

Suggested Purchasing Policy amendment 2026

To be added to Section 4.8 Purchasing Policy of our Administrative Policies & Procedures:

4.8(a) Purpose

The purchasing policy is used to initiate and control purchases. The purpose of the purchasing policy procedure is to facilitate a more complete accounting control and the preparation of accurate, up-to-date, financial reports. The program allows the issuance of purchases with pre-defined terms. This will assist in making purchases at the best price possible and the best terms.

4.8(b) Domestic Preference

It is the policy of Hamburg Township to maximize the purchase of goods, products, materials, and supplies manufactured or produced in the United States of America, and to discourage as much as possible purchases from foreign adversaries (nations that are adverse to American interests, as identified on the official list of “foreign adversaries” as defined by the U.S. Department of Commerce under 15 CFR 791.4), as the list may be amended from time to time. This policy aims to strengthen the American economy, support domestic manufacturing, protect the jobs of American workers and eliminate the enrichment of foreign adversaries.

Preference for Domestic Products

When procuring materials, services, supplies, or equipment for Township use, township officials, employees, contractors, departments, and third-party procurement partners involved in any purchasing, leasing, or licensing activities shall:

- Give preference to products made in the United States, provided that the cost is reasonable and the quality is equal to or better than foreign-made alternatives.
- Not purchase from companies that are located in or owned by a foreign adversary.
- Set online purchase settings to “local: US” where applicable, consistent with this policy.

Application Thresholds and Cost Differentials

To balance the desire to support domestic manufacturing with the Township’s fiduciary duty to taxpayers, a **Domestic Preference** will be used: The Township may accept a bid or quote for a domestic product even if it is up to **15% more expensive** than a foreign-made alternative. The cost comparison will be made to the lowest bid with a foreign made alternative meeting the same or substantially similar specifications.

No purchases from foreign adversary-affiliated companies will be permitted unless the product/material in question is essential, and that company is the sole source of the product or material in question, or the only bid submitted in response to the Township’s request for proposal.

Any deviation from this policy for purchase of a single item that costs \$20,000 or more must be brought before the Board and explained in writing.