



AGENDA ITEM SUMMARY

MEETING DATE: July 6, 2021

ITEM SUMMARY: Purchasing Policy Update

STAFF RECOMMENDATION: Staff recommends that Council adopt the revisions to the attached Purchasing and Bid Requirements Policy.

The Town's purchasing and bidding requirements are governed by North Carolina General Statutes and, therefore, must seek competitive offers from qualified sources of supply unless the items can be obtained through existing contracts established by NC State Purchasing and Contracts Division. Whenever possible, the Town of Southern Shores participates in the NC State Contracts. The requested revisions include adding the ability for staff to make purchases in accordance with G.S. 143-129(e)(3) which allows purchases to be made through a competitive bidding group purchasing program. The two additional purchasing cooperatives staff is requesting to utilize are Sourcewell and the North Carolina Sheriff's Associations' Vehicle and Motorcycle Procurement Program.

Town staff, with Council approval, previously utilized Sourcewell for the purchase of equipment for the Public Works Department. The Police Department has experienced some difficulty obtaining vehicles through the NC State Purchasing and Contracts Division and would like to add an additional source for future purchases.

Also included is the removal of language in the policy that gives the Town Manager the authority to renew or extend any service provider contract in effect as of the date of the last policy amendment and determined by the Town Manager to be in the best interest of the Town. This language removal would require all service provider contracts to be bid upon renewal.

REQUESTED ACTION:

Adoption as part of the approval of the Consent Agenda.