



The City of Ferndale

Agenda

VIRTUAL Monthly Meeting of the Downtown Development Authority (DDA) Board of Directors Downtown Development Authority Meeting

THURSDAY, MAY 13, 2021 @ 8:00 AM

Click this URL to join. [https://us02web.zoom.us/j/83370971044?](https://us02web.zoom.us/j/83370971044?pwd=OWFCUDRVenBKd2lISDhUeVI4ejFUZz09)

pwd=OWFCUDRVenBKd2lISDhUeVI4ejFUZz09

Passcode: FERNDAL

Or join by phone: US: +1 929 205 6099

Webinar ID: 833 7097 1044

Passcode: 66641697

-
1. **Call to Order**
 2. **Electronic Meeting Acknowledgement** Chair acknowledges that the Board is meeting electronically in accordance with State law and City of Ferndale policy.
 3. **Approval of Agenda** Vote Format: By Voice
Chair asks those in favor to say, "aye", those opposed to say "no". Any member may move for a exact count.
 4. **Community Reports** Updates from community organizations such as the Ferndale Area District Library, Southeast Oakland Area Chamber of Commerce, Eight Mile Boulevard Association, etc. (3 minute time limit)
 5. **Call to Audience** Members of the public are invited to speak on any topic. (3 minute time limit)
 6. **Presentations**
 - 6.a [DDA Staff Program Updates](#)
 7. **Consent Agenda** Vote Format: By Voice
Chair asks those in favor to say, "aye", those opposed to say "no". Any member may move for a exact count.
 - 7.a [Approval of April Minutes](#)
 - 7.b [Approval of the Shared Tax Capture Agreement Between the DDA and the Ferndale Area District Library](#)
 - 7.c [Approval of Quotes for Outdoor Furniture in an Amount Not to Exceed \\$17,878](#)
 8. **Regular Agenda**

- 8.a [Approval of Ideation Orange Estimate for Key Wayfinding Elements at The dot Parking Development in the Amount of \\$33,565.](#)
- 9. **Call to Board Members** Members are provided an opportunity to share general updates, recovery planning strategy, questions, concerns, etc.
- 10. **Other Business**
- 11. **Adjournment**



May 13, 2021

Downtown Development Authority

**CITY OF FERNDALÉ
REQUEST FOR COUNCIL ACTION**

FROM: Lena Stevens

SUBJECT: DDA Staff Program Updates

SUGGESTED ACTION

Review and discuss DDA staff program updates

Agenda Item Category

Agenda Item Deadline Date

Item Description

Item Background

Item Costs

GL#

CIP#

Additional Notes

ATTACHMENTS:



May 13, 2021

Downtown Development Authority

**CITY OF FERNDAL E
REQUEST FOR COUNCIL ACTION**

FROM: Lena Stevens

SUBJECT: Approval of April Minutes

SUGGESTED ACTION

Approve minutes from the regular meeting of the DDA Board of Directors in April 2021

Agenda Item Category

Operational Item

Agenda Item Deadline Date

2021-05-13

Item Description

n/a

Item Background

n/a

Item Costs

n/a

GL#

n/a

CIP#

n/a

Additional Notes

ATTACHMENTS:

[DDA Minutes April 8 2021.pdf](#)



VIRTUAL Monthly Meeting of the Downtown Development Authority (DDA) Board of Directors

THURSDAY, APRIL 8, 2021 @ 8:00 AM

[HTTPS://US02WEB.ZOOM.US/J/83370971044?pwd=OWFCUDRVENBKD2LISDHUEVI4EJFUZZ09](https://us02web.zoom.us/j/83370971044?pwd=OWFCUDRVENBKD2LISDHUEVI4EJFUZZ09)

PASSWORD: FERNDAL

PHONE: 929 205 6099 (TOLL FREE)

MEETING ID: 833 7097 1044

1. ROLL CALL

CALL TO ORDER: 8:03 am

MEMBERS PRESENT: Jacki Smith from Ferndale, PJ Jacokes from Pleasant Ridge, Sarah Brown from Ferndale, Jerome Raska of Ferndale, Chris Johnston from Pleasant Ridge, JeDonna Dinges from Grosse Point, Nathan Martin from Ferndale, Mayor Melanie Piana from Ferndale

MEMBERS ABSENT: Janice Semma

STAFF PRESENT: Lena Stevens, Executive Director; Sommer Realy, Engagement Manager; Reilly Coleman, Administrative Assistant

GUESTS PRESENT:

- Jordan Twardy, Community and Economic Development Director
- Sheryl Stubblefield, Finance Director
- Joseph Gacioch, City Manager
- Jenny Marr, Ferndale Library
- Derek Radell, DPW Downtown Leader
- Jon Moses, Ideation Orange
- Tim Krzyckowski, Downtown Vision Committee
- Tim Pare, Michigan Stage: Broadway in the Burbs
- Patty Rudd, Eight Mile Boulevard Association

2. ELECTRONIC MEETING ACKNOWLEDGEMENT

a. Electronic Meetings Update

Executive Director Lena Stevens reminded the Board of the current state law regarding the continuance of electronic meetings. Meetings will continue virtually for the next ninety days, which includes the next two or three board meetings. At that time, discussions can be held about what the Board feels is the safest course of action.

3. APPROVAL OF AGENDA

Motion by Mayor Melanie Piana, seconded by Member Jerome Raska to approve the agenda as presented with an addition of 7.b Downtown Ferndale Vision Committee presentation by Tim Krzyckowski.

AYES - Mayor Melanie Piana, Member Nathan martin, Member JeDonna Dinges, Member Jerome Raska, Member Jacki Smith, Chair PJ Jacokes, Vice-Chair Chris Johnston, Treasurer Sarah Brown.

All ayes, motion carries.

4. CALL TO BOARD MEMBERS

Members are provided an opportunity to share general updates, recovery planning strategy, questions, concerns, etc.

- a. No call to board members.

5. COMMUNITY REPORTS

Reports from community organization representatives in attendance, including but not limited to Ferndale Area Chamber of Commerce, Ferndale Area District Library, 8 Mile Boulevard Association, etc.

- a. Jenny Marr of the Ferndale Library provided updates of current events at the library. Reopening plans are pushed to April, virtual programming continues along with some outdoor activities, and building projects will continue. Executive Director Lena Stevens stated the DDA and Library tax agreement is expiring and will be reviewed by the Board at a further date.
- b. Patty Rudd of the Eight Mile Boulevard Association introduced herself and discussed her position with the current Eight Mile and Woodward Project.

6. CALL TO AUDIENCE

Members of the public are invited to speak on any topic. No more than three minutes.

- a. City Manager Joseph Gacioch provided an update on The dot. New public WIFI has been installed, however, a light pole was recently knocked down which impacted signal strength. Compactors are being designated into four areas of Downtown. A Zero Waste Coordinator position is currently being offered with more sustainability efforts in May. Leasing efforts at The dot are also incoming. Executive Director Lena Stevens added there is potential to upgrade litter cans Downtown.

Member Jacki Smith asked if the WIFI can continue beyond current boundaries. City Manager Gacioch stated the current system is a test and the goal is to extend it beyond Schiffer Park. Member Smith asked if the signal is strong enough to handle high stream traffic. City Manager Gacioch stated it is, but it will be controlled so it is not too highly utilized. Member Sarah Brown stated a concern of the apartment building next to Schiffer Park potentially having access to it. Member Smith stated it would be useful to remind businesses that public WIFI is not recommended for private business use. Member Brown suggested the WIFI redirect users to the DDA's website.

7. PRESENTATIONS

- a. Downtown Maintenance Update from Department of Public Works

DPW Downtown Leader Derek Radell provided updates of the DPW's recent efforts. The DPW is staying on top of garbage with incoming social districts, mulch is being laid, and tree planting and flower bed rehabs are incoming. E. and W. Troy Street are primary highlights. There is also power washing in place, signs for social districts pending approval, and all flowers have been ordered. Mayor Melanie Piana informed the Board there have been recent complaints about issues around the Ferndale Foods parking lot.

Member Sarah Brown asked about the process of private businesses not upkeeping landscaping. Leader Radell stated business areas are policed regularly and violators are brought to the attention of the DDA. Mayor Piana stated this role of responsibility is

confusing to business owners. Executive Director Lena Stevens stated this conversation can be pushed forward with the upcoming Social Districts. Member Brown stated it would be helpful to include that information to new business owners.

Member Jerome Raska stated there are sanitation concerns on Paxton St. and Vester Ave. Community and Economic Development Director Jordan Twardy stated the Code Enforcement will follow up wherever code applies and can develop a strategy moving forward.

b. Vision Committee Introduction

Chair Tim Krzyckowski of the Downtown Ferndale Vision Committee introduced himself and provided an overview of the Committee. The Committee will continually communicate with the Board on all projects, will be cultivating a volunteer base, planning and executing events, following city recommendations, and so on. There are seven people who have pledged so far. An internal Facebook group has been created. The first task was a public art discovery, and a new idea is a calendar of local events to share with businesses. Member Sarah Brown asked if volunteers of the Vision Committee will be used for other DDA-partnered events. Executive Director Lena Stevens stated the committee membership is strictly below twelve, so this is not likely. Chair PJ Jacokes asked if there was anything the Board can do to help guide the Committee. Chair Krzyckowski stated the biggest thing is to help facilitate tasks, as the more the volunteers work, the more they can be involved.

8. CONSENT AGENDA

a. Approval of Minutes

Motion by Treasurer Sarah Brown, seconded by Member Jacki Smith to approve the consent agenda as presented.

AYES – Mayor Melanie Piana, Member Nathan Martin, Member JeDonna Dinges, Member Jerome Raska, Member Jacki Smith, Chair PJ Jacokes, Vice-Chair Chris Johnston, Treasurer Sarah Brown.

All ayes, motion carries.

9. REGULAR AGENDA

a. Accept Placemaking Plan for The dot

Jon Moses of Ideation Orange provided an overview of The dot's placemaking plan. The theme is nature, humanity, and connection, which is exemplified through the design. Each level has a theme of a natural environment. The colors and art would change on each level. Ideation Orange spoke with the Ferndale Arts and Cultural Commission and also conducted original research to identify artists for the project. Safety is a top priority. Executive Director Lena Stevens stated the funding for this project will be combined from the DDA and the City with additional research for grants. The project will be in phases and a timeline will be provided. Member Sarah Brown stated as much that can be done this year is important to set the tone for what has been paid for and asked if there are rules for new businesses to fit the theme and if there will be directional arrows on the ground.

Director Stevens stated the total budget for the project is estimated between \$500,000-700,000 and it will be broken down into primary and secondary phases. Member Jacki Smith stated priority features need to be established and asked about the light pollution problem. Director Stevens stated mesh will be tested on the inside to diffuse the lights and there has been a shield installed behind one of the lights as well. Vice-Chair Chris Johnston offered old banners to serve as a test.

Member Brown asked if there will be emergency buttons on each level and stated the project will be a positive thing to promote on social media.

Motion by Member Jacki Smith, seconded by Treasurer Sarah Brown to accept the Placemaking Plan for The dot.

AYES – Mayor Melanie Piana, Member Nathan Martin, Member JeDonna Dinges, Member Jerome Raska, Member Jacki Smith, Chair PJ Jacokes, Vice-Chair Chris Johnston, Treasurer Sarah Brown.

All ayes, motion carries.

b. Broadway in the ‘Burbs Event Proposal and DDA Financial Contribution Not to Exceed \$4850

Executive Director Lena Stevens stated the proposal of the event will be up to the discretion of the Executive Director and Tim Pare of Michigan State: Broadway in the Burbs. The event will most likely take place in late summer or early fall. The estimated project budget is \$7,500, and the DDA would contribute at a rate with private fundraising. Pare stated this is an exciting opportunity to bring awareness on many justices, and it is a great opportunity to get local musicians involved.

Motion by Treasurer Sarah Brown, seconded by Member Jerome Raska to Approve the proposal for Broadway in the ‘Burbs and maximum financial contribution from DDA of \$4850.

AYES – Mayor Melanie Piana, Member Nathan Martin, Member JeDonna Dinges, Member Jerome Raska, Member Jacki Smith, Chair PJ Jacokes, Vice-Chair Chris Johnston, Treasurer Sarah Brown.

All ayes, motion carries.

10. INFORMATION ITEMS FROM EXECUTIVE DIRECTOR

- a. The Affirmations bench is nearing final production and will hold five bollards within the structure. DPW has been critical about producing signs for PATIO Zones, the cups are on order with a donation from Jim Schaffer, and the stickers will be purchased. There are fourteen applicants so far, but it is unsure how many have submitted their Liquor License Application. A minimum of two is needed in each zone prior to opening. COVID-19 is still a major concern and logistical issues are the main preventative factor in deciding a date. Member Sarah Brown asked if the cups are refillable. Director Stevens stated they are not, but they are biodegradable materials with no lids. Member Brown asked if there is an alternative sticker or accessibility feature for those who cannot drink

out of cups. Mayor Melanie Piana suggested reaching out to the Ferndale Accessibility Inclusion and Advisory Commission. Director Stevens stated this would require going to the state level to change the current state law regarding cup dimensions and specificities. Input will be researched and shared with the Liquor License Control Commission.

11. ADJOURNMENT

Motion by Mayor Melanie Piana, seconded by Treasurer Sarah Brown to adjourn the meeting at 9:54 A.M.

AYES – Mayor Melanie Piana, Member Nathan Martin, Member JeDonna Dinges, Member Jerome Raska, Member Jacki Smith, Chair PJ Jacokes, Vice-Chair Chris Johnston, Treasurer Sarah Brown.

All ayes, motion carries.



May 13, 2021

Downtown Development Authority

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Lena Stevens

SUBJECT: Approval of the Shared Tax Capture Agreement Between the DDA and the Ferndale Area District Library

SUGGESTED ACTION

Approve the Shared Tax Capture Agreement Between the DDA and the Ferndale Area District Library for the 2021 Library Millage (levied in July 2021) and 2022 Library Millage (levied in July 2022)

Agenda Item Category

Operational Item

Agenda Item Deadline Date

2021-06-30

Item Description

This action is required due to changes made in the Michigan Recodified Tax Increment Financing Act (Act 57 of 2018). Sec. 203 identifies that a separate millage for public library purposes is exempt from capture unless the library board or commission allows all or a portion of its taxes levied to be included as tax increment revenues and subject to capture under this part under the terms of a written agreement between the library board or commission and the authority.

Item Background

The attached Agreement to Capture Tax Increment Financing Revenue from the Ferndale Area District Library was approved by the Library Board of Directors during their regular meeting in April 2021. Once approved by the DDA Board of Directors, the contract will be executed by the Executive Directors of both bodies and filed with the Ferndale City Clerk.

The library is a vital resource in our downtown, and we look forward to strengthening the relationship between our organizations. We've worked with the Library on maintenance issues, holiday decor, and activation of the library courtyard. Outdoor activation is a primary goal for the DDA in the coming year, and we hope that the furniture in the Library Courtyard is the first step in a process to make that space more productive and enjoyable for visitors.

Item Costs

Tax capture for the coming fiscal year is estimated to be \$57,885.

GL#

n/a

CIP#

n/a

Additional Notes

ATTACHMENTS:

[2021 Agreement - DDA and Library Tax Capture.pdf](#)

**AGREEMENT TO CAPTURE TAX INCREMENT REVENUES FROM
THE FERNDAL AREA DISTRICT LIBRARY MILLAGE**

This Agreement is made and entered into this _____ day of _____, 2021 ("Effective Date") by and between the City of Ferndale Downtown Development Authority ("DDA") and the Ferndale Area District Library ("Library"). The DDA and the Library are sometimes hereinafter referred to collectively as the "Parties."

RECITALS

WHEREAS, the DDA was established by the City of Ferndale pursuant to 1975 PA 197, the Downtown Development Authority Act ("Act 197"); and

WHEREAS, Act 197 has been repealed and recodified pursuant to the Recodified Tax Increment Financing Act, being Act 57, Public Acts of Michigan, 2018 (the "Act"); and

WHEREAS, the DDA had approved a Development Plan and Tax Increment Financing Plan and currently captures Tax Increment Revenues from various taxing jurisdictions; and

WHEREAS, the Library is a taxing jurisdiction and levies a district wide millage for library purposes ("Library Millage"); and

WHEREAS, pursuant to 2017 PA 506, the Library Millage is now automatically exempt from capture; and

WHEREAS, Section 203(3) of the Act authorizes the DDA and the Library to enter into an agreement to allow all or a portion of the Library taxes levied to be included as Tax Increment Revenues and subject to capture by the DDA; and

WHEREAS, pursuant to Section 203(3) of the Act, the Library desires to enter into an agreement with the DDA to allow all or a portion of the Library Millage to be included as Tax Increment Revenues and subject to capture by the DDA;

NOW THEREFORE, in order to carry out the intent of the Parties and all Parties providing valuable consideration, the receipt of which is acknowledged, the Parties hereby agree as follows:

1. **Agreement to Capture the Library taxes.** The Library, pursuant to Section 203(3) of the Act, agrees to allow a portion of the Library Millage to be included as Tax Increment Revenues and subject to capture by the DDA. The amount of Library Millage that the Library is allowing the DDA to capture as Tax Increment Revenues under this Agreement shall be equal to the amount that the DDA would have received from the Library Millage levy if the DDA was capturing Tax Increment Revenues pursuant to the DDA's approved Plan (hereinafter referred to as "Amount of Capture"). The Library authorizes the Treasurer of the City of Ferndale to capture the Amount of Capture from the Library's 2021 Library Millage (levied in July 2021) and 2022 Library Millage (levied in July 2022) and disburse the Amount of Capture to the DDA pursuant to the terms of this Agreement.
2. **Use of Amount of Capture.** As a condition of receiving the Amount of Capture identified in paragraph 1 above, the DDA shall provide the Library with a description of the intended uses of the Amount of Capture on or before July 31 of each year. The DDA shall provide

documentation demonstrating the value of the Amount of Capture to the Central Business District, which the Library is a part of, and any partnership opportunities with the Library.

3. **Term.** The term of this Agreement shall begin on July 1, 2021 and end on June 30, 2023. The only tax levies that the Library is agreeing to be captured pursuant to paragraph 1 are the July 2021 and July 2022 Library Millage tax levies.
4. **Integration.** The Agreement sets forth the entire agreement and understanding between the Parties as to the subject matter hereof, and supersedes all prior and/or contemporaneous discussion, representations, amendments, or understandings of every kind and nature between them.
5. **Waiver.** No waiver of any of the obligations contained herein shall be effective for any purpose unless the same shall be in writing signed by a representative of the Library upon its Library Board's approval and signed by the DDA's Chairman or Director upon its Authority Board approval.
6. **Applicable Law.** This Agreement shall be interpreted in accordance with the laws of the State of Michigan.
7. **Severability.** If any provision of this agreement is found to be invalid or unenforceable, it shall not affect the validity of the balance of this Agreement, which shall remain valid and enforceable according to its terms.
8. **Construction.** The Agreement has been prepared and negotiations have occurred in connection with said preparation pursuant to the joint efforts of the Parties. This Agreement therefore shall not be construed against any party to this Agreement.
9. **No Third Party Beneficiaries.** This Agreement is not intended to confer upon any person or entity, other than the Parties hereto, any rights or remedies of any kind or nature whatsoever.
10. **Amendment.** This Agreement may not be amended or modified except by written agreement signed by both Parties.
11. **Counterparts.** This Agreement may be executed in several counterparts each of which shall be deemed one and the same Agreement. It shall be binding upon and inure to benefit of the Parties to it and their respective successors and assigns.
12. **Filing with Clerk.** As required by Section 203(3) of the Act, this Agreement shall be filed with the City Clerk of the City of Ferndale after it is executed.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date in first paragraph.

**CITY OF FERNDALE DOWNTOWN
DEVELOPMENT AUTHORITY ("DDA")**

BY: _____

DATE: _____

FERNDAL AREA DISTRICT LIBRARY

BY: _____

DATE: _____



May 13, 2021

Downtown Development Authority

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Lena Stevens

SUBJECT: Approval of Quotes for Outdoor Furniture in an Amount Not to Exceed \$17,878

SUGGESTED ACTION

Authorize Executive Director to Approve Quotes From Landscape Forms and Upbeat Site Furnishings for a Total of \$17,878

Agenda Item Category

Operational Item

Agenda Item Deadline Date

2021-05-07

Item Description

Approval of quotes for outdoor furniture for various locations around downtown.

Item Background

Outdoor activation, capital maintenance, and consistent aesthetics have been identified by the DDA Board of Directors as key priorities. The items in these quotes have been identified for their style and durability, in collaboration with City of Ferndale staff. These items will be tested and reviewed by board members and other stakeholders for feedback. The intent is to create a package of approved outdoor furniture, voted on by the DDA Board of Directors, which will be used to create a long term capital maintenance and replacement schedule.

Several benches have been identified for immediate replacement. The two (2) benches from Upbeat Site Furnishings would be installed on either side of the rainbow crosswalk. They have a more artistic feel and add a pop of color. The four (4) Parc Vue benches would be used in various other locations around downtown, and will blend into the surroundings more than the other style. Parc Vue benches are also being used by the Parks and Recreation Department for their new development projects.

The Upbeat Site Furnishings 2 Contour Swivel Seat Latitude 36" Dia Round Tables would be purchased in teal for the pedestrian alley between West Troy Street and West 9 Mile Road.

The Upbeat Site Furnishings bike racks were identified to support the Ferndale Moves mobility plan as potential replacements for the existing yellow racks located throughout downtown.

Final colors are not reflected in the quote, but images have been provided in a separate attachment.

Item Costs

Landscape Forms: \$ 6,593.00

Parc Vue Benches (4)

Upbeat Site Furnishings: \$11,284.19

Airi Stix Benches (2)

Circle Powder Coated Bike Racks (10)

2 Contour Swivel Seat Latitude 36" Dia Round Tables (2)

TOTAL: \$17,878

The total Capital Outlay budget (General Ledger Code 248-000-977.000) was set at \$97,470 for the current fiscal year, of which \$40,711 has been spent to date.

\$40,000 was allocated within that category of the budget for outdoor furniture. To date, approximately \$15,000 of that budget has been used to date for outdoor picnic tables, chairs, tables, and litter cans at Schiffer Park.

GL#

248-000-977.000

CIP#

n/a

Additional Notes

ATTACHMENTS:

[Quote - Parc Vue Benches.pdf](#)

[Quote - Upbeat Site Furnishings.pdf](#)

[Upbeat Site Furnishings Images.pdf](#)

[Parc Vue Bench - Outdoor Bench.pdf](#)

Quote

Date: 05/04/2021

LF Quote#: 0000330294

PO#:

Project: City of Ferndale - Parc Vue Benches 2021

Bill To: City of Ferndale - Department of Public Works
ATTN: Accounts Payable
521 East Cambourne Street
Ferndale, MI 48220

CORPORATE

7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Ship To: City of Ferndale - Department of Public Works
ATTN: Roger Long
521 East Cambourne Street
Ferndale, MI 48220

Ship To Contact Phone: 248-546-2365

Ship Via: Common Carrier

F.O.B.: Destination

Qty	Description	Unit Price	Total Price
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CONTRACT: NCPA 07-53

When ordering please confirm:

- Shipping address and contact information (name and ph#)
- Billing address and contact information
- Is your firm or the project tax exempt? If so, exemption certificate must accompany order
- Delivery schedule:

____ Ship immediately upon completion

OR Ship On/After the date: _____

4	Parc Vue Bench		\$ 1,538.25	\$ 6,153.00
	Length:	72" length		
	Style:	Backed		
	Mounting:	Surface Mount		
	Arm Divider Option:	End Arms		
	Powdercoat Color:	To Be Advised		

Item Total	\$ 6,153.00
Shipping & Handling	\$ 440.00
Sub Total	\$ 6,593.00
Estimated Tax	\$ 0.00
Document Total	\$ 6,593.00

Payment Terms: NET 30 - PENDING CRED APPROVAL

Landscape Forms, Inc. reserves the right to change payment terms based on payment history as well as information obtained from commercial credit reporting agencies.

Page: 1 of 3

Cust #: 8EZIM
SSR: Zachary Filippetti
Rep: Kyle Verseman, MI5

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms®

Quote

Date: 05/04/2021

LF Quote#: 0000330294

PO#:

Project: City of Ferndale - Parc Vue Benches 2021

Bill To: City of Ferndale - Department of Public Works
ATTN: Accounts Payable
521 East Cambourne Street
Ferndale, MI 48220

CORPORATE

7800 E. Michigan Avenue
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ATTN: Roger Long
521 East Cambourne Street
Ferndale, MI 48220

Ship To Contact Phone:248-546-2365

Ship Via: Common Carrier

F.O.B.: Destination

- Purchaser is responsible for confirming options, materials, quantities, etc., for completeness and conformity to plans and specifications.
- Changes to or cancellations of orders may incur a penalty charge of 30% or more. Special orders may not be changed or cancelled.
- Studio 431 (custom) orders cannot be cancelled once purchase order is received and approved.
- Studio 431 orders are subject to price increase after engineering/product development is complete and approved by designer, end user and purchaser. Modifications in price will be handled via Change Order.
- No merchandise can be returned without authorization from Landscape Forms. Returns may be subject to a disposition fee of 30-100%.
- Prices based on quantities shown and quantity changes may affect price.
- QUOTED prices are held for 60 days. After receipt of a written ORDER, prices will be held for up to one year from receipt of the order. Changes in quantity or specification may affect pricing.
- Pricing includes selection from our standard color palette. Optional colors and custom color matches are available for an additional fee and will extend lead-time. Please contact our corporate office for more information.
- Fixtures for custom products are the property of Landscape Forms, Inc., and are not available for sale.
- Landscape Forms is a supplier only and ships via common carrier. Customer is responsible for offloading and installing unless otherwise indicated above.
- Handling fees alone will apply on third party and customer pick-up orders.
- Mounting hardware is only available on a limited number of products. Please consult the installation recommendations or contact our corporate office to confirm. In the event hardware is provided, it MUST be used for proper installation.
- Refer to Care and Maintenance guidelines for more detailed information and instructions.
- All orders ship upon completion of fabrication. A one-week grace period may be available, after which storage fees will apply.
- This Agreement contains the entire understanding between the parties. All prior communications are merged into this Agreement. The terms of this Agreement shall control any conflict between documents.
- This Agreement may be signed by the parties separately and by facsimile, and together they shall be deemed one binding, original Agreement.
- Purchaser shall pay all costs and expenses paid or incurred by Landscape Forms, Inc. in collecting any amounts due for goods purchased by Purchaser, including without limitation, reasonable attorneys' fees and collection costs. Balances on invoices not paid within 30 days of date of invoice, or within an alternate period of time as determined and indicated by Landscape Forms, shall incur interest at a rate of 18% per annum. Cash discounts are not offered.
- Tax is estimated. Actual tax will be charged on final invoice and shall be payable by the Purchaser. U.S. customers must provide a valid sales tax exemption or resale certificate to remove liability.

Page: 2 of 3

Cust #: 8EZIM
SSR: Zachary Filipputti
Rep: Kyle Verseman, MI5

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms®

Quote

Date: 05/04/2021

LF Quote#: 0000330294

PO#:

Project: City of Ferndale - Parc Vue Benches 2021

Bill To: City of Ferndale - Department of Public Works
ATTN: Accounts Payable
521 East Cambourne Street
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Ship To: City of Ferndale - Department of Public Works
ATTN: Roger Long
521 East Cambourne Street
Ferndale, MI 48220

Ship To Contact Phone: 248-546-2365

Ship Via: Common Carrier

F.O.B.: Destination

- To the extent purchaser supplies or modifies the standard specifications for any products, Landscape Forms, Inc. expressly disclaims all representations and warranties related to such products or their design whether express or implied except that the products shall be manufactured in accordance with purchaser's specifications.
- **REMITTANCE OPTIONS:** For information on paying via credit card, ACH, direct bank transfer, or wire please email us at AR@landscapeforms.com. Mail payments to:

USD Checks

Landscape Forms, Inc.
Dept 78073
PO Box 78000
Detroit, MI 48278-0073
USA

CAD Cheques

Landscape Forms, Inc.
PO Box 2408
Station A
Toronto, Ontario M5W 2K6
CAN

Page: 3 of 3

Cust #: 8EZIM
SSR: Zachary Filippetti
Rep: Kyle Verseman, MI5

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms®



Company Address 211 N Lindbergh Blvd
St. Louis, Missouri 63141
US




Created Date 5/4/2021
Expiration Date 6/3/2021
Quote Number SFQ-00049592

Prepared By Kay Welch-Bingham
Email kay.welch-bingham@upbeat.com

Contact Name Roger Long
Phone (248) 546-2365
Email rglong@ferndalemi.gov
Fax +1.248.546.2521

Bill To Name CITY OF FERNDAL
Bill To 521 E CAMBOURNE ST
FERNDAL, Michigan 48220-1313
US

Ship To Name CITY OF FERNDAL
Ship To 521 E CAMBOURNE ST
FERNDAL, Michigan 48220-1313
US

Product Image	Item	Description	Sales Price	Quantity	Total Price
 Not actual colors	AE2680STX	Airi Stix 6' Contour Bench FRAME COLOR: TEXTURED CHARCOAL SEAT COLOR: TEXTURED TEAL	\$1,595.00	2.00	\$3,190.00
 Not actual colors	CIRCLEBR	Circle Powder Coated Bike Rack, Surface Mount COLOR: TEXTURED CHARCOAL	\$285.00	10.00	\$2,850.00
 Not actual colors	L1401S	2 Contour Swivel Seat Latitude 36" Dia Round Table FRAME COLOR: TEXTURED CHARCOAL FRAME COLOR (2): TEXTURED CHARCOAL SEAT COLOR: Textured Teal TABLE TOP COLOR: TEXTURED CHARCOAL	\$2,390.00	2.00	\$4,780.00

Subtotal	\$10,820.00
Shipping and Handling	\$464.19
Subtotal before tax	\$11,284.19
Tax	\$0.00
Total	\$11,284.19

Comments COLORS MAY CHANGE BEFORE FINALIZATION

Terms and Conditions:

Sales tax may change at time of invoice due to changes in state, county, or local sales tax rates or laws.

Any sales tax exemption certificate must be on file and approved by Upbeat prior to shipment or sales tax will be charged.

Products are made to order. Any returns will be assessed a 30% restocking fee; custom orders cannot be returned.

Returns need to be in original packaging and cannot have been installed.

Initials _____



Lead times are an estimate and will be confirmed at time of order.

Orders may be expedited upon request but will be assessed a 25% expedite fee. Expedited lead time will need to be confirmed prior to an order being placed.

Prices are valid for 30 days.

Orders may be placed up to 6 months in advance.

Some assembly may be required. Reference assembly instructions for assembly and maintenance information.

Orders that utilize a freight party outside of that offered by Upbeat will be assessed a 5% 3rd Party Handling Fee.

Products may ship from more than one location, resulting in multiple shipments.

If a delivery date is not specified orders are shipped as completed. An order may be held upon request for up to 5 business days, but storage fees may apply.

Shipping Contact & Additional Information

*Call Ahead Shipping Contact: The carrier will call this person 24 hours prior to delivery

Call 24 Hours ☒
Before Delivery

Call Before Name Roger Long

Call Before Number (248) 546-2365

*Lift Gate: If you do not have a dock or forklift available to accept delivery this must be selected

Liftgate ☒

Accept and Place Order:

By signing I agree to all the terms and conditions above and am authorizing Upbeat to convert this quote to an order as described.
Please initial each page as well

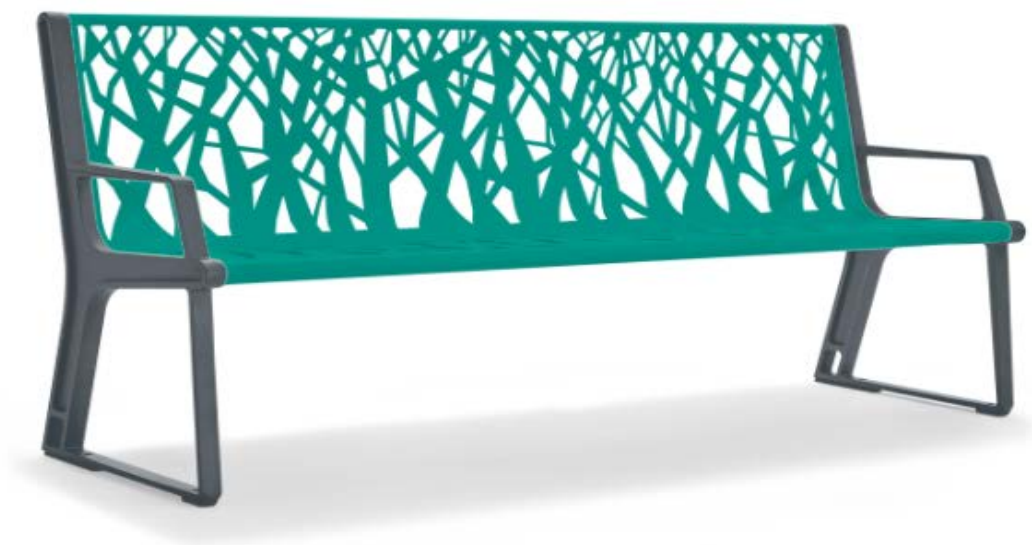
Signature

Date

Printed Name

Initials _____

Anova Airi Stix 6' Contour Bench



Anova Latitude Bistro Table, 2 Swivel Seats



Best Seller

Anova Tandem Powder Coated Bike Rack, Surface Mount

Item #CIRCLEBR
Estimated Ship Date : June 12, 2021

\$285.00 / each

ESTIMATE SHIPPING



(1)

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COLOR
TEXTURED BRONZE



Quantity

1

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Parc Vue
designed by
John Rizzi.

About John Rizzi

The landmark collection was inspired by familiar themes in historic design, architecture and nature. Designer John Rizzi took his inspiration from traditional cast iron furniture and asymmetric patterns in nature. The Parc Vue bench achieves a delicate balance between the strength and lively gesture of its frame and the perceived lightness and linear order of its slatted seat. It is a sculptural form that has what Rizzi calls "traditional roots and its own dynamic presence." In the companion curved and mesh-caged Parc Vue litter receptacle, the designer combines historic reference and contemporary manufacture in an elegant utilitarian object suited to a variety of settings in urban environments.



Backless

22" x 72" x 18"



Backed

26" x 72" x 36"



Backed arms

26" x 72" x 36"



May 13, 2021

Downtown Development Authority

**CITY OF FERNDAL
REQUEST FOR COUNCIL ACTION**

FROM: Lena Stevens

SUBJECT: Approval of Ideation Orange Estimate for Key Wayfinding Elements at The dot Parking Development in the Amount of \$33,565.

SUGGESTED ACTION

Authorize the Executive Director to approve an estimate from Ideation Orange in an amount not to exceed \$33,565 for key wayfinding elements at The dot parking development.

Agenda Item Category

Other

Agenda Item Deadline Date

2021-05-13

Item Description

The estimate included from Ideation Orange includes design, manufacture, and install for several key wayfinding/placemaking elements of the Dot Experience Plan which was accepted by the DDA Board of Directors in April 2021. These items include the mural at the entrance to the parking deck of West Troy Street, stairwell painting with fabricated letters/numbers for each parking level, and staircase tread painting to create a word when viewed from above. These items were identified collaboratively as having high visibility, and are being brought to the board for approval at their request.

Item Background

On February 13, 2020, the DDA Board of Directors authorized the Executive Director to enter into a contract with Ideation Orange for experience and art planning at The dot. This plan was finalized in the fall of 2020, but not adopted until April 2021 due to delays related to the pandemic.

At that meeting, several members of the DDA Board of Directors asked for high visibility items of the plan to be completed on a faster timeline, while fundraising for the remaining elements got underway.

This estimate reflects consensus of the DDA Executive Director and the Community and Economic Development Director, Jordan Twardy regarding which elements would be most visible and helpful for wayfinding at The dot.

Fundraising will begin in earnest in the coming months for the remainder of the plan, as a collaboration between the DDA and City of Ferndale.

Item Costs

The estimate for these items is \$33,565. Below is the recommendation from the Executive Director regarding the budget.

- The public art budget for the current fiscal year was set at \$18,000 in 248-000-885.500 Special Programs- Public Art, and has not yet been utilized.
- The remainder \$15,565 can be covered by 248-000-885.000 Special Programs which was budgeted at \$65,000 of which only \$31,200 has been spent.
- Using the budget in this way leaves approximately \$16,000 for Social Districts and/or Broadway in the Burbs in the Special Programs Budget, if needed.

GL#

248-000-885.500 & 248-000-885.000

CIP#

n/a

Additional Notes**ATTACHMENTS:**

[Ideation Orange Estimate - High Visibility Plan Items.pdf](#)

[Wayfinding Elements Included in Estimate.pdf](#)

Contact Name Lena Stevens
Bill To Account Downtown Ferndale DDA
Bill To Address 300 East 9 Mile Road
 Ferndale, MI 48220
 United States

Estimate Name The Dot Experience - Parking Structure and
 Mural - Phase I
Estimate Number 7673
Created Date 4/29/2021

Prepared By Mo Meadows

Product Description	Quantity	Sales Price	Total Price
FABRICATED FLOOR DESIGNATIONS: 30"h x 1" deep non-illuminated fabricated aluminum letters & numbers "B, 1, 2, 3, 4" painted one custom color, stud-mount to masonry wall. (2) quantity each .	1.00	\$3,500.00	\$3,500.00
Standard Acquisition of Sign Permit at the City of Ferndale. Actual permit fees and expenses are incremental and are billed at cost. Attendance at a mural review meeting and/or acquisition of variance is available at an additional expense. .	1.00	\$150.00	\$150.00
INSTALLATION SERVICES: Installation of above fabricated letters, subject to results of survey. .	1.00	\$1,860.00	\$1,860.00
"H" ENTRY MURAL: ~692"w x 102"h commissioned mural from Mike Ross, includes survey, preliminary design drawings, materials & painting. - assumes priming of wall with outdoor white or gray primer by Ferndale DPW. .	1.00	\$18,000.00	\$18,000.00
SPECIALTY SIGN PAINTING: Elevator ceilings - ~5" h x 40"l one-color white painted song lyrics (TBD) (2) sets each of (9) unique lyrics . Staircase Treads: (8) letters painted on treads of staircases (TBD) to create words when viewed from above. - assumes client provides lyric selections. - Ferndale DPW to paint flat, one color backgrounds on elevator ceilings & columns per Ideation final approval proofs. . .	1.00	\$3,425.00	\$3,425.00
DETAILED DESIGN & PROJECT MANAGEMENT SERVICES: Includes coordination/review with muralist, approval proofs, production files, scheduling, client communications, onsite oversight, final walkthrough & punch list. .	1.00	\$6,630.00	\$6,630.00

Subtotal \$33,565.00
Tax \$0.00
Grand Total \$33,565.00

Approval

Approved By Name _____

Approved By Signature _____

Approved Date _____

420 W. 9 Mile Road
Hazel Park, MI 48030
US



50% deposit required with signature approval. The estimate is valid for 30 days. If you have questions on this quote, you may contact Ideation Orange at (248) 399-4332

transparent “etched” vinyl applied to exterior glass identifies “The dot” in an unexpected way

rotating sculptural element engages visitors and suggests color themes used inside structure

painted illuminated cabinet sign with push through acrylic integrated with digital sign (mounted to architectural fin)

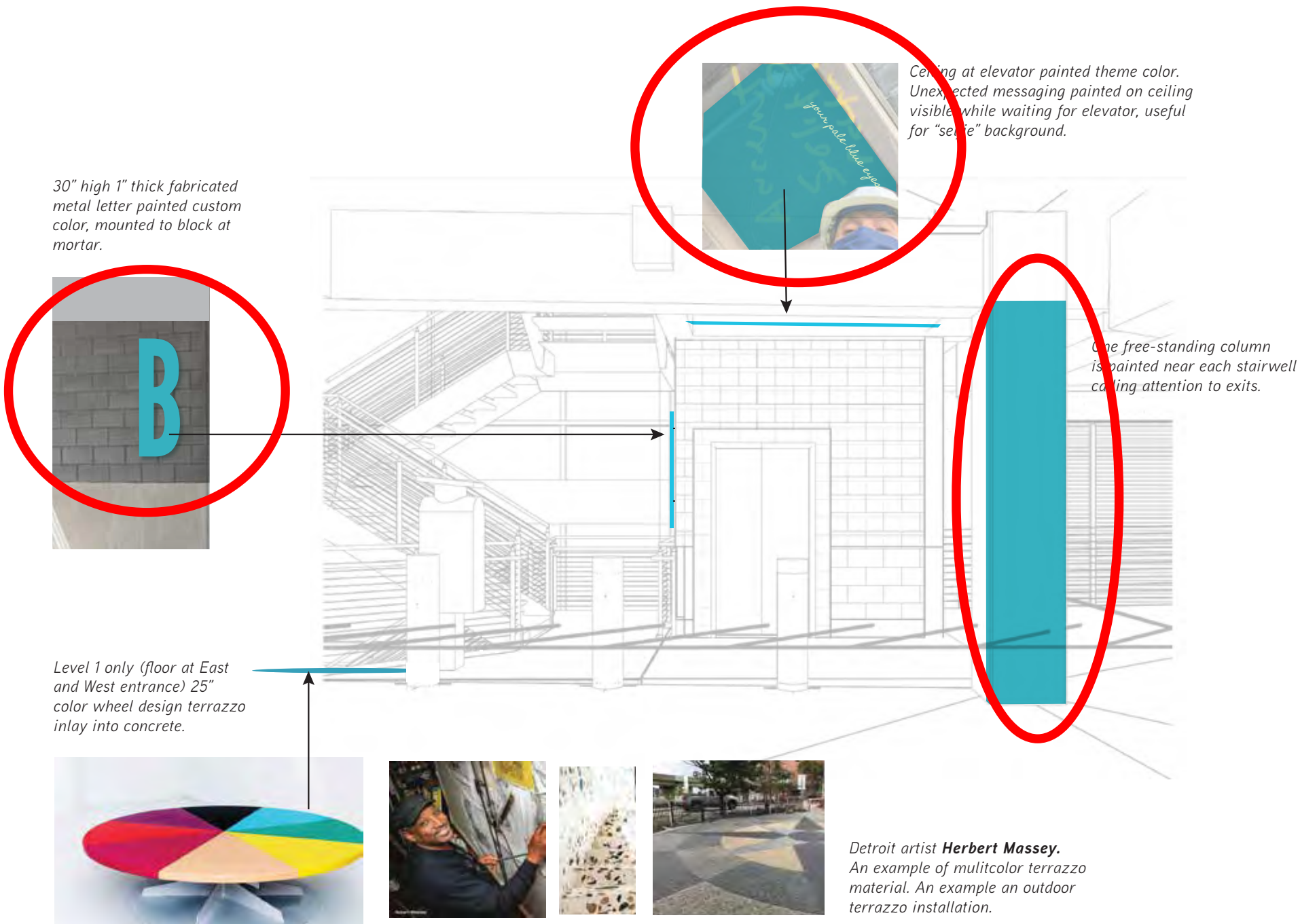
painted mural on block, visable from pedestrian and vehicle perspectives



Vibrant, Artistic, Memorable
Clearly identifies entrance and integrates with architecture.

Please review this proof carefully. Signature represents approval for final production. PDF's and proofs are not 100% color accurate.

Client Approval & Date:



Community survey to make song lyric selections to appear near elevator. Song lyrics respond to the color and/or theme of each level and represent diverse musicians and styles.

A COAT OF PINK CASHMERE

its not easy being green

TANGERINE, SHE IS ALL THEY SAY

a brown-eyed handsome man

your pale blue eyes



Letters create a typographic puzzle in stairwell, seen when looking down from upper levels. (individual letters spell HOPE at west stairwell and LOVE at east stairwell).



Carlos Nielbock
Metal Work Artist

Phone-charging sculpture at public space near west entrance.

Detroit Windmill is an innovative and patent pending, fully self sustaining, low level wind turbine and micro-grid, it's the future of fully upcycled, energy generating, public art. Invented and fabricated in Detroit.

<https://detroitwindmill.com/>

Bicycle wheel graphic vinyl on glass 10" x 10"



Glass tiles applied to concrete section of exterior structure. Approx 15' x 4'



Carey Gustfson
Glass Artist - Ferndale, Oak Park