

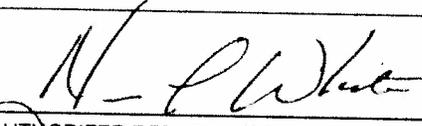
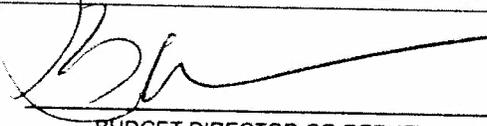
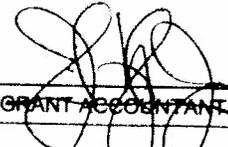
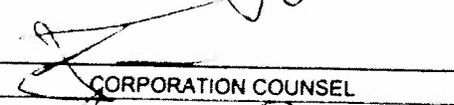
CONTRACT TRANSMITTAL RECORD

PERSONAL SERVICE

PROFESSIONAL SERVICE

CONTRACT PO # 2805136
 STANDARD PO #
 CHANGE ORDER # 3
 REVISION # 3

TYPE OF CONTRACT: (Check One) <input type="checkbox"/> CONSTRUCTION/DEMOLITION <input type="checkbox"/> LEASE <input type="checkbox"/> DEED <input checked="" type="checkbox"/> PROFESSIONAL SERVICES <input type="checkbox"/> PERSONAL SERVICES	DEPARTMENT HEAD'S SIGNATURE  NORMAN L. WHITE, DIRECTOR	DEPARTMENT MUNICIPAL PARKING DEPARTMENT (MPD)
FUNDING SOURCE % FEDERAL STATE CITY 100% OTHER	DEPARTMENT CONTACT PERSON JAMES H. CANTY, JR, MGR II OR EUNICE WILLIAMS, MGR II	PHONE NO. (313) 221-2583 OR 221-2526
CONTRACTOR'S NAME: PIERCE, MONROE & ASSOCIATES, LLC		DATE PREPARED 2/04/2015
CONTRACTOR'S ADDRESS: 535 GRISWOLD ST, SUITE 2200 DETROIT, MI 48226		CHANGE <input checked="" type="checkbox"/> CURRENT CONTRACT AMOUNT \$10,494,295.00 CONTRACT CHANGE AMOUNT \$ 2,500,000.00 TOTAL CONTRACT AMOUNT \$12,994,295.00
PHONE NO. (313) 961-1940 / FAX No. (313) 961-8431		<input checked="" type="checkbox"/> LL CORPORATION <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> INDIVIDUAL
FEDERAL EMPLOYER/SOCIAL SECURITY NUMBER: 86-1163772		MINORITY FIRM <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PURPOSE OF CONTRACT: PARKING VIOLATIONS BUREAU _ TICKET PROCESSING; COLLECTIONS SYSTEMS; ABANDONED VEHICLES PROCESSING; BOOT & TOW PROCESSING; STORAGE LOT / AUCTION SUPPORT AT CITY IMPOUND LOT		
ACCOUNT STRING: 1000 - 340085 - 000144 - 617900 - 00102 - 000000 - A3570		

TIME & DATE IN	APPROVER MUST ALSO MAKE APPROPRIATE NOTES IN ORACLE PURCHASE ORDER	TIME & DATE IN
	REQUESTING DEPARTMENT MUNICIPAL PARKING  AUTHORIZED DEPARTMENT REPRESENTATIVE	15 FEB 16 PM 2:55
FEB - 6 2015	BUDGET <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DENIAL  BUDGET DIRECTOR OR DEPUTY	FEB 13 2015
	GRANT MANAGEMENT SECTION <i>Finance</i> <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DENIAL  GRANT ACCOUNTANT	2/13/15
	LAW DEPARTMENT <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DENIAL  CORPORATION COUNSEL	2/16/15
	PURCHASING DIVISION  PURCHASING DIRECTOR	4/2/15

CITY OF DETROIT
 CITY COUNCIL APPROVAL AND REFERENCE: PAGE _____ DATE **MAR 17 2015**
 LAW DEPARTMENT

PROFESSIONAL SERVICES CONTRACT

BETWEEN

CITY OF DETROIT, MICHIGAN

AND

PIERCE, MONROE & ASSOCIATES, LLC

535 GRISWOLD ST, SUITE 2200

DETROIT, MICHIGAN 48226

Phone: (313) 961-1940 / Fax: (313) 961-8431

Contract Period: March 1, 2015 to February 29, 2016

CONTRACT NO.

2805136

Amendment # 3

CITY OF DETROIT
AMENDMENT AGREEMENT NO. 3
TO CONTRACT NO. 2805136

THIS AMENDMENT AGREEMENT NO. 3 is entered into by and between the City of Detroit, a Michigan municipal corporation, acting by and through its Municipal Parking Department ("City"), and **Pierce Monroe & Associates, LLC**, a Michigan Limited Liability Corporation (LLC), with its principal place of business located at 535 **Griswold, Suite 2200, Detroit, Mi 48226**.

WITNESSETH:

WHEREAS, the City has engaged the Contractor to provide certain services ("Services") to the City; and

WHEREAS, the City and the Contractor have entered into a Contract reflecting the terms and conditions governing the subject engagement; and

WHEREAS, Article 16 of the Contract permits the parties to amend the Contract by mutual agreement; and

WHEREAS, it is the mutual desire of the parties to enter into this Amendment to amend the Contract as set out in detail in the following sections;

NOW, THEREFORE, in consideration of the foregoing, and of benefits to accrue to the parties from this Amendment, the parties agree that this Contract is amended as follows:

**1. AMENDMENT TO SECTION 7.01
COMPENSATION**

1.01 Section 7.01, which now reads:

7.01 Compensation for Services provided shall not exceed the amount of Ten Million, Four Hundred Ninety-Four Thousand, Two-Hundred Ninety-Five and 00/100 Dollars ((\$10,494,295.00), inclusive of expenses, and will be paid in the amount set forth in Exhibit B. Unless this Contract is amended pursuant to Section 16, this amount shall be the entire compensation to which the Contractor is entitled for the performance of Services under this contract.

Is amended to read:

7.01 Compensation for Services provided shall not exceed the amount of Twelve Million, Nine Hundred Ninety-Four Thousand, Two-Hundred Ninety-Five and 00/100 Dollars ((\$12,994,295.00), inclusive of expenses, and will be paid in the amount set forth in Exhibit B. Unless this Contract is amended pursuant to Section 16, this amount shall be the entire compensation to which the Contractor is entitled for the performance of Services under this contract.



2. AMENDMENT TO EXHIBIT A

- 2.01 Exhibit A of the Contract is amended by retaining the existing language and by adding the Attached Third Amended Exhibit A in its place.

3. AMENDMENT TO EXHIBIT B

- 3.01 Exhibit B of the Contract is amended by retaining the existing language and by adding the attached Third Amended Exhibit B in its place.

4. EFFECT OF AMENDED TERMS ON THE REMAINING PROVISIONS OF THE CONTRACT

- 4.01 With the exception of the provisions of the Contract specifically contained in this Amendment, all other terms, conditions and covenants contained in the Contract Shall remain in full force and effect and as set forth in the Contract.

5. AMENDMENT AUTHORIZATION

- 5.01 This Amendment to the Contract shall not become effective until:

- (a) The Amendment has been approved by the required City departments;
- (b) The Amendment has been authorized by resolution of the City Council; and
- (c) The Amendment has been signed by the City's Purchasing Director.

Prior to the approvals set forth in this Section, the Finance Director shall not authorize any Payments to the Contractor pursuant to this Amendment, nor shall the City incur any liability to pay For any services or to reimburse the Contractor for any expenditure authorized by this Amendment.

A handwritten signature in black ink, appearing to be "New" followed by a stylized mark.

CITY ACKNOWLEDGMENT

STATE OF MICHIGAN)

)SS.

COUNTY OF WAYNE)

The foregoing contract was acknowledged before me the 6th day of February, 2015, by Norman L. White, (name of person who signed the contract) the Director, (title of person who signed the contract as it appears on the contract) of Municipal Parking Department, (complete name of the City department)

on behalf of the City.

Handwritten signature of Kim D. Baal

Notary Public, County of Wayne

State of Michigan

My commission expires: 12-01-19

IN WITNESS WHEREOF, the City and the Contractor, by and through their duly authorized officers and representatives, have executed this Contract.

WITNESSES:

1. Kim D. Ball
(Signature)

Kim D. Ball
(Print Name)

2. Michelle Fennicks
(Signature)

Michelle Fennicks
(Print Name)

WITNESSES:

1. James Canty
(Signature)

James Canty
(Print Name)

2. Carla L. Brown
(Signature)

Carla L. Brown
(Print Name)

CONTRACTOR: **Pierce, Monroe & Associates, LLC**

BY: Phillip Pierce
(signature)

Print Authorizing Name: **Phillip Pierce**

Address: 535 Griswold St, Suite 2200

City & State: Detroit, MI 48226

Telephone: (313) 961-1940 / Fax: (313) 961-8431

Federal Identification Number: 86-1163772

CITY OF DETROIT FOR AGENCY:

Municipal Parking Department

BY: Norman L. White
(Signature)

Norman L. White
(Print Name)

ITS: Director
(Title)

THIS CONTRACT WAS APPROVED
BY THE CITY COUNCIL ON **MAR 17 2015**

Boyd J. Goch
Purchasing Director Date

FPC APPROVAL

APR 20 2015

APPROVED BY LAW DEPARTMENT
PURSUANT TO SECTION 7.5-406 OF THE
CHARTER OF THE CITY OF DETROIT

[Signature] **2/16/15**
Corporation Counsel Date

THIS CONTRACT IS NOT VALID OR AUTHORIZED UNTIL APPROVED BY RESOLUTION OF THE CITY COUNCIL AND SIGNED BY THE PURCHASING DIRECTOR.

ACKNOWLEDGEMENT OF A PERSON ACTING IN HIS (HER) OWN RIGHT

STATE OF MICHIGAN)
) SS.
COUNTY OF WAYNE)

The foregoing instrument was acknowledged before me this 4th day of February, 2015, by

Phillip Pierce to me known to be the person described in and who
("Name of Person Signing Contract")
executed the foregoing instrument and acknowledged that he (she) executed the same as his (her)

free and voluntary act and deed.

Kim D. Ball
Notary Public
My Commission Expires: 12-01-19

LIMITED LIABILITY COMPANY
CERTIFICATE OF AUTHORITY

I _____ Phillip Pierce _____, a Manager or Member of

Pierce, Monroe & Associates _____, L.L.C., a limited liability company (the "Company").

DO HEREBY CERTIFY that I am a Manager or Member of the Company who has the authority To act as an agent of the Company in executing this Certificate of Authority. I further certify that the Following individuals are Managers or Members of the Company who have the authority to execute And commit the Company to the conditions, obligations, stipulations and undertakings contained in Contract No. 2805136 between the City and the Company:

_____ None _____	_____
_____	_____
_____	_____
_____	_____

FURTHER, I CERTIFY the all necessary approvals by the Managers or Members of the Company have been obtained with respect to the execution of said Contract.

IN WITNESS THEREOF, I have set my hand this 2nd day of February, 2015.

COMPANY SEAL
(if any)



Manager or Member

PLEASE NOTE THAT THE PERSON WHO SIGNS THE CONTRACT ON BEHALF OF YOUR LIMITED LIABILITY COMPANY MUST BE ONE OF THE INDIVIDUALS LISTED ABOVE AS A PERSON AUTHORIZED TO EXECUTE CONTRACTS IN THE NAME OF AND ON BEHALF OF THE LIMITED LIABILITY COMPANY.

THIRD AMENDED EXHIBIT A

SCOPE OF SERVICES

Services to be Performed

1. **Notice to Proceed**

The Contractor shall commence performance of this Contract upon receipt of the City's delivery of a written "Notice to Proceed" and in the manner specified in the Notice to Proceed. The Amended Contract extension period shall begin on March 1, 2015 and be completed on February 28, 2016. Through this third amendment, the City is exercising its third and final option to renew the Contract for the Parking Violations Bureau Ticket Processing & Collections System (PVPCS) after the initial term of the Contract.

2. **Project Description**

The City of Detroit has charged the Municipal Parking Department with the complete management and operation of a vehicle tow and storage facility which will include the storing, inventorying, auctioning and disposal of Police Authorized towed vehicles aka "Abandoned Vehicles" to improve process efficiency and Cost recovery for the City. Simultaneously, the City will expand this initiative to include and provide an alternate payment center capable of transacting any and all parking related business for the public including but not limited to integration of multi-spaced meters, license plate recognition (LPR) pay-by-cell and online adjudication into the parking system. In support of this initiative, Pierce, Monroe & Associates, LLC (Contractor) has agreed to amend its existing ticket-processing and collections contract to provide for on-street parking services that include the aforementioned systems to support the re-invention of the City's parking department.

3. **Project Deliverables**

This contract amendment shall allow for inclusion of Police Authorized vehicle tows to City of Detroit impound facilities as an amendment to Exhibit A of the existing parking services Contract. The contractor shall provide the following functions in support of this contract Amendment:

- a. A tow module expansion in AutoPROCESS to accommodate the manual entry of Police authorized vehicle tow information, which automatically calculates tow, storage, and custodian fees. The system will also be used to generate reports required for daily balancing and reconciliation.
- b. An alternate payment center also known as the Vehicle Redemption Payment Facility located at 5997 Caniff to include the AutoPROCESS system, associated cashiering equipment, and two (2) full-time cashiering employees for the site. This Vehicle Redemption Payment Facility will be used as an alternative payment center for parking tickets, boot payments, towed vehicles, abandoned vehicles, and auction processing. The site will mirror the current 10th Street payment center allowing the public to handle parking related business at either location. The City will be required to provide adequate desktop workspace for this additional equipment, as well as a high-speed internet connection.
- c. A web-based management dashboard to be used for efficiently evaluating issuance figures, secondary collections revenue, payment collection rates, adjudication figures and hearing results, boot revenue and figures, tow revenue and figures, and other key program performance indicators.

- d. An online adjudication module designed to complement the City's current in-person Administrative Conferences. Based on the City's business rules, this program would allow citizens to submit contestation documents including photographs via Duncan's web site. The records are then placed within an adjudication work queue and reviewed at the discretion of the City, greatly reducing administration burden and the number of in-person sessions required.
- e. The addition of foreign language capability to current payment website. Supporting over 60 languages, this service enhancement accommodates a larger group of citizens than ever before, reducing the number of walk-in payments, customer service inquiries, and administrative resources.
- f. Customized daily reporting as prescribed by the City. In addition to the current reports provided daily, PM&A and Duncan would work with the City to continue to identify and provide key indicator and management reports to aid the City in budgetary and operational decision-making.
- g. A program-wide equipment refresh of the City's current electronic enforcement handhelds including proprietary AutoISSUE software and required enforcement integrations. This package consists of the following productions, integrations, and capabilities:
 - 1. Forty-Five (45) Motorola MC959B FlexWAN handheld ticket writers plus configuration and maintenance service plan.
 - 2. Forty-Five (45) Zebra iMZ 320 Bluetooth printers plus configuration and Zebra Care service plan.
 - 3. Twelve (12) Motorola four bay Ethernet and charge cradle kit.
 - 4. One (1) AutoISSUE host PC including user licenses.
 - 5. One (1) LaserJet printer for local printing of performance and analysis reports directly from AutoISSUE.
 - 6. Duncan hosted AutoISSUE parking citation issuance management software configured to meet the integration requirements of the City. Integration work includes:
 - i. A Cale multi-space meter enforcement solution designed for a pay-by-space environment. This solution enables parking enforcement officers to query meter zones (specified by City) and identify paid and expired spaces directly from the Motorola enforcement handhelds.
 - ii. A Passport pay-by-cell enforcement solution designed for a pay-by-space environment. This solution enables parking enforcement officers to query meter zones (specified by City) and identify paid and expired spaces directly from the Motorola enforcement handhelds.
 - iii. A Genetec license plate recognition (LPR) scofflaw list data transfer integration enabling the new Genetec LPR equipment to pull City defined lists from AutoPROCESS.
 - iv. A real-time LPR list integration designed to push City defined scofflaw lists (boot, tow, abandoned) directly to the handhelds for immediate enforcement.
 - v. Real-time citation data upload enabling ticket data to be transferred wirelessly to AutoPROCESS within seconds of issuance.

The vendor integrations and wireless capability of the Motorola handhelds will allow the City to effectively enforce all new City assets and programs through one device. Though setup and integration is included for these additional vendors, the City will be required to provide input and necessary materials required for each

integration effort. This predominantly consists of meter zone information and design approval during the implementation phase.

Program Addition	Outright Upfront Purchase Cost	Value Included
Tow module expansion	\$7,500	\$7,500
Vehicle Redemption Payment Facility	\$94,000	\$94,000
Management dashboard	\$7,500	\$7,500
Online adjudication program	\$12,500	\$12,500
Foreign language capability	\$3,000	\$3,000
Custom daily reporting	\$1,500	\$1,500
Garage revenue collection tool	\$45,000	\$45,000
Purchase of new handhelds	\$66,000	\$66,000
Total	\$237,000	\$237,000

PM&A will absorb the cost for all of the aforementioned additions in full with the exception of the new handheld ticket writing equipment. PM&A will provide the City a credit of sixty-six thousand (\$66,000) dollars towards the purchase of new handheld ticket writing equipment procured through PM&A and/or its subcontractor, Duncan Solutions. The City will incur the upfront additional cost for the purchase of the new handheld ticket writing equipment as well as the ongoing wireless fees.

4. **Payment Processing Amendment**

All payments, received at cashier windows for Police Authorized towed vehicles shall be posted in real-time to the database upon receipt. There is no-line access required for payments related to police authorized towed vehicles (IVR/WEB). There are no mail payments associated with Police Authorized towed vehicles. Cash receipts are to be deposited on the day received into a City designated bank account. The Contractor shall provide an online payment system for booted vehicles, abandoned vehicles and payments for parking, including City-owned facilities.

5. **Vehicle Auctioning Amendment**

Vehicles that are police authorized towed to City impound facilities will be entered into the tow System and appropriately inventoried. Police authorized towed vehicles will be entered as Abandoned with the State of Michigan. When eligible for sale, police authorized towed vehicles will be sold at public auction. Proceeds from the sale of the vehicle will be used to pay all expenses and fees incurred by the custodian for towing (City of Detroit)-MPD), inventorying and disposing of vehicle. If an overpayment remains after vehicle sale, that amount must be escheated to the State of Michigan.

The State of Michigan is also entitled to a \$25 custodian fee when a police authorized towed vehicle is redeemed by full payment by the registered owner or sold at public auction for more than the expenses incurred. Contractor staff will submit overpayment and custodial fee request to the City for satisfaction of the State's requirements.

6. **Default and Termination**

The Contractor understands that this 3rd amendment will be bound by the Default and Termination Section 10.01 through 10.05 of the original contract as follows:

Default and Termination

10.01 This Contract shall remain in full force and effect until the end of its term unless otherwise terminated for cause or convenience according to the provisions of this Section 10.

10.02 The City reserves the right to terminate this Contract for cause. Cause is an event of default.

(a) An event of default shall occur if there is a material breach of this Contract, and shall include the following:

(1) The Contractor fails to begin work in accordance with the terms of this Contract; or

(2) The Contractor, in the judgment of the City, is unnecessarily, unreasonably, or willfully delaying the performance and completion of the Work Product or Services; or

(3) The Contractor ceases to perform under the Contract; or

(4) The City is of the opinion that the Services cannot be completed within the time provided and that the delay is attributable to conditions within the Contractor's control; or

(5) The Contractor, without just cause, reduces its work force on this Contract to a number that would be insufficient, in the judgment of the City, to complete the Services within a reasonable time, and the Contractor fails to sufficiently increase such work force when directed to do so by the City; or

(6) The Contractor assigns, transfers, conveys or otherwise disposes of this Contract in whole or in part without prior approval of the City; or

- (7) Any City officer or employee acquires an interest in this Contract so as to create a conflict of interest; or
- (8) The Contractor violates any of the provisions of this Contract, or disregards applicable laws, ordinances, permits, licenses, instructions or orders of the City; or
- (9) The performance of the Contract, in the sole judgment of the City, is substandard, unprofessional, or faulty and not adequate to the demands of the task to be performed; or
- (10) The Contractor fails in any of the agreements set forth in this Contract; or
- (11) The Contractor ceases to conduct business in the normal course; or
- (12) The Contractor admits its inability to pay its debts generally as they become due.

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- (b) If the City finds an event of default has occurred, the City may issue a Notice of Termination for Cause setting forth the grounds for terminating the Contract. Upon receiving a Notice of Termination for Cause, the Contractor shall have ten (10) calendar days within which to cure such default. If the default is cured within said ten (10) day period, the right of termination for such default shall cease. If the default is not cured to the satisfaction of the City, this Contract shall terminate on the thirtieth calendar day after the Contractor's receipt of the Notice of Termination for Cause, unless the City, in writing, gives the Contractor additional time to cure the default. If the default is not cured to the satisfaction of the City within the additional time allowed for cure, this Contract shall terminate for cause at the end of the extended cure period.
- (c) If, after issuing a Notice of Termination for Cause, the City determines that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the Notice of Termination had been issued as a Notice of Termination for Convenience. Alternatively, in the City's discretion, the Notice of Termination for Cause may be withdrawn and the Contract, if terminated, may be reinstated.

(d) The Contractor shall be liable to the City for any damages it sustains by virtue of the Contractor's breach or any reasonable costs the City might incur in enforcing or attempting to enforce this Contract. Such costs shall include reasonable fees and expenses for attorneys, expert witnesses and other consultants. However, if the Contractor makes a written offer prior to the initiation of litigation or arbitration, then the City shall not be entitled to such attorney fees unless the City declines the offer and obtains a verdict or judgment for an amount more than ten percent (10%) above the amount of the Contractor's last written offer prior to the initiation of litigation or arbitration. The City may withhold any payment(s) to the Contractor, in an amount not to exceed the amount claimed in good faith by the City to represent its damages, for the purpose of setoff until such time as the exact amount of damages due to the City from the Contractor is determined. It is expressly understood that the Contractor shall remain liable for any damages the City sustains in excess of any setoff.

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(e) The City's remedies outlined in this Article 11 shall be in addition to any and all other legal or equitable remedies permissible.

10.03 The City shall have the right to terminate this Contract at any time at its convenience by giving the Contractor five (5) business days written Notice of Termination for Convenience. As of the effective date of the termination, the City will be obligated to pay the Contractor the following: (a) the fees or commissions for Services completed and accepted in accordance with Exhibit A in the amounts provided for in Exhibit B; (b) the fees for Services performed but not completed prior to the date of termination in accordance with Exhibit A in the amounts set forth in the Contractor's rate schedule as provided in Exhibit B; and (c) the Contractor's costs and expenses incurred prior to the date of the termination for items that are identified in Exhibit B. The amount due to the Contractor shall be reduced by payments already paid to the Contractor by the City. In no event shall the City pay the Contractor more than maximum price, if one is stated, of this Contract.

10.04 After receiving a Notice of Termination for Cause or Convenience, and except as otherwise directed by the City, the Contractor shall:

(a) Stop work under the Contract on the date and to the extent specified in the Notice of Termination;

- (b) Obligate no additional Contract funds for payroll costs and other costs beyond such date as the City shall specify, and place no further orders on subcontracts for material, services, or facilities, except as may be necessary for completion of such portion of the Services under this Contract as is not terminated;
- (c) Terminate all orders and subcontracts to the extent that they relate to the portion of the Services terminated pursuant to the Notice of Termination;
- (d) Preserve all Records and submit to the City such Records and reports as the City shall specify, and furnish to the City an inventory of all furnishings, equipment, and other property purchased for the Contract, if any, and carry out such directives as the City may issue concerning the safeguarding or disposition of files and property; and
- (e) Submit within thirty (30) days a final report of receipts and expenditures of funds relating to this Contract, and a list of all creditors, Subcontractors, lessors and other parties, if any, to whom the Contractor has become financially obligated pursuant to this Contract.

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10.05 After termination of the Contract, each party shall have the duty to assist the other party in the orderly termination of this Contract and the transfer of all rights and duties arising under the Contract, as may be necessary for the orderly, un-disrupted continuation of the business of each party.

THIRD AMENDED EXHIBIT B

FEE SCHEDULE

City of Detroit
Municipal Parking Department
Abandoned Vehicles Program
PM&A Billing Rates

Rate per Towed Vehicle	Number of Vehicles Towed
\$5.00	0- 2,999
\$10.00	3,000- 4,999
\$15.00	5,000 and above

**CITY OF DETROIT BUDGET DEPARTMENT
CONTRACT TRANSMITTAL**

DEPARTMENT: MUNICIPAL PARKING	DATE REC: 2/6/15
CPO: 2805136	SPO: C/O: 003
NAME: PIERCE, MONROE & ASSOCIATES, LLC	AMOUNT: \$2,500,000.00 (Change Order #3)
ADDRESS: 535 GRISWOLD, SUITE 2200 DETROIT, MI 48226	LOG #: 5242
PURPOSE – Provide ticket processing, collections systems, abandoned vehicles processing, boot & tow processing and storage lot/auction support at City Impound Lot	

RECOMMENDATION:

APPROVE: <u>YES</u>	DATE COMPLETED: 2/12/15
DENY:	ANALYST: D. ROBINSON II
	DATE RELEASED: FEB 13 2015

COMPLETE BELOW WHEN DOCUMENT DELAYED, USE DC1 FOR FIRST DELAY AND DC2 FOR SECOND DELAY

DELAY CODE 1 (DC1): _____	0 NO DELAY	4 REQ DEPT IMPOSED HOLD	DELAY CODE 2 (DC2): _____
DC1 DELAY START DATE: _____	1 MORE INFORMATION	5 MANAGEMENT DELAY	DC2 DELAY START DATE: _____
DC1 DELAY END DATE: _____	2 LACK FUNDS	6 OTHER	DC2 DELAY END DATE: _____
	3 HUMAN RES COORD		

General Fund

The **Municipal Parking Department** wishes to have a Professional service contract approved with **Pierce, Monroe & Associates, LLC**, of **Detroit, MI**, as follows:

<u>Amount:</u>	Current Contract	\$ 10,494,295.00
	<u>Change Amount:</u>	\$ 2,500,000.00 (FY 2014-15 Portion: \$833,333.33)
	New Contract:	\$ 12,994,295.00

Scope: The Contractor will provide assistance with the City's Parking Violations Bureau Ticket Processing & Collections System maintenance and operation. Services will include: operation, maintenance and enhancement of the System into a unified, sophisticated, and comprehensive system; process new parking violations annually to assist in debt collection; a maximum of eighty (80) hours of consulting services; complete data conversion for the system; and this amendment allows for inclusion of Police Authorized vehicle tows to City of Detroit impound facilities into the services provided by this contract.

Term: March 1, 2015, through February 28, 2016

Funding: Funds are available in 340085-617900 FA. **\$1,014,026.90**
(**\$598,030.69 Encumbered**)

Funds Available Inquiry (COD)

Selection Criteria

Budget: **CODAMENDED** Amount Type: **Year To Date Extended**

Period: **JUN-15** Encumbrance Type: **ALL**

Account Level: **All**

Funds Available (USD)

Summary

Account	Budget	Encumbrance	Actual	Funds Available
1000-340085-000000-617900-0010	2,131,881.00	0.00	0.00	2,131,881.00
1000-340085-000000-617900-0010	0.00	0.00	0.00	0.00
1000-340085-000144-617900-0010	0.00	0.00	0.00	0.00
1000-340085-000144-617900-0010	106,044.96	598,030.69	1,223,899.06	(1,715,884.79)

Encumbrance Amounts

Requisition: **0.00** Purchase Order: **0.00** Other: **0.00**

Account Description:
 General Fund-Violation Bureau Pro-DUMMY PROJECT FOR GL-Contract Svcs-Other-Parking Violations B-Undefinc

1000-340085-000144-617900-00102-000000-A3570

**CITY OF DETROIT BUDGET DEPARTMENT
CONTRACT TRANSMITTAL SHEET**

DEPARTMENT:	Municipal Parking	LOG#:	5242
CONTR:	2805136	DATEREC:	2/6/2015
NAME:	Pierce Monroe & Associates,	C/O:	003
ADDRESS:	Detroit, MI	AMOUNT:	\$2,500,000.00
PURPOSE:	Parking Violations Bureau Ticket Processing, Collections System, Abandoned Vehicles Processing, Boot & Tow Processing, Storage Lot/Auction Support at City Impound Lot		

RECOMMENDATION:

.....	DATE Up Front	DATE COMPLETED
.....	APPROVE	ANALYST
.....	DENY	DATE RELEASED
.....	MANAGEMENT APPROVAL DATE:	MANAGEMENT COD

Please use the space below to explain delay over five days:



City Council Contract Agenda Items Review Checklist

Reviewer: IVA PATTERSON, Purchases Agent

Date Received: / /2015

Date: 02/30/2015

Department MPD

Division: ABAN and Boot & Tow

MPD Contact Person(s): James H. Canty Jr, Mgr II / Paula Peavy Phone No.: (313)-221-2583 /221-2579

Description: PARKING VIOLATIONS BUREAU TICKET PROCESSING; COLLECTIONS SYSTEMS; ABANDONED VEHICLES PROCESSING; BOOT & TOW PROCESSING; STORAGE LOT / AUCTION SUPPORT AT CITY IMPOUND LOT

(brief explanation of function or need of the goods/services)

Contract No.: 2805136 Mod #3 PO Type: PSC Est. Value: \$12,994,295.00

Contract Term (if applicable): March 1, 2015 to February 29, 2016

Funding: City 100%

(Documentation must be furnished by the Dept. if anything other than City funding)

Recommended Supplier: Pierce, Monroe & Associates, LLC, 535 Griswold St, Suite 2200, Detroit, MI 48076

Required Date: 03/01/2015

1. The business being awarded is NEW If a renewal, provide justification for renewal: MPD needs additional time to make transition to new meter and collection technology, which is currently being evaluated.
2. Was the product or service competitively bid? Yes No
Attach Copy of Bid Tabulation/Evaluation score sheets as needed (On File With Purchasing)
If the answer to #2 is "NO" explain why there was no competition: _____
3. Was a Co-Operative Agreement Considered? Yes No Co-Operative Name: _____
If answer to #3 is "No" explain why a Co-Op was not considered: Co-op was not identified

4. Were savings achieved? Yes Amount \$ _____ No
5. Does this agreement represent an increase? _____ Yes No
 Variance in unit price only (Current unit price \$0.00 Proposed Unit Price \$0.00)
 Change in amount/volume of the good or service to be used. MOD #3: \$2,500,000.00.
5. Does the supplier currently provide other goods and services to the City? Yes No
 If yes please list: _____
6. Is this good/service used by other departments? Yes No
 If "yes" can this Req/PAR be combined other department requirements? Yes No
7. Is this a service that can be performed by City employees? Yes No
 Is this a service that City employees can be trained to do? Yes No

NOTES: Buyer:

a. Excluded Parties List / Supplier Award Management Website Reviewed? Yes _____ No _____

PLACE ON FINANCIAL REVIEW COMMISSION AGENDA

PLACE ON CITY COUNCIL AGENDA

REJECT AND NOTIFY DEPARTMENT DIRECTOR:

SIGNED: James H. Canty, Jr. DATE: 2-5-15
 (Department)

INFORMATION PROVIDED BY: James H. Canty, Jr

TITLE: MPD Dept Manager II

PHONE NO.: (313) 221-2583

JAN 26 2015



REQUEST FOR INCOME TAX CLEARANCE

REQUESTING DEPARTMENT/DIVISION: MUNICIPAL PARKING DEPARTMENT (MPD)

E-MAIL ADDRESS: HUNLEYL@DETROITMI.GOV

CONTACT NAME: L. HUNLEY

PHONE: (313) 221-2569

FAX: (313) 221-2544

Type of Clearance: New Renewal (Please submit 30 days prior to submitting bid or expiration date)

To:
A. City of Detroit
Income Tax Division
Coleman A. Young Municipal Center
2 Woodward Avenue, Ste. 512
Detroit, MI 48226

Phone: (313) 224-3328 or 224-3329
Fax: (313) 224-4588

For:
Individual or
Company Name PIERCE, MONROE & ASSOCIATES, LLC

Address 535 Griswold St, Suite # 2200

City Detroit

State MICHIGAN Zip Code 48226

Telephone (313) 961-1940 Fax # (313) 961-8431

E-Mail Address _____

B. Name of Chief Financial Officer/Authorized Contact Person
(include address if different from above)
PHILLIP PIERCE or KIM D. BALL

Telephone # (313) 961-1940

Fax # (313) 961-8431

Employer Identification or Social Security Number:
86-1163772

Spouse Social Security Number _____

Nature of Contract: Parking Violations Bureau Ticket Processing
Collections Systems, Abandoned Vehicles Processing & Auction Processing
BID/CONTRACT ESTIMATED AMOUNT (If Known):
Labor: \$ 3,500,000.00 Material: \$ _____
Contract # (if known) 2801536 Mod #3 _____

C. ALL QUESTIONS MUST BE ANSWERED TO EXPEDITE APPROVAL PROCESS. ANY QUESTION NOT ANSWERED MAY RESULT IN A DENIAL OF INCOME TAX CLEARANCE

Check One: Individual Corporation Partnership Estate & Trust

INDIVIDUALS ANSWER QUESTIONS 1,2,3,4.

- 1. Have you filed joint returns with spouse during the last seven (7) years? (If yes, include spouse SSN above) Yes No
- 2. Are you a student, and/or claimed as a dependent on someone else's tax return? Yes No
- 3. Were you employed during the last seven (7) years? Yes No
- 4. Were you a resident of Detroit during the last seven (7) years? Yes No

CORPORATIONS AND PARTNERSHIPS ANSWER QUESTIONS 5,6,7.

- 5. Is the company a new business in Detroit? If yes, attach Employer Registration (Form DSS-4). Yes No
- 6. Will the company have employees working in Detroit? Yes No
- 7. Will the company use sub-contractors or independent contractors in Detroit? Yes No

D FOR INCOME TAX USE ONLY

Has the contractor complied with the provisions of the City Income Tax Ordinance?

Yes No Signature TUCHEITA JENNINGS Date JAN 31 2015 Expires JAN 31 2016
 Yes No Signature _____ Date _____ Expires _____
 Yes No Signature _____ Date _____ Expires _____

To check the status of a clearance, please call (313) 224-3328 or (313) 224-3329
VISIT OUR WEBSITE FOR INFORMATION AND TAX FORMS AT www.ci.detroit.mi.us

NOTE: An approved Income Tax Certificate may be used in multiple city wide departments that require a bid.

CITY OF DETROIT

ACCOUNTS RECEIVABLE CLEARANCE APPLICATION
2 WOODWARD AVENUE, SUITE 105, COLEMAN A YOUNG MUNICIPAL CENTER
REVENUE COLLECTIONS UNIT (313) 224-4087 / FAX: 224-4238 / RevenueCollections@DetroitMi.gov

SECTION A: BUSINESS LICENSE | BUDGET | CITY COUNCIL | DDOT | DPW | FINANCE | FIRE | HEALTH
HUMAN RIGHTS | LAW | MAYOR | OMBUDSMAN | PLANNING & DEVELOPMENT | POLICE | PURCHASING
RECREATION | WATER & SEWAGE | OTHER MUNICIPAL PARKING

ADDRESS OF DEPARTMENT 1600 W. LAFAYETTE ST. DETROIT, MI 48216
DATE SENT 1/26/2015 CONTACT PERSON James H. Canty, Jr. / L. Hunley
PHONE NUMBER (313) 221-2583 FAX NUMBER (313) 221-2544 EMAIL CANTJ@DETROITMI.GOV / HUNLEYL@DETROITMI.GOV
CONTRACT RENEWAL AMOUNT \$ 3,500,000.00

SECTION B: CORPORATION LICENSE TYPE
CORPORATION NAME PIERCE, MONROE & ASSOCIATES, LLC (PMA)
ADDRESS 535 GRISWOLD ST, SUITE 2200 CITY/STATE/ZIP DETROIT, MI 48226
CITY PERSONAL PROPERTY NUMBER 02992879.00 FID / EIN NUMBER 86-1163772
CONTACT PERSON PHILLIP PIERCE PHONE/FAX NUMBERS (313) 961-1940 / (313) 961-8431 EMAIL ADDRESS PPIERCE@PIERCE-MONROE.COM

SECTION C: PARTNERSHIP LICENSE TYPE
BUSINESS NAME
BUSINESS ADDRESS CITY/STATE/ZIP
CITY PERSONAL PROPERTY NUMBER FID / EIN NUMBER
A: PARTNER'S NAME PHONE NUMBER
HOME ADDRESS CITY/STATE/ZIP
DRIVER'S LICENSE # OTHER CITY-OWNED PROPERTY PARCELS
B. PARTNER'S NAME PHONE NUMBER
HOME ADDRESS CITY/STATE/ZIP
DRIVER'S LICENSE # OTHER CITY-OWNED PROPERTY PARCELS
CONTACT PERSON PHONE NUMBER EMAIL ADDRESS

SECTION D: SOLE PROPRIETORSHIP LICENSE TYPE
BUSINESS NAME
BUSINESS ADDRESS CITY/STATE/ZIP
CITY PERSONAL PROPERTY NUMBER FID / EIN NUMBER
OWNER'S NAME DRIVER'S LICENSE # PHONE NUMBER
HOME ADDRESS CITY/STATE/ZIP
OTHER CITY-OWNED PROPERTY PARCELS
EMAIL ADDRESS

SECTION E: PERSONAL SERVICES
NAME ADDRESS
CITY/STATE/ZIP
PHONE NUMBER DRIVER LICENSE #
OTHER PROPERTY ADDRESSES OWNED IN WITHIN DETROIT
SOCIAL SECURITY NUMBER EMAIL ADDRESS

REVENUE COLLECTIONS
APPROVED
CONTRACT CLEARANCES

FOR TREASURY COLLECTION USE ONLY:
APPROVED DENIED DENIED WITH ATTACHMENTS
SIGNATURE DATE JAN 26 2015 CLEARANCE VALID UNTIL AUG 30 2015

REVISED 7-12-2012
COVENANT OF EQUAL OPPORTUNITY
(Application for Clearance – Terms Enforced After Contract is Awarded)

I, being duly authorized representative of the PIERCE, MONROE & ASSOCIATES, LLC, (hereinafter "Contractor"), am hereby authorized to enter into a Covenant of Equal Opportunity, (hereinafter "Covenant") with the City of Detroit, ("hereinafter" City); obligating the Contractor and all sub-contractors not to discriminate against any employee or applicant for employment, training, education, or apprenticeship connected directly or indirectly with the performance of the contract, with respect to his/her hire, promotion, job assignment, tenure, terms, conditions or privileges of employment because of race, color, religious beliefs, public benefit status, national origin, age, marital status, disability, sex, sexual orientation, or gender identity or expression; except as otherwise exempted under City Code, Ordinance No. 27-2-12.

Contractor will ensure that the City of Detroit Human Rights Department shall receive notification of all potential sub-contractors and a copy of their Covenant prior to the commencement of work on any City of Detroit contract. Contractor further agrees that the City of Detroit reserves the right to require additional information prior to, during, and at any time after the Covenant is fully executed.

Furthermore, Contractor agrees that this Covenant is valid for the life of the contract and/or for a specified period of time as indicated below and that a breach of this Covenant shall be deemed a material breach of contract and be subject to damages pursuant to City Code, Ordinance No. 27-3-2, Section (e).

RFQ / PO No.: (if applicable) 2805136

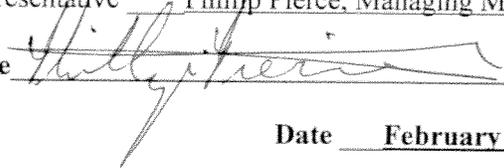
Duration of Covenant March 1, 2015 to February 29, 2016

Printed Name of Contractor/Organization PIERCE, MONROE & ASSOCIATES, LLC
(Type or Print Legibly)

535 Griswold St, Suite 2200
Contractor Address: Detroit, MI, 48226
(City) (State) (Zip)

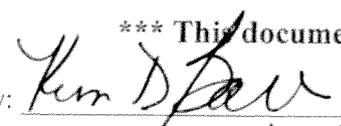
Contractor Phone/E-mail (313) 961-1940 / (313) 961-8431

Printed Name & Title of Authorized Representative Phillip Pierce, Managing Member

Signature of Authorized Representative 

Date February 2, 2015

*** This document **MUST** be notarized ***

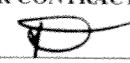
Signature of Notary: 

Printed Name of Seal of Notary: Kim D. Ball

My Commission Expires: 12 / 01 / 19

FOR CONTRACTING DEPARTMENT USE ONLY:

Date Rec'd: 2/10/2015

Received by:  Title: 

Please fax a copy of the notarized Covenant and Award Letter to the Human Rights Department (313) 224-3434

SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE ORDINANCE

NOTICE OF ENACTMENT OF ORDINANCE
TO: THE PEOPLE OF DETROIT, MICHIGAN
(On June 23, 2004, the City of Detroit adopted the following Ordinance)

ORDINANCE NO. 20-04
CHAPTER 18
ARTICLE V

AN ORDINANCE TO AMEND CHAPTER 18, ARTICLE V, OF THE 1984 DETROIT CITY CODE, TITLED "PURCHASES AND SUPPLIES." BY ADDING DIVISION 7. TITLED "SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE." WHICH SHALL CONSIST OF SECTIONS 18-5-91 THROUGH 18-5-93, TO REQUIRE, AS PART OF THE CONTRACTING PROCESS, THAT EACH CONTRACTOR WITH WHICH THE CITY ENTERS INTO A CONTRACT SEARCH ITS RECORDS AND THOSE OF ANY PREDECESSOR ENTITY, AND SUBMIT AN AFFIDAVIT DISCLOSING ANY RECORDS WITHIN ITS POSSESSION OR KNOWLEDGE RELATING TO INVESTMENTS OR PROFITS FROM THE SLAVE INDUSTRY, INCLUDING INSURANCE POLICIES ISSUED TO SLAVE HOLDERS THAT PROVIDED COVERAGE FOR INJURY, DEATH OR OTHER LOSS RELATED TO SLAVES WHO WERE HELD DURING THE SLAVERY ERA IN THE UNITED STATES.

AN ORDINANCE to amend Chapter 18, Article V, of the 1984 Detroit City Code, titled "Purchases and Supplies." by adding Division 7. titled "Slavery Era Records and Insurance Disclosure." which shall consist of Sections 18-5-91 through 18-5-93, to require, as part of the contracting process, that each contractor with which the City enters into a contract search its records and those of any predecessor entity, and submit an affidavit disclosing any records within its possession or knowledge relation to investments or profits from the slave industry, including insurance policies issued to slave holders that provided coverage for injury, death or other loss related slaves who were held during the slavery era in the United States.

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT THAT:

Section 1. Chapter 18, Article V, of the 1984 Detroit City Code, titled "Purchases and Supplies." by adding Division 7. titled "Slavery Era Records and Insurance Disclosure." which shall consist of Sections 18-5-91 through 18-5-93, to read as follows:

DIVISION 7. SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE.

Sec. 18-5-91. Scope.

- (a) This division shall apply to each contractor for goods or services with which the City enters into a contract, whether or not the contract is subject to competitive bid.
- (b) Each contractor shall be responsible for searching and disclosing records of the entity which proposes to enter into a contract with the City as well as all records of any predecessor entity that are within the possession or knowledge of the contractor regarding records of Investments or profits from the slave Industry, including records of any insurance policies issued to slave holders which provided coverage for injury, death, or other loss related to slaves who were held during the slavery era in the United States.

SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE ORDINANCE

Sec. 18-5-92. Affidavit of disclosure required.

- (a) As part of its contract package, each contractor with which the City enters into a contract shall submit to the Finance Department Purchasing Division prior to the submission to City Council or approval of such contract, an affidavit that discloses the information indicated in Subsection (b) and (c) of this section. The affidavit shall be on a form provided by the Finance Department Purchasing Division.
- (b) The affidavit shall verify that the contractor has searched all records of the entity which proposes to enter into a contract with the City, as well as all records of any predecessor entity, that are within the possession or knowledge of the contractor regarding records of investments or profits from the slave industry, including records of any insurance policies issued to slave holders which provided coverage for injury, death, or other loss related to slaves who were held during the slavery era in the United states.
- (c) The affidavit shall disclose ay information discovered during the search regarding investments or profits from slavery or slave holder insurance policies which accrued to the current entity or to any predecessor entity, including the names of any slaves or slave holders that are described in such records or are otherwise within the knowledge of the contractor.

Sec 18-5-93. Voidability of contract.

- (a) Failure to comply with this division shall render the contract voidable by the City.
- (b) A determination to void the contract for failure to comply with this division shall be made by the Director of the Finance Department at any time after reviewing, or become aware of, information which indicates that a contractor has failed to comply with this division.

Sec 18-5-94—18-5-100. Reserved.

Section 2. All ordinances, or parts of ordinances, that conflict with this ordinance are repealed.

Section 3. This ordinance is declared necessary for the preservation of the public peace, health, safety, and welfare of the People of the City of Detroit.

Section 4. In the event that this ordinance is passed by a two-thirds majority of City Council Members serving, it shall be given immediate effect and shall become effective upon publication in accordance with Section 4-116 of the 1997 Detroit City Charter,. Where this ordinance is passed by less than a two-thirds (2/3) majority of City Council Members serving., it shall become effective no later that thirty (30) days after enactment, or on the first business day thereafter in accordance with Section 4-115 of the 1997 Detroit City Charter.

(J.C.C.p.) May 5, 2004
Passed: June 23, 2004
Published: July 19, 2004
Effective: July 19, 2004

JACKIE L. CURRIE
City Clerk

CITY OF DETROIT
SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE AFFIDAVIT

1. Name of Contractor: PIERCE, MONROE & ASSOCIATES, LLC
2. Address of Contractor: 535 Griswold St, Suite 2200
Detroit, MI 48226
Phone: (313) 961-1940 / (313) 961-8431

3. Name of Predecessor Entities (if any): _____

4. Prior Affidavit submission? No Yes, on: _____
(Date of prior submission)

If "No", complete Items 5 and 6.

If "Yes", list date of prior submission above, go to Item 6 and execute this Affidavit.

5. Contractor was established in 1985 (year) and did not exist during the slavery era in the United States, is not a successor in interest to any entity that existed during such time, and therefore has no relevant records to search, or any pertinent information to disclose.

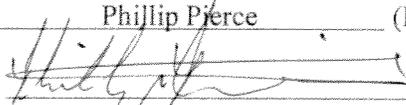
Contractor has searched their records and those of any predecessor entity, and has found no records that they or any predecessor(s) made any investments in, or derived profits from the slave industry or from slave holder insurance policies.

Contractor has found records that they or their predecessor(s) made investments in, or derived profits from, the slave industry or slave holder insurance policies. The nature of the investment, profits, or insurance policies, including the names of any slaves or slave holders, is disclosed in the attached document(s).

6. I declare that the representations made in this Affidavit are accurate to the best of my knowledge and are based upon a diligent search of records in the Contractor's possession or knowledge. All documentation attached to this Affidavit reflects full disclosure of all records that are required to be disclosed to the City of Detroit. I also acknowledge that any failure to conduct a diligent search, or to make a full and complete disclosure, shall render this contract voidable by the City of Detroit.

*** This document **MUST** be notarized ***

Phillip Pierce (Printed Name) Managing Member (Title)

 (Signature) February 2, 2015 (Date)

Subscribed and sworn to before me
this 2nd day of February, 2015


Notary Public, Wayne County, Michigan
Acting in the County of Wayne
My Commission expires: 12-01-19

Hiring Policy Compliance

Summary

City of Detroit Ordinance No. 29-11 approved by the City Council on November 22, 2011 amends, the City's Purchasing Ordinance, Chapter 18 of the 1984 Detroit City Code, *Finance and Taxation*, Article V, *Purchases and Supplies*, by adding Division 6, *Criminal Conviction Questions for City Contractors*, which consists of Sections 18-5-81, 18-5-82, 18-5-83, 18-5-84, 18-5-85 and 18-5-86. This added language provides for prohibiting City contractors from inquiring regarding criminal conviction questions for applicants to fulfill City contracts until the contractor interviews the applicant or determines the applicant is qualified. It further provides for certain exceptions to the prohibition and requires City contractors to submit an affidavit with a copy of their application to make bids or proposals. Bids which do not comply with this division are deemed non-responsive and the City is permitted to deem contractor(s) in breach.

PLEASE ATTACH A COPY OF YOUR COMPANY'S EMPLOYMENT APPLICATION TO THIS FORM



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/30/2015

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

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

PRODUCER Doeren Mayhew Insurance Group 305 West Big Beaver Rd. Suite 102 Troy MI 48084	CONTACT NAME: Gloria Jensenius PHONE (A/C, No, Ext): (248) 290-0650 FAX (A/C, No): (248) 290-0654	
	E-MAIL ADDRESS: 	
INSURED Pierce, Monroe & Associates, Llc 535 Griswold St Ste 2200 Detroit MI 48226	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Ohio Security	NAIC # 24082
	INSURER B: Ohio Casualty Insurance Co	NAIC # 24074
	INSURER C: Ace	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: CL1481300937 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		BZS55972321	4/1/2014	4/1/2015	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS			BZS55972321	4/1/2014	4/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB			USO55972321	4/1/2014	4/1/2015	EACH OCCURRENCE \$ 1,000,000
							AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		G2438469A002	4/1/2014	4/1/2015	WC STATUTORY LIMITS \$
							OTHER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
	Errors & Omissions						Tech & Internet E&O 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate Holder is listed as Additional Insured on the General Liability policy, as respects work performed by the named insured. This insurance is primary and non-contributory over any other insurance.

CERTIFICATE HOLDER City of Detroit Troy Hutcherson 2 Woodward Ave Detroit, MI 48226	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Kevin Taylor/GMJ 