



## Legislation Text

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**File #:** 17-0476, **Version:** 1

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**DATE:** June 15, 2017

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Kristine Tallent, Assistant City Administrator / CFO  
Brian Wilcox, Purchasing Manager

**SUBJECT**

Consideration of Resolution No. 2017-41, A Resolution Adopting A Revised Purchasing Policy For City Of Franklin Procurements Not Pertaining To New Construction. (06/08/17 Finance 3-0)

**Purpose**

The purpose of this memorandum is to present Resolution No. 2017-41, a resolution to adopt a revised Purchasing Policy for City of Franklin procurements not pertaining to new construction.

**Background**

Staff recommends that the Purchasing Policy for City of Franklin procurements not pertaining to new construction be revised in the following ways:

- to reference federal regulation pertaining to procurement of property and/or services under a federal award;
- to indicate how requests to inspect and/or obtain either complete or partial copies of purchasing-related records are to be handled; and
- to otherwise update the City's policy.

A red-lined version of the policy as proposed is attached. Also attached is the resolution as proposed, including a clean version of the revised policy.

Since the June 8, 2017 meeting of the Budget & Finance Committee at which this resolution was presented, the Law Department has completed its routine review of the recommended changes and, with one exception, has approved the resolution and the attachment as it was presented to the Committee. The one exception is that references in the policy to "the City's open records request policy and procedure" have now been replaced with "the City's public records request policy and procedure." Resolution No. 2017-42 as approved by the Law Department is now attached.

**Financial Impact**

Staff is not aware of any financial impact of these proposed policy changes.

**Recommendation**

Staff recommends the Board of Mayor and Aldermen approve Resolution No. 2017-41, a resolution adopting a revised Purchasing Policy for City of Franklin procurements not pertaining to new construction.