



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 February 5, 2024 prepared for City Council. Kindly forward questions, comments, or suggestions for input to mdohoney@a2gov.org, jfournier@a2gov.org, or shiqqins@a2gov.org.

SAFETY NOTES

Safety Update Winter driving often means traveling on snowy, icy, or slushy roads. Follow these tips to stay safe while driving in winter weather.

- **Tires:** Ensure your tires are in optimal condition for winter driving. Check the tread depths and consider investing in winter tires for increased traction.
- **Slow down:** Always adjust your speed down to account for less traction when driving on snow or ice.
- **Accelerate and decelerate slowly:** Gentle and gradual acceleration and braking is key in winter conditions. Don't try to get moving in a hurry and take time to slow down for a stoplight.
- **Increase your following distance:** to five to six seconds. This increased margin of safety will provide the longer distance needed if you have to stop.
- **Drive defensively:** Anticipate hazards on the road and prepare for sudden changes by maintaining focus.
- **Clear visibility:** Remove snow and ice from your vehicle before hitting the road.
- **Stay home:** Don't drive in severe conditions if you don't have to or consider delaying travel until condition improve. **A2 Be Safe!**

BICENTENNIAL NEWS

Happy Birthday Ann Arbor! Bicentennial (1824-2024). A bicentennial events calendar is available via <https://a2bicentennial.org/events>. Join our year-long celebration to honor Ann Arbor's bicentennial. There are many planned events scheduled to celebrate this historical (2024) milestone, many of which will be fun, educational, unifying and inclusive.



Current Bicentennial Celebration planning progress and opportunities for community involvement are available via www.a2gov.org/a200.

Learn more about more [projects underway and in need of community support](#) — new features to Bicentennial Park (formerly Southeast Area Park); a statue honoring Kathy Kozachenko, the first openly gay person elected to political office (Ann Arbor City Council) in the United States; and restoration of the James L. Crawford Elks Lodge, the fraternal organization founded in 1899 by Black men denied entry into existing fraternal groups.

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 [OSI online](#).

- In 2023, Ann Arbor [set a record for the most number of solar installations in one year with 232 installations!](#) As we move into 2024, OSI is looking to build on the momentum to set yet another record this year through the [Solarize group-buy program](#) that brings together residents and participating solar installers to bulk-purchase solar, allowing for significant savings for residents. New Solarize groups are already forming, so if you or anyone you know is considering solar, reach out to **Joe Lange** at jlange@a2gov.org to join.
- The OSI **A²ZERO Ambassador Program** applications are now open for our sixth cohort! If you or anyone you know is interested in being an A²ZERO Ambassador, [learn more](#). Applications close Wednesday, Feb. 14. As part of the program, ambassadors can opt into assisting on a sustainability-related project with other members of their cohort supported by OSI staff or community partner. If your office or one of your community partners have an idea for a sustainability-related project that could use a team of dedicated volunteers, please reach out to bfrohlich@a2gov.org. Be a part of the cohort that will achieve the goal of 100 trained A²ZERO ambassadors by 2025!
- **Sustainability Series** —The Ann Arbor Office of Sustainability and Innovations [A²ZERO Sustainability Series](#) is underway! Once-monthly forums take place on Wednesdays, 6–7:30 p.m., at the Ann Arbor District Library Downtown Branch. Each forum focuses on a specific topic and practical ways you can get involved in the carbon neutrality goal. While attending in person is encouraged, forums are also available to attend via Zoom. Save the dates, and join OSI and special guests by [registering for any or all forums!](#)
Upcoming forums:
 - February 28 – Home Energy Rating Disclosure.
 - March 27 – Circular Economy and e-Waste.
 - April 24 – Equity in Action through A2ZERO.
 - May 29 – Rebates and Home Energy Advisor Services.
- **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](#).

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 January 2024 for purchases over \$5,000.

PREVIEWS

February 5 Council Meeting will feature the following items of interest:

Consent Agenda (12). There are eight items on the consent agenda.

Public Hearings (2). Public hearings are listed below.

- Public Hearing and Resolution to Approve Fees for the Fire Department Ambulance Transport and Lift Assists and Appropriate Funding (8 Votes Required)
- Public Hearing for the Stone School Road Sidewalk Special Assessment (District No. 64 - Eisenhower to Packard)

Ordinances – First Reading. None

Ordinances – Second Reading. None

Presidents Day. Ann Arbor municipal offices will be closed on Presidents Day, Monday, Feb. 19. Trash/recycling collection will continue as regularly scheduled, with no planned delays.

Why Wait? City of Ann Arbor Early voting centers will open Saturday, Feb. 17, ahead of the Presidential Primary Election. Voters will be able to tabulate their ballots on site through Sunday, Feb. 25, at any of the [six designated early-voting locations](#).

To kick off early voting, voters can join Ann Arbor Mayor Christopher Taylor 8 a.m. Feb. 17 at Larcom City Hall, 301 E. Huron St., as he casts the first ballot in the city. Be among the next in line — at city hall or another designated center — to vote early!

The option to vote early is new this year. Michigan's Constitution requires cities and townships to offer early voting in each statewide and federal election for at least nine consecutive days, beginning on the second Saturday before the election and ending on the Sunday before the election.

Registered voters can still choose to cast an [absentee ballot](#) in advance or to [in person](#) at their polling location on Election Day.

Learn more and stay up to date!

Visit www.a2gov.org/elections for complete details about voting in Ann Arbor, including how to register to vote, to apply for an absentee ballot and much more.

Also, the [Michigan Voter Information site](#) shows your voter registration status, absentee ballot status, your polling place location, your specific ballot for the current election, and more.

Plus, follow the Ann Arbor [City Clerk on Instagram](#); follow the City of Ann Arbor on [Facebook](#), [X](#), and city residents can find “City of Ann Arbor” on NextDoor.

Receive updates right to your email inbox by [subscribing for free to “elections” bulletins](#).

The city clerk’s office is here to help!

In addition to regular business hours on weekdays, the Ann Arbor City Clerk's office will be open Saturdays, Feb. 17 and 24, for voter registration and absentee ballots as well as to answer questions. Stop by, or email cityclerk@a2gov.org or call the city clerk’s office at 734.794.6140.



MEMORANDUM

TO: Milton Dohoney Jr., City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 1/31/2024
SUBJECT: Sole/Best Source Data for January 2024

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for January 2024 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 January 2024

Unit	Amount	Vendor	Item	Description	Type
City Admin	\$ 19,453.50	Carlisle Wortman	*AP Invoice	EVALUATION OF ECONOMIC DEVELOPMENT TOOLS	Sole Source
City Admin	\$ 24,500.00	Ann Arbor Spark	*AP Invoice	2023 BENCHMARKING STUDY	Sole Source
WWTP	\$ 8,401.75	Systems Specialties	(FOR ROBOTICS, SERVO SYSTEMS, ETC.).22004	ROTORK REPAIRS AND SPARE GEARBOX	Sole Source
WWTP	\$ 12,478.00	JGM Valve Corporation	ACCESSORIES MAINTENANCE AND REPAIR.93662	VAUGHN 84030 CHOPER PUMP - REPAIR PUMP#3 LAKEWOOD LIFT STATION	Sole Source
IT	\$ 10,140.00	Merit Network	ELECTRONIC SERVICES (INTERNET, WORLD WID.91551	PORT ATTACHMENT	Best Source
Sustainability	\$ 25,000.00	Stantec Consulting Services	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	AFFORDABLE HOUSING GEOTHERMAL PROJECT	Best Source
Fire	\$ 13,506.84	Cummins Sales and Service	*AP Invoice	TOWER 1-1 GASKET REPAIR WORK, REF NO 255135	Sole Source
Building & Rental	\$ 35,000.00	ArtSpace Projects	*AP Invoice	ARTS MARKET STUDY	Best Source
Water Treatment	\$ 23,040.00	Chart Inc	*AP Invoice	LOX HEATER	Best Source
Water Treatment	\$ 14,000.00	American Interiors	FURNITURE INSTALLATION AND RECONFIGURATION SERVICES (INCLUDI.93145	WTP: OFFICE REMODEL	Best Source
Water Treatment	\$ 7,500.00	Alpine Technical Services	*AP Invoice	EYEWASH SHOWER	Best Source
Planning	\$ 75,000.00	Carlisle Wortman	*AP Invoice	PLANNING ASSISTANCE - OFFICE SUPPORT	Best Source
WWTP	\$ 14,810.00	Trojan Technologies	LAMPS AND LIGHTS, DENTAL: OPERATING, ULTRAVIOLET, ETC	LAMP P, ASSY PKG 28" UV4000 G2	Sole Source
Fire	\$ 13,491.22	Apollo Fire Apparatus Sales and Service	*AP Invoice	TOWER 1-1 REPAIRS	Sole Source
Sustainability	\$ 67,050.00	Gas Safety Inc	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	GAS LEAK DETECTION & MAPPING	Best Source
Water Treatment	\$ 10,000.00	Alexander Chemical Corp	*AP Invoice	SULFURIC ACID	Best Source
Parks & Rec	\$ 13,900.00	Michigan Recreational Construction Inc	*AP Invoice	FOXFIRE NORTH PARK PLAYGROUND - ACCESSIBLE SWING SITE PREP	Best Source
Parks & Rec	\$ 7,784.10	Penchura, LLC	*AP Invoice	FOXFIRE NORTH PARK PLAYGROUND - ACCESSIBLE SWING INSTALL	Best Source
Sustainability	\$ 40,000.00	Arbor Consultants PC	*AP Invoice	DISTRICT GEOTHERMAL DESIGN & DEPLOYMENT PROJECT	Best Source
Water Treatment	\$ 12,000.00	Corrigan Oil	*AP Invoice	FUEL	Best Source

Sole/Best Source for January 2024

Unit	Amount	Vendor	Item	Description	Type
Clerks	\$ 36,500.00	Runbeck Election Services	*AP Invoice	CLERK-VOTE HUBS FOR EARLY VOTING	Sole Source
Parks & Rec	\$ 16,461.00	Delta Temp	*AP Invoice	VETS ICE RINK - ADDITIONAL/REPLACE REFRIDGERANT	Best Source
IT	\$ 11,250.00	CDW Government	*AP Invoice	SECURITY INCIDENT RESPONSE CITRIX NETSCALER	Best Source
Systems Planning	\$ 38,000.00	Main Street Area Association	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	PEDESTRIAN BARRICADES FOR BLOCK CLOSURES	Best Source
WWTP	\$ 19,224.40	Systems Specialties	(FOR ROBOTICS, SERVO SYSTEMS, ETC.).22004	REPLACE TWO ROTORK MECHANICAL ACTUATORS	Sole Source