



# MEMORANDUM

Purchasing #17-056  
January 31, 2016

To: Asceleta Hammond, City Clerk

Through: Dennis W. Beach, City Manager 

From: Otis J. Thomas, General Services Director 

Subject: Ordinance Public Hearing Advertisement Requesting Approval to Increase the City's Invitation to Bid (ITB), Sole Source, Emergency Procurement, Piggy-back, and Work Authorization Thresholds

Please advertise the attached Ordinance for the February 14, 2017 City Commission requesting approval to increase the City's Invitation to Bid (ITB), Sole Source, Emergency Procurement, Piggy-back, and Work Authorization thresholds.

Staff is seeking approval to increase the aforementioned thresholds to \$75,000.00. These thresholds have not been revised since 1996. The General Services department has a goal (1.1.7) in the "Great Places" section of this plan to develop local business opportunities. Increasing these thresholds will assist staff in achieving the City's Strategic Plan and will benefit our local businesses. Approval of this request will also assist the City in achieving its Lean Six Sigma initiative of eliminating waste and being more efficient with available resources in its operations.

Contact me if you require further information.

As always, thanks for your assistance.

enclosures