



## DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO-Office of Contracting & Procurement  
FILE NUMBER: OCFO-Office of Contracting &  
Procurement-3799

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**RE:**

Submitting reso. autho. Contract No. 3067609

The Office of Contracting and Procurement (OCP) is submitting 26 emergency notifications that were delayed during the fiscal year-end cleanup. To address this and ensure timely submissions in the future, we have now implemented a new process using Smartsheet. This system will allow us to maintain real-time tracking and set alerts for upcoming notifications, reducing the likelihood of delays and ensuring greater accuracy and accountability moving forward.

**SUMMARY:**

Notification to Council – 100% City Funding – To Provide an Emergency Demolition for the Residential Property, 12644 Cherrylawn. – Contractor: Detroit Next, Inc. – Location: 1001 Woodward Avenue, Suite 500, Detroit, MI 48226 – Contract Period: Notification of Emergency through December 31, 2024 – Liquidated & Closed – Total Contract Amount: \$19,830.00. **Construction and Demolition**

**RECOMMENDATION:**

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**BY** Choose an item.

Sandra Stahl, Chief Procurement Officer  
Office of Contracting and Procurement Office

**RESOLVED:** that **Contract No. 3067609** referred to in the foregoing communication dated October 30, 2024 be hereby and is approved.

**DEPARTMENTAL CONTACT:**

Name: Marcy Wilson  
Position: Procurement Assistant