



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session

MEETING DATE: September 3, 2024

FROM: Scott Schultz, Asst. Water Utilities Director

SUBJECT: City Council approval for warehouse staff to purchase certain electric, water and wastewater materials which have long lead times and short availability timelines with executive staff approval and subsequent Council ratification.

BACKGROUND

Some inventory items are still experiencing supply chain shortages. These materials have long lead times and short availability windows. Vendors contact customers to notify them of availability but require confirmation of desire to purchase within 24 hours. In rare circumstances warehouse staff will need to commit to purchase immediately. Council authorized warehouse staff to utilize the immediate commitment process and subsequent ratification process in 2020. This staff report is to refresh that option when needed.

FISCAL IMPACT

Dependent on purchases

RECOMMENDATION

Approve warehouse staff to purchase certain electric, water and wastewater materials which have long lead times and short availability timelines with executive staff approval and subsequent Council ratification.