

No: 25-
Date: August 20, 2025

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

**TITLE: UPDATING CITY OF SANDPOINT PROCUREMENT AND CONTRACT
POLICY**

WHEREAS: On May 20, 2020, by Resolution 20-026, Council adopted the City of Sandpoint Procurement Policy, followed by amendments on September 16, 2020, under Resolution 20-040, January 5, 2022, under Resolution 22-001, June 7, 2023, under Resolution 23-052; September 6, 2023, under Resolution 23-067; February 7, 2024, under Resolution 24-007; May 15, 2024, under Resolution 24-029; and December 18, 2024, under Resolution 24-084;

WHEREAS: The current policy update is in response to amendments to Idaho Code §§ 67-2805 and 67-2806, enacted during the 2025 legislative session and effective July 1, 2025, pertaining to procurement of public works construction and procurement of services or personal property, with an increase in the procurement process thresholds;

WHEREAS: The proposed updated Procurement and Contract Policy reflects the amendments now effective under Idaho law, to include an increased amount required, up to \$100,000, for solicitation of bids for Public Works Construction or proposals for professional services; and

WHEREAS: Additionally, signature authority is revised to reflect “Supervisor”, as the approver for procurement in all categories up to \$4,999.

NOW THEREFORE BE IT RESOLVED THAT: The updated City of Sandpoint Procurement and Contract Policy, incorporating the above-described amendments, a copy of which is attached hereto and made a part hereof as if fully incorporated herein, is hereby adopted and approved.

Jeremy Grimm, Mayor

ATTEST:

Melissa Ward, City Clerk