



# CITY OF SALEM

585 Liberty St SE  
Salem, OR 97301

## Staff Report

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File #: 21-249

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Date: 6/14/2021

Item #: 6.a.

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**TO:** Urban Renewal Agency Board  
**THROUGH:** Steve Powers, Executive Director  
**FROM:** Robert Barron, Chief Financial Officer

**SUBJECT:**

Purchases approved administratively from April 1, 2021 through April 30, 2021.

Ward(s): All Wards

Board Member(s): All Board Members

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**ISSUE:**

Monthly purchasing activity report presented for Urban Renewal Agency Board.

**RECOMMENDATION:**

Information only.

**SUMMARY:**

The purpose of this report is to inform the Board of the specific awards and the sources of funds for all contracts which were administratively awarded, renewed, or modified during the month of April. This report presents the public contracting activity for current fiscal year procurement contracts.

**FACTS AND FINDINGS:**

The attached purchases, renewals, and modifications were approved administratively during the month of April.

**BACKGROUND:**

The Executive Director, or his designee, approves administrative awards, renewals, and modifications of contracts through the review of the Weekly Purchasing Report presented by the Contracts and

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Procurement Manager. All completed procurement transactions valued at \$25,000 and above that have been recommended for award by user departments are presented in the Weekly Purchasing Report and reviewed for compliance with the Public Contracting Rules.

Shawna Self, CPPB  
Contracts & Procurement Manager

**Attachments:**

1. Purchases approved administratively April 2021 URA