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The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **enter into Contract No. PS-1821 "Individual Personal Services Contract" with Darryl A. Latimer (Contractor), at a cost not to exceed $112,000.00 for a duration of one (1) year**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Agenda of October 19, 2016
Item No. 16-0145
Proposed Contract No. PS-1821
Project Length: One (1) Year
Amount: $112,000.00

TO: The Honorable
Board of Water Commissioners
City of Detroit, Michigan

FROM: Gary Brown, Director
Water and Sewerage Department

RE: Proposed DWSD Contract No. PS-1821, "Individual Personal Services Contract"
Contractor: Darryl Latimer

MOTION

Upon recommendation of Gary Brown, Director, the Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **enter into Contract No. PS-1821 "Individual Personal Services Contract" with Darryl Latimer (Contractor), at a cost not-to-exceed $112,000.00 for a duration of one (1) year**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

JUSTIFICATION

The purpose of this contract is for the contractor to serve as Chief of Staff to the Detroit Water and Sewerage Department (DWSD) Director and oversee all operations of the DWSD. The contractor will lead all Special Projects as directed by the Director and will report directly to the DWSD Director. The contractor will work under limited supervision and guidance. The contractor has extensive experience and intimate knowledge of the policies, procedures needs of the DWSD.

BACKGROUND

The contractor retired from the City of Detroit Water and Sewerage Department August 2016. The contractor served as Deputy Director of the DWSD and would be an asset to the day-to-day operations of the DWSD. Under the direction of the DWSD Director the contractor will assist and oversee all Special Projects as directed and report directly to the DWSD Director. The contractor has extensive experience and knowledge in water and sewer operations. The contractor is required to meet or exceed the equivalent standards of any current City of Detroit Water and Sewerage Department employee holding the equivalent position. As with all Personal Services Contracts, the contractor will not receive any benefits.

PROJECT OBJECTIVE/COSTS

Serve as Chief of Staff to the Director of the DWSD. The tasks performed are related to overseeing all Special Projects and functions as Chief of Staff and oversee all operations of the Detroit Water and Sewerage Department and City of Detroit.

PROJECT SCHEDULE/PROJECT STATUS:

A. Start Work Date October 17, 2016

B. Final Completion Date October 16, 2017

C. Total Contract Amount $112,000.00

D. Projected Fiscal Year (FU) Contract Expenditures:

FY 2016-2017 $112,000.00

Contract No. PS-1821 was presented to the Finance Committee October 4, 2016 and is an Operation and Maintenance (O&M) funded project.

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