

Legislation Text

File #: 24-540, **Version:** 1

PRESENTER:

Barbara Coleman, Purchasing Manager

SUBJECT:

Approval of annual routine recurring expenditures for FY 2024 in accordance with City Charter Section 9.17.

DEPARTMENT: Finance**COUNCIL DISTRICTS IMPACTED:** NA**BACKGROUND INFORMATION:**

Per section 9.17 of the City Charter, City Council approval is required for annual purchases that exceed \$50,000. There are various routine expenditures that occur every year and staff recommend that these expenditures be approved all at once, to more efficiently manage staff resources as well as ensure compliance with the charter. This will eliminate the need for these expenditure requests to be brought to City Council individually throughout the year.

This action will allow purchases to be made as needed throughout the year. As indicated below, the purchases are competitively vetted by cooperative agreements, quote or justified as a single source. Funding has been allocated for all of the expenditures detailed below.

As additional vendors that are anticipated to exceed the \$50,000 threshold are identified, they would still be brought for City Council at that time. Moreover, any purchases that warrant individual consideration and approval will be brought to City Council in that manner.

The following purchases and estimated annual expenditures are recommended for City Council consideration:

Vendor Source	Service	Estimated	Contract Source
Langley & Banack Inc.	Legal support related to construction Contracts and other associated support. Funding is incorporated into the legal department budget or the appropriate support budgets.	\$60,000	Professional Svc
NAFECO	Safety uniforms, equipment and supplies As needed for the Fire Department. \$75,000 from the previous approval. Funding is incorporated into the	\$300,000	BuyBoard This is an increase of Fire Department operating budget.

Terrill & Waldrop PLLC	Legal support related to general City services. Funding is incorporated into the legal department budget.	\$150,000	Professional Svc
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ISSUE:

Maintain fiscal stability of city operations.

FISCAL IMPACT:

Funding for all initiatives and expenditures above were incorporated into the appropriate FY 2024 departmental budgets. However, the amounts above are estimates; actual costs are dependent upon needs. If the actual costs above exceed what was allocated in the budget for those services, departments are required to make that difference up elsewhere within their operating budget.

RECOMMENDATION:

Staff recommends approval of annual recurring expenditures for FY 2024 in accordance with City Charter section 9.17.