



Legislation Text

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Staff Report for Ordinance Updating Section 1-6-310 of the San Leandro Municipal Code Relating to Emergency Spending and Section 1-6-315 of the San Leandro Municipal Code Relating to Council Determination for Purchasing Without Competitive Bidding

SUMMARY AND RECOMMENDATIONS

It is recommended that Section 1-6-310 of the San Leandro Municipal Code relating to emergency purchasing be amended to increase the City Manager's purchasing authority without competitive bidding and without the requirement to seek Council approval from \$5,000 to \$50,000. It is also recommended that Section 1-6-315 of the San Leandro Municipal Code relating to City Council authorization to make purchases without competitive bidding be amended to include purchasing "services."

BACKGROUND

Sections 1-6-310 and 1-6-315 of the San Leandro Municipal Code (SLMC) were last updated in 1992.

Section 1-6-310 SLMC currently limits the City Manager's purchasing authority in an emergency to \$5,000 without competitive bidding or Council approval. Given the potential for extensive damages to San Leandro in the event of a major earthquake on the Hayward Fault, or other emergency events in the City, it would be prudent to extend the City Manager's purchasing authority to \$50,000 in this section. This is consistent with the City's current Purchasing Guidelines for professional and non-professional service contracts.

Also, section 1-6-315 SLMC only gives authority to the City Council to approve purchases of equipment, materials and supplies without going to competitive bid. It is recommended that purchasing of "services" also be permitted under this section.

Current Agency Policies

The City's Purchasing Policy currently allows the City Manager to approve purchases up to \$50,000 without Council approval.

ATTACHMENTS

None

PREPARED BY: K. Ornelas, Community Relations Representative, City Manager's Office