



## **SANDY SPRINGS**

GEORGIA

TO: Peggy Merriss, Interim City Manager

FROM: Karen Ellis, Director of Finance & Administrative Services

DATE: July 25, 2019 for submission onto the August 6, 2019 Mayor & City Council Agenda

ITEM: Resolution to amend the City of Sandy Springs Purchasing Policy

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### **BACKGROUND**

In June of 2019, the City of Sandy Springs Public Works Department submitted their application to the Georgia Department of Transportation (GDOT) to re-certify for the Local Administered Project (LAP) certification for the City of Sandy Springs. The LAP certification is the approval process where the City is approved to manage state and federally funded projects located in the City of Sandy Springs for GDOT.

As part of the approval process, GDOT requested that the City add in language speaking to the recently updated House Bill 322 (HB322) for the State of Georgia. HB322 requires that governmental entities post all of their solicitations above \$100,000 on the Georgia Procurement Registry (GPR). The City has always used the GPR to post its formal solicitations but it is currently not written into the purchasing policy.

Also, approval thresholds for the City Manager are currently set at amounts equal to or less than \$250,000. This amount is being reduced to equal to or less than \$75,000 to keep in line with other local city approval levels.

### **RECOMMENDATION**

Staff recommends that the amendments to the City's Purchasing Policy be adopted as proposed in Section V (C) 2, 6 and 13.

### **ALTERNATIVES**

Council could decide not to amend the City's Purchasing Policy and risk losing future LAP certification.



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**ATTACHMENTS**

Resolution to amend the City of Sandy Springs Purchasing Policy  
City of Sandy Springs Purchasing Policy

STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION OF THE SANDY SPRINGS CITY COUNCIL TO AMEND THE PURCHASING POLICY**

**WHEREAS**, it is necessary from time to time to modify the City’s Purchasing Policy; and

**WHEREAS**, the spending limits of the City Manager’s office has not been updated in approximately 14 years; the current limit being \$250,000;

**WHEREAS**, the Local Administered Project (LAP) Certification maintenance is a City Council Priority;

**WHEREAS**, the City manages a significant number of projects located within the City of Sandy Springs for the Georgia Department of Transportation (GDOT); and seeks to continue to do so

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Sandy Springs, Georgia, while in regular session on August 6, 2019, at 6:00 p.m. that:

The purchasing policy be amended to modify language within Section V. C-2, 6 and 13, and to amend the purchasing policy by the reduction of the approval limit without Mayor and Council approval to equal to or less than \$75,000, and

The purchasing policy be amended to modify language within Section V. C-2 Quotation/Bidding, and to amend the purchasing policy by the insertion the following language listed below at the end of the section:

**In accordance with Georgia State Law (HB322) all federally funded Public Works projects above \$100,000 will be posted on the State of Georgia Procurement Registry (GPR).**

**RESOLVED** this the 6th day of August, 2019.

Approved:

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Russell K. Paul, Mayor

Attest:

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Coty Thigpen, City Clerk

(Seal)