

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF ARROYO GRANDE AUTHORIZING LEVELS OF
PURCHASING AUTHORITY**

WHEREAS, the City of Arroyo Grande, County of San Luis Obispo, State of California (“City”) is duly authorized and existing under the laws of said State; and

WHEREAS, the City of Arroyo Grande purchases goods and services for the operation of City functions; and

WHEREAS, it is prudent to establish levels of authority for such purchases of goods and services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Arroyo Grande, that:

1. The recitals set forth herein are true, correct and incorporated by reference.
2. The levels of Purchasing Authority attached to this Resolution and marked as Exhibit A, and hereby incorporates such Exhibit into this Resolution. The Levels of Purchasing Authority shall become effective concurrently with the adoption of the Ordinance amending Chapter 3.08 of the Arroyo Grande Municipal Code relating to Purchasing, scheduled for October 10, 2023, or as soon as practical thereafter.
3. The City Council finds that establishing levels of Purchasing Authority attached to this Resolution and marked as Exhibit A is not a “project” as defined by section 15378 under the California Environmental Quality Act, since the action has no potential for resulting in a direct or indirect physical change to the environment. (§ 15060(c)(3).)

On motion of Council Member _____, seconded by Council Member _____, and by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

the foregoing Resolution was passed and adopted this 26th day of September, 2023.

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CAREN RAY RUSSOM, MAYOR

ATTEST:

JESSICA MATSON, CITY CLERK

APPROVED AS TO CONTENT:

BILL ROBESON, INTERIM CITY MANAGER

APPROVED AS TO FORM:

ISAAC ROSEN, CITY ATTORNEY

EXHIBIT A

1. **First level contracts.** First level contracts for goods and services and public projects may be awarded by the City Manager or Department Heads who have been delegated contract award authority.
 - a) The dollar threshold for first level contracts for **goods and services** purchases is **\$50,000**.
 - b) The dollar threshold for first level contracts for **public projects** is **\$60,000** per current California Uniform Public Construction Cost Account Act (CUPCCAA).

2. **Second level contracts.** Second level contracts may be awarded by the City Manager. Nothing precludes the City Manager from requesting City Council approval for second level contracts if deemed to be in the best interest of the City.
 - a) The dollar threshold for second level contracts for **goods and services** purchases is **\$100,000**.
 - b) The dollar threshold for second level contracts for **public projects** purchases is **\$200,000** per current CUPCCAA.

3. **Third level contracts.** Third level contracts are those exceeding **\$100,000** for **goods and services** and those exceeding **\$200,000** per current CUPCCAA for **public projects**. Third level contracts must be awarded by the City Council, unless authority is delegated to the city manager for a specific purpose. For example, for efficiency purposes, the city manager may wish to request authorization to award a third level contract prior to bidding a particular project.