



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF CONTRACTING & PROCUREMENT

COLEMAN A. YOUNG MUNICIPAL CENTER
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November 12, 2025

TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be Considered for the Formal Session on October 28, 2025

Please be advised that the Recess Resolution listed was submitted on October 23, 2025 for the City Council Agenda for October 28, 2025 and has been amended as follows:

1. The **Deadline for the Week of December 15, 2025** was inadvertently omitted by the Office of Contracting and Procurement in the procedures for Recess Submissions, Holds and Approvals. Please see the correction(s) below:

Submitted as:

1. Procurement or contract approvals and donation or grant applications, acceptances and awards must be submitted as part of a weekly distribution of a list of Contract Agenda Items submitted by the Office of the City Clerk to Council Members on Thursday with items submitted held as unapproved until the end of the following Wednesday.

Should read as:

1. Procurement or contract approvals and donation or grant applications, acceptances and awards must be submitted as part of a weekly distribution of a list of Contract Agenda Items submitted by the Office of the City Clerk to Council Members on Thursday with items submitted held as unapproved until the end of the following Wednesday. **Due to the City holidays, for Recess submissions during the week of December 15, items must be submitted to Council Members on Tuesday with items submitted held as unapproved until the end of the following Monday.**

Respectfully Submitted,

Sandra Yu Stahl
Chief Procurement Officer
Creator: Marcy Wilson



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BY COUNCIL MEMBER: _____

RESOLVED, that **the Recess Letter** referred to in the foregoing communication dated October 23, 2025 be hereby approved.