



Finance Department

106 Jones Street
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Watertown, WI 53094-0477
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To: Finance Committee
From: Mark Stevens
Date: April 22, 2024
RE: Purchasing Policy Recommended Addition

A revision of the purchasing policy has been crafted to add a step of approval for any contract presented to Public Works Commission or Finance Committee totaling \$100,000 or more to be sent to Common Council for its approval.

Attached: purchasing policy
Suggested changes in red ink in Sections 3.0, 3.4, and 3.5.