

Procurement Code Recommended Changes Summary Chart

Below you will find each procurement code section being recommended for changes. Each section shows the current threshold/limit and recommended changes.

Exemptions - Procurement Code Sec. 2-607(24)

Current Threshold	Award Authority Level	Recommended Change
< \$25,000	CPO	<\$50,000
< \$50,000	City Manager	<\$100,000
> \$50,000	Commission	>\$100,000

Competitive Sealed Bidding (Formal Bid) – Procurement Code Sec. 2-685

Current Threshold	Requirement	Award Authority Level	Recommended Change
<\$25,000	Sealed Bids	CPO	<\$100,000
< \$100,000		City Manager	<\$250,000
> \$100,000		Commission	>\$250,000

Competitive Sealed Bidding (Formal Bid) (i) Award - Reject– Procurement Code Sec. 2-685

Award Authority Level (Based on Award Authority)	Recommended Change
<\$100,000- City Manager	<\$250,000
>\$100,000 – City Commission	>\$250,000

Small Purchase (Purchasing Card (P-Card) - Procurement Code Section 2-688

Current Threshold	Requirement	Recommended Change
<\$1,000	Single/ No Quotes	under \$5,000

Small Purchase (Informal Competition) – Procurement Code Sec. 2-688

Current Threshold	Award Authority Level	Recommended Change
Up to \$1,000	N/A	under \$5,000 (no quotes)
	CPO	up to \$100,000
	City Manager	up to \$250,000

Sole Source Procurement – Procurement Code Sec. 2-689

Current Threshold	Award Authority Level	Recommended Change
< \$25,000	CPO	<\$100,000
>\$25,000	Commission	>\$100,000

Emergency Purchase – Procurement Code Sec. 2-690

Current Threshold	Award Authority Level	Recommended Change
< \$25,000	CPO	<\$100,000
< \$100,000	City Manager	<\$250,000
> \$100,000	Commission	>\$250,000

Special Procurement/Bid Waiver – Procurement Code Sec. 2-691

Current Threshold	Authority Level	Recommended Change
< \$100,000	City Manager	<\$250,000
> \$100,000	Commission	>\$250,000

Contract Award – Procurement Code Sec. 2-763

Current Threshold	Authority Level	Recommended Change
< \$25,000	CPO	<\$100,000
Up to \$100,000	City Manager	Up to \$250,000
>\$100,000	Commission	Over \$250,000

Approval of Change Order and Contract Modifications – Procurement Code Sec. 2-764

Current Threshold	Authority Level	Recommended Change
General - 15%	City Manager	General – 25%
All Construction	City Commission	N/A

Resolution of Protested Solicitation and Awards – Procurement Code Sec. 2-910

Current Threshold	Authority Level	Recommended Change
< \$100,000	City Manager	<\$250,000
> \$100,000	City Commission	>\$250,000
Construction <\$25,000	City Manager	No Change
Construction >\$25,000	City Commission	No Change