



Staff Report

TO: City Council
FROM: Jennifer Ustation, Interim Finance Director
DATE: June 15, 2021
SUBJECT: Approval of Fiscal Year 2022 Requisitions Greater than \$25,000 in Accordance with City of Beaumont Purchasing Ordinance

Background and Analysis:

Purchases for goods and services that will exceed \$25,000 as set forth in the City's purchasing ordinance are being presented for approval by City Council. City staff has identified certain vendors for which FY2022 charges are expected to exceed the \$25,000 threshold.

Attachment A provides a requisition summary report for vendors and the expected upper limit of payments to the vendors during FY2022. All listed payments to these vendors are established within the budget authority that was adopted on June 1, 2021.

If the City Council authorizes payments to these vendors, City staff will approve the requisitions that have been created subject to the budgetary limits established through the adopted FY2022 budget and will create formal purchase orders to be utilized throughout the fiscal year.

Fiscal Impact:

All potential payments listed in this agenda item are included within the FY2022 adopted City budget. This item provides an efficient method to expedite the work of the City. The estimated cost to prepare this report is \$585.

Recommended Action:

Approve the listed requisitions for vendors to receive payment over \$25,000 and up to the amount specified in Attachment A of this report.

Attachments:

- A. Requisition Summary Report for Vendors Over \$25,000 for Council Approval