

**PROFESSIONAL SERVICES
AGREEMENT BETWEEN
REGENTS OF THE UNIVERSITY OF MICHIGAN
AND THE CITY OF ANN ARBOR FOR
EVALUATION SERVICES FOR BRYANT DECARBONIZATION PROJECT**

This agreement ("Agreement") is between the CITY OF ANN ARBOR, a Michigan municipal corporation, 301 E. Huron St. Ann Arbor, Michigan 48104 ("City"), and REGENTS OF THE UNIVERSITY OF MICHIGAN, a Michigan constitutional corporation, 3003 South State Street, Ann Arbor, Michigan 48109-1287 ("Contractor"). City and Contractor agree as follows:

1. DEFINITIONS

Administering Service Area/Unit means **Administration / Sustainability and Innovations**.

Contract Administrator means Missy Stults, acting personally or through any assistants authorized by the Administrator/Manager of the Administering Service Area/Unit.

Deliverables means all documents, plans, specifications, reports, recommendations, and other materials developed for and delivered to City by Contractor under this Agreement.

Effective Date means the date this Agreement is signed by the last party to sign it.

Services means Evaluation Services for Bryant Decarbonization Project as further described in **Exhibit A**.

2. DURATION

- A. The obligations of this Agreement shall apply beginning on the Effective Date and this Agreement shall remain in effect until satisfactory completion of the Services unless terminated as provided for in this Agreement.

3. SERVICES

- A. Contractor shall perform all Services in compliance with this Agreement. The parties may make changes to the Services within the general scope of the Agreement at any time upon execution of an amendment to the Agreement. If the changes add to or deduct from the extent of the Services, the compensation shall be adjusted accordingly.
- B. Quality of Services under this Agreement shall be of the level of quality performed by persons regularly rendering this type of service. Determination of acceptable quality shall be made by the Contract Administrator reasonably in accordance with the terms of this Agreement.
- C. Contractor shall perform Services in compliance with all applicable statutory, regulatory, and contractual requirements now or hereafter in effect, including those in the Addendum, which is incorporated as part of this Agreement and attached as **Exhibit B**.

- D. Contractor may rely upon the accuracy of reports and surveys provided by the City, except when a defect should have been apparent to a reasonably competent professional or when Contractor has actual notice of a defect.

4. INDEPENDENT CONTRACTOR

- A. The parties agree that at all times and for all purposes under the terms of this Agreement each party's relationship to any other party shall be that of an independent contractor. Each party is solely responsible for the acts of its own employees, agents, and servants. No liability, right, or benefit arising out of any employer-employee relationship, either express or implied, shall arise or accrue to any party as a result of this Agreement.
- B. Contractor does not have any authority to execute any contract or agreement on behalf of the City, and is not granted any authority to assume or create any obligation or liability on the City's behalf, or to bind the City in any way.

5. COMPENSATION OF CONTRACTOR

- A. The total amount of compensation paid to Contractor under this Agreement shall not exceed \$80,000.00, which shall be paid upon invoice by Contractor to the City for services rendered according to the schedule in Exhibit A. Compensation of Contractor includes all reimbursable expenses unless a schedule of reimbursable expenses is included in an attached Exhibit A. Expenses outside those identified in the attached schedule must be approved in advance by the Contract Administrator.
- B. Payment shall be made monthly following receipt of invoices submitted by Contractor and approved by the Contract Administrator reasonably in accordance with the terms of this Agreement, unless a different payment schedule is specified in Exhibit A.
- C. Contractor shall be compensated for additional work or Services beyond those specified in this Agreement only when the scope of and compensation for the additional work or Services have received prior written approval of the Contract Administrator.
- D. Contractor shall keep complete records of work performed (e.g. tasks performed, hours allocated, etc.) so that the City may verify invoices submitted by Contractor. Such records shall be made available to the City upon request and submitted in summary form with each invoice.

6. INSURANCE/INDEMNIFICATION

- A. Contractor shall maintain from the Effective Date or Commencement Date of this Agreement (whichever is earlier) through the conclusion of this Agreement, through its self-insurance policies covering all claims for bodily injury, death, or property damage that may arise related to Contractor's performance under this Agreement; whether the act(s) or omission(s) giving rise to the claim were made by Contractor or anyone employed by Contractor. Upon written request, Contractor shall provide documentation to the City demonstrating Contractor has the policies and endorsements required by this Agreement.
- B. Intentionally Omitted.

- C. To the fullest extent permitted by law, each party shall indemnify, defend, and hold the other party and its officers, employees, and agents harmless from all suits, claims, judgments, and expenses, including adjudicated attorney's fees, resulting or alleged to result, from an act or omission by the other party or the other party's employees or agents occurring in the performance or breach of this Agreement, except to the extent that any suit, claim, judgment, or expense are finally judicially determined to have resulted from the complaining party's negligence, willful misconduct, or failure to comply with a material obligation of this Agreement. The obligations of this paragraph shall survive the expiration or termination of this Agreement.
- D. Contractor is required to have the following minimum insurance coverage:
1. Professional Liability Insurance or Errors and Omissions Insurance protecting Contractor and its employees - \$1,000,000.
 2. Commercial General Liability Insurance equivalent to, as a minimum, Insurance Services Office form CG 00 01 04 13 or current equivalent.

\$1,000,000	Each occurrence as respects Bodily Injury Liability or Property Damage Liability, or both combined
\$2,000,000	Per project General Aggregate
\$1,000,000	Personal and Advertising Injury
 3. Worker's Compensation Insurance in accordance with all applicable state and federal statutes; also, Employers Liability Coverage for:

Bodily Injury by Accident - \$500,000 each accident
Bodily Injury by Disease - \$500,000 each employee
Bodily Injury by Disease - \$500,000 each policy limit
 4. Umbrella/Excess Liability Insurance shall be provided to apply in excess of the Commercial General Liability, Employers Liability and the Motor Vehicle coverage enumerated above, for each occurrence and for aggregate in the amount of \$1,000,000.
- E. Commercial General Liability Insurance and Motor Vehicle Liability Insurance (if required by this Agreement) shall be considered primary as respects any other valid or collectible insurance that the City may possess, including any self-insured retentions the City may have; and any other insurance the City does possess shall be considered excess insurance only and shall not be required to contribute with this insurance. Contractor agrees to waive any right of recovery by its insurer against the City for any insurance listed herein.
- F. Contractor shall furnish the City with satisfactory certificates of insurance upon request. If any of the above coverages expire by their terms during the term of this Agreement, Contractor shall deliver proof of renewal and/or new policies and endorsements to the Administering Service Area/Unit at least ten days prior to the expiration date.

7. WAGE AND NONDISCRIMINATION REQUIREMENTS

- A. Nondiscrimination. Contractor shall comply, and require its subcontractors to comply, with the nondiscrimination provisions of MCL 37.2209. Contractor shall comply with the provisions of Section 9:158 of Chapter 112 of Ann Arbor City Code and assure that

Contractor's applicants for employment and employees are treated in a manner which provides equal employment opportunity.

- B. Living Wage. If Contractor is a "covered employer" as defined in Chapter 23 of Ann Arbor City Code, Contractor must comply with the living wage provisions of Chapter 23 of Ann Arbor City Code, which requires Contractor to pay those employees providing Services to the City under this Agreement a "living wage," as defined in Section 1:815 of the Ann Arbor City Code, as adjusted in accordance with Section 1:815(3); to post a notice approved by the City of the applicability of Chapter 23 in every location in which regular or contract employees providing services under this Agreement are working; to maintain records of compliance; if requested by the City, to provide documentation to verify compliance; to take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee or person contracted for employment in order to pay the living wage required by Section 1:815; and otherwise to comply with the requirements of Chapter 23.

8. REPRESENTATIONS AND WARRANTIES BY CONTRACTOR

- A. Contractor states that the quality of Services shall conform to the level of quality performed by persons regularly rendering this type of service.
- B. Contractor states that it has all the skills, experience, and professional and other licenses necessary to perform the Services.
- C. Contractor states that it has available, or will engage at its own expense, sufficient trained employees to provide the Services.
- D. Contractor states that to the best of its knowledge it has no personal or financial interest in this Agreement other than the fee it is to receive under this Agreement. Contractor certifies that it will not acquire any such interest, direct or indirect, which would conflict in any manner with the performance of the Services. Contractor certifies that to the best of its knowledge it does not and will not employ or engage any person with a personal or financial interest in this Agreement.
- E. Intentionally Omitted.
- F. Contractor states that its bid or proposal for services under this Agreement was made in good faith, that it arrived at the costs of its proposal independently, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to such costs with any competitor for these services; and no attempt has been made or will be made by Contractor to induce any other person or entity to submit or not to submit a bid or proposal for the purpose of restricting competition.
- G. The person signing this Agreement on behalf of Contractor represents and warrants that they have express authority to sign this Agreement for Contractor and agrees that the Contractor will hold the City harmless for any costs or consequences of the absence of actual authority to sign.
- H. The obligations, representations, and warranties of this section 8 shall survive the expiration or termination of this Agreement.

9. OBLIGATIONS OF THE CITY

- A. The City shall give Contractor access to City properties and project areas as required to perform the Services.
- B. The City shall notify Contractor of any defect in the Services of which the Contract Administrator has actual notice.

10. ASSIGNMENT

- A. Contractor shall not subcontract or assign any portion of any right or obligation under this Agreement without prior written consent from the City. Notwithstanding any consent by the City to any assignment, Contractor shall at all times remain bound to all warranties, certifications, indemnifications, promises, and performances required of Contractor under the Agreement unless specifically released from the requirement in writing by the City.
- B. Contractor shall retain the right to pledge payments due and payable under this Agreement to third parties.

11. TERM AND TERMINATION OF AGREEMENT

- A. The term of this Agreement shall last from the Effective Date through March 31, 2027, unless extended pursuant to this Agreement.
- B. If either party is in breach of this Agreement for a period of 15 days following receipt of notice from the non-breaching party with respect to the breach, the non-breaching party may pursue any remedies available against the breaching party under applicable law, including the right to terminate this Agreement without further notice. The waiver of any breach by any party to this Agreement shall not waive any subsequent breach by any party.
- C. The City may terminate this Agreement, on at least 30 days' advance notice, for any reason, including convenience, without incurring any penalty, expense, or liability to Contractor, except the obligation to pay for Services actually performed under the Agreement before the termination date.
- D. Contractor acknowledges that if this Agreement extends for several fiscal years, continuation of this Agreement is subject to appropriation of funds through the City budget process. If funds are not appropriated or otherwise made available, the City shall have the right to terminate this Agreement without penalty at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to Contractor. The Contract Administrator shall give Contractor written notice of such non-appropriation within 30 days after the Contract Administrator has received notice of such non-appropriation.
- E. The expiration or termination of this Agreement shall not release either party from any obligation or liability to the other party that has accrued at the time of expiration or termination, including a payment obligation that has already accrued and Contractor's obligation to deliver all Deliverables due as of the date of termination of the Agreement.

12. REMEDIES

- A. This Agreement does not, and is not intended to, impair, divest, delegate, or

contravene any constitutional, statutory, or other legal right, privilege, power, obligation, duty, or immunity of the parties.

- B. All rights and remedies provided in this Agreement are cumulative and not exclusive, and the exercise by either party of any right or remedy does not preclude the exercise of any other rights or remedies that may now or subsequently be available at law, in equity, by statute, in any other agreement between the parties, or otherwise.
- C. Absent a written waiver, no act, failure, or delay by a party to pursue or enforce any right or remedy under this Agreement shall constitute a waiver of that right with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either party shall subsequently affect the waiving party's right to require strict performance of this Agreement.

13. NOTICE

All notices and submissions required under this Agreement shall be delivered to the respective party in the manner described herein to the address stated below or such other address as either party may designate by prior written notice to the other. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by next day express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date of actual receipt.

If notice is sent to Contractor:

REGENTS OF THE UNIVERSITY OF MICHIGAN
ATTN: 25-PAF04970
5082 Wolverine Tower, 3003 South State Street
Ann Arbor, Michigan 48109-1287

With a copy to: orsp-triage@umich.edu

If notice is sent to the City:

City of Ann Arbor
ATTN: Missy Stults
301 E. Huron St.
Ann Arbor, Michigan 48104

With a copy to: The City of Ann Arbor
ATTN: Office of the City Attorney
301 East Huron Street, 3rd Floor
Ann Arbor, Michigan 48104

14. CHOICE OF LAW AND FORUM

This Agreement will be governed and controlled in all respects by the laws of the State of Michigan, including interpretation, enforceability, validity and construction, excepting the principles of conflicts of law. The parties submit to the jurisdiction and venue of the Michigan Court of Claims with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient and waive any claim of non-convenience.

15. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this Agreement, all Deliverables prepared by or obtained by Contractor as provided under the terms of this Agreement shall be delivered to and become the property of the City, including any intellectual rights contained within. Original basic survey notes, sketches, charts, drawings, partially completed drawings, computations, quantities, and other data shall remain in the possession of Contractor as instruments of service unless specifically incorporated in a Deliverable, but shall be made available, upon request, to the City without restriction or limitation on their use. The City acknowledges that the documents are prepared only for the Services. Prior to completion of the Services the City shall have a recognized proprietary interest in the work product of Contractor.

16. CONFLICTS OF INTEREST OR REPRESENTATION

Contractor certifies it has no financial interest in the Services to be provided under this Agreement other than the compensation specified herein. Contractor further certifies that it presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, which to the best of its knowledge would conflict in any manner with its performance of the Services under this Agreement.

Intentionally Omitted.

17. SEVERABILITY OF PROVISIONS

Whenever possible, each provision of this Agreement will be interpreted in a manner as to be effective and valid under applicable law. However, if any provision of this Agreement or the application of any provision to any party or circumstance is prohibited by or invalid under applicable law, that provision will be ineffective to the extent of the prohibition or invalidity without invalidating the remainder of the provisions of this Agreement or the application of the provision to other parties and circumstances.

18. EXTENT OF AGREEMENT

This Agreement, together with all Exhibits constitutes the entire understanding between the City and Contractor with respect to the subject matter of the Agreement and it supersedes, unless otherwise incorporated by reference herein, all prior representations, negotiations, agreements, or understandings, whether written or oral. Neither party has relied on any prior representations in entering into this Agreement. No terms or conditions of either party's invoice, purchase order, or other administrative document shall modify or expand upon the terms and conditions of this Agreement, regardless of the other party's failure to object to such terms or conditions. This Agreement shall be binding on and shall inure to the benefit of the parties to this Agreement and their permitted successors and permitted assigns and nothing in this Agreement, express or implied, is intended to or shall confer on any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement. This Agreement may only be altered, amended, or modified by written amendment signed by Contractor and the City. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement.

19. ELECTRONIC TRANSACTION

The parties agree that signatures on this Agreement may be delivered electronically or by facsimile in lieu of a physical signature and agree to treat electronic or facsimile signatures as binding.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK; SIGNATURE PAGES FOLLOW]

**REGENTS OF THE UNIVERSITY OF
MICHIGAN**

By: _____

Name: Thomas Paluchniak

Title: Contracts Manager

Date: _____

CITY OF ANN ARBOR

By: _____

Name: Milton Dohoney Jr.

Title: City Administrator

Date: _____

Approved as to form:

By: _____

Name: Atleen Kaur

Title: City Attorney

Date: _____

(Signatures continue on following page)

CITY OF ANN ARBOR

By: _____

Name: _____

Title: Mayor _____

Date: _____

By: _____

Name: _____

Title: City Clerk _____

Date: _____



City of Ann Arbor

301 E. Huron St.
Ann Arbor, MI 48104
<http://a2gov.legistar.com/Calendar.aspx>

Legislation Details (With Text)

File#:	24-2153	Version:	1	Name:	2/3/25 Resolution to Approve a Professional Services Agreement with Dr. Lesli Hoey at the University of Michigan for Evaluation Services Related to Work to Decarbonize the Bryant Neighborhood (\$80,000)
Type:	Resolution	Status:			Passed
File created:	2/3/2025	In control:			City Council
On agenda:	2/3/2025	Final action:			2/3/2025
Enactment date:	2/3/2025	Enactment #:			R-25-030
Title:	Resolution to Approve a Professional Services Agreement with Regents of the University of Michigan for the Evaluation Services of Dr. Lesli Hoey Related to Bryant Neighborhood Decarbonization Work (\$80,000.00)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. Lesli Hoey_PSA.pdf, 2. Lesli Hoey_Attachment A to PSA_Bryant SOW.pdf, 3. Lesli Hoey_Attachment B_Addendum.pdf, 4. PSC-25-23-I City of Ann Arbor RE EIED Grant Agreement.pdf				

Date	Ver.	Action By	Action	Result
2/3/2025		City Council		

Resolution to Approve a Professional Services Agreement with Regents of the University of Michigan for the Evaluation Services of Dr. Lesli Hoey Related to Bryant Neighborhood Decarbonization Work (\$80,000.00)

Attached for your review and consideration is a Professional Services Agreement with Regents of the University of Michigan for Dr. Lesli Hoey and her team to conduct a holistic suite of pre- and post-intervention evaluations related to the City's work to decarbonize the Bryant neighborhood in Ann Arbor.

For over three (3) years, City staff have been working with the residents of the Bryant neighborhood and Community Action Network to determine what it would look like to make Bryant one of the nation's most sustainable and resilient existing neighborhoods. Ideas emerging through these engagements have helped inform a scope of services and fundraising efforts by both the City and Community Action Network. Now that significant funding has been secured to make neighborhood and household improvements, the City would like to hire a professional evaluator to help set up mechanisms to evaluate the impact and efficacy of this work.

Dr. Lesli Hoey was on the project team that developed and submitted a winning grant application to the Michigan Public Service Commission ("MPSC") to support work in the Bryant neighborhood. This grant included \$50,000.00 of funding to support Dr. Hoey in conducting evaluation services related to making decarbonization improvements in up to 50 homes. However, given the success of other recent fundraising efforts, the Office of Sustainability and Innovations would like to expand the scope of evaluation services from what was included in the MPSC grant to a larger scope of work that would allow for a holistic assessment of how project-based work in the Bryant neighborhood is impacting people's lives and their lived experiences. To move from the grant-funded support of a 50-

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home evaluation to a program that supports evaluations of up to 100 homes, the team is seeking to include an additional \$30,000.00 in funding from the Community Climate Action Millage, making the total recommended compensation under the Professional Services Agreement with Regents of the University of Michigan for Dr. Hoey's services \$80,000.00. This contract would run over a two-year period.

Budget/Fiscal Impact: \$50,000.00 in funding is available through the Renewable Energy and Electrification Infrastructure Enhancement and Development Grant which was recently awarded to the City by the Michigan Public Service Commission's Department of Licensing and Regulatory Affairs, and an additional \$30,000.00 is available from the Fiscal Year 2025 Community Climate Action Millage.

Prepared by: Missy Stults, Sustainability and Innovations Director

Reviewed by: Valerie Jackson, Assistant City Attorney

Reviewed by: Kim Buselmeier, Interim Chief Financial Officer

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The City's A²ZERO Plan calls for massive efforts to decarbonize buildings throughout the City of Ann Arbor;

Whereas, The City's Office of Sustainability and Innovations has been working for three years with Community Action Network and the residents of the Bryant neighborhood to identify solutions and actions that will help make the Bryant neighborhood one of the first carbon neutral neighborhoods in the country;

Whereas, Through these engagements, the City's Office of Sustainability and Innovations has identified a series of home improvements that are necessary to help improve the health, safety, and sustainability of homes in the Bryant neighborhood;

Whereas, The City's Office of Sustainability and Innovations submitted an application to the Michigan Public Service Commission's Department of Licensing and Regulatory Affairs under the Renewable Energy and Electrification Infrastructure Enhancement and Development Grant program to support the implementation of decarbonization solutions in the Bryant neighborhood;

Whereas, The City's grant application included \$50,000.00 in proposed funding to support hiring an external evaluator to measure the impact and efficacy of the work in the Bryant neighborhood;

Whereas, The Michigan Public Service Commission's Department of Licensing and Regulatory Affairs selected the City's grant application for award and has approved a total assistance amount of \$3,115,600.00 to accomplish the tasks in the City's application, including \$50,000.00 in funding for the evaluation services of Dr. Lesli Hoey the University of Michigan;

Whereas, The Office of Sustainability and Innovations has funding available in Fiscal Year 2025 to support expanding the scope of evaluation services to cover an additional \$30,000.00;

Whereas, Dr. Lesli Hoey is a recognized expert in evaluation and has been involved in the Bryant neighborhood decarbonization project for years;

Whereas, The City has successfully secured numerous other grants to help advance the work in the Bryant neighborhood, all of which could be enhanced by Dr. Hoey's evaluation services; and

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Whereas, Regents of the University of Michigan is compliant with the City's living wage, conflict of interest, and non-discrimination policies;

RESOLVED, That City Council approve a Professional Services Agreement with Regents of the University of Michigan in the amount of \$80,000.00 for the implementation of evaluation services by Dr. Hoey and her team in connection with the decarbonization efforts in the Bryant neighborhood;

RESOLVED, That City Council approve a 10% contingency in the amount of \$8,000.00 to be allocated at the City Administrator's discretion should additional work be necessary;

RESOLVED, That all amounts herein are without regard to fiscal year;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said Professional Services Agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this resolution, including execution of related additional agreements necessary to effectuate the terms of this Agreement; execution of authorized renewals and amendments not exceeding the approved expenditure amount; and termination of this Agreement as needed.

CITY OF ANN ARBOR
MICHIGAN PUBLIC SERVICE COMMISSION,
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
RENEWABLE ENERGY AND ELECTRIFICATION INFRASTRUCTURE
ENHANCEMENT AND DEVELOPMENT GRANT
CONTRACT ADDENDUM

Notice: The contract or purchase order to which this addendum is attached is made using federal funding provided to the City of Ann Arbor (“the City”) through the Michigan Public Service Commission (“MPSC”), Department of Licensing and Regulatory Affairs under the Renewable Energy and Electrification Infrastructure Enhancement and Development Grant program (“Renewable Energy EIED”). In using such funds, the City and its contractors must comply with the terms and conditions of the Renewable Energy EIED Grant Agreement, including 2 CFR Part 200, as well as the applicable federal provisions below.

The following terms and conditions apply to you, the contractor or vendor, as a contractor of the City of Ann Arbor, according to the terms of the Grant Agreement for the Renewable Energy EIED.

1. **Termination for Cause and for Convenience.** The City reserves the right to immediately terminate this Contract in the event of a breach or default of the Contract by the Contractor in the event Contractor fails to: 1) meet schedules, deadlines, and/or delivery dates within the time specified in the Contract; 2) make any payments owed; or 3) otherwise perform in accordance with the Contract. The City also reserves the right to terminate this Contract immediately, with written notice to Contractor, for convenience, if the City believes, in its sole discretion that it is in the best interest of the City to do so. Contractor will be compensated for work performed and accepted and goods accepted by the City as of the termination date if the Contract is terminated for convenience of the City.
2. **Records Maintenance, Inspection, Examination, and Audit.** The MPSC or its designee may audit the Grantee to verify compliance with this Grant. Grantee must retain, and provide to the MPSC, the State or its designee upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this grant or any extension (“Audit Period”). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, the Grantee must retain the records until all issues are resolved.

Within 24 hours of providing notice, the MPSC, the State and its authorized representatives or designees have the right to enter and inspect Grantee's premises or any other places where Grant Activities are being performed, and

examine Grantee's books and records, and copy and audit all records related to this Grant anytime during the period of the grant and through December 31, 2031. Grantee must cooperate and provide reasonable assistance. If an audit, litigation, or other action involving the records is initiated before the end of the audit period, Grantee must retain the records until all audit and monitoring issues are resolved. Any disqualified costs identified as a result of the monitoring review or audit will be refunded within 30 days.

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

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in Office of Management and Budget's Uniform Guidance (\$750,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36. Any questioned costs identified must be refunded within 30 days.

The MPSC will perform a close-out audit of this Grantee at the end of the grant period. Any disqualified costs identified must be refunded within 30 days.

3. **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 the Grant Agreement.

(a) Meaning of Confidential Information. For the purposes of the Grant Agreement, 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 the Grant Agreement, 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 the Grant Agreement or to use such Confidential Information for any purposes whatsoever other than the performance of the Grant Agreement. 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 the Grant Agreement; (b) the disclosure is necessary or otherwise naturally occurs in connection with work that is within the subcontractor's responsibilities; and (c) Grantee obligates the subcontractor in a written contract to maintain the State's Confidential Information in confidence. At the State's request, any employee of Grantee 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 the Grant Agreement 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 the Grant Agreement or any Statement of Work corresponding to the breach or threatened breach.

(e) **Surrender of Confidential Information upon Termination.** Upon termination of the Grant Agreement 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 Grantee must return State Data to the State following the timeframe and procedure described further in the Grant Agreement. Should Grantee or the State determine that the return of any non-State Data Confidential Information is not feasible, such party must destroy the non-State Data Confidential Information and must certify the same in writing within 5 calendar days from the date of termination to the other party.

4. **Illegal Influence.** The Grantee certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid nor will be paid, by or on behalf of Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, Contractor shall complete and submit Standard Form-LLL, "Disclosure to Report Lobbying," in accordance with its instructions.
- C. The Grantee will require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The State has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

5. **Equal Employment Opportunity.** If this Contract is a "**federally assisted construction contract**" as defined in 41 CFR Part 60-1.3, and except as otherwise may be provided under 41 CFR Part 60, then during performance of this Contract, the Contractor agrees as follows:

- (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other

forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

- (2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- (3) The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.
- (4) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

- (7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this Contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (8) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: *Provided*, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

6. **Davis-Bacon Act (Prevailing Wage).** If this Contract is a **prime construction contract** in excess of \$2,000, the Contractor (and its Subcontractors) must comply with the Davis-Bacon Act (40 USC 3141-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"), and during performance of this Contract the Contractor agrees as follows:
 - (1) All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) and the requirements of 29C.F.R. pt. 5 as may be applicable. The contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of 29 C.F.R. pt. 5 as applicable.
 - (2) Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
 - (3) Additionally, contractors are required to pay wages not less than once a week.
7. **Copeland "Anti-Kickback" Act.** If this Contract is a contract for construction or repair work in excess of \$2,000 where the Davis-Bacon Act applies, the Contractor must comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"), which prohibits the Contractor and subrecipients from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the

compensation to which he or she is otherwise entitled, and during performance of this Contract the Contractor agrees as follows:

- (1) Contractor. The Contractor shall comply with 18 U.S.C. §874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
- (2) Subcontracts. The Contractor or Subcontractor shall insert in any subcontracts the clause above and such other clauses as FEMA or the applicable federal awarding agency may by appropriate instructions require, and also a clause requiring the Subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
- (3) Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a Contractor and Subcontractor as provided in 29 C.F.R. § 5.12.

8. **Contract Work Hours and Safety Standards Act.** If the Contract is **in excess of \$100,000** and **involves the employment of mechanics or laborers**, the Contractor must comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5), as applicable, and during performance of this Contract the Contractor agrees as follows:

- (1) **Overtime requirements.** No Contractor or Subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- (2) **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in paragraph (1) of this section the Contractor and any Subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and Subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

- (3) Withholding for unpaid wages and liquidated damages. The State shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or Subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
- (4) Subcontracts. The Contractor or Subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the Subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

9. **Clean Air Act and the Federal Water Pollution Control Act.** If this Contract is **in excess of \$150,000** the Contractor must comply with all applicable standards, orders, and regulations issued under the Clean Air Act (42 USC 7401-7671q) and the Federal Water Pollution Control Act (33 USC 1251-1387), and during performance of this Contract the Contractor agrees as follows:

Clean Air Act

1. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
2. The Contractor agrees to report each violation to the State and understands and agrees that the State will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency or the applicable federal awarding agency, and the appropriate Environmental Protection Agency Regional Office.
3. The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA or the applicable federal awarding agency.

Federal Water Pollution Control Act

1. The Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
 2. The Contractor agrees to report each violation to the State and understands and agrees that the State will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency or the applicable federal awarding agency, and the appropriate Environmental Protection Agency Regional Office.
 3. The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA or the applicable federal awarding agency.
10. **Debarment and Suspension.** A “contract award” (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (51 FR 6370; February 21, 1986) and 12689 (54 FR 34131; August 18, 1989), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- (1) This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor’s principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
 - (2) The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
 - (3) This certification is a material representation of fact relied upon by the State. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the State, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

- (4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

- 11. **Byrd Anti-Lobbying Amendment.** Contractors who apply or bid for an award of **\$100,000 or more** shall file the required certification in Exhibit 1 – Byrd Anti-Lobbying Certification below. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

Exhibit A

Ann Arbor Office of Sustainability and Innovations Neighborhood Decarbonization Project Evaluation Scope of Work

December 2024

To: Missy Stults
Sustainability and Innovations Director
Ann Arbor Office of Sustainability and Innovations
301 E. Huron Street Ann Arbor, MI
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From: Lesli Hoey
Associate Professor
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Taubman College
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and

Lilly Fink Shapiro
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| Project Overview

As the City of Ann Arbor described in the Scope of Services document: The City of Ann Arbor is looking to conduct a series of holistic evaluations with the residents of the Bryant neighborhood in S.E. Ann Arbor to understand the impact and efficacy of a series of sustainability-related home and neighborhood improvements. As background, for over three (3) years, the City (A2) has been working with Community Action Network (CAN) and the residents of the Bryant neighborhood to envision what it would look like to make this neighborhood one of the most sustainable in America. The ideas brought forward by residents have informed a series of projects and fundraising efforts conducted largely by CAN and A2. Recently, the neighborhood has focused on activities that will **make the entire neighborhood carbon neutral**, with an emphasis on implementing deep energy efficiency, beneficial electrification, geothermal, solar, and energy storage systems on / in all viable households in the neighborhood. These improvements are also paired with as needed home health and safety improvements.

Through a series of successful fundraising efforts, A2 and CAN have raised notable funds to help make the identified improvements in between 50-75 homes in the neighborhood.

These funding streams include:

- \$1,250,000 for energy efficiency, home health and safety improvements, and appliance electrification through MSHDA.
- \$10,000,000 to finalize designs and install a networked geothermal system in between 100 and all 262 households in the neighborhood to support sustainable and healthy heating and cooling options.
- \$5,000,000 to staff and establish a virtual power plant with up to 20 households in Bryant.
- \$3,100,000 to support up to 50 households in the neighborhood with becoming carbon neutral.

In addition to the above, CAN and A2 have been seeking administrative funding support to hire more on the ground engagement folk as well as a project manager to assist with helping residents move seamlessly through the assessment, contractor selection, home improvement, and installation process.

Dr. Lesli Hoey's evaluation team at the University of Michigan, along with Lilly Fink Shapiro, have been hired by the Ann Arbor office of Sustainability and Innovations (A2 Project Team) to conduct a mixed methods evaluation of the project. The evaluation team will work alongside the Ann Arbor Sustainability office on the following project components:

Workstream 1 | Pre and Post Survey with Bryant Residents

The evaluation team will develop a survey tool to use with households in the Bryant neighborhood to assess resident experience and perception of indoor air quality and comfort, safety, and energy use and expenditures pre- and post-intervention, along with resident satisfaction with the City's decarbonization project. Surveys will be administered at the start of the project (once households have been recruited) and at the end of the project (once the project has been implemented). The survey tool will be developed in collaboration with the A2 Project Team as well as other stakeholders, as appropriate.

Survey distribution may take place virtually (i.e. texting or emailing a survey link to participants) or in person, shared by the A2 Project Team or other project staff when working directly with residents. If needed to increase response rates, the evaluation team will go door-door or attend community meetings to carry out the survey in person.

Deliverables:

- IRB Approval from UM (for the survey, interviews and other aspects of the project)

- Co-develop pre and post survey tool with the A2 Project Team
- Translate the survey into Spanish and Arabic and involve interpreters during in-person distribution, with A2 Project Team support (as needed)
- Administer pre- and post-survey to households in the Bryant neighborhood who are participating in the program. Aim to complete:
 - 50 pre-surveys
 - At least 30 post surveys
- Results compiled for individual households and collectively

Workstream 2 | Interviews with Key Stakeholders

The evaluation team will collaborate with A2 Project Team staff to develop an interview protocol to triangulate with the survey. Our team will schedule, conduct, and analyze 1:1 interviews. Interviewees will likely include household participants, A2 Project Team implementers, and other stakeholders such as project ambassadors and landlords. Interviews may take place in person and/or remotely via phone/zoom. Our team will analyze all interviews by theme and identify key quotes.

Deliverables:

- Co-develop interview protocol with the A2 Project Team for diverse stakeholders
- Conduct ~10-15 interviews with household participants in the Bryant neighborhood to capture a range of experiences with the program
- Conduct ~5-10 interviews with other key informants
- Thematic coding/analysis

Workstream 3 | Analysis and Reporting

The evaluation team will pull out quantitative and qualitative key findings across the survey and interviews into data visualization graphics, in accordance with the A2 Project Team's style and marketing guidelines. Our evaluation team will develop an engaging report (formatted depending on the A2 Project Team's priorities). This may include a graphic slide deck with detailed program data and findings, and a short report summarizing high level findings. High resolution visuals can be shared with the clients in whatever format the A2 Project Team prefers. We will also supply the A2 Project Team with relevant evaluation findings for grant reports.

Deliverables:

- Quantitative and qualitative data visualizations reflecting program impacts
- A detailed, graphic slide deck reflecting evaluation findings as well as suggestions

- for future directions of the program.
- A short report of high level findings (graphically formatted)
 - Likely, a series of 3 to 6 short case studies that depict program impacts on diverse households
 - At least one peer reviewed publication, likely co-authored with A2 Project Team staff and Bryant neighborhood community leaders
 - Public facing materials to share with the Bryant community and/or via social media
 - Data, as needed, for grant reports.

Workstream 4 | Ongoing Team Communication

The evaluation team will communicate on an ongoing, regular basis with the A2 Project Team. One member of our team will attend all joint team meetings, at least monthly, to stay abreast of and better understand the detailed project plans, implementation strategy, and adjustments made. We will also host at least one “data interpretation meeting” with the A2 Project Team - and if useful, with community residents - in the final phase of the project.

| Timeline

This project is anticipated to take place over two years, beginning in early 2025.



Budget and Invoice Schedule

The total project cost is \$80,000, which covers staff and \$2,060 for travel and supplies.

CATEGORY	YEAR 1	YEAR 2	CUMULATIVE
Salaries & Wages			
Lesli Hoey	\$7,648	\$7,877	\$15,525
Lilly Shapiro	\$13,104	\$13,497	\$26,601
Research Assistants	\$12,000	\$12,000	\$24,000
TOTAL SALARIES & WAGES	\$32,752	\$33,374	\$66,126
Fringe Benefits			
Fringe - Lesli Hoey	\$2,294	\$2,363	\$4,658
Fringe - Lilly Shapiro	\$2,621	\$2,699	\$5,320
Fringe - Research Assistants	\$918	\$918	\$1,836
TOTAL FRINGE BENEFITS	\$5,833	\$5,981	\$11,814
Materials & Supplies	\$494	\$494	\$988
TOTAL MATERIALS & SUPPLIES	\$494	\$494	\$988
Domestic Travel	\$536	\$536	\$1,072
TOTAL TRAVEL COSTS	\$536	\$536	\$1,072
TOTAL DIRECT COSTS	\$39,615	\$40,385	\$80,000
<i>Modified Direct Costs</i>	<i>\$39,615</i>	<i>\$40,385</i>	<i>\$80,000</i>
TOTAL INDIRECT COSTS/OVERHEAD	\$0	\$0	\$0
TOTAL AMOUNT REQUESTED	\$39,615	\$40,385	\$80,000

Other activities that will be managed by the A2 Project Team include:

- Incentives for community residents who participate in surveys and interviews
- Translation of evaluation materials (e.g. the survey) and publicly facing reporting into Spanish and Arabic, as well as in-person interpretation, as needed
- Food for hosting if the A2 Project Team and evaluation team deem it useful for the data interpretation meeting(s) or other community meetings.

**The evaluation team will invoice as often as quarterly for actual time and material costs.