

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday September 16, 2020

WEB MEETING @ <https://us02web.zoom.us/j/82789989586>

CALL-IN @ + 1-312-626-6799 Passcode: 82789989586#

6:30pm **Work Study Session**

1. Officials Reports
2. Discussion regarding agenda items

7:00 pm **Regular Meeting**

Pledge of Allegiance

Roll Call: Colovos, Farrah, George, Graziani, Rauch, Rollet, Zamecki.

Minutes:

1. Work Study Session Minutes dated September 16, 2020.
2. Regular City Council Meeting Minutes dated September 16, 2020.

Scheduled Persons in the Audience:

Consideration of Bids:

Scheduled Hearings:

Communications "A" –

1. Letter from Mayor; Re: Bid Waiver – Carpeting at the Police Department
2. Letter from Mayor; Re: Bid Waiver – In-Car Computers for Police Department
3. Letter from Mayor; Re: Bid Extension – Roof Leak Maintenance Repairs

Communications "B" – (Receive and File)

Ordinances:

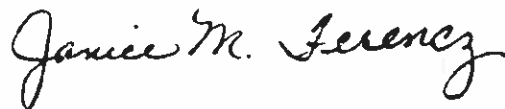
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1409 \$14,217,781.43

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

September 2, 2020

_ An Informal Meeting of the Council of the City of Southgate was held on September 2, 2020 at 6:30 P.M (Due to the Covid-19 virus, this meeting was via Zoom in accordance with Governor Whitmer's executive order).

Present: Bill Colovos, Mark Farrah, John Graziani, Phil Rauch, Chris Rollet, Dale Zamecki

Absent: *Karen George, *excused

Also Present: Mayor Joseph G. Kuspa, City Attorney Brandon Fournier, Assistant City Administrator/Finance Director David Angileri, City Engineer John Hennessey, City Clerk Jan Ferencz, Public Safety Director Jeff Smith, Police Chief Joe Marsh, Fire Chief Marc Hatfield, Acting DPS Director Kevin Anderson, Building Inspections Director Bob Casanova and Parks & Recreation Director Julie Goddard.

Discussion took place on the following Agenda Items:

- Bid Waiver – Purchase of Kiwanis Park Site Furnishings
- Bid Waiver – Purchase of Stainless-Steel Acorn Sink & Toilet combos for the Police Department Jails

This meeting ended at 6:45 pm.

City of Southgate

Regular City Council Meeting

September 2, 2020

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, September 2, 2020 and was called to order at 7:00 PM by Council President John Graziani. **(DUE TO COVID-19 VIRUS, THIS MEETING WAS HELD VIA ZOOM, IN ACCORDANCE WITH GOVERNOR WHITMER'S EXECUTIVE ORDER)**

This meeting began with the Pledge of Allegiance, followed by roll call.

Present: Bill Colovos, Mark Farrah, John Graziani, Phil Rauch, Chris Rollet, Dale Zamecki

Absent: *Karen George, *excused

Also Present: Mayor Joseph G. Kuspa, City Attorney Brandon Fournier, Assistant City Administrator/Finance Director David Angileri, City Engineer John Hennessey, City Clerk Jan Ferencz, Public Safety Director Jeff Smith, Police Chief Joe Marsh, Fire Chief Marc Hatfield, Acting DPS Director Kevin Anderson, Building Inspections Director Bob Casanova and Parks & Recreation Director Julie Goddard.

Minutes:

Moved by Colovos, supported Zamecki, RESOLVED, that the minutes of the City Council Work Study Session dated August 19, 2020 be approved as presented. Carried unanimously.

Moved by Farrah, supported by Rollet, RESOLVED, that the minutes of the Regular City Council Meeting dated August 19, 2020 be approved as presented. Carried unanimously.

Communications "A":

1. Letter from Mayor; Re: Bid Waiver - Purchase of Kiwanis Park Site Furnishings moved by Rollet, supported by Zamecki, RESOLVED THAT the Southgate City Council waives the bid procedure and authorizes purchase of Kiwanis Park Site Furnishings to DuMor (889 S Old US 23, Brighton, MI 48114) in the amount of \$26,481.20. BE IT FURTHER RESOLVED THAT the Parks and Recreation Millage Funds will cover the costs of this Capital Improvement.

Motion carried unanimously.

2. Letter from Mayor; Re: Bid Waiver - Purchase of Sink & Toilet Combos for Police Dept. Jails moved by Colovos, supported by Zamecki, RESOLVED THAT the Southgate City Council waives the bid procedure and authorizes purchase of Stainless-Steel Acorn Sink & Toilet combos for the Police Department to Quint Plumbing (4144 6th Street, Wyandotte, MI 48192) in the amount of \$57,882. BE IT FURTHER RESOLVED THAT adequate funds are available for this purchase in the Federal Forfeiture Account.

Motion carried unanimously.

Regular City Council Meeting
September 2, 2020

Claims and Accounts:

Moved by Farrah, supported by Zamecki, RESOLVED, that Claims and Accounts be paid as outlined on Warrant # 1408 in the amount of \$1,395,362.39.

Motion carried unanimously.

Adjournment:

Moved by Rollet, supported by Rauch, RESOLVED, that this Regular Meeting of the Southgate City Council be adjourned at 7:08 P.M. Carried unanimously.

John Graziani
Council President

Michelle Kessler
Deputy City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

September 9, 2020

To the Honorable
City Council
Southgate, Michigan 48195

Re: Carpeting at the Police Department

Ladies and Gentlemen:

It is recommended by the Police Chief and I concur, that the purchase of carpeting for various areas in the Police Department be awarded to Jabro Carpet One in the amount of \$19,222.29. Jabro is a local company and was also the low bid for the carpeting purchased for the Library.

Sufficient funds are available in the Police Department State Drug Forfeiture to cover costs associated with this purchase.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: September 9, 2020

RE: Recommendation for Carpeting at the Police Department

I have reviewed the above with the Police Chief for carpeting in the Detective Bureau, Command Desk, and the IT office, and I concur with his recommendation to award this purchase to Jabro Carpet One, Southgate Michigan this is the same company that was low bid for the carpet replacement at the Library and a Local company, in the amount of \$19,222.29

Adequate funds are available in the Police Department Federal Drug Forfeiture Account for this purchase.

MEMO

To: Honorable Mayor Kuspa
From: Office of the Director of Public Safety
Re: **Request for Purchase approval**
Date: September 8th, 2020

Dear Mayor,

The Police Department building is over forty years old and our carpeting in the building is over 15 years old. To date we have carpeting in the Detective Bureau, the front Command Desk Area, and an internal office that are in need of replacement.

Jabro Carpet One was recently awarded a bid by the City to upgrade the carpeting to the City Library. Jabro Carpet One was contacted and Gloria Jabro and her team came to the police station to examine our carpet needs and to find the best solution for our building. It was determined that carpet tiles would be the most practical way for our police building. Jabro Carpet One quoted the tear out and replacement of our Detective Bureau at \$11,473.64.

Jabro also quoted the cost of cost for the tear out and replacement of the carpet at both our Command Desk and IT office at \$7,748.65. This includes all material, prep work and installation. The total cost of the three rooms of carpet replacement quoted by Jabro Carpet One is \$19,222.29.

It is my recommendation that we up-grade the carpeting as quoted in the attached letters for Detective Bureau, Command Desk, and office. Further, I recommend our carpet replacement project to be awarded to Jabro Carpet One, 13460 Northline Rd., Southgate, MI, 48195 in the amount of 19,222.29 dollars which will include labor.

Adequate funding is available in the Federal Forfeiture Account; this purchase falls under the guidelines that governs the use of these funds. With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on September 16th, 2020 for City Council approval.

Sincerely,



Jeffrey M. Smith
Director of Public Safety

cc: City Administrator, Finance Director, Chief Marsh, Public Safety Commission (7), file

JABRO CARPET ONE FLOOR & HOME
 Beautiful. Made Affordable.
 Since 1978

13460 Northline Rd. | Southgate, MI 48195
 (734) 285-0110 JabroCarpetOne.com

Page 1

QUOTE

ES001655

Sold To

Ship To

SOUTHGATE POLICE DEPT
 14710 REAUME PARKWAY
 SOUTHGATE, MI 48195

SOUTHGATE POLICE DEPT
 14710 REAUME PARKWAY
 SOUTHGATE, MI 48195

Order Number

Order Date

PO Number

Phone

09/04/20

DETECTIVE AR

734-258-3060

Inventory	Style/Item	Color/Description	Quantity Units	Extension
10465	RISE 12X48	FOCUS	154.67 SY	4,098.64
5100	5100 PRESSURE SENSITIVE CARPET	4 GALLON	2.00 SF	220.00
	TILE ADHESIVE			
CARPET RIP	CARPET RIP A/B C.D		150.00 SY	742.50
PER MAN	PREP FLOOR		6.00 EA	450.00
HOUR				
45CR	COVE BASE 4 1/2" RUBBER ROPPE	BLACK	360.00 LF	450.00
	RIP AND INSTALL COVE BASE		370.00 FT	795.50
	SHIFT FURNITURE		1.00 SY	3,100.00
	INSTALL CARPET TILE		154.00 SY	1,617.00

Chief Marsh and Mr. Smith,

This quote is for the Detective area. This project must be and will be done on 2 Saturdays in overtime hours.

The same applies here on the pricing of the product being less expensive than that used in the library.

Again, always feel free to call me with questions.

Respectfully,

Gloria Jabro
 Jabro Carpet One

09/04/20

Sales Representative(s):

GLORIA JABRO

MARK SUPRUNUK

1:59PM

Subtotal: 11,473.64
 Sales Tax: 0.00
 Misc. Tax: 0.00

QUOTE TOTAL: \$11,473.64

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 Beautiful. Made Affordable.
 Since 1973

13460 Northline Rd. | Southgate, MI 48195
 (734) 285-0110 JabroCarpetOne.com

Page 1

QUOTE

9042020

Sold To

Ship To

SOUTHGATE POLICE DEPT
 14710 REAUME PARKWAY
 SOUTHGATE, MI 48195

SOUTHGATE POLICE DEPT
 14710 REAUME PARKWAY
 SOUTHGATE, MI 48195

Order Number

Order Date

PO Number

Phone

09/04/20

OFFICE IN CH

734-258-3060

Inventory	Style/Item	Color/Description	Quantity Units	Extension
10465	RISE 12X48	FOCUS	90.67 SY	2,402.65
5100	5100 PRESSURE SENSITIVE CARPET	4 GALLON	2.00 SF	220.00
	TILE ADHESIVE			
N48	STAIR NOSING 2"	PEWTER	24.00 LF	96.00
	RIP CERAMIC		120.00 SF	576.00
CARPET RIP	CARPET RIP A/B C.D		90.00 SY	445.50
	RIP VCT/DISPOSE		300.00 SF	330.00
	SKIM COAT		420.00 FT	546.00
45CR	COVE BASE 4 1/2" RUBBER ROPPE	BLACK	240.00 LF	300.00
	RIP AND INSTALL COVE BASE		240.00 FT	420.00
	SHIFT FURNITURE		1.00 SY	1,200.00
PER MAN	PREP FLOOR		4.00 EA	300.00
HOUR				
	INSTALL CARPET TILE		90.00 SY	697.50
	INSTALL 2 STEPS/LAND		1.00 EA	215.00

09/04/20

Sales Representative(s):

GLORIA JABRO

MARK SUPRUNUK

1:55PM

Subtotal: 7,748.65
 Sales Tax: 0.00
 Misc. Tax: 0.00

QUOTE TOTAL: \$7,748.65

JABRO CARPET ONE FLOOR & HOME
 Beautiful. Made Affordable.
 Since 1957

13460 Northline Rd. | Southgate, MI 48195
 (734) 285-0110 JabroCarpetOne.com

Page 2

QUOTE

9042020

Sold To

Ship To

SOUTHGATE POLICE DEPT
 14710 REAUME PARKWAY
 SOUTHGATE, MI 48195

SOUTHGATE POLICE DEPT
 14710 REAUME PARKWAY
 SOUTHGATE, MI 48195

Order Number

Order Date

PO Number

Phone

09/04/20

OFFICE IN CH

734-258-3060

Inventory	Style/Item	Color/Description	Quantity	Units	Extension
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Chief Marsh and Mr. Smith,

Here is the quote for the Office in Charge office with the small office with ceramic tile, as well as the separate office in the back. These can be done during normal business hours, knowing that there will always be an officer present.

I have included detail of materials and labor required to complete this part of your project.

Please note, the carpet tile we've suggested and you selected are \$7.00 per sq yd less than the chocolate tile used in the library, and \$18.00 per sq yd less than the accent color carpet tile.

Please call me with any questions.

Respectfully,

Gloria Jabro
 Jabro Carpet One.

09/04/20

Sales Representative(s):
 GLORIA JABRO
 MARK SUPRUNUK

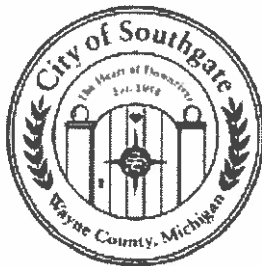
1:55PM

Subtotal:	7,748.65
Sales Tax:	0.00
Misc. Tax:	0.00
QUOTE TOTAL:	\$7,748.65

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

September 9, 2020

To the Honorable
City Council
Southgate, Michigan 48195

Re: In-Car Computers for Police Cars

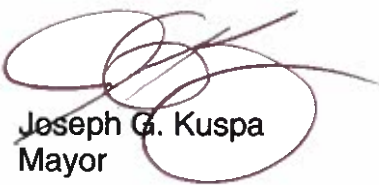
Ladies and Gentlemen:

It is recommended by the Police Chief and I concur, that the purchase for In-Car Computers for Police Cars be awarded to Rugged Depot, Magnolia, Texas, in the amount of \$21,147.96.

Sufficient funds are available in the Police Department State Drug Forfeiture to cover costs associated with this purchase.

Your favorable consideration of this matter is requested.

Sincerely,

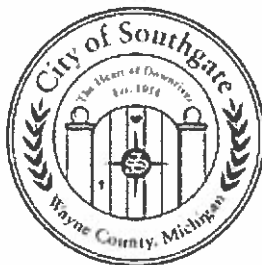

Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

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Treasurer



City of Southgate

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Council President

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DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: September 9, 2020

RE: Recommendation for In-Car Computers for Police Cars

I have reviewed the above with the Police Chief for In-Car Computers for Police Cars and concur with his recommendation to award this purchase to Rugged Depot, Magnolia, Texas, in the amount of \$21,147.96

Adequate funds are available in the Police Department State Drug Forfeiture Account for this purchase.

MEMO

To: Honorable Mayor Kuspa
From: Office of the Chief of Police
Re: **Request for Waiver of bid/Purchase approval**
Date: September 8th, 2020

Dear Mayor,

The Police Department is in need of replacing six (6) In-Car Computers in our marked patrol vehicles. We continue to have issues with the older OEM Model MTC-312 computers that are still in some of our patrol vehicles.

The present OEM Model MTC-312 computers are over 5 years old, out of warranty, and are beginning to have maintenance issues. We have been in contact with Rugged Depot through their Traverse City, Michigan office regarding new Panasonic FZ-55 Touch + LTE computers, mounts and power adapters. Rugged Depot has spoken directly with IT Personnel, Tyler Burda, regarding getting the best computer products based on quality and price to meet our police department needs. Tyler Burda has indicated to me that the Panasonic FZ-55 Touch + LTE are good computers for our police vehicles. A quote for the Panasonic FZ-55 computers was obtained from Rugged Depot, and the price was \$2495.00 per unit. The FZ-55 mount docking stations for the computers were quoted at \$861.49 per unit and the Spare DC Power supplies were \$129.00 per unit. There is also a \$235.02 freight cost. The total quote for six (6) total FZ-55 Touch + LTE computers, supporting docking stations, power adapters, and freight cost was \$21,147.96.

We currently have two new patrol vehicles at Winder Police Equipment that need these new computers and two new patrol vehicles on order that will also need these computers. Additionally, Tyler Burda has indicated that he does not believe we will be able to do better than this quoted price from Rugged Depot. Rugged Depot also provided us valuable information about an open reimbursement grant through the State of Michigan Coronavirus Emergency Supplemental Funding Program (CESF). Rugged Depot let us know that through the CESF Program the Southgate Police Department has been allocated \$21,318.00 dollars. Their assistance with this grant has been invaluable. The deadline to apply for this reimbursement grant through the State of Michigan was August 14th, 2020. On August 8th, 2020 we did apply for this allotted reimbursement amount. There is no guarantee that the award from the State will be approved, however, once we make this purchase we will submit our receipt to the State for their decision/approval.

It is my recommendation that the purchase of six (6) Panasonic FZ-55 Touch+LTE computers, mount docking stations, and power adapters be awarded to Rugged Depot 27060 Decker Prairie Rosehill Road, Magnolia, Texas 77355 in the amount of \$21,147.96. With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on September 16th, 2020 for the purposes of a waiver of bid request and purchase approval. This purchase would be made utilizing State Forfeiture Funds. The purchase falls within the guidelines that govern the use of these funds. Adequate funding exists in our State Forfeiture Account to cover this cost.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph L. Marsh". The signature is fluid and cursive, with a large initial "J" and "M".

Joseph L. Marsh
Chief of Police

cc: Finance Director, City Administrator, Public Safety Commission (7). file



WE DON'T DO FRAGILE!

Sales Quotation

Quotation No.:49904

Page 1 of 1

27060 Decker Prairie Rosehill Road
Magnolia, Texas 77355

Tel: 281-305-5037

Ofc: 281-259-6613

Fax:

timothy.grayewski@ruggeddepot.com

Order Date: 06/26/2020

Valid Until: 12/31/2020

Customer Number: C17831

Rep: Tim Grayewski

Terms: Rugged NET 30

Customer Ref:

Bill To:

Southgate Police Department

Ship To:

Southgate Police Department

Item Code	Description	Condition	Quantity	Price	Total
FZ-55 TOUCH + LTE					
	Win10 Pro, Intel Core i5-8365U 1.6GHz, vPro, 14.0" FHD 1000 nit Gloved Multi Touch, 512GB SSD, 8GB, Intel Wi-Fi, Bluetooth, TPM 2.0, 4G LTE Band 14 (EM7511), Dual Pass (Ch1:WWAN-GPS/Ch2:WWAN), Infrared Webcam, Emissive Backlit Keyboard, Flat	NEW	6	2,495.00	14,970.00
FZ-55 DOCK (WITH PWR/HAS PORTS)					
	Panasonic Toughbook 54/55 Docking Station with LIND 120W Auto Bare Wire Leads Power Supply, No RF	NEW	6	861.49	5,168.94
SPARE DC POWER - CIG ADAPTER					
	Lind 120 Watt 12-32 Volt Input Car Charger for CF-30, CF-31,CF-33, 4K Mk1, MK2 (UT-M/FZ-Y1), CF-53 Mk4, CF-54, CF-SX2, CF-F9, CF-19, CF-20, CF-C2, CF-H2, CF-U1, FZ-G1	NEW	6	129.00	774.00
				Freight	\$235.02
				Tax	\$0.00
				Total	\$21,147.96

55C

Terms and Conditions

- Any refunds, for any reason (including cancellations), if payment was made with American Express, refund will be less 4% American Express merchant processing charge.
- All shipments are FOB Destination, Freight Prepaid & Add, unless using customer shipping account, if freight not shown on quote, it will be added to Invoice.
- Payment must be made in U.S. dollars.
- Pricing and quantities are subject to change.
- Nomar Enterprises reserves the right to substitute products of equal or greater specifications.
- Invoices are subject to late payment charges of 18% per year computed monthly after due date.
- All products are sold "AS IS"
- No credit allowed for goods returned without prior approval.
- ALL RETURNS MUST BE ACCOMPANIED BY A RETURN MATERIAL AUTHORIZATION NUMBER AND ARE SUBJECT TO A 20% RESTOCKING/HANDLING FEE; IF A SPECIAL ORDER PART, ADDITIONAL VENDOR RESTOCKING/HANDLING FEES MAY APPLY.
- Claims for loss or damage in shipment must be made to the carrier by the Customer. All others must be made to Nomar Enterprises LLC within 2 days of receipt of goods. All goods shipped at the buyer's risk.
- Customer also agrees to pay such attorney's fees and costs as are actually incurred for the collection of this amount whether or not suit is instituted.
- All product and services on this invoice will remain the property of Nomar Enterprises and will be fully encumbered until full payment has been remitted.

Nomar Enterprises strives to bring our customers the best possible price everyday.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

September 8, 2020

To the Honorable
City Council
Southgate, Michigan 48195

Re: Roof Leak Maintenance and Repairs

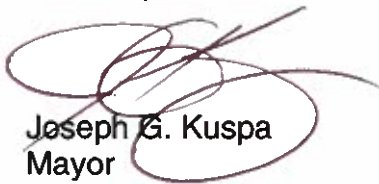
Ladies and Gentlemen:

It is recommended by the DPS Director and I concur, that the current contract be extended with Royal Roofing, Orion, Michigan through December 31, 2021 the same price will be held.

Sufficient funds are available in the various Departmental Budgets to cover costs associated with these repairs.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

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BILL COLOVOS


DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: September 3, 2020

RE: Recommendation for Roof Leak & Maintenance Repairs

I have reviewed the above with the Acting DPS Director and concur with his recommendation to extend this contract to Royal Roofing, Orion, Michigan through December 31, 2021. Holding the same pricing as last two years.

Adequate funds are budgeted in various department accounts for this purchase.

**From the Desk of:
Kevin Anderson
Acting Director, D.P.S.
September 1, 2020**

**To: David Angileri
Finance Director**

Re: Bid Extension Recommendation for Royal Roofing Company, Inc.

I respectfully request to extend the bid for Onsite Roof Leak and Repair Service to January 1, 2022.

They are our current contractor and have extended their fee schedule for this period of time. I believe this to be in the best interest of the City as they have always provided excellent service.

If you have any questions, please contact me.

Sincerely,

Kevin Anderson

KA/sd



(D/Bids-A: Bid extension: Roof Leaks and Repairs)



August 25, 2020

City of Southgate
Department of Public Works
14719 Schafer Court
Southgate, MI 48195

Subject: 2020 City of Southgate / Royal Roofing Company-Roof Leak & Repair Service

To Whom This May Concern,

Royal Roofing Company will agree to hold *The City of Southgate* 2018 established unit price (labor cost per hour) for *Onsite Roof Leak - Repair Service* through calendar year 2021. The *Royal Roofing Company - Service Department Overview* is provided within this document for reference. Please provide any supplemental - documentation that may be required, to be completed by *Royal Roofing Company*, to further verify/confirm this request.

Royal Roofing Company is pleased to continue to be a service provider to the City of Southgate.

Thank you!

Sincerely,

Michael LeVans

Michael LeVans
Royal Roofing Co.
Office: (248) 276-7663
Cell: (248) 755-2373
mlevans@royal-roofing.com
www.royal-roofing.com

2445 Brown Road ▲ Orion, MI 48359
Phone: (248) 276-7663 ▲ Fax: (248) 276-9170
www.royal-roofing.com



www.royal-roofing.com

Royal Roofing Company - Service Department
2445 Brown Road, Orion MI
(800) 837-8056

Department Overview

Office Hours: Monday through Friday 7AM to 4PM

- ✓ Phone (800)837-8065 or (248)276-7663

Service Hours

- ✓ Standard Hours: 7AM to 4PM Monday through Friday
 - Early Scheduling to perform roof repairs doesn't constitute overtime rates
 - 24-hour Emergency Response service is available
- ✓ Weekend Hours: 24-hour Emergency Response service is available
- ✓ Holiday Hours: 24-hour Emergency Response service is available
- ✓ **Emergency Repair Service:** 24 hours per day / 365 Days A Year
 - On-Site Response within 1-2 hours of phone call

Department Background Information:

- ✓ Technician Count: 30 Field-Repair / Service Technicians on the road daily
- ✓ Experience: Technicians have a minimum of 10 years Commercial Roof Service & Repair Experience.
- ✓ Onsite Capability: All technician vehicles are equipped to repair / service any commercial roof system.

2445 Brown Road ▲ Orion, MI 48359
Phone: (248) 276-7663 ▲ Fax: (248) 276-9170
www.royal-roofing.com