



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Staff Report

File #: 21-467

Date: 11/8/2021

Version: 1

Item #: 6.a.

TO: Mayor and City Council
THROUGH: Steve Powers, City Manager
FROM: Josh Eggleston, Chief Financial Officer AIC

SUBJECT:

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

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance.

SUMMARY:

Specific awards and the sources of funds for all contracts administratively awarded, renewed, or modified during the month of September. Included in the report are procurement contracts and public contracting activities with a current fiscal year impact and annual contracts.

ISSUE:

Monthly purchasing activity report presented for City Council review.

RECOMMENDATION:

Information only.

FACTS AND FINDINGS:

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

BACKGROUND:

The City Manager, or his designee, approves administrative awards, renewals, and modifications of

contracts through the review of the Weekly Purchasing Report presented by the Contracts and 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 City's Public Contracting Rules.

Shawna Self, CPPB
Contracts and Procurement Manager

Attachments:

1. Purchases approved administratively September 2021