



City of Colusa California

STAFF REPORT

DATE: May 20, 2025
TO: City of Colusa Mayor and Council Members
FROM: Jesse Cain, City Manager

AGENDA ITEM:

City of Colusa's purchasing policy

Recommendation: Adopt Resolution 25-____ adopting the updated purchasing policy.

BACKGROUND ANALYSIS:

The existing Purchasing Policy was adopted on April 17th, 2012, and has not been substantially updated since. Changes in procurement laws, evolving organizational needs, and increasing emphasis on fiscal responsibility necessitate a review of current practices.

Summary of Proposed Changes

A preference of up to 5% for qualified local vendors to support economic development.

Clarified language regarding ethical standards and disclosures required by staff involved in purchasing decisions.

Increased dollar amounts to meet the city's current needs.

Removed surplus supplies and equipment

Updated the public works projects language to the current state law

Fiscal Impact

There is no direct fiscal impact from adopting the policy. However, improved procurement practices may lead to cost savings and more efficient use of public funds.

BUDGET IMPACT: None

STAFF RECOMMENDATION: Staff recommends the adoption of the revised Purchasing Policy as presented.

ATTACHMENTS:

Purchasing policy
Resolution 25-