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# CITY OF POMONA

## COUNCIL REPORT

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December 19, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Andrew Mowbray, Finance Director

**SUBJECT: SECOND READING AND ADOPTION OF ORDINANCE AMENDING CHAPTER 2, ARTICLE VII OF THE POMONA CITY CODE PERTAINING TO THE REQUIREMENTS AND PROCEDURES FOR PROCURING SUPPLIES, SERVICES, EQUIPMENT AND CAPITAL IMPROVEMENT CONTRACTS, AND SALE OF SURPLUS PROPERTY**

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### **RECOMMENDATION:**

It is recommended that the City Council adopt the following ordinance:

**ORDINANCE NO. 4276 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AMENDING CHAPTER 2, ARTICLE VII OF THE POMONA CITY CODE PERTAINING TO THE REQUIREMENTS AND PROCEDURES FOR PROCURING SUPPLIES, SERVICES, EQUIPMENT AND CAPITAL IMPROVEMENT CONTRACTS, AND SALE OF SURPLUS PROPERTY**

### **DISCUSSION:**

This ordinance was first introduced at the December 16, 2019 City Council Meeting (Attachment No. 2). The purpose of proposed Ordinance No. 4276 (Attachment No. 1) is to update and clarify various areas within the Ordinance which has been amended over time on a section by section basis which has resulted in a fragmented, repetitive, and in some cases conflicting policy document. The proposed amendment is a comprehensive revision that clarifies and streamlines the City's procurement requirements. Changes include provisions for Environmentally Preferred Procurement, Federal Emergency Management Agency language, and updated procurement thresholds with requirements for additional oversight and transparency

The ordinance will take effect 30 days after its adoption on January 6, 2020.

### **FISCAL IMPACT:**

There is no fiscal impact associated with this item.

Prepared by:

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Teresa M. Villa, C.P.M., CPPB  
Purchasing Manager

**ATTACHMENTS:**

Attachment No. 1 – Proposed Ordinance No. 4276

Attachment No. 2 – Staff Report No. 20 dated December 16, 2019