



## DEPARTMENTAL SUBMISSION

DEPARTMENT: OCFO-Office of Contracting & Procurement  
FILE NUMBER: OCFO-Office of Contracting &  
Procurement-3801

---

**RE:**

Submitting reso. autho. Contract No. 3067845

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 Properties, 1198 & 1533 Virginia Park. – Contractor: Inner City Contracting, LLC – Location: 18715 Grand River Avenue, Detroit, MI 48223 – Contract Period: Notification of Emergency through December 31, 2024 – Liquidated & Closed – Total Contract Amount: \$54,489.00. **Construction and Demolition**

**RECOMMENDATION:**

Notification to Council – 100% City Funding – To Provide an Emergency Demolition for the Residential Properties, 1198 & 1533 Virginia Park. – Contractor: Inner City Contracting, LLC – Location: 18715 Grand River Avenue, Detroit, MI 48223 – Contract Period: Notification of Emergency through December 31, 2024 – Liquidated & Closed – Total Contract Amount: \$54,489.00. **Construction and Demolition**

**BY** Choose an item.

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

**RESOLVED:** that **Contract No. 3067845** referred to in the foregoing communication dated October 30, 2024 be hereby and is approved.

**DEPARTMENTAL CONTACT:**

Name: Marcy Wilson  
Position: Procurement Assistant