



Legislation Text

File #: 19-0807, **Version:** 1

DATE: August 12, 2019

TO: Board of Mayor and Aldermen

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

SUBJECT:

Consideration of Resolution No. 2019-82, a Resolution Adopting a Revised Purchasing Policy for City of Franklin Procurements Not Pertaining to New Construction. (9/12/19 Finance 3-0)

Purpose

The purpose of this memorandum is to present Resolution No. 2019-82, a resolution that would 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:

1. to clarify the meaning and update the use of the terms “responsible respondents” and “responsive submittals” and variations on those terms; and
2. to expand, to include interchangeability of the component parts of a manufacturer-specific system already in use, one category of sole-source purchases valued at or greater than \$25,000 that do not require individual authorization by (but which shall still be reported to) the Board of Mayor and Aldermen; and
3. to otherwise update the City’s policy.

Resolution No. 2019-82 as proposed, including the revised policy , is attached. Also attached is a red-lined version of the revised policy as proposed. This red-lined version has marked all recommended changes to the text of the policy.

Financial Impact

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

Options

As an option to the proposed revisions, the Board of Mayor and Aldermen could choose to direct staff to make alterations to and then re-present proposed revisions.

Recommendation

Staff recommends the Board of Mayor and Aldermen approve Resolution No. 2019-82, a resolution adopting a revised Purchasing Policy for City of Franklin procurements not pertaining to new construction.