



# Administrator's Report

The city's mission is to deliver exceptional services that sustain and enhance a vibrant, safe and diverse community.

**City Administrator's Report October 2, 2023** prepared for City Council. Kindly forward questions, comments, or suggestions for input to [mdohoney@a2gov.org](mailto:mdohoney@a2gov.org), [ifournier@a2gov.org](mailto:ifournier@a2gov.org), or [shiqqins@a2gov.org](mailto:shiqqins@a2gov.org).

## SAFETY NOTES

### Safety Update *Free COVID Rapid Tests*

Americans can order more free at-home COVID-19 tests to be shipped to their homes from the U.S. government which has re-started the program for this fall. Each household can order a total of four tests by visiting [COVIDTests.gov](https://COVIDTests.gov). If you ordered test kits last year when the program launched, you're eligible to order a second batch of four more this year. If you have test kits, you can also see if your COVID-19 tests expiration dates have been extended on the website.

### ***A2 Be Safe!***

## BICENTENNIAL NEWS

**Ann Arbor Bicentennial (1824-2024).** Planning is underway for Ann Arbor's 200<sup>th</sup> birthday, to be celebrated throughout the entirety of 2024, with a myriad of events that will be fun, educational, unifying, and inclusive. To kick off this planning year, the Bicentennial Coordinating Committee quickly identified the need to develop a special logo to commemorate the year-long celebration, one that can be used by the community and event organizers to establish consistency and be a recognizable symbol of our collective efforts. More information is available via <https://www.a2gov.org/news/pages/article.aspx?i=948>. The Bicentennial logo will be shared with event organizers and others who wish to use it on their promotional materials. Logo requests can be directed to [info@a2bicentennial.org](mailto:info@a2bicentennial.org). We encourage you to co-brand your events. A bicentennial events calendar is available via <https://a2bicentennial.org/events>. We encourage to submit your events and celebrate!

## SUSTAINABILITY & INNOVATIONS

**Sustainability & Innovations Corner.** Catch up on the latest from the Ann Arbor Office of Sustainability and Innovations (OSI). For more information, including registration links, visit <https://www.a2gov.org/departments/sustainability/Newsletter-Events/Pages/default.aspx>. Get ready for the **Subscribe to the OSI Newsletter.** If you haven't already, please subscribe to monthly, detailed newsletter highlighting some of the sustainability-related activities unfolding in the community. If you aren't already, please subscribe at: [https://service.govdelivery.com/accounts/MIANNA/subscriber/new?topic\\_id=MIANNA\\_146](https://service.govdelivery.com/accounts/MIANNA/subscriber/new?topic_id=MIANNA_146)

- **Sustainable Heating Feedback.** A central part of the city's A<sup>2</sup>ZERO goal is becoming carbon neutral by 2030 and that means implementing clean, renewable energy choices to heat homes and businesses. If you have

ideas on what this work could look like, please send your thoughts to [franchisefeedback@a2gov.org](mailto:franchisefeedback@a2gov.org) and learn more [on the City's heating website](#).

- **Request for proposals** — The OSI has just released two requests for proposals to help advance local climate work. The first is for a community climate action residential rebate administrator to help OSI get sustainability-related rebates into the community. The second is for a firm to operate the Home Energy Advisor program. If you know of qualified firms, please share these [opportunities](#).
- **New report explores pathways to achieve 100% renewable electricity in Ann Arbor.** A consultant for the city recently completed a draft report looking at various pathways that could be explored to achieve our goal of powering the entire community with 100% renewable electricity. [Read the report and some supporting information](#).
- **Public meeting to learn about 100% renewable energy report.** At 6 p.m. Tuesday, Oct. 3, OSI will host a public meeting with the consultants that generated the 100% renewable energy report (noted above) to discuss the findings and answer public questions. To join this meeting, [please RSVP in advance](#).
- **Ann Arbor Solar Stories** takes place the first Thursday of each month, 7–8 p.m. This one-hour, online event is hosted by the GLREA where the community can hear from Ann Arborites who have gone solar and have a chance to ask them all your questions! Register for "Thursday Night Energy Events" to receive meeting links. [Register in advance](#). After registering, you will receive a confirmation email containing information to join the meeting.
- **Bryant Community tree planting.** Saturday, Oct. 7, 9 a.m.-noon Meet at Bryant Community Center (3 W. Eden Ct.)The OSI 10,000 Trees Initiative, in collaboration with Community Action Network, will be holding a tree planting event in the Bryant neighborhood Oct. 7! We will be planting 19 trees for eight neighborhood residents. These trees will help shade homes, provide habitat for wildlife, mitigate flooding, and add beauty to yards. If you are interested in volunteering at this tree-planting event, please [find details and register in advance](#).

#### COUNCIL PRIORITIES/INITIATIVES

**Ordinance Chapter 14, 1:316 Sole/Best Source Data.** Pursuant to changes approved by City Council on July 15, 2019, to [Chapter 14, 1:316](#), attached is the Sole/Best Source data for September 2023 for purchases over \$5,000.

#### PREVIEWS

The **October 2 Council Meeting** will feature the following items of interest:

**Consent Agenda (19).** There are 19 items on the consent agenda.

**Public Hearings (none).**

**Ordinances – Second Readings (none).**

**Ordinances – First Readings (none).**

#### OTHER

**Indigenous Peoples' Day.** City of Ann Arbor municipal offices, including the customer service center at Larcom City Hall and the 15th Judicial District Court at the Ann Arbor Justice Center, will be closed Monday, Oct. 9, 2023, for Indigenous Peoples Day. Safety services and utility operations will maintain 24-hour schedules. Curbside trash, recycling and compost service will also continue without interruption.

**Ann Arbor Expands Services for Fall Leaves Beginning Oct. 2.** The City of Ann Arbor is expanding services to help residents manage their seasonal leaves for 2023. Between Oct. 2 and Dec. 15, the city will expand the number of bags that can be left at the curb to 20 per collection day; allow unlimited leaf drop off at the Ann Arbor compost facility, from residents or their landscaper; and make available free wood chips at four locations around the city. More information is available via <https://www.a2gov.org/news/pages/article.aspx?i=999>

**Competition to Design City of Ann Arbor Flag.** The City of Ann Arbor is tapping the inspiration and skill of Ann Arbor residents to design a flag for the City, meant to encourage joy and civic pride in the community. The competition is open to city residents of all ages. Six finalists will each receive \$200, while the overall winner will receive an additional \$500. Full details about the competition, including how to submit a design, are available via <https://www.a2gov.org/departments/public-services/Pages/Ann-Arbor-Flag-Redesign-Contest.aspx> . More information on the competition is available via <https://www.a2gov.org/news/pages/article.aspx?i=995>

**Ann Arbor Seeks Community Input and Participation with Launch of City Comprehensive Plan Process.** The planning process is now underway that will guide the City of Ann Arbor physical development, policymaking and programming over the next more-than 25 years. The new Ann Arbor Comprehensive Plan will provide a framework for achieving the City's desired goals, ensuring its diversity, supporting investment and promoting desired change. A key component of the new plan process is public participation.

The planning process will take place over the next 18 months; and the City is encouraging community members to share input and participate in engagement opportunities, including:

- Apply to join the project Steering Committee. This committee will meet an estimated five to seven times through 2024 to help the project team:
  - Establish timeframes and processes through the plan development.
  - Assist in conducting research, checking assumptions and providing insight and feedback into the community.
  - Help validate values, recommendations and concepts presented in the plan.
  - Help to engage the community to ensure participation from numerous, diverse voices to result in a better vision and plan.
  - Apply by Friday, Oct. 6, at <https://forms.office.com/Pages/ResponsePage.aspx?id=haWvSHVjcEG50enFaLuS877l6eenepNJoqpZpzAJFgFUNEFVMVMzSFJYVE0yU01EN0tLTDNBUk1XUy4u>.
- Sign up to receive updates on the process, at <https://plan.a2gov.org/compplanupdates>.
- Visit the project website for ongoing information and resources, at <https://plan.a2gov.org/plan24>.



## MEMORANDUM

TO: Milton Dohoney Jr., City Administrator  
FROM: Colin Spencer, Purchasing Manager  
DATE: 9/29/2023  
SUBJECT: Sole/Best Source Data for September 2023

---

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for September 2023 for purchases over \$5,000. Any questions, comments or concerns please do not hesitate to reach out.

cc: Marti Praschan, Chief Financial Officer  
Sara Higgins, Director of Operations

---

## Sole/Best Source for September 2023

Unit	Amount	Vendor	Item	Description	Type
IT	\$ 9,900.00	Applied Imaging	PRINTERS, LASER.20477	HP LASERJET MANAGED E50145DN	Best Source
Sustainability	\$ 7,030.00	HEH Human Electric Hybrids	*AP Invoice	BRYANT COMMUNITY CENTER CARGO TRIKE	Best Source
Parks & Rec	\$ 21,825.00	Hopp Electric	*AP Invoice	VETS - BALLFIELD LIGHTING	Best Source
Water Treatment	\$ 14,902.00	Schindler Elevator Corp.	*AP Invoice	MAIN SEAL REPAIR	Best Source
WWTP	\$ 11,616.00	Andritz Separation	CENTRIFUGAL PUMPS, STATIONARY.72018	TROUBLESHOOTING ISSUES W/CENTRIFUGE	Sole Source
Water Treatment	\$ 7,449.00	Heco, Inc	*AP Invoice	WASH PUMP 2 MOTOR	Best Source
Fleet & Facilities	\$ 23,324.00	Schindler Elevator Corp.	MAINTENANCE AND REPAIR.91013	CITY HALL - ELEVATOR BACK FREIGHT DRIVE REPLACEMENT	Sole Source
Transportation	\$ 5,535.06	Turnkey Network Solutions	CABLE CONSTRUCTION, INSTALLATION AND MAINTENANCE (FIBER OPTI.96218	QUOTE # 2023-1949 TECH PARK SPLICING BEAKES/KINGSLEY/MAIN	Best Source
Parks & Rec	\$ 5,795.00	Community Pest Solutions	*AP Invoice	COBBLESTONE - PEST REMOVAL	Best Source
15th District Court	\$ 30,000.00	University Translators	TRANSLATION SERVICES.96175	INTERPRETER SERVICES FY24	Best Source
Parks & Rec	\$ 9,850.00	Site Specific	*AP Invoice	NAP - OAK WILT REMEDIATION CONSULTING	Best Source
City Admin	\$ 10,000.00	Hobbs and Black Associates	*AP Invoice	DEFLECTION PROGRAM-OFFICE REDESIGN ARCHITECT	Best Source
Parks & Rec	\$ 5,300.00	Green Oak Gutter	*AP Invoice	FARMERS MARKET - GUTTER REPAIRS	Best Source
WWTP	\$ 24,000.00	Trace Analytical Laboratories	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	PERFORM ANALYSES OF WATER SAMPLES COLLECTED BY WRRF & WTP STAFF	Best Source
Fire	\$ 22,710.00	CSI Emergency Apparatus	*AP Invoice	MERCEDES HOSE PER QUOTE 882	Sole Source
Parks & Rec	\$ 10,832.62	DJ's Lawn Service	*AP Invoice	SOCCER FIELD LINING	Best Source