

AN ORDINANCE BY COUNCILMEMBERS JOYCE M. SHEPERD, HOWARD SHOOK, DUSTIN HILLIS, MARCI COLLIER OVERSTREET AND J. P. MATZIGKEIT TO AMEND CHAPTER 2 - ADMINISTRATION, ARTICLE X, PROCUREMENT AND REAL ESTATE CODE, DIVISION 4, SOURCE SELECTION AND CONTRACT FORMATION, SECTION 2-1190 SMALL PURCHASES, AS A RESULT OF THE DEPARTMENT OF PROCUREMENT CONSOLIDATION; AND OTHER PURPOSES. ► (HELD 12/12/18 AT THE REQUEST OF THE COMMITTEE)

WHEREAS, the City of Atlanta's Department of Procurement is charged with procuring supplies, construction, professional, real estate and consultant services for the City; and

WHEREAS, pursuant to Ordinance 15-0-1478 the Department of Procurement was consolidated to ensure that all purchasing and contracting activities are performed under the authority of the Department of Procurement to standardize procurement procedures, processes, and responsibilities, and decrease the duplication of procurement functions throughout the City; and

WHEREAS, in an effort to continue the consolidation, the Chief Procurement Officer recommends an amendment to section 2-1190 of the City's Code of Ordinances.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA as follows:

SECTION 1: That Chapter 2- Administration, Article X, Procurement and Real Estate Code, Division 4, Source Selection and Contract Formation, Section 2-1190(c) of the City of Atlanta Code of Ordinances be amended so that it shall read as follows (new language in underlined and bolded font):

Sec. 2-1190. - Small purchases.

(a) *General procedures.* Any contract or purchase order for supplies, services and construction not exceeding \$20,000.00 may be made in accordance with small purchase procedures adopted by the chief procurement officer in accordance with this article, provided that procurement requirements shall not be artificially divided so as to constitute a small purchase under this section. Insofar as it is practicable, no less than three businesses shall be solicited to submit quotations. Award shall be made to the business offering the lowest responsive quotation. The name of the business submitting a quotation and the date and amount of each quotation shall be recorded and maintained as a public record.

(b) *Small Purchases Not Exceeding \$50.00.* Heads of all city departments may, in their discretion make small purchases without the assistance of the chief procurement officer where the purchases do not exceed \$50.00 and is paid out of the petty cash fund allocated to the department under a duly enacted appropriation.

(c) *Small Purchases Exceeding \$50.00.* Heads of all city departments or their designee shall submit requisitions for small purchases to the chief procurement officer for approval where the small purchase is greater than \$50.00 and does not exceed

\$20,000.00. The aggregate amount of all such small purchases for each department shall not exceed \$20,000.00 per vendor per fiscal year.

(d) *Certification of unencumbered appropriation.* Except for emergency procurements und section 2-1192, the chief procurement officer shall not execute any contracts or purchase orders under this section until the chief financial officer shall have certified, after pre audit, that there is to the credit of the using agency concerned a sufficient unencumbered appropriation balance, in excess of all unpaid obligations, to defray the amount of the order.

SECTION 2: The amendments contained in this ordinance shall be effective immediately upon implementation of the new e-procurement system.

SECTION 3: That all ordinances or parts of ordinances in conflict herewith be and the same are hereby waived to extent of the conflict only.

CITY COUNCIL
ATLANTA, GEORGIA

18-O-1782

SPONSOR SIGNATURES



Duane Ellis, Councilmember, District 9



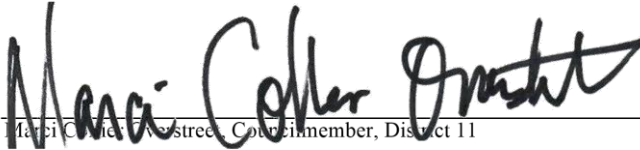
Howard Shook, Councilmember, District 7



Joyce M. Sheperd, Councilmember, District 12



JP Metzigkeit, Councilmember, District 8



Nancy Collier Orsatti, Councilmember, District 11

**CITY COUNCIL
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Workflow List:

Clerk of Council	Completed	12/04/2018 12:01 PM
Atlanta City Council	Completed	12/03/2018 1:00 PM
Finance/Executive Committee	Completed	12/12/2018 1:00 PM
Atlanta City Council	Completed	01/07/2019 1:00 PM
Finance/Executive Committee	Completed	01/16/2019 1:00 PM
Atlanta City Council	Completed	01/22/2019 1:00 PM
Finance/Executive Committee	Completed	01/30/2019 1:00 PM
Atlanta City Council	Completed	02/04/2019 1:00 PM
Finance/Executive Committee	Completed	02/13/2019 1:00 PM
Atlanta City Council	Completed	02/18/2019 1:00 PM
Finance/Executive Committee	Completed	02/27/2019 1:00 PM
Atlanta City Council	Completed	03/04/2019 1:00 PM
Finance/Executive Committee	Completed	03/13/2019 1:00 PM
Atlanta City Council	Completed	03/18/2019 1:00 PM
Finance/Executive Committee	Completed	03/27/2019 1:00 PM
Atlanta City Council	Completed	04/15/2019 1:00 PM
Finance/Executive Committee	Completed	04/24/2019 1:00 PM
Atlanta City Council	Completed	05/06/2019 1:00 PM
Finance/Executive Committee	Completed	05/15/2019 1:00 PM
Atlanta City Council	Completed	05/20/2019 1:00 PM
Finance/Executive Committee	Completed	05/29/2019 1:00 PM
Atlanta City Council	Completed	06/03/2019 1:00 PM
Finance/Executive Committee	Completed	06/12/2019 1:00 PM
Atlanta City Council	Completed	06/17/2019 1:00 PM
Finance/Executive Committee	Completed	06/26/2019 1:00 PM
Atlanta City Council	Completed	07/01/2019 1:00 PM
Finance/Executive Committee	Completed	07/10/2019 1:00 PM
Atlanta City Council	Completed	08/05/2019 1:00 PM
Finance/Executive Committee	Completed	08/14/2019 1:00 PM
Atlanta City Council	Completed	08/19/2019 1:00 PM
Finance/Executive Committee	Completed	08/28/2019 1:00 PM
Atlanta City Council	Completed	09/03/2019 1:00 PM
Finance/Executive Committee	Completed	09/11/2019 1:00 PM
Atlanta City Council	Completed	09/16/2019 1:00 PM
Finance/Executive Committee	Pending	09/25/2019 1:00 PM
Mayor's Office	Pending	

HISTORY:

12/03/18

Atlanta City Council

REFERRED WITHOUT OBJECTION

RESULT:	REFERRED WITHOUT OBJECTION	Next: 12/12/2018 1:00 PM
12/12/18	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE [UNANIMOUS]	Next: 1/7/2019 1:00 PM
MOVER:	Andre Dickens, Post 3 At Large	
SECONDER:	Howard Shook, Chair	
AYES:	Shook, Archibong, Boone, Dickens, Ide, Matzigkeit, Westmoreland	
01/07/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 1/16/2019 1:00 PM
01/16/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 1/22/2019 1:00 PM
01/22/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 1/30/2019 1:00 PM
01/30/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 2/4/2019 1:00 PM
02/04/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 2/13/2019 1:00 PM
02/13/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 2/18/2019 1:00 PM
02/18/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 2/27/2019 1:00 PM
02/27/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 3/4/2019 1:00 PM
03/04/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 3/13/2019 1:00 PM
03/13/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 3/18/2019 1:00 PM
03/18/19	Atlanta City Council	RETURNED AS HELD

RESULT:	RETURNED AS HELD	Next: 3/27/2019 1:00 PM
03/27/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 4/15/2019 1:00 PM
04/15/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 4/24/2019 1:00 PM
04/24/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 5/6/2019 1:00 PM
05/06/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 5/15/2019 1:00 PM
05/15/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 5/20/2019 1:00 PM
05/20/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 5/29/2019 1:00 PM
05/29/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 6/3/2019 1:00 PM
06/03/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 6/12/2019 1:00 PM
06/12/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 6/17/2019 1:00 PM
06/17/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 6/26/2019 1:00 PM
06/26/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 7/1/2019 1:00 PM
07/01/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 7/10/2019 1:00 PM
07/10/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 8/5/2019 1:00 PM
08/05/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 8/14/2019 1:00 PM
08/14/19	Finance/Executive Committee	

08/19/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 8/28/2019 1:00 PM
08/28/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 9/3/2019 1:00 PM
09/03/19	Atlanta City Council	RETURNED AS HELD
RESULT:	RETURNED AS HELD	Next: 9/11/2019 1:00 PM
09/11/19	Finance/Executive Committee	HELD IN COMMITTEE
RESULT:	HELD IN COMMITTEE	Next: 9/16/2019 1:00 PM
RESULT:	RETURNED AS HELD	Next: 9/25/2019 1:00 PM

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VOTE RECORD - ORDINANCE 18-O-1782						
<input type="checkbox"/> ADOPTED <input type="checkbox"/> ADVERSED <input type="checkbox"/> FAVORABLE <input type="checkbox"/> ACCEPTED AND FILED <input type="checkbox"/> FIRST READING <input type="checkbox"/> SECOND READING <input type="checkbox"/> THIRD READING <input type="checkbox"/> FOURTH READING <input type="checkbox"/> FIFTH READING <input type="checkbox"/> REFERRED TO COMMITTEE <input type="checkbox"/> HELD IN COMMITTEE <input type="checkbox"/> TABLED <input type="checkbox"/> DEFERRED <input type="checkbox"/> RECONSIDERED <input type="checkbox"/> FILED <input type="checkbox"/> ADOPTED AS AMENDED <input type="checkbox"/> AMENDED <input type="checkbox"/> ACCEPTED <input type="checkbox"/> SUBSTITUTED <input type="checkbox"/> AMENDED SUBSTITUTE <input type="checkbox"/> FILED BY COMMITTEE <input type="checkbox"/> REFERRED TO ZRB AND ZC <input type="checkbox"/> REFERRED WITHOUT OBJECTION <input type="checkbox"/> ADOPTED ON SUBSTITUTE <input type="checkbox"/> ADOPTED SUBSTITUTE AS AMENDED <input type="checkbox"/> FORWARDED WITH NO RECOMMENDATI <input type="checkbox"/> REFERRED TO SC <input type="checkbox"/> FILED WITHOUT OBJECTION <input type="checkbox"/> FAILED <input type="checkbox"/> FORWARDED TO FC/NQ <input type="checkbox"/> FAVORABLE ON SUBSTITUTE <input type="checkbox"/> FAVORABLE/SUB/AMENDED <input type="checkbox"/> FAVORABLE/SUB/AMND/COND <input type="checkbox"/> FAVORABLE/AMND/COND						
			YES/AYE	NO/NAY	ABSTAIN	ABSENT
	MICHAEL JULIAN BOND		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	MATT WESTMORELAND		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	ANDRE DICKENS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	CARLA SMITH		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	AMIR R FAROKHI		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	ANTONIO BROWN		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	CLETA WINSLOW		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	NATALYN MOSBY ARCHIBONG		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	JENNIFER N IDE		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	HOWARD SHOOK		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	JP MATZIGKEIT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	DUSTIN HILLIS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	ANDREA L BOONE		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	MARCI COLLIER OVERSTREET		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	JOYCE M SHEPERD		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Certified by Presiding Officer	Certified by Clerk
<p>Mayor's Action</p> <p><i>See Authentication Page Attachment</i></p>	