



Legislation Details (With Text)

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Staff Report for an Ordinance Amending Title 1, Chapters 1-5 and 1-6 of the San Leandro Municipal Code Relating to Contracts for Public Works Projects and Contracts for Purchases

**SUMMARY AND RECOMMENDATIONS**

Staff recommends that the City Council adopt an ordinance amending Title 1, Chapters 1-5 and 1-6 of the San Leandro Municipal Code relating to contracts for public works projects and contracts for purchases.

**BACKGROUND/DISCUSSION**

Currently, contracts for public works projects under \$15,000 are awarded by the City Manager, and contracts for \$15,000 or more are awarded by the City Council. The proposed ordinance would change the limit to allow the City Manager to award contracts for public works projects up to \$50,000, and the City Council would award contracts of more than \$50,000. This change is intended to reserve the use of City Council time to addressing larger projects, and to allow the City Manager to handle more routine projects and purchases.

In addition, the threshold for competitive or informal bidding for purchases was established over ten years ago. The proposed ordinance would raise the threshold at which informal competitive bidding is required for the purchase of equipment, materials or supplies from \$3,000 to \$5,000.

Finally, the proposed ordinance would allow the requesting department to solicit the bids, following the Finance Department’s Purchasing Policy, for the informal competitive process when purchasing equipment, material or supplies. Currently the Purchasing Agent is required to solicit the bids.

**PREPARED BY:** Jennifer Auletta, Administrative Analyst, Public Works Department