



MEMORANDUM TO VENICE CITY COUNCIL

THROUGH CHARTER OFFICER: Edward Lavalley, City Manager **E-SIGN:**

FROM: Peter A. Boers, Procurement Manager

DEPARTMENT: Finance-Procurement Division

DATE: May 7, 2024

MEETING DATE: May 14, 2024

SUBJECT / TOPIC: Ordinance 2024-10 Procurement Code Revision

BACKGROUND INFORMATION:

The goals of this revision to the CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION, ARTICLE IV, FINANCE, DIVISION 2, PURCHASES (Procurement Code) are to:

- 1) to remove obstacles to providing the delivery of goods and services for the city,
- 2) adopt language, which facilitates more effective and efficient procurement procedures, and
- 3) assure compliance with the requirements for federal grant funding.

In conjunction with the Office of the City Attorney these revisions are contained in the attached Ordinance. The most notable revisions to the Procurement Code are:

1. Section 2-216. – Approval of Purchases
 - a. Increased the encumbrance requirement from \$5,000 to \$10,000 to match the Single Quote Limit as stated below.
 - b. Increased the Purchasing thresholds in this section to match the requirements of Title 2, Subtitle A, Chapter II, Part 200 Code of Federal Regulations (also known as the Uniform Guidance or Super Circular).
 - i. Raised the Single Quote Limit from \$5,000 to \$10,000
2. Section 2-217 – Local Preference
 - a. Stricken in its entirety to enhance competition and encourage participation from “Non-Local” bidders in formal Bids and Requests for Proposals
3. Section 2-223 -Conflicts of Interest
 - a. Clarifies the City’s gift policy.
4. Section 2-226 Surplus and Scrap Disposal
 - a. Adopted language from F.S. § 274.05 which allows the City to dispose of surplus property through sale or donation to another local entity

SUPPORTS STRATEGIC PLAN: Goal Two: Provide Efficient, Responsive Government with High Quality Services

COUNCIL ACTION REQUESTED: For Council Adoption by Motion

Cc: Linda Senne, Finance Director