Staff Report

File #: 19-183
Version: 1

Date: 4/22/2019
Item #: 6.f.

TO: Mayor and City Council

THROUGH: Steve Powers, City Manager

FROM: Kelley Jacobs, Finance Division Manager

SUBJECT:

Purchases approved administratively from March 1, 2019 through March 31, 2019.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance

ISSUE:

Monthly purchasing activity report presented for City Council review.

RECOMMENDATION:

Information only.

SUMMARY:

The purpose of this report is to inform the Council of the specific awards and the sources of funds for all contracts which were administratively awarded, renewed, or modified during the month of March. This report presents the public contracting activity in the following categories: Category I, Current Fiscal Year Procurement Contracts, public contracting activities with current fiscal year impact; Category II, Annual Requirement Contracts; and Category III, Consultant of Record (COR) Contracts.

FACTS AND FINDINGS:

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

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 March 2019.