



Royal Oak

Agenda

Royal Oak Downtown Development Authority Meeting

Wednesday, November 20, 2024, 4:00 p.m.

City Hall Commission Chambers Room 121

203 South Troy Street

Royal Oak, MI 48067

Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the city clerk's office at 248-246-3050 at least two (2) business days prior to the meeting.

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Royal Oak
DOWNTOWN
DEVELOPMENT AUTHORITY

Meeting Date: 11/20/2024

203 S Troy Street
Royal Oak, MI 48067
Phone: (248) 246-3280
romi.gov

MEMORANDUM

DATE: November 5, 2024
TO: MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY
SUBJECT: **INFORMATIONAL MEETING**

Pursuant to Section 910 (4) of the Re-codified Tax Increment Financing Act, Public Act 57 of 2018, as amended (MCL 125.4910), the Royal Oak Downtown Development Authority, DDA is required to hold not fewer than two informational meetings each year. The first informational meeting for 2024 will be held on November 20th, 2024. The second is scheduled to be held at the beginning of the December 18th regular meeting.

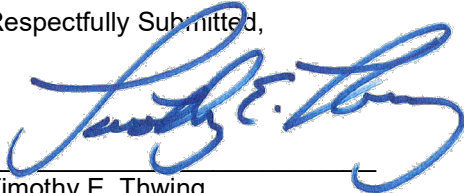
Section 910 (4) reads as follows:

“Each year, the board of an authority shall hold not fewer than 2 informational meetings. Notice of an informational meeting shall be posted on the municipality’s or authority’s website not less than 14 days before the date of the informational meeting. Not less than 14 days before the informational meeting, the board of the authority shall mail notice of the informational meeting to the governing body of each taxing jurisdiction levying taxes that are subject to capture by an authority under this act. As an alternative to mailing notice of the informational meeting, the board of the authority may notify the clerk of the governing body of each taxing jurisdiction levying taxes that are subject to capture by an authority under this act by electronic mail. The informational meeting may be held in conjunction with other public meetings of the authority or municipality.”

Informational meetings are meetings for the purpose of informing the public of the goals and direction of the authority, including projects to be undertaken in the coming year. They are not for the purpose of voting on policy, budgets, or other operational matters. Apparently, a quorum is not required.

In terms of promotions and advertising the DDA has agreements with effectv, community publishing, iHeart radio, Hour media, and Outfront. All these agreements expire at the end of FY 24-25. The DDA approved sponsorships for Chamber of Commerce events (RO Live, Summer Concert Series, RO in Bloom and Spooktacular). The DDA allocated funds for the St. Patrick’s Day Parade, Winter Blast, Arts Beats & Eats and the Holiday Village. The Downtown Dollars program is funded by the DDA. DDA funding and programs include several activities that occur annually. These include holiday lights, flower plantings, maintenance services, snow removal, and pest control. The DDA also provides support for additional public safety activities downtown. The DDA is funding the design and improvements to 5th Street. New trash receptacles were installed during 2024. Finally, the DDA provides reimbursements under its façade grant program and to certain development projects such as the Hyatt Place development.

Respectfully Submitted,



Timothy E. Thwing
Executive Director

**DOWNTOWN DEVELOPMENT AUTHORITY
CITY COMMISSION CHAMBERS
ROYAL OAK, MICHIGAN
www.romi.gov**

**Wednesday, October 16, 2024
Regular Meeting
4:00 P.M.**

Present

Kyle DuBuc
Jay Dunstan
Michael Keith
Arbor Laclave
Salvatore LoGrasso
Michael Sophiea, Chairperson
Mark Vanneste
Gail von Staden
Mark Wollenweber, Interim City Manager
Anthony Yezbick, Vice Chairperson

Absent

Lori London

Staff

Timothy E Thwing, Executive Director
Daniel Solomon, Downtown Manager

* * * * *

1. **Call to Order**
2. **Public Comment**
3. **Approval of Meeting Minutes from September 18th, 2024**
4. **Expense Items**
 - a. **Monthly Expenses September 2024**
5. **Business**
 - a. **MapMe – Business Map**
 - b. **Small Business Saturday 2024**
 - c. **Various Grant – Dis - Funds**
 - d. **45 Day Review – Pride Royal Oak**
6. **Reports**
 - a. **SEP – St Patrick’s Day Parade**

* * * * *

1. **CALL TO ORDER**

Chairperson Sophiea called the meeting to order at 4:00 p.m.

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2. **PUBLIC COMMENT**

Chairperson Sophiea opened Public Comment.
After all public comment was received, public comment was closed.

* * * * *

3. **APPROVAL OF MEETING MINUTES FROM SEPTEMBER 18, 2024**

MOVED by Director Wollenweber
SECONDED by Director Keith

To Approve the minutes of September 18, 2024, meeting, as presented.

MOTION APPROVED UNANIMOUSLY.

* * * * *

4. **EXPENSE ITEMS**

a. **Monthly Expenses September 2024**

The invoices received and paid for the month of September 2024 were provided as information, no action is required.

* * * * *

5. **BUSINESS**

a. **MapMe – BUSINESS MAP**

MOVED by Director Vanneste
SECONDED by Director Laclave

Be it resolved, the DDA Board approves the purchase of an annual subscription to MapMe at an expense not to exceed \$1,188 annually.

MOTION APPROVED UNANIMOUSLY.

* * * * *

b. SMALL BUSINESS SATURDAY

MOVED by Director Vanneste
SECONDED by Director Laclave

Be it resolved, the Downtown Development Authority hereby approves the Small Business Saturday plan and budget as outlined and authorizes the Executive Director to execute any required purchase requisitions.

Be it resolved, the Downtown Development Authority authorizes staff to select the color combination and purchase ornaments.

MOTION APPROVED UNANIMOUSLY.

* * * * *

c. VARIOUS GRANTS – DIS - FUNDS

MOVED by Director Laclave
SECONDED by Director Vanneste

Be it resolved, the DDA Board authorizes the funds for the facade grant for 302 S. Washington Avenue be disbursed to the applicant at an amount of \$2,019, and

Be it resolved, the DDA Board authorizes the funds for the façade grant for 407 S. Washington Avenue be disbursed to the applicant at an amount of \$3,714.76, and

Be it resolved, the DDA Board authorizes the funds for the façade grant for 219 S. Main Street be disbursed to the applicant at an amount of \$3,500.

MOTION APPROVED UNANIMOUSLY.

* * * * *

d. 45 DAY REVIEW – PRIDE ROYAL OAK

Shelly Mazur, Farmers Market Master provided a handout with details of the event, presented an overview and answered questions from the board. No action was necessary.

* * * * *

6. REPORTS

a. SEP – St Patrick’s Day Parade

Provided for information no action necessary.

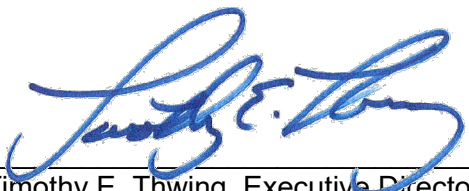
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There being no further business to bring before the Royal Oak Downtown Development Authority, the following motion was made:

MOVED by Director Laclave
SECONDED by Director Yezbick

To Adjourn the October 16, 2024, DDA regular meeting at 4:31 p.m.

MOTION APPROVED UNANIMOUSLY.



Timothy E. Thwing, Executive Director

DRAFT



Royal Oak
DOWNTOWN
DEVELOPMENT AUTHORITY

Meeting Date: 11/20/2024

211 Williams Street
Royal Oak, MI 48067
Phone: (248) 246-3280
downtownroyaloak.org

MEMORANDUM

DATE: November 13, 2024
TO: MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY
SUBJECT: **EXPENSE ITEMS - MONTHLY**

Listed below are the invoices for the month(s) of October 2024 that were received and paid.

<u>Vendor</u>	<u>Payment Detail</u>	<u>Amount</u>
RO Restaurant Association	Beer Stroll 2024	\$10,000.00
Rose Pest Solutions	CBD Pest Program	\$186.00
effectv	September TV ads	\$5,019.50
Outfront Media	Billboard Ads	\$11,100.00
4imprint	Shop Royal Fanny Pack/Footballs	\$3,625.88
Mike Conrad	Social District Sat. performer 9/14	\$200.00
Jason Locke	Social District Sat. performer 9/14	\$200.00
Image Printing	Shop Royal printing 3,000 passports	\$384.00
Park-Rite	Shop Royal Parking Inv	\$87.00
Hour Media	Nov. Mag. Ad	\$5,865.00
Worry Free	CBD Maintenance Oct 7-13	\$13,200.00
Venus Bronze Works	Star Dream Cleaning	\$8,000.00
Worry Free	CBD Maintenance Oct 14-20	\$13,200.00
Glypton LLC	Star Dream Liner Repair/Dep.	\$9,800.00
Amazon	Storage Container Bins	\$176.99
Meta	Facebook boost	\$80.63
Daniel Solomon	Reim-Facebook boost	\$39.19
Worry Free	CBD Maintenance Oct 21-27	\$13,200.00
Community Pub.	4-page Ad & mailer	\$11,400.00

Rocket Printing	Shop Royal Totes	\$7,416.50
Sean Graham	Downtown Mural Deposit-124 W 4 th	\$2,139.90
Amadeus Roy	Downtown Mural Deposit-204 W 4 th	\$836.45



Royal Oak
DOWNTOWN
DEVELOPMENT AUTHORITY

Meeting Date: 11/20/2024

203 S Troy Street
Royal Oak, MI 48067
Phone: (248) 246-3280
romi.gov

MEMORANDUM

DATE: November 13, 2023

TO: MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY

SUBJECT: **CHANUKAH – MENORAH LIGHTING – REQUEST FOR FUNDS**

The Marketing Committee discussed a request from the Royal Oak Jewish Center requesting sponsorship of their Menorah Lighting, see attached Chanukah proposal. The committee members are supportive of the event and recommend a sponsorship amount of \$5,000.

The DDA provided \$5,400 in both 2020 and 2021, another \$2,800 in 2022 and \$3,800 in 2023. The items referenced in 2023 were the costs of menorah (\$2,000), city permits (\$800) and security (\$1,000). According to the attached proposal, the Menorah is again \$2,000, city permits at \$800 while security increased from \$500 to \$1,500. Half of advertising is \$2,000 for a total request of \$6,300.

The following resolution mirrors those adopted in prior years, as well as the amount recommended by the committee and is offered for the board's consideration:

Be It Resolved, the Royal Oak Downtown Development Authority approves the sponsorship request from the Royal Oak Jewish Center – Chabad for the 2024 Public Menorah Lighting, as it is described in the event description, in the amount of \$5,000, and authorizes the executive director to execute payment to the event organizers, with 50% of the funds paid to the organizers up-front and the remaining 50% after the successful conclusion of the event.

Respectfully Submitted,

Timothy E. Thwing
Executive Director

Downtown Royal Oak Menorah Lighting

Celebration of Light 2024

About:

The holiday of Chanukah represents freedom and victory of light over darkness. Being that America was founded with the dream of liberty, hundreds of thousands of Americans commemorate these days by partaking in public Menorah lightings around the country and around the world. Hundreds of cities in the United States, from the White House to many cities around Michigan, host a public Menorah lighting event to join in spreading positive messages of unity, freedom and the power of goodness.

For the fifth time, the city of Royal Oak will unite celebrating this unique and special event.

The Past Years Events

Royal Oak’s annual Menorah lighting was founded by Royal Oak Chabad Jewish Center in 2019. From the first year, the event was accepted by hundreds of people from all walks of life. They came from Royal Oak and surrounding cities, primarily from Bloomfield Hills, Birmingham, and Huntington woods. The public Menorah lightings were always accompanied by top entertainers, activities for children, live music, hot traditional food and a unique program. We were joined by city officials including a talk from the mayor. The event was covered by newspapers, live TV and social media.

Pictures 2019: <https://www.jewishroyaloak.com/photos/2020/6/1/menorah-lighting-fire-and-ice>

Pictures 2020 - <https://www.jewishroyaloak.com/photos/2021/1/4/public-menorah-lighting>

Pictures 2021 - <https://www.facebook.com/media/set/?set=a.1275385306275266&type=3>

Pictures 2022 - <https://www.facebook.com/media/set/?set=a.507687701464403&type=3>

Pictures 2023:

<https://www.facebook.com/media/set/?set=a.701282152104956&type=3>

Partnership with the DDA

This is a one of a kind of event that we are proud to provide the city and downtown. This event brings new people from the surrounding areas to our downtown and makes all types of people, visitors and business owners - feel welcome and comfortable.

The event is free and open and inviting to all and gives an opportunity to explore different cultures in a fun way.

After the first successful Menorah lighting, the head of the DDA, approached with interest in supporting future Menorah lightings.

Since then, we’ve been kindly receiving a sponsorship from the DDA. In the past, the DDA chose to sponsor a few items from the event cost.

We kindly ask you to consider a sponsorship in the amount of \$6,300 which will sponsor the Menorah, Permits, Security and a %50 of the Advertising cost.

The amount that is invested in the event will be reflected in the number of people it will attract.

This Year plan - Details:

Date: Sunday, Dec. 29th, 2024 4:30-6:00 PM

Where: S Center St, between 3th & 4th St

Cost to attend: **Free!**

Food: Traditional Chanukah foods: Potato pancakes, doughnuts, hot soup, hot cocoa, water and more.

Entertainment: RO Orchestra. Fireshow. Ice Menorah. Live music. Gelt Drop (chocolate coins from a ladder of a fire truck). Children’s activities zone. face painting. Souvenirs. Marshmallow Roasting. And more!

Cost of Event:

Menorah	\$2,000.00
Stage and Lighting	\$3,500.00
Entertainer	\$3,500.00
Children’s activities	\$5,000.00

B”H

Food	\$7,500.00
Sound System and DJ	\$1,400.00
Video Package	\$2,200.00
Generator	\$400.00
City Permits	\$800.00
Souvenir	\$3,000.00
Security	\$1,500.00
Advertising	\$4,000.00

Heated Tent	\$3,500
Smores Stations	\$1,500
Planning, organizing and set-up	\$15,000
Total	\$54,300.00



Royal Oak
DOWNTOWN
DEVELOPMENT AUTHORITY

Meeting Date: 11/20/2024

203 S Troy Street
Royal Oak, MI 48067
Phone: (248) 246-3280
romi.gov

MEMORANDUM

DATE: January 11, 2024
TO: MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY
SUBJECT: **5th STREET IMPROVEMENTS – FINAL CONCEPT PLANS**

At its January 17th meeting the DDA adopted the following resolution:

6. 5th STREET IMPROVEMENTS – RENDERINGS AND VIDEO

MOVED by Director Laclave
SECONDED by Director Dunstan

Be it resolved, the Downtown Development Authority hereby approves the concept plans with the revisions suggested by the infrastructure committee, the development of a cost estimate by F/V and that those concept plans be forwarded to the city commission for review and approval.

MOTION APPROVED UNANIMOUSLY.

* * * * *

The concept plans were presented to the city commission at its February 12, 2024, meeting. No action was taken. Three city commissioners (Amanda Herzog, Sharlan Douglas and Brandon Kolo) agreed to meet with the DDA and discuss the plans for 5th Street.

The commissioners met with the Infrastructure Committee on several occasions including a working tour of 5th Street.

At its November 4th meeting the Infrastructure Committee (Directors Sophiea, Dunstan, Vanneste, DuBuc, Yezbick and Shirley Smith) along with Commissioner Herzog discussed the revised concept plans and a cost estimate. The group is unanimously recommending approval of the concept plans with the following adjustments:

- All references to the use of synthetic turf shall be removed. All areas labelled as synthetic turf shall be replaced with sod and irrigation as determined necessary.
- The material used for boardwalk shall include options as bid alternates including wood (Brazilian), composite (TimberTech) and/or stamped/pattern concrete.

Attached are the concept plans and cost estimate as revised by F/V based upon the group's direction.

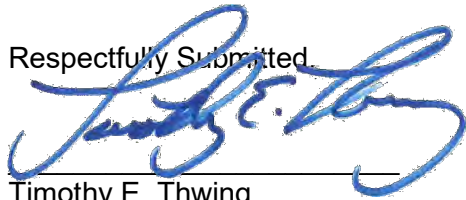
Should the board concur with the committee's recommendations the following resolution is offered for consideration:

Be it resolved, the Downtown Development Authority hereby approves the concept plans as revised, and directs those concept plans be forwarded to the city commission for review and approval, and

Be it further resolved, should the city commission also approve the concept plans staff is directed to have Fleis & VandenBrink complete construction documents pursuant to the contract.

A copy of the January 3, 2023, F/V contract is attached for the board's information.

Respectfully Submitted,



Timothy E. Thwing
Executive Director

LEGEND

- TEXTURED CONCRETE SIDEWALK

SOD/GRASS

PERENNIAL PLANTINGS

SHADE TREE

BOLLARD

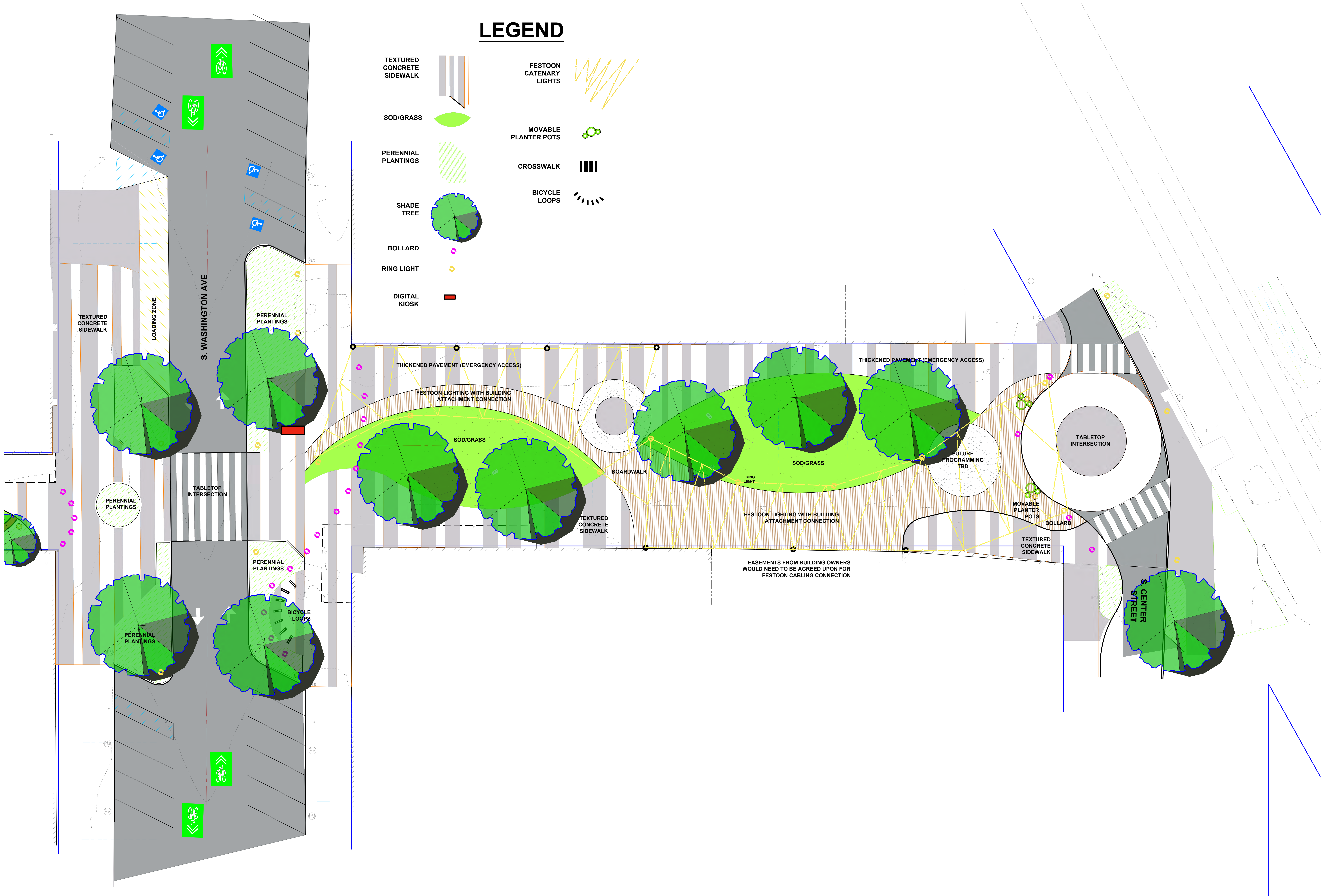
RING LIGHT

DIGITAL KIOSK
- FESTOON CATENARY LIGHTS

MOVABLE PLANTER POTS

CROSSWALK

BICYCLE LOOPS



LEGEND

- TEXTURED CONCRETE SIDEWALK

SOD/GRASS

PERENNIAL PLANTINGS

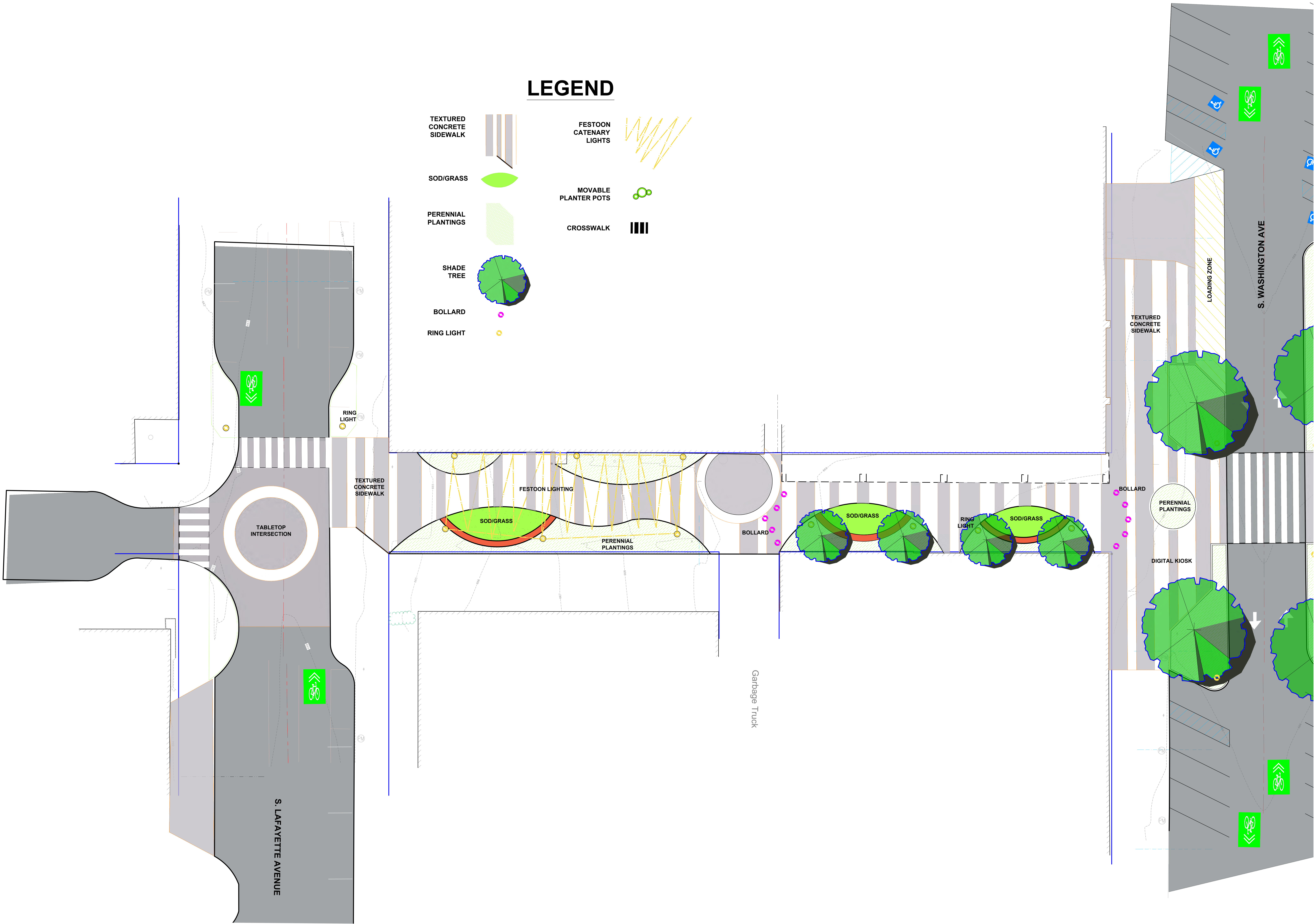
SHADE TREE

BOLLARD

RING LIGHT
- FESTOON CATENARY LIGHTS

MOVABLE PLANTER POTS

CROSSWALK



City of Royal Oak

5th Avenue Improvements

60% Design Estimate of Probable Costs

Lafayette Avenue to S. Center Street



Project: 858380
Date: 10/18/2024
By: RWS/ DJD

Lafayette Avenue Intersection Improvements Total:	\$ 410,000
West of Washington ROW to Lafayette Avenue Total:	\$ 527,000
West of Washington ROW to Lafayette Avenue - Utility Items Total:	\$ 118,000
Washington Street Intersection Total:	\$ 608,000
East of Washington ROW to S Center St. - Total:	\$ 1,111,000
East of Washington ROW to S Center St. - Utilities Total:	\$ 207,000
S Center Street Intersection Total:	\$ 396,000
Total All Areas:	\$ 3,377,000

City of Royal Oak

5th Avenue Improvements

60% Design Estimate of Probable Costs

Lafayette Avenue Intersection



Project: 858380

Date: 11.05.24

By: RWS/DJD

Item No.	Item Description	Unit	Est. Qty.	Engineer's Estimate	
				Unit Price	Amount
1	Mobilization, Bonds & Insurance - Included in cost of units	-	-	-	-
2	Traffic Control	LSum	1	\$20,000	\$20,000
3	Electric Utility Cash Allowance	Dollar	1	\$10,000.00	\$10,000
4	Inlet Protection, Fabric Drop	Each	4	\$500	\$2,000
5	Remove Concrete Curb & Gutter	Lft	250	\$6.00	\$1,500
6	Remove Concrete Sidewalk	Sft	635	\$2.00	\$1,270
7	Remove Existing HMA	Syd	400	\$9.00	\$3,600
8	Miscellaneous removals	LSum	1	\$5,000	\$5,000
9	Site Preparation & Grading	LSum	1	\$25,000	\$25,000
10	8" Aggregate Base, 22A	Syd	1,800	\$15.00	\$27,000
11	Concrete Pavement Bands, 18 inch Wide	Ft	300	\$30.00	\$9,000
12	Concrete Sidewalk Ramp, ADA, 6 inch	Sft	500	\$9.00	\$4,500
13	Concrete Pavement, 8 inch w/ Integral Color, Tan	Sft	2,500	\$20.00	\$50,000
14	Concrete Pavement, 8 inch w/ Integral Color, White	Sft	260	\$14.00	\$3,640
15	Concrete Sidewalk, 6 inch w/ Integral Color, Tan	Sft	425	\$20.00	\$8,500
16	Concrete Sidewalk, 6 inch w/ Integral Color, White	Sft	220	\$14.00	\$3,080
17	HMA Hand Patch, 13A	Ton	100	\$200.00	\$20,000
18	Concrete Curb & Gutter (MDOT F4)	Lft	800	\$30.00	\$24,000
19	4' Dia Catch Basin w/Casting	Ea	4	\$4,000.00	\$16,000
20	Adjust Dr. Structure Casting	Ea	4	\$500.00	\$2,000
21	Connect to Existing Drainage Structure	Ea	2	\$600.00	\$1,200
22	Storm Sewer 12 inch Dia.	Lft	200	\$75.00	\$15,000
23	Detectable Warning Plates	Lft	50	\$100.00	\$5,000
24	LandscapeForms Ring Lights w/ pole	Ea	4	\$10,000	\$40,000
25	Electric convenience outlet	Ea	4	\$1,200	\$4,800
26	Site Electrical Distribution	LSum	1	\$20,000	\$20,000
27	Landscaping Allowance	LSum	1	\$20,000	\$20,000

Subtotal: \$ **342,000**

Contingency 20%: \$ 68,000

Lafayette Avenue Intersection Improvements Total: \$ 410,000

*** The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market*

City of Royal Oak

5th Avenue Improvements

60% Design Estimate of Probable Costs

West of Washington ROW to Lafayette Avenue



Project: 858380
Date: 11.05.24
By: RWS/DJD

Item No.	Item Description	Unit	Est. Qnty.	Engineer's Estimate	
				Unit Price	Amount
1	Mobilization, Bonds & Insurance - Included in cost of units	-	-	-	-
2	Traffic Control	LSum	1	\$10,000	\$10,000
3	Electric Utility Cash Allowance	Dollar	1	\$20,000.00	\$20,000
4	Inlet Protection, Fabric Drop	Each	2	\$500	\$1,000
5	Remove Concrete Curb & Gutter	Lft	130	\$6.00	\$780
5	Remove Concrete Sidewalk	Sft	4,000	\$2.00	\$8,000
6	Remove Brick Pavers	Sft	1,000	\$4.00	\$4,000
7	Remove Existing HMA	Syd	400	\$9.00	\$3,600
8	Tree Removal	LSum	1	\$5,000	\$5,000
9	Miscellaneous removals	LSum	1	\$5,000	\$5,000
10	Site Preparation & Grading	LSum	1	\$30,000	\$30,000
11	8" Aggregate Base, 22A	Syd	800	\$15.00	\$12,000
12	Concrete Pavement Bands, 18 inch Wide	Ft	300	\$30.00	\$9,000
13	Concrete Sidewalk Ramp, ADA, 6 inch	Sft	500	\$9.00	\$4,500
14	Concrete Sidewalk, 6 inch w/ Integral Color, Tan	Sft	2,800	\$20.00	\$56,000
15	Concrete Sidewalk, 6 inch w/ Integral Color, White	Sft	2,200	\$14.00	\$30,800
16	Grass Areas /Sod	Sft	700	\$4.00	\$2,800
17	6" Crushed Limestone - Under sod for drainage	Sft	700	\$3.00	\$2,100
18	Geotextile Fabric	Sft	700	\$4.00	\$2,800
19	HMA Hand Patch, 13A	Ton	20	\$200.00	\$4,000
20	Concrete Curb & Gutter (MDOT F4)	Lft	108	\$30.00	\$3,240
21	Concrete Planter Curb	Lft	150	\$40.00	\$6,000
22	Concrete Seat Wall	Lft	120	\$300.00	\$36,000
23	Catch Basin Casting	Ea	2	\$800.00	\$1,600
24	Adjust Dr. Structure Casting	Ea	2	\$500.00	\$1,000
25	Nyoplast Drainage Basin, 12" Diameter w/ Casting	Ea	3	\$1,000	\$3,000
26	Nyoplast Drainage Basin, 18" Diameter w/ Casting	Ea	2	\$1,200	\$2,400
27	Connect to Existing Drainage Structure	Ea	3	\$600.00	\$1,800
28	6 inch Dia. SDR 35 PVC Pipe Drain Pipe	Lft	250	\$30.00	\$7,500
29	6 inch Dia. Perforated Underdrain w/ Sock	Lft	200	\$10.00	\$2,000
30	Site Electrical Distribution	LSum	1	\$20,000	\$20,000
31	Landscapeforms Ring Light	Ea	5	\$10,000	\$50,000
32	Electric convenience outlet	Ea	5	\$1,200	\$6,000
33	Festoon Light Pole w/ Support Wire	LSum	1	\$30,000	\$30,000
34	Bollard	Ea	5	\$1,200	\$6,000
35	Irrigation	LSum	1	\$20,000	\$20,000
36	Perennial Landscaping	LSum	1	\$25,000	\$25,000
37	Shade Tree, 4" Cal.	Ea	4	\$900	\$3,600
38	Slope Restoration	Syd	200	\$5.00	\$1,000
39	Sign, Type IIIB	Sft	40	\$25	\$1,000
40	Sign Post	Ea	2	\$250	\$500
				Subtotal:	\$ 439,000
				Contingency 20%:	\$ 88,000
				West of Washington ROW to Lafayette Avenue Total:	\$ 527,000

Utility Items - Per Engineering Dept.					
A	8" Watermain	Ft	320	\$260	\$83,200
B	Curb Stop Box	Ea	4	\$600	\$2,400
C	1 1/2" or 2" Corp Stop Valve	Ea	0	\$2,000	\$0
D	1 1/2" to 2" Water service	Ft	0	\$100	\$0
E	Fire Hydrant Upgrade	Ea	0	\$12,000	\$0
					\$85,600
				Contingency 20%:	\$ 17,000
				Subtotal:	\$ 102,600
				Design & Construction Engineering:	\$ 15,000
				Utility Items Total:	\$ 118,000

** The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market

City of Royal Oak

5th Avenue Improvements

60% Design Estimate of Probable Costs

Washington Street Intersection



Project: 858380
Date: 11.05.24
By: RWS/DJD

Item No.	Item Description	Unit	Est. Qty.	Engineer's Estimate	
				Unit Price	Amount
1	Mobilization, Bonds & Insurance - Included in cost of unts	-	-	-	-
2	Traffic Control	LSum	1	\$25,000	\$25,000
3	Electric Utility Cash Allowance	Dollar	1	\$10,000.00	\$10,000
4	Inlet Protection, Fabric Drop	Each	1	\$500	\$500
5	Silt Fence	Lft	0	\$2.00	\$0
6	Remove Concrete Curb & Gutter	Lft	500	\$6.00	\$3,000
7	Remove Concrete Sidewalk	Sft	2,500	\$2.00	\$5,000
8	Remove Existing Brick Pavers	Sft	3,300	\$4.00	\$13,200
9	Remove Existing HMA	Syd	1,500	\$5.00	\$7,500
10	Tree Removal	LSum	1	\$10,000	\$10,000
11	Miscellaneous removals	LSum	1	\$10,000	\$10,000
12	Site Preparation & Grading	LSum	1	\$25,000	\$25,000
13	8" Aggregate Base, 22A	Syd	1,800	\$15.00	\$27,000
14	Concrete Pavement Bands, 18 inch Wide	Ft	700	\$30.00	\$21,000
15	Concrete Sidewalk Ramp, ADA, 6 inch	Sft	1,000	\$9.00	\$9,000
16	Concrete Pavement, 8 inch w/ Integral Color, Tan	Sft	1,100	\$20.00	\$22,000
17	Concrete Pavement, 8 inch w/ Integral Color, White	Sft	2,100	\$14.00	\$29,400
18	Concrete Sidewalk, 6 inch w/ Integral Color, Tan	Sft	2,400	\$20.00	\$48,000
19	Concrete Sidewalk, 6 inch w/ Integral Color, White	Sft	1,500	\$14.00	\$21,000
20	HMA Hand Patch, 13A	Ton	100	\$175.00	\$17,500
21	Concrete Curb & Gutter (MDOT F4)	Lft	600	\$30.00	\$18,000
22	Concrete Planter Curb	Lft	275	\$40.00	\$11,000
23	Detectable Warning Plates	Lft	60	\$100.00	\$6,000
24	4' Dia Catch Basin w/Casting	Ea	4	\$4,000.00	\$16,000
25	Adjust Dr. Structure Casting	Ea	4	\$500.00	\$2,000
26	Connect to Existing Drainage Structure	Ea	4	\$600.00	\$2,400
27	Storm Sewer 12 inch Dia.	Lft	200	\$75.00	\$15,000
28	Site Electrical Distribution	LSum	1	\$15,000	\$15,000
29	Landscapeforms Ring Light	Ea	6	\$10,000	\$60,000
30	Electric convenience outlet	Ea	4	\$1,200	\$4,800
31	Bollard	Ea	10	\$1,200	\$12,000
32	Irrigation	LSum	1	\$10,000	\$10,000
33	Landscaping	LSum	1	\$25,000	\$25,000
34	Shade Tree, 4" Cal.	Ea	4	\$900	\$3,600
35	Sign, Type IIIB	Sft	60	\$25	\$1,500
36	Sign Post	Ea	4	\$250	\$1,000

Subtotal: \$ **507,000**

Contingency 20%: \$ **101,000**

Washington Street Intersection Total: \$ 608,000

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City of Royal Oak

5th Avenue Improvements

60% Design Estimate of Probable Costs

East of Washington ROW to S Center St.



Project: 858380

Date: 11.05.24

By: RWS/DJD

Item No.	Item Description	Unit	Est. Qnty.	Engineer's Estimate	
				Unit Price	Amount
1	Mobilization, Bonds & Insurance - Included in cost of untis	-	-	-	-
2	Traffic Control	LSum	1	\$10,000	\$10,000
3	Electric Utility Cash Allowance	Dollar	1	\$30,000.00	\$30,000
4	Inlet Protection, Fabric Drop	Each	4	\$500	\$2,000
5	Silt Fence	Lft	0	\$2.00	\$0
6	Remove Concrete Curb & Gutter	Lft	1,650	\$6.00	\$9,900
7	Remove Concrete Sidewalk	Sft	17,000	\$2.00	\$34,000
8	Remove Existing HMA	Syd	4,100	\$5.00	\$20,500
9	Tree Removal	LSum	1	\$10,000	\$10,000
10	Miscellaneous removals	LSum	1	\$10,000	\$10,000
11	Site Preparation & Grading	LSum	1	\$60,000	\$60,000
12	8" Aggregate Base, 22A	Syd	2,000	\$15.00	\$30,000
13	Boardwalk Surfacing	Sft	4,300	\$50.00	\$215,000
14	Concrete Pavement Bands, 18 inch Wide	Ft	700	\$30.00	\$21,000
15	Concrete Sidewalk Ramp, ADA, 6 inch	Sft	1,000	\$9.00	\$9,000
16	Concrete Pavement, 8 inch w/ Integral Color, Tan	Sft	3,750	\$12.00	\$45,000
17	Concrete Pavement, 8 inch w/ Integral Color, White	Sft	3,200	\$10.00	\$32,000
18	Grass Areas/Sod	Sft	5,200	\$4.00	\$20,800
19	6" Crushed Limestone - Under Lawn Areas for drainage	Sft	5,200	\$3.00	\$15,600
20	Geotextile Fabric	Sft	5,200	\$4.00	\$20,800
21	Detectable Warning Plates	Lft	50	\$75.00	\$3,750
22	4' dia. Catch Basin w/Casting	Ea	2	\$4,000.00	\$8,000
23	Adjust Dr. Structure Casting	Ea	4	\$500.00	\$2,000
24	Nyoplast Drainage Basin, 12" Diameter w/ Casting	Ea	2	\$1,000	\$2,000
25	Nyoplast Drainage Basin, 18" Diameter w/ Casting	Ea	2	\$1,200	\$2,400
26	Connect to Existing Drainage Structure	Ea	2	\$600.00	\$1,200
27	Storm Sewer, 12 inch Dia.	Lft	300	\$75.00	\$22,500
28	6 inch Dia. Perforated Underdrain w/ Sock	Lft	500	\$20.00	\$10,000
29	Site Electrical Distribution	LSum	1	\$40,000	\$40,000
30	LandscapeForms Ring Light w/ Pole	Ea	12	\$10,000	\$120,000
31	Electric convenience outlet	Ea	12	\$1,200	\$14,400
32	Festoon Light Allowance	LSum	1	\$40,000	\$40,000
33	Bicycle Loops	Ea	9	\$1,200	\$10,800
34	Bollard	Ea	10	\$1,200	\$12,000
35	Irrigation	LSum	1	\$20,000	\$20,000
36	Landscaping	LSum	1	\$10,000	\$10,000
37	Shade Tree, 4" Cal.	Ea	5	\$1,200	\$6,000
38	Slope Restoration	Syd	600	\$5.00	\$3,000
39	Sign, Type IIIB	Sft	60	\$25	\$1,500
40	Sign Post	Ea	4	\$250	\$1,000
Subtotal				\$	926,000
Contingency 20%:				\$	185,000
East of Washington ROW to S Center St. - Total				\$	1,111,000

Utility Items - Per Engineering Dept.					
A	8" Watermain	Ft	350	\$260	\$91,000
B	Curb Stop Box	Ea	2	\$600	\$1,200
C	1 1/2" or 2" Corp Stop Valve	Ea	2	\$2,000	\$4,000
D	1 1/2" to 2" Water service	Ft	100	\$100	\$10,000
E	Fire Hydrant Upgrade	Ea	2	\$12,000	\$24,000
					\$130,200
Contingency 20%:				\$	26,000
Subtotal:				\$	180,200
Design & Construction Engineering:				\$	27,000
East of Washington ROW to S Center St. - Utilities Total:				\$	207,000

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City of Royal Oak

5th Avenue Improvements

60% Design Estimate of Probable Costs

S Center Street Intersection



Project: 858380

Date: 11.05.24

By: RWS/DJD

Item No.	Item Description	Unit	Est. Qty.	Engineer's Estimate	
				Unit Price	Amount
1	Mobilization, Bonds & Insurance - Included in cost of unts	-	-	-	-
2	Traffic Control	LSum	1	\$20,000	\$20,000
3	Electric Utility Cash Allowance	Dollar	1	\$10,000.00	\$10,000
4	Inlet Protection, Fabric Drop	Each	4	\$500	\$2,000
5	Remove Concrete Curb & Gutter	Lft	250	\$6.00	\$1,500
6	Remove Concrete Sidewalk	Sft	1,200	\$2.00	\$2,400
7	Remove Existing HMA	Syd	400	\$5.00	\$2,000
8	Miscellaneous removals	LSum	1	\$10,000	\$10,000
9	Site Preparation & Grading	LSum	1	\$25,000	\$25,000
10	8" Aggregate Base, 22A	Syd	1,800	\$15.00	\$27,000
11	Concrete Pavement Bands, 18 inch Wide	Ft	700	\$30.00	\$21,000
12	Concrete Sidewalk Ramp, ADA, 6 inch	Sft	1,000	\$9.00	\$9,000
13	Concrete Pavement, 8 inch w/ Integral Color, Tan	Sft	500	\$20.00	\$10,000
14	Concrete Pavement, 8 inch w/ Integral Color, White	Sft	1,400	\$14.00	\$19,600
15	HMA Hand Patch, 13A	Ton	100	\$200.00	\$20,000
16	Concrete Curb & Gutter (MDOT F4)	Lft	1,700	\$30.00	\$51,000
17	Storm Sewer, 12 inch Dia.	Lft	150	\$75.00	\$11,250
18	Detectable Warning Plates	Lft	50	\$100.00	\$5,000
19	4' Dia. Catch Basin W/Casting	Ea	4	\$4,000.00	\$16,000
20	Adjust Dr. Structure Casting	Ea	4	\$500.00	\$2,000
21	Connect to Existing Drainage Structure	Ea	2	\$600.00	\$1,200
22	Site Electrical Distribution	LSum	1	\$15,000	\$15,000
23	Landscapeforms Ring Light	Ea	3	\$10,000	\$30,000
24	Electric convenience outlet	Ea	3	\$1,200	\$3,600
25	Irrigation	LSum	1	\$5,000	\$5,000
26	Landscaping	LSum	1	\$5,000	\$5,000
27	Shade Tree, 2 1/2" Cal.	Ea	4	\$500	\$2,000
28	Slope Restoration	Syd	100	\$9.00	\$900
29	Sign, Type IIIB	Sft	60	\$25	\$1,500
30	Sign Post	Ea	4	\$250	\$1,000

Subtotal: \$ **330,000**

Contingency 20%: \$ **66,000**

S Center Street Intersection Total: \$ 396,000

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Ipe (spelled ipe and pronounced “ee-pay”), also called Brazilian walnut, is a beautiful exotic wood from South America. This lumber is used for decking and as decktiles (Brazilian escribe esta palabra así, unido, por eso lo dejo de esa manera), as well as for other outdoor applications. Ipe wood structures are hard, strong, and naturally resistant to rot, abrasion, and weathering. It is almost twice as dense as most woods and up to five times harder. It has a dark brown color, like a Mahogany, so it not only lasts a long time, but has the beauty of a fine interior wood. If Ipe lumber is allowed to age, color can be restored to its original tone with a good cleaning and the application of a suitable oil.

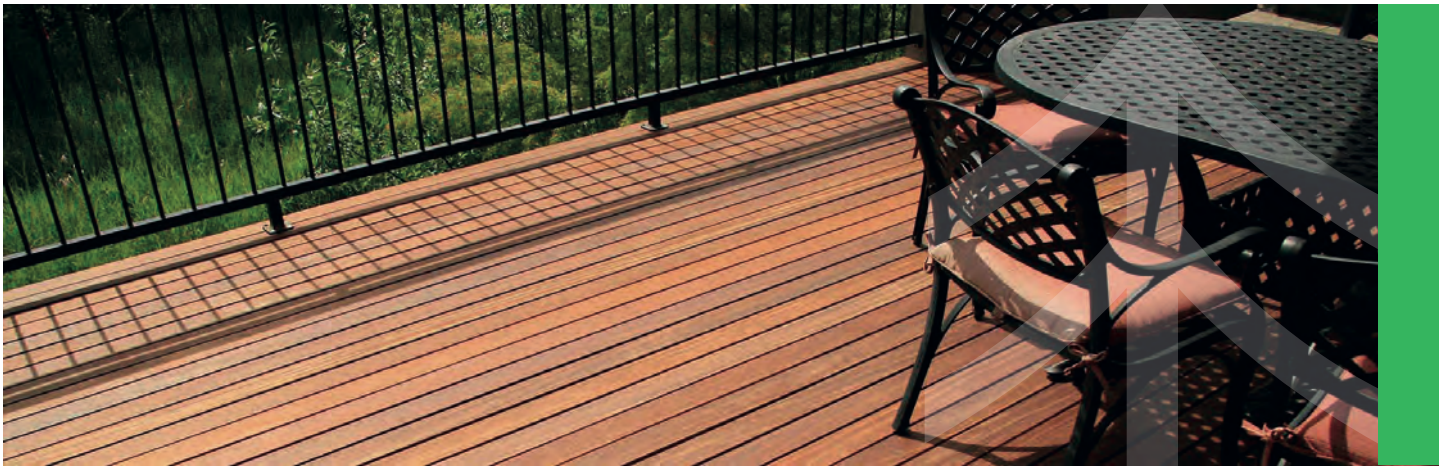
STOCK INFORMATION

- **GRADES:** FAS/SEL
- **CUTS:** Mixed Grain
- **SIZES:** 4/4, 5/4
- **DRYING:** Kiln-Dried (KD)



SPECIES INFORMATION

- **OTHER NAMES:** Brazilian Walnut, Lapacho, Pau Lope.
- **SCIENTIFIC NAME:** Handroanthus spp. (formerly placed in the Tabebuia genus).
- **ORIGIN:** Brazil, tropical South-America.
- **APPEARANCE:** Hardwood ranges from olive brown to amber to near black, often with lighter and darker streaks, sharply demarcated from the whitish or yellowish sapwood. Texture is fine to medium, low luster, with a straight to irregular wide grain pattern.
- **DENSITY:** Janka scale hardness is 3684, making it extremely hard and durable.
- **WEIGHT:** 71 lbs. / cu. ft., or approximately 5.9 lbs. per board foot.
- **DRYING:** Ipe dries very well, with few cracks, twists or bows.
- **WORKABILITY:** Ipe can be difficult to work with without the proper tools. It can have a blunting effect on the cutting edges, so pre-drilling for screws is recommended. Carbide-tipped saw blades should be used, which greatly facilitate cutting. Ipe comes in long lengths, but the boards do not bend well. It sands very smoothly with little splintering. Boards can be cut straight and edges can be lightened or rounded using carbide tooling. Biscuit joiners work well for grooving hidden fastener systems. In addition, Ipe sticks well with certain adhesives. Caution is advised if a nail gun is used for fastening.
- **DURABILITY:** Ipe can be used without preservatives or additional treatments. Ipe is expected to last 25+ years with little to no degradation from rot, decay, or termite infestation.
- **PRESERVATION:** Ipe hardwood is extremely resistant to attack by decay, fungi and termites, but is not as resistant to marine borers. Due to its density, it is very resistant to preservative treatments.
- **FINISHING:** If left unfinished, like any other natural wood, Ipe will turn gray. Due to Ipe's density, it is difficult for any finish treatment to penetrate the wood. Our recommendation is to use Ipe oil to maintain its natural color.



Cumaru wood is a dense hardwood from South America, mainly used for exterior decking and interior hardwood flooring. In some places it is known as Brazilian teak, golden teak or southern chestnut. Cumaru wood is often used as a less expensive hardwood alternative decking. This hardwood also comes in dimensional lumber stock for use in heavy construction, railroad ties, and turnery. It is also extremely stiff, strong, and hard, making it suitable for a wide variety of applications.

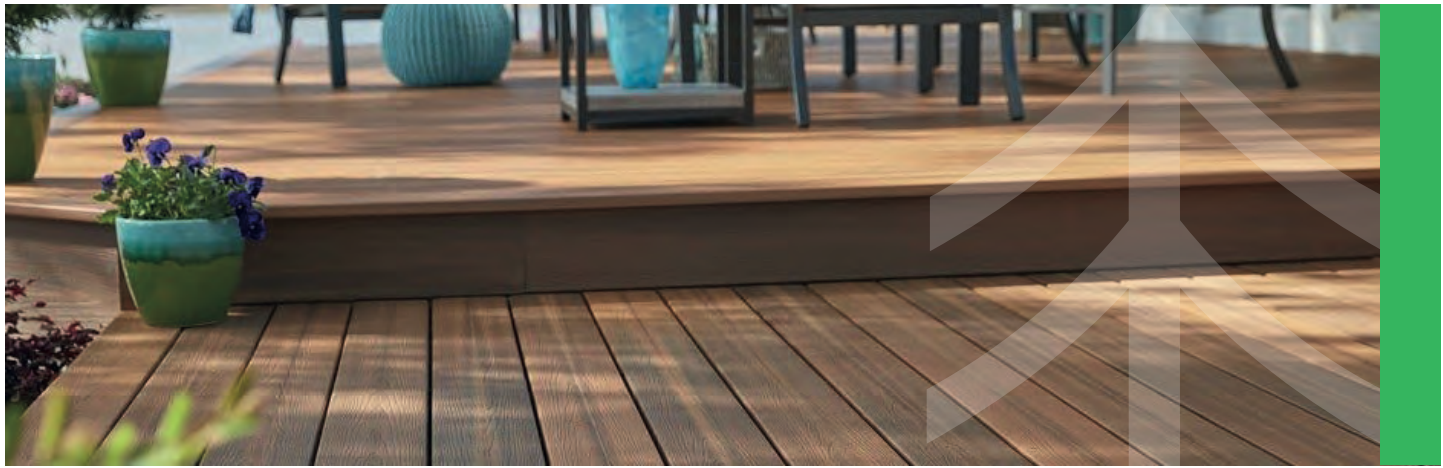
STOCK INFORMATION

- GRADES: FAS/SEL
- CUTS: Mixed Grain
- SIZES: 4/4, 4/4 RED, 5/4
- DRYING: Kiln-Dried (KD)



SPECIES INFORMATION

- OTHER NAMES: Brazilian Teak, Golden Teak, Southern Chestnut.
- ORIGIN: Brazil, Equatorial South America.
- APPEARANCE: It has a reddish brown or purplish brown color with light yellowish-brown or purplish streaks. Upon exposure, it gradually becomes uniform light-brown or yellowish brown. Sapwood distinct, narrow, yellowish brown. Rather low to medium luster; fine texture with interlocked grain.
- DENSITY: Janka scale hardness is 3,540 for dry material.
- WEIGHT: 62 – 81 lbs. / cu. ft., or approximately 5.2 – 6.75 lbs. per board foot.
- DRYING: The wood is graded as easy to aerate, with a slight tendency to deformation and moderate warping. Drying is uniformly fast.
- WORKABILITY: The wood is difficult to saw and drill; where severely interlocked grain is not present, the wood is planed to a smooth surface. Due to its high density and oily nature, the wood sticks poorly.
- DURABILITY: This hardwood has excellent durability and is resistant to termite attack.
- PRESERVATION: It is rated as resistant to preservative treatments, sapwood is permeable.
- FINISHING: Finishes well.



JATOBA WOOD



Jatoba lumber is better known as “Brazilian Cherry” in the hardwood flooring industry. This tropical hardwood is also used for other applications where good impact resistance is needed, steam-bent parts, flooring, turnery, furniture, and cabinet work, railroad cross-ties tree-nails, gear cogs, wheel rims, and other specialty items. Jatoba wood is exceptionally stiff, strong, and hard, which is a great value for woodworkers looking for high-strength, low-cost wood.

STOCK INFORMATION

- **GRADES:** FAS/SEL
- **CUTS:** Mixed Grain
- **SIZES:** 4/4, 5/4, 6/4, 8/4
- **DRYING:** Kiln-Dried (KD)



SPECIES INFORMATION

- **OTHER NAMES:** Brazilian Cherry.
- **ORIGIN:** Brazil, Peru.
- **APPEARANCE:** It is salmon red to orange brown when fresh, becoming russet to reddish brown when cured. It is often marked with dark streaks. Sapwood is usually broad, white, gray, or pinkish. The texture is medium to rather coarse; the grain is mostly interlocked with a golden luster.
- **DENSITY:** Janka scale hardness ranges from 2,350 to 3,290, for dry material.
- **WEIGHT:** 52 – 61 lbs. / cu. ft., or approximately 4.3 – 5.1 lbs. per board foot.
- **DRYING:** The wood has a slight difficulty drying in the open air. It ages at a fast to moderate rate, with only slight cracking and warping.
- **WORKABILITY:** Jatoba wood is moderately difficult to saw and machine, largely due to its high density, but except in planing it can be machined to a smooth surface. The wood is somewhat difficult to plane because of the interlocked grain. It is easy to glue and has a satisfactory finish; its steam bending properties are comparable to those of White Oak.
- **DURABILITY:** Very resistant to brown and white rot fungi. It is also classified as very resistant to dry-wood termites, yet little resistance to marine borers.
- **PRESERVATION:** It cannot be treated with open tank or pressurized vacuum systems. The sapwood, however, responds.
- **FINISHING:** Finishes well.



GARAPA WOOD



Garapa is a South American wood with a yellow to brown color. This tropical hardwood has a medium luster, an interlocked grain, and a fine texture that accentuates the rich golden and brown tones of the wood. The wood is also rated with a solid Janka hardness rating of 1,700, about 25% harder than Red Oak. Graded as durable and resistant to fungus and insects, Garapa exterior decking is an attractive and versatile option that is as resilient as it is beautiful.

TECHNICAL SPECIFICATIONS

- Rot resistant.
- Annual sealing is not necessary to obtain a natural patina.
- Periodic maintenance for stained material.
- No chemical treatments.
- Naturally scratch resistant.
- 30+ year lifespan without preservatives.

SPECIES INFORMATION

- JANKA HARDNESS: 1,700 pounds.
- STRENGTH: (MOR): 18,100 psi.
- STIFFNESS: (MOE): 1,835 1000 psi.
- DENSITY: (KG/m3): 830.
- COLOR: It has a reddish-yellow with a whitish-yellow sapwood.
- PHOTOSENSITIVITY: Moderate.
- TANGENTIAL SHRINKAGE: 10.0 %.
- RADIAL SHRINKAGE: 6.5%
- FAMILY: Leguminosae.
- TREE CHARACTERISTICS: The Garapa tree can grow to a height of 100 feet and a diameter of 5 feet.
- TANGENTIAL SHRINKAGE: 10.0 %.
- RADIAL SHRINKAGE: 6.5%
- FAMILY: Leguminosae.
- TREE CHARACTERISTICS: The Garapa tree can grow to a height of 100 feet and a diameter of 5 feet.
- GEOGRAPHIC AREA: Argentina, Brazil, Peru, Venezuela.
- GRAIN: Straight.
- LUSTER: Medium.
- DRYING CHARACTERISTICS: Dries slowly.
- WORKING CHARACTERISTICS: Rated as moderately easy to work with.
- APPLICATIONS: Decking, furniture, canoes, turnery, tool handles, railroad ties, and joinery.
- DURABILITY RATING: Class 1 (Excellent).





TIGERWOOD



Tigerwood is unlike any other Brazilian hardwood, with its reddish brown color and dark stripes that resemble those of a tiger. It inspires and transforms any outdoor living space while adding a unique touch to decks and other products. When you build a deck with Tigerwood, you get a low maintenance surface that does not require chemical treatments like other decking materials. In fact, with sun exposure over time, the rich, deep colors of the wood become even more enhanced. We do recommend using a deck oil twice a year for the first few years, and every two years thereafter to keep your deck looking new. This durable, exotic wood is the third hardest of the Brazilian hardwoods and naturally resistant to rot and decay, with a lifespan of more than 50 years.

PERFECT FOR BUILDING

- Decks
- Cabinetry
- Outdoor & Indoor Furniture
- Porches
- Bridges

TECHNICAL SPECIFICATIONS

- **OTHER NAMES:** Goncalo Alves, Astronium spp, Brazilian Koa, Zebrawood, Mura, Kingwood.
- **ORIGIN:** Mexico, Caribbean, Central and South America.
- **JANKA HARDNESS RATING:** 2,160 lbs.
- **TIGERWOOD COLOR:** Golden brown to reddish-brown with irregular black and brown streaks.
- **DRYING:** The wood has a slight difficulty drying in the open air. It ages at a fast to moderate rate, with only slight cracking and warping.
- **RESISTANCE:** Very durable and naturally resistant to decay and insects. Offers 30+ year lifespan.





GREEN

DRY

BENDING STRENGTH (PSI)
CRUSHING STRENGTH (PSI)
MAX CRUSHING STRENGTH (PSI)
IMPACT STRENGTH (INCHES)
STIFFNESS (100 PSI)
WORK TO MAX LOAD (LBS/IN3)
HARDNESS (LBS)
TOUGHNESS (LBS)
STATIC BENDING (FSPL)
SHEAR STRENGTH (PSI)
SPECIFIC GRAVITY
WEIGHT (LBS/CU FT)
DENSITY - AIR DRY (LBS/CU FT)
RADIAL SHRINKAGE (G->OD) %
TANGENTIAL SHRINK. (G->OD) %
VOLUMETRIC SHRINK. (G->OD) %

	GARAPA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
		12900	N/A	N/A	N/A	N/A	N/A	1631	N/A	N/A	N/A	N/A	54	N/A	N/A	N/A
	IPE	22458	N/A	10312	N/A	2901	28	N/A	N/A	N/A	N/A	0.92	N/A	N/A	N/A	N/A
		25963	N/A	13366	N/A	3129	22	3684	N/A	N/A	2048	1	72	62	7	13
	JATOBA	12957	1640	5800	N/A	1843	15	N/A	N/A	7910	N/A	0.76	N/A	N/A	N/A	N/A
		21020	1880	9510	N/A	2422	18	3290	230	1190	2470	0.91	56	57	5	9
	CUMARU	10975	836	5543	34	1408	13	N/A	N/A	5802	N/A	0.53	51	N/A	N/A	N/A
		13710	1087	7605	26	1543	12	1155	N/A	7453	1890	0.59	42	40	3	6
	TIGERWOOD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	77	N/A	N/A	N/A
		19285	N/A	11020	N/A	2479	N/A	2160	N/A	N/A	N/A	N/A	60	62	45	7



SOLID FLOORING, STAIR PARTS (INCLUDING
TREADS, RISERS AND HAND RAILS)

MILLWORK, MOULDINGS, TRANSITIONS,
DOOR/WINDOW TRIM, CABINETS

PANELING

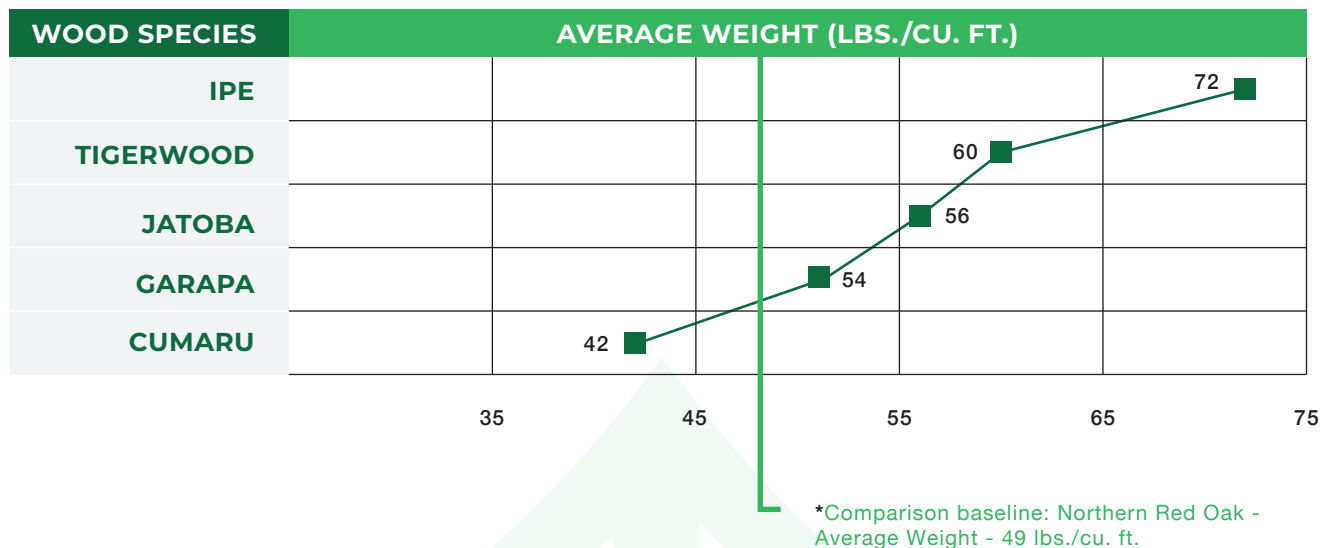
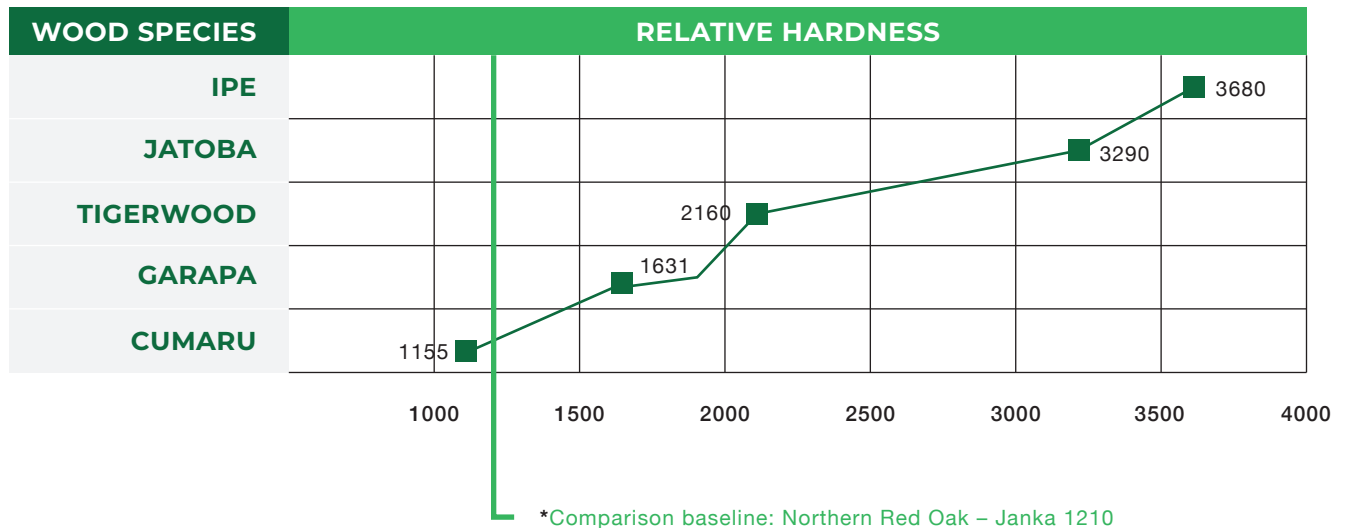
DECKING, HAND RAILS, PICKETS

SIDING, PANELING

SOFFITS, FASCIA

WOOD SPECIES	INTERIOR APPLICATIONS			EXTERIOR APPLICATIONS		
GARAPA						
IPE						
JATOBA						
CUMARU						
TIGERWOOD						







PRODUCT GUIDE



2023

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Lightings.....38

Dryspace & Decking Accessories.....39



OUR STORY

TIMBER + TECH

At TimberTech, our goal is to help our customers live their best lives outdoors. To do that, we deliver a superior product that embodies an unrivaled combination of Timber + Tech. Our name says it all. "Timber" captures the beauty, textures, and colors of real wood. "Tech" defines how our decking is engineered to perform far better than wood (or any other composite product), to be low maintenance and high performance—and give you a lifetime of enjoyment.

WHY CHOOSE

TimberTech®

Timber: The Most Realistic Wood Looks

Designed to resemble the looks of your clients' favorite wood species and types, TimberTech delivers the most natural-looking composite decking — and the largest selection of colors and textures to suit every project.

Tech: Engineered for Performance

With innovative materials technology, our decking **resists fading and staining** — and **won't splinter, peel, crack, or rot**. So your deck will look and perform beautifully for decades with little to no maintenance required. That means you can spend more time with the ones you love — and less time (and money) working on your deck.

Planet: Made Sustainably

Made from up to 80% recycled content — utilizing landfill-bound waste such as milk jugs, plastic bags and even post-industrial scrap like vinyl siding — TimberTech decking is an environmentally friendly choice

IN SHORT? TIMBERTECH IS

EVERYTHING WOOD SHOULD BE™

TimberTech®

ADVANCED PVC

BY AZEK®

For clients who want the best performance coupled with the most realistic wood looks, choose TimberTech Advanced PVC Decking. With innovative advanced materials science, our PVC boards deliver superior benefits to anything else in the marketplace.



Coastline Vintage Collection
Classic Composite Series Premier Rail

**Although TimberTech PVC Decking is cooler to the touch than many other deck board products, all deck products will get hot in the sun. Additionally, the darker the decking color, the hotter it will feel. For hotter climates, consider choosing a lighter color.*

VINTAGE COLLECTION®

Exotic Hardwood Aesthetic

Give your clients the look of sought-after premium hardwoods like Ipe, mahogany, and teak with the Vintage Collection. With a refined wire-brushed finish and multi-tonal color blending with highlights and lowlights, the Vintage Collection features a truly authentic wood look.



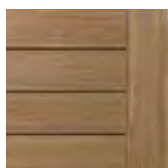
COASTLINE®



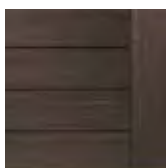
ENGLISH
WALNUT®



MAHOGANY



WEATHERED
TEAK®



DARK
HICKORY



CYPRESS®

CLASS A FLAME SPREAD INDEX & WUI-COMPLIANT

For Homes in Fire Zones

With a Class A Flame Spread Index rating and WUI compliance, the Vintage Collection is the best choice for homes in fire zones.

PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
VINTAGE COLLECTION®			
1 x 4 Square-Shoulder Coastline	—	ADB13516CS	ADB13520CS
1 x 6 Square-Shoulder Coastline	—	ADB15516CS	ADB15520CS
2 x 6 Square-Shoulder Coastline MAX	ADB25512CS	ADB25516CS	ADB25520CS
1 x 6 Grooved Coastline	AGB15512CS	AGB15516CS	AGB15520CS
1 x 8 Square-Shoulder Coastline	—	ADB172516CS	ADB172520CS
1 x 4 Square-Shoulder English Walnut	—	ADB13516EW	ADB13520EW
1 x 6 Square-Shoulder English Walnut	—	ADB15516EW	ADB15520EW
1 x 6 Grooved English Walnut	AGB15512EW	AGB15516EW	AGB15520EW
1 x 8 Square-Shoulder English Walnut	—	ADB172516EW	ADB172520EW
1 x 4 Square-Shoulder Weathered Teak	—	ADB13516WT	ADB13520WT
1 x 6 Square-Shoulder Weathered Teak	—	ADB15516WT	ADB15520WT
1 x 6 Grooved Weathered Teak	AGB15512WT	AGB15516WT	AGB15520WT
1 x 8 Square-Shoulder Weathered Teak	—	ADB172516WT	ADB172520WT
1 x 4 Square-Shoulder Mahogany	—	ADB13516MH	ADB13520MH
1 x 6 Square-Shoulder Mahogany	—	ADB15516MH	ADB15520MH
1 x 6 Grooved Mahogany	AGB15512MH	AGB15516MH	AGB15520MH
1 x 8 Square-Shoulder Mahogany	—	ADB172516MH	ADB172520MH
1 x 4 Square-Shoulder Dark Hickory	—	ADB13516DH	ADB13520DH
1 x 6 Square-Shoulder Dark Hickory	—	ADB15516DH	ADB15520DH
1 x 6 Grooved Dark Hickory	AGB15512DH	AGB15516DH	AGB15520DH
1 x 8 Square-Shoulder Dark Hickory	—	ADB172516DH	ADB172520DH
1 x 4 Square-Shoulder Cypress	—	ADB13516CY	ADB13520CY
1 x 6 Square-Shoulder Cypress	—	ADB15516CY	ADB15520CY
1 x 6 Grooved Cypress	AGB15512CY	AGB15516CY	AGB15520CY
1 x 8 Square-Shoulder Cypress	—	ADB172516CY	ADB172520CY
VINTAGE FASCIA			
12" Fascia Coastline	ADR5117512CS	—	—
12" Fascia English Walnut	ADR5117512EW	—	—
12" Fascia Weathered Teak	ADR5117512WT	—	—
12" Fascia Mahogany	ADR5117512MH	—	—
12" Fascia Dark Hickory	ADR5117512DH	—	—
12" Fascia Cypress	ADR5117512CY	—	—

MULTI-WIDTH DECKING

FOR DESIGN FLEXIBILITY

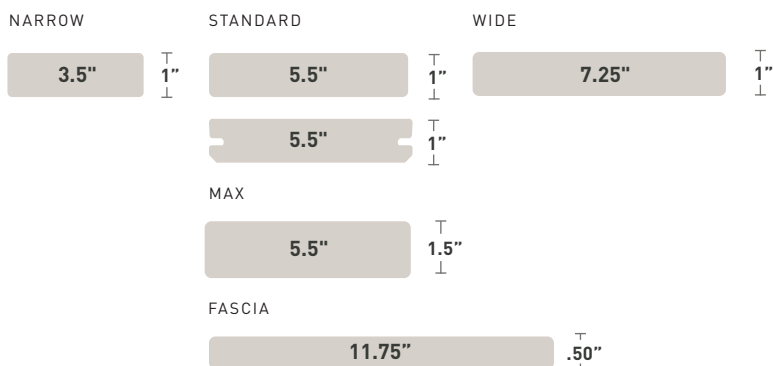
For design-forward clients, choose from narrow (3.5"), standard (5.5"), and wide (7.25") width deck boards to create a curated design. Available with all colors in the Vintage Collection.

MAX DECKING

FOR WIDER JOIST SPANS

MAX boards are 1.5" thick and can span up to 24" on center, making them ideal for docks, boardwalks, and many commercial applications. Available in Coastline.

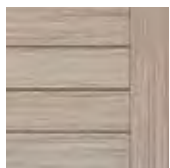
PROFILE OPTIONS



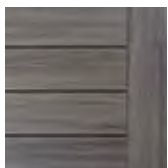
LANDMARK COLLECTION™

Crosscut Hardwoods

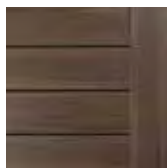
For a look that resembles popular hardwoods like white oak and walnut, choose the Landmark Collection. Featuring a crosscut cathedral grain with a matte finish and cascading color blending, this collection is perfect for clients looking for a character-rich aesthetic.



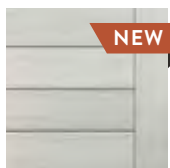
FRENCH
WHITE OAK®



CASTLE GATE™



AMERICAN
WALNUT®



BOARDWALK®

HARVEST COLLECTION®

Cathedral Grain

Introduce your clients to the inviting versatility of the Harvest Collection, featuring an attractive cathedral grain with varying peaks and swirls and soft, solid colors that suit a range of styles.



BROWNSTONE



SLATE GRAY



KONA®

WUI-COMPLIANT

For Homes in Fire Zones

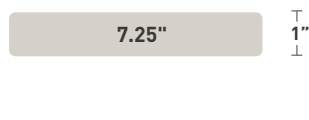
With WUI compliance, the Harvest Collection is a better choice for homes in fire zones.

PROFILE OPTIONS

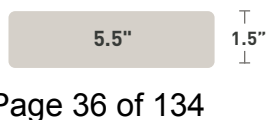
STANDARD



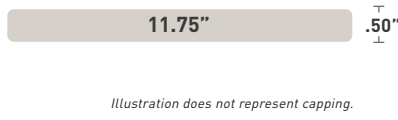
WIDE



MAX



FASCIA



PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
LANDMARK COLLECTION™			
1 x 6 Square-Shoulder Castle Gate™	—	ADB15516CG	ADB15520CG
1 x 6 Grooved Castle Gate™	AGB15512CG	AGB15516CG	AGB15520CG
1 x 6 Square-Shoulder American Walnut™	—	ADB15516AW	ADB15520AW
1 x 6 Grooved American Walnut™	AGB15512AW	AGB15516AW	AGB15520AW
1 x 6 Square-Shoulder French White	—	ADB15516FW	ADB15520FW
1 x 6 Grooved French White Oak®	AGB15512FW	AGB15516FW	AGB15520FW
1 x 6 Square-Shoulder Boardwalk®	—	ADB15516BD	ADB15520BD
1 x 6 Grooved Boardwalk®	AGB15512BD	AGB15516BD	AGB15520BD
LANDMARK FASCIA			
12" Fascia Castle Gate™	ADR5117512CG	—	—
12" Fascia American Walnut™	ADR5117512AW	—	—
12" Fascia French White Oak®	ADR5117512FW	—	—
12" Fascia Boardwalk®	ADR5117512BD	—	—

CLASS A FLAME SPREAD INDEX RATING

For Homes in Fire Zones

With a Class A Flame Spread Index rating the Landmark Collection is a better choice for homes in fire zones.

PROFILE OPTIONS

STANDARD



FASCIA

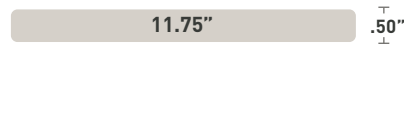


Illustration does not represent capping.

PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
HARVEST COLLECTION®			
1 x 6 Square-Shoulder Brownstone	ADCB15512BS	ADCB15516BS	ADCB15520BS
1 x 6 Grooved Brownstone	AGB15512BS	AGB15516BS	AGB15520BS
1 x 8 Square-Shoulder Brownstone	—	ADCB172516BS	ADCB172520BS
1 x 6 Square-Shoulder Slate Gray	ADCB15512SG	ADCB15516SG	ADCB15520SG
1 x 6 Grooved Slate Gray	AGB15512SG	AGB15516SG	AGB15520SG
1 x 8 Square-Shoulder Slate Gray	—	ADCB172516SG	ADCB172520SG
2 x 6 Square-Shoulder Slate Gray MAX	ADCB25512SG	ADCB25516SG	ADCB25520SG
1 x 6 Square-Shoulder Kona®	—	ADB15516KOAAT	ADB15520KOAAT
HARVEST FASCIA			
12" Fascia Brownstone	ADCR5117512BS	—	—
12" Fascia Slate Gray	ADCR5117512SG	—	—
12" Fascia Kona®	ADCR5117512KOAAT	—	—

MULTI-WIDTH DECKING

FOR DESIGN FLEXIBILITY

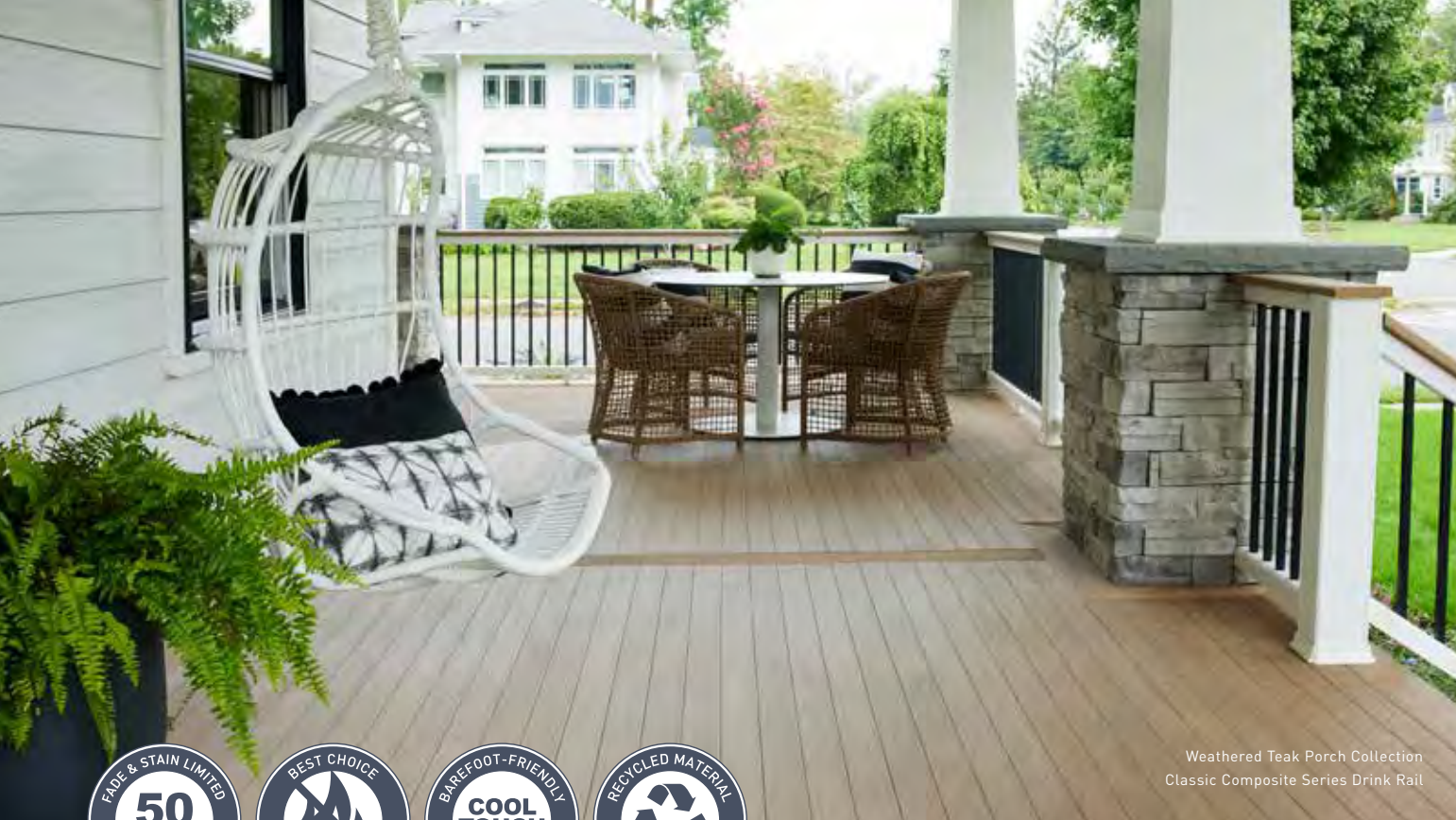
Slate Gray and Brownstone are available in both standard (5.5") and wide (7.25") widths for curated design options. Kona only available in standard-width.

MAX DECKING

FOR WIDER JOIST SPANS

MAX boards are 1.5" thick and can span up to 24" on center, making them ideal for docks, boardwalks, and many commercial applications. Available in Slate Gray.

Illustration does not represent capping.



Weathered Teak Porch Collection
Classic Composite Series Drink Rail



PORCH COLLECTION

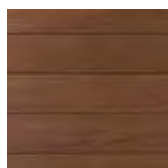
Bring all the real wood looks and performance benefits of TimberTech Advanced PVC Decking to your clients' porches. Plus, the innovative tongue-and-groove installation of our Porch Collection allows for smaller gaps between boards, which delivers a traditional hardwood flooring look your clients will love.



SLATE GRAY



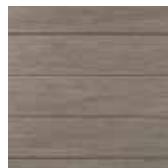
OYSTER®



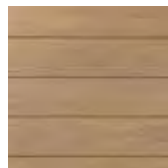
MAHOGANY



DARK HICKORY



COASTLINE®



WEATHERED TEAK®

WUI-COMPLIANT

For Homes in Fire Zones

With WUI compliance, the Porch Collection is a better choice for homes in fire zones.

PRODUCT DESCRIPTION	TimberTech Model Number		
	10'	12'	16'
AZEK PORCH			
1 x 4 T&G Porch Slate Gray	ADCP13510SG	ADCP13512SG	ADCP13516SG
1 x 4 T&G Porch Oyster	—	ADP13512OR	ADP13516OR
1 x 6 T&G Porch Mahogany	—	ADP15512MH	ADP15516MH
1 x 4 T&G Porch Mahogany	—	ADP13512MH	ADP13516MH
1 x 6 T&G Porch Dark Hickory	—	ADP15512DH	ADP15516DH
1 x 4 T&G Porch Dark Hickory	—	ADP13512DH	ADP13516DH
1 x 6 T&G Porch Coastline	—	ADP15512CS	ADP15516CS
1 x 4 T&G Porch Coastline	—	ADP13512CS	ADP13516CS
1 x 6 T&G Porch Weathered Teak	—	ADP15512WT	ADP15516WT
1 x 4 T&G Porch Weathered Teak	—	ADP13512WT	ADP13516WT

Extended lead times may apply to certain geographies.

MULTI-WIDTH PORCH BOARDS

FOR DESIGN FLEXIBILITY

Standard (3.13") width boards available in all colors. Wide (5.5") width porch boards available in Coastline, Mahogany, Weathered Teak, and Dark Hickory for curated design options.

PROFILE OPTIONS

STANDARD

WIDE



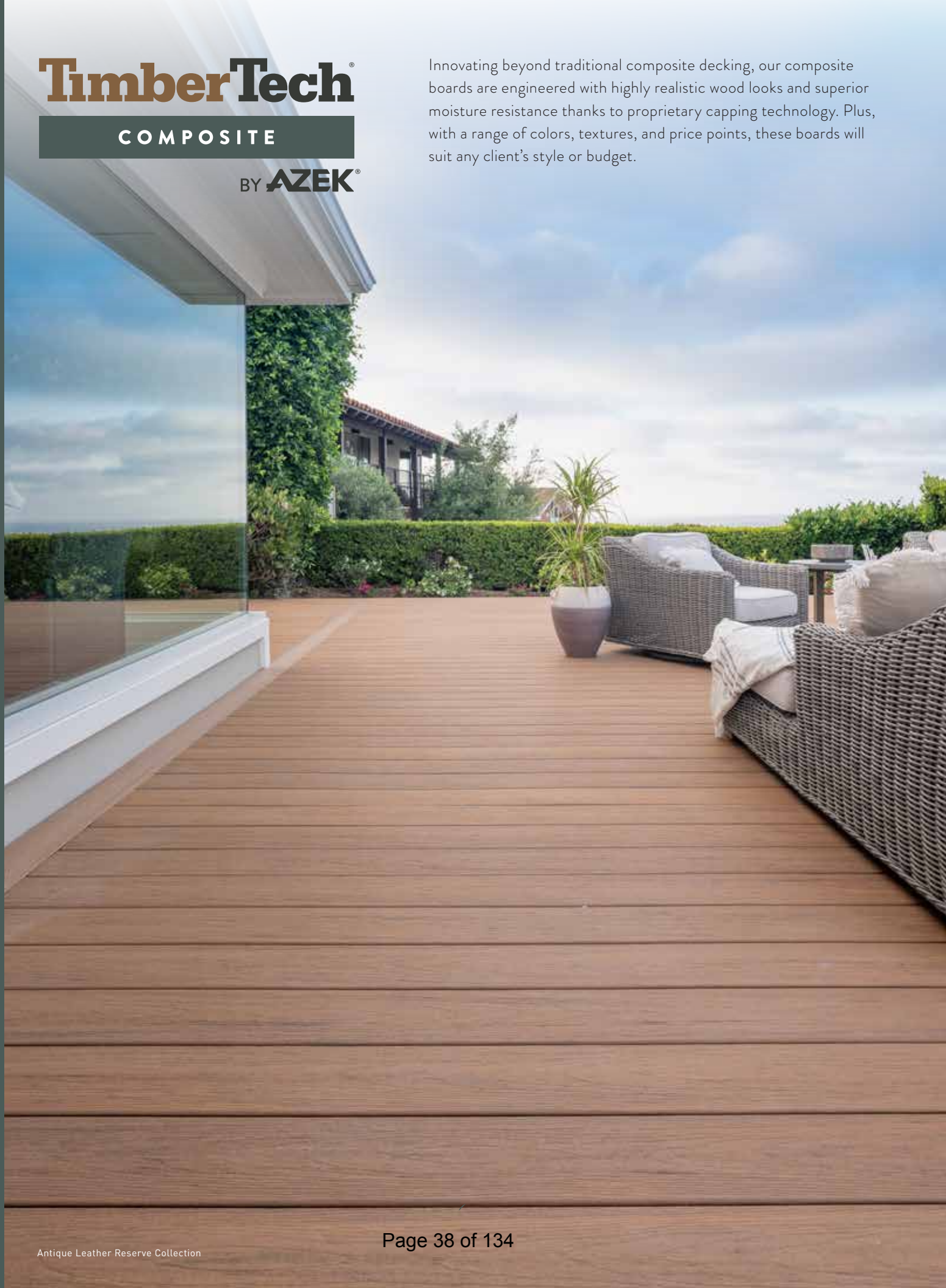
Illustration does not represent capping.

TimberTech®

COMPOSITE

BY AZEK®

Innovating beyond traditional composite decking, our composite boards are engineered with highly realistic wood looks and superior moisture resistance thanks to proprietary capping technology. Plus, with a range of colors, textures, and price points, these boards will suit any client's style or budget.



LEGACY COLLECTION



Hand-Scraped Finish

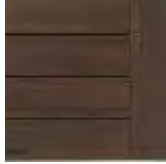
Choose the Legacy Collection for an artisanal, craftsman-inspired aesthetic. With cascading hues, a textured, hand-scraped finish, and a variable grain pattern, each board is unique for clients looking for a one-of-a-kind final deck appearance.



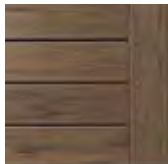
ESPRESSO™



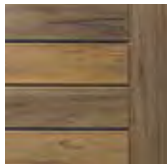
WHITEWASH CEDAR®



MOCHA



PECAN



TIGERWOOD



ASHWOOD

RESERVE COLLECTION

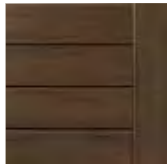


Reclaimed Wood Look

For clients looking to capture the character-rich look and feel of reclaimed wood, go with the Reserve Collection. These boards feature bold, cascading colors, a rustic cathedral grain, and a wire-brushed finish.



DRIFTWOOD



DARK ROAST®



ANTIQUE LEATHER®



RECLAIMED CHESTNUT™

WUI-COMPLIANT FIRE-RESISTANT SKUS

For Homes in Fire Zones

The fire-resistant (FR) SKUs of the Reserve Collection are WUI-compliant, making them an ideal choice for fire zones.

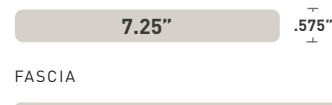
PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
LEGACY COLLECTION			
1 x 6 Grooved Espresso	LCGV5412E	LCGV5416E	LCGV5420E
1 x 6 Square-Shoulder Espresso	—	LC5416E	LC5420E
1 x 6 Grooved Whitewash Cedar	LCGV5412WC	LCGV5416WC	LCGV5420WC
1 x 6 Square-Shoulder Whitewash Cedar	—	LC5416WC	LC5420WC
1 x 6 Grooved Mocha	LCGV5412M	LCGV5416M	LCGV5420M
1 x 6 Square-Shoulder Mocha	—	LC5416M	LC5420M
1 x 6 Grooved Pecan	LCGV5412P	LCGV5416P	LCGV5420P
1 x 6 Square-Shoulder Pecan	—	LC5416P	LC5420P
1 x 6 Grooved Tigerwood	LCGV5412TW	LCGV5416TW	LCGV5420TW
1 x 6 Square-Shoulder Tigerwood	—	LC5416TW	LC5420TW
1 x 6 Grooved Ashwood	LCGV5412AW	LCGV5416AW	LCGV5420AW
1 x 6 Square-Shoulder Ashwood	—	LC5416AW	LC5420AW
LEGACY FASCIA			
12" Fascia Espresso	FBLC12E	—	—
12" Fascia Whitewash Cedar	FBLC12WC	—	—
12" Fascia Mocha	FBLC12M	—	—
12" Fascia Pecan	FBLC12P	—	—
12" Fascia Tigerwood	FBLC12TW	—	—
12" Fascia Ashwood	FBLC12AW	—	—
LEGACY RISER			
7-1/4" Riser Espresso	LCRISERE	—	—
7-1/4" Riser Whitewash Cedar	LCRISERWC	—	—
7-1/4" Riser Mocha	LCRISERM	—	—
7-1/4" Riser Pecan	LCRISERP	—	—
7-1/4" Riser Tigerwood	LCRISERTW	—	—
7-1/4" Riser Ashwood	LCRISERAW	—	—

PROFILE OPTIONS

STANDARD



RISER



FASCIA



Illustration does not represent capping.

PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
RESERVE COLLECTION			
1 x 6 Grooved Driftwood	RCGV5412DW	RCGV5416DW	RCGV5420DW
1 x 6 Square Shoulder Driftwood	—	RC5416DW	RC5420DW
1 x 6 Grooved Antique Leather	RCGV5412AL	RCGV5416AL	RCGV5420AL
1 x 6 Square Shoulder Antique Leather	—	RC5416AL	RC5420AL
1 x 6 Grooved Dark Roast	RCGV5412DR	RCGV5416DR	RCGV5420DR
1 x 6 Square Shoulder Dark Roast	—	RC5416DR	RC5420DR
1 x 6 Grooved Reclaimed Chestnut	RCGV5412RC	RCGV5416RC	RCGV5420RC
1 x 6 Square Shoulder Reclaimed Chestnut	—	RC5416RC	RC5420RC
RESERVE FASCIA			
12" Fascia Driftwood	FBRC12DW	—	—
12" Fascia Antique Leather	FBRC12AL	—	—
12" Fascia Dark Roast	FBRC12DR	—	—
12" Fascia Reclaimed Chestnut	FBRC12RC	—	—
RESERVE RISER			
7-1/4" Riser Driftwood	RCRISERDW	—	—
7-1/4" Riser Antique Leather	RCRISERAL	—	—
7-1/4" Riser Dark Roast	RCRISERDR	—	—
7-1/4" Riser Reclaimed Chestnut	RCRISERRC	—	—

PROFILE OPTIONS

STANDARD



RISER



FASCIA



Page 39 of 134
Illustration does not represent capping.

TERRAIN COLLECTION®



Rugged Cathedral Grain

Embrace a timeless, authentic wood look with the subtle coloring and rugged cathedral grain of the Terrain Collection. Clients can choose from boards with varied color blending, or those with a solid, stained wood look. Plus, with their scalloped profile, these boards are lighter in weight for easier installation — without sacrificing a solid underfoot feel.



RUSTIC ELM®



STONE ASH®



SANDY BIRCH
(SPECIAL ORDER)



SILVER MAPLE



BROWN OAK

PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
TERRAIN COLLECTION™			
1 x 6 Grooved Brown Oak	TCGV5412BO	TCGV5416BO	TCGV5420BO
1 x 6 Square-Shoulder Brown Oak	—	TC5416BO	TC5420BO
1 x 6 Grooved Silver Maple	TCGV5412SM	TCGV5416SM	TCGV5420SM
1 x 6 Square-Shoulder Silver Maple	—	TC5416SM	TC5420SM
1 x 6 Grooved Rustic Elm	TCGV5412RE	TCGV5416RE	TCGV5420RE
1 x 6 Square-Shoulder Rustic Elm	—	TC5416RE	TC5420RE
1 x 6 Grooved Stone Ash	TCGV5412SA	TCGV5416SA	TCGV5420SA
1 x 6 Square-Shoulder Stone Ash	—	TC5416SA	TC5420SA
1 x 6 Grooved Sandy Birch	TCGV5412SB	TCGV5416SB	TCGV5420SB
1 x 6 Square-Shoulder Sandy Birch	—	TC5416SB	TC5420SB
TERRAIN FASCIA			
12" Fascia Brown Oak	FBTC12BO	—	—
12" Fascia Silver Maple	FBTC12SM	—	—
12" Fascia Rustic Elm	FBTC12RE	—	—
12" Fascia Stone Ash	FBTC12SA	—	—
12" Fascia Sandy Birch	FBTC12SB	—	—
TERRAIN RISER			
7-1/4" Riser Brown Oak	TCRISERBO	—	—
7-1/4" Riser Silver Maple	TCRISERSM	—	—
7-1/4" Riser Rustic Elm	TCRISERRE	—	—
7-1/4" Riser Stone Ash	TCRISERSA	—	—
7-1/4" Riser Sandy Birch	FBTC12SA	—	—

PROFILE OPTIONS

STANDARD



RISER



FASCIA



Illustration does not represent capping.



PRIME COLLECTION*



Opaque Stained Wood

For an opaque stained or painted wood look, introduce clients to the Prime Collection, which features earthy, vivid wood stain colors and a subtle straight grain pattern. The Prime Collection features the same colors as the Premier Collection, but with a scalloped board for a lighter weight, without compromising a secure underfoot feel.



MARITIME GRAY™



DARK TEAK™

PRODUCT DESCRIPTION	TimberTech Item Number		
	12'	16'	20'
PRIME COLLECTION			
1 x 6 Grooved Dark Teak	ESGV5412DT	ESGV5416DT	ESGV5420DT
1 x 6 Square-Shoulder Dark Teak	—	ES5416DT	ES5420DT
1 x 6 Grooved Maritime Gray	ESGV5412MG	ESGV5416MG	ESGV5420MG
1 x 6 Square-Shoulder Maritime Gray	—	ES5416MG	ES5420MG
PRIME FASCIA			
12" Fascia Dark Teak	FBE12DT	—	—
12" Fascia Maritime Gray	FBE12MG	—	—
PRIME RISER			
7-1/4" Riser Dark Teak	ERISERDT	—	—
7-1/4" Riser Maritime Gray	ERISERMG	—	—

PROFILE OPTIONS

STANDARD



RISER



FASCIA



Illustration does not represent capping.

PREMIER COLLECTION*



Opaque Stained Wood

The Premier Collection features the same vivid wood stain colors and subtle straight grain as the Prime Collection, but with a full-profile board.



MARITIME GRAY™



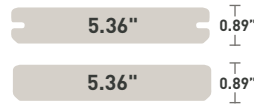
DARK TEAK™

Availability varies by region.

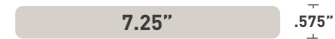
PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
PREMIER COLLECTION			
1 x 6 Grooved Dark Teak	EFGV5412DT	EFGV5416DT	EFGV5420DT
1 x 6 Square-Shoulder Dark Teak	—	EF5416DT	EF5420DT
1 x 6 Grooved Maritime Gray	EFGV5412MG	EFGV5416MG	EFGV5420MG
1 x 6 Square-Shoulder Maritime Gray	—	EF5416MG	EF5420MG
PREMIER FASCIA			
12" Fascia Dark Teak	FBE12DT	—	—
12" Fascia Maritime Gray	FBE12MG	—	—
PREMIER RISER			
7-1/4" Riser Dark Teak	ERISERDT	—	—
7-1/4" Riser Maritime Gray	ERISERMG	—	—

PROFILE OPTIONS

STANDARD



RISER



FASCIA



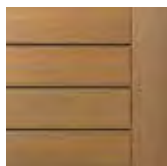
Illustration does not represent capping.

PRIME+ COLLECTION®*

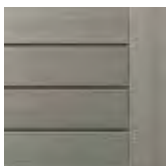


Traditional Wood Aesthetic

Opt for a simple, traditional wood aesthetic with the natural, inviting colors and textured straight grain pattern of the Prime+ Collection. The authentic wood visual, minimal maintenance needs, and attainable price point make this collection the ideal choice for clients looking to upgrade from wood.



COCONUT HUSK®



SEA SALT GRAY



DARK COCOA



CEDAR



GRAY

Availability varies by region.

PROFILE OPTIONS

STANDARD



RISER



FASCIA



Illustration does not represent capping.

PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
PRIME+ COLLECTION			
1 x 6 Grooved Coconut Husk	PRGV5412CH	PRGV5416CH	PRGV5420CH
1 x 6 Square-Shoulder Coconut Husk	—	PR5416CH	PR5420CH
1 x 6 Grooved Sea Salt Gray	PRGV5412ST	PRGV5416ST	PRGV5420ST
1 x 6 Square-Shoulder Sea Salt Gray	—	PR5416ST	PR5420ST
1 x 6 Grooved Dark Cocoa	PRGV5412DC	PRGV5416DC	PRGV5420DC
1 x 6 Square-Shoulder Dark Cocoa	—	PR5416DC	PR5420DC
PRIME+ FASCIA			
12" Fascia Coconut Husk	FBE12CH	—	—
12" Fascia Sea Salt Gray	FBE12ST	—	—
12" Fascia Dark Cocoa	FBE12DC	—	—
PRIME+ RISER			
7-1/4" Riser Coconut Husk	ERISERCH	—	—
7-1/4" Riser Sea Salt Gray	ERISERST	—	—
7-1/4" Riser Dark Cocoa	ERISERDC	—	—

PROFILE OPTIONS

STANDARD



RISER



FASCIA



Illustration does not represent capping.

RELIABOARD®

ReliaBoard delivers an elegant cathedral grain and monochromatic color that resembles the simple beauty of painted wood. These boards are protected with a four-sided, low-maintenance shell and offer a practical, attainable option for homeowners looking to ditch wood for good. Covered by a 30-Year Limited Product Warranty and WUI-Compliant, ideal for homes in fire zones.

PRODUCT DESCRIPTION	TimberTech Model Number		
	12'	16'	20'
RELIABOARD			
1 x 6 Square Shoulder Cedar	RB5412C	RB5416C	RB5420C
1 x 6 Square Shoulder Gray	RB5412G	RB5416G	RB5420G
FASCIA			
12" TwinFascia Board Cedar	FBVG12C	—	—
12" TwinFascia Board Gray	FBVG12G	—	—
RISER			
7-1/4" TwinRiser Board Cedar	FBRISERC	—	—
7-1/4" TwinRiser Board Gray	FBRISERG	—	—

TIMBERTECH® FASTENERS

The best kind of decking deserves the best quality fasteners. We offer several fastening options to suit different install preferences.



TOPLOC® FOR ADVANCED PVC

Top-down, color-matched decking fasteners.



- Top-down, stainless steel fasteners with hand-painted, color-matched heads to complement TimberTech Advanced PVC colors
- 305-grade stainless steel screws, ACQ-approved, with TORX® ttap® drive for wobble-free installation
- Compatible with all TimberTech Advanced PVC boards

PRODUCT DESCRIPTION	TimberTech Model Number	
	100 SQ FT	300 SQ FT
TOPLOC FOR ADVANCED PVC		
2½" TOPLoc Screws Brown	ATLOC100B	ATLOC300B
2½" TOPLoc Screws Dark Brown	ATLOC100DB	ATLOC300DB
2½" TOPLoc Screws Light Tan	ATLOC100LT	ATLOC300LT
2½" TOPLoc Screws Light Gray	ATLOC100LG	ATLOC300LG
2½" TOPLoc Screws Dark Gray	ATLOC100DG	ATLOC300DG

TOPLOC® FOR ADVANCED PVC FASCIA

Top-down, color-matched fasteners designed for fascia boards.



- Top-down, stainless steel fasteners with hand-painted, color-matched heads to complement TimberTech Advanced PVC fascia colors
- 305-grade stainless steel screws, ACQ-approved, with TORX ttap drive for wobble-free installation
- Compatible with all TimberTech Advanced PVC fascia boards

PRODUCT DESCRIPTION	TimberTech Model Number
	30 LIN FT
TOPLOC FASCIA FOR ADVANCED PVC	
1½" TOPLoc Fascia Screws Brown 100/Pkg	ATLOCFAS30B
1½" TOPLoc Fascia Screws Dark Brown 100/Pkg	ATLOCFAS30DB
1½" TOPLoc Fascia Screws Light Tan 100/Pkg	ATLOCFAS30LT
1½" TOPLoc Fascia Screws Light Gray 100/Pkg	ATLOCFAS30LG
1½" TOPLoc Fascia Screws Dark Gray 100/Pkg	ATLOCFAS30DG

Colors:
TOPLoc for TimberTech
Advanced PVC Decking
& Fascia

Brown: Mahogany, English Walnut®
Dark Brown: Kona®, Dark
Hickory, American Walnut™
Light Gray: Slate Gray, Coastline®,
Boardwalk®

Dark Gray: Castle Gate™
Light Tan: Weathered Teak®,
French White Oak®, Brownstone
Tan: Cypress®

TOPLOC® FOR FOR COMPOSITE

Top-down, color-matched decking fasteners.



- Top-down, carbon steel or stainless steel fasteners coated with select colors to complement TimberTech Composite Decking
- Designed for dense composite material using an 18v drill set at high speed for maximum performance
- Compatible with all TimberTech Composite Decking boards

PRODUCT DESCRIPTION	TimberTech Model Number		
	85 SQ FT	100 SQ FT	500 SQ FT
TOPLOC FOR COMPOSITE			
2½" TOPLoc Screws Ivory	—	TLOC350I	TLOC1750I
2½" TOPLoc Screws Cedar	—	TLOC350C	TLOC1750C
2½" TOPLoc Screws Sand	—	TLOC350S	TLOC1750S
2½" TOPLoc Screws Teak	—	TLOC350T	TLOC1750T
2½" TOPLoc Screws Walnut	—	TLOC350W	TLOC1750W
2½" TOPLoc Screws Light Gray	—	TLOC350LG	TLOC1750LG
2½" TOPLoc Screws Gray	—	TLOC350G	TLOC1750G
2½" TOPLoc Screws Dark Gray	—	TLOC350DG	TLOC1750DG
3" TOPLoc SS Screws Ivory	TLOC300SSI	—	—
3" TOPLoc SS Screws Cedar	TLOC300SSC	—	—
3" TOPLoc SS Screws Sand	—	—	TLOC1750S
3" TOPLoc SS Screws Teak	TLOC300SST	—	—
3" TOPLoc SS Screws Walnut	TLOC300SSW	—	—
3" TOPLoc SS Screws Light Gray	TLOC300SSLG	—	—
3" TOPLoc SS Screws Gray	TLOC300SSG	—	—
3" TOPLoc SS Screws Dark Gray	TLOC300SSDG	—	—

TOPLOC® FOR COMPOSITE FASCIA

Top-down, color-matched fasteners designed for fascia boards.



- Top-down, stainless steel fasteners coated with select colors to complement TimberTech Composite Decking fascia boards
- Designed to decrease unsightly oil-canning
- Compatible with all TimberTech Composite Decking fascia boards

PRODUCT DESCRIPTION	TimberTech Model Number
TOPLOC FASCIA FOR COMPOSITE	
1¾" TOPLoc Fascia Screws Ivory 100/Pkg	TLOCFAS100I
1¾" TOPLoc Fascia Screws Cedar 100/Pkg	TLOCFAS100C
1¾" TOPLoc Fascia Screws Sand 100/Pkg	TLOCFAS100S
1¾" TOPLoc Fascia Screws Teak 100/Pkg	TLOCFAS100T
1¾" TOPLoc Fascia Screws Walnut 100/Pkg	TLOCFAS100W
1¾" TOPLoc Fascia Screws Light Gray 100/Pkg	TLOCFAS100LG
1¾" TOPLoc Fascia Screws Gray 100/Pkg	TLOCFAS100G
1¾" TOPLoc Fascia Screws Dark Gray 100/Pkg	TLOCFAS100DG
TOPLoc Fascia Drill Bit	TLOCFASBIT

Colors:
TOPLoc for TimberTech
Composite Decking
& Fascia

Light Gray: Stone Ash®, Sea Salt Gray

Gray: Gray*, Maritime Gray™, Driftwood

Dark Gray: Silver Maple, Ashwood, Espresso™

Teak: Antique Leather®, Pecan, Tigerwood,
Coconut Husk®

Walnut: Brown Oak, Rustic Elm®, Dark Roast®,
Mocha, Dark Cocoa

Ivory: Whitewash Cedar®

Sand: Sandy Birch, Cedar*, Reclaimed Chestnut™

Stainless Steel: Cedar*

*Color-matched to ReliaBoard®

FUSIONLOC®

Collated stainless steel clips provide three points of board-to-joist connection for a secure hold and a hidden appearance.



- Collated hidden fastener system engineered for strength and speed of installation
- Offers a pneumatic installation with the FastenMaster FiveShot Tool or manual installation using the FUSIONLoc Hand Driven Guide
- Compatible with all TimberTech grooved boards

PRODUCT DESCRIPTION	TimberTech Model Number
FUSIONLOC FOR ADVANCED PVC & COMPOSITE	
FUSIONLoc 225 SF/Pkg (Pneumatic)	FLOC225
FUSIONLoc 450 SF/Pkg (Pneumatic)	FLOC450
FUSIONLoc Hand Driven Guide	FLOCHDGUIDE
FUSIONLoc 50 SF/Pkg (Hand Driven)	FLOCHD50
FUSIONLoc 225 SF/Pkg (Hand Driven)	FLOCHD225

CONCEALOC®

Clips with a matte brown finish secured to joists with screws in between grooved boards for a hidden appearance.



- Hidden fastener system that can be installed pneumatically with the FastenMaster Tiger Claw Gun or using a drill
- Stainless steel clips for long-term performance
- Compatible with all TimberTech grooved deck boards

PRODUCT DESCRIPTION	TimberTech Model Number
CONCEALOC FOR ADVANCED PVC & COMPOSITE	
CONCEALoc 100 SF/Cartron Clips and Screws	CLOCFAS
CONCEALoc 500 SF/Pkg Gun Pail Clips and Screws for Pneumatic	CLOCGUNPAIL
CONCEALoc 1000 SF/Box Clips and Screws	CLOCBULK
CONCEALoc L-Bracket 50/Pk Brackets and Screws	CLOCLBKT
CONCEALoc Router Bit	CLOCRBIT
CONCEALoc Replacement Screws, 50 Screws	CLOCSREW

SIDELoc™

Screws installed at an angle through the side of the board and into the joist with the SIDELoc guide for a secure hold and discreet 1/8" spacing.



- Hidden fastener system with superior holding power that requires no pre-drilling
- Stainless steel composition resists screw shear and installs creating a perfect 1/8" gap
- Compatible with all TimberTech Advanced PVC square-shouldered deck boards

PRODUCT DESCRIPTION	TimberTech Model Number		
	100 SQ FT	200 SQ FT	500 SQ FT
SIDELoc FOR ADVANCED PVC			
1 1/8" SIDELoc 304 Stainless Steel Screws	SLOC100SF188	SLOC200SF188	SLOC500SF188
2 3/8" SIDELoc 316 Marine Grade SS Screws	SLOC100SF238MG	SLOC200SF238MG	SLOC500SF238MG

TimberTech Model Number	
TOOLS AND ACCESSORIES	
SIDELoc 3" Driver Bits (set of 2)	SLOCBIT
SIDELoc 5 1/2" Guide for standard width Advanced PVC Deck	SLOCGUIDE
SIDELoc 3 1/2" Guide for narrow width Advanced PVC Deck	SLOC350GUIDE
SIDELoc 7 1/4" Extension for wide width Advanced PVC Deck	SLOC725EXT

EDGELOC®

Nylon 12-clip collated strips & pre-set stainless steel screws provide a consistent 7/32" gap.



- Hidden fastener system with pre-set screws that is easy to use
- 12-clip collated strip reduces installation time
- Compatible with TimberTech Prime+, Prime, & Premier grooved boards

PRODUCT DESCRIPTION	TimberTech Model Number	
	55 SQ FT	250 SQ FT
EDGELOC FOR COMPOSITE		
EDGELOC Hidden Fasteners	ELOC55	ELOC250

CORTEX® FOR ADVANCED PVC DECKING

Top-down fastener with material-matched plugs made of the same decking as the surface boards to completely blend in.



- A top-down hidden fastener system that features a high-quality, ACQ-approved, specialty deck screw with a TORX ttap drive system
- Material-matched plugs made from the TimberTech deck boards of your choice to hide the fastener
- Compatible with all TimberTech full-profile deck boards

PRODUCT DESCRIPTION	TimberTech Model Number			
	100 SQ FT	300 SQ FT	100 SQ FT COLLATED	300 SQ FT COLLATED
CORTEX FOR ADVANCED PVC				
Cortex Screws - Brownstone	CTX100SFBS	CTX300SFBS	CTC100SFBS	CTC300SFBS
Cortex Screws - Kona	CTX100SFK0	CTX300HCK0AAT	CTC100SFK0	CTC300SFK0
Cortex Screws - Slate Gray	CTX100SFSG	CTX300SFSG	CTC100SFSG	CTC300SFSG
Cortex Screws - American Walnut	—	—	CTC100SFAW	CTC300SFAW
Cortex Screws - French White Oak	CTC100SFFW	CTC300SFFW	—	—
Cortex Screws - Castle Gate	—	—	CTC100SFCG	CTC300SFCG
Cortex Screws - Boardwalk	—	—	CTC100SFBG	CTC300SFBG
Cortex Screws - Coastline	CTX100SFCS	CTX300SFCS	CTC100SFCS	CTC300SFCS
Cortex Screws - Dark Hickory	CTX100SFDH	CTX300SFDH	CTC100SFDH	CTC300SFDH
Cortex Screws - English Walnut	CTX100SFEW	CTX300SFEW	CTC100SFEW	CTC300SFEW
Cortex Screws - Mahogany	CTX100SFMH	CTX300SFMH	CTC100SFMH	CTC300SFMH
Cortex Screws - Weathered Teak	CTX100SFWT	CTX300SFWT	CTC100SFWT	CTC300SFWT
Cortex Screws - Cypress	CTX100SFCY	CTX300SFCY	CTC100SFCY	CTC300SFCY
CORTEX FOR ADVANCED PVC MAX				
Cortex Screws - Slate Gray - ADVANCED PVC MAX			CTCM100SFSG	
Cortex Screws - Coastline - ADVANCED PVC MAX			CTCM100SFCS	

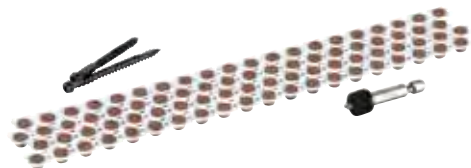
PRODUCT DESCRIPTION	TimberTech Model Number	
	Cortex 40 Plug Pack (no bit)	Collated Cortex 400 Plug Pack (1 bit)
CORTEX PLUGS SOLD SEPARATELY		
Harvest Brownstone	CTC40PCBS	CTC400PCBS
Harvest Kona	CTC40PCK0	CTC400PCK0
Harvest Slate Gray	CTC40PCSG	CTC400PCSG
Harvest MAX Slate Gray	—	CTCM400PCSG
Landmark American Walnut	CTC40PCAW	CTC400PCAW
Landmark French White Oak	CTC40PCFW	CTC400PCFW
Landmark Castle Gate	CTC40PCCG	CTC400PCCG
Landmark Boardwalk	—	CTC400PCBD
Vintage Coastline	CTC40PCCS	CTC400PCCS
Vintage Dark Hickory	CTC40PCDH	CTC400PCDH
Vintage English Walnut	CTC40PCEW	CTC400PCEW
Vintage Mahogany	CTC40PCMH	CTC400PCMH
Vintage Cypress	—	CTC400PCCY
Vintage Weathered Teak	CTC40PCWT	CTC400PCWT
CORTEX SCREWS SOLD SEPARATELY		
Cortex 316 Stainless Steel 100 SQ FT (350 screws, 1 bit)	CTS350SS25	
Cortex for Decking as Cladding 100 SQ FT (365 screws, 1 bit)	CTS350CS2	

CORTEX® FOR COMPOSITE DECKING

Top-down fastener with color-matched plugs made from TimberTech deck boards for the ultimate fastener-free surface.



PRODUCT DESCRIPTION	TimberTech Model Number
	100 LIN FT
CORTEX FOR COMPOSITE	
Cortex Screws - Dark Teak	CTX100EDT
Cortex Screws - Maritime Gray	CTX100EMG
Cortex Screws - Ashwood	CTX100LCAW
Cortex Screws - Espresso	CTX100LCE
Cortex Screws - Mocha	CTX100LCM
Cortex Screws - Pecan	CTX100LCP
Cortex Screws - Tigerwood	CTX100LCTW
Cortex Screws - Whitewash Cedar	CTX100LCWC
Cortex Screws - Antique Leather	CTX100RCAL
Cortex Screws - Dark Roast	CTX100RCDR
Cortex Screws - Driftwood	CTX100RCDW
Cortex Screws - Reclaimed Chestnut	CTX100RCRC



PRODUCT DESCRIPTION	TimberTech Model Number	
	Cortex 40 Plug Pack (no bit)	Collated Cortex 400 Plug Pack (1 bit)
CORTEX PLUGS SOLD SEPARATELY		
Premier Dark Teak	CTX40PCDT	CTX400PCDT
Premier Maritime Gray	CTX40PCMG	CTX400PCMG
Reserve Driftwood	CTX40PCDW	CTX400PCDW
Reserve Antique Leather	CTX40PCAL	CTX400PCAL
Reserve Dark Roast	CTX40PCDR	CTX400PCDR
Reserve Reclaimed Chestnut	—	CTX400PCRC
Legacy Ashwood	CTX40PCAW	CTX400PAW
Legacy Espresso	CTX40PCE	CTX400PCE
Legacy Mocha	CTX40PCM	CTX400PCM
Legacy Pecan	CTX40PCP	CTX400PCP
Legacy Tigerwood	CTX40PCTW	CTX400PCTW
Legacy Whitewash Cedar	CTX40PCWC	CTX400PCWC

WOOD PATTERNS

CONCRETE with Wood Patterns



12" WOOD PLANK
BASE COLOR: U37 Sienna
RELEASE COLOR: R13 Deep Charcoal



GILPIN'S FALLS BRIDGE PLANK
 BASE COLOR: U18 Gull Gray
 RELEASE COLOR: R13 Deep Charcoal



GILPIN'S FALLS BRIDGE PLANK
 BASE COLOR: P14 Walnut
 RELEASE COLOR: R12 Storm Gray

THE REFINED LOOK
 OF WOOD,
 & THE DURABILITY OF
 CONCRETE.



12" WOOD PLANK
 BASE COLOR: U20 Smoke
 RELEASE COLOR: R25 Colina Tan





PEBBLEWOOD

BASE COLOR: U22 Salt Marsh Gray
RELEASE COLOR: R12 Storm Gray

**Above: Other colors achieved with numerous SikaColor®-350 Antiquing Agent and SikaColor® water-based stain colors.*

WOOD PAVER ASHLAR

BASE COLOR: U11 Autumn Oak
RELEASE COLOR: R13 Deep Charcoal



WOOD PAVER COBBLE
BASE COLOR: U10 Sonoran Tan
RELEASE COLOR: R14 Walnut



WOOD PAVER RUNNING BOND
BASE COLOR: U22 Salt Marsh Gray
RELEASE COLOR: R23 Smoke

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Home / Products / Concrete Stamps / **Wood Grain Patterns**

Wood Grain Patterns for Stamped Concrete

Wood stamped concrete textures have been growing in popularity for years. With intricate, natural patterns, wood grain concrete stamps make an excellent option for patios and interior concrete floors. With superb moisture resistance and durability, wood stamped concrete textures are great for designs ranging from rustic to contemporary.

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OK



Ozark Barnwood

Cast from authentic reclaimed barn siding, these distressed boards contain knots, saw cuts, and deep weathered grooves.

[VIEW OZARK
BARNWOOD](#)



Wood Planks

A wood grain texture with lightly pronounced veins and a mild surface texture.

[VIEW WOOD PLANKS](#)



Cedar Wood Planks

A cedar wood texture with coarse, pronounced grain and a rough surface appearance that incorporates oversized nail heads at each end.

[VIEW CEDAR WOOD
PLANKS](#)

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Classic Wood

Combining multiple wood grains to offer a bold, pronounced, exposed grain texture with six-inch wide planks.

[VIEW CLASSIC WOOD](#)



Bridges of Madison County

These stamps were derived from real planks and timbers dating back to the late 19th century.

[VIEW BRIDGES OF MADISON COUNTY](#)



8" Weathered Wood

FM-8750S-PRO 76.125" x 29.625"
(193.36 x 75.25 cm)Yellow

[VIEW 8" WEATHERED WOOD](#)

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Wood Block, FM-8600 s/o

22.125" x 33.125" (56.19 x 84.13 cm)Blue

[VIEW WOOD BLOCK,
FM-8600 S/O](#)



Classic Wood with Nail Studs, FM-8710 s/o

81.5" x 21.75" (207 x 55.2 cm)Red

[VIEW CLASSIC WOOD
WITH NAIL STUDS,
FM-8710 S/O](#)

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**CITY OF ROYAL OAK
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES**

THIS PROFESSIONAL ENGINEERING SERVICES AGREEMENT ("Agreement") is entered into this 03 day of January, 2023; pursuant to Downtown Development Authority Resolution from the October 19, 2022 regular meeting, the Royal Oak Downtown Development Authority (DDA) and Fleis & VandenBrink (Consultant) whose principal offices are located at 27725 Stansbury Boulevard, Suite 195, Farmington Hills, Michigan 48334, based on the consultant's proposal for Consulting Engineering Services (P18301) received on July 15, 2022 (copy attached), agree as follows:

- A. The consultant shall perform the tasks as stated in the Proposal, attached. The DDA shall pay the consultant for specific work performed for the fees stated in the Proposal.
 1. The Consultant agrees to adhere to the Revised Project Schedule, attached.
 2. Payments shall be made based upon the Accounts Payable Calendar, attached.
- B. This Agreement shall be effective as of the date of this Contract and remain in effect until the project is complete or the agreement is terminated in accordance with Paragraph F.
- C. All files, records, documents, reports, materials, and computer-generated word processing data resulting from the services to be performed under this Agreement shall at all times be considered the property of the DDA. No changes or modifications shall be made to plans or other documents without the express written consent and approval of the consultant. It is agreed and understood that should the city choose to use the documents for any purpose other than the construction of the elements detailed and described within the Contract Documents for the project, the city shall hold harmless and indemnify the consultant from any claim arising out of their use.
- D. The Consultant shall not assign or transfer this Agreement to any other individual, partnership, corporation, joint venture, or other entity without the written consent of the DDA.
- E. The Consultant shall conform to all applicable laws, ordinances, city standards and statutes of the Federal Government, State of Michigan and City of Royal Oak, including but not limited to, the following:
 - Civil Rights Act of 1964, as amended
 - Copeland "Anti-Kickback" Act (18 USC 874), as supplemented in the Department of Labor Regulations (20 CFR - Part 3)
- F. The DDA reserves the right to terminate the contract at any time with the assurance that the contractor shall be entitled to reimbursement for any services rendered prior to the date of termination.

- G. The consultant shall provide a statement that the consultant will not perform any services for the DDA in which there is a conflict of interest, or the appearance of a conflict of interest, with any builder, developer, contractor or private client who is active in the city.

If the consultant is currently performing services for a builder, developer, contractor or private client who is or might be expected to be active in the city, the Consultant shall provide a detailed listing of this work, as well as the anticipated date of completion.

- H. The Consultant will be held responsible for additional costs resulting from negligence, mismanagement, delays or improper guidance. When it can be established that the Consultant is clearly at fault, these additional costs will be borne by the consultant.
- I. The Consultant shall at all times during this agreement maintain the required insurances and coverage as required by standing agreements between the Consultant and the City of Royal Oak.

1. Cancellation notice. Worker' compensation insurance, commercial general liability insurance, motor vehicle liability insurance and professional liability insurance, as described above, shall include an endorsement stating that thirty (30) days' advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to:

Timothy Thwing, Executive Director
Royal Oak Downtown Development Authority
203 South Troy Street
Royal Oak, MI 48067

This agreement is hereby made and entered into this 03 day of January 2023, by and between the City of Royal Oak (city) and Fleis & VandenBrink (consultant).

DOWNTOWN DEVELOPMENT AUTHORITY:

By: Timothy Thwing
Title: DDA Executive Director

CONSULTANT:

By: Craig L. Schumaker 1-3-2023
Title: S.V.P.

City of Royal Oak

**Request for Proposals
Professional Engineering Services
June 21, 2022**

Project Designation: Professional Engineering Services for Fifth Avenue Plaza

The City of Royal Oak Downtown Development Authority, DDA is seeking proposals from consulting firms, currently under contract with the city, for professional services for the project identified above. Sealed proposals will be received by the City of Royal Oak, DDA until **1:00 p.m., local time, Friday July 15, 2022.** Proposals received after this time and date will not be considered. Proposals shall be e-mailed to Daniel Hill; danielh@romi.gov before the cutoff date provided above.

The scope of work involved on this project includes:

1. Design and construction of a plaza that is pedestrian centric, aesthetically pleasing, and incorporates green infrastructure in the current closure area of West Fifth Avenue (indicated as Plaza 5A below). The design must provide a driving lane for emergency service vehicles, with the ability to close the lane for pedestrian safety during nonemergency use.
2. Improvement of the pedestrian walkway on West Fifth Avenue between South Washington Avenue and South Lafayette Avenue (indicated as Plaza 5B).
3. Both Plaza A and Plaza B designs should create continuity between the two placemaking spaces. Desirable designs may include but are not limited to:
 - a. Decorative concrete paving
 - b. Permeable paving or other green infrastructure
 - c. Festoon String lights
 - d. Decorative lighting consistent with existing sidewalk lighting
 - e. Site furniture including tables, chairs, and any seat walls
 - f. Space maximizing landscaping
 - g. Opportunities for public art
4. Designs for Plaza 5B must address alley access for all adjacent properties.
5. The proposed improvements should promote the concept of universal access and ADA accessibility.



Services Description

General Overview:

The community development department anticipates utilizing a consultant to prepare design documents and oversee construction of the currently closed portion of West Fifth Street to be redeveloped into a public plaza that connects with an improved walkway plaza between South Washington Avenue and South Lafayette Avenue. The overall project is funded by the Downtown Development Authority, DDA with potential for grant assistance from other federal, state or county funding sources.

The DDA envisions this work to be bid as one project. It may be constructed in phases. The estimated construction cost is \$1 million.

The following city staff will be involved in the design process:

- Tim Thwing – Director of Community Development
- Daniel Hill – Downtown Manager
- Holly Donoghue, P.E. – City Engineer

Design Engineering:

The selected consultant shall schedule a kickoff meeting with city staff to discuss general concepts, goals and visions for the plazas. The consultant shall obtain topographic surveys and prepare construction plans meeting the goals of this project. The consultant shall meet with the city to discuss 30% design plans, and then finalize plans for final review.

As part of the design review process, approvals will need to be received from the DDA Board and City Commission. These review meetings will be required for the selected consultant to attend and will determine the adjustments/comments made to designs at the 30% and 90% design reviews.

The consultant is not required to follow the city's CAD standards for creation of the design drawings. The level of topographic survey performed will be at the consultant's discretion.

The consultant shall use the city's standard contract documents and modify them as needed for inclusion of all project specifications. The consultant shall provide a cost estimate for segment 5A and 5B of the project.

In addition, the consultant will be responsible for preparing permit applications to OCWRC for soil erosion and sedimentation control.

The consultant shall advise and assist the city to coordinate any electrical power needs with DTE.

Calculations for green infrastructure shall be submitted to the city including drainage area, runoff volumes, infiltration rates and stored volumes. The consultant shall subcontract geotechnical services as needed and include this cost in their proposal.

Construction Engineering:

The city will post the bid advertisement for the construction contracts to potential bidders and will assist with the bid opening and selection procedure. The consultant is expected to answer bidder questions, be present for the bid opening, assist in the selection of contractor, prepare the bid tabulations, lead the preconstruction meeting and prepare preconstruction meeting minutes.

The consultant's project manager shall prepare contractor pay estimates using the city's standard format, to be submitted every four weeks throughout the construction period. As-built drawings shall be provided to the engineering division within two months following the completion of the project.

The inspector shall have at least three years' experience inspecting similar types of work.

An inspector(s) shall be onsite at all times when the contractor is performing work. Daily observations and detailed quantities shall be provided on daily field reports. Responsibilities include, but are not limited to the following:

1. A thorough examining and understanding of the City of Royal Oak Standard Specifications, city standards, city policies and ADA standards for handicap sidewalk ramp construction;
2. Ensure that all applicable utility rules, codes and safety regulations are met and the project is built according to the project plans and specifications in a timely manner;
3. Ensure that the contractor properly notifies residents and local businesses of upcoming work, particularly when access to driveways will be restricted.
4. Prepare daily field reports including drawings documenting the work performed each day. Pay item quantities and photographs as required should be included;
5. Prepare as-built drawings for the project, updated in the field daily;
6. Prepare weekly summary reports of the project progress and pay items;
7. Inform the city and contractor if the contractor's schedule is anticipated to exceed the approved schedule;
8. Schedule the city's testing consultant for testing of density and concrete, verify test results as they relate to acceptance of the work, record test results in daily field report;
9. Collect all testing reports, load and material delivery tickets, record detailed paving operations, pour times, temperatures, etc.
10. Inspect and enforce Soil Erosion and Sedimentation requirements in accordance with the Oakland County Water Resources Commissioner standards;
11. Maintain open communication and an effective professional working relationship with the City of Royal Oak staff, the contractor, and the city's residents and businesses;
12. Be tactful, firm and fair when determining adherence to the contract documents and when conversing with property owners;
13. Review and inspect work and materials in a timely manner to avoid disruption to the project schedule;
14. Consult with the city to solve technical problems arising during construction;
15. Prepare a punch list at the end of the project;
16. Inspectors are expected to provide their own vehicle, cellular phone, camera and personal protective equipment (PPE) throughout the project.
17. Inspectors shall have the ability to make field decisions without city input. However, any work that increases the project cost or does not follow city standards shall first be approved by the city.

Deliverables:

- 30% Conceptual Plans (PDF)
- 90% Design Plans (PDF and 2 full-size copies), cost estimate (Excel) and contract documents (Word) for city review;
- Construction Documents:
 - Plans (4 full-size copies, PDF format, CAD format able to be opened in MicroStation);
 - Contract Documents (PDF format and Word Format);
 - Cost Estimate (Excel)
- Bid Tabulation
- SESC permit application
- Preconstruction meeting minutes
- Contractor Pay Estimates (in city's standard template)
- Daily Field Reports
- As-built Drawings

Schedule

RFP Issued:	June 21, 2022
RFP Due:	July 15, 2022
Project Award:	July 20, 2022
Kickoff meeting:	end of July 2022
30% design plans due:	September 23, 2022
90% design documents due:	November 18, 2022
Meet with Boards and Commission:	November/December 2022
City comments due to consultant:	December 29, 2022
Final Deliverables / solicit bids:	January 16, 2023
Bids Due:	February 2023
Award Construction:	February 2023
Desired Construction:	Spring 2023

Previous Park Design Experience:

Please attach a list or summary of other plaza design projects and landscaping improvement projects that your firm has performed within the recent past.



Identification of Project Team

Please provide a list of personnel below or on a separate sheet that will be assigned to this project along with the relevant years of experience in their respective profession:

	<u>Name</u>	<u>Experience (Years)</u>
Principal-in-Charge:	_____	_____
Project Manager:	_____	_____
Surveyor(s):	_____	_____
	_____	_____
	_____	_____
Inspector(s):	_____	_____
	_____	_____

Please provide additional personnel profile information, as appropriate.

If you have any questions, please feel free to contact Daniel Hill at DanielH@romi.gov or 248.246.3286.

Sincerely,
City of Royal Oak

Tim Thwing
Director of Community Development

City of Royal Oak

REVISED PROJECT SCHEDULE

Project Designation: Professional Engineering Services for Fifth Avenue Plaza

Schedule

RFP Issued:	June 24, 2022
RFP Due:	July 15, 2022
Project Award:	October 19, 2022
Kickoff meeting:	January 2023
Stakeholder design meeting:	January 2023
30% design plans due:	March 17, 2023
90% design documents due:	May 15, 2023
Meet with Boards and Commission:	May / Early June 2023
City comments due to consultant:	June 16, 2023
Final Deliverables / solicit bids:	July 1, 2023*
Bids Due:	July 2023*
Award Construction:	July 2023*
Desired Construction:	July 2023*

*City and DDA reserve the right to reject all bids should cost and timeline not meet the needs of the project and subsequently *may* re-bid the project in 2024.

Key Meeting Dates

DDA Regular Meetings	January 18, 2023 February 15, 2023 March 15, 2023 April 19, 2023 May 17, 2023 June 21, 2023
Key City Commission Meetings	May 8, 2023 May 22, 2023

ATTACHMENT 3: A/P CALENDAR

2023 ACCOUNTS PAYABLE CALENDAR			
	FINANCE		CHECKS
	CUT-OFF		ISSUED
	(TUES NOON)		(TUESDAY)
NOTE: Some cut-off dates have been changed due to the Holidays			
	01/03/23		01/10/23
	01/17/23		01/24/23
	01/31/23		02/07/23
	02/14/23		02/21/23
	02/28/23		03/07/23
	03/14/23		03/21/23
	03/28/23		04/04/23
	04/11/23		04/18/23
	04/25/23		05/02/23
	05/09/23		05/16/23
	05/23/23		05/30/23
	06/06/23		06/13/23
	06/20/23		06/27/23
Monday	07/03/23		07/11/23
	07/18/23		07/25/23
	08/01/23		08/08/23
	08/15/23		08/22/23
	08/29/23		09/05/23
	09/12/23		09/19/23
	09/26/23		10/03/23
	10/10/23		10/17/23
	10/24/23		10/31/23
	11/07/23		11/14/23
Monday	11/20/23		11/28/23
	12/05/23		12/12/23
	12/19/23		12/26/23

REQUEST FOR PROPOSALS FOR PROFESSIONAL ENGINEERING SERVICES FOR FIFTH AVENUE PLAZA



Submitted to:
City of Royal Oak

July 15, 2022
P18301

July 15, 2022

Daniel Hill, Downtown Manager
City of Royal Oak
203 S. Troy Street
Royal Oak, MI 48067

RE: PROPOSAL FOR 5TH AVENUE PLAZA PROFESSIONAL ENGINEERING SERVICES

Dear Daniel,

Fleis & VandenBrink (F&V) is excited about the potential of re-imagining and extended value our firm can bring to the 5th Avenue Plaza design plan.

Our team has vast experience providing similar communities with streetscapes plans, such as Mackinaw City, Grand Haven, Hudsonville, Three Rivers, and Douglas. Our experience in Royal Oak has given us a greater understanding of the unique characteristics of your community. We have experience with staging and phasing projects to meet the needs of a downtown community business district as well as the traditional project time frames and goals.

We have assembled a creative and experienced project team of utility engineers, landscape architects and traffic engineers to assist the City that can handle streetscape and traffic infrastructure needs from site electrical systems to decorative paving materials. Our team has collaborated on several successful projects, such as the City of Birmingham's downtown multi-modal program and the City of Royal Oak's Centennial Park Commons.

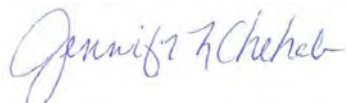
We look forward to working with the City on this exciting project! If you have any questions, please feel free to contact us by phone (616.942.3606) or email (rstout@fveng.com).

Sincerely,

FLEIS & VANDENBRINK



Rick Stout, LLA
Project Manager, Landscape Architect



Jennifer Chehab PE/PIC
Farmington Hills Regional Manager



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SECTION 1: FIRM INTRODUCTION

Fleis & VandenBrink (F&V) started in 1993 as a team of two and has grown to more than 250 multi-disciplined professionals in nine offices. Our growth is attributed to hiring the best people, doing great work, and focusing on client relationships.

We build strong relationships through communication and an understanding of our client's needs. We work collaboratively to reveal potential issues and concerns prior to beginning work. Knowledge of those critical factors gives us agreed upon expectations and allows us to work together towards successful projects.

We also understand funding and how it turns a project vision into reality. Since our inception, our funding experts have obtained more than \$750 million in grants and low-interest loans for our clients. We work diligently with state and federal organizations to find and obtain the best option for each project.

Our team encompasses a broad range of in-house services designed to provide our clients with a one-stop shop consultant who designs custom-fit solutions and award-winning projects as promised – on time and on budget.

CORPORATION

Fleis & VandenBrink Engineering, Inc. (F&V) was established in January of 1993 as a firm of Professional Consulting Engineers.

F&V currently operates as a Corporation in the States of Michigan and Indiana.

Larry Fleis, PE
Chairman of the board

John DeVol, PE
President

www.fveng.com | 800.494.5202

CORE PRINCIPLES

Understand our customers' needs and satisfy them...
Employ, value, and empower good people...
Do what we say we are going to do...
Have fun!

VISION STATEMENT

F&V is the leader for delivering efficient, effective, innovative projects by top professionals who are making a difference.

As a strategic partner, F&V listens to clients needs to provide customized solutions to design, build and operate successful projects.

SECTION 2: STATEMENT OF UNDERSTANDING

STATEMENT OF UNDERSTANDING

The coronavirus pandemic has changed the way we live work and play. Fifth Street has remained closed to vehicular traffic between Washington and Center Streets to accommodate temporary outdoor service areas for hospitality businesses in the vicinity. As we emerge from the struggles brought on by the pandemic, the future of the restaurant / bar industry remains uncertain but yet offers an opportunity to “reimagine and redefine” a public space that meets the needs of a multitude of uses and transportation options. Many of the business owners have expressed a belief that “keeping the street closed” gives their business a chance to adapt to the ever-changing rules and guidelines regarding the operation of restaurants and bars.

As a result, the community development is seeking design consultation on how best to redevelop the 5th Avenue corridor between Lafayette Avenue and South Center Street into a public plaza that connects with an improved walkway plaza while still maintaining emergency vehicle access along Fifth Avenue and north/south traffic flows on Lafayette Avenue, Washington Avenue and Center Street (Blue areas).

The DDA envisions this work to be bid as one project which may be constructed in phases. The estimated construction cost is \$1 million and will be funded by the Downtown Development Authority, DDA with potential for grant assistance from other federal, state or county funding sources. Input for the design and desired elements would be gathered in 3 meetings with the DDA members, City staff and the public at large.



Our design philosophy would start from a holistic approach of the area and would encompass the evaluation of the entire corridor from building face to building face. It would also include the integration of the intersection areas of Lafayette Avenue, Washington Avenue and Center Street. We would use the principles of the “Woonerf” Design Philosophy to create a space that is livable, sustainable and inclusive. The 4 main principles of a woonerf are:

- Visible Entrances are distinctly marked by a sign showing that people are given the priority.
- Shared and paved space are intended for all street users. This space is intended to be flexible enough to allow a multitude of uses in the space. The design would be based on the principles of universal access at the earliest stages.
- Physical barriers that either slow or prohibit car and vehicular traffic as uses dictate.
- Landscaping, decorative paving, lighting, public art, green infrastructure and street furniture are incorporated into the space.

By designing Complete Streets that enables safe access for all people who need to use them, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities, communities can begin the process of being truly walkable and vibrant.

SECTION 3: STATEMENT OF WORK

WORK PLAN

Based on review of the scope of services outlined in the Request for Proposal and our prior experience, F&V has developed the following work plan for items for the City to consider.

TASK A – TOPOGRAPHICAL SURVEY & GEOTECHNICAL

F&V gather information using a mixture of surveying techniques and equipment to deliver data in the required format accurately and timely - laying the foundation for a successful project.

- a. Identify utilities within the influence of the project area. City to provide as-built information for all utilities.
- b. Draft the survey information with 1' contour intervals and prepare plan and profile sheets at an appropriate horizontal scale.
- c. The right-of ways will be taken from the County GIS and existing tax map records and descriptions. All title work shall be responsibility of the City at their expense and provided to F&V.
- d. Schedule and arrange for five 5' deep borings at intervals along the 5th Avenue Corridor.

TASK A Deliverables– Topographical Survey & Geotechnical Report to include the following:

- I. Topographical Survey
- II. Geotechnical Report

TASK B – PUBLIC INPUT

A1. Orientation/Kick-off meeting

We will meet with representatives from the Royal Oak DDA, City staff and other designated committees, advisory groups or boards deemed appropriate by the City to confirm the desired general project areas and to develop the project schedule. The East City identify any additional parties that they wish to attend, as well as the time and location for this meeting.

A2. Input Meetings

We will attend 3 public workshop meetings and incorporate public feedback as necessary into the final plan set. We anticipate that one of three workshops will be with City staff, one with members of the DDA and one with the public at large. The DDA will coordinate and facilitate all steering committee and public meetings. We will provide necessary visuals (for the meetings and website) and be present to discuss any issues or questions that arise.

TASK B Deliverables – Public Input Phase to include the following:

- I. Orientation/Kick-off meeting
- II. Input Meetings

TASK C – FINAL DESIGN ENGINEERING

Based on the input of the public sessions, final project budgets, and approval of the Site Plans, we will develop a detailed fee for the preparation detailed construction documents for construction of the project. Construction documents will include final plans, specifications, and cost estimates for all project design elements. They will include civil, structural, landscape, electrical, architectural, streetscape, and road aspects portions of the projects. The designs will take into consideration methods for minimizing long-term operations and maintenance expenses through options such as low maintenance landscaping, recycled material and durable material finishes.

As part of Task C, F&V will:

- Meet with the city to discuss 30% design plans, and then finalize plans for final review.
- Meet with the DDA Board and City Commission for approvals to designs at the 30% and 90% design reviews.
- Provide a cost estimate for segment 5A and 5B of the project.
- Prepare permit applications to OCWRC for soil erosion and sedimentation control.

- Assist the city to coordinate any electrical power needs with DTE.
- Calculations for green infrastructure including drainage area, runoff volumes, infiltration rates and stored volumes.

Task C Deliverables– Final Design/Contract Documents to include the following:

- I. Final Plan & Profile design drawings to 30% & 90% completion level
- II. Final Specifications/Contract Manual
- III. Copies of acquired permits
- IV. Updated Engineers Estimate of Probable Construction Costs
- V. Monthly Progress Reports

TASK D – CONSTRUCTION ENGINEERING

No two projects are alike. F&V tailors project development and construction phase services based on each project's needs as well as grant funding requirements. Our inspectors, surveyors and office staff provide a full range of construction observation and administration services to ensure a smooth project construction and close-out. Our in-house design build firm, F&V Construction (FVC), adds another unique element to the design and construction process by giving our design team access to construction management professionals right under our roof.

As part of construction phase services, F&V will:

- Assist with the bid opening and selection procedure
- Answer bidder questions
- Be present for the bid opening
- Assist in the selection of contractor
- Prepare the bid tabulations
- Lead the preconstruction meeting and progress meetings
- Prepare preconstruction meeting minutes
- An inspector(s) shall be onsite at all times when the contractor is performing work. Daily observations and detailed quantities shall be provided on daily field reports
- Provide as-built drawings within two months of project completion

PROJECT TENTATIVE SCHEDULE

Based on our understanding of the project and the RFP, the project schedule, subject to adjustment with City and DDA input, is as outlined below:

Tentative Project Schedule

- Receipt of Proposals – July 16, 2022
- Anticipated Award – July 20, 2022
- 30% design plans due: September 23, 2022
- 90% design documents due: November 18, 2022, Task B - Natural Resource Inventory
- Task C – Preliminary Design (50%)– December 2022 to May 2023
- Task D – Final Design (90%-100%)– May 2023 to September 2023
- Meet with Boards and Commission: November/December 2022
- City comments due to consultant: December 29, 2022
- Final Deliverables / solicit bids: January 16, 2023
- Bids Due: February 2023
- Award Construction: February 2023
- Construction – Spring 2023

We have the available staff and resources to meet the above schedule. We are looking forward to collaborating with you on this project in the coming months

PROFESSIONAL FEE

FEE

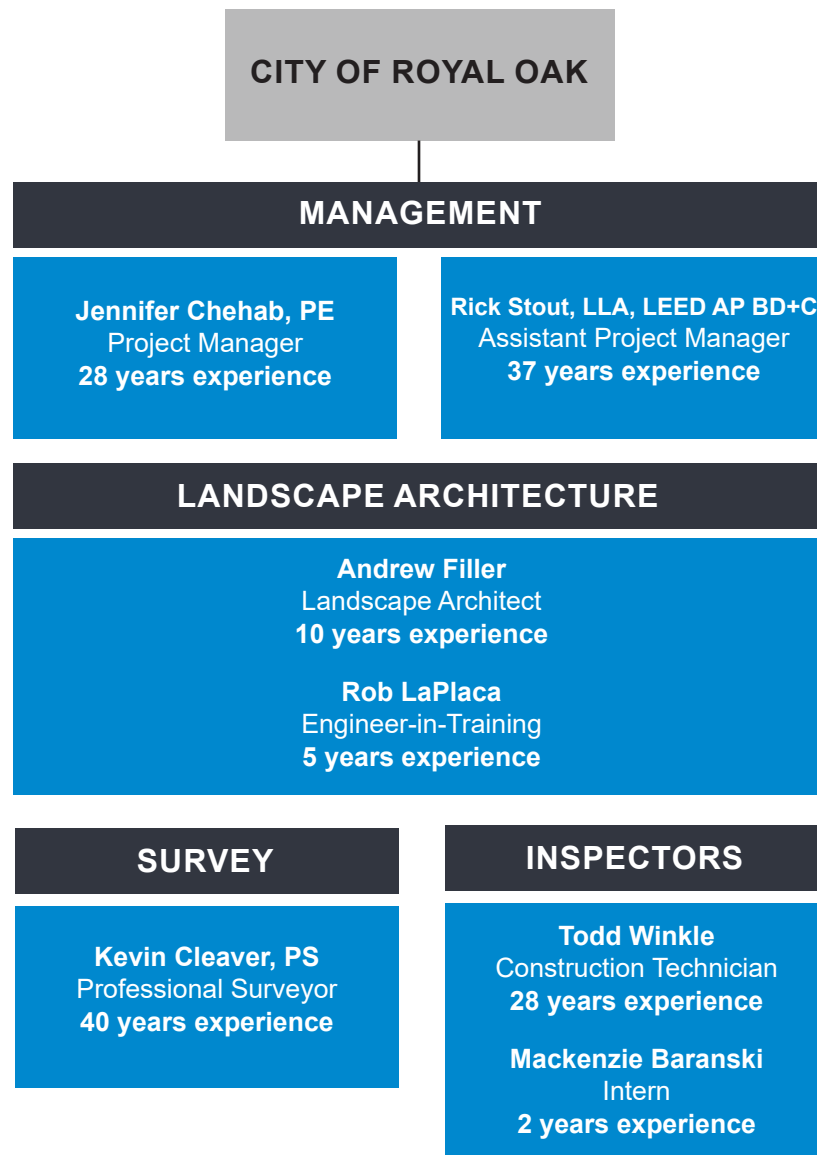
Based on our understanding of the project and the RFP, associated tasks and fees are outlined below:

<u>TASK</u>	<u>FEE</u>
A1 – TOPOGRAPHICAL SURVEY	\$5,000 (0.5%*)
A2 – GEOTECHNICAL	\$4,000 (0.4%*)
B – PUBLIC INPUT	\$3,000 (0.3%*)
C – FINAL DESIGN ENGINEERING	\$58,500 (5.85%*)
Total Design Fee	\$70,500 (7.05%*)
D- CONSTRUCTION PHASE SERVICES	6.9%*

*Based on estimated construction value of \$1,000,000. If the overall construction value exceeds \$1,000,000 we reserve the right for a fee adjustment at the percentages listed above.



SECTION 4: PROJECT TEAM



*Resumes on request.



SECTION 5: PROJECT EXPERIENCE



MURAL MALL AND LED STREET LIGHTING

Three Rivers, MI

PROJECT INFORMATION

Date Completed: 2013
Construction Cost: \$953,870

FUNDING

MDEC Grant: \$750,000
Local Match: \$175,000

Access through the existing Mural Mall was a challenge due to nearly 18 feet of elevation change. F&V redesigned the entryway from the ground up, incorporating an ADA-compliant walkway from Main Street leading toward Memory Isle Park, another City park located on both sides of the Rocky River. The changes provided connectivity between public recreation areas and the City's downtown.

F&V assisted the City with the design and construction administration of an active gathering space that was created next to the downtown core. The accessible park included:

- Seating areas
- A rain garden
- Chess tables
- Pergola gateways
- Brick seating walls
- Decorative concrete paving
- LED street lighting
- Rubberized play surfacing
- Perennial gardens

A strong and vibrant downtown area offers improved retail, entertainment, housing, recreation, and social opportunities to people of all ages and physical abilities. With this in mind, the City moved forward to improve accessibility to this precious natural resource in the heart of downtown Three Rivers.



HARVEY STREET EXTENSION AND STREETScape

Hudsonville, MI

PROJECT INFORMATION

Date Completed: 2017

Construction Cost: \$976,045

AWARDS

ACEC-MI 2019 Engineering Merit Award

The City of Hudsonville 2030 Visioning Plan includes four main principles for Hudsonville to be a distinctive, livable, vibrant, and connected city. Harvey Street streetscape and extension project, from Plaza Avenue to School Avenue, is the second project in the 2030 Visioning Plan. F&V provided design and landscape architectural services for the project.

F&V designed Harvey with a woonerf concept - a term from the Netherlands which means “shared” or “living” street that prioritizes the pedestrian experience. It is intended to transform the street from car prioritized space to a shared space for all modes of transport, including cars, bicycles, and pedestrians.

Harvey will also be extended to the east to intersect with the Terra Square Farmers Market, which was the first project implemented in the 2030 visioning plan. It is intended for this shared use connector to offer fun seating areas, splash pad, bike racks, art, permeable paver drives, decorative stamped concrete, tree bisques, and interactive areas for people to socialize and hang out before grabbing a bite to eat or shopping at one of the shops along Harvey Street.



CENTENNIAL COMMONS DOWNTOWN PARK

Royal Oak, MI

PROJECT INFORMATION

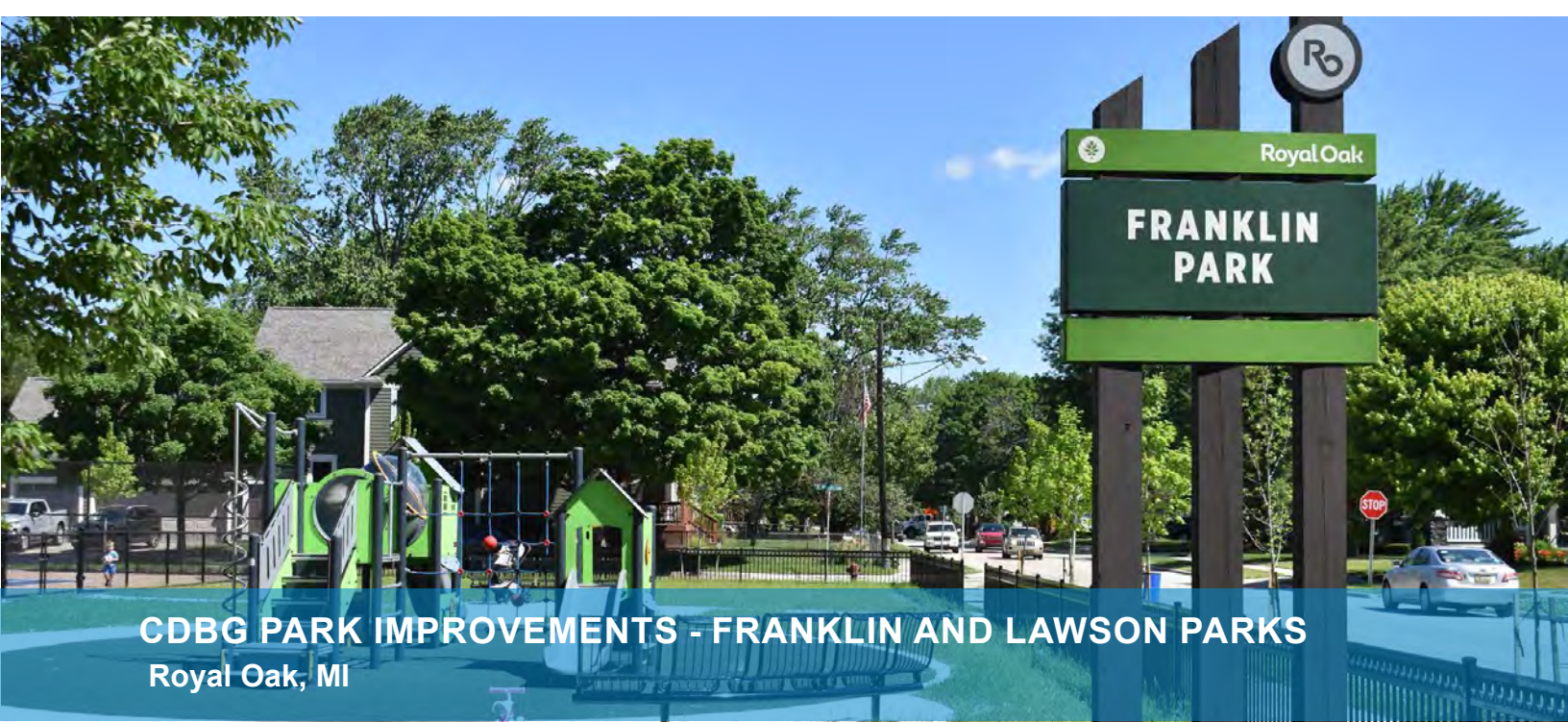
Completed: December 2021

Construction Cost: \$7,000,000

F&V provided design and construction engineering for the City of Royal Oak's new Centennial Commons park located in the heart of downtown. The 2.5 acre park is located on the site of the old City Hall and Police Station, and incorporated a 10' hill/rock wall, a custom stage, a new terrace, a shade structure at the front of the City library, an enhancement of the existing veteran's memorial, and a water feature.

While some initial public outreach was performed prior to F&V's involvement on the project, our team delved through the information and held numerous design charrettes and public outreach events to hone the design. Working with the City's Downtown Park task force, numerous concepts were developed with the final one being selected by both the task force and the DDA.

From there, F&V performed the design engineering including the grading and utility plans, oversight and review of structural components, and managed the electrical design. F&V also assisted in construction engineering, including regular site visits, review of RFIs, and development of CCD's and ASI's.



CDBG PARK IMPROVEMENTS - FRANKLIN AND LAWSON PARKS

Royal Oak, MI

PROJECT INFORMATION

Date Completed: 2021

Construction Cost: \$1,915,000

The City received funding through the Community Development Block Grant (CDBG) program to benefit residents of low and moderate income and developed a strategy to invest the annual funds in parks and recreation facility improvements. Franklin and Lawson Parks, two of the city's oldest parks, were selected for many recreational improvements and amenities including south end diverters.

F&V provided design, bidding and construction engineering services for the Lawson Park improvements that included playground and pavilion structures, outdoor exercise equipment, a basketball court with an innovative new court surface and baseball field updates with new fencing and benches. Franklin Park upgrades include a playground structure, new tennis court, sand box, swings and benches.

The improvements, which were a long time coming according to city officials, have provided new and improved recreational opportunities for neighborhood facilities in low to moderate income areas of the city for the next decade or two.



HART COMMONS ON THE LAKEFRONT

Hart, MI

PROJECT INFORMATION

Date Completed: 2013

Construction Cost: \$598,600

FUNDING

MEDC CDBG: \$436,090

Local Match: \$246,510

The saw mills, grain mills and agricultural processing plants no longer operated on the lakeshore and downtown Hart lacked a gathering place for summer concerts and other events. Improving access to Hart Lake had been envisioned by the City of Hart for a long time. F&V helped facilitate some of those changes. Created in 1927, Hart's 246-acre lake is an impoundment from the hydroelectric dam on the South Branch Pentwater River. This has provided an important renewable city-owned electric facility power source since 1898.

The city is moving forward to improve accessibility to this precious natural resource in the heart of their downtown area. Grant funding was obtained through the Michigan Strategic Fund - Community Development Block Grant Program.

In 2011, F&V assisted the city with the design and construction administration of the one-acre lakefront site. Working with the city and Hart Main Street, an active gathering space was created next to the downtown core. The accessible park includes a performance area, chess tables, seating shelters, observation deck, concrete retaining walls, decorative concrete paving, decorative gateway arch and sign, amphitheater style seating, wire cable railing and public restrooms. F&V assisted with aesthetic and environmental improvements by capping 12 ground water monitoring wells and placing overhead electrical underground. This helped to create a site that offers a great view of Hart Lake and the annual fireworks display over the lake.



EDGERTON AND ENSLEY STREETScape

Howard City, MI

PROJECT INFORMATION

Date Completed: 2011

Construction Cost: \$1,365,700

FUNDING

MDOT TEA : \$350,000

Local Match: \$120,000

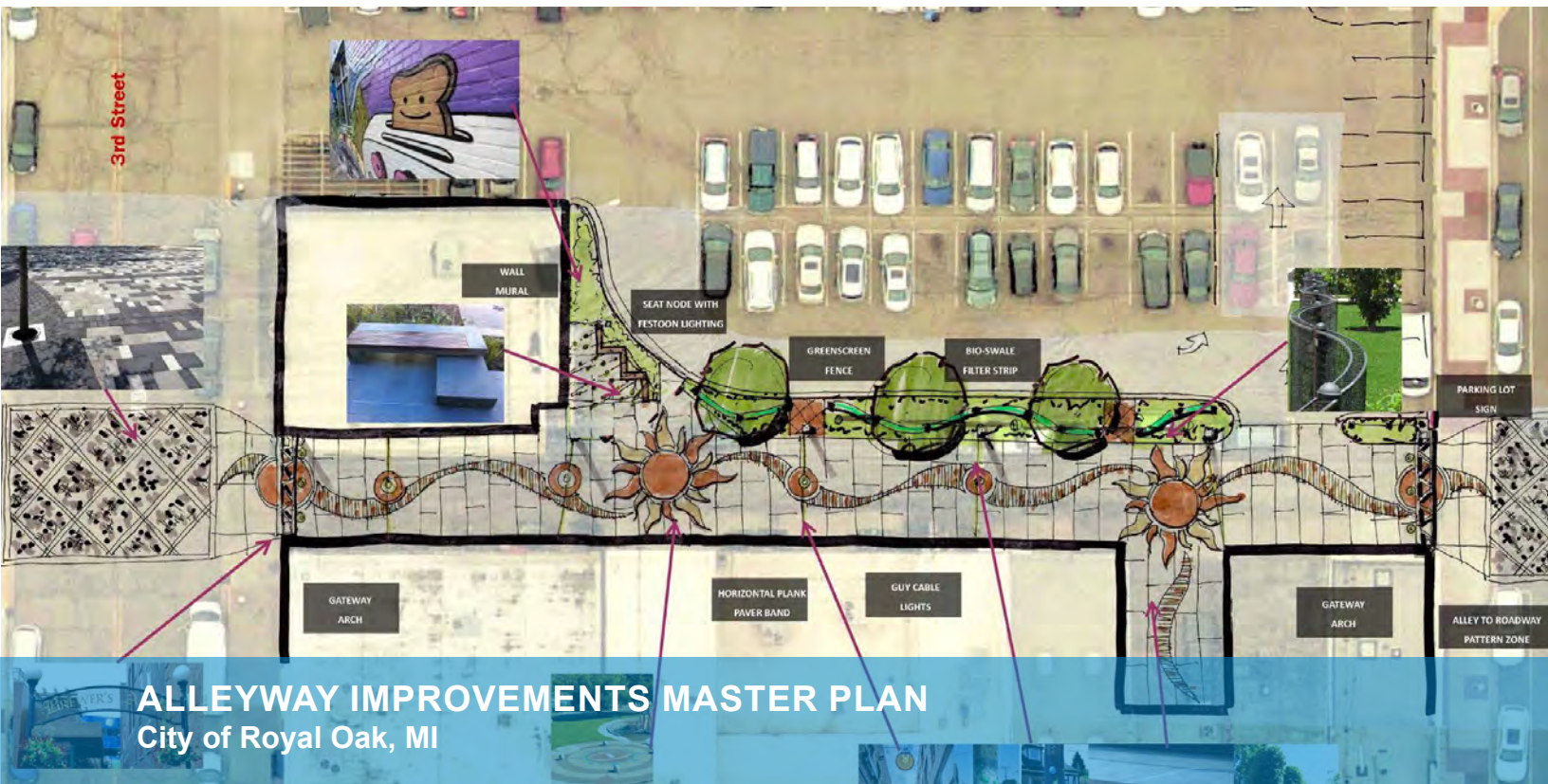
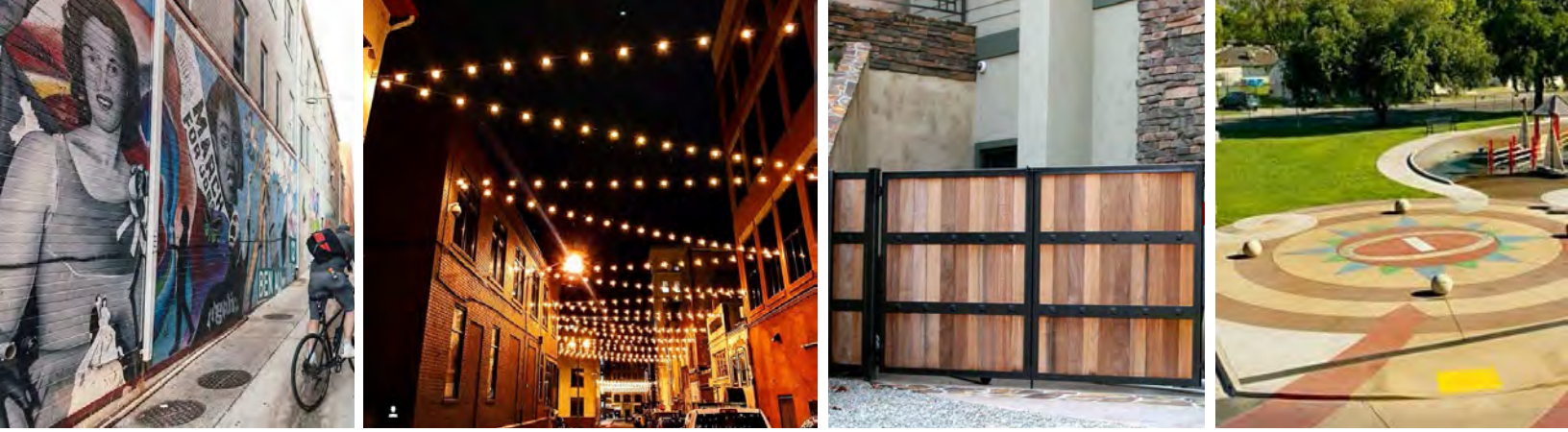
MEDC CDBG: \$45,000

Local Match: \$342,830

F&V provided design engineering services for the reconstruction of 0.4 miles of Edgerton Street and Ensley Street in the Village of Howard City.

The project included aesthetic, as well as, infrastructure and drainage improvements covering a two-block stretch along Edgerton Street between Ensley Street and Lincoln Street, and Ensley Street between Shaw Road and Edgerton Street.

Aesthetic improvements funded through MDOT included: trees, benches, flower planters, trash receptacles, decorative paving, traffic calming bump-outs, ADA accessibility, and decorative streetlights.



ALLEYWAY IMPROVEMENTS MASTER PLAN

City of Royal Oak, MI

PROJECT INFORMATION

Estimated Construction Cost: \$3.5-4 million

F&V provided conceptual design and master planning services for alleyway improvements and associated parking areas along the east end of Main Street between 3rd and 6th Streets. The goal is to have these alleyways serve as tool to unlock the untapped potential that alleys have and make them become more of a walkable, human-scale space and new opportunities for increased social interaction. They are being designed to create a space that is more pedestrian friendly and aesthetically pleasing, but functional for truck deliveries, trash storage, recycling, and removal.

The alleyways will incorporate name identities, open facades, art and community program, green city initiatives, and places to explore.



SECTION 6: ADDITIONAL INFORMATION

Identification of Project Team

Please provide a list of personnel below or on a separate sheet that will be assigned to this project along with the relevant years of experience in their respective profession:

	<u>Name</u>	<u>Experience (Years)</u>
Principal-in-Charge:	Jenn Chehab, PE	28
Project Manager:	Rick Stout, LLA, LEED AP BD+C	37
Surveyor(s):	Kevin Cleaver, PS	40
Inspector(s):	Todd Winkle	28
	Mackenzie Baranski	2

Please provide additional personnel profile information, as appropriate.

If you have any questions, please feel free to contact Daniel Hill at DanielH@romi.gov or 248.246.3286.

Sincerely,
City of Royal Oak

Tim Thwing
Director of Community Development





Royal Oak
DOWNTOWN
DEVELOPMENT AUTHORITY

Meeting Date: 11/20/2024

203 S Troy Street
Royal Oak, MI 48067
Phone: (248) 246-3280
romi.gov

MEMORANDUM

DATE: November 8, 2024

TO: MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY

SUBJECT: **PLACEMAKING GRANT AGREEMENT – OAKLAND COUNTY
5th STREET IMPROVEMENTS**

At its June 26th, 2024, meeting the DDA adopted the following resolution:

Be It Resolved; the Royal Oak Downtown Development Authority hereby authorizes staff to apply for the Oakland County Placemaking and Public Spaces Program Grant for the purpose of supporting the downtown plaza project currently being designed for the closed portions of West Fifth Street between S. Lafayette Avenue and the CN Railroad.

The city commission adopted the following resolution at its August 12th, 2024, meeting:

Be It Resolved, the Royal Oak City Commission hereby acknowledges a request from the Downtown Development Authority (DDA) and the City of Royal Oak Grants Coordinator and supports the submission of a grant application for the Main Street Oakland County Placemaking and Public Spaces Program, and

Be It Further Resolved, that the Executive Director of the Downtown Development Authority is authorized to sign and submit all grant-related documents on behalf of the City of Royal Oak and Downtown Development Authority relative to the Main Street Oakland County Placemaking and Public Spaces Program Grant.

The DDA has been awarded \$311,761.51 under the program. Attached is a copy of the grant agreement provided by Oakland County. The agreement requires a certified resolution from the Royal Oak DDA authorizing the Executive Director to execute the agreement and that binds the DDA to the terms and conditions of the agreement. One of the conditions is that the DDA provides funding for the project and that the grant award cannot exceed 40% of the total development costs, see exhibit A of the agreement. The DDA should not approve the agreement unless it is committed to providing sufficient funding.

The Infrastructure Committee discussed the 5th St. project at its November 4th meeting and has recommended the DDA proceed. Should the DDA concur with the committee the following resolution is offered for its consideration:

Be It Resolved, the Royal Oak Downtown Development Authority (DDA) has reviewed the Placemaking and Public Spaces Program Agreement and accepts the terms and conditions contained in the agreement and authorizes the Executive Director to execute the agreement

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Timothy E. Thwing", is written over a horizontal line.

Timothy E. Thwing
Executive Director

**PLACEMAKING AND PUBLIC SPACES PROGRAM AGREEMENT FOR LOCAL FISCAL
RECOVERY FUND DISTRIBUTION BETWEEN
OAKLAND COUNTY AND
ROYAL OAK DOWNTOWN DEVELOPMENT AUTHORITY**

This Agreement (the "Agreement") is made between Oakland County, a Municipal and Constitutional Corporation, 1200 North Telegraph Road, Pontiac, Michigan 48341 ("County"), and the Royal Oak Downtown Development Authority (DDA) ("Public Body") 203 South Troy Street Royal Oak, MI 48067. County and Public Body may be referred to individually as a "Party" and jointly as "Parties". Notwithstanding any language to the contrary in the Agreement, Public Body is a grantee of the funds it received under the Agreement. Public Body shall comply with all requirements in the Agreement regardless of its classification as a grantee.

PURPOSE OF AGREEMENT. On March 11, 2021, the President of the United States signed the American Rescue Plan Act of 2021 ("ARPA") into law. Section 9901 of ARPA amended Title VI of the Social Security Act to add section 603, which establishes the Coronavirus Local Fiscal Recovery Fund. Oakland County has been allocated \$244,270,949 in Local Fiscal Recovery Fund ("LFRF") dollars under ARPA.

The United States Department of Treasury has issued an interim final rule, and other guidance for qualified uses of LFRF. Those qualified uses include supporting eligible investments in public health expenditures, addressing negative economic impacts caused by the public health emergency, replacing lost public sector revenue, providing premium pay for essential workers, and investing in water, sewer and broadband infrastructure. The County has determined that the distribution of funds in accordance with this Agreement is a qualified use of LFRF funds pursuant to the interim rule and other applicable Department of Treasury guidance.

Placemaking creates quality places essential to dynamic and vibrant communities. Assistance with Placemaking plans will provide economic benefits to the Public Body and the County.

On December 7, 2023, in Miscellaneous Resolution #2023-3615 _ 23-164, the Oakland County Board of Commissioners authorized an appropriation in the amount of Five Million \$5,000,000 dollars from the American Rescue Plan Act, Local Fiscal Recovery Funds, for the Main Street Oakland County Placemaking and Public Services Program to combat the negative economic impacts still lingering in our communities as a result of the COVID-19 pandemic. This Agreement is funded through that program.

County and Public Body enter into this Agreement pursuant to the Urban Cooperation Act of 1967, 1967 Public Act 7, MCL 124.501 *et seq.*, for the purpose of County distributing a portion of its LFRF funds to Public Body.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - 1.1 **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit and attachment.
 - 1.2 **Application** means a properly submitted written request by a Public Body to the County for an award of Grant Funds.

- 1.3 **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against County or Public Body, or for which County or Public Body may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
- 1.4 **County** means Oakland County, a Municipal and Constitutional Corporation, including, but not limited to, all of its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.
- 1.5 **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
- 1.6 **Exhibits** mean the following exhibits, which are attached to this Agreement and incorporated by reference therein, or added later by a formal amendment to this Agreement:
- Exhibit A, Grant Award Payments
- Exhibit B, Reporting Requirements
- Exhibit C, Grant Application, Scope of Work and Budget
- 1.7 **Grantee** means the Public Body [City, Village or Township, as defined in 1.11 below receiving Grant Funds from the County under this Agreement in the manner provided in Section 2, below, which is an entity created by state or local authority or which is primarily funded through state or local authority, including, but not limited to, its Council, Board, its departments, divisions, elected and appointed officials, directors, Board members, Council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers and/or any such person's or entities' successors.
- 1.8 **Grant Funds** means the monetary funds awarded by the County to the Grantee under this Agreement.
- 1.9 **Grantee Funds** means the monetary funds that the Grantee raises on its own for this program.
- 1.10 **Points of Contact** means the individuals designated by the Grantee and County to act as primary contacts for communication and other purposes described herein.
- 1.11 **Public Body** means the Royal Oak DDA including, but not limited to, its council, its Board, its departments, its divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors. For the purposes of this Agreement, Public Body includes any Michigan court, when acting in concert with its funding unit.
- 1.12 **Public Body Employee** means any employees, officers, directors, members, managers, trustees, volunteers, attorneys, representatives of Public Body, licensees, concessionaires, contractors, subcontractors, independent contractors, agents, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal, representative or official capacities), and/or any persons acting by, through, under, or in concert with any of

the above who use or have access to the funds provided under this Agreement. "Public Body Employee" shall also include any person who was a Public Body Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.

2. **GRANT.** Subject to the terms and conditions of this Agreement, and in reliance upon the Public Body's affirmations set forth below, the County agrees to make, and the Public Body agrees to accept, the grant funds.

- 2.1 County will distribute \$311,761.51 in grant funds to Public Body for the project scope attached and incorporated into this Agreement as **Exhibits A and C**.
- 2.2 PUBLIC BODY UNIQUE ENTITY IDENTIFIER: NLZAWEBMERD5.
- 2.3 FEDERAL AWARD IDENTIFICATION NUMBER (FAIN): SLFRP2640
- 2.4 CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER: 21.027
- 2.5 FEDERAL AWARD DATE: May 28, 2021
- 2.6 PERIOD OF PERFORMANCE END: September 30, 2026.
- 2.7 AWARD IS NOT FOR RESEARCH & DEVELOPMENT (R&D): Funds cannot be used for research and development related expenditures.
- 2.8 INDIRECT COST RATE FOR FEDERAL AWARD: Indirect costs are not eligible for this Agreement.
- 2.9 CONTACT PERSON FOR COUNTY/PASS THROUGH ENTITY: John Bry, unless another person is designated in writing by the County.
- 2.10 DEFINED USE OF FUNDS: All grant funds must be expended in accordance with this Agreement and the guidelines for ARPA funds.

3. **PUBLIC BODY'S RESPONSIBILITIES.**

- 3.1 Public Body's grant match requirements are detailed in **Exhibit A**, which is attached hereto and incorporated as part of this Agreement.
- 3.2 Public Body shall invoice the County for the grant amount listed in 2.1. after this Agreement is executed.
- 3.3 Public Body shall submit to Oakland County a status report on the grant funds as provided in **Exhibit B**, including:
- 3.4 Project progress reports, including completion of deliverables included in project scope;
- 3.5 Accounting of incurred expenses and grant funds expended; and
- 3.6 Any other relevant information or records, to be determined by County.
- 3.7 Public Body shall submit to Oakland County a final report by the end of the Agreement or within 30 days after final project completion, whichever date is sooner, on the grant funds, including:
- 3.8 Project completion report;
- 3.9 Full accounting of its expenditure of grant funds;
- 3.10 Certification of its use of grant funds and fulfillment of the terms of the Agreement; and

- 3.11 Any other relevant information, records or other pertinent documentation, which may be requested by the County. If requested by the County, the Public Body shall provide information concerning the Grant Award to the County in a web based format.
- 3.12 Public Body shall respond to and be responsible for Freedom of Information Act requests relating to Public Body's records, data, or other information.
- 3.13 Public Body must comply with any other reporting requirements regarding the grant funds and/or this Agreement, as determined by the County.
- 3.14 Public Body may only use Grant Funds for purposes consistent with those specified by the Public Body in its approved Grant Application, Scope of Work and Budget (**Exhibit C**).

4. COUNTY'S RESPONSIBILITIES.

- 4.1 County has reviewed the Public Body's Grant Application and determined that the Public Body is eligible to receive Grant Funds. County is not obligated or required to provide any additional services that are not specified in this Agreement.
- 4.2 County may use, access, and disclose information concerning this Agreement and the award of Grant Funds described herein to comply with the law, such as a subpoena, court order or Freedom of Information Act request. County may refer all such requests to the Public Body's Point of Contact for their response within the required time frame if the information requested relates to records held by the Public Body.
- 4.3 County shall designate in writing a department, individual, or other entity to oversee the reporting requirements set forth in Section 3 above and **Exhibit B** to ensure timely reporting, accurate accounting, and verification of final certification.
- 4.4 County shall pay the Grant Funds to the Public Body in the manner and upon the conditions set forth in **Exhibit A**. As stated therein, it is understood between the Parties that under no circumstances shall the County be responsible for greater than Forty percent (40%) of the total development cost and that by accepting Grant Funds, the Public Body thereby commits to contributing Grantee Funds in an amount sufficient to fully fund the development cost of the project approved by the County pursuant to its Grant Application, Scope of Work and Budget (**Exhibit C**).

5. PUBLIC BODY AFFIRMATIONS.

- 5.1 Public Body affirms that all representations made to County in connection with its application and this grant were accurate, truthful and complete and remain so. Public Body acknowledges that all representations and information provided have been relied on by the County to provide funding under this Agreement. Public Body shall promptly notify County, in writing, of the occurrence of any event or any material change in circumstances which would make any Public Body representation or information untrue or incorrect or otherwise impair Public Body's ability to fulfill its obligations under this Agreement.
- 5.2 Public Body will comply with any federal, state, or local public health orders or mitigation recommendations regarding the COVID-19 pandemic which are in effect as of the date this Agreement is signed by both Parties.
- 5.3 Public Body may not use grant funds for expenses for which the Public Body has received any other federal funds or emergency COVID-19 supplemental funding, whether it be state, federal, or private in nature, for the same expense. No portion of grant funds may be used for the purpose of obtaining additional Federal funds under any other law of the United States,

except if authorized by law. Public Body shall promptly notify County if it receives insurance proceeds or other disaster assistance (public or private) that duplicates the funding received under this Agreement. Grant funds may not be used to cover expenses that were reimbursed by insurance.

5.4 Public Body shall not carry out any activities under this Agreement that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155) and in accordance with Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115–254; 132 Stat. 3442), which amended Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155). If the Public Body receives duplicate benefits from another source for projects related to this disaster, the Public Body must refund the benefits provided by the County to the County. Duplication of benefits occurs when Federal financial assistance is provided to a person or entity through a program to address losses resulting from a Federally-declared emergency or disaster, and the person or entity has received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance), and the total amount received exceeds the total need for those costs.

5.5 Public Body shall use all grant funds it receives under this Agreement by September 30, 2026. Any grant funds not used by that date must be returned to County.

6. REPAYMENT REMEDIES. Public Body is subject to repayment to the County of an amount equal to the grant funds received by Public Body in the event Public Body has made material misrepresentations to the County in its application, voluntary bankruptcy or insolvency proceeding are commenced against the Public Body and not set aside within sixty (60) days, or the Public Body fails to otherwise comply with the requirements of this Agreement. In the event County later determines the information Public Body provided in conjunction with this Agreement, or that Public Body was ineligible for the grant funds, or that Public Body's use of the grant funds following receipt was contrary to this Agreement, Public Body agrees to repay the grant funds to County in full. County further retains all rights and remedies allowed in law or equity, including seeking payment of its reasonable costs and expenses incurred enforcing its rights and remedies.

7. TAX LIABILITY. County and Public Body agree that to the extent that any part of the aforementioned funds are deemed to be taxable, that Public Body agrees to be fully responsible for the payment of any taxes, including withholding payments, social security, or other funds which are required to be withheld. Public Body agrees to provide County with all information and cooperation necessary to execute a completed 1099-G form; which County will file with the United States Internal Revenue Service. Public Body acknowledges that Public Body will consult with a tax professional regarding the tax implications, if any, of the grant funds, and/or hereby waives the option to do so. Public Body further agrees to indemnify and hold County harmless for the payment of any tax or withholding payments, including any penalty assessed it may owe under this Agreement.

8. CONFLICT OF INTEREST. Pursuant to Public Act 317 and 318 of 1968, as amended (MCL 15.301, *et seq.* and MCL 15.321, *et seq.*), to avoid any real or perceived conflict of interest, Public Body shall disclose to County the identity of all Public Body Employees and all relatives of Public Body Employees who: a) are employed by the County or are elected or appointed officials of the County, on the date this Agreement is executed; and b) becomes employed or appointed by the County or becomes an elected official of County during the term of the Agreement.

9. ACCESS TO RECORDS AND AUDIT.

- 9.1** Grantee shall maintain all records pertinent to the Agreement and any amendments, including backup copies, for a period of five (5) years. The records shall be kept in accordance with generally accepted accounting practices, and the Grantee shall utilize adequate internal controls and shall maintain necessary documentation for all costs incurred, including documentation and an inventory of all equipment purchased with grant funds. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- 9.2** In addition to the Grantor, the U.S. Department of Treasury, or their authorized representatives, shall be provided the right to audit all records pertaining to the expenditure and use of grant funds. All records with respect to any matters covered by this Agreement shall be made available to the Grantor, the Federal awarding agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Grantee within 30 days after receipt by the Grantee. Failure of the Grantee to comply with the audit requirements will constitute a violation of this Agreement.
- 9.3** Grantee must establish and maintain effective internal control over the Federal award that provides reasonable assurance that they are managing the award in compliance with Federal statutes, regulations, and the terms and conditions of the award.
- 9.4** Grantee shall provide a final report that is due to Grantor upon the completion of the project. Grantee agrees to submit a detailed and timely grant report covering expenses related to each outlined purpose.
- 10. COMPLIANCE WITH LAWS.** Public Body shall comply with all federal, state, and local laws, statutes, ordinances, regulations, and all requirements applicable to its activities under the Agreement and grant. This includes the following:
- 10.1** Public Body must comply with 2 C.F.R. 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 C.F.R. 200.82, and other information County designates as sensitive, or the Public Body considers sensitive consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.
- 10.2** Public Body must comply with 2 C.F.R. 200.322 if it is passing through grant funds/issuing subawards to other entities.
- 10.3** Public Body must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements. Public Body will not pass-through grant funds to an entity listed in the SAM Exclusions. SAM Exclusions is the list maintained by the General Services Administration that contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. SAM exclusions can be accessed at www.sam.gov.
- 10.4** Public Body must register at sam.gov.
- 10.5** Public Body must comply with Title VI of the Civil Rights Act of 1964, and any implementing regulations, which prohibits entities receiving Federal financial assistance from excluding from a program or activity, denying benefits or services, or otherwise discriminating against a person on the basis of race, color, national origin (including limited English proficiency),

disability, age, or sex (including sexual orientation and gender identity). All applicable U.S. Department of Treasury Title VI regulations are incorporated into this Agreement and made a part of this Agreement.

10.6 Public Body must comply with 2 C.F.R. Part D, Post Federal Award Requirements, being 200.300 et seq., where applicable.

11. **DURATION OF INTERLOCAL AGREEMENT.**

11.1 This Agreement shall be effective when executed by both Parties with resolutions passed by the governing bodies of each Party. The approval and terms of this Agreement shall be entered in the official minutes of the governing bodies of each Party. An executed copy of this Agreement and any amendments shall be filed by the County Clerk with the Secretary of State.

11.2 This Agreement shall remain in effect until September 30, 2026, or until cancelled or terminated by any of the Parties pursuant to the terms of the Agreement. Public Body shall comply with the record keeping, reporting, audit response, and fund return requirements of this Agreement after the termination of this Agreement.

12. **ASSURANCES.**

12.1 **Responsibility for Claims.** Each Party shall be responsible for any Claims made against that Party by a third party, and for the acts of its employees arising under or related to this Agreement.

12.2 **Responsibility for Attorney Fees and Costs.** Except as provided for in Sections 7 and 14, in any Claim that may arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.

12.3 **No Indemnification.** Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.

12.4 **Costs, Fines, and Fees for Noncompliance.** Public Body shall be solely responsible for all costs, fines and fees associated with any misuse of the grant funds and/or for noncompliance with this Agreement by Public Body Employees.

12.5 **Reservation of Rights.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.

12.6 **Authorization and Completion of Agreement.** The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.

13. **TERMINATION OR CANCELLATION OF AGREEMENT.**

13.1 County may terminate or cancel this Agreement at any time if it determines that Public Body has expended the grant funds in violation of ARPA requirements or this Agreement. If County terminates or cancels this Agreement, Public Body shall be liable to repay County the amount of money expended in violation of ARPA requirements or this Agreement. County may utilize the provisions in Section 14 to recoup the amount of money owed to County by Public Body.

- 13.2 Public Body may terminate or cancel this Agreement at any time. If Public Body terminates or cancels this Agreement, it shall immediately return to County all grant funds it has received.
- 13.3 If either Party terminates or cancels this Agreement, they shall provide written notice to the other Party in the manner described in Section 21.

14. SETOFF OR RETENTION OF FUNDS

14.1 In any case where Public Body is required to return an amount of money to County under this Agreement, Public Body agrees that unless expressly prohibited by law, County or the Oakland County Treasurer, at their sole option, shall be entitled to set off from any other Public Body funds that are in County's possession for any reason, including but not limited to, the Oakland County Delinquent Tax Revolving Fund ("DTRF"), if applicable. Any setoff or retention of funds by County shall be deemed a voluntary assignment of the amount by Public Body to County. Public Body waives any Claims against County or its Officials for any acts related specifically to County's offsetting or retaining of such amounts. This paragraph shall not limit Public Body's legal right to dispute whether the underlying amount retained by County was actually due and owing under this Agreement.

14.2 Nothing in this Section shall operate to limit County's right to pursue or exercise any other legal rights or remedies under this Agreement or at law against Public Body to secure payment of amounts due to County under this Agreement. The remedies in this Section shall be available to County on an ongoing and successive basis if Public Body becomes delinquent in its payment. Notwithstanding any other term and condition in this Agreement, if County pursues any legal action in any court to secure its payment under this Agreement, Public Body agrees to pay all costs and expenses, including attorney fees and court costs, incurred by County in the collection of any amount owed by Public Body.

15. **DELEGATION OR ASSIGNMENT.** Neither Party shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
16. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
17. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
18. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
19. **PRECEDENCE OF DOCUMENTS.** In the event of a conflict between the terms and conditions of any of the documents that comprise this Agreement, the terms in the Agreement shall prevail and take precedence over any allegedly conflicting terms and conditions.
20. **CAPTIONS.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not

intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.

21. **NOTICES.** Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three days after mailing first class or certified U.S. mail.

21.1 If Notice is sent to County, it shall be addressed and sent to: Oakland County Executive, 2100 Pontiac Lake Rd., Waterford, MI, 48328, the Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph Road, Pontiac, MI, 48328 and to the individual designated by the County as its Point of Contact.

21.2 If Notice is sent to Public Body, it shall be addressed to: 203 South Troy Street Royal Oak, MI 48067.

22. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.

23. **SURVIVAL OF TERMS.** The Parties understand and agree that all terms and conditions of this Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

24. **ENTIRE AGREEMENT.**

24.1 This Agreement represents the entire agreement and understanding between the Parties regarding the grant funds and supersedes all other oral or written agreements between the Parties. Any amendment to this Agreement shall be in writing, and duly executed by the appropriate authority for each Party.

24.2 The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

Regarding 21.2 Should expand notice to indicate RO DDA rather than just address of city hall, should include Executive Director and individual designated by DDA as its Point of Contact (Downtown Manager).

IN WITNESS WHEREOF, Timothy Thwing, Executive Director of the DDA hereby acknowledges that he/she has been authorized by a resolution of the Royal Oak DDA, a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

Need DDA to adopt resolution approving agreement and authorizing signature. Going to schedule for Infrastructure Committee meeting and DDA in November.

EXECUTED: _____ DATE: _____
Timothy Thwing, Executive Director
Royal Oak DDA

WITNESSED: _____ DATE: _____
Daniel Solomon, Downtown Manager
Royal Oak DDA

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Oakland County Board of Commissioners
County of Oakland

EXHIBIT A

Grant Award Payments

It is understood that under no circumstances shall the County be responsible for greater than 40% of the total development cost and that by accepting County Grant Funds, the Public Body thereby commits to contributing Grantee Funds in an amount sufficient to fully fund the development cost of the project as approved by the County pursuant to the Grant Application, Scope of Work and Budget (Exhibit C).

First Grant Award Payment

Within 45 days of the execution of this Interlocal Agreement between Oakland County and the Public Body the County will transfer seventy five percent (75%) of the total grant award to the Public Body.

Final Grant Award Payment

Is finance department aware this grant award maybe coming and have they established how it is going to be tracked / account number(s)?

Within 30 days of the County receiving and approving documentation from the Public Body that demonstrates that eligible project development cost expenditures of a minimum amount of two times the first grant award payment have been made by the Public Body, the County will transfer the remaining balance of the total grant award to the Public Body.

Application Number: MSPM2414 – Royal Oak

Total Development Costs: \$1,811,761.51

Total Local Funds: \$1,500,000.00

Total Grant Award: \$311,761.51

Percent of Total Development Costs: 17%

First Grant Award Payment: \$218,233.06

(75% of the Total Grant Award)

Final Grant Award Payment: \$93,528.45

(25% of the Total Grant Award)

\$218,233.06 is NOT 75% of \$311,761.51 it is 70%, likewise
\$93,528.45 is NOT 25% of \$311,761.51 it is 30%
references above are not consistent/correct

EXHIBIT B

Reporting Requirements

The Public Body receiving grant funds must submit Status Reports throughout the project construction process and a final report within 30 days of the end of the Agreement, or project completion, whichever date is sooner. The final report shall include a full accounting of its expenditure of grant funds, certification of its use of grant funds and fulfillment of the terms of the agreement, along with any other relevant information, records or other pertinent documentation. Add date to calendar.

The first Status Report covers the reporting period from the date the Interlocal Agreement is executed through December 31, 2024. The first Status Report must be submitted to the County no later than January 31, 2025. Subsequent Status Reports cover quarterly reporting periods based on the calendar year starting on January 1, 2025, and continuing through the completion of the project construction. These Status Reports are due to the County no later than the last day of the month following the end of each quarterly reporting period. The Outcome Report is due to the County one year after the completion of construction. Oakland County will provide an online form for submitting both the Status Reports and Outcome Report.

Status Report Content

All Status Reports must include documentation of expenditures, project narrative and project photographs.

Documentation of Expenditures

Documentation of Expenditures includes all funds, county and local, spent on the project within the reporting period. A spreadsheet template will be provided to the Public Body for this purpose. The spreadsheet will require the following information be entered by the Public Body:

- Date of the Expenditure
- Amount of the Expenditure
- Line Item from the PROJECT BUDGET submitted as part of the Grant Application
- Purpose/Description of the Expenditure
- Paid Invoice Reference

Documentation of Expenditures

No.	Date	Amount	PROJECT BUDGET Line Item	Purpose/Description of the Expenditure	Paid Invoice Reference
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

PDF copies of paid invoices or other Public Body payment transfer records that document that the expenditures itemized in the Excel file have been made. Provide a means (Paid Invoice Reference) for the County to associate the documentation that payment was made with the expenditures.

Status Narrative

Describe the progress made toward implementing the project. The narrative should include describing actions taken that are associated with the expenditures. Include any obstacles or setbacks that have occurred during the reporting period. Also, explain plans or actions to be taken to address any obstacles or setbacks. Highlight positive aspects of the project such as public support and awareness of the project and any new supportive partnerships that may have evolved.

Status Photographs

Include site photographs that show the progress made and illustrate the project expenditures and project narrative.

Outcome Report Content

The Outcome Report is due to the County one year after the completion of construction. This report will document the success the project has had in meeting the measurable outcomes included in the Public Body grant application. It also will include a narrative and supporting photographs of how the public space is being used and programmed.

Measurable Outcomes

Include data that support the following outcomes:

- Number of visitors and residents who utilize the newly created public space on an annual basis during special events and functions in the district.
- Number of activities and functions that take place in the public space in the district to draw foot traffic, users and tourists to the district.
- Number of private partners, private contributions and in-kind contributions that supported the completion of the project and on-going programming and maintenance.
- Number of new businesses, or business expansions in the district following the completion of the public space project.

Also, include data for all additional outcomes included in the submitted grant application.

Outcome Narrative

Describe how well the project has advanced the Measurable Outcomes. What aspects of the project have been most successful and what aspects least successful. Describe how the resident and business community have embraced the project. Include a brief description of how the space is being programmed for use. Finally, as guidance for other communities pursuing public space and placemaking projects provide any lessons learned and/or what would you do differently next time undertaking a similar project.

Outcome Photographs

Include site photographs that show the completed project and community residents and visitors using the public space.

EXHIBIT C: Grant Application, Scope of Work and Budget

APPLICANT INFORMATION

Application Number: MSPM2415

QA1. Placemaking and Public Spaces Project Name:

Fifth Street Plaza Project

QA2. Municipality Name:

City of Royal Oak

QA3. Employer Identification Number (EIN):

38-6004646

QA4. Municipality Mailing Address:

Address	203 S. Troy Street
City	Royal Oak
State	Michigan
ZIP Code	48067

QA5. Point of Contact - Individual that will be responsible for managing this grant.

First Name	Daniel
Last Name	Solomon
Title/Position	Downtown Manager
Phone	248-246-3286
Email Address	DanielH@romi.gov
Organization (If different from above)	
Name	Royal Oak Downtown Development Authority
Address	203 S. Troy St.

City	Royal Oak
State	Michigan
Zip Code	48067

QA6. Describe the project management experience of the individual responsible for managing this grant. (100 words maximum)

Mr. Solomon has not directly overseen the administration of a grant funded project, however, he has 5 5 years of municipal project management experience. Mr. Solomon will also coordinate project management on this project with Mr. Timothy Thwing, Executive Director of the Royal Oak DDA, who has been in his role for approx. 26 years and overseen many grant processes. Additional collaboration will be sought from Ms. Jill Martin, Grants Coordinator for the City of Royal Oak.

QA7. Individual submitting this application (If different than above).

First Name	
Last Name	
Title/Position	
Phone Number	
Email	

ACKNOWLEDGMENTS

QA8. All of the information submitted is accurate and that I have the approval to submit this application on behalf of city/village/township identified above

☒ I acknowledge this statement

QA9. If awarded a grant the city/village/township will be required to enter into an Interlocal Agreement with Oakland County.

☒ I acknowledge this statement

QA10. If awarded a grant and the local DDA or CIA is providing local funding, the DDA or CIA may also be required to enter into the Interlocal Agreement with Oakland County.

☒ I acknowledge this statement

QA11. Obtaining all required local, county and/or state permits, inspections or approvals will be the responsibility of the applicant city/village/township.

☒ I acknowledge this statement

QA12. If awarded a grant the ARPA grant funds will be spent and the County funded elements of the project completed by September 30, 2026.

☒ I acknowledge this statement

PROJECT INFORMATION

QB1. Location - use the applicable fields below and must enter data in at least **ONE** of the three fields.

Site Address(s)	NA
Parcel Identification Number(s)	NA
Written Description (ie. The project sites located within, and along, the Elm Street right-of-way between First and Second Streets)	The project site will encompass the entire right-of-way of W. Fifth Street, from the intersection with S. Center Street (West of CN Railroad crossing) to S. Lafayette Street. This includes enhancements that go through the intersection of W. Fifth Street and S. Washington Avenue.

QB2. Site Ownership - Does the applicant city/village/township own the entire project site(s)? If "NO" describe who owns what portions of the project site(s).

☒ YES
☐ NO

QB3. Site and Surrounding Uses Map - Upload the Site and Surrounding Uses Map provided by Oakland County.



[QB3 RoyalOak](#)

2.8MB

image/png

QB4. Project Description - Provide a brief overview of the public spaces project.
(250 words maximum)

The proposed project seeks to connect two areas of closed portions of W. Fifth Street across a major arterial roadway (S. Washington Ave.) that is seen by many as the heart of retail in downtown Royal Oak. The two portions include between S. Center Street and S. Washington Ave. (Plaza 5A) which closed to vehicles during the pandemic to provide expanded outdoor dining areas for adjacent restaurants, and between S. Lafayette Avenue and S. Washington Street (Plaza 5B), which was closed to vehicular traffic in 1959 and functions as a pedestrian walkway for half, and a shared walkway and alleyway access for refuse on the other half. The proposed project will provide pedestrian focused safety features that include installing tabletop intersections on S. Lafayette Ave., S. Washington, and S. Center; these will create a traffic calming effect to ensure safety moving between each portion of the plaza, while also assisting the goal of bringing both portions to the same surface level to create a universally accessible design across the entire project. Many of the design elements have been based on input received during public engagement sessions and include placemaking elements such as enhanced light features, shade canopies, greenspace, seating, and space for programming. The space is meant to provide passive features that attract use year-round, while offering flexibility for the space to be activated during marquee community events that occur annually, as well as, pop-up activities.

. To answer the next three questions:

Describe how the proposed public spaces project will address the adverse public health and economic impacts of the pandemic and support improved public health & welfare and overall economic recovery going forward. Frame your response in terms of the downtown district, small businesses, and public health & welfare.

QB5. Downtown District - How will this project positively impact the district?
(100 words maximum)

Our downtown is known for our large annual events and we see this as not only a tool to enhance those events which use this area, but also to help attract more diverse small-scale events. Additionally, being a built-out community this provides a great opportunity to create a space that can naturally draw people to gather and gravitate toward our retail heavy portion of downtown. Additionally, as a vibrant nightlife area, we will be looking to add structures which function as shading during daytime hours and can easily be used for musical performances during the evening hours, helping fill the west side of downtown with nightlife ambiance.

QB6. Small Businesses - How will the project positively impact small businesses in the district?
(100 words maximum)

The project stands to benefit our small businesses across many sectors. Through precedence we believe office users will utilize the space for take-out lunches and walks, and talent recruitment. This will not only bolster our offices but have a carryover effect on nearby food establishments, especially adjacent social district locations that can market use of the new common area. The project also stands to bolster the retail corridor by providing a gathering space for shoppers to engage with friends and family, and the added safety features will allow for more pedestrians to feel comfortable crossing a major arterial roadway.

QB7. Public Health & Welfare - How will the project positively impact public health and welfare?
(100 words maximum)

The addition of more greenspace in our downtown will provide positive health impacts by providing dedicated space for pedestrians to enjoy the outdoors, creating safer crossings for pedestrians, encouraging multimodal transportation with more bicycle parking, and help cooling efforts in terms of climate change forecasts by adding more plantings and shaded elements. Additionally, more outdoor natural elements help improve not only physical health but mental health as well; which will prove beneficial in its location being directly between two anchoring multifamily residential buildings (Sky Lofts and The Fifth Condominiums).

QB8. Describe how the proposed public space project will be primarily utilized (events, concerts, markets, open space, recreation space, etc.). Briefly describe each primary use.
(100 words maximum)

We view this space as being flexible depending on season and time of day. During the daytime hours in warm months we anticipate this area to naturally fill with gathering shoppers and friends. During the evening hours we would anticipate that it will come alive with bustling nightlife as it does now. During the winter months we are exploring holiday pop-ups and additional programmed activities here.

QB9. Describe how the County ARPA funds be utilized within the scope of the proposed public space project.
(100 words maximum)

ARPA funds will be used toward the construction costs, primarily towards the hardscape improvements.

QB10. Outline the timetable for completion of the County funded elements of the proposed public spaces project by September 30, 2026.
(100 words maximum)

We anticipate this project to be completed before 2026 but have included contingency time as we will seek to phase this work in two major phases, and a minor third phase. Ultimately phasing is needed to prevent simultaneous closures of three major intersections. By completing a portion of the project and one table top intersection at varying times, we believe construction will have a minimal impact on adjacent businesses and downtown visitors. Concept designs will be finalized by Oct. 2024 to allow bidding in Jan. of 2025. This will then allow for construction to break ground in Spring of 2025. Work will complete well before the September 2026 deadline

QB11. Describe how the proposed public spaces project will be maintained and managed once completed.
(100 words maximum)

The project area falls within the Downtown development district which the DDA has under contract to be maintained daily by our selected vendor, Worry Free. This contracted work includes daily landscaping, irrigation, power washing, and the like. Beyond regular entertainer programming, the space will be usable for nearby businesses to host things like outdoor yoga, small pop-up events, and the like; all of which will go through the normal special event processes prescribed by City Commission.

. Measurable Outcomes

Tracking the measurable outcomes listed below will be required as part of the Interlocal Agreement:

- Number of visitors and residents who utilize the newly created public space on an annual basis during special events and functions in the district.
- Number of activities and functions that take place in the public space in the district to draw foot traffic, users and tourists to the district.
- Number of private partners, private contributions and in-kind contributions that supported the completion of the project and on-going programming and maintenance.
- Number of new businesses, business expansions, and/or public/private investment in the district following the completion of the public space project.

QB12. In addition to tracking those listed above, describe any measurable outcomes unique to the public space project that will be tracked.
(100 words maximum):

Utilizing our Placer.Ai subscription we plan to take an in depth look at who enjoys this plaza area. In addition to these quantitative measures, we will gather qualitative data from our patrons, residents, store owners, and property owners. While we see this as a transformational project, we will want to ensure that the end result is transformational for key stakeholder groups, and further aligning the activation and programming to the needs of these key groups as well.

PROJECT PLANS

QC1. Upload project plans, construction drawings, engineering documents, renderings, etc. Combine all documents into one PDF and name ***ProjectNameProjectPlans.pdf***.

[FifthStreetPlazaProjectPlans.pdf](#)

8.2MB

application/pdf

QC2. Upload photographs that show the existing site conditions and context from various vantage points. Combine photos onto 8.5 x 11 PDF pages, then into a combined document. Include a name or description on each photo and name the document ***ProjectNamePhotos.pdf***.

[FifthStreetPlazaPhotos.pdf](#)

13.1MB

application/pdf

BUDGET

QD1. Upload the **PROJECT BUDGET FORM** (Excel File), name ***ProjectNameBudget.xlsx***.

QD2. Enter the following amounts from the **PROJECT BUDGET** (Excel File)

Total Development Costs (Green Cell)	1,811,761.51
Total Local Funds (Purple Cell)	1,500,000.00
Requested County ARPA Funds (Orange Cell) (Not to exceed 40% of Total Development Cost)	311,761.51

QD3. Upload proof of funding commitment for each source of local funds listed in the **PROJECT BUDGET**. Proof of funding commitment can include local government, CIA and DDA resolutions, letters of financial commitment, copies of approved budget documents and documentation of other grant awards that are specified to be used for the public space project. Combine documents into one PDF file, assign A-F to each source and name **ProjectNameFundingProofA_F.pdf**.

[FifthStreetPlazaProofA.pdf](#)

1MB

application/pdf

PROJECT SUPPORT

QE1. Upload any documentation of local support. Documentation of local support can include resolutions and/or letters of support from local government, DDAs, CIAs, community and business organizations, schools, and businesses. Please combine all letters into one PDF document to upload and name **ProjectNameSupport.pdf**.

[FifthStreetPlazaProjectSupport.pdf](#)

1.3MB

application/pdf

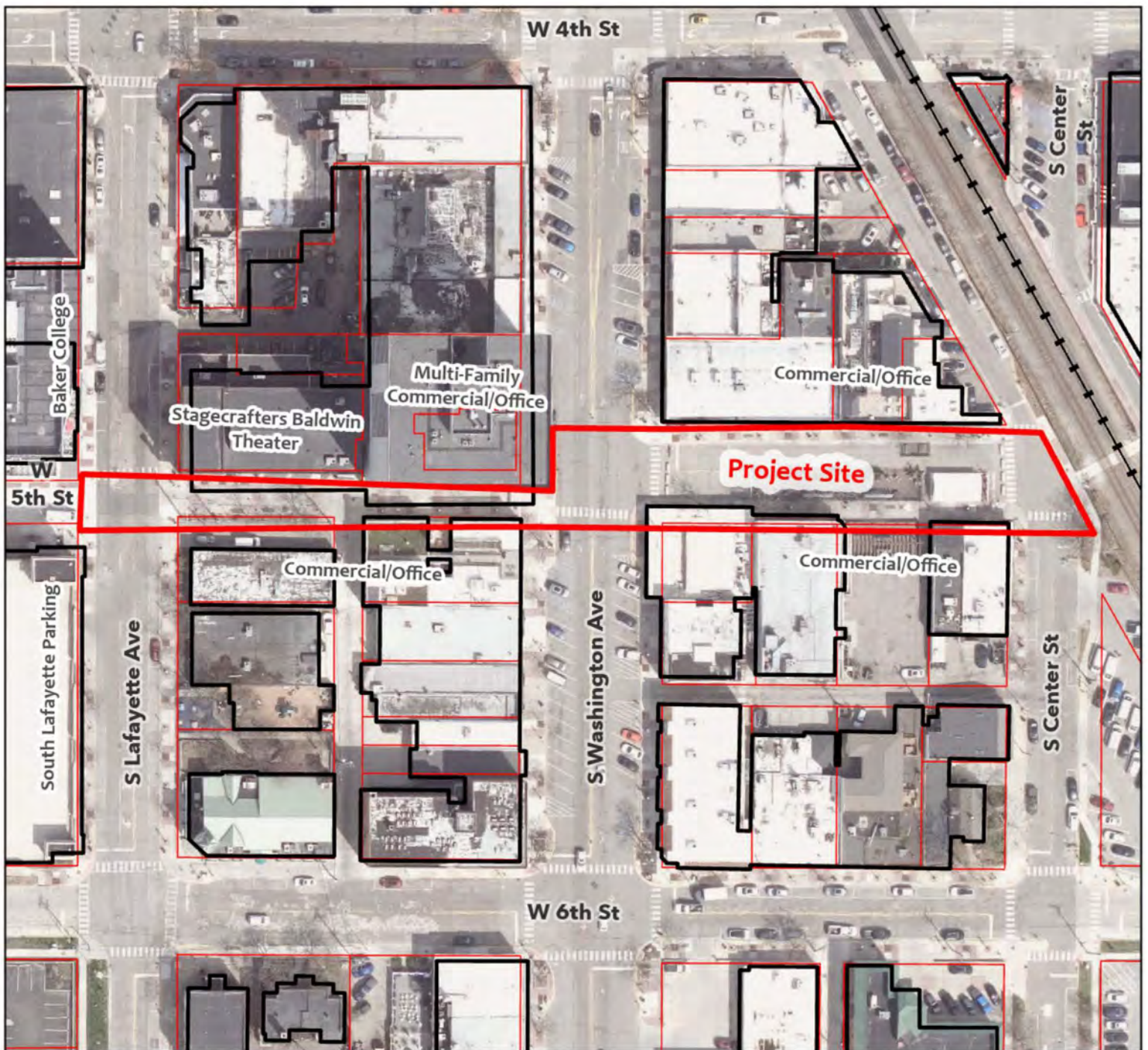
ADDITIONAL SUPPORT

QF1. Upload any additional support items for this project here and name

[FifthStreetPlazaAdditionalSupport](#)

418.6KB

application/pdf



Project Map

Community: Royal Oak

Project Name: 5th Street Promenade



COLUMN LIGHT



TEXTURED CONCRETE



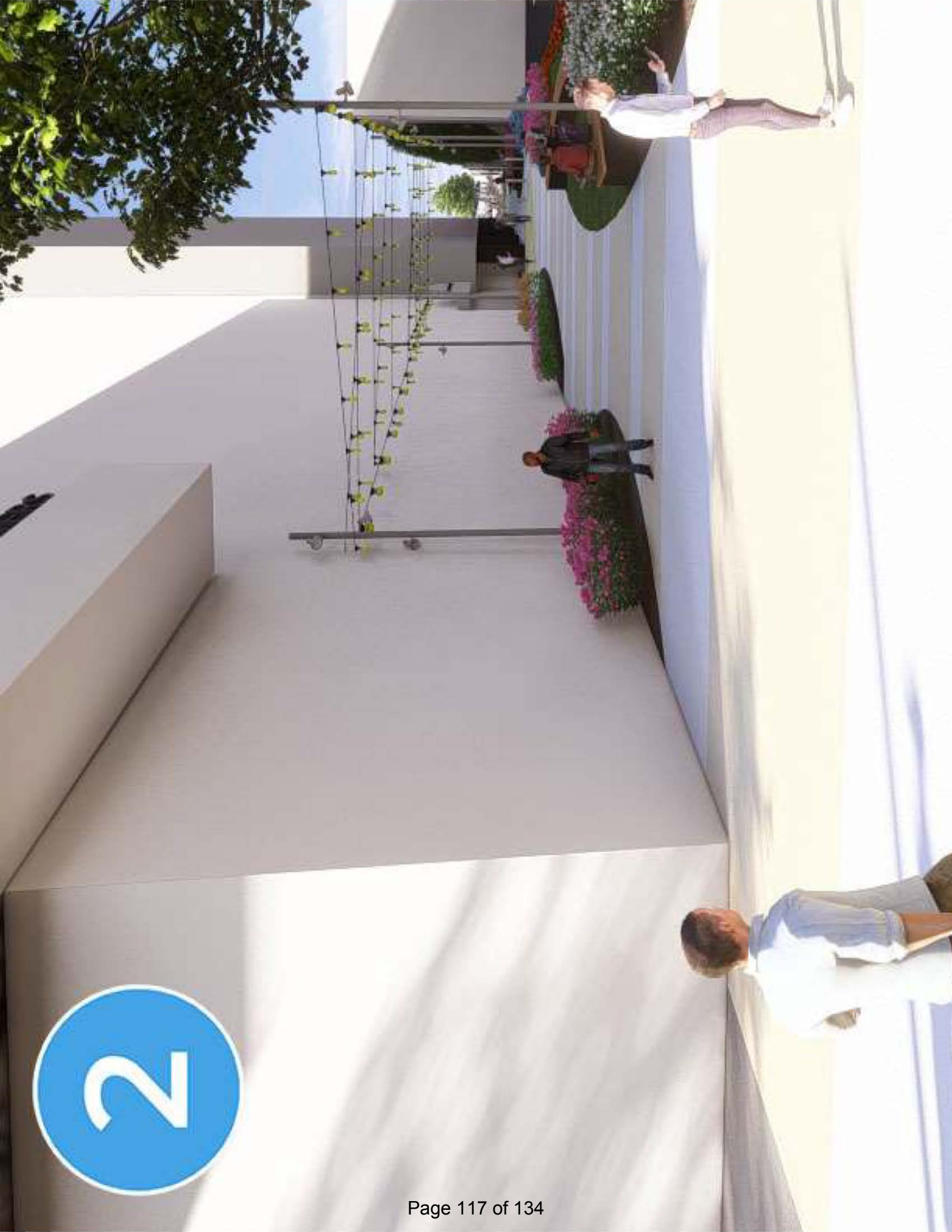
SYNTHETIC T

















Facing east from S. Washington (east side)



Facing east from S. Washington (west side), including crosswalk to be raised



Facing west from S. Washington (west side)



Facing west from S. Washington (west under arch)
Current design does not preclude cars entering a pedestrian area



Facing east from S. Lafayette (east side)

Main Street Oakland County Placemaking and Public Spaces Program

PROJECT BUDGET

Enter data into blue shaded input cells only.

APPLICANT

Project Name	Fifth Street Plaza Project
City/Township/Village	Royal Oak Downtown Development Authority / City of Royal Oak
County	Oakland

TOTAL DEVELOPMENT COSTS

Acquisition

	Amount
Land	\$ -
Building(s)	\$ -
Other:	\$ -
Subtotal	\$ -

Hard Costs

Public Infrastructure (roads, sidewalks, utilities, sewage, etc.)	\$ 581,700.00
Site Improvements (walks, drives, landscaping, fencing, lights, and drainage)	\$ 626,350.00
Demolition (Include Lead & Asbestos Abatement)	\$ 108,800.00
Other Environmental Mitigation	\$ -
Earth Work	\$ 148,000.00
Site Utilities	\$ 448,700.00
Other:	\$ -
Subtotal	\$ 1,914,550.00

Construction Cost

Building Concrete/Masonry	\$ -
Carpentry	\$ -
Roofing/Metal/Siding/Insulation/Caulking	\$ -
Doors/Windows/Glass	\$ -
Drywall/Acoustical	\$ -
Flooring	\$ -
Cabinets/Countertops/Appliances	\$ -
Painting/Decorating	\$ -
Plumbing/Electrical/Fire Protection	\$ -
HVAC	\$ -
Accessory Buildings/Garages	\$ 190,000.00
Other: Structures (pergola, retaining walls, stage, bathrooms)	\$ -
Permits/Tap Fees/Bond/Cost Certification	\$ -
Other:	\$ -
Other:	\$ -
Other:	\$ -
Construction Contingency 10%	\$ 19,000.00
Subtotal	\$ 209,000.00

Other Costs

Furniture & Fixtures	\$ -
Architectural & Engineering	\$ 58,500.00
Related Party and Consulting Fees	\$ -
Developer Fee	\$ -
Project Management Fee	\$ 151,182.50
Consulting Fees	\$ -
Survey	\$ 9,000.00
Other Professional Fees	\$ -
Other:	\$ -
Other:	\$ -
Other:	\$ -
Subtotal	\$ 218,682.50

TOTAL DEVELOPMENT COSTS	\$ 2,342,232.50
--------------------------------	------------------------

Total development costs include both Phase 1 and 2. This grant is

SOURCE AND AMOUNT OF LOCAL FUNDS

	Amount
Source A Downtown Development Fund	\$ 1,500,000.00
Source B	\$ -
Source C	\$ -
Source D	\$ -
Source E	\$ -
Source F	\$ -

TOTAL LOCAL FUNDS	\$ 1,500,000.00
--------------------------	------------------------

Only had 1.5 earmarked for project

TOTAL DEVELOPMENT COSTS	\$ 1,811,761.51
TOTAL LOCAL FUNDS	\$ 1,500,000.00
REQUESTED COUNTY ARPA FUNDS*	\$ 311,761.51

Development Cost for Phase 1 of project

*Not to exceed 40% of Total Development Costs

The following resolution was adopted by the Royal Oak Downtown Development Authority Board of Directors at the regular meeting on April 17, 2024;

8. FY 24-25 DEVELOPMENT FUND

MOVED by Director Dunstan
SECONDED by Director DuBuc

Be It Resolved, the Fiscal Year 2024-2025 Development Fund Budget, be
and is hereby approved, and

Be It Further Resolved, the budget be submitted to the city commission for review
and approval.

MOTION APPROVED UNANIMOUSLY.

* * * * *

DEVELOPMENT FUND BUDGET FY 2024-2025

		FY 2024-25	
GL NUMBER	DESCRIPTION	PROPOSED 4/17/24	
	Estimated Revenues		
247-000-40200	PROPERTY TAX REVENUES	\$	6,364,000
247-000-66500	INTEREST	\$	82,000
247-000-67100	MISCELLANEOUS REVENUE	\$	50,000
247-000-69700	USE OF FUND BALANCE		
247-000-69950	TRANSFER FROM AB&E	\$	10,000
	TOTAL REVENUES	\$	6,506,000
	Expenditures		
247-729-70203/71207	WAGES - BENEFITS	\$	187,657
247-729-79900	MISCELLANEOUS OPERATING SUPPLIES	\$	1,000
247-729-80100	CONTRACTED WORKER SERVICES	\$	10,000
247-729-80200	CONTRACTED LEGAL/ADVISORY COUNSEL	\$	20,000
247-729-80800	AUDIT SERVICES	\$	2,630
247-729-81201	PROPERTY & CASUALTY INSURANCE SERVICES	\$	35,700
247-729-82500	MISC CONTRACTED SERVICES (\$3,070,154)		
	Maintenance Services - Worry Free	\$	496,654
	Holiday Lights - English Gardens	\$	345,000
	Refuse Enclosure Pad - Williams St Parking Lot	\$	8,000
	Placemaking Improvements - Fifth St Plaza	\$	1,500,000
	Placemaking (Locations TBD)	\$	80,000
	Trees & Tree Grate Replacement	\$	300,000
	Trash Receptacles Replacement (FY 23-24)	\$	-
	Bench Replacement	\$	100,000
	Road Paving/Downtown	\$	340,500
247-729-85101	ELECTRIC	\$	20,000
247-729-85711	DESIGN (\$60,000)		
	Façade Grants	\$	40,000
	Mural Grants	\$	20,000
247-729-85712	PROMOTION (\$1,300,400)		
	Special Events/Sponsorships (\$838,000)		
RO Chamber of Commerce	Spooktacular (Expires 2025)	\$	20,000
	Summer Concert Series (Expires 2025)	\$	88,000
	RO Live (Expires 2025)	\$	100,000
	Holiday Village (incl. Santa/Carriage Rides/Cookie)	\$	350,000
	RO in Bloom	\$	10,000
JWA - Jon Witz	Arts Beats & Eats (Expires 2027)	\$	150,000
	Taco Fest (Expires 2025)	\$	85,000
	Winter Blast (Expires 2025)	\$	85,000
	Ice Rink - Centennial Commons	\$	150,000
Others	Royal Oak Pride (Expires 2025)	\$	75,000
	Sights & Sounds (Farmers Market)	\$	16,000
	St. Patrick's Day Parade	\$	4,000
	Art Contests Window Murals	\$	10,000
	Small Business Saturday	\$	30,000
	Beer/Wine Strolls & Restaurant Week (Expires FY 23-24)	\$	-
	Shop Royal - Shopping Week	\$	25,000
	Casual Shopping Event (LNO)	\$	-
	Other Special Events/Sponsorships (TBD)	\$	42,000
	RO Arts Council - Art Walk	\$	5,000
	Bridal Show	\$	-
	Jolly Days (Santa/Carriage Rides/Cookie Crawl)	\$	-
	P R/Advertising/Promotions (\$348,200)(\$462,400)		
	Marketing Assistant	\$	37,000
	Video, Photography	\$	45,000
	Comm. Publishing - RO Today (Expires 6-30-2024)	\$	20,000
	iHeartRadio	\$	60,000
	Effectv	\$	120,000
	Hour Media (Expires 5-1-2024)	\$	20,000
	Outfront - Billboards (Expires 5-1-2024)	\$	40,000

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DESCRIPTION	FY 2024-25 PROPOSED 4/17/24	FY 2023-24 ADJUSTMENTS
Estimated Revenues		
PROPERTY TAX REVENUES	\$ 6,364,000	\$ 6,155,400
INTEREST	\$ 82,000	\$ 80,720
MISCELLANEOUS REVENUE	\$ 50,000	\$ 50,000
USE OF FUND BALANCE		\$ -
TRANSFER FROM AB&E	\$ 10,000	\$ 10,000
TOTAL REVENUES	\$ 6,506,000	\$ 6,296,120
Expenditures		
WAGES - BENEFITS	\$ 187,657	\$ 184,316
MISCELLANEOUS OPERATING SUPPLIES	\$ 1,000	\$ 1,000
CONTRACTED WORKER SERVICES	\$ 10,000	\$ 10,000
CONTRACTED LEGAL/ADVISORY COUNSEL	\$ 20,000	\$ 30,000
AUDIT SERVICES	\$ 2,630	\$ 3,690
PROPERTY & CASUALTY INSURANCE SERVICES	\$ 35,700	\$ 51,700
MISC CONTRACTED SERVICES (\$3,070,154)		
Maintenance Services - Worry Free	\$ 496,654	\$ 496,654
Holiday Lights - English Gardens	\$ 345,000	\$ 345,000
Refuse Enclosure Pad - Williams St Parking Lot	\$ 8,000	\$ 8,000
Placemaking Improvements - Fifth St Plaza	\$ 1,500,000	\$ 1,500,000
Placemaking (Locations TBD)	\$ 80,000	\$ 100,000
Trees & Tree Grate Replacement	\$ 300,000	\$ 300,000
Trash Receptacles Replacement (FY 23-24)	\$ -	\$ 260,000
Bench Replacement	\$ 100,000	\$ 100,000
Road Paving/Downtown	\$ 340,500	\$ 340,500
ELECTRIC	\$ 20,000	\$ 20,000
DESIGN (\$60,000)		
Façade Grants	\$ 40,000	\$ 40,000
Mural Grants	\$ 20,000	\$ 20,000
PROMOTION (\$1,300,400)		
Special Events/Sponsorships (\$838,000)		
Spooktacular (Expires 2025)	\$ 20,000	\$ 20,000
Summer Concert Series (Expires 2025)	\$ 88,000	\$ 27,300
RO Live (Expires 2025)	\$ 100,000	\$ 100,000
Holiday Village (incl. Santa/Carriage Rides/Cookie)	\$ 350,000	\$ 110,000
RO in Bloom	\$ 10,000	\$ 10,000
Arts Beats & Eats (Expires 2027)	\$ 150,000	\$ 100,000
Taco Fest (Expires 2025)	\$ 85,000	\$ 40,000
Winter Blast (Expires 2025)	\$ 85,000	\$ 60,000
Ice Rink - Centennial Commons	\$ 150,000	\$ 150,000
Royal Oak Pride (Expires 2025)	\$ 75,000	\$ 35,000
Sights & Sounds (Farmers Market)	\$ 16,000	\$ 16,000
St. Patrick's Day Parade	\$ 4,000	\$ 2,000
Art Contests Window Murals	\$ 10,000	\$ 32,000
Small Business Saturday	\$ 30,000	\$ 20,000
Beer/Wine Strolls & Restaurant Week (Expires FY 23-24)	\$ -	\$ 30,000
Shop Royal - Shopping Week	\$ 25,000	\$ 30,000
Casual Shopping Event (LNO)	\$ -	\$ 5,000
Other Special Events/Sponsorships (TBD)	\$ 42,000	\$ 93,500
RO Arts Council - Art Walk	\$ 5,000	\$ 3,000
Bridal Show	\$ -	\$ 3,500
Jolly Days (Santa/Carriage Rides/Cookie Crawl)	\$ -	
P R/Advertising/Promotions (\$348,200)(\$462,400)		
Marketing Assistant	\$ 37,000	\$ 101,400
Video, Photography	\$ 45,000	\$ 78,000
Comm. Publishing - RO Today (Expires 6-30-2024)	\$ 20,000	\$ 23,000
iHeartRadio	\$ 60,000	\$ 60,000
Effectv	\$ 120,000	\$ 120,000
Hour Media (Expires 5-1-2024)	\$ 20,000	\$ 20,000
Outfront - Billboards (Expires 5-1-2024)	\$ 40,000	\$ 50,000
Social Media Boosting	\$ 1,200	
Other Advertising/Media Buys	\$ 134,000	\$ 10,000
BUSINESS DEVELOPMENT (\$380,000)(\$448,000)		
Social District & Related Activities	\$ 15,000	\$ 15,000

BUDGET OVERVIEW

BUDGET OVERVIEW



July 15, 2024

To: Main Street Oakland County

Re: MSOC Placemaking and Public Spaces Program Grant Application

I am writing to express support for the Fifth Street Plaza project and further provide context on the evolution of this project.

The Fifth Street Plaza project was one that began with nearby businesses advocating for more placemaking to occur on the western side of the downtown district. This advocacy was the result of a very successful reception for the recently completed civic center project and included Centennial Commons (a 2-acre park central to the east side of downtown.)

Through various public engagement sessions featuring patrons, businesses, property owners, and relevant stakeholder groups, the plaza has been designed in a way which will provide natural gathering space, area for planned events, much needed safety improvements to pedestrian crossways, and a variety of placemaking features meant to beautify a crucial retailer area.

The Royal Oak DDA has provided their support financially for this project through its annual budgeting process, with an approved \$1.5M currently earmarked for the current fiscal year, the budget as approved is attached (attachment 2). The Royal Oak DDA has further discussed planning for any additional expense to be planned for the FY25-26 budgeting cycle.

The Royal Oak DDA provided formal approval for this application to the Main Street Oakland County Placemaking and Public Spaces Program Grant, this support was approved unanimously on June 26, 2024, as attached (attachment 1).

Should you have any questions or concerns regarding this project or the Royal Oak DDA's support for our grant application, please do not hesitate to contact me directly.

Respectfully Submitted,

Daniel S. Solomon
Downtown Manager

The following resolution was adopted by the Royal Oak Downtown Development Authority Board of Directors at the regular meeting on June 26, 2024;

6. RESOLUTION TO ACCEPT GRANT FUNDS

Moved by Director von Staden

Seconded by Director DuBuc

Be It Resolved; the Royal Oak Downtown Development Authority hereby authorizes staff to apply for the Oakland County Placemaking and Public Spaces Program Grant for the purpose of supporting the downtown plaza project currently being designed for the closed portions of West Fifth Street between S. Lafayette Avenue and the CN Railroad.

MOTION APPROVED UNANIMOUSLY.

* * * * *

The following resolution was adopted by the Royal Oak Downtown Development Authority Board of Directors at the regular meeting on April 17, 2024;

8. FY 24-25 DEVELOPMENT FUND

MOVED by Director Dunstan
SECONDED by Director DuBuc

Be It Resolved, the Fiscal Year 2024-2025 Development Fund Budget, be
and is hereby approved, and

Be It Further Resolved, the budget be submitted to the city commission for review
and approval.

MOTION APPROVED UNANIMOUSLY.

* * * * *

DEVELOPMENT FUND BUDGET FY 2024-2025

		FY 2024-25	
GL NUMBER	DESCRIPTION	PROPOSED 4/17/24	
	Estimated Revenues		
247-000-40200	PROPERTY TAX REVENUES	\$	6,364,000
247-000-66500	INTEREST	\$	82,000
247-000-67100	MISCELLANEOUS REVENUE	\$	50,000
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	Expenditures		
247-729-70203/71207	WAGES - BENEFITS	\$	187,657
247-729-79900	MISCELLANEOUS OPERATING SUPPLIES	\$	1,000
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247-729-80200	CONTRACTED LEGAL/ADVISORY COUNSEL	\$	20,000
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	Refuse Enclosure Pad - Williams St Parking Lot	\$	8,000
	Placemaking Improvements - Fifth St Plaza	\$	1,500,000
	Placemaking (Locations TBD)	\$	80,000
	Trees & Tree Grate Replacement	\$	300,000
	Trash Receptacles Replacement (FY 23-24)	\$	-
	Bench Replacement	\$	100,000
	Road Paving/Downtown	\$	340,500
247-729-85101	ELECTRIC	\$	20,000
247-729-85711	DESIGN (\$60,000)		
	Façade Grants	\$	40,000
	Mural Grants	\$	20,000
247-729-85712	PROMOTION (\$1,300,400)		
	Special Events/Sponsorships (\$838,000)		
RO Chamber of Commerce	Spooktacular (Expires 2025)	\$	20,000
	Summer Concert Series (Expires 2025)	\$	88,000
	RO Live (Expires 2025)	\$	100,000
	Holiday Village (incl. Santa/Carriage Rides/Cookie)	\$	350,000
	RO in Bloom	\$	10,000
JWA - Jon Witz	Arts Beats & Eats (Expires 2027)	\$	150,000
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	Art Contests Window Murals	\$	10,000
	Small Business Saturday	\$	30,000
	Beer/Wine Strolls & Restaurant Week (Expires FY 23-24)	\$	-
	Shop Royal - Shopping Week	\$	25,000
	Casual Shopping Event (LNO)	\$	-
	Other Special Events/Sponsorships (TBD)	\$	42,000
	RO Arts Council - Art Walk	\$	5,000
	Bridal Show	\$	-
	Jolly Days (Santa/Carriage Rides/Cookie Crawl)	\$	-
	P R/Advertising/Promotions (\$348,200)(\$462,400)		
	Marketing Assistant	\$	37,000
	Video, Photography	\$	45,000
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	iHeartRadio	\$	60,000
	Effectv	\$	120,000
	Hour Media (Expires 5-1-2024)	\$	20,000
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Page 132 of 134

DESCRIPTION	FY 2024-25 PROPOSED 4/17/24	FY 2023-24 ADJUSTMENTS
Estimated Revenues		
PROPERTY TAX REVENUES	\$ 6,364,000	\$ 6,155,400
INTEREST	\$ 82,000	\$ 80,720
MISCELLANEOUS REVENUE	\$ 50,000	\$ 50,000
USE OF FUND BALANCE		\$ -
TRANSFER FROM AB&E	\$ 10,000	\$ 10,000
TOTAL REVENUES	\$ 6,506,000	\$ 6,296,120
Expenditures		
WAGES - BENEFITS	\$ 187,657	\$ 184,316
MISCELLANEOUS OPERATING SUPPLIES	\$ 1,000	\$ 1,000
CONTRACTED WORKER SERVICES	\$ 10,000	\$ 10,000
CONTRACTED LEGAL/ADVISORY COUNSEL	\$ 20,000	\$ 30,000
AUDIT SERVICES	\$ 2,630	\$ 3,690
PROPERTY & CASUALTY INSURANCE SERVICES	\$ 35,700	\$ 51,700
MISC CONTRACTED SERVICES (\$3,070,154)		
Maintenance Services - Worry Free	\$ 496,654	\$ 496,654
Holiday Lights - English Gardens	\$ 345,000	\$ 345,000
Refuse Enclosure Pad - Williams St Parking Lot	\$ 8,000	\$ 8,000
Placemaking Improvements - Fifth St Plaza	\$ 1,500,000	\$ 1,500,000
Placemaking (Locations TBD)	\$ 80,000	\$ 100,000
Trees & Tree Grate Replacement	\$ 300,000	\$ 300,000
Trash Receptacles Replacement (FY 23-24)	\$ -	\$ 260,000
Bench Replacement	\$ 100,000	\$ 100,000
Road Paving/Downtown	\$ 340,500	\$ 340,500
ELECTRIC	\$ 20,000	\$ 20,000
DESIGN (\$60,000)		
Façade Grants	\$ 40,000	\$ 40,000
Mural Grants	\$ 20,000	\$ 20,000
PROMOTION (\$1,300,400)		
Special Events/Sponsorships (\$838,000)		
Spooktacular (Expires 2025)	\$ 20,000	\$ 20,000
Summer Concert Series (Expires 2025)	\$ 88,000	\$ 27,300
RO Live (Expires 2025)	\$ 100,000	\$ 100,000
Holiday Village (incl. Santa/Carriage Rides/Cookie)	\$ 350,000	\$ 110,000
RO in Bloom	\$ 10,000	\$ 10,000
Arts Beats & Eats (Expires 2027)	\$ 150,000	\$ 100,000
Taco Fest (Expires 2025)	\$ 85,000	\$ 40,000
Winter Blast (Expires 2025)	\$ 85,000	\$ 60,000
Ice Rink - Centennial Commons	\$ 150,000	\$ 150,000
Royal Oak Pride (Expires 2025)	\$ 75,000	\$ 35,000
Sights & Sounds (Farmers Market)	\$ 16,000	\$ 16,000
St. Patrick's Day Parade	\$ 4,000	\$ 2,000
Art Contests Window Murals	\$ 10,000	\$ 32,000
Small Business Saturday	\$ 30,000	\$ 20,000
Beer/Wine Strolls & Restaurant Week (Expires FY 23-24)	\$ -	\$ 30,000
Shop Royal - Shopping Week	\$ 25,000	\$ 30,000
Casual Shopping Event (LNO)	\$ -	\$ 5,000
Other Special Events/Sponsorships (TBD)	\$ 42,000	\$ 93,500
RO Arts Council - Art Walk	\$ 5,000	\$ 3,000
Bridal Show	\$ -	\$ 3,500
Jolly Days (Santa/Carriage Rides/Cookie Crawl)	\$ -	
P R/Advertising/Promotions (\$348,200)(\$462,400)		
Marketing Assistant	\$ 37,000	\$ 101,400
Video, Photography	\$ 45,000	\$ 78,000
Comm. Publishing - RO Today (Expires 6-30-2024)	\$ 20,000	\$ 23,000
iHeartRadio	\$ 60,000	\$ 60,000
Effectv	\$ 120,000	\$ 120,000
Hour Media (Expires 5-1-2024)	\$ 20,000	\$ 20,000
Outfront - Billboards (Expires 5-1-2024)	\$ 40,000	\$ 50,000
Social Media Boosting	\$ 1,200	
Other Advertising/Media Buys	\$ 134,000	\$ 10,000
BUSINESS DEVELOPMENT (\$380,000)(\$448,000)		
Social District & Related Activities	\$ 15,000	\$ 15,000

BUDGET OVERVIEW

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At a Regular Meeting of the Royal Oak City Commission held on Monday August 12, 2024 in City Hall, 203 South Troy Street, the following Resolution was adopted:

BE IT RESOLVED, the Royal Oak City Commission hereby acknowledges a request from the Downtown Development Authority (DDA) and the City of Royal Oak Grants Coordinator and supports the submission of a grant application for the Main Street Oakland County Placemaking and Public Spaces Program, and

BE IT FURTHER RESOLVED, that the Executive Director of the Downtown Development Authority is authorized to sign and submit all grant-related documents on behalf of the City of Royal Oak and Downtown Development Authority relative to the Main Street Oakland County Placemaking and Public Spaces Program Grant.

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Royal Oak City Commission at a meeting held on August 12, 2024



Melanie Halas, City Clerk