



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

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 1008
DETROIT, MI 48226
PHONE: (313) 224-4600
FAX: (313) 628-1160
E-MAIL: PURCHASING@DETROITMI.GOV

July 7, 2022

TO: HONORABLE CITY COUNCIL

Re: Resubmitting City Council Recess Letter Scheduled to be Considered for the Formal Session on July 12, 2022

Please be Advised that the Recess Letter was Submitted for the Formal Session on June 14, 2022 and was Approved on June 21, 2022 and has been **Amended** as follows:

1. Contracts and Agreements Funded with Any ARPA Funds that are Related to Housing Affordability Programs Submitted to City Council by the Office of Contracting and Procurement during the Recess Period, including Contracts and Agreements with Community Organizations and City Affiliated Agencies that Address Homelessness, Affordable Housing Insufficiency, Homeowner Assistance, Rental Housing, and Financial Support and Training Services to Develop Personal Resources to Maintain Housing Access.

Respectfully Submitted,

Boysie Jackson

Boysie Jackson
Chief Procurement Officer/Deputy CFO

BY COUNCIL MEMBER: _____

RESOLVED, that **the Revised Recess Letter** referred to in the foregoing communication dated July 7, 2022 be hereby and approved.



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Phone: (313) 224-4600
Fax: (313) 628-1160
E-Mail: purchasing@detroitmi.gov

June 8, 2022

HONORABLE CITY COUNCIL:

RE: CITY COUNCIL RECESS: Wednesday, July 27th, 2022 through Monday, September 5th, 2022

Ordinance No. 07-11, Chapter 17 Article IV, requires the approval of your Honorable Body for the purchase of goods and services over the value of \$25,000, all contracts for personal services renewals or extensions of contracts, or the exercise of an option to renew or extend a contract. Ordinance No. 37-14, Chapter 17, Article IV, requires approval of your Honorable Body of an application for a federal, state or grant to be awarded, in whole or in part to fund any City program, service or activity.

Based upon the above scheduled Recess, there will be a delay in obtaining your approval. As a result, we will be unable to meet our obligation to obtain needed goods and services, approve Donations, Grant Applications and accept Grant Awards for the user agencies, and they, in return, will be unable to meet their obligation to supply mandated services to the people of the City of Detroit.

Therefore, during the Recess, we request that your Honorable Body approve our purchases of Goods and Services, requiring your Approval under Ordinance No. 15-00, and approve Donations, Grant Applications and accept Grant Awards requiring your approval under Ordinance No. 37-14, under provisions as follows:

1. Weekly list of Contract Agenda Items, Donations, Grant Applications, and Grant Award Notifications which are distributed by the Office of the City Clerk to Members of the City Council each Thursday, will be held through Wednesday of the following week. In the event any Council Member objects to the Contract, Purchase Order, Donation, Grant Application or Grant Award, the Contract, Purchase Order or Grant Award will be held either until formal action by the City Council or withdrawal of the objection by the objecting Council Member.
2. No Contract or Purchase Order shall be issued if a Protest has been filed, or if a Vendor has not obtained required Insurance, Tax or other adequate Clearances or Affidavits.

The first list under the Recess procedures will be prepared by the Office of Contracting and Procurement on Wednesday, July 27th, 2022.

Respectfully Submitted,

DocuSigned by:
Boysie Jackson
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Boysie Jackson
Chief Procurement Officer/Deputy CFO

Respectfully Submitted,

DocuSigned by:
Megan Elliott
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Megan Elliott,
Director of Office Development and Grants

cc: Jay Rising, Chief Financial Officer
Trisha Stein, Chief of Staff, Mayors Office
Conrad Mallett, Chief Counsel
Tanya Stoudemire, Chief Deputy Financial Officer
Stephanie Washington, Director of Government Affairs



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BY COUNCILMEMBER: _____

RESOLVED, that the Chief Procurement Officer of the Office of Contracting and Procurement is hereby authorized to purchase goods and services requiring City Council approval under Ordinance 15-00 and Donations, Grant Applications and accept Grant Awards under Ordinance No. 37-14, during the period of the City Council Recess from **Wednesday, July 27th, 2022 through Monday, September 5th, 2022**, in accordance with the foregoing communication, based upon the weekly distribution of a list of Contract Agenda Items by the Office of the City Clerk on Thursday with award items held until Wednesday.