

COLEMAN A. YOUNG MUNICIPAL CENTER 2 WOODWARD AVENUE, SUITE 1026 DETROIT, MICHIGAN 48226 PHONE: 313 • 628-2158

Donald R Johnson

Office of Budget

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FAX: 313 • 224 • 0542 WWW.DETROITMI.GOV

January 30, 2023

The Honorable Detroit City Council

ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

# RE: Request to accept a donation of a Limestone Pathway from Sidewalk Detroit to be installed at the entrance of Eliza Howell Park

Sidewalk Detroit has awarded a donation of a Limestone Pathway, valued at \$69,000.00, to the City of Detroit General Services Department, to be installed at the entrance of Eliza Howell Park. There is no match requirement for this donation. The total project cost is \$69,000.00.

The objective of the donation to the department is to install a Limestone Pathway at the entrance of the Eliza Howell Nature Trail on the southside of Eliza Howell Park. This pathway will be ADA accessible and will be designed to invite visitors to discover the concrete footbridge at the base of the hill and subsequently the remainder of the nature trail. Sidewalk Detroit in making this donation in conjunction with JIMA Studios and Premier Group Associates.

I respectfully ask your approval to accept this donation in accordance with the attached resolution.

Sincerely,

DocuSigned by:

Jeni Daniels

4D2BEEE23C8D489...

Terri Daniels

Director of Grants, Office of Development and Grants

CC:

Sajjiah Parker, Assistant Director, Grants



### Office of Development and Grants

#### RESOLUTION

Council Member	
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WHEREAS, the General Services Department has been awarded a donation of a Limestone Pathway, from Sidewalk Detroit, to be installed at the entrance of the Eliza Howell Nature Trail on the southside of Eliza Howell Park, valued at \$69,000.00; and

WHEREAS, this request has been approved by the Office of Budget; now

**THEREFORE, BE IT RESOLVED,** that the General Services Department is hereby authorized to accept a donation of a Limestone Pathway, to be installed at the entrance of the Eliza Howell Nature Trail on the southside of Eliza Howell Park.



## Donation Authorization Form Applicant Section

AIM Code	DPRD Prop #	Request tracking #
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#### **FORM PURPOSE**

This form is for individuals or organizations who wish to donate labor, artwork, or funding to physically improve or enhance a City park or recreation center. The information provided on this form will be used to evaluate the proposed donation to determine if the donation can be accepted by the City. All fields not in *italics* are required.

#### **REQUESTOR INFORMATION**

Organization Name: Sidewalk Detroit	Contact Name: Nicky Marcot	
Address: P.O. Box 2805, Detroit, MI 48202	Phone: 313-409-8128	
Email: nicky@sidewalkdetroit.com	Website: www.sidewalkdetroit.com	
Preferred contact method: e-mail	Organization type: non-profit	

#### **DONATION INFORMATION**

Park/Rec Facility Name: Eliza Howell Park	Address: 23751 Fenkell			
Specific location at the property (if needed for clarity): South side of the park - Eliza Howell Nature				
Estimated value (including all costs incurred): \$ 69,000				
How is this project funded? CFSM Ralph C. Wilson Fund and Detroit Parks Coalition				
Improvement Type:				
Please note all Improvements require supporting documenta	tion, see below list with links to the materials.			
<ul> <li>☑ Physical Improvement (Select all that apply.)</li> <li>☐ Structure/Facility (may require BSEED permit)</li> <li>☐ Signage (may require BSEED permit)</li> <li>☐ Artwork</li> <li>☐ Other</li> <li>☐ Maintenance Improvement</li> </ul>	ts)			
Will this project host an event of more than 25 or more peop  ☐ Yes (requires Events Permit) ☐ No	le in the proposed park?			

#### **PROJECT SUMMARY**

Please include a brief narrative of the donation.

Sidewalk Detroit, in conjunction with JIMA Studios and Premier Group Associates, plans to install a limestone pathway at the Entrance to Eliza Howell Nature Trail on the South side of Eliza Howell Park that will be ADA accessible. This trail will invite visitors to discover the concrete footbridge at the base of the hill to which the path leads and subsequently the remainder of the nature trail. Please see attached documents for more detail.

PROJECT DOCUMENTS/	SITE PLAN(S	S)
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Please attach the following required documents here: gift letter, site plan, pictures, scope, and specifications, plus maintenance agreement if applicable:

maintenance agreement it applicable.			
Attached are the gift letter, site plan, etc.			

#### **RESPONSIBILITIES**

Please specify what the proposed responsibilities would be of the applicant, the City or others that are associated with this project. Your application will be reviewed by City staff from each area, starting with a Landscape Architect to review or help you with design and ensure it meets City safety standards.

you with design and ensure it meets city safety standa	ii us.			
Who is responsible for the Planning and Design?	□ CITY	APPLICANT	□ OTHER	□ N/A
Explanation:				
Sidewalk Detroit contracted JIMA Studio	for this w	ork.		
Who is responsible for Construction (labor/material/p	ermits/insuran	ce)? □ CITY 🛛 APP	PLICANT   OT	HER □ N/A
Explanation:				
Sidewalk Detroit contracted PGA for thi	s work.			
What is the timeline of construction/completion for the	nis donation pro	oject? (Project must co	ommence within 9	0 days of
application approval, unless extension requested.)	·			,
Explanation:				
The project will commence upon approval	and will t	ake approximatel	y 2 weeks to	complete.
Who is responsible for Cleanup, and Restoration if reg	uired? □ CITY	⊠ APPLICANT [	□ OTHER □ N	/A
Explanation:				
PGA will be responsible for cleanup, re	storation,	etc.		
,	,			
What are the scheduled Maintenance Requirements for	or the improver	ment, and who would	be responsible for	r doing them?
Fundamentam		□ APPLICANT □	OTHER □ N/A	
Explanation:	6			
The City of Detroit will be responsible	tor mainte	nance during reg	ularly schedu	led mowings.
*AFTER CITY REVIEW, THE FORM WILL ROUTE BACK FOR A	PPLICANT APPRC	OVAL. PLEASE CLICK THE	FINISH BUTTON TO	SUBMIT.



Any previous experience with this applicant?

# Donation Authorization Form <u>City Section</u>

### This section of the form is for internal City use only.

It is used to review and analyze proposals pending a recommendation to proceed.

### Administrative Input (All attached documentation will appear at the bottom. Please scroll down to review.)

Describe: They have successfully completed multiple other projects within the park.

eark Partnership / Community Group Affiliation? ⊠ YES □ NO Describe: Current Eliza Howell Adopt-A-Park steward.			
oes this project require a maintenance agreement or MOU?   YES   NO			
Conditional input:   Facilities   Recreation			
las the appropriate gift letter, site plan and supplemental materials been provided? $\Box$ YES $\Box$ NO $\Box$ N/A			
Other comments: None			
Administrator Name: Juliana Fulton Signature: Juliana Fulton Date: 11/14/2022			
andscape Architect Input (All attached documentation will appear at the Bottom. Please scroll down to review.)			
Donation Decision: Approved			
Asset Value: \$ 69,000 Asset Life Cycle: <sup>5</sup> years			
Conditions of Approval: * Applicant to coordinate construction schedule with City Representative to avoid any conflicts with City's road construction project.			
* All locations to be field verified prior to excavation and installation of pathway with City Representative.			
* City Representative to approve layout prior to construction by Applicant's contractor. * Construction to be performed per GSD construction standards and details and DPW standards for ADA ramp connection.			
andscape Architect Name: Farhat Signature: Farhat Date: 12/6/2022			

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PDU Input (ALL ATTACHED DOCUMENTATION  Donation Decision: Approved	WILL APPEAR AT THE BOTTOM. PLEASE SCROI	.L DOWN TO REVIEW.)
Conditions of Approval: Full approval.		
PDU Name: David Sumner	Signature: Docustigned by:	Date: 12/9/2022
Grounds Input (ALL ATTACHED DOCUMENTA	ATION WILL APPEAR AT THE BOTTOM. PLEASE	SCROLL DOWN TO REVIEW.)
Donation Decision: Approved		
Conditions of Approval: Full Approval		
Turi Approva		
Grounds Name: Rosemary Edwards	Signature Formary Edwards	Date: 1/22/2023
Facilities Input (ALL ATTACHED DOCUMENT)  Donation Decision:	ATION WILL APPEAR AT THE BOTTOM. PLEASE	SCROLL DOWN TO REVIEW.)
Conditions of Approval:		

<b>Donation Decision:</b>			
Conditions of Approval:			
Recreation Name:	Signature:	Date:	
APPLICANT CERTIFICATION			
By submitting this request, the un	dersigned certify(ies) as follows:		
1. I/we have the authority to execu	te this Authorization Form on behalf of myself an	nd the organization named herein;	
2. I/we will abide by all rules and po	olicies of the City of Detroit and the General Servi	ices Department's Parks and Recreation Division.	
3. I/we commit to completing the proposed donation/project within a year of Authorization Form approval. If the project is not complete within a year from approval I/we will reach out to the General Services Department for an approval extension. If an extension is not requested within 30 days of the one year lapse of Authorization Form approval, a new Donation Authorization Form must be submitted, and the process for approval will start over.			
4. All of the information submitted	All of the information submitted in this Authorization Form is true and accurate to the best of my/our knowledge;		
	The purpose of this Authorization Form is to provide the Parks and Recreation Division with enough information about the donation (s) lescribed herein needed for prior approval of the donation(s);		
all liabilities, obligations, damage attorneys, expert witnesses and	all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses (including without limitation, fees and expenses attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by, or asserted against myself/us and/other city of Detroit by reason of or resulting from my/our use of the property, project, or improvements described in this Authorization		
7. We acknowledge that all donation	. We acknowledge that all donations are subject to the prior approval by resolution of the Detroit City Council.		
8. I/We acknowledge the approved	or denied terms of the review donation project a	as listed below:	
conflicts with City's  * All locations to be f with City Representati  * City Representative t	te construction schedule with Cit road construction project. ield verified prior to excavatior ve. o approve layout prior to constru rformed per GSD construction star	n and installation of pathway	
☐ Project Requires City Council a	approval prior to implementation (submissio	on will be done by GSD/the City).	
☐ Project Condition Terms Denied	by Applicant Project Approved Co	onditions Accepted by Applicant	
Signature: Nicoli Marcot	Nicol Print Name:	e Marcot	
On behalf of Organization: Side	walk Detroit	1/26/2023 Date:	

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November 14, 2022

Brad Dick, Group Executive Detroit Parks and Recreation Division 115 Erskine St. Detroit, MI 48201

Dear Brad:

On behalf of Sidewalk Detroit, I am writing to offer our full assistance in purchasing and installing a limestone pathway on the south side of Eliza Howell park at the entrance to the nature trail. The costs, approximately \$69,000 are being borne by the group mentioned above.

The construction for these improvements will begin upon approval and the construction will last approximately two weeks. We have worked with community representatives to ensure these improvements are desired.

We are requesting the City of Detroit to maintain this site by weed whacking along the pathway for the next five years. Sidewalk Detroit will simultaneously provide volunteer power to help maintain the pathway.

Thank you for your time and consideration.

Sincerely,

Eliza Howell Park Advocate

Nicole Marcot



