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**Finance Committee**

**DEPARTMENT:** Administrative Services

**FROM:** Richard Abernethy, Administrative Services Director

**MEETING:** April 21, 2025

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**SUBJECT:**

Receive a report, hold a discussion, and make possible recommendations regarding the City's use of procurement options and methods. (*Staff Contact: Richard Abernethy, Administrative Services Director*)

**SUMMARY:**

The Purchasing Division manages the City's procurement of goods and services in compliance with applicable laws and policies. This includes overseeing competitive solicitations, contract management, and ensuring regulatory compliance.

Over the past year, the Purchasing Division has been updating City policies and purchasing procedures while evaluating various procurement options and strategies to determine the most effective approaches for acquiring goods and services.

The attached presentation provides an overview of the division's activities, including the number and types of projects, procurement methods used, and an analysis of available purchasing options. It also highlights when these options have been utilized and their outcomes.

**RECOMMENDATION:**

N/A

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

N/A

**REFERENCE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

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