



CITY of NOVI CITY COUNCIL

Agenda Item L
March 12, 2012

SUBJECT: Approval of an agreement with the Sheraton Detroit Novi to host the 2013 Evening of Appreciation, an annual event honoring Boards, Commissions, Committees and Employees for their dedication to Novi, on January 4, 2013 for the estimated amount of \$14,000.

SUBMITTING DEPARTMENT: Neighborhood and Business Relations *SS*

CITY MANAGER APPROVAL: *[Signature]*

BACKGROUND INFORMATION:

The 2013 Annual Evening of Appreciation is scheduled for January 4, 2013. The annual event honors and pays tribute to the more than 250 citizen volunteers (board, commission, and community members) who donate their time and talents to the betterment of Novi.

Given the size and scope of the event, only three venues – Sheraton Novi, Crowne Plaza, and Suburban Collection Showplace – in Novi offer ample space to accommodate the Evening of Appreciation. Quotes, including gratuity, were requested from all three and were received as follows:

Sheraton Novi	\$33.50 per person
Suburban Collection Showplace	\$41.08 per person
Crowne Plaza	\$96.82 per person

The Sheraton has hosted the Evening of Appreciation successfully for eight years and has consistently provided the lowest quote. The recommended agreement approval includes food for an estimated attendance of 400, coat check and audiovisual equipment for the event.

RECOMMENDED ACTION: Approval of an agreement with the Sheraton Detroit Novi to host the 2013 Evening of Appreciation, an annual event honoring Boards, Commissions, Committees and Employees for their dedication to Novi, on January 4, 2013 for the estimated amount of \$14,000.

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Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

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Council Member Margolis				
Council Member Mutch				
Council Member Wrobel				



Celebrate



Sheraton
Detroit Novi
HOTEL

City of Novi Annual Appreciation Dinner January 4th 2013 7:00PM – Midnight

Proposal Provided by:
Jamal Nehmeh
Convention Services Manager
Sheraton Detroit Novi Hotel
21111 Haggerty Rd.
Novi, MI 48375
(248) 349-6837
F: (248) 349-4302
Jnehmeh@sheratondetnovi.com

Guestroom Rate:

\$89.00 per night

**Rate will be available the night of the event

Signature Mirror

Elaborate display of domestic and imported cheeses, fresh seasonal fruit, crisp vegetable crudités and dips

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Salad Station

Caeser Salad tossed with classic dressing, croutons and crisp romaine lettuce

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Carving Station

Herb Roasted Whole Breast of Turkey
Mini Rolls, Cranberry Relish, and Herb mayonnaise

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Mashed Potato Station

Yukon Gold, Redskin and Roasted Garlic Mashed Potatoes.
Sour cream, Candied Pecans, Crumbled Bacon and Mushroom Bordelaise

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Sweet Table

Assorted Holiday Tortes, Cakes and Pies
Deluxe French Miniature Pastries

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Coffee Station

Regular and decaf Starbucks coffee, herbal tea selection

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Cash bar

\$33.50 per person inclusive of service charge (Tax Exempt)

\$27.50 per person plus 22% service charge

Pricing includes the use of the Grand ballroom, all necessary tables, chairs, staging, podium, attendant fees and coatcheck. All food stations are based on 2 hours of service.

AV equipment is not included.

Cancellation without charge until July 1, 2012