



**STATE OF MICHIGAN**  
**PROCUREMENT Services**  
 Department of Natural Resources  
 525 W. ALLEGAN ST., LANSING, MICHIGAN 48933  
 P.O. BOX 30028 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **01**  
 to  
 Contract Number **751B6600024**

<b>CONTRACTOR</b>	Ross & Contemporaries, LLC
	7285 Copper Creek Drive
	Ypsilanti, MI 48197-9585
	Bruce J. Ross
	313-215-2279
	Brucej.ross@yahoo.com
	4687/000

<b>STATE</b>	Program Manager	Kevin Frailey	Marketing and Outreach
		517-284-6043	
		Fraileyk@michigan.gov	
	Contract Administrator	Lisa VanOstran	Procurement Services
		517-284-5975	
		vanostranl@michigan.gov	

CONTRACT SUMMARY				
DESCRIPTION: Career Pathways Coordinator				
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW	
3/21/2016	3/20/2018	2 one-year options	3/20/2018	
PAYMENT TERMS		DELIVERY TIMEFRAME		
5% if paid within 7 days		N/A		
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING	
<input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
MINIMUM DELIVERY REQUIREMENTS				
N/A				
DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input checked="" type="checkbox"/>	One year	<input type="checkbox"/>		3/20/2019
CURRENT VALUE		VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE	
\$100,000.00		\$50,000.00	\$150,000.00	
DESCRIPTION: Effective 3/1/2018, this Contract is exercising the first option year and is increased by \$50,000.00. The revised contract expiration date is 3/20/2019. All other terms, conditions, specifications, and pricing remain the same.				

CHANGE NOTICE NO.      TO CONTRACT NO.

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**FOR THE CONTRACTOR:**

\_\_\_\_\_  
**Company Name**

\_\_\_\_\_  
**Authorized Agent Signature**

\_\_\_\_\_  
**Authorized Agent** (Print or Type)

\_\_\_\_\_  
**Date**

**FOR THE STATE:**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name & Title**

**Department of Natural Resources**  
**Agency**

\_\_\_\_\_  
**Date**



Michigan Department of Natural Resources - Procurement Services  
P.O. Box 30028, Lansing, MI 48909  
OR  
525 W. Allegan, Lansing, MI 48933

**NOTICE OF CONTRACT NO. 751B6600024**

**Between  
THE STATE OF MICHIGAN  
And**

*Required by authority of 1984 PA 431, as amended.*

Name of Contractor Ross & Contemporaries, LLC	Primary Contact Bruce J. Ross, President	
Address of Contractor 7285 Copper Creek Drive	Email <a href="mailto:Brucej.ross@yahoo.com">Brucej.ross@yahoo.com</a>	
City, State, ZIP Ypsilanti, MI 48197-9585	Telephone (313) 215-2279	Contractor #, Mail Code 4687/000

STATE CONTACTS	AGENCY	NAME	TELEPHONE	EMAIL
Program Manager	Marketing & Outreach Division	Kevin Frailey	517-284-6043	<a href="mailto:fraileyk@michigan.gov">fraileyk@michigan.gov</a>
Buyer	DNR Procurement Services	Lisa VanOstran	517-284-5975	<a href="mailto:vanostranl@michigan.gov">vanostranl@michigan.gov</a>

**CONTRACT SUMMARY**

Description Career Pathways Coordinator			
Initial Term Two years	Effective Date 03/21/2016	Initial Expiration Date 03/20/2018	Available Options 2 1-year options
Payment Terms 5% if paid in 7 days	F.O.B N/A	Shipped N/A	Shipped From N/A
Alternate Payment Options <input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other: _____		Available to MiDeal Participants <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Minimum Delivery Requirements N/A			
ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION:    \$100,000.00			



Michigan Department of Natural Resources - Procurement Services  
P.O. Box 30028, Lansing, MI 48909  
OR  
525 W. Allegan, Lansing, MI 48933

CONTRACT NO. 751B6600024

Between  
THE STATE OF MICHIGAN

And

Required by authority of 1984 PA 431, as amended.

Name of Contractor Ross & Contemporaries, LLC	Primary Contact Bruce J. Ross, President	
Address of Contractor 7285 Copper Creek Drive	Email Brucej.ross@yahoo.com	
City, State, ZIP Ypsilanti, MI 48197-9585	Telephone (313) 215-2279	Contractor #, Mail Code 4687/000

STATE CONTACTS	AGENCY	NAME	TELEPHONE	EMAIL
Program Manager	Marketing & Outreach Division	Kevin Frailey	517-284-6043	fraileyk@michigan.gov
Buyer	DNR Procurement Services	Lisa VanOstran	517-284-5975	vanostranl@michigan.gov

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Alternate Payment Options <input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other: _____		Available to MiDeal Participants <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Minimum Delivery Requirements N/A			
ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION: \$100,000.00			

THIS IS NOT AN ORDER: Orders for delivery will be issued directly by the Michigan Department of Natural Resources through the issuance of a Purchase Order Form.

All terms and conditions of the invitation to bid are made a part hereof.

FOR THE CONTRACTOR:

Bruce J. Ross & Contemporaries, LLC  
Firm Name  
Bruce J. Ross  
Authorized Agent Signature  
Bruce J. Ross  
Authorized Agent (Print or Type)  
3-23-16  
Date

FOR THE STATE:

Laurie L. Gyorkos  
Signature  
Laurie L. Gyorkos, Manager  
Name/Title  
Procurement Services  
Office  
3/23/16  
Date

# STATE OF MICHIGAN

**CONTRACT# 751B6600024**

Career Pathways Coordinator

## **EXHIBIT A STATEMENT OF WORK CONTRACT ACTIVITIES**

### **BACKGROUND**

The Michigan Department of Natural Resources (DNR) is looking to create a more diverse workplace among its professional staff, within the fields of fisheries, forestry, wildlife, and parks management. To more adequately match current and future ethnic/cultural diversity projections and demographics of Michigan citizens, the DNR wishes to design and implement a successful pathway for youth that have an interest in natural resources.

The DNR currently has several programs/initiatives to inform youth about natural resource careers. These include the Michigan Youth Conservation Council, Parks and Recreation summer youth initiative, Nature Ventures and Stepping Stones, among others. Each of the programs simply describe the activities performed by our professional staff, with no connection to next steps that provide a pathway to guide interested youth into natural resource careers. In short, the DNR is looking to create a program that measures individual interest, engages youth with additional dialog and support, provides college information, and/or offers expanded pathways which include mentoring, internships, job shadowing or continued employment.

The Contractor will connect the dots of current DNR career recruitment programs and build a successful unified approach to these efforts. In addition, the Contractor will investigate further opportunities the agency can offer and build a pathway which will allow those interested students to continue their journey with support and knowledge. This may include partnering with Michigan universities to provide scholarships and the DNR and other organizations to provide job experience and mentoring. The Contractor will act as a liaison to the DNR and assist with existing initiatives which target young adults for leadership or career development within the fields of conservation and natural resources.

The contract period is 2 years, not to exceed \$50,000 per year, with 2 one-year extension options.

### **SCOPE**

The Contractor will be expected to:

- Evaluate and refine programs and techniques to ensure the DNR is continuing to strive for diverse recruitment of natural resources staff.
- Create a method to recruit youth and young adults who are exposed to natural resources career initiatives, then follow up with those who have expressed an interest in learning about them. This mechanism will funnel a broadly served youth audience into a more manageable size group of young adults with a higher interest level and clearly defined career pathway.
- Develop a process that will connect relevant DNR recruitment and/or education initiatives and work with department staff to make connections between programs. This will also connect resources and expertise from other organizations. Career next steps and opportunities should be communicated to participants in each program.
- Make recommendations for and develop a program(s) that fills gaps within the process developed.
- Create a method to evaluate, measure, and track the success of these initiatives. The DNR needs to know if young adults who participate in these programs ultimately follow a career path in natural resources.
- Propose the “next step” approach of linking select, high achieving youth with career interests and lining up internships or summer job experiences to enhance that interest.
- Investigate the feasibility of a scholarship program with Michigan higher education and/or other organizations to link young adults with career aspirations to the education they need. This would include shadowing of professionals within the DNR and job experiences in the field.

- Connect with and develop partnerships with other organizations to provide resources, expertise, and interested participants.

## **1. Acceptance**

### **1.1. Acceptance, Inspection and Testing**

The Project Manager will meet with the Contractor on a monthly basis and review the anticipated deliverables. After approval of deliverables by the Project Manager, invoices may be submitted for payment.

### **1.2 Contract activities**

The Contractor will be expected to:

#### **Learn about existing DNR programs that engage and educate youth. Develop metrics to evaluate programs and track students.**

The Contractor will coordinate meetings with each division's contact person and learn about existing programs that are designed to engage and educate youth. The Contractor will conduct program audits in terms of where participants are coming from, type of programs, location of programs, time of year when programs are being implemented, and current partners of each program. The Contractor will investigate and document if there are current inter-divisional program partnerships. The Contractor will identify how current programs are being marketed and to whom, what are the costs (if any) to participate in current programs, and current participation numbers (gender, racial background, ages, etc.). The Contractor will create a uniform participant enrollment form that collects demographic information. The form will include, but will not be limited to, age, date of birth, ethnicity, gender, address, DNR division and program currently participating in and the youth agency they are with (if applicable), number of years participating in the program, career interests, phone number, email address (if applicable) and other categories that may be identified after meeting with each division.

#### **Determine desired employment criteria for incoming DNR employees. Identify skill sets, educational requirements and experience needed by potential DNR employees.**

The Contractor will research the various entry level job opportunities within the DNR divisions. The Contractor will discuss employment criteria with the various divisional human resources personnel to determine what skill sets need to be highlighted with potential youth and their respective agencies. The Contractor will coordinate a planned joint workshop with division human resources personnel, interested youth and the agencies they are with. This could be implemented at the Youth Conservation "Career" Academy in 2016. The Contractor will work with human resource personnel to develop a uniform standard employment criteria worksheet that can be shared with the various network partners. The network partners could adjust their current work skills development curriculum based on the desired entry level employment criteria recommended by the DNR and the Contractor. The Contractor will continue to follow up with human resource personnel and the network partners.

#### **Develop a process that will connect current DNR youth recruitment initiatives and identify the gaps and strengths.**

The Contractor will research and document all current DNR youth recruiting initiatives by meeting with each division's recruitment contact. The Contractor will document types of recruiting initiatives, how each initiative is marketed, where the recruits are coming from, if divisions have a knowledge of each other's initiatives, possible partnering between divisions, time and location of recruiting initiatives and cost (if any). The Contractor will develop a division-wide communicative template to be shared with all divisions that details all recruiting initiatives. The template will have an explanation of every program, and will include the type of program, time of year, location, cost, contact, and market target, age of participants, ethnicity and gender.

#### **Recruit youth from diverse populations within Michigan to participate in these programs.**

The Contractor will continue to work with network partners to identify youth interested in natural resources careers and outdoor educational initiatives. The information gathered will be organized on a single uniform template that will be shared with the network partners.

#### **Create a natural resources "career camp."**

The Contractor will meet with DNR division staff to inquire about any upcoming events in 2016. The Contractor will share feedback from last year's academy (Youth Conservation Academy) and work with the DNR to create a valuable experience for interested youth. The Contractor may propose that the academy be held somewhere other than Detroit. The Contractor may also present topics for discussion based on feedback received from past participants. This may include:

- College Row – the presence of colleges that provide degrees in various DNR jobs
- Skills Trade Row – the presence of agencies who may provide training and/or certifications for DNR jobs that do not require a college education such as carpentry, plumbing, electrical, etc.)
- Mentors Row – a chance to talk with past youth participants who are now working for the DNR.

**Work with DNR staff to identify opportunities for youth to job shadow or intern within the agency.**

The Contractor will meet with DNR division staff and will investigate where the opportunities are coming from. The Contractor will determine current recruitment practices, how they are being marketed, how many positions are available, time of year, qualifications required, whether the position is paid or not paid, location, etc. The Contractor will work with divisions who do not currently use interns to develop a current network of partners. The Contractor will develop a template with all necessary information to be shared with network partners.

The Contractor will work with the existing network of partners and contacts that serve youth from diverse populations. This network includes natural resources, conservation, environmental, and outdoor recreation missions. A list of the Contractor's network partners may be found on Attachment A.

## **2. Staffing –**

### **2.1. Security**

The Contractor will be subjected to a background check and drug test prior to contract execution. The State may require the Contractor's personnel to wear State issued identification badges while on State property.

## **3. Project Management**

### **3.1. Project Plan**

The Contractor will be responsible for providing deliverables to the DNR based on the project plan described below. All activities will take place from March 21, 2016 through May 31, 2016 unless otherwise noted below.

**Learn about existing DNR programs that engage and educate youth. Develop a process that will connect DNR initiatives and identify gaps and strengths. Develop metrics to evaluate programs and track students. Determine desired employment criteria (skill sets, educational requirements and experience needed by potential DNR employees).**

- Coordinate meetings with DNR division staff who are responsible for existing programs that engage, educate and/or recruit youth for potential employment.
- Determine what programs currently exist within the divisions.
- Identify the current criteria utilized to determine youth participation including, but not limited to, when they are offered, associated costs, fees, locations, qualifications, etc.
- Identify the ethnic and cultural compositions of youth engaged and identify the gaps and strengths.
- Determine the internships and job shadowing opportunities across divisions.
- Develop a comprehensive assessment of the current state of youth engagement within DNR across divisions.
- Compile a listing of all entry level positions from each division and their requirements.
- Coordinate and attend meetings with existing DNR career development and summer youth employment program network partners to inform them about DNR programs and engage and educate youth.
- Create a universal template that will communicate to each division all programs that engage and educate youth.
- Develop a uniform enrollment form that collects demographic information that includes, but is not limited to, age, DOB, ethnicity, gender, address, DNR division or youth agency, number of years in the program, other DNR programs they have participated in, career interests, email address, phone number, emergency contact, etc. Information on these forms will be uploaded to a common database.
- Develop goals related to youth engagement, diversity, internships and employment.
- Create outcome measures based on the identified goals.

**Create a process to recruit youth from diverse populations, and then follow up with those who express interest in learning more about DNR careers. This mechanism will funnel a broadly served youth audience into a more manageable size group of young adults with a higher interest level and clearly defined career pathway.**

- Utilize existing network of partners that serve youth from diverse populations that have experience with natural resources programming and career development to identify youth who may be interested in a career with the DNR.
- Partner with an existing career fair (Youth Career Academy) that will allow each division to creatively interact with diverse populations and display career opportunities. (Year 1-Summer 2016)
- Identify youth from diverse populations to possibly participate in an interactive "career camp". (Year 2-Summer 2017)
- Make connections between programs and design an overall approach that links initiatives and offers next steps to keep youth moving toward a career in natural resources. Devise methods to follow up with students after their participation in programs.

**Begin making connections between programs and design an overall approach that links initiatives and offers "next steps" to keep youth moving toward a career in natural resources. Devise method to follow up with students after their participation in programs**

- Develop a pilot with the existing network partners to implement a year-round program that will provide opportunity for youth interested in DNR careers to job shadow and intern. (Year 1-September 2016)

**Make recommendations and begin to develop programs that fill gaps in the overall approach.**

- Work with DNR to explore opportunities for divisions to participate in cultural competency training to help assure a positive engagement with youth from diverse populations.
- Other recommendations will be developed based on outcomes and program implementation.
- Begin to explore avenues to address access to employment.

**Work with DNR staff to identify opportunities for youth to job shadow or intern within the agency.**

- Meet with various divisions to develop a template that identifies job shadowing and internship opportunities within the DNR. The template will list the opportunities, the qualifications, location of internships or job shadow opportunities, contact name, supervisor, length of internship period, paid/non-paid and time of year. This will be shared with the year-round network partners to identify youth who are interested in participating. (March, April, May 1, 2016)
- If a division does not currently have a job shadow/internship program, the Contractor can assist the division in creating these opportunities.

**Evaluate overall approach and process. Continue to improve success and follow up with participants.**

- Utilize developed outcomes to access progress and identify opportunities to modify or expand on existing efforts. (September-November 2016)
- Work with existing partners and divisions to continue to track youth who have participated in the employment programming, internships, and job shadowing opportunities. The Contractor will identify entry level openings across the divisions and share this information with the network partners. The Contractor will encourage network partners to identify youth who are eligible and interested to apply for positions. The Contractor will track the application process for eligible youth who applied and will document their progress toward employment.

**Report on effectiveness of recruitment program and recommended next steps.**

- The Contractor will identify the successes and challenges experienced and recommend ways to expand on the successes and address the challenges.

### **3.2. Meetings**

The Contractor must attend the following meetings:

- Kickoff meeting – after contract is signed by both parties.
- Monthly meetings – with Project Manager
- Progress meetings to develop partnerships and fulfill the contract activities.
- The State may request other meetings, as it deems appropriate.



### **3.3. Reporting**

The Contractor must submit, to the Program Manager, the following written reports:

- Monthly report briefly describing activities.
- Annual report describing accomplishments and recommendations.

## **4. Ordering**

### **4.1. Authorizing Document**

The appropriate authorizing document for the Contract will be a Purchase Order.

## **5. Invoice and Payment**

### **5.1. Invoice Requirements**

All invoices submitted to the State must include: (a) date; (b) purchase order; (c) quantity; (d) description of the Contract Activities; (e) unit price; (f) shipping cost (if any); and (g) total price. Overtime, holiday pay, and travel expenses will not be paid.

### **5.2. Payment Methods**

The State will make payment for Contract Activities with payments against existing Purchase Order.



# STATE OF MICHIGAN

## STANDARD CONTRACT TERMS

This STANDARD CONTRACT ("**Contract**") is agreed to between the State of Michigan (the "**State**") and Ross & Contemporaries, LLC ("**Contractor**"). This Contract is effective on March 21, 2016 ("**Effective Date**"), and unless terminated, expires on March 20, 2018.

This Contract may be renewed for up to two (2) additional one year period(s). Renewal must be by written agreement of the parties and will automatically extend the Term of this Contract.

The parties agree as follows:

1. **Duties of Contractor.** Contractor must perform the services and provide the deliverables described in **Exhibit A – Statement of Work** (the "**Contract Activities**"). An obligation to provide delivery of any commodity is considered a service and is a Contract Activity.

Contractor must furnish all labor, equipment, materials, and supplies necessary for the performance of the Contract Activities, and meet operational standards, unless otherwise specified in Exhibit A.

Contractor must: (a) perform the Contract Activities in a timely, professional, safe, and workmanlike manner consistent with standards in the trade, profession, or industry; (b) meet or exceed the performance and operational standards, and specifications of the Contract; (c) provide all Contract Activities in good quality, with no material defects; (d) not interfere with the State's operations; (e) obtain and maintain all necessary licenses, permits or other authorizations necessary for the performance of the Contract; (f) cooperate with the State, including the State's quality assurance personnel, and any third party to achieve the objectives of the Contract; (g) return to the State any State-furnished equipment or other resources in the same condition as when provided when no longer required for the Contract; (h) not make any media releases without prior written authorization from the State; (i) assign to the State any claims resulting from state or federal antitrust violations to the extent that those violations concern materials or services supplied by third parties toward fulfillment of the Contract; (j) comply with all State physical and IT security policies and standards which will be made available upon request; and (k) provide the State priority in performance of the Contract except as mandated by federal disaster response requirements. Any breach under this paragraph is considered a material breach.

Contractor must also be clearly identifiable while on State property by wearing identification issued by the State, and clearly identify themselves whenever making contact with the State.

2. **Notices.** All notices and other communications required or permitted under this Contract must be in writing and will be considered given and received: (a) when verified by written receipt if sent by courier; (b) when actually received if sent by mail without verification of receipt; or (c) when verified by automated receipt or electronic logs if sent by facsimile or email.

If to State:	If to Contractor:
Lisa VanOstran DNR – 525 W. Allegan Street Lansing, MI 48933 <a href="mailto:vanostranl@michigan.gov">vanostranl@michigan.gov</a> 517-284-5975	Ross & Contemporaries 7285 Copper Creek Drive Ypsilanti, MI 48197-9585 <a href="mailto:Brucej.ross@yahoo.com">Brucej.ross@yahoo.com</a> 313-215-2279

3. **Program Manager.** The Program Manager for each party will monitor and coordinate the day-to-day activities of the Contract (each a “**Program Manager**”):

State:	Contractor:
Kevin Frailey DNR – 525 W. Allegan Street Lansing, MI 48933 <a href="mailto:fraileyk@michigan.gov">fraileyk@michigan.gov</a> 517-284-6043	Ross & Contemporaries 7285 Copper Creek Drive Ypsilanti, MI 48197-9585 <a href="mailto:Brucej.ross@yahoo.com">Brucej.ross@yahoo.com</a> 313-215-2279

4. **Performance Guarantee.** Contractor must at all times have financial resources sufficient, in the opinion of the State, to ensure performance of the Contract and must provide proof upon request. The State may require a performance bond (as specified in Exhibit A) if, in the opinion of the State, it will ensure performance of the Contract.
5. **Insurance Requirements.** Contractor must maintain the insurances identified below and is responsible for all deductibles. All required insurance must: (a) protect the State from claims that may arise out of, are alleged to arise out of, or result from Contractor's or a subcontractor's performance; (b) be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the State; and (c) be provided by a company with an A.M. Best rating of "A" or better, and a financial size of VII or better.

Required Limits	Additional Requirements
Automobile Liability Insurance	
<u>Minimal Limits:</u> \$100,000 Per Occurrence	Contractor must have their policy: (1) endorsed to add “the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents” as additional insureds; and (2) include Hired and Non-Owned Automobile coverage.

If any of the required policies provide **claims-made** coverage, the Contractor must: (a) provide coverage with a retroactive date before the effective date of the contract or the beginning of Contract Activities; (b) maintain coverage and provide evidence of coverage for at least three (3) years after completion of the Contract Activities; and (c) if coverage is canceled or not renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective date, Contractor must purchase extended reporting coverage for a minimum of three (3) years after completion of work.

Contractor must: (a) provide insurance certificates to the Contract Administrator, containing the agreement or purchase order number, at Contract formation and within 20 calendar days of the expiration date of the applicable policies; (b) require that subcontractors maintain the required insurances contained in this Section; (c) notify the Contract Administrator within 5 business days if any insurance is cancelled; and (d) waive all rights against the State for damages covered by insurance. Failure to maintain the required insurance does not limit this waiver.

This Section is not intended to and is not be construed in any manner as waiving, restricting or limiting the liability of either party for any obligations under this Contract (including any provisions hereof requiring Contractor to indemnify, defend and hold harmless the State).

6. **Administrative Fee and Reporting – N/A**

8. **Extended Purchasing Program – N/A**

9. **Independent Contractor.** Contractor is an independent contractor and assumes all rights, obligations and liabilities set forth in this Contract. Contractor, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Contract. Contractor, and not the State, is responsible for the payment of wages, benefits and taxes of Contractor's employees and any subcontractors. Prior performance does not modify Contractor's status as an independent contractor. Contractor hereby acknowledges that the State is and will be the sole and exclusive owner of all right, title, and interest in the Contract Activities and all associated intellectual property rights, if any. Such Contract Activities are works made for hire as defined in Section 101 of the Copyright Act of 1976. To the extent any Contract Activities and related intellectual property do not qualify as works made for hire under the Copyright Act, Contractor will, and hereby does, immediately on its creation, assign, transfer and otherwise convey to the State, irrevocably and in perpetuity, throughout the universe, all right, title and interest in and to the Contract Activities, including all intellectual property rights therein.
10. **Subcontracting.** Contractor may not delegate any of its obligations under the Contract without the prior written approval of the State. Contractor must notify the State at least 90 calendar days before the proposed delegation, and provide the State any information it requests to determine whether the delegation is in its best interest. If approved, Contractor must: (a) be the sole point of contact regarding all contractual matters, including payment and charges for all Contract Activities; (b) make all payments to the subcontractor; and (c) incorporate the terms and conditions contained in this Contract in any subcontract with a subcontractor. Contractor remains responsible for the completion of the Contract Activities, compliance with the terms of this Contract, and the acts and omissions of the subcontractor. The State, in its sole discretion, may require the replacement of any subcontractor.
11. **Staffing.** The State's Contract Administrator may require Contractor to remove or reassign personnel by providing a notice to Contractor.
12. **Background Checks.** Upon request, Contractor must perform background checks on all employees and subcontractors and its employees prior to their assignment. The scope is at the discretion of the State and documentation must be provided as requested. Contractor is responsible for all costs associated with the requested background checks. The State, in its sole discretion, may also perform background checks.
13. **Assignment.** Contractor may not assign this Contract to any other party without the prior approval of the State. Upon notice to Contractor, the State, in its sole discretion, may assign in whole or in part, its rights or responsibilities under this Contract to any other party. If the State determines that a novation of the Contract to a third party is necessary, Contractor will agree to the novation and provide all necessary documentation and signatures.
14. **Change of Control.** Contractor will notify, at least 90 calendar days before the effective date, the State of a change in Contractor's organizational structure or ownership. For purposes of this Contract, a change in control means any of the following: (a) a sale of more than 50% of Contractor's stock; (b) a sale of substantially all of Contractor's assets; (c) a change in a majority of Contractor's board members; (d) consummation of a merger or consolidation of Contractor with any other entity; (e) a change in ownership through a transaction or series of transactions; (f) or the board (or the stockholders) approves a plan of complete liquidation. A change of control does not include any consolidation or merger effected exclusively to change the domicile of Contractor, or any transaction or series of transactions principally for bona fide equity financing purposes.
- In the event of a change of control, Contractor must require the successor to assume this Contract and all of its obligations under this Contract.
15. **Ordering.** Contractor is not authorized to begin performance until receipt of authorization as identified in Exhibit A.
16. **Acceptance.** Contract Activities are subject to inspection and testing by the State within 30 calendar days of the State's receipt of them ("**State Review Period**"), unless otherwise provided in Exhibit A. If the Contract Activities are not fully accepted by the State, the State will notify Contractor by the end of the State Review Period that either: (a) the Contract Activities are accepted, but noted deficiencies must be corrected; or (b) the Contract Activities are rejected. If the State finds material deficiencies, it may:

(i) reject the Contract Activities without performing any further inspections; (ii) demand performance at no additional cost; or (iii) terminate this Contract in accordance with Section 23, Termination for Cause.

Within 10 business days from the date of Contractor's receipt of notification of acceptance with deficiencies or rejection of any Contract Activities, Contractor must cure, at no additional cost, the deficiency and deliver unequivocally acceptable Contract Activities to the State. If acceptance with deficiencies or rejection of the Contract Activities impacts the content or delivery of other non-completed Contract Activities, the parties' respective Program Managers must determine an agreed to number of days for re-submission that minimizes the overall impact to the Contract. However, nothing herein affects, alters, or relieves Contractor of its obligations to correct deficiencies in accordance with the time response standards set forth in this Contract.

If Contractor is unable or refuses to correct the deficiency within the time response standards set forth in this Contract, the State may cancel the order in whole or in part. The State, or a third party identified by the State, may perform the Contract Activities and recover the difference between the cost to cure and the Contract price plus an additional 10% administrative fee.

**17. Delivery – N/A**

**18. Risk of Loss and Title – N/A**

**19. Warranty Period – N/A**

**20. Terms of Payment.** Invoices must conform to the requirements communicated from time-to-time by the State. All undisputed amounts are payable within 45 days of the State's receipt. Contractor may only charge for Contract Activities performed as specified in Exhibit A. Invoices must include an itemized statement of all charges. The State is exempt from State sales tax for direct purchases and may be exempt from federal excise tax, if Services purchased under this Agreement are for the State's exclusive use. Notwithstanding the foregoing, all prices are inclusive of taxes, and Contractor is responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state, or local governmental entity on any amounts payable by the State under this Contract.

The State has the right to withhold payment of any disputed amounts until the parties agree as to the validity of the disputed amount. The State will notify Contractor of any dispute within a reasonable time. Payment by the State will not constitute a waiver of any rights as to Contractor's continuing obligations, including claims for deficiencies or substandard Contract Activities. Contractor's acceptance of final payment by the State constitutes a waiver of all claims by Contractor against the State for payment under this Contract, other than those claims previously filed in writing on a timely basis and still disputed.

The State will only disburse payments under this Contract through Electronic Funds Transfer (EFT). Contractor must register with the State at <http://www.michigan.gov/cpexpress> to receive electronic fund transfer payments. If Contractor does not register, the State is not liable for failure to provide payment. Without prejudice to any other right or remedy it may have, the State reserves the right to set off at any time any amount then due and owing to it by Contractor against any amount payable by the State to Contractor under this Contract.

**21. Liquidated Damages.** Liquidated damages, if applicable, will be assessed as described in Exhibit A.

**22. Stop Work Order.** The State may suspend any or all activities under the Contract at any time. The State will provide Contractor a written stop work order detailing the suspension. Contractor must comply with the stop work order upon receipt. Within 90 calendar days, or any longer period agreed to by Contractor, the State will either: (a) issue a notice authorizing Contractor to resume work, or (b) terminate the Contract or purchase order. The State will not pay for Contract Activities; Contractor's lost profits, or any additional compensation during a stop work period.

**23. Termination for Cause.** The State may terminate this Contract for cause, in whole or in part, if Contractor, as determined by the State: (a) endangers the value, integrity, or security of any location, data, or personnel; (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor; (c) engages in any conduct that may expose the State to liability; (d) breaches any of its material duties or obligations; or (e) fails to cure a

breach within the time stated in a notice of breach. Any reference to specific breaches being material breaches within this Contract will not be construed to mean that other breaches are not material.

If the State terminates this Contract under this Section, the State will issue a termination notice specifying whether Contractor must: (a) cease performance immediately, or (b) continue to perform for a specified period. If it is later determined that Contractor was not in breach of the Contract, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Section 24, Termination for Convenience.

The State will only pay for amounts due to Contractor for Contract Activities accepted by the State on or before the date of termination, subject to the State's right to set off any amounts owed by the Contractor for the State's reasonable costs in terminating this Contract. The Contractor must pay all reasonable costs incurred by the State in terminating this Contract for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the State incurs to procure the Contract Activities from other sources.

**24. Termination for Convenience.** The State may immediately terminate this Contract in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. The termination notice will specify whether Contractor must: (a) cease performance of the Contract Activities immediately, or (b) continue to perform the Contract Activities in accordance with Section 25, Transition Responsibilities. If the State terminates this Contract for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Transition Responsibilities.

**25. Transition Responsibilities.** Upon termination or expiration of this Contract for any reason, Contractor must, for a period of time specified by the State (not to exceed 90 calendar days), provide all reasonable transition assistance requested by the State, to allow for the expired or terminated portion of the Contract Activities to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Contract Activities to the State or its designees. Such transition assistance may include, but is not limited to: (a) continuing to perform the Contract Activities at the established Contract rates; (b) taking all reasonable and necessary measures to transition performance of the work, including all applicable Contract Activities, training, equipment, software, leases, reports and other documentation, to the State or the State's designee; (c) taking all necessary and appropriate steps, or such other action as the State may direct, to preserve, maintain, protect, or return to the State all materials, data, property, and confidential information provided directly or indirectly to Contractor by any entity, agent, vendor, or employee of the State; (d) transferring title in and delivering to the State, at the State's discretion, all completed or partially completed deliverables prepared under this Contract as of the Contract termination date; and (e) preparing an accurate accounting from which the State and Contractor may reconcile all outstanding accounts (collectively, "**Transition Responsibilities**"). This Contract will automatically be extended through the end of the transition period.

**26. General Indemnification.** Contractor must defend, indemnify and hold the State, its departments, divisions, agencies, offices, commissions, officers, and employees harmless, without limitation, from and against any and all actions, claims, losses, liabilities, damages, costs, attorney fees, and expenses (including those required to establish the right to indemnification), arising out of or relating to: (a) any breach by Contractor (or any of Contractor's employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable) of any of the promises, agreements, representations, warranties, or insurance requirements contained in this Contract; (b) any infringement, misappropriation, or other violation of any intellectual property right or other right of any third party; (c) any bodily injury, death, or damage to real or tangible personal property occurring wholly or in part due to action or inaction by Contractor (or any of Contractor's employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable); and (d) any acts or omissions of Contractor (or any of Contractor's employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable).

The State will notify Contractor in writing if indemnification is sought; however, failure to do so will not relieve Contractor, except to the extent that Contractor is materially prejudiced. Contractor must, to the satisfaction of the State, demonstrate its financial ability to carry out these obligations.

The State is entitled to: (i) regular updates on proceeding status; (ii) participate in the defense of the proceeding; (iii) employ its own counsel; and to (iv) retain control of the defense if the State deems necessary. Contractor will not, without the State's written consent (not to be unreasonably withheld),

settle, compromise, or consent to the entry of any judgment in or otherwise seek to terminate any claim, action, or proceeding. To the extent that any State employee, official, or law may be involved or challenged, the State may, at its own expense, control the defense of that portion of the claim.

Any litigation activity on behalf of the State, or any of its subdivisions under this Section, must be coordinated with the Department of Attorney General. An attorney designated to represent the State may not do so until approved by the Michigan Attorney General and appointed as a Special Assistant Attorney General.

27. **Infringement Remedies.** If, in either party's opinion, any piece of equipment, software, commodity, or service supplied by Contractor or its subcontractors, or its operation, use or reproduction, is likely to become the subject of a copyright, patent, trademark, or trade secret infringement claim, Contractor must, at its expense: (a) procure for the State the right to continue using the equipment, software, commodity, or service, or if this option is not reasonably available to Contractor, (b) replace or modify the same so that it becomes non-infringing; or (c) accept its return by the State with appropriate credits to the State against Contractor's charges and reimburse the State for any losses or costs incurred as a consequence of the State ceasing its use and returning it.
28. **Limitation of Liability.** The State is not liable for consequential, incidental, indirect, or special damages, regardless of the nature of the action.
29. **Disclosure of Litigation, or Other Proceeding.** Contractor must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "**Proceeding**") involving Contractor, a subcontractor, or an officer or director of Contractor or subcontractor, that arises during the term of the Contract, including: (a) a criminal Proceeding; (b) a parole or probation Proceeding; (c) a Proceeding under the Sarbanes-Oxley Act; (d) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Contractor's viability or financial stability; or (2) a governmental or public entity's claim or written allegation of fraud; or (e) a Proceeding involving any license that Contractor is required to possess in order to perform under this Contract.
30. **State Data.** All data and information provided to Contractor by or on behalf of the State, and all data and information derived therefrom, is the exclusive property of the State ("**State Data**"); this definition is to be construed as broadly as possible. Upon request, Contractor must provide to the State, or a third party designated by the State, all State Data within 10 calendar days of the request and in the format requested by the State. Contractor will assume all costs incurred in compiling and supplying State Data. No State Data may be used for any marketing purposes.
31. **State Data – N/A**
32. **Non-Disclosure of Confidential Information.** The parties acknowledge that each party may be exposed to or acquire communication or data of the other party that is confidential, privileged communication not intended to be disclosed to third parties. The provisions of this Section survive the termination of this Contract.
  - a. Meaning of Confidential Information. For the purposes of this Contract, the term "**Confidential Information**" means all information and documentation of a party that: (a) has been marked "confidential" or with words of similar meaning, at the time of disclosure by such party; (b) if disclosed orally or not marked "confidential" or with words of similar meaning, was subsequently summarized in writing by the disclosing party and marked "confidential" or with words of similar meaning; and, (c) should reasonably be recognized as confidential information of the disclosing party. The term "Confidential Information" does not include any information or documentation that was: (a) subject to disclosure under the Michigan Freedom of Information Act (FOIA); (b) already in the possession of the receiving party without an obligation of confidentiality; (c) developed independently by the receiving party, as demonstrated by the receiving party, without violating the disclosing party's proprietary rights; (d) obtained from a source other than the disclosing party without an obligation of confidentiality; or, (e) publicly available when received, or thereafter became publicly available (other than through any unauthorized disclosure by, through, or on behalf of, the receiving party). For purposes of this Contract, in all cases and for all matters, State Data is deemed to be Confidential Information.

- b. Obligation of Confidentiality. The parties agree to hold all Confidential Information in strict confidence and not to copy, reproduce, sell, transfer, or otherwise dispose of, give or disclose such Confidential Information to third parties other than employees, agents, or subcontractors of a party who have a need to know in connection with this Contract or to use such Confidential Information for any purposes whatsoever other than the performance of this Contract. The parties agree to advise and require their respective employees, agents, and subcontractors of their obligations to keep all Confidential Information confidential. Disclosure to a subcontractor is permissible where: (a) use of a subcontractor is authorized under this Contract; (b) the disclosure is necessary or otherwise naturally occurs in connection with work that is within the subcontractor's responsibilities; and (c) Contractor obligates the subcontractor in a written contract to maintain the State's Confidential Information in confidence. At the State's request, any employee of Contractor or any subcontractor may be required to execute a separate agreement to be bound by the provisions of this Section.
- c. Cooperation to Prevent Disclosure of Confidential Information. Each party must use its best efforts to assist the other party in identifying and preventing any unauthorized use or disclosure of any Confidential Information. Without limiting the foregoing, each party must advise the other party immediately in the event either party learns or has reason to believe that any person who has had access to Confidential Information has violated or intends to violate the terms of this Contract and each party will cooperate with the other party in seeking injunctive or other equitable relief against any such person.
- d. Remedies for Breach of Obligation of Confidentiality. Each party acknowledges that breach of its obligation of confidentiality may give rise to irreparable injury to the other party, which damage may be inadequately compensable in the form of monetary damages. Accordingly, a party may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies which may be available, to include, in the case of the State, at the sole election of the State, the immediate termination, without liability to the State, of this Contract or any Statement of Work corresponding to the breach or threatened breach.
- e. Surrender of Confidential Information upon Termination. Upon termination of this Contract or a Statement of Work, in whole or in part, each party must, within 5 calendar days from the date of termination, return to the other party any and all Confidential Information received from the other party, or created or received by a party on behalf of the other party, which are in such party's possession, custody, or control; provided, however, that Contractor must return State Data to the State following the timeframe and procedure described further in this Contract. Should Contractor or the State determine that the return of any Confidential Information is not feasible; such party must destroy the Confidential Information and must certify the same in writing within 5 calendar days from the date of termination to the other party.

**33. Data Privacy and Information Security – N/A**

**34. Payment Card Industry Data Security Standard – N/A**

**35. CEPAS Electronic Receipt Processing Standard – N/A**

- 36. Records Maintenance, Inspection, Examination, and Audit.** The State or its designee may audit Contractor to verify compliance with this Contract. Contractor must retain, and provide to the State or its designee and the auditor general upon request, all financial and accounting records related to the Contract through the term of the Contract and for 4 years after the latter of termination, expiration, or final payment under this Contract or any extension ("**Audit Period**"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Contractor must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect Contractor's premises or any other places where Contract Activities are being performed, and examine, copy, and audit all records related to this Contract. Contractor must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error



must be reflected as a credit or debit on subsequent invoices until the amount is paid or refunded. Any remaining balance at the end of the Contract must be paid or refunded within 45 calendar days.

This Section applies to Contractor, any parent, affiliate, or subsidiary organization of Contractor, and any subcontractor that performs Contract Activities in connection with this Contract.

37. **Warranties and Representations.** Contractor represents and warrants: (a) Contractor is the owner or licensee of any Contract Activities that it licenses, sells, or develops and Contractor has the rights necessary to convey title, ownership rights, or licensed use; (b) all Contract Activities are delivered free from any security interest, lien, or encumbrance and will continue in that respect; (c) the Contract Activities will not infringe the patent, trademark, copyright, trade secret, or other proprietary rights of any third party; (d) Contractor must assign or otherwise transfer to the State or its designee any manufacturer's warranty for the Contract Activities; (e) the Contract Activities are merchantable and fit for the specific purposes identified in the Contract; (f) the Contract signatory has the authority to enter into this Contract; (g) all information furnished by Contractor in connection with the Contract fairly and accurately represents Contractor's business, properties, finances, and operations as of the dates covered by the information, and Contractor will inform the State of any material adverse changes; and (h) all information furnished and representations made in connection with the award of this Contract is true, accurate, and complete, and contains no false statements or omits any fact that would make the information misleading. A breach of this Section is considered a material breach of this Contract, which entitles the State to terminate this Contract under Section 23, Termination for Cause.
38. **Conflicts and Ethics.** Contractor will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this Contract; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Contract; (c) attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and consultants working for Contractor, any consideration contingent upon the award of the Contract. Contractor must immediately notify the State of any violation or potential violation of these standards. This Section applies to Contractor, any parent, affiliate, or subsidiary organization of Contractor, and any subcontractor that performs Contract Activities in connection with this Contract.
39. **Compliance with Laws.** Contractor must comply with all federal, state and local laws, rules and regulations.
40. **Prevailing Wage – N/A**
41. **State Printing – N/A**
42. **Nondiscrimination.** Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, *et seq.*, and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, *et seq.*, Contractor and its subcontractors agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or mental or physical disability. Breach of this covenant is a material breach of this Contract.
43. **Unfair Labor Practice.** Under MCL 423.324, the State may void any Contract with a Contractor or subcontractor who appears on the Unfair Labor Practice register compiled under MCL 423.322.
44. **Governing Law.** This Contract is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Contract are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this Contract must be resolved in Michigan Court of Claims. Contractor consents to venue in Ingham County, and waives any objections, such as lack of personal jurisdiction or *forum non conveniens*. Contractor must appoint agents in Michigan to receive service of process.
45. **Non-Exclusivity.** Nothing contained in this Contract is intended nor will be construed as creating any requirements contract with Contractor. This Contract does not restrict the State or its agencies from acquiring similar, equal, or like Contract Activities from other sources.

46. **Force Majeure.** Neither party will be in breach of this Contract because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Contractor will not be relieved of a breach or delay caused by its subcontractors. If immediate performance is necessary to ensure public health and safety, the State may immediately contract with a third party.
47. **Dispute Resolution.** The parties will endeavor to resolve any Contract dispute in accordance with this provision. The dispute will be referred to the parties' respective Contract Administrators or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.
- Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely, or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the State's right to terminate the Contract.
48. **Media Releases.** News releases (including promotional literature and commercial advertisements) pertaining to the Contract or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State.
49. **Website Incorporation.** The State is not bound by any content on Contractor's website unless expressly incorporated directly into this Contract.
50. **Order of Precedence.** In the event of a conflict between the terms and conditions of the Contract, the exhibits, a purchase order, or an amendment, the order of precedence is: (a) the purchase order; (b) the amendment; (c) Exhibit A; (d) any other exhibits; and (e) the Contract.
51. **Severability.** If any part of this Contract is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Contract and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Contract will continue in full force and effect.
52. **Waiver.** Failure to enforce any provision of this Contract will not constitute a waiver.
53. **Survival.** The provisions of this Contract that impose continuing obligations, including warranties and representations, termination, transition, insurance coverage, indemnification, and confidentiality, will survive the expiration or termination of this Contract.
54. **Entire Contract and Modification.** This Contract is the entire agreement and replaces all previous agreements between the parties for the Contract Activities. This Contract may not be amended except by signed agreement between the parties (a "**Contract Change Notice**").

# STATE OF MICHIGAN

**CONTRACT# 751B6600024  
Career Pathways Coordinator**

## **EXHIBIT C PRICING**

**Expenses related to materials, program costs, etc. will be the responsibility of the DNR, however, these will require prior approval by the Project Manager. Routine expenses such as office supplies, photocopies, operational costs etc. as well as travel expenses will be the responsibility of the Contractor.**

**Payments will be made on a monthly basis (upon acceptance of deliverables) for a 12 month period.**

**12 months X \$4166.67 = \$50,000.08.**

**Contract activities and pricing for Year 2 will be determined after Year 1.**

# Attachment A

## Community Partnerships and Strategic Relationships

Saginaw Valley Resource Commission  
Contact: Norman Braddock  
[nbraddock@svrcindustries.com](mailto:nbraddock@svrcindustries.com)  
919 Veterans Memorial Pkwy  
Saginaw, MI 48801  
(989) 737-6384

The Youth Connection, Inc  
Dr. Grenae Dudley, President  
4777 E. Outer Drive  
Detroit, MI 48234-3241  
(313) 826-7099  
[gdudley@theyouthconnection.org](mailto:gdudley@theyouthconnection.org)

Genesee Shiawassee MI Works!  
Career Alliance, Inc  
Alicia Booker, President & CEO  
711 N. Saginaw Street, Ste. 300  
Flint, MI 48503  
(810) 233-5974, ext. 129  
[sbooker@careeralliance.org](mailto:sbooker@careeralliance.org)

Detroit Hispanic Development Corp.  
1211 Trumbull Ave  
Detroit, MI 48216  
(313) 967-4880

The Third 90 Network  
Karen Mulligan, Development Director  
26555 Evergreen Road, Ste 870  
Southfield, MI, 48076  
(248) 356-3114  
[kmulligan@michigancolleges.org](mailto:kmulligan@michigancolleges.org)

Focus Hope  
1355 Oakman Blvd  
Detroit, MI 48238  
(313) 962-4888

First Ward Community Center  
Contact: Shelida Braddock  
[sbraddock@firstward.us](mailto:sbraddock@firstward.us)  
1410 North Twelfth  
Saginaw, MI 48601  
(989) 753-0411

Greening of Detroit  
Rebecca Salminen, Executive Director  
1418 Michigan Ave.  
Detroit, MI 48216  
(313) 237-8733  
[Rebecca@greeningofDetroit.com](mailto:Rebecca@greeningofDetroit.com)

Genesee Regional Chamber of Commerce  
Rheta Hunyady, VP. Ed & Training  
519 S. Saginaw Street Suite 200  
(P)(810)600-1412 (C)(810)516-3694  
[www.thegrcc.org](http://www.thegrcc.org)  
[rhunyady@thegrcc.org](mailto:rhunyady@thegrcc.org)

Baldwin Center  
212 Baldwin Ave.  
Pontiac, MI 48342  
Contact: Lisa Machesky, Exec. Dir.  
[l.machesky@baldwincenter.org](mailto:l.machesky@baldwincenter.org)  
(248) 332-6101

Grace Centers of Hope  
35 E. Huron St  
Pontiac, MI 48343  
Darren Weiss, COO  
[dweiss@gracecentersofhope.org](mailto:dweiss@gracecentersofhope.org)  
(248) 334-2187 Ext. 2187  
Contact: Pam Clark, Women's Dir.  
[clarkp@gracecentersofhope.org](mailto:clarkp@gracecentersofhope.org)  
(248) 334-2187 Ext. 1112

La Familia  
35 W. Huron St  
Suite 500  
Pontiac, MI 48342  
Contact: Sonia Acosta  
Phone: (248) 858-7800  
[sacosta@centromulticultural.org](mailto:sacosta@centromulticultural.org)

United Way of Saginaw  
Contact: Cherrie Benchley  
[chenchley@unitedwaysaginaw.org](mailto:chenchley@unitedwaysaginaw.org)  
100 S. Jefferson Avenue  
Saginaw, MI 48607  
(989) 755-0505

OLHSA  
196 Cesar E. Chavez Ave.  
Pontiac, MI 48342  
Contact: Ron Boringesser  
Phone: (248) 209- 2600  
[Ronb@olhsa.org](mailto:Ronb@olhsa.org)

Flint/Genesee Job Corps Center  
Ardena Bosley, CTR Instructor  
2400 North Saginaw Street  
Flint, MI 48505  
Phone: (810) 232-9102  
Fax: (810) 232-6835  
[bosley.ardena@jobcorps.org](mailto:bosley.ardena@jobcorps.org)

Detroit Job Corp Center  
Arellette Allen or Katherine Ellison  
11801 Woodrow Wilson Street  
Detroit, MI 48206  
(313) 852-0354  
[Ellerson.katherine@jobcorps.org](mailto:Ellerson.katherine@jobcorps.org)  
[Arellette.allen@jobcorps.org](mailto:Arellette.allen@jobcorps.org)

Healthy Kidz Inc.  
Maria Adams-Lawton, Dir.  
227 Iron Street, Ste. 121  
Detroit, MI 48207  
Phone: (313) 995-0607  
[www.healthykidzinc.org](http://www.healthykidzinc.org)  
[maria.adams-lawton@shcglobal.net](mailto:maria.adams-lawton@shcglobal.net)

Better Detroit Youth Movement  
Harold Bivens, Director  
17178 Livernois Ave.  
Detroit, MI 48221  
Phone: (313) 342-0697  
[www.betterdetroityouth.org](http://www.betterdetroityouth.org)  
[hbivens@betterdetroityouth.org](mailto:hbivens@betterdetroityouth.org)

Detroit Hispanic Development Corp.  
1211 Trumbull Ave.  
Detroit, MI 48216  
(313) 967-4880

Mission in the City  
Contact: Pastor Rufus Bradley  
1401 Janes  
Saginaw, MI 48601  
(989) 753-1151  
[newlife1401b@hotmail.com](mailto:newlife1401b@hotmail.com)

Take 1 Community Program  
Contact: Yohannes Bolds, CEO  
42 Fairmount  
Pontiac, MI 48340  
(248) 842-9540  
[www.takeonecommunityprogram.org](http://www.takeonecommunityprogram.org)

## Community Partnerships and Strategic Relationships

Eastside Community Network  
4401 Conner  
Detroit, MI 48215  
(313) 331-3790

Belle Isle Conservancy  
300 River Place Drive, Ste 2800  
Detroit, MI 48207-5200  
(313) 331-7760  
Brittany Sanders  
Community Engagement Manager  
[www.BelleIsleConservancy.org](http://www.BelleIsleConservancy.org)  
[sandersb@belleisleconservancy.org](mailto:sandersb@belleisleconservancy.org)

Detroit Riverfront Conservancy  
1340 E. Atwater Street  
Detroit MI 48207  
(313) 656-2276 or (586) 484-4634  
Anthony Casasanta, Program Manager  
[Anthony.Casasanta@Detroitriverfront.org](mailto:Anthony.Casasanta@Detroitriverfront.org)  
[www.detroitriverfront.org](http://www.detroitriverfront.org)

MPARKS  
2465 Woodlake Circle  
Suite 180  
Okemos, MI 48864  
(517) 485-9888  
Ann Conklin, COO  
[aconklin@mparks.org](mailto:aconklin@mparks.org)

Michigan State University  
Vicki Pontz, Director  
Great Lakes Leadership Academy  
College of Agriculture and Natural Resources  
109 Agriculture Hall  
East Lansing, MI 48824  
(517) 432-8685  
[pontzv@msu.edu](mailto:pontzv@msu.edu)

DTE Energy Company  
Abd R. Houssari, Director  
Environmental Management  
One Energy Plaza  
Detroit, MI 48226-1221  
(313) 268-0427  
[housaria@dteenergy.com](mailto:housaria@dteenergy.com)

Detroit Downtown Partnerships  
Harold Love, Dir. Of Safety & Security  
600 Renaissance Center, Ste. 1740  
Detroit, MI 48243  
(313) 720-1488  
[harold.love@downtowndetroit.org](mailto:harold.love@downtowndetroit.org)

Michigan Sea Grant  
University of Michigan- MSU  
1405 S. Harrison Road  
Room 305  
Manly Miles Building  
East Lansing, MI 48223  
(517) 353-9723  
[HUDSONCY@msu.edu](mailto:HUDSONCY@msu.edu)  
Cindy Hudson, Communication Manager  
[www.miseagrant.umich.edu](http://www.miseagrant.umich.edu)

Michigan Sea Grant  
University of Michigan-MSU  
Michigan Sea Grant Extension  
603 South 11<sup>th</sup> Ave  
Alpena, MI 49707  
(989) 354-9885  
Brandon Schroder, Extension Educator  
Northeast Michigan  
[schroe45@msu.edu](mailto:schroe45@msu.edu)  
[www.miseagrant.umich.edu](http://www.miseagrant.umich.edu)

National Park Service  
U.S. Department of the Interior  
Scott J. Bentley, Superintendent  
River Raisin Battlefield Park  
1403 E. Elm Avenue  
Monroe, MI 48162  
(734) 243-7136  
[scott\\_bentley@nps.gov](mailto:scott_bentley@nps.gov)

National Park Service  
MSU Detroit Center  
3408 Woodward Avenue  
Detroit, MI 48201  
David John Goldstein, Ph.D  
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