEND:

1. TENT (A) - 13,800 SF
 2. TENT (B) - 800 SF
 3. OUTDOOR AREA - 114 PPL
 4. PORTABLE BATHROOMS - 14 EACH
 5. GENERATORS - 104 OF 4 TONS
 6. HEATERS - 104 WARE
 7. 2000W INVERTER, PROPANE HEATERS - 500 PPL EACH
 8. FOOD TRUCKS - 14 EACH
 9. VARIABLE SIZE 7' X 12' - 10' X 26'

EXISTING:

1. EXISTING BUILDING - 100,000 SF
 2. EXISTING OCCUPANCY LOAD - 114 PPL
 3. EXISTING EMERGENCY EXITS - 2
 4. EXISTING FENCE - 8' X 12'

EMERGENCY PLAN

LOCATION: THE CANTEEN AT MIDTOWN
 720 Town Center Dr, Dearborn, MI 48126

DATES: MARCH 7-30, 2025

TIME: 10:30PM - 3:00AM

EVENT COORDINATOR: HASSAN

CHAMI LOJAL AREA: ≈ 162,382 SF

TENT (A) AREA: 13,800 SF

TENT (B) AREA: 800 SF

See p.2 For Details

TENT (A) MAX OCCUPANCY LOAD:

1971 TENT (B) MAX OCCUPANCY

LOAD: 114 OUTDOOR AREA:

≈ 110,000 SF

OUTDOOR MAXIMUM OCCUPANCY LOAD:

To Be Determined By The Municipality

Code: PORTABLE BATHROOMS: Total of

20-4' Each

FOOD TRUCKS: Total of 14 Trucks

Variable size 7'x12' / 10'x26' EACH

TENT (A) EMERGENCY EXITS: TOTAL

OF 6 TENT (B) EMERGENCY EXITS:

TOTAL OF 2

FENCE: WIRE MECH FENCE 8'X12'

FENCE EMERGENCY EXITS: TOTAL

OF 7

20' MINIMUM FIRE TRUCK CLEARANCE

TENT EXIT PATH

OUTDOOR FENCE EXIT PATH

AKS

AKS ARCHITECTURE

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 313-515-6422

PROJECT

THE RAMADAN
 VILLAGE 2025
 720 Town Center
 Dr, Dearborn, MI
 48126

CONTRACTOR

TBD

DRAWN BY

AYAT SLEIMAN

ISSUE DATE:

01-11-2025

RE-ISSUE:

DESCRIPTION

EMERGENCY PLAN

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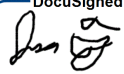
Signature Page

Prepared by:

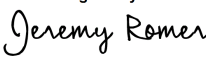
John Galvan

John Galvan
Assistant Building Official

Approved:

DocuSigned by:

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Jordan Twardy
Economic Development Director

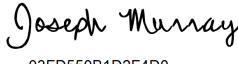
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Jeremy Romer
Corporation Counsel

DocuSigned by:

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Issa Shahin
Chief of Police

DocuSigned by:

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Joseph Murray
Fire Chief

DocuSigned by:

35BABC5BED3455...

Timothy Hawkins
Director of Public Works and Facilities

720 Town Center Drive - Aerial View



Legend

 Subject Property

Parcel Size:
3.73 acres

Zoning:
BC - General Business
District



Note: minor deviations may exist among aerial imagery and parcel lines



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

CITY CLERK, DEARBORN MI
2025 JAN 31 PM4:27

REQUEST:

Designate the Arab American News as the Official Publication of Official City Notices.

DEPARTMENT:

City Clerk's Office, in conjunction with Purchasing.

BRIEF DESCRIPTION:

First Renewal of contract for Publication of Official City Notices and Records will start September 11, 2026. The previously awarded contract was for a one-year initial term with two, one-year renewal options at mutually agreed upon pricing. This will be the first of two renewal options.

PRIOR COUNCIL ACTION:

Council Resolution 1-45-23 & 8-427-24

BACKGROUND:

As required by Section 7.10 of the City's Charter, shall designate a newspaper of general circulation in the City qualified to print legal notices under the laws of the State of Michigan as the official newspaper of the City. Press & Guide has served in that capacity since 2011. The City Council has designated The Arab American News as the Official Publication of Official City Notices as of 2024.

FISCAL IMPACT: N/A

COMMUNITY IMPACT:

The Arab American News is a free publication available at various locations throughout the City. Selecting the Arab American News as the City's official publication, supports a local business and increased accessibility as it is published in both English & Arabic.

IMPLEMENTATION TIMELINE:

Requesting immediate effect.

COMPLIANCE/PERFORMANCE METRICS: The City Clerk's Office will manage this contract.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Clerk's Office

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Designate the Arab American News as the Official Publication of Official City Notices.

DATE: January 27, 2025

Summary of Request

The City Clerk's Office, in conjunction with Purchasing, recommends the designation of **The Arab American News** for Official Publication of Official City Notices.

It is respectfully requested that Council authorize the designation of the Official Publication of Official City Notices, contingent upon satisfactory vendor performance. Immediate effect is requested in order to avoid gaps in service. Future funding is contingent upon adoption of the respective Fiscal Year budgets.

Background and Justification

As required by Section 7.10 of the City's Charter, shall designate a newspaper of general circulation in the City qualified to print legal notices under the laws of the State of Michigan as the official newspaper of the City. Press & Guide has served in that capacity since 2011. The City Council would like to designate The Arab American News as the Publication of Official City Notices.

Prepared By:

DocuSigned by:

 Mark Rozinsky, Purchasing Manager

Department Approval:

Signed by:

 George Darany, City Clerk

Budget Approval:

DocuSigned by:

 Michael Kennedy, Finance Director/ Treasurer

Corporation Counsel Approval:

DocuSigned by:

 Jeremy J. Romer, Corporation Counsel

By Abraham supported by Paris.

8-427-24. RESOLVED: That the bid from The Arab American News received for Publication of Official City Notices is hereby accepted in an annual amount not expected to exceed \$30,000, that the Mayor is hereby authorized to execute a formal contract upon the approval of the Department of Law; provided however, that all of the specifications and instructions in the bid have been fully complied with; be it further

RESOLVED: That this contract shall be valid for the term of one-year with two (2), one-year renewal options available, pending satisfactory vendor performance; be it further

RESOLVED: That this contract shall be financed from the General Fund, City Clerk, Publishing budget; be it further

RESOLVED: That this resolution be given immediate effect.

The resolution was unanimously adopted.

- This request is NOT to renew the first of two (2) one-year renewal options with The Arab American News but rather to designate The Arab American News as the Official Publication of Official City notices as annually required by Section 7.10 of the City of Dearborn Charter.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Purchase of Annual Maintenance Agreement for Geographic Information System Software (Enterprise Licensing Agreement – ELA)

DEPARTMENT: Innovation & Technology (IT), in conjunction with Purchasing

BRIEF DESCRIPTION: ArcGIS, ArcGIS Online, ArcGIS Enterprise, and ArcGIS Portal provide centralized management and integration of parcel, utility, and imagery data. The ArcGIS Suite delivers a platform for insightful analytics, rapid data collection, simplified sharing, and coordinated response for Public Service/Asset Management.

PRIOR COUNCIL ACTION: The original purchase of the software and maintenance was authorized by Council Resolution 10-680-09. Council Resolutions 1-17-19 and 02-125-22 have been authorized three-year maintenance agreements.

BACKGROUND: The City of Dearborn has been utilizing ArcGIS software to maintain its utility data since the early 2000's. "ArcGIS offers unique capabilities and flexible licensing for applying location-based analytics to your business practices. Gain greater insights using contextual tools to visualize and analyze your data. Collaborate and share via maps, apps, dashboards and reports (ESRI)."

FISCAL IMPACT:

- ENTERPRISE LICENSING AGREEMENT BUDGETED SINCE 2010
 - AN INCREASE OF \$7000.00 PER YEAR WITH THIS CONTRACT
-

COMMUNITY IMPACT:

- Accurate utility data
 - Platform for field data collection/inspection
 - Mapping of trends and evaluation of city services
-

IMPLEMENTATION TIMELINE: Maintenance agreement for use of current Geographic Information System. Current agreement expires on 3/30/2025. Upon approval, service will continue uninterrupted.

COMPLIANCE/PERFORMANCE METRICS:

Both Portal and Enterprise have built in dashboards to monitor use and compliance with industry standards.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: City Administration

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Purchase of Annual Maintenance Agreement for Geographic Information System Software

DATE: January 21, 2025

Budget Information

Adopted Budget:	\$77,500
Amended Budget:	\$77,500
Requested Amount:	\$186,000 (\$62,000 per year - Pending future years adopted Budget)
Funding Source:	Information Systems Fund, Technology and Innovation, Contractual Services, Other Services
Supplemental Budget:	N/A

Summary of Request

Purchasing, on behalf of the Technology and Innovation Department, recommends the purchase of annual maintenance for Geographic Information System software from Environmental Systems Research, Inc., which has provided this service for the City in the past. This will be a three-year maintenance agreement to expire 03/30/2028.

It is respectfully requested that Council authorize the purchase. The resulting purchase order shall not be binding until fully executed.

Background and Justification

Environmental Systems Research, Inc.'s small government enterprise agreement provides a lower cost per unit for licensed software and reduced administrative and procurement expenses. The original purchase of the software and maintenance was authorized by Council Resolution 10-680-09. Council Resolutions 3-131-16, 1-17-19 and 02-125-22 have been authorized three-year maintenance agreements.

ArcGIS, ArcGIS Online, ArcGIS Enterprise, and ArcGIS Portal provide centralized management and integration of parcel, utility, and imagery data. The ArcGIS Suite delivers a platform for insightful analytics, rapid data collection, simplified sharing, and coordinated response for Public Service/Asset Management.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Process

This procurement is in accordance with Section 2-568(b) (6) e, Continuity of Professional Services, of the Code of the City of Dearborn. Pricing was evaluated and determined to be reasonable based on a comparison with past purchases.

Prepared By:

DocuSigned by:
Mark Rozinsky
0177FFC149524C2

Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:
Mansour Sharha
022719A55C039D5

Mansour Sharha, IT Director

Budget Approval:

DocuSigned by:
Michael Kennedy
07781D1A21437F

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
07A575BA25E3460

Jeremy J. Romer, Corporation Counsel



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Approval to amend the Land Sales Guidelines by extending the requirement to commence construction from 18 months to 24 months. No extensions beyond 24 months would be allowed.

Immediate effect requested

DEPARTMENT: Law

BRIEF DESCRIPTION: In an effort to minimize the number of extension requests that are presented to Council for approval, it is recommended that the Land Sales Guidelines be amended by extending the requirement to commence construction from the current 18 months to 24 months. No extensions beyond the 24 months would be allowed.

PRIOR COUNCIL ACTION: The current Land Sales Guidelines were adopted under Council Resolution 11-642-22.

BACKGROUND: Purchasers of vacant City-owned lots are required to comply with the City's adopted Land Sales Guidelines, including the requirement that construction of a single-family dwelling commence within 18 months from the date of closing. In an effort to minimize the number of extension requests that are presented to Council for approval, it is recommended that the Land Sales Guidelines be amended by extending the requirement to commence construction from the current 18 months to 24 months. No other extensions would be allowed.

FISCAL IMPACT: N/A

COMMUNITY IMPACT: The completion of construction projects will serve a public purpose by revitalizing and stabilizing neighborhoods. Moreover, revision of the Guidelines would save Council time and resources that may be redirected to other pressing City matters, thereby resulting in increased efficiency.

IMPLEMENTATION TIMELINE: The amended Land Sales Guidelines would be effective upon adoption.

COMPLIANCE/PERFORMANCE METRICS: Law Department and Economic Development Department monitor compliance with the conditions pertaining to sales set forth in the Land Sales Guidelines.



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Corporation Counsel

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Requesting approval to amend the Land Sales Guidelines by extending the requirement to commence construction from 18 months to 24 months for properties sold for new construction

DATE: January 17, 2025

Summary of Request

Purchasers of vacant City-owned lots are required to comply with the City's adopted Land Sales Guidelines, including the requirement that construction of a single-family dwelling commence within 18 months from the date of closing. Construction is deemed to "commence" when the plans have been approved by the Economic Development Department, building permits have been issued, and excavation of the basement/foundation is started.

The Guidelines currently limit construction commencement extension requests to one (1) 6-month extension per land transaction for good cause, as determined and approved by Council.

In recent years, Purchasers have increasingly requested additional construction commencement extensions that are not permitted under the Guidelines. Upon being advised accordingly by the Legal Department, purchasers have recently sought to be added to the City Council agenda to request additional extensions on their own behalf.

In an effort to minimize the number of extension requests that are presented to Council for approval, it is recommended that the Land Sales Guidelines be amended by extending the requirement to commence construction from the current 18 months to 24 months. No other extensions would be allowed.

Thus, it is recommended that the attached proposed Land Sales Guidelines be adopted.

A resolution requesting immediate effect is attached.

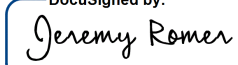
Respectfully submitted,

DocuSigned by:

C73061A00EB9490...

REBECCA A. SCHULTZ
Assistant Corporation Counsel

APPROVED:

DocuSigned by:

E7A573BA25E3460
JEREMY J. ROMER
Corporation Counsel



LAW

EXECUTIVE SUMMARY AND MEMORANDUM

RESOLUTION

WHEREAS: Purchasers of vacant City-owned lots are required to comply with the City's adopted Land Sales Guidelines, including the requirement that construction of a single-family dwelling commence within 18 months from the date of closing, and

WHEREAS: Construction is deemed to "commence" when the plans have been approved by the Economic Development Department, building permits have been issued, and excavation of the basement/foundation is started, and

WHEREAS: The Guidelines currently limit construction commencement extension requests to one (1) 6-month extension per land transaction for good cause, as determined and approved by Council, and

WHEREAS: In recent years, Purchasers have increasingly requested additional construction commencement extensions that are not permitted under the Guidelines. Upon being advised accordingly by the Legal Department, purchasers have recently sought to be added to the City Council agenda to request additional extensions on their own behalf, and

WHEREAS: In an effort to minimize the number of extension requests that are presented to Council for approval, it is recommended that the Land Sales Guidelines be amended by extending the requirement to commence construction from the current 18 months to 24 months. No other extensions would be allowed, therefore be it

RESOLVED: That the Land Sales Guidelines be amended by extending the requirement to commence construction from the current 18 months to 24 months. No other extensions will be allowed; be it further

RESOLVED: That this Resolution be given immediate effect.

**CITY OF DEARBORN
GUIDELINES FOR SALE OF CITY-OWNED PROPERTY**

Offer to Purchase

ONCE THE CITY HAS NOTIFIED YOU THAT YOU HAVE SUBMITTED THE WINNING BID, THE CITY WILL SEND YOU AN OFFER TO PURCHASE. THE OFFER TO PURCHASE MUST BE SIGNED AND RETURNED WITH THE REQUIRED DEPOSIT TO THE LAW DEPT. AT THE FOLLOWING ADDRESS WITHIN 30 DAYS:

City of Dearborn
Law Department
16901 Michigan Avenue, Ste. 14
Dearborn, MI 48126

If the Offer to Purchase and required bid deposit are not returned to the Law Dept. within 30 days from the date shown on the Offer to Purchase, the \$500 bid deposit shall be forfeited. The City shall offer the property to the next highest bidder or re-advertise the property for sale.

Bid Withdrawal

If you are the winning bidder and wish to withdraw your bid to purchase the property, you must notify the Law Dept. in writing. Your \$500 deposit shall be forfeited.

Closing

Once the executed Offer to Purchase is received by the Law Dept. with the required deposit, the sale of property will be presented to City Council, with a recommendation for approval. You will be notified if City Council approves the sale. If the sale is approved, the closing must occur within 90 days of the effective date of City Council resolution that approved the sale. To schedule a closing date, please call (313)943-2035.

Extension of Time to Close

One extension of time in which to close for no greater than 30 days may be approved. You must submit your request in writing to the Law Dept. at least 30 days prior to the closing deadline, explaining the reason for the extension request. A processing fee of \$250 must accompany the request, along with documentation to support the request. The Law Department shall administratively review the request within 14 days and consider the following factors:

- a. Does the applicant have good cause for the request?
- b. Has the applicant purchased property from the City in the past? If so, how has the applicant performed with previous transactions?
- c. Have any extensions been requested/granted in the past?

If the Law Department denies the request for an extension, you may present your request to City Council for reconsideration. You may be required to attend a City Council meeting to respond to questions regarding your request. It is your responsibility to call the Law Department to confirm the City Council meeting dates.

If the request for an extension of time to close is denied by City Council or if you fail to close within the required timeframe or any approved extension, then:

- a. The \$500 bid deposit shall be forfeited.
- b. The \$250 processing fee shall be forfeited.
- c. Offer to Purchase shall be voided.
- d. Council resolution approving sale of land shall be rescinded.
- e. The property shall be offered to the next highest bidder or re-advertised for sale.

Any request that is not submitted at least 30 days prior to the closing deadline shall not be considered and shall be treated as a denial.

Transfer or Assignment of Interest

The name that you insert on the Bid Proposal Form shall be the name shown as the "Purchaser" on all documentation pertaining to the sale, including the Offer to Purchase and deed. One request to transfer or assign an interest in the property may be approved per land transaction, only if the transfer is to another entity for which you have a demonstrated legal interest. You must submit your request in writing to the Law Dept., explaining the reason for the request. A processing fee of \$250 must accompany the request, along with documentation to support the request. The Law Dept. shall administratively review the request within 14 days and consider the following:

- a. Does the applicant have good cause for the request?
- b. Has the applicant purchased property from the City in the past? If so, how has the applicant performed with previous transactions?
- c. Have any transfers/assignments been requested/granted in the past?

If the request for a transfer or assignment is denied, the applicant may proceed to purchase the property in the name listed on the Bid Proposal Form only. If the transfer or assignment request is denied and the applicant does not wish to proceed in the name listed on the Bid Proposal Form, then:

- a. The \$500 bid deposit shall be forfeited.
- b. The \$250 processing fee shall be forfeited.
- c. The bid shall be voided,
- d. The property shall be offered to the next highest bidder or re-advertised for sale.

Any request for transfer or assignment after City Council has approved the sale shall not be considered and shall be treated as a denial.

Extension of Time to Submit Initial Plans

Initial plans for the construction of a single-family dwelling must be submitted to the Economic Development Department within 9 months from the date of closing. One extension of time in which to submit initial plans for no greater than 90 days may be approved per land transaction. You must submit your request in writing to the Law Dept. at least 30 days prior to the plan submittal deadline, explaining the reason for the extension request. A processing fee of \$250 must accompany the request, along with documentation to support the request. The Law Department shall administratively review the request within 14 days and consider the following factors:

- a. Does the applicant have good cause for the request?
- b. Has the applicant purchased property from the City before? If so, how has the applicant performed in the past?
- c. Have any extensions been requested/granted in the past?

If the Law Department denies the request for an extension, you may present your request to City Council for reconsideration. You may be required to attend a City Council meeting to answer questions regarding your request. It is your responsibility to call the Law Department to confirm the City Council meeting dates.

If the request for an extension of time in which to submit initial plans is denied, then:

- a. The \$500 bid deposit shall be forfeited.
- b. The \$250 processing fee shall be forfeited.
- c. Offer to Purchase shall be voided.
- d. Council resolution approving sale of land shall be rescinded.
- e. The property shall be offered to the next highest bidder or re-advertised for sale.

Any request that is not submitted at least 30 days prior to the initial plan submittal deadline shall not be considered and shall be treated as a denial.

Extension of Time in Which to Commence Construction

Construction of a single-family dwelling must commence within ~~18~~ 24 months from the date of closing. Construction shall be deemed "commenced" when:

- a. The plans have been approved by the Economic Development Department, and
- b. Building permits have been issued, and
- c. Excavation of the basement/foundation is started, and

You must complete construction before building permits expire.

No extensions will be allowed.

~~Requests for extensions must be submitted in writing to the Law Dept. no later than 45 days before the construction commencement deadline. A processing fee of \$500 must accompany the request, along with documentation to support the request. An extension fee of 1% of the original property sale price per month of requested extension must also accompany the request. City Council shall review the request and consider the following factors:~~

- ~~a. Does the applicant have good cause for the request?~~
- ~~b. Has the applicant purchased property from the City in the past? If so, how has the applicant performed in the past?~~
- ~~c. Have extensions been requested/granted in the past?~~

~~City Council may consider one 6-month extension per land transaction for good cause.~~

~~If the request for an extension of time to begin construction is denied, then:~~

- ~~a. The \$500 processing fee shall be forfeited.~~

- b. ~~The 1% monthly extension fee shall be returned.~~
- c. ~~The City shall repurchase the property for the original purchase price, less 10%, and less all costs associated with the transfer back to the City.~~
- d. ~~Purchaser shall set up a closing to convey the property back to the City within 30 days of the effective date of the Council resolution denying the request.~~

~~.Failure to request an extension 45 days prior to the construction commencement deadline shall be deemed a default of the terms of the Offer to Purchase and the City shall exercise its right to repurchase the property.~~

Failure to commence construction within 24 months from the date of closing shall be deemed a default of the terms of the Offer to Purchase and the City shall exercise its right to repurchase the property.

Right of Reverter

The sale shall be conditioned by a reversionary interest to the City of Dearborn that is recorded with the deed. If the City of Dearborn exercises its right to repurchase the property, it shall repurchase the property for the original sale price, less a processing fee equal to 10% of the original sale price, and less all costs associated with the transfer back to the City.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Award of contract for Comfort Station Renovations at Camp Dearborn

DEPARTMENT: Parks & Recreation Department, in conjunction with Purchasing

BRIEF DESCRIPTION: The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Key Construction Company, a Dearborn based business, which submitted the lowest responsive and responsible bid; to renovate Comfort Stations #1, 3, 4 and 5 at Camp Dearborn. Key is currently constructing new pool buildings at Summer Stephens, Lapeer and Ten Eyck Parks, and comfort stations at various comfort stations around the City.

PRIOR COUNCIL ACTION:

None

BACKGROUND:

The Camp Dearborn comfort stations are in need of improvements to provide campers with a better experience while at camp. Four comfort stations require plumbing repairs and fixtures, new lavatory partitions, improved shower areas, and new lighting. The comfort stations haven't seen significant improvements for over 15-20 years. New showers will have larger tile/single panels for fewer grout lines, and in some cases the shower heads will be raised to a reasonable height.

FISCAL IMPACT:

\$1,102,851 (\$1,050,335 bid price + \$52,516 5% Contingency)

COMMUNITY IMPACT:

The renovated Comfort Stations will make visits to Camp Dearborn more enjoyable for all visitors.

IMPLEMENTATION TIMELINE:

Work will begin as soon as permits are approved.

COMPLIANCE/PERFORMANCE METRICS:

The Parks & Recreation staff will confirm adherence to the terms and conditions of the contracted scope of work.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract to Key Construction for Comfort Station Renovations at Camp Dearborn
DATE: January 28, 2025

Budget Information

Projects:	I21125 Cmp Dbn Comfort Station MEDC
Total Approved Project Budget:	\$715,849
Available Project Budget:	\$710,210
Requested Amount:	\$1,102,851 (\$1,050,335 bid price + \$52,516 5% Contingency)
Funding Source:	Facilities Fund, Camp Dearborn General, Capital Project Support, A & E Services
Supplemental Budget:	\$187,000 I20923 – Camp Dearborn MEDC Grant \$205,641 I20925 – Camp Dearborn Master Plan Projects

Summary of Request

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to Key Construction Company, a Dearborn based business, which submitted the lowest responsive and responsible bid; to renovate Comfort Stations #1, 3, 4 and 5 at Camp Dearborn.

It is respectfully requested that City Council authorize the award. The resulting contracts shall not be binding until fully executed. It is also respectfully requested that the Finance Director be authorized to recognize and appropriate the \$187,000 from the Capital Improvement Fund, Project I20923, to the Facilities fund, Project I21125, as revenue, and to recognize this revenue for expenditures in the Facilities Fund. Immediate Effect Requested.

Background and Justification

The Camp Dearborn comfort stations are in need of improvements to provide campers with a better experience while at camp. Four comfort stations require plumbing repairs and fixtures, new lavatory partitions, improved shower areas, and new lighting. The comfort stations haven't seen significant improvements for over 15-20 years. New showers will have larger tile/single panels for fewer grout lines, and in some cases the shower heads will be raised to a reasonable height. The improvements to comfort stations have been discussed at several Camp Dearborn Advisory Committee meetings and Master Plan input sessions, and everyone agrees that these improvements are much needed and will positively impact the chances that guests return to camp.

Key Construction is a Dearborn based company, currently overseeing the construction of the three neighborhood pool bath houses, and also ready to break ground on the renovation of various comfort stations in the City. Recreation is satisfied with their work and recommends the contract be awarded for the comfort station renovation at Camp Dearborn.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

Purchasing solicited bids with process details as follows:

Process:	Invitation to Bid
Issue Date:	December 17, 2024
Deadline Date:	January 23, 2025
Vendors Solicited:	307
Solicitations Received:	69
Bids Received:	6

The bids were evaluated with the assistance of key staff from the Parks & Recreation Department and are shown in the following bid summary:

Camp Dearborn Comfort Station Renovation	Bid Price
Decima LLC	\$1,003,134
Heaney General Contracting	\$1,021,000
Key Construction	\$1,050,385
L.G.K. Building Inc ** Exceptions taken	\$1,339,150
In-Line Construction ** Exceptions taken	\$1,462,209
Vesta Companies	\$1,689,730

The procurement process was in accordance with Section 2-568 (6), of the Procurement Ordinance, and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:

Jay Andrews

A06626461858403...

Jay Andrews, Sr. Buyer, Purchasing

Department Approval:

DocuSigned by:

Sean R Fletcher

503098901A7C401...

Sean Fletcher, Parks & Rec Director

Budget Approval:

DocuSigned by:

Michael Kennedy

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

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Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

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Jeremy Romer, Corporation Counsel



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect Requested

REQUEST: Award of contract for Trash Collection, Disposal and Recycling Services for Camp Dearborn

DEPARTMENT: Parks & Recreation Department, in conjunction with Purchasing

BRIEF DESCRIPTION:

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to GFL Environmental Services, which submitted the lowest responsive and responsible bid; to provide Trash Collection, Disposal and Recycling services to Camp Dearborn. The awarded contract will be for a period of three years.

PRIOR COUNCIL ACTION:

3-142-22

BACKGROUND:

Camp Dearborn and Mystic Creek Golf Course, generate approximately 13,000 un-compacted yards of rubbish and garbage annually. This contract will allow a qualified contractor to provide trash collection, disposal and recycling services for the next three years; enabling Camp staff to provide a safe, clean and enjoyable camp experience to all visitors.

FISCAL IMPACT:

- \$81,973 for a three-year contract
 - Year 1 \$27,231
 - Year 2 \$27,324
 - Year 3 \$27,418
-
-

COMMUNITY IMPACT:

Refuse collection is essential to maintaining a clean, safe and appealing environment for all Camp Dearborn staff and visitors.

IMPLEMENTATION TIMELINE:

The contract will be effective upon Council authorization.

COMPLIANCE/PERFORMANCE METRICS:

The Parks & Recreation staff will confirm adherence to the terms and conditions of the contracted scope of work.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Award of Contract for Trash Collection, Disposal and Recycling Services for Camp Dearborn
DATE: January 28, 2025

Budget Information

Adopted Budget:	\$42,460
Amended Budget:	\$42,460
Requested Amount:	\$27,231
Funding Source:	General Fund, Recreation, Camp Dearborn, Refuse Collection
Supplemental Budget:	N/A

Summary of Request

The Parks & Recreation Department, in conjunction with Purchasing, recommends awarding a contract to GFL Environmental Services, which submitted the lowest responsive and responsible bid; to provide Trash Collection, Disposal and Recycling services to Camp Dearborn. The awarded contract will be for a period of three years.

It is respectfully requested that City Council authorize the award. The resulting contracts shall not be binding until fully executed. Immediate effect is requested.

Background and Justification

Camp Dearborn and Mystic Creek Golf Course, generate approximately 13,000 un-compacted yards of rubbish and garbage annually. This contract will allow a qualified contractor to provide trash collection, disposal and recycling services for the next three years; enabling Camp staff to provide a safe, clean and enjoyable camp experience to all visitors.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Procurement Process

The bids were evaluated with the assistance of key staff from the Parks & Recreation Department and are shown in the following bid summary:

Process: Invitation to Bid
 Issue Date: November 22, 2024
 Deadline Date: December 11, 2024
 Vendors Solicited: 232
 Solicitations Received: 33
 Bids Received: 3

Camp Dearborn Trash Collection	Bid Price
GFL Environmental Services	\$81,974
Priority	\$112,120
Waste Management **	\$65,965

** Waste Management’s bid is considered non-responsive and non-responsible, as it contained exceptions to the scope of work and the City’s terms and conditions that are not acceptable.

The procurement process was in accordance with Section 2-568 (6), of the Procurement Ordinance, and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Signature Page

Prepared By:

DocuSigned by:

Jay Andrews

A06626461858403...

Jay Andrews, Sr. Buyer, Purchasing

Department Approval:

DocuSigned by:

Sean R Fletcher

-503098961A7C461...

Sean Fletcher, Parks & Rec Director

Budget Approval:

DocuSigned by:

Michael Kennedy

F77919D1421447F...

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:

Jeremy Romer

E7A573BA25E3460...

Jeremy Romer, Corporation Counsel



**PUBLIC
WORKS**

EXECUTIVE SUMMARY AND MEMORANDUM

REQUEST: Request for Noise Ordinance Waiver for upcoming Michigan Department of Transportation (MDOT) project on Michigan Avenue (MDOT JN 219754).

DEPARTMENT: Public Works & Facilities – Engineering Division

BRIEF DESCRIPTION: MDOT has requested a Noise Ordinance Waiver on US-12 (Michigan Avenue) from Firestone Street to I-94 for nighttime construction operations. (See attached letter.)

PRIOR COUNCIL ACTION: N/A

BACKGROUND: MDOT will be performing an HMA resurfacing project within the city limits of Dearborn in 2025. This includes asphalt cold milling and resurfacing and pedestrian ramp rehabilitation on US-12 (Michigan Avenue) between Firestone Street and I-94. MDOT would like to carry out portions of the HMA resurfacing during the nighttime hours in order to reduce daytime lane closures.

Historically, the City has granted waivers to noise ordinance and allowed MDOT contractors to work during the nighttime hours to minimize disruption to local businesses.

FISCAL IMPACT: N/A

COMMUNITY IMPACT: Because the plan is for double lane closures with one lane of traffic shifted into the center turn lane, traffic flow through the work zone will be extremely slow with increased congestion and limited driving space. Less lanes being closed during the day will result in a lessened economic burden on local businesses as well as lower traffic volumes.

Construction trucks, asphalt paving machines, asphalt trucks, generators, compressors, etc., will be operating during the scheduled nights. This equipment creates noise which could become problematic in residential neighborhoods.

IMPLEMENTATION TIMELINE: With immediate effect.

COMPLIANCE/PERFORMANCE METRICS: N/A



**PUBLIC
WORKS**

EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council

FROM: Department of Public Works and Facilities/Engineering Division

VIA: Mayor Abdullah H. Hammoud

SUBJECT: Request for Noise Ordinance Waiver for upcoming Michigan Department of Transportation (MDOT) project on Michigan Avenue (MDOT JN 219754).

DATE: January 23, 2025

Budget Information

N/A

Summary of Request

MDOT is requesting a Noise Ordinance Waiver on US-12 (Michigan Avenue) from Firestone Street to I-94 for nighttime construction operations. (See attached letter.)

MDOT will be performing an HMA resurfacing project within the city limits of Dearborn in 2025. This includes roadway paving and pedestrian ramp rehabilitation on US-12 (Michigan Avenue) between Firestone Street and I-94.

Historically, the City has granted waivers to the noise ordinance and allowed MDOT contractors to work during the nighttime hours to minimize disruption to local businesses.

We hereby ask that City Council approve MDOT's request for nighttime work as requested. We further ask that the Council Resolution be given ***IMMEDIATE EFFECT***.

Background and Justification

MDOT would like to carry out portions of the HMA resurfacing during the nighttime hours in order to reduce daytime lane closures. Because the plan is for double lane closures with one lane of traffic shifted into the center turn lane, traffic flow through the work zone will be extremely slow with increased congestion and limited driving space. Less lanes being closed during the day will result in a lessened economic burden on local businesses as well as lower traffic volumes. Construction trucks, asphalt paving machines, asphalt trucks, generators, compressors, etc., would be operating during scheduled nights. Although this equipment creates noise which could become problematic in residential neighborhoods, working nights will help the entire construction process by shortening the time needed to complete it.



**PUBLIC
WORKS**

EXECUTIVE SUMMARY AND MEMORANDUM

Department Approval:

DocuSigned by:
Tim Hawkins
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Tim Hawkins, Public Works & Facilities Director

DocuSigned by:
Soud El-Jamaly
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Soud El-Jamaly, City Engineer



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
**DEPARTMENT OF
TRANSPORTATION**

PAUL C. AJEGBA
DIRECTOR

TAYLOR TRANSPORTATION SERVICE
CENTER

January 22, 2025

Soud El-Jamaly, P.E.
City Engineer
City of Dearborn
16901 Michigan Avenue
Dearborn, MI 48126

Subject: Request for Noise Ordinance Waivers for JN 219764 (US-12 from Firestone St to I-94)

Dear Mr. El-Jamaly:

This letter is being written in reference to the City of Dearborn noise ordinance regarding nighttime work operations.

The Michigan Department of Transportation (MDOT) will perform a resurfacing project within the city limits of Dearborn in 2025. This includes roadway paving and pedestrian ramp rehabilitation on US-12 (Michigan Ave) between Firestone St and I-94.

MDOT is respectfully requesting to carry out portions of this work during nighttime hours. There are pros and cons to this. However, we believe the benefits of night work will outweigh the negative impacts seen. Most notably, carrying out work at night means it will not be happening during daytime hours. With less lanes being closed during the day, the economic burden on local businesses will be lessened.

The HMA resurfacing on US-12 will be carried out using double lane closures with one lane of traffic shifted into the center turn lane. If this is done during the day, traffic flow through the work zone will be extremely slow and will affect drivers' ability to reach their destinations. Increasing congestion and limiting driving space will also cause frustration and present safety concerns. This can be alleviated by conducting work requiring extra closures at night. With lower traffic volumes, the safety and mental wellbeing of our commuters will be maintained. Night work also benefits the construction crews. Less traffic means more room to work, which increases productivity as well as work zone safety. The negative impacts of night work are mainly in regard to sensory pollution. It is understood that the process is loud, and the equipment used in paving operations can send noticeable vibrations through the ground. While this is not ideal, working nights will help the entire construction process work with efficiency, ultimately shortening the time needed to complete it. If the project is to be done during daytime hours only, there will be more active closure days and more days of noisy work. The safety of Michigan motorists and roadway workers will both be strengthened as well. MDOT believes these benefits outweigh the negative impacts and will ultimately see a better product if night work is allowed.

Because of the significant traffic volumes along US-12 in this area, MDOT is proposing to conduct these closures during nighttime hours. This would reduce the impact to the businesses, reduce the exposure of the public to construction traffic, reduce worker exposure to traffic, and reduce overall work zone delays. Therefore, MDOT respectfully requests a reprieve from the City of Dearborn ordinance regarding work during the nighttime hours.

A response is respectfully requested by January 31, 2025. Should you need any further information, please feel free to contact me at (248) 320-6733 or via email at urbanr@michigan.gov. Your assistance in this matter is greatly appreciated.

Sincerely,

Robert Urban
Traffic Operations Engineer – Taylor TSC
Metro - Highways



FINANCE

EXECUTIVE SUMMARY AND MEMORANDUM

Immediate Effect is Requested

REQUEST: Approval of Purchase for High Performance Cold Patch to Ajax Paving Industries

DEPARTMENT: The Department of Public Works & Facilities, in conjunction with Purchasing

BRIEF DESCRIPTION: Purchasing, on behalf of the Department of Public Works & Facilities, recommends the purchase of High-Performance Cold Patch from Ajax Paving Industries. Ajax Paving industries is the only vendor in Michigan authorized to sell UPM High Performance Cold Patch. This will be a one-time purchase.

PRIOR COUNCIL ACTION: 9-505-22 – Approved the purchase of Cold patch to Cadillac Asphalt, this vendor no longer carries the UPM High Performance Cold Patch.

BACKGROUND:

The annual purchase of cold patch and unique paving material (UPM) paving mixtures, which are used for road repairs and to fill pot holes.

FISCAL IMPACT: \$ 76,160.00

COMMUNITY IMPACT: Provides the City with the ability to respond to road repairs which benefits both visitors and residents.

IMPLEMENTATION TIMELINE: A PO will be issues immediately upon Council approval.

COMPLIANCE/PERFORMANCE METRICS: DPWF will manage this purchase



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

TO: City Council
FROM: City Administration
VIA: Mayor Abdullah H. Hammoud
SUBJECT: Approval of Purchase for High Performance Cold Patch
DATE: January 28, 2025

Budget Information

Adopted Budget: \$75,000
Amended Budget: \$75,000
Requested Amount: \$76,160
Funding Source: General Fund, Public Works, Maintenance Roads and Streets,
Road & Paving, Cold Patch Paving Mix
Supplemental Budget: \$75,000 FY2026 Proposed Budget

Summary of Request

Purchasing, on behalf of the Department of Public Works & Facilities, recommends the purchase of High-Performance Cold Patch from Ajax Paving Industries at a cost of \$76,160. This will be a one time purchase.

It is respectfully requested that Council authorize the Purchase with immediate effect. The resulting purchase order shall not be binding until fully executed.

Background and Justification

This is the annual purchase of cold patch and unique paving material (UPM) paving mixtures, which are used for road repairs and to fill pot holes.

The purchase of cold patch materials is a cost-effective solution for addressing potholes and surface damage across city infrastructure. These materials are ready to use, allowing for quick repairs that minimize road downtime and prevent further deterioration. Cold patch can be applied in various weather conditions, including cold and wet environments, making it a reliable year-round maintenance option. Timely repairs enhance public safety by reducing accident risks for vehicles and pedestrians.

Process

This procurement is in accordance with Section 2-568(b) (6) b, Sole Source Procurement, of the Code of the City of Dearborn.



FINANCE EXECUTIVE SUMMARY AND MEMORANDUM

Prepared By:

DocuSigned by:
Mark Rozinsky
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Mark Rozinsky, Purchasing Manager

Department Approval:

DocuSigned by:
Tim Hawkins
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Tim Hawkins, Director of Public Works & Facilities

Budget Approval:

DocuSigned by:
Michael Kennedy
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Initial
MK

Michael Kennedy, Finance Director/Treasurer

Corporation Counsel Approval:

DocuSigned by:
Jeremy Romer
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Jeremy J. Romer, Corporation Counsel