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**CITY OF OCALA**  
**CITY COUNCIL REPORT**

Council Meeting Date: 08/19/14

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Subject: New Procurement Policy 2014

Submitted By: Tiffany Kimball

Department: Business & Financial Services

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**STAFF RECOMMENDATION** (Motion Ready): Approve Agenda Item (ID # 7027) 2014 Procurement Policy Manual

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**OCALA'S RELEVANT STRATEGIC GOALS:** Operational Excellence

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**PROOF OF PUBLICATION:**

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**BACKGROUND:**

New 2014 Procurement Policy

**FINDINGS:**

The City procurement policy has not been updated since 2010. The new 2014 policy embraces the recent directive from City Council to establish a revised level of expenditure requiring City Council review and approval. This new level is \$50,000. Other changes include detailed procedure for Florida Department of Transportation (FDOT) procurements, and Federal Transit Administration procurement rule, which is required to be included in our procurement policy in order to obtain grant funding.

Additionally, a completely revised and comprehensive protest policy is included. This was drafted by the Assistant City Attorney, W. James Gooding, along with consultation with the Director of Procurement.

The expenditure levels for solicitations were modified to provide a more fluid procurement process, with the role of formal quoting being expanded.

**CONCLUSIONS:**

The new 2014 policy will provide clear guidelines for procurement best practices, along with giving the City Council additional oversight for expenditures.

**FISCAL IMPACT:**

City Council will have pre-approval of expenditures greater than \$50,000.

**LEGAL REVIEW:** The policy has been reviewed and approved by the City Attorney, Patrick G. Gilligan.

**ALTERNATIVE:**

None recommended.

**SUPPORT MATERIALS:**

Procurement Policy 8-2014 WJG edits (PDF)