

City of Mesquite, Texas

Legislation Text

File #: 19-4526, **Version:** 1

A resolution adopting a Procurement Policy for the City of Mesquite.

The City Finance Department has formal financial policies that cover various aspects of financial management of the City in order to strengthen financial operations and obtain City Council approval of each policy.

All formal financial policies are reviewed on an annual basis and any proposed changes are presented to City Council for adoption. The Procurement Policy has several changes that are being proposed for approval, as highlighted below:

1. Petty Cash details have been removed, as the process is part of the City's Administrative Directives.
2. Several areas have been updated for minor process changes in order to match current procedures.
3. The Conflict of Interest section has been moved from the Purchasing Procedures section to the Other Information section.
4. Several changes were made to the Purchasing Card Program section in order to add further controls and reporting requirements.
5. Under the Other Information section, requirements were added regarding prohibition on contracts with companies boycotting Israel, as required by recent legislative changes.
6. Two new attachments were added related to the purchasing card program.

A redlined version of the policy is included for your review.

Recommended/Desired Action

Staff recommends approval of the resolution.

Attachment(s)

Resolution

Procurement Policy - redlined version

Drafter

Debbie Mol

Head of Department

Debbie Mol