



## Legislation Details (With Text)

**File #:** 23-0007      **Version:** 1      **Name:** Municipal Purchasing Procedures  
**Type:** Ordinance      **Status:** Adopted  
**File created:** 12/27/2022      **In control:** City Council  
**On agenda:** 3/14/2023      **Final action:** 3/14/2023  
**Title:** Ordinance amending Title 5, Chapter 6 Municipal Purchasing Procedures  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. 5-600proposedrevisions.pdf

Date	Ver.	Action By	Action	Result
3/14/2023	1	City Council	adopted on third reading	
2/14/2023	1	City Council	approved on second reading	
1/10/2023	1	City Council	approved on first reading	
1/3/2023	1	Work Session	recommended for approval	

### Ordinance amending Title 5, Chapter 6 Municipal Purchasing Procedures

**SUMMARY:** Staff requests the following changes to the Municipal Purchasing Procedures:

- 1) Authorize City Manager to approve purchases in an amount under the state bid threshold (\$25,000)
- 2) Allow the City's bid threshold to change as state law allows (\$25,000)
- 3) Allow the amounts required for purchase orders and requisitions to increase to \$2,500 and \$5,000 respectively

The request is being made due to a rise in the cost of equipment and materials and to allow the City's bid threshold to change as state law allows without an ordinance amendment.

**BUDGET ACCOUNT:**

**NECESSARY COUNCIL ACTION:** Approve ordinance