

# **TOWN OF CENTURY, FLORIDA**

## **AGENDA ITEM REQUEST**

**TO: Town Council, Town of Century, FL**

**FROM: Howard W. Brown, Jr., Interim Town Manager**

**MEETING DATE: March 18, 2025**

**SUBJECT: First Reading and Consideration of Ordinance No. 2025-\_\_ Establishing the Town of Century Procurement Ordinance**

### **BACKGROUND:**

On **November 5, 2024**, the voters of the Town of Century approved a **Charter Amendment** requiring that Town purchasing be governed by Council-approved policies and procedures. Additionally, on **December 3, 2024**, the Town Council adopted **Resolution No. 3-2024**, affirming the need for a standardized procurement ordinance to ensure compliance with **Florida law, federal procurement regulations, and best practices**.

The proposed **Procurement Ordinance No. 2025-\_\_** provides a **comprehensive framework for procurement procedures**, including:

- **Spending authority of the Mayor** (up to **\$10,000**) without prior Council approval.
- **Competitive bidding requirements** for purchases exceeding **\$10,000** and compliance with **Florida Statutes § 255.20** for public works projects over **\$50,000**.
- **Exemptions for emergency purchases**, sole source procurements, intergovernmental purchasing, professional services, grant-funded procurements, and utility payments.
- **Ethical standards and enforcement measures** to ensure fairness and transparency in Town procurement activities.
- **Compliance with state and federal procurement requirements**, including **2 CFR Part 200** for federally funded projects.

The ordinance was drafted to align with the **Town Charter, Resolution No. 3-2024, Florida procurement laws, and federal grant compliance regulations**.

### **RECOMMENDATION:**

Staff recommends that the Town Council:

1. Conduct the **first reading** of **Ordinance No. 2025-\_\_** on **March 18, 2025**.
2. Schedule the **second and final reading** for **April 15, 2025** for final adoption.

### **MOTION:**

*"I move to approve the first reading of Ordinance No. 2025-\_\_\_, establishing the Town of Century Procurement Ordinance, and schedule the second and final reading for April 15, 2025."*

**ATTACHMENTS:**

- **Ordinance No. 2025-\_\_\_** (Proposed Procurement Ordinance)