



April 13, 2020

HONORABLE CITY COUNCIL:

RE: CITY COUNCIL RECESS from: Wednesday, March 25, 2020 through Monday, May 4, 2020

Ordinance No. 15-00, Chapter 21 Article 3, requires the approval of your Honorable Body for the purchase of Goods and Services over the value of \$25,000, all Grants and Contracts for Personal Services, Renewals, or Extensions of Contracts.

Based upon the avowed Recess due to the declaration of a national emergency attributed to the Coronavirus (Covid 19), it has been necessary to take immediate and appropriate action to protect the health and safety of the City of Detroit with emergency purchases, thereby a delay in obtaining your approval for needed Goods, Services and Grants.

As a result, I will be unable to meet my obligation to obtain Goods, Services and Grants 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, I request that your Honorable Body approve our purchase of Goods, Services and Grants requiring your Approval under Ordinance No.15-00 under provisions as follows:

- I. Weekly list of Contract Agenda Items 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.
- II. In the event any Council Member objects to the Contract or Purchase Order or the Grant Award the Contract or Grant award will be held either until formal action by the City Council or withdrawal of the objection by the objecting Council Member.
- III. No Contract, Purchase Order, or Grant shall be issued if a Protest has been filed, or if a Supplier has not obtained any required Tax Clearances, Insurance, Affidavits, or Bonding.

The first list under the Recess procedures will be prepared by the Office of Contracting and Procurement on Thursday, March 26, 2020.



CITY OF DETROIT
OFFICE OF THE CFO
OFFICE OF CONTRACTING AND
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Respectfully submitted,

Boysie Jackson

Boysie Jackson
Chief Procurement Officer
Office of Contracting and Procurement

Katerli Bounds, Dir.
Grants Management

BJ/LW

cc: Dave Massaron, Chief Financial Officer
Katie Hamer, Senior Advisor to the Mayor
Lawrence Garcia, Corporation Counsel
Lena Willis, Deputy Chief Procurement Officer
Stephanie Washington, Mayors Office Liaison to City Council
Gary Brown, Director, DWSD Group



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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 during the period of the City Council Recess from **March 25, 2020 through May 4, 2020** 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.