

**RESOLUTION NO. 2021-74**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COACHELLA, CALIFORNIA, ESTABLISHING PURCHASING AUTHORITY AND COMPETITIVE PROCUREMENT THRESHOLDS UNDER SECTIONS 4.08.30 AND 4.08.60 RESPECTIVELY OF THE CITY'S MUNICIPAL CODE**

**WHEREAS**, chapter 4.08 of the City's municipal code outlines purchasing procedures designed to make the City more effective, efficient and fiscally responsible in the procurement of goods and services; and

**WHEREAS**, purchasing authority thresholds are an integral part of the City's purchasing procedures; and

**WHEREAS**, competitive procurement levels are an integral part of the City's purchasing procedures; and

**WHEREAS**, purchasing authority thresholds and competitive procurement levels are set to benefit the City through cost savings; and

**WHEREAS**, the most cost effective thresholds for purchasing authority and competitive procurement fluctuate over time based on cost levels and changes in regulatory and local business environments.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED** by the City Council of the City of Coachella, as follows:

**Section 1.** The City Council hereby sets purchasing authority thresholds under section 4.08.30 of the City's Municipal Code as follows:

A. **Award by Department Directors.** Department directors may make purchases or contract for goods and services in an amount not to exceed ten thousand dollars (\$10,000).

B. **Award by City Manager.** The City Manager may make purchases or contracts for goods and services, or take any other action in response to bids for public works contracts, in an amount not to exceed twenty-five thousand dollars (\$25,000.00).

C. **Award by City Council.** The City Council shall make purchases or contracts for goods and services or take any other action in response to bids for public projects, that exceed twenty-five thousand dollars (\$25,000.00).

**Section 2.** The City Council hereby sets competitive procurement thresholds for general goods and services under section 4.08.60 of the City's Municipal Code as follows:

- A. No competitive procurement consideration required for the procurement of goods and services under \$5,000.
- B. The informal quote process is required for the procurement of goods and services between \$5,000 and \$75,000.
- C. The formal (bid/RFP/RFQ) process is required for the procurement of goods and services over \$75,000.

**Section 3.** The City Council finds the adoption of this resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**Section 4.** This Resolution shall become effective upon implementation of Ordinance 1191.

**PASSED, APPROVED and ADOPTED** this      day of February, 2022.

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Steven A. Hernandez  
Mayor

**ATTEST:**

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Angela M. Zepeda  
City Clerk

**APPROVED AS TO FORM:**

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Carlos Campos  
City Attorney

STATE OF CALIFORNIA            )  
COUNTY OF RIVERSIDE        ) ss.  
CITY OF COACHELLA            )

**I HEREBY CERTIFY** that the foregoing Resolution No. 2021-74 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the      day of February 2022, by the following vote of Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Andrea J. Carranza, MMC  
Deputy City Clerk