



735 RANDOLPH ST.
PURCHASING DEPARTMENT
ROOM 1008
DETROIT, MICHIGAN 48226

DATE November 7, 2018

TO:

BOWC — Finance Sub-Committee
Board of Water Commissioners
Detroit Water and Sewerage Department City
of Detroit, Michigan

FROM:

Thomas Naughton,
Chief Financial Officer
Detroit Water and Sewerage Department

RE: Small Purchases & No Competitive Bid – October 2018

Attached is the listing of this month's small dollar value purchases broken down by vendor and amount, and also which fall under exceptions to competitive solicitation per the Procurement Policy (last amended 2016) "Exceptions to Competitive Bidding" category (p.4). Per the Procurement Policy the Supply Chain team is providing this information to the Board of Water Commissioners.

Some notes to consider:

- The report package contains up to three parts: a small purchases section (Non contract purchase orders between \$5,000 and \$25,000), and a small contracts section (Contracts approved < \$25,000), and exceptions to competitive solicitation items (unauthorized, sole source, emergency)
- Contracts under \$25,000 are rare, so there will frequently be months where there is no data to report on.
- The small purchase report is aggregated first by the approval date of the purchase, then by the vendor name, then by the item description.
- Additional information can be provided by request, please consider any formatting, data, or frequency changes you may wish to see going forward.

MIKE DUGGAN, MAYOR

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Purchase Details	Cost
10/09/2018	
DEALER AUTO PARTS SALES INC	
3026220	
DWSD Only: For the purchase of auto supplies for automotive stores.	\$ 1,486.62
MOTOR CITY PIPE & SUPPLY CO	
3025374	
DWSD ONLY - GATE VALVES AND VITRIFIED PIPE	\$ 18,350.10
10/23/2018	
FERGUSON ENTERPRISE INC., DBA POLLARD WATER	
3026644	
DWSD ONLY: To furnish parts for Field Services	\$ 1,572.00
Month Total	\$ 21,408.72

Exceptions to Competitive Solicitation for BOWC - Financial Review								
Serial Number	Date of Issue	PO #	Supplier	Department	PO Amount	Description	Exception Type	Final Approver
1	10/29/2018		Overhead Door West Commercial Inc	Facilities	\$ 20,900.00	Payment for goods and services provided by Overhead Door West.	Unauthorized	Gary Brown (on behalf of BOWC)
2	10/29/2018		Mid America Evaluation Group Inc	General Counsel	\$ 10,947.00	Payment for legal services rendered in relation to Independent Medical Evaluations, full battery of neuropsychological testing, clinical interviews, review of medical records, and preparation of reports	Unauthorized	Gary Brown (on behalf of BOWC)
3	10/2/2018		Premier Group Associates LC	Facilities	\$ 8,178.75	Unauthorized purchase for grounds maintenance	Unauthorized	Gary Brown (on behalf of BOWC)
4	10/24/2018		Corporate Specialties LLC	Public Affairs	\$ 1,546.20	Payment for UltraClub Platinum Performance Jacquard Polo with TempControl technology - 23 Men's and 21 Women's; color navy with white embroidered stacked logo	Unauthorized	Gary Brown (on behalf of BOWC)
5	10/29/2018		Records Deposition Service	General Counsel	\$ 1,409.57	Payment for preparation of subpoena (or letter request) and notice.	Unauthorized	Gary Brown (on behalf of BOWC)
6	10/29/2018		Howard Commercial Door	Facilities	\$ 895.00	Payment for additional door repairs @ East Payment Center	Unauthorized	Gary Brown (on behalf of BOWC)
7	10/25/2018		Judicial Resource Services	General Counsel	\$ 840.00	Payment for legal facilitation and mediation services provided for Kimberly & Eric Gilewski v City of Detroit (Case #17-0051540NI)	Unauthorized	Gary Brown (on behalf of BOWC)
8	10/29/2018		Amy Hathaway PLC	General Counsel	\$ 500.00	Payment for legal services provided as third party arbitrator	Unauthorized	Gary Brown (on behalf of BOWC)
9	10/29/2018		Overhead Door West Commercial Inc	Facilities	\$ 462.50	Payment for repairs completed on WCW Rolling Door #8.	Unauthorized	Gary Brown (on behalf of BOWC)