



**APPROVAL OF MINUTES OF JANUARY 23, 2017 MEETING**

RESOLVED, that the minutes of the Regular meeting of January 23, 2017 are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

January 30, 2018

**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, JANUARY 23, 2018 – 8:30 A.M.**

**BOARD MEMBERS PRESENT:** Marsha Bruhn  
Linda Forte  
Chris Jackson  
Jonathan Quarles  
Matthew Roling

**BOARD MEMBERS ABSENT:** Kimberly Clayson  
Maurice Cox (Ex-Officio)  
John Naglick (Ex-Officio)  
Thomas Stallworth  
Vacancy (due to William Ritsema's resignation)  
Vacancy (due to Monique Claiborne's resignation)

**SPECIAL DIRECTORS  
PRESENT:** None

**SPECIAL DIRECTORS  
ABSENT:** Emily Black (I-94 Industrial Park Project)  
Marvin Thomas (I-94 Industrial Park Project)

**OTHERS PRESENT:** Catherine Frazier (DEGC/EDC)  
Malik Goodwin (Goodwin Management)  
Gay Hilger (DEGC/EDC)  
Malinda Jensen (DEGC/EDC)  
Glen Long (DEGC/EDC)  
Rebecca Navin (DEGC/EDC)  
Mariangela Pledl (DEGC/EDC)  
Michael Rafferty (DEGC/EDC)  
Kelly Shovan (DEGC/EDC)  
Adrienne Zeigler (DEGC/EDC)



Economic Development Corporation of the City of Detroit

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, JANUARY 23, 2018  
DETROIT ECONOMIC GROWTH CORPORATION  
500 GRISWOLD, SUITE 2200 - 8:30 A.M.**

**CALL TO ORDER**

Noting that a quorum was present, Chairperson Forte called the Regular meeting of the Economic Development Corporation Board of Directors to order at 8:40 a.m.

**GENERAL**

Ms. Forte advised of two Board resignations that were received effective immediately. Monique Claiborne has relocated and Bill Ritsema has recently taken on new responsibilities and is not available. Both are longstanding Board members and will be missed. Ms. Forte informed that Mr. Ritsema also served as Secretary and it is necessary for the Board to elect a replacement.

**Election of Secretary**

Ms. Forte opened the floor for nominations of candidates to serve as Board Secretary.

Mr. Jackson nominated Mr. Roling. Mr. Roling informed that he currently serves as Treasurer. Mr. Jackson then nominated Ms. Bruhn.

Ms. Forte asked if there were any other nominations to come before the Board. Hearing none, on a motion by Mr. Roling, seconded by Mr. Quarles, Ms. Forte closed the nominations and asked Ms. Bruhn if she is willing to accept the nomination, to which she replied "yes".

Ms. Forte called for a motion to elect Ms. Bruhn Board Secretary.

On a motion by Mr. Jackson, seconded by Mr. Quarles, Resolution Code EDC 18-01-01-197 was unanimously approved.

Ms. Forte congratulated Ms. Bruhn.

January 23, 2018

500 Griswold, Suite 2200 ▪ Detroit, Michigan 48226 ▪ (313) 963-2940

### **Approval of Minutes**

Ms. Forte asked if there were any additions, deletions or corrections to the minutes of the November 28, 2017 Regular Board meeting. Hearing none, the Board took the following action:

On a motion by Mr. Quarles seconded by Ms. Bruhn, Resolution Code EDC 18-01-02-292 was unanimously approved.

### **Receipt of Treasurer's Reports**

Ms. Shovan reviewed the Treasurer's Report of Receipts and Disbursements for the month of November 2017 for the benefit of the Board and responded to questions. Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Jackson, seconded by Mr. Roling, Resolution Code EDC 18-01-03-221 was unanimously approved.

Ms. Shovan reviewed the Treasurer's Report of Receipts and Disbursements for the month of December 2017 for the benefit of the Board and responded to questions. Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Roling, seconded by Mr. Jackson, Resolution Code EDC 18-01-03-222 was unanimously approved.

### **PROJECTS**

#### **Small Business and Commercial Corridor Revitalization Program: Marketing and Communications Services**

Mr. Rafferty reported that following a November 2016 solicitation, the Economic Development Corporation of the City of Detroit ("EDC") entered into a Professional Services Agreement (the "Agreement") with Mort Crim Communications Inc. ("MCCI") for monthly retainer contract in the amount of Ten Thousand, Two Hundred and 00/100 (\$10,200.00) dollars per month and a gross advertising budget of One Hundred Thousand 00/100 (\$100,000.00) dollars for an annual not-to-exceed amount of Two Hundred Twenty Two Thousand, Four Hundred and 00/100 dollars (\$222,400.00) to provide communications planning, implementation, event planning, social media engagement, photo documentation and communication advisory services relative to the EDC's small business programs, namely Motor City Match and Motor City Re-Store. The Agreement termination date is February 14, 2018.

Due to the launch of Motor City Re-Store, the volume of services required under the Agreement was higher than expected. Consequently, the EDC staff requested authorization from the Board to amend the Agreement to extend the termination date to March 31, 2018 and increase the contract amount by \$50,000.00. During this time, the EDC staff will assess long-term communication needs for the small business and commercial revitalization program.

Subsequent to a discussion, the Board took the following action:

January 23, 2018

On a motion by Mr. Jackson, seconded by Mr. Roling, Resolution Code EDC 18-01-91-51 was unanimously approved.

**Small Business and Commercial Corridor Revitalization Program: Branding and Website Development Services: Media Genesis Amendments**

Mr. Rafferty advised that following a November 2016 solicitation, pursuant to EDC 17-01-91-34, the Economic Development Corporation of the City of Detroit (the "EDC") approved a Professional Services Agreement with Media Genesis, Inc. for branding and website development services for the Small Business Development and Commercial Corridor Revitalization Programs for a base contract amount not-to-exceed Seventy-Four Thousand Four Hundred Ten and 00/100 (\$74,410.00) (the "Agreement"). This includes branding and website development for Motor City Re-Store, as well as maintenance of the Motor City Match brand and website assets. The Agreement expired by its terms on December 31, 2017.

In connection with the launch of Motor City Re-Store, a first amendment to the Agreement was executed by EDC authorized agents in October, 2017 for an additional \$20,000.00. Pursuant to the EDC's delegation of authority, staff is authorized to enter into change orders of up to 25% (in this case, \$18,602.50), up to \$50,000, without board approval; however, the first amendment inadvertently exceeded this limit by \$1,397.50 (the "Excess Contract Amount"). Staff requested the Board's approval of the first amendment, including the Excess Contract Amount.

As EDC staff evaluates its long-term branding and website development services, staff recommended the Board's approval of a short-term extension of the Agreement through March 31, 2018 and approval of additional compensation not to exceed \$24,000.00 for that extended period.

A resolution approving and authorizing the First and Second Amendments was included in the Board material.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Roling, seconded by Mr. Quarles, Resolution Code EDC 18-01-91-52 was unanimously approved.

**Motor City Match: Business Planning and Technical Assistance – Build Institute Amendment**

Mr. Rafferty stated that following a November 2016 solicitation, pursuant to EDC 17-01-91-36, the Economic Development Corporation of the City of Detroit ("EDC") board approved a Professional Services Agreement with Downtown Detroit Partnership, the fiduciary of BUILD Institute ("Firm") for Eighty Thousand and 00/100 (\$80,000.00) in 2017 to provide business planning classes for up to thirty-two (32) "Business Plan" (formerly, "Get Ready") Motor City Match business awardees (the "Agreement"). The Firm completed all anticipated classes and the Agreement expired in December 2017.

EDC staff anticipates issuing a new solicitation for the services in the first quarter of 2018 and requested a short-term extension of the Agreement through March 31, 2018 for an amount not to exceed \$20,000.00.

A resolution was included with the Board material for review and approval.

Subsequent to a discussion, the Board took the following action:

On a motion by Ms. Bruhn, seconded by Mr. Jackson, Resolution Code EDC 18-01-91-53 was unanimously approved.

**Motor City Match: Business Planning and Technical Assistance – Lifeline Amendment**

Mr. Rafferty reported that following a November, 2016 solicitation, pursuant to EDC 17-01-91-35, the Economic Development Corporation of the City of Detroit (“EDC”) board approved a Professional Services Agreement with LifeLine Business Consulting for One Hundred Two Thousand and 00/100 (\$102,000.00) in 2017 to provide business planning classes for up to forty (40) “Business Plan” (formerly, “Get Ready”) Motor City Match business awardees and 1:1 financial planning assistance for up to for up to twenty (20) Motor City Match Design (formerly, “Make a Plan”) and Cash (formerly, “Match your Cash”) business awardees (the “Agreement”). The Firm completed all anticipated classes and the Agreement expired in December 2017.

EDC staff anticipates issuing a new solicitation for the services in the first quarter of 2018 and requested a short-term extension of the Agreement through March 31, 2018 for an amount not to exceed \$22,500.00.

The resolution was included in the board material for review and approval.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Jackson, seconded by Mr. Roling, Resolution Code EDC 18-01-91-54 was unanimously approved.

**Small Business and Commercial Corridor Revitalization Program: Legal Services – Clark Hill Amendment**

Mr. Rafferty advised that following a November 2016 solicitation, pursuant to EDC 17-01-91-33, the Economic Development Corporation of the City of Detroit (the “EDC”) approved a professional services agreement for legal services relating to the Motor City Match and Motor City Re-Store programs with Clark Hill for an amount not to exceed \$150,000.00 (the “Agreement”). The Agreement expired on December 31, 2017 but, pursuant to CDBG procurement rules may be renewed for up to two (2) 1 year terms without additional solicitation.

The EDC staff requested authorization from the Board to extend the Agreement for an additional one year period concluding December 31, 2018 in an amount that will not-to-exceed the “small purchase procedure” cap of One Hundred Fifty Thousand and 00/100 (\$150,000.00) per 24 CFR 85.36(d)1 to provide the proposed Work in accordance with the

EDC's Request for Proposal dated November 21, 2016. Work performed will include 1) program process review and counsel and 2) review, revision and development of legal documents.

A resolution was included for the Board's review and approval.

Subsequent to a discussion, the Board took the following action:

On a motion by Ms. Bruhn, seconded by Mr. Roling, Resolution Code EDC 18-01-91-55 was unanimously approved.

**Small Business and Commercial Corridor Revitalization Program: Community Development Block Grant Consultant Services – Hennessey Amendment**

Mr. Rafferty advised that following a November 2016 solicitation, pursuant to EDC 17-01-91-32, the Economic Development Corporation of the City of Detroit (the "EDC") approved a professional services agreement for CDBG consulting services relating to the Motor City Match and Motor City Re-Store programs with Hennessey Engineers for an amount not to exceed \$150,000.00 (the "Agreement"). The Agreement expired on December 31, 2017 but, pursuant to CDBG procurement rules may be renewed for up to two (2) 1 year terms without additional solicitation.

The EDC staff requested authorization from the Board to extend the Agreement for an additional one-year period concluding December 31, 2018 for an amount that will not-to-exceed the "small purchase procedure" cap of One Hundred Fifty Thousand and 00/100 (\$150,000.00) per 24 CFR 85.36(d)1 to provide the proposed Work in accordance with the EDC's Request for Proposal dated November 21, 2016. Work performed will include 1) advise program design and feasibility within the CDBG framework and 2) design and execute CDBG reporting protocols.

A resolution was included for the Board's review and approval.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Jackson, seconded by Mr. Roling, Resolution Code EDC 18-01-91-56 was unanimously approved.

**I-94 Industrial Park Project: Authorization to Accept Project Funding from the City of Detroit and Detroit Economic Growth Association to Implement the Mt. Elliott Street Road Reconstruction Project**

Ms. Zeigler advised that in 2014, the Detroit Economic Growth Association (the "DEGA") received a grant from the U.S. Department of Commerce Economic Development Administration (the, "EDA"), and, with the City of Detroit, undertook and completed the development of a comprehensive strategy for revitalizing the Mt. Elliott Employment District as the center for a rejuvenated manufacturing cluster for Detroit (the "Strategy"). The Mt. Elliott Employment District runs from I-94 generally along Van Dyke (M-53) and Mt. Elliott Roads north to the city limits at Eight Mile, lies in the heart of the region's automotive manufacturing corridor, and its potential is bolstered by its proximity to major infrastructure assets such as Coleman A. Young Airport, freight rail and rail yards, and



direct access to I-94, and includes the Economic Development Corporation of the City of the Detroit ( "EDC") I- 94 Industrial Subdivision as defined in the I-94 Industrial Park Project Plan.

The first investment in infrastructure was finalized in October 2016, primarily funded by an EDA grant in an amount of \$3,197,160, and by the City of Detroit, for the reconstruction of Georgia Street. The reconstruction of Georgia St. from Mt. Elliott to St. Cyril converts a residential-grade road into a commercial-grade road, and is expected to start spring 2018 with an anticipated completion early fall 2018. The improved road will carry and distribute commercial traffic to and from the District. The investment in Georgia St. will support the traffic flow coming from existing adjacent commercial businesses such as U.S. Ecology, the recently opened \$30 million, 500,000 square foot LINC Logistics warehouse and distribution facility, the new \$95 million assembly facility being developed by Flex-N-Gate, a tier one automotive supplier to Ford Motor Company.

Acting upon the recommendations of the Strategy, the City of Detroit, the DEGA, and the EDC have collectively prepared a second grant application to the EDA to fund a portion of the reconstruction and widening (in certain areas) of Mt. Elliott Street to support traffic coming from Mt. Elliott/ Mound and Georgia St., the Georgia St. area business/ facilities along Huber St., Lynch Road, to and from the I-94 expressway, including the General Motors Detroit-Hamtramck Assembly Plant, and the anticipated \$84 million ArcelorMittal Tailored Blanks facility. A site map was included with the Board material as Attachment 2.

The total project is estimated to cost \$6.4 million. Under the proposed funding structure, the City of Detroit would commit \$3.2 million to pay for construction related costs and to satisfy a portion of the EDA's local match requirement (the "City Funds"). The anticipated funding sources for the City Funds include city bond funds and a \$2.4 million infrastructure grant from the Michigan Department of Transportation. In addition, to help meet the EDA's local match requirements, the DEGA would need to commit just over \$200,000 in staff time over a two-year period to administer the project.

Therefore, a total commitment of \$3.4 million will be required of the City and its project partners in order to secure \$3 million in grant monies coming from the EDA (the "EDA PW Grant Funds") to the DEGA. The proposed project cost share summary is attached to this memorandum as Attachment 3.

Pursuant to the EDA grant requirements, the City of Detroit Mayor's Office recognizes the role of the EDC as its project partner, in order to obtain and administer grant funding from the EDA. The EDC is anticipated to be the entity responsible to undertake the Mt. Elliott reconstruction work, and would accept EDA PW Grant Funds from the DEGA, and local match and other project related funding from the City of Detroit under a funding agreement.

EDC Staff recommended that the EDC Board acknowledge and accept the EDC's role as a co-applicant and project partner with DEGA and the City of Detroit and authorizes the EDC to implement the planning, engineering, and construction activities required to implement the project. In addition, EDC staff recommended, upon the receipt of a written grant award notice from the EDA, that the EDC Board accept the EDA PW Grant Funds from the DEGA and, accept the City Funds from the City to help pay for the required local match.

January 23, 2018



As the funding agreements will need to be negotiated between the City and the EDC and with DEGA and the EDC, staff recommended the Board of Directors authorize the authorized agents to negotiate and execute any and all agreements, documents, contracts, or other papers necessary or to take any actions necessary to implement the Project on behalf of the EDC.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Jackson, seconded by Mr. Quarles, Resolution Code EDC 18-01-12-48 was unanimously approved.

**Approval of Professional Consultant Services Agreement for Eastern Market Comprehensive Neighborhood Framework Plan**

Ms. Frazier advised that the City of Detroit (the "City") has requested the Economic Development Corporation of the City of Detroit (the "EDC") to provide project management services in connection with the Eastern Market Comprehensive Neighborhood Framework Plan. The planning study is largely funded by funds from U.S. Department of Housing & Urban Development Community Development Block Grant (CDBG). In addition to the CDBG funds, The Nature Conservancy ("TNC") will provide funding that will be used towards the Centralized Stormwater Management (CSM) Feature Master Plan.

In June, 2017, the EDC Board of Directors approved a subrecipient agreement with the City relating to the CDBG funding and an agreement with TNC relating to the funding for the CSM. The total budget for the Eastern Market Comprehensive Neighborhood Framework Plan is \$877,910, which includes a 10% EDC administrative fee. The CDBG allocation for the planning study is \$660,000. TNC is contributing additional funds up to \$217,910 for the CSM Feature Master Plan.

For this planning process, a Request for Proposals for the scope of work contemplated by the agreements with the City and TNC, a summary of which is attached as Exhibit A (the "Scope of Work"), was issued in July 2017 and seventeen (17) proposals were received. After a review process, interview invitations were extended to seven (7) firms in September 2017. Utile, Inc., a firm based in Boston, was selected based on their experience on projects of similar scope, size and complexity, expertise in urban industrial design and community planning, including work that is underway in Brush Park. Certain portions of the Scope of Work will be undertaken by Detroit based contractors.

Utile's cost for the Scope of Work is \$775,008. The EDC's anticipated budget for this planning study is \$798,100. EDC staff would like authorization to reserve this difference of \$23,092 as owner's contingency for unexpected costs (approximately 3% owner's contingency).

The EDC staff is recommending (i) approval of the EDC's execution of a professional services agreement with Utile, Inc. in an amount not to exceed \$775,008 for the Scope of Work and (ii) an owner's contingency in the amount of \$23,092.

A resolution was included with the Board material for consideration.

January 23, 2018

The Board requested a copy of the RFP proposal submitted by the winning bidder, Utile, along with a percentage breakdown of Detroit-based firms that are part of the proposal. Ms. Frazier said that she would provide the information requested.

Subsequent to a discussion, the Board took the following action:

On a motion by Ms. Bruhn, seconded by Mr. Roling, Resolution Code EDC 18-01-97-03 was unanimously approved.

#### **Administration: Delegation of Authority**

Ms. Navin advised that in September 2003, by Resolution EDC 03-09-01-82 (the "2003 Resolution"), the Board of Directors (the "Board") of the Economic Development Corporation of the City of Detroit (the "EDC"), adopted a delegation of authority with respect to the negotiation and execution of contracts relating to expenditures of up to \$50,000.

EDC staff has found the authority granted under the Resolution is in need of additional streamlining and proposes a new resolution which would establish a delegation of authority as follows:

- Any two Officers, any two Authorized Agents, or any One Officer and any one Authorized Agent (collectively the "Designated Parties") will have the power to:
  - Approve non-monetary contracts and monetary contracts of an amount up to and including the sum of Fifty Thousand and 00/100 (\$50,000.00) Dollars;
  - Approve change orders or other amendments for any contract for up to 25% of the original contract value not to exceed \$50,000.00; and
  - Execute all documents and instruments approved under the delegation of authority, including any checks issued pursuant thereto.
- Staff will include in the Board materials a report of contracts and contract amendments executed pursuant to the delegation of authority on a quarterly basis.

A resolution was included for the Board's consideration.

A discussion took place about the changes made in this resolution from the 2003 resolution. Ms. Navin explained that under the Motor City Match and Re-Store programs, there were many small contracts to be signed and the changes were made to streamline the process of reporting and bring the policy up to the practice that has evolved.

Ms. Bruhn stated that she was not comfortable taking action on this item today and requested to see the 2003 Delegation of Authority Resolution. Ms. Navin stated that she would provide it to her.

Ms. Forte suggested that this item be tabled and brought back for reconsideration at the Special Board meeting on January 30, 2017.

January 23, 2018

On a motion by Ms. Bruhn, seconded by Mr. Quarles, Resolution Code EDC 18-01-01-197 was tabled.

**ADMINISTRATION**

**OTHER MATTERS**

**PUBLIC COMMENT**

**ADJOURNMENT**

With there being no further business, Ms. Forte adjourned the meeting at 10:06 a.m.



Economic Development Corporation of the City of Detroit CODE EDC 18-01-01-197

ADMINISTRATION: ELECTION OF SECRETARY

**RESOLVED**, that Marsha Bruhn is hereby elected as Secretary of the Board of Directors of the Economic Development Corporation of the City of Detroit.

January 23, 2017



**APPROVAL OF MINUTES OF NOVEMBER 28, 2017 MEETING**

RESOLVED, that the minutes of the Regular meeting of November 28, 2017 are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

January 23, 2018



**ACCEPTANCE OF TREASURER'S REPORT FOR NOVEMBER 2017**

RESOLVED, that the Treasurer's Report of Receipts and Disbursements for the period ending November 30, 2017, as presented at this meeting, is hereby in all respects accepted as action of the Economic Development Corporation.

January 23, 2018



Economic Development Corporation of the City of Detroit

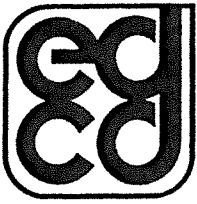
CODE EDC 18-01-03-222

**ACCEPTANCE OF TREASURER'S REPORT FOR DECEMBER 2017**

RESOLVED, that the Treasurer's Report of Receipts and Disbursements for the period ending December 31, 2017, as presented at this meeting, is hereby in all respects accepted as action of the Economic Development Corporation.

January 23, 2018





**SMALL BUSINESS AND COMMERCIAL CORRIDOR REVITALIZATION PROGRAM:  
MARKETING AND COMMUNICATIONS SERVICES**

**WHEREAS**, following a November, 2016 solicitation, the Economic Development Corporation of the City of Detroit ("EDC") entered into a Professional Services Agreement (the "Agreement") with Mort Crim Communications Inc. ("MCCI") for an approximately one (1) year monthly retainer contract in the amount of Ten Thousand, Two Hundred and 00/100 (\$10,200.00) dollars per month and a gross advertising budget of One Hundred Thousand 00/100 (\$100,000.00) for an annual not-to-exceed amount of Two Hundred Twenty Two Thousand, Four Hundred and 00/100 dollars (\$222,400.00), expiring February 14, 2018 communications planning, implementation, event planning, social media engagement, photo documentation and communication advisory services relative to the EDC's small business programs, namely Motor City Match and Motor City Re-Store (the "Agreement"); and

**WHEREAS**, EDC staff recommends extending the Agreement to March 31, 2018 and increasing the contract amount by \$50,000.00.

**WHEREAS**, the EDC Board of Directors has determined that Staff's recommendation is appropriate and within the best interests of the Program.

**NOW THEREFORE BE IT RESOLVED**, that the EDC Board of Directors hereby authorizes the negotiation and execution of an amendment to the Agreement to extend the contract to March 31, 2018 and increase the contract in the amount of Fifty Thousand and 00/100 (\$50,000.00)

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018



**SMALL BUSINESS AND COMMERCIAL CORRIDOR REVITALIZATION PROGRAM:  
BRANDING AND WEBSITE DEVELOPMENT SERVICES: MEDIA GENESIS  
AMENDMENTS**

**WHEREAS**, following a November 2016 solicitation, pursuant to EDC 17-01-91-34, the Economic Development Corporation of the City of Detroit (the "EDC") approved a Professional Services Agreement with Media Genesis, Inc. for branding and website development services for the Small Business Development and Commercial Corridor Revitalization Programs for a base contract amount not-to-exceed Seventy-Four Thousand Four Hundred Ten and 00/100 (\$74,410.00) (the "Agreement"), which Agreement by its terms expired on December 31, 2017; and

**WHEREAS**, in order to provide additional funding for the procurement of additional services from the Firm during the original term, the Agreement was amended by a First Amendment dated October 23, 2017, for additional compensation of \$20,000.00; and

**WHEREAS**, pursuant to the EDC's delegation of authority, staff is authorized to enter into change orders of up to 25% (in this case, \$18,602.50), up to \$50,000, without board approval; however, the first amendment inadvertently exceeded this limit by \$1,397.50 (the "Excess Contract Amount"); and

**WHEREAS**, EDC staff recommends the formal approval of the first amendment, including the Excess Contract Amount; and

**WHEREAS**, the EDC staff desires to further amend the Agreement in order to extend the term through March 31, 2018 and provide for additional compensation of \$24,000.00 for that extended period; and

**WHEREAS**, the EDC Board of Directors has determined that Staff's recommendations are appropriate and in the best interests of the Program.

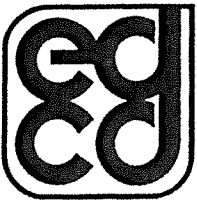
**NOW THEREFORE BE IT RESOLVED**, that EDC Board of Directors hereby approves the First Amendment to the Agreement, including the Excess Contract Amount.

**BE IT FURTHER RESOLVED**, that the EDC Board of Directors hereby authorizes the negotiation and execution of a second amendment to the Agreement extending the Agreement through March 31, 2018 and approval of additional compensation not to exceed \$24,000.00

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FURTHER RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018



**MOTOR CITY MATCH: BUSINESS PLANNING AND TECHNICAL ASSISTANCE – BUILD INSTITUTE AMENDMENT**

**WHEREAS**, following a November 2016 solicitation, pursuant to EDC 17-01-91-36, the Economic Development Corporation of the City of Detroit (“EDC”) board approved a Professional Services Agreement with Downtown Detroit Partnership, the fiduciary of BUILD Institute (“Firm”) for Eighty Thousand and 00/100 (\$80,000.00) in 2017 to provide business planning classes for up to thirty-two (32) “Business Plan” (formerly, “Get Ready”) Motor City Match business awardees (the “Agreement”); and

**WHEREAS**, the Firm completed all anticipated classes and the Agreement expired in December 2017; and

**WHEREAS**, EDC staff anticipates issuing a new solicitation for the services in the first quarter of 2018 and seeks a short-term extension of the Agreement through March 31, 2018 for an amount not to exceed \$20,000; and

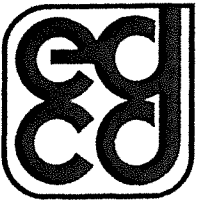
**WHEREAS**, the EDC Board of Directors has determined that Staff’s recommendation is appropriate and in the best interests of the Program.

**NOW THEREFORE BE IT RESOLVED**, that the EDC Board of Directors hereby authorizes the negotiation and execution of an amendment to the Agreement extending the Agreement through March 31, 2018 for a not-to-exceed amount of \$20,000.00.

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC’s Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018



**MOTOR CITY MATCH: BUSINESS PLANNING AND TECHNICAL ASSISTANCE – LIFELINE AMENDMENT**

**WHEREAS**, following a November, 2016 solicitation, pursuant to EDC 17-01-91-35, the Economic Development Corporation of the City of Detroit (“EDC”) board approved a Professional Services Agreement with LifeLine Business Consulting for One Hundred Two Thousand and 00/100 (\$102,000.00) in 2017 to provide business planning classes for up to forty (40) “Business Plan” (formerly, “Get Ready”) Motor City Match business awardees and 1:1 financial planning assistance for up to for up to twenty (20) Motor City Match Design (formerly, “Make a Plan”) and Cash (formerly, “Match your Cash”) business awardees (the “Agreement”); and;

**WHEREAS**, the Firm completed all anticipated classes and the Agreement expired in December 2017; and

**WHEREAS**, EDC staff anticipates issuing a new solicitation for the services in the first quarter of 2018 and seeks a short-term extension of the Agreement through March 31, 2018 for an amount not to exceed \$22,500.00; and

**WHEREAS**, the EDC Board of Directors has determined that Staff’s recommendation is appropriate and in the best interests of the Program.

**NOW THEREFORE BE IT RESOLVED**, that the EDC Board of Directors hereby authorizes the negotiation and execution of an amendment to the Agreement extending the Agreement through March 31, 2018 for a not-to-exceed amount of \$20,000.00.

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC’s Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018



**SMALL BUSINESS AND COMMERCIAL CORRIDOR REVITALIZATION PROGRAM:  
LEGAL SERVICES – CLARK HILL AMENDMENT**

**WHEREAS**, following a November 2016 solicitation, pursuant to EDC 17-01-91-33, the Economic Development Corporation of the City of Detroit (the "EDC") approved a professional services agreement for legal services relating to the Motor City Match and Motor City Re-Store programs with Clark Hill for an amount not to exceed \$150,000.00 (the "Agreement"); and

**WHEREAS**, the Agreement expired on December 31, 2017 but, pursuant to CDBG procurement rules may be renewed for up to two (2) 1 year terms without additional solicitation; and.

**WHEREAS** EDC staff requests authorization from the Board to extend the Agreement for an additional one year period concluding December 31, 2018 in an amount that will not-to-exceed the "small purchase procedure" cap of One Hundred Fifty Thousand and 00/100 (\$150,000.00) to provide the proposed Work in accordance with the EDC's Request for Proposal dated November 21, 2016; and

**WHEREAS**, the EDC Board of Directors has determined that Staff's recommendation is appropriate and within the best interests of the Program.

**NOW THEREFORE BE IT RESOLVED**, that the EDC Board of Directors hereby authorizes the execution of an amendment to the Agreement to provide the requested services for the not-to-exceed amount of One Hundred Fifty Thousand and 00/100 (\$150,000.00) per the "small purchase procedure" cap of per 24 CFR 85.36(d)1 for a one year period concluding on December 31, 2018.

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018



**SMALL BUSINESS AND COMMERCIAL CORRIDOR REVITALIZATION PROGRAM:  
COMMUNITY DEVELOPMENT BLOCK GRANT CONSULTANT SERVICES –  
HENNESSEY AMENDMENT**

**WHEREAS**, following a November 2016 solicitation, pursuant to EDC 17-01-91-32, the Economic Development Corporation of the City of Detroit (the "EDC") approved a professional services agreement for CDBG consulting services relating to the Motor City Match and Motor City Re-Store programs with Hennessey Engineers for an amount not to exceed \$150,000.00 (the "Agreement"); and

**WHEREAS**, the Agreement expired on December 31, 2017 but, pursuant to CDBG procurement rules may be renewed for up to two (2) 1 year terms without additional solicitation; and

**WHEREAS** EDC staff requests authorization from the Board to extend the Agreement for an additional one year period concluding December 31, 2018 in an amount that will not-to-exceed the "small purchase procedure" cap of One Hundred Fifty Thousand and 00/100 (\$150,000.00) to provide the proposed Work in accordance with the EDC's Request for Proposal dated November 21, 2016; and

**WHEREAS**, the EDC Board of Directors has determined that Staff's recommendation is appropriate and within the best interests of the Program.

**NOW THEREFORE BE IT RESOLVED**, that the EDC Board of Directors hereby authorizes the execution of an amendment to the Agreement to provide the requested services for the not-to-exceed amount of One Hundred Fifty Thousand and 00/100 (\$150,000.00) per the "small purchase procedure" cap of per 24 CFR 85.36(d)1 for a one year period concluding on December 31, 2018.

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018





**I-94 INDUSTRIAL PARK PROJECT: AUTHORIZATION TO ACCEPT PROJECT FUNDING FROM THE CITY OF DETROIT AND THE DETROIT ECONOMIC GROWTH ASSOCIATION TO IMPLEMENT THE MT. ELLIOTT STREET ROAD RECONSTRUCTION PROJECT**

**WHEREAS**, in 2014, the Detroit Economic Growth Association (the "DEGA") received a grant from the U.S. Department of Commerce Economic Development Administration (the, "EDA"), and with the City of Detroit, undertook and completed the development of a comprehensive strategy for revitalizing the Mt. Elliott Employment District as the center for a rejuvenated manufacturing cluster for Detroit (the "Strategy"); and

**WHEREAS**, the Mt. Elliott Employment District (Attachment 1) runs from I-94 generally along Van Dyke (M-53) and Mt. Elliott Roads north to the city limits at Eight Mile, lies in the heart of the region's automotive manufacturing corridor, and its potential is bolstered by its proximity to major infrastructure assets such as Coleman A. Young Airport, freight rail and rail yards, and direct access to I-94; and

**WHEREAS**, acting upon the recommendations of the Strategy, the City of Detroit, the DEGA, and the EDC have collectively prepared a second grant application to the EDA to fund a portion of the reconstruction and widening (in certain areas) of Mt. Elliott Street to support traffic coming from Mt. Elliott/ Mound and Georgia St., the Georgia St. area business/ facilities along Huber St., Lynch Road, to and from the I-94 expressway, including the General Motors Detroit-Hamtramck Assembly Plant, and the anticipated \$84 million ArcelorMittal Tailored Blanks facility; and

**WHEREAS**, the EDA grant funding will be used to help fund the Mt. Elliott Street reconstruction project from the EDA's Investment for Public Works and Economic Development Facilities Program, and

**WHEREAS**, the a portion of the proposed Mt. Elliott Reconstruction project area is situated adjacent to the existing EDC I-94 Industrial Park project area; and

**WHEREAS**, upon appropriate City Council approval, the EDC is anticipated to be the entity responsible to undertake the Mt. Elliott reconstruction work, and would accept EDA Public Works Grant funds from the DEGA, and local match funds from the City of Detroit directly, or from the DEGA under a funding agreement with the City of Detroit, and

**WHEREAS**, the total project is estimated to cost \$6.4 million, proposed to be funded as follows: (i) \$3.2 million from the City of Detroit to satisfy a portion of the EDA's local match requirement (the, "City Funds"), payable from city bond funds and a \$2.4 million infrastructure grant from the Michigan Department of Transportation; (ii) a contribution of approximately \$200,000 in DEGA staff time over a two-year period to administer the Project to satisfy a portion of the EDA's local match requirement; and (iii) \$3.0 million in in grant monies coming from the EDA (the "EDA PW Grant Funds"); and; and

**WHEREAS**, the city of Detroit Mayor's Office recognizes the role of the EDC as its partner, acknowledges that the EDC is acting in cooperation with the City of Detroit and the DEGA, recognizes the EDC's role in implementing the Mt. Elliott reconstruction project, and desires to have the Detroit City Council formally acknowledge the EDC as a project partner through an adopted resolution.

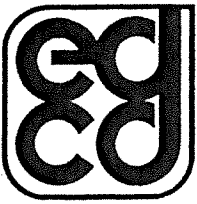
**NOW THEREFORE, BE IT RESOLVED**, that the EDC Board does hereby acknowledge and accept the EDC' role as co-applicant and project partner with DEGA and the City of Detroit.

**BE IT FURTHER RESOLVED**, that the EDC Board authorizes the acceptance of the EDA PW Grant Funds and the City Funds.

**BE IT FURTHER RESOLVED**, that any two authorized agents shall hereafter have the authority to negotiate and execute appropriate funding agreements between the EDC and the City and/or the DEGA and any and all other agreements, documents, contracts, or other papers necessary or to take any actions necessary to implement the provisions and intent of this resolution on behalf of the EDC.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any authorized agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolution except that such acts were taken were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018



**APPROVAL OF PROFESSIONAL SERVICES CONSULTANT SERVICES AGREEMENT FOR EASTERN MARKET COMPREHENSIVE NEIGHBORHOOD FRAMEWORK PLAN**

**WHEREAS**, in June 2017, the City of Detroit Economic Development Corporation (the "EDC") Board of Directors approved the EDC's project management role in the City of Detroit's (the "City") Eastern Market Comprehensive Neighborhood Framework Plan, funded through a Community Development Block Grant (CDBG) sub-recipient agreement with the City and an agreement with The Nature Conservancy ("TNC") with respect to the Centralized Stormwater Management (CSM) Feature Master Plan (the "Project"); and

**WHEREAS**, a Request for Proposals for the scope of work contemplated for the Project, a summary of which is attached as **Exhibit A** (the "Scope of Work"), was issued in July 2017; and

**WHEREAS**, based on a comprehensive proposal review and evaluation process, EDC staff recommends the selection of Utile, Inc. to provide the Scope of Work for a cost not to exceed \$775,008; and

**WHEREAS**, Staff recommends reserving the remaining budgeted funds of \$23,092 as owner's contingency for unexpected costs (approximately 3% owner's contingency); and

**WHEREAS**, the EDC Board of Directors has determined that Staff's recommendation is appropriate and within the best interests of the Project.

**NOW THEREFORE BE IT RESOLVED**, that the EDC Board of Directors hereby authorizes the negotiation and execution of a professional services contract with the Utile, Inc. to provide the Scope of Work for the not-to-exceed amount of \$775,008.

**BE IT FURTHER RESOLVED**, that the EDC Board of Directors hereby authorizes an owner's contingency of \$23,092 as owner's contingency for unexpected costs (approximately 3% of the contract value) to manage unforeseen conditions or additional work for the term of the agreement.

**BE IT FURTHER RESOLVED**, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary to implement the provisions and intent of this resolution.

**BE IT FINALLY RESOLVED**, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

January 23, 2018