

No: 24-  
Date: December 18, 2024

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; and May 15, 2024, under Resolution 24-029;

WHEREAS: City staff recognizes the growing need for flexibility in addressing time-sensitive purchases, with this policy update increasing procurement thresholds for goods and non-professional services;

WHEREAS: The updated procurement process thresholds are necessary to optimize the City's procurement processes and increase operational efficiencies, while also ensuring full compliance with Idaho Law, specifically Idaho Code § 67-2806;

WHEREAS: Additional housekeeping changes will include the removal of references to City Administrator within the policy; and

WHEREAS: While thresholds will be increased for procurement processes, City staff will continue to maintain ongoing oversight of all procurement decisions to ensure fairness and integrity and remain committed to fiscal responsibility with tax and rate payer dollars.

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