AGENDA

Committee on Ways and Means
June 17, 2025 at 4:00 PM

Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor
To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.
To view the meeting live and participate in virtual public comment: https://www.lansingmi.gov/1212/Council-Committee-Meetings

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Council Member Hussain, Chairperson
Council Member Garza, Vice Chairperson
Council Member Spadafore, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
   A. April 2, 2025
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
   B. RESOLUTION - Grant Acceptance; Detroit Crime Commission award for the Cold Case Unit
   C. RESOLUTION - Grant Acceptance; Community Economic Development Association of Michigan award for Children's Savings Account Innovation Projects
   D. RESOLUTION - Grant Acceptance; HOME Investment Partnership Program American Rescue Plan (HOME-ARP) additional funding
   E. Sole Source Purchase; Parks and Recreation Department request for Nationwide Fitness Installation Inc. as the vendor for installation of the MFC Approved Fitness Court at Davis Park
6. **Other**
7. **Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

MINUTES
Committee on Ways and Means
Wednesday, April 2, 2025 @ 3:30 p.m.
City Council Conference Room

CALL TO ORDER
Council Member Hussain called the meeting to order at 3:30pm

PRESENT
Council Member Adam Hussain, Chair
Council Member Jeremy Garza, Vice Chair
Council Member Peter Spadafore, Member

OTHERS PRESENT
Renee Richmond, Council Administrative Assistant
Charles Randall, Internal Auditor
Greg Venker, City Attorney
Anethia Brewer, Court Administrator 54A District Court
Brianna Koschmider, Chief Probation Officer 54A District Court
Antonio Fuentes, Strategy Analyst
Jake Brower, Chief Strategy Officer
Robert Backus, Chief of Police

Minutes
MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES OF MARCH 19, 2025 TO PLACE ON FILE.

Councilmember Hussain spoke on the record of the previous meetings conversation and that Mr. Lawrence spoke on the project of Pleasant Grove and Holmes was a priority of the administration and acknowledged the Mayor and administration and thanked them and the support of the community. Also, that the congressional leaders support, adding thanking the many organizations and people that wrote letters of support.

MOTION CARRIED 3-0.

Public Comment

Discussion/Action:
RESOLUTION – Grant Acceptance; Michigan Drug Court Grant for Sobriety Court
Ms. Brewer apologized for dropping the ball, this has been in operations for a while. They are excited that State Court Administrative Office (SCAO) supports the district court felony sobriety court program. SCAO supplies the funds for testing and treatment of the intense 2-year program.

Ms. Koschmider highlighted a few statistics since the program started in 2005 with a 65% completion rate, the next graduation is in June and expect 5 graduates, it will be the 40th sobriety court graduation. She spoke on the budget for this FY they were awarded $30,000 and broke down the distribution, $13,720 for substance abuse treatment, $13,000 for alcohol/drug testing, $2,000 for electronic monitoring like a tether, $1,200 for ignition interlock services and $80 for graduation supplies. Councilmember Hussain asked what $80 can get, Ms. Koschmider responded they typically just get cupcakes. Councilmember Hussain asked for clarification on the training aspect since the grant from has a dollar sign only, but the resolution has zero dollars noted. Ms. Brewer confirmed it is zero dollars.

Councilmember Garza asked if this is an annual grant with no local match and have they received every year since 2005. Ms. Brewer confirmed they apply every year and have received it, there is no match. Councilmember Garza inquired if there is a chance they won't receive it. Ms. Brewer responded it all depends on monies and how many specialty courts start in the course of the year, explaining last year they tried for their own drug court program and did not receive funding for Lansing, there are programs in East Lansing and Mason. Adding they are full and expect to apply again this year, concluding this is a felony sobriety court which is different than most with a 65% success, which is phenomenal. Mr. Charles asked if the amount is adequate, Ms. Koschmider answered they could always use more.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE MICHIGAN DRUG COURT GRANT FOR SOBRIETY COURT. MOTION CARRIED 3-0.

<u>RESOLUTION – Grant Acceptance; Kroger Tree Planting Arbor Day Grant for Cavanaugh Park</u>
Mr. Fuentes noted this grant is a mission between Kroger and Arbor Day, the city was donated $18,750 to plant trees in Cavanaugh Park. Councilmember Spadafore inquired about the minimum of 30 trees, can more be planted. Mr. Fuentes answered the goal is 30. Councilmember Garza asked if any fruit trees, and Mr. Flores stated they are planting Spruce, Pine, Oak, Tulip, Black Gum, Dawn Redwood, Bald Cypress, Red Bud, Serviceberry, and Flowering Cherry.

Councilmember Hussain inquired about community involvement, Mr. Fuentes mentioned a few volunteers including students and teachers from Everett High School and Cavanaugh, Michigan Department of Natural Resources, and some elected officials. Councilmember Hussain asked why this park was chosen, Mr. Fuentes noted there is a wide gap and to help the students.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE KROGER TREE PLANTING ARBOR DAY GRANT FOR CAVANAUGH PARK WITH THE AMENDMENT IN THE SECOND WHEREAS WITH A SPACE BETWEEN $21 AND MILLION. MOTION CARRIED 3-0.

<u>PLACE ON FILE – Sole Source Purchase; Lansing Police Department request for Dr. David Carter as the vendor for the Management Analysis of Traffic Stops (MATS) data analysis project</u>
Chief Backus spoke that Dr. Carter is a professor with MSU and the contact for the last 24 years for the Management Analysis of Traffic Stops (MATS), which is done every year, he looks at racial profiling in traffic stops and LPD will post the results on their website. This sole source is to cover the invoice, and it is covered in the budget line item for LPD.

Councilmember Garza spoke in support. Councilmember Hussain noted that the cost has been $19,500 since 2007 why has it not fluctuated. Chief Backus noted Dr. Carter has never increased and believes LPD is well known for the study and how long it's gone on. Councilmember Hussain mentioned historically has it shown different treatment of ethnic groups or policy change. Chief Backus responded this year's study states proportionally demographic characteristics of drivers stopped are consistent with previous years which reinforces no notion there is no biased in stops. Dr. Carter's biggest look is at consent searches, and LPD is low around 2% in traffic stops.

MOTION BY COUNCIL MEMBER GARZA TO PLACE ON FILE. MOTION CARRIED 3-0.

OTHER

ADJOURN
Adjourned at 3:47p.m.
Submitted by,
Renee Richmond, Recording Secretary, Lansing City Council
Approved by the Committee on

LANSING CITY COUNCIL

FY25 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE:	-
GRANT NAME:	- COMBINED DONATIONS AT&T/ALTRIA GROUP
GRANT AGENCY:	- DETROIT CRIME COMMISSION
ASSISTANCE LISTING (CDFA):	-
DEPARTMENT:	- LPD
CONTACT NAME:	- CHERYL RUPPRECHT
CONTACT PHONE:	- 517-483-4808
GRANT PERIOD START:	- MAY 2025
GRANT PERIOD END:	- UNTIL FUNDS DEPLETED
APPLICATION DATE:	- N/A
AWARD DATE:	- MAY 7, 2025
TOTAL AMOUNT:	- $16.735
ADMINISTRATIVE COST RECOVERY AMOUNT:	-

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

The use of these funds is up to the Cold Case unit coordinator and suggested but not limited to: wages/fringes/travel/equipment/miscellaneous operating needs in order to continue the unit's efforts.

PROJECTED ACCOUNT CODE DETAIL (OBJECT MINIMUM):

Account	Description	Amount

MATCHING FUNDS ACCOUNT CODE DETAIL (IF APPLICABLE):

Account	Description	Amount

3078

Detroit Crime Commission
26211 Central Park Blvd, Ste. 304
Southfield, MI 48076
313-394-1600

CHASE
JPMorgan Chase Bank, N.A.
www.Chase.com
9-32/720

05/07/2025

PAY TO THE ORDER OF Lansing Police Department $ **16,735.69

Sixteen thousand seven hundred thirty-five and 69/100*** DOLLARS

Lansing Police Department
Cold Case Unit 4th FL
120 W. Michigan Ave.
Lansing, MI 48933

MEMO

AUTHORIZED SIGNATURE

Security features. Details on back.

⑈003078⑈ ⑆072000326⑆ 938347432⑈

Detroit Crime Commission

3078

05/07/2025 **Lansing Police Department**

Date	Type	Reference	Original Amount	Balance Due	Payment
05/07/2025	Bill	5.7.25	16,735.69	16,735.69	16,735.69
			Check Amount		16,735.69

Cash 16,735.69

DETROIT CRIME COMMISSION
FOR THE PEOPLE WITH THE PEOPLE
26211 Central Park Blvd., Suite 304, Southfield, MI 48076

METROPLEX MI 480
8 MAY 2025 PM 8 L

Lansing Police Department
Attn: Cold Case Unit 4th Floor
120 W. Michigan Ave.
Lansing, MI 48933

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, on May 7, 2025, the Detroit Crime Commission informed the Lansing Police Department (LPD) that the LPD had received a combination of funding sources totaling $16,735; and

WHEREAS, the Detroit Crime Commission award of $16,735 requires no local match; and

WHEREAS, there is no specified use period; and

WHEREAS, the LPD will utilize the Detroit Crime Commission funds as needed to further the efforts of the Cold Case Unit as intended; and

WHEREAS, the funding will be used to continue wages and fringes for one (1) contract employee to supplement existing staff, as well as provide training including accommodations, travel as necessary, equipment and supplies until the funds are exhausted.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Detroit Crime Commission funds in the total amount of $16,735.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: CEDAM CSA Innovation Grant

DEPARTMENT: Office of Financial Empowerment, Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Tiffany Lemieux-McKissic, tiffany.mckissic@lansingmi.gov, 517-282-7725

APPLIICATION DATE: April 18, 2025 AWARD DATE: May 22, 2025

GRANT CYCLE: 6/1/25 – 8/31/26 Check One: ___Annual x_One-Time

FUND AMOUNT: ____60,000.00________ (Breakdown below should total this amount)

GOODS & SERVICES	
PERSONNEL	$54,000.00
CONSTRUCTION	$0.00
LAND	$0.00
OTHER	$ 6,000.00

CITY MATCH (IF APPLICABLE): $ None

GRANT PAYS FOR: Contractual Labor, Fringe costs, Other: Marketing, Events, Outreach, Incentives

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

The CEDAM grant funding will support the hiring of three part-time BOLD Lansing Youth Interns to lead peer-to-peer outreach and deposit engagement activities across all three Lansing high schools for Lansing SAVE, building on the success of a 2025 pilot at Everett. It will also allow for the hiring of a part-time BOLD Accessibility Navigator to include targeted outreach and support for students with disabilities, ensuring more equitable access to Lansing SAVE accounts and postsecondary planning resources. Through these efforts, the grant will help increase deposit activity, raise awareness of savings opportunities, and make the program more inclusive for students with IEPs and other unique needs. The funds will be used to pay for contractual labor, fringe costs and also for events, incentives for students, marketing and other outreach.

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing was selected on May 22, 2025 to receive a Children's Savings Account (CSA) Innovation Projects grant from the Community Economic Development Association of Michigan (CEDAM) for $60,000; and

WHEREAS, the City of Lansing's Office of Financial Empowerment, which is part of the Department of Economic Development & Planning applied for a grant to expand the expand the Youth Initiative Program into three Lansing School District High Schools and to create an Accessibility Navigator to connect students with disabilities to available community resources for the Lansing SAVE program. MSUFCU opens a Lansing SAVE account for every Lansing School District student upon kindergarten enrollment which is earmarked for post-secondary education; and

WHEREAS, the CSA Innovation Projects Grant was the result of a competitive proposal process, and the proposal was submitted by the Office of Financial Empowerment on April 18, 2025, approved on May 22, 2025, and will be received upon approval by Council and signed agreement; and

WHEREAS, the award for $60,000.00 does not require a local match.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the CEDAM CSA Innovation Projects grant in the total amount of $60,000.00 for the grant period beginning on the date of council approval for the City of Lansing and ending on August 31, 2026.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

Department of Economic Development and Planning
Rawley Van Fossen, Director

Andy Schor, Mayor

Community Development Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4040 – FAX: 517.483.6036
www.lansingmi.gov/development

MEMORANDUM

TO: Mayor Schor

FROM: Erin Buitendorp, Community Development Manager

DATE: Friday, May 30, 2025

SUBJECT: Corrected Amount of HOME – ARP funds

Due to recent quality control efforts, the US Department of Housing and Urban Development – Office of Community Planning and Development notified the City of Lansing's Community Development Office that an additional allocation amount of $4,153.00 is available.

Original HOME-ARP Award	Additional Allocation Amount	Revised HOME-ARP Award
$2,784,822.00	$4,153.00	$2,788,975.00

This memo is to approve the receival of the additional funding from the original 2021 HOME – ARP allocation to the City of Lansing.

If you require any additional information, please do not hesitate to contact our office.

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing Department of Economic Development and Planning is the fiduciary of the HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) funding; and

WHEREAS, the City of Lansing was awarded $2,784,822 in HOME-ARP funds from the US Department of Housing and Urban Development (HUD) to be utilized for Qualifying Populations (QP) as defined in CPD Notice 21-10 for the grant term September 21, 2021 through September 30, 2030; and

WHEREAS, a Substantial Amendment to the FY2021 Annual Action Plan was approved on July 22, 2024 to allocate the awarded HOME-ARP funding for the following:

- Supportive Services: $264,458
- Development of Affordable Rental Housing: $2,102,301
    - This funding has been committed to the Hillsdale Place Apartments
- Non-Profit Operating Support: $139,241
- Administration and Planning: $278,482 (10% of grant allocation)

WHEREAS, the City of Lansing received notice from HUD on May 23, 2025 that the City received $4,153 less in HOME-ARP funding than it was entitled to receive. The revised HOME-ARP allocation for the City of Lansing has been increased to $2,788,975.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the additional $4,153 in HOME Investment Partnership Program American Rescue Plan (HOME-ARP) funding awarded by HUD for a total allocation of $2,788,975.

BE IT FINALLY RESOLVED that the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson - Senior Buyer

DATE: May 15, 2025

SUBJECT: Sole Source Purchase – Nationwide Fitness Installation Inc

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Parks & Recreation Department

Vendor: Nationwide Fitness Installation Inc.

Item Purchased: Davis Park Fitness Court Installation

Dollar Amount: $ 28,500.00

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

sr

Sole Source Memo Letter

Information Page

Creator

Stephanie Robinson

Contact Person*

Stephanie Robinson

Department

Finance

Contact Person Phone

5174834128

Contact Person Email

`stephanie.robinson@lansingmi.gov

Goods or Service?*

Goods

Services

Vendor Name*

Nationwide Fitness Installation

Vendor Number

V051770

Approval Deadline

5/23/2025

Proposed Start Date

5/23/2025

Proposed End Date

8/31/2025

Account Number

208-933890-972000-72105

Purchase Order Number

Deadline Info

Justification

INSTALLATION OF THE FITNESS COURT AT DAVIS PARK AS PART OF THE NATIONAL FITNESS CAMPAIGN.

Routing

Mayor's Office: Click Forward Packet, then submit to complete task.

Mayor Signature (Approval)

Mayor Approval

Approved Denied

Support Documents

SOLE SOURCE FOR NATIONWIDE FIXTURE INSTALLATION LETTER TO MAYOR LPD MAY 2025.pdf	89.93KB
SOLE SOURCE NATIONWIDE FIXTURE TO PURCHASING.pdf	2.41MB
Nationwide Fixture.pdf	161.68KB
W-9 Nationwide Fixture Installations 2025.pdf	67.97KB

Purchasing PO

P092277 NATIONWIDE FITNESS INSTALLATION PARKS.pdf	108.99KB

Cover Letter

SOLE SOURCE LETTER TO COUNCIL FOR MAYOR FOR NATIONWIDE FITNESS INSTALLATION MAY 2025.pdf	82.73KB

Forward Packet*

Done

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Stephanie Robinson, CPPB, Senior Buyer

FROM: Brett Kaschinske, Parks and Recreation Director

RE: Sole Source Nationwide Fixture Installations, Inc.

DATE: May 14th, 2025

The Parks Department requests that Nationwide Fixture Installations, Inc. be designated as sole source vendor for the installation of the fitness court at Davis Park.

We recommend issuing a sole source purchase order in the amount of $28,500.00 to nationwide Fixture Installations, Inc. due to their status as an approved installer by the National Fitness Campaign, and their ability to complete the install quickly.

Funds will be utilized from One Fitlots account number 208-933890-972000-72105.

If you require any additional information, please do not hesitate to contact me.

Approved: Brett Kaschinske Date: 5/14/2025

Brett Kaschinske, Parks and Recreation Director

Installation Proposal for NFC Site Partner
Davis Park
City of Lansing, MI

City of Lansing, MI
Davis Park
5500 Pleasant Grove Rd
Lansing, MI 48911

May 5, 2025

Proposal #:250365

Thank you for allowing Nationwide Fixture Installations (NFI) the opportunity to provide a proposal for the installation of Fitness Court© provided by the National Fitness Campaign.

Please review the details of this proposal to ensure we have accurately described the scope of work (SOW), and that we have met all your expectations.

Scope of Work:
Installation of Fitness Court© provided by the National Fitness Campaign in accordance with the National Fitness Campaign Installation Instructions and associated manufacturer's guidelines. This proposal represents the full scope of work.

Installation Documentation & Guidelines:
- NFC provided Concrete Slab Drawings
- The Fitness Court® Tile overview
- The Fitness Court® Specifications
- The Fitness Court® Installation Kit overview
- The Fitness Court® Installation and Maintenance Manual
- The Fitness Court® Vinyl Artwork Alignment Guide

Anticipated Schedule:
1. Anticipated Project Start Date: June 2, 2025
2. Project End Date: June 6, 2025

Installation of the Fitness Court® will not be scheduled for installation any sooner than 28 days after concrete is poured unless approved Spray-Lock product is used allowing installation to occur as soon as 14 days after concrete is poured / application of the Spray-Lock treatment. Installation of the Fitness Court® will only be scheduled if the conditions of the concrete and atmospheric conditions meet product manufacturers' requirements during use of product(s) including the 24-hour period following use of product(s). Schedule will be coordinated with Customer 14 days or more prior to installation. Schedule may also be affected by requirements for curing if using PIP flooring.

Assumptions:

1. All work to be completed with Non-Union Labor.
2. Proposal is based on one single mobilization and a continuous work schedule with no downtime.
3. NFI will be responsible for completing punch list items related to our original SOW based on materials available during our mobilization. NFI will NOT be responsible for new SOW items, punch list items added after our demobilization, item(s) requiring materials not available or part of our SOW, or finish touch-ups or repairs due to manufacturing defects or damage caused by other trades.
4. In the event we must return for reasons outside the control of NFI, additional charges may apply.
5. This proposal is based on NFI providing a standard required COI. It does not reflect OCIP or CCIP job requirements, unless disclosed by Customer and stated otherwise in our Inclusions.
6. NFI reserves the right to review, and revise said proposal upon receipt of an updated Scope of work.

Inclusions:

Installation of the following items:

- Body Weight Training Wall
- Anchor Bolts
- Sports Tile Flooring
- ADA Tile Border (Where applicable)
- All Equipment Elements
- Floor Markings
- Wall Graphics Installation according to 3M product requirements and the NFC Graphics Installation Guide.
- Signed Certificate of Completed Installation
- Close -Out Documents filed with NFC for Fitness Court© Warranty
- Owner Site Walk Thru upon completion
- Completion of Fitness Court Installation in 4 Days or less (Weather permitting)
- Completion of Graphics installation within 1 week of completion of Fitness Court

Installation

- Travel & Logistics
- Installation Project Management & Scheduling
- Pre- Installation Kickoff Meeting
- Insurance Certificate

Exclusions:

1. Repairs required due to damage caused by shipping, mishandling by others, or onsite damage by others.
2. Call backs due to site issues outside the control of NFI.
3. Punch list item(s) not related to original SOW, item(s) added after our demobilization, item(s) where necessary materials are not available, touch-up or repairs to SOW due to manufacturing defects or damages by other trades.
4. Any required permits, bonds or licenses fees required for construction (unless specifically noted in Inclusions).
5. Any taxes or other fees (unless specifically noted in Inclusions).

Provided by Customer:

- Procurement / supply of The Fitness Court®, Fitness Court® Tile, and Fitness Court® Install Kit.
- Site Prep
- Concrete slab built & cured, according to provided slab drawing specifications
- Construction fencing which will remain in place until all graphics are installed.
- Traffic and Pedestrian Control
- Restroom Facilities
- Storage of Fitness Court©
- Safe environmentally controlled storage of graphics until time of installation
- Charging capabilities for cordless tools
- Exact location and orientation of the Fitness Court® relative to the concrete footing.
- Parking adjacent to installation site for one vehicle
- Construction Lighting (as required)
- Pour in Place (PIP) Flooring (If chosen)

Concrete Slab Installation Requirements: Slab must be installed per NFC Installation Manual Including dimensions, slope, and surface preparations. Surfaces of concrete must be clean, dry, and flat, free of voids, projections, loose materials, oil, grease, sealers, and all other surface contaminants. Slab to be swept and cleaned prior to the arrival of the installation crew. "Concrete substrate should NOT be smooth and reflective; it must have a concrete surface profile of CSP 1-3 (similar to a light broomed finish). Alkaline surfaces need to be coated with primer prior to installation of tiles. Application of Spray-Lock treatment must be done in accordance with manufacturer's recommendations.

Provided by Customer as coordinated with installation team:

- Site Security
- Delivery and staging of Fitness Court© to site prior to arrival of installation crews
- Debris and trash removal & recycling

Qualifications:

1. All work to be completed with Non-Union labor.
2. If job schedule changes or deviates from schedule noted above, NFI reserves the right to adjust our pricing accordingly.
3. To avoid expediting fees NFI must receive a written approval of this proposal twenty-one (21) days prior to the start of the installation.
4. Missing or damaged inventory items will be ordered as soon as they are identified. Customer will be contacted and is expected to deliver priority overnight or as necessary in order that there are no delays in meeting critical completion dates. Any missing materials that arrive after our completion date may require a return trip that will be billed at Time & Material (T&M) including all labor, remobilization costs, and any materials required for installation of missing materials.
5. Proposal is based on the site being "Installation Ready" prior to the arrival of the installation crew. Permanent or adequate power required for operating all power tools and equipment must be operating and available to our installation crew.

Execution of this Agreement:

- Signed Proposal, Customer issued Purchase Order, or other acceptable agreement by all parties.
- 50% Down Payment required prior to deployment of installation team

- Final payment invoice will be processed following installation and customer sign off on both the Fitness Court installation and the Graphics installation.

Price: Installation of Fitness Court: $28,500.00

Expiration Date – Unless the Customer accepts this Proposal in writing within thirty (30) days of the date listed above, this Proposal will expire.

Pre-lien Notice - Please be advised that the state in which the Project is located may require subcontractors to issue pre-lien notifications and/or filings. NFI reserves the option to complete all statutorily required notifications and filings to preserve its right to lien the Project in the future, if necessary.

Payment Terms:
NFI will submit invoice upon completion of Fitness Court installation. Payment terms are net 10 Days from date of invoice. A signature below and a hard copy purchase order is required a minimum of 21 days in advance of the scheduled installation date. Changes made less than 14 days of the agreed upon installation date may require this proposal to be modified.

NFI terms and conditions will apply unless specifically countermanded in writing prior to the project start.

Thank you again for the opportunity to provide you with an install proposal for this project. Be assured that everyone on our team will do our part to exceed your expectations. If accepted, please provide your signature below:

Approval Signature:

____________________________ ________________
Authorized Name   Date

____________________________ ________________
Authorized Signature   Position/Title

Terms and Conditions

1. Proposal is for previously described scope of work only; price does not include any manufacturing or fabricating of any components. Our proposal includes all travel expenses and per diems, tools, and miscellaneous supplies to complete the work. Proposal does not include for any specialty hardware, fasteners, or material handling equipment unless specifically indicated within this proposal.
2. All work to be completed with Non-Union labor. If at any time union labor is required, current pricing will no longer be valid. Proposal will need to be repriced with applicable union labor rates.
3. The proposal price and time are based on the representation and warranty, hereby made by Customer to NFI, that all products shall be delivered in accordance with the delivery schedules set forth in this proposal, that deliveries will be complete, and organized in a logical sequential order; that all fixtures are reasonably capable of being installed with little or no adjustment, reworking or refinishing; that the project space is in a condition of construction that is capable of installing fixtures free from interference by the work of the owner, general contractor and/or other trades if applicable.
4. Proposal is based on the site having adequate lighting and electrical service.
5. Price is based on unloading material as adjacent to jobsite as is possible, with clear access from the unload point into the space.
6. Should unloading of materials and goods be required off premise, additional work required will be executed on a Time and Material basis for all applicable labor, facilities, equipment, and additional transportation and shipping charges.
7. Proposal includes for removal of trade related debris to a dumpster provided by others.
8. Pricing is based on one crew mobilization, unless otherwise specifically noted within this proposal.
9. Customer will process Change Order requests within a timely manner such that NFI's operations at each project site are not impacted. In the event that Customer directs NFI to proceed with installation of fixtures or other work that: 1) is outside the scope of this proposal; 2) was the subject of late, disorganized, defective or partial deliveries; 3) occurs before the space is ready for fixture installation; 4) occurs while other trades are working in the space; 5) is impacted by means that are outside of NFI's reasonable control, then NFI shall be entitled to an equitable adjustment of the Proposal Amount and/or Proposal Time for the impacted project or projects.
10. Back charges will not be accepted without prior written approval from NFI Project Manager.
11. Mutual Consequential Damages Waiver. Notwithstanding any other provisions in this proposal to the contrary, Customer and NFI mutually waive all claims for consequential, incidental, and exemplary damages that each may have against the other.
12. Notwithstanding any other provisions in this proposal to the contrary, NFI shall bear no responsibility for the condition of fixtures and materials provided by others, or for blocking, electrical, flooring, mechanical, plumbing and/or any sub-trade work installed by others.
13. Mutual Subrogation Waiver. Customer and NFI mutually waive all claims for damage to any property to the extent that such property is covered by builder's risk or other first-party property insurance maintained by anyone.
14. Dispute Resolution. The first step in the resolution of any dispute between NFI and Customer will be a meeting to discuss and attempt to resolve the dispute. If both parties agree, the dispute may be submitted to mediation with any service offering mediation services acceptable to both NFI and Customer.
15. Any claim arising out of or relating to this proposal, which is not resolved by a meeting, as required in the preceding paragraph, shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the agreement. A demand for arbitration shall be made in writing, delivered to the other party to this agreement, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all claims then known to that party on which arbitration is permitted to be demanded.
16. Either party, at its sole discretion, may consolidate an arbitration conducted under this proposal with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).
17. Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a claim not described in the written consent.
18. This agreement to arbitrate and any other written agreement to arbitrate with an additional person or persons referred to herein shall be specifically enforceable under applicable law in any court having jurisdiction thereof. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

19. Fire, explosion, theft, lightning, windstorm, earthquake, flood, hurricane, tornado, storm, labor disputes not caused by the Contractor, area-wide labor disputes impacting the Work, riot, civil commotion, act of war, act of foreign or domestic terrorism, malicious mischief, epidemic, pandemic (including but not limited to the COVID-19 coronavirus pandemic), act of God, or any other event not listed above that is both reasonably unforeseeable and beyond the Parties' reasonable control shall be a "Force Majeure Event." A Party to this Agreement shall not be held responsible for or liable to the other for any unavoidable loss, damage, or delay to the extent that such loss damage or delay is caused by a Force Majeure Event. Should a Force Majeure Event occur, the Parties shall promptly notify one another of the event. The Parties shall use all commercially reasonable efforts to overcome and mitigate all resulting losses, damages, or delays and to resume as soon as practical the normal pursuit and schedule of the Work. Should a Force Majeure Event result in increased labor or material costs or unavailability of same, or other loss, damage or delay to the Project, the Project schedule and price shall be equitably adjusted to reflect the actual time and cost impact caused by the Force Majeure Event.

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: **May 14, 2025**

SUBJECT: Sole Source – Nationwide Fixture LLC

The City of Lansing Parks and Recreation Department requests that Nationwide Fixture LLC be designated as a Sole Source contractor for the installation of the MFC Approved Fitness Court at Davis Park.

Please see the attached letter from Brett Kaschinske regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Nationwide Fixture LLC, the amount of $28,500 from the One Fitlots account number 208-933890-972000-72105.

Attachment

Date: ________________

Approved______ Denied ______

____

Andy Schor, Mayor

CITY OF LANSING
124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

PURCHASE ORDER	
P.O. NUMBER	**P092277**
DATE	**05/14/2025**
VENDOR I.D.	**V051770**
FOB	**None**
REQUISITION NO	**PR021758**

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE

TO: NATIONWIDE FIXTURE INSTALLATIONS INC
15600 28TH AVE NORTH
PLYMOUTH, MN 55447

(763) 278-7320

DELIVER ITEMS TO:	**SEND INVOICE TO:**
PUBLIC SERVICE DEPT OPS & MAINT	PARKS & RECREATION ADMIN OFFICE
601 E SOUTH ST	200 N FOSTER
LANSING, MI 48910	
ATTN KATHRYN MCNICHOL	LANSING 48912

Item No.	QTY	Description	Unit Price	Extended Price
1	28,500.00	CAPITAL OUTLAY/CONSTRUCTION *208-933890-972000-72105 $28,500.00*	$1.00	$28,500.00
			Total:	$28,500.00

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. **Goods other than those specified on this order must not be substituted or prices changed without authorization.**
2. **If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.**

Federal Tax ID: 38-6004628

AUTHORIZED SIGNATURE

Date
Printed: 05/15/2025

New Vendor Number Request

W-9 Form must be signed and attached.

NOTE: Incomplete forms will be returned to requestor.

Vendor Information						**Date:** 5/14/2025
Full Name: Nationwide Fixture Installations, Inc.			DBA Name (Doing Business Under Assumed Name)			
Corporate Address: 15600 28th Ave North			Mailing Address			
City: Plymouth	State: MN	Zip: 55447	City	State	Zip	
Tax Identification Number (TIN): 41-1694041			Social Security Number (If no TIN)			
Corporation	C	Partnership		Individual/Sole Proprietorship		Other (i.e. Government)
Corporate Office Phone Number: 763-278-7320		Accounts Payable Phone Number: 612-590-2275		AP Contact Name: Sammy Donnay		
Accounts Payable Email Address: sdonnay@nfi-usa.com		Corporate Email Address		Website Address		
Is Vendor exempt from Backup Withholding?	Yes	☑	No	☐	Note: Inquire with Vendor	

Vendor Number and Purchase Order Information								
Permanent Number	X	**City Employee Number**						
Provides a Service	X	**Provides Goods**	X	Check both if Vendor Provides Goods & Services				
Purchase Order	X	**Accounts Payable, No Purchase Order***						
Medical Services	Yes	☐	No	☑	**Attorney**	Yes ☐	No	☑
Will the City be Paying Rent to this company?		Yes	☐	No	☑			

*Accounts Payable are for checks that are direct pay, refunds, reimbursement and employee reimbursements

Minority and Female Owned Business (at least 51% ownership)				
Minority Owned Business				
Is Vendor a 51% Minority Owned Business?	**Yes**		**No**	X
Please check each that applies				
African-American	☐	**Native-American (American Indian, Eskimo, Aleut, Native Hawaiian)**	☐	
Hispanic-American	☐	**Asian-Indian (India, Pakistan, Bangladesh)**	☐	
Asian-Pacific	☐			
Disabled-Owned	☐			
Female Owned, Operated and Controlled				
Female Owned	☐			

Requestor Information				
W-9 Form Requested and Attached?	**Yes**	☑	**No**	☐
Reason why not requested or attached				
Name of Requester	Kathryn McNichol			
Department	Parks			

City of Lansing

Revised Sept 8, 2021