

Updated Internal Guidance per City of Columbia Code Updates effective June 21, 2016. This update replaced previous COC Procurement guidance.

Excerpt from Ordinance No: 2016-042

ARTICLE V. PROCUREMENT

Sec. 2-207. Award of contracts.

(a) The city manager may reject or approve bids and purchase agreements and award contracts in accordance with established procurement regulations, provided that contracts up to and including \$50,000.00 shall be approved by the city council prior to award except that city council approval for bulk purchases of fuel in excess of \$50,000.00 is not required, and the city manager is authorized to enter into agreements for the purchase of bulk fuel regardless of the amount. Any contracts signed by the city manager for \$25,000 to \$50,000 shall be reported by the city manager to council.

(b) The city manager, at his discretion, may direct the senior assistant city manager or assistant city managers to reject or approve bids and purchase agreements and award contracts in accordance with regulations up to and including \$25,000.00.

(c) The city manager, at his discretion, may direct department heads to reject or approve bids and purchase agreements and award contracts in accordance with regulations up to and including \$25,000.00.

(d) In the event that the City is under a state of emergency as declared by the mayor, Governor of the State of South Carolina, or the President of the United States, the city manager may reject or approve bids and purchase agreements and award contracts for emergency goods, supplies, equipment and services in accordance with established procurement regulations, without city council approval, for the duration of the state of emergency. After the state of emergency has ended, city council shall ratify any contracts entered into by the city manager during the state of emergency when the contract amount exceeds \$50,000.00. In addition, under an officially declared state of emergency mentioned herein, the city procurement regulation 1.15, which regulation establishes procurement threshold amount for small procurements and procurements requiring the solicitation of quotes, shall be amended to adopt the Federal Emergency Management Agency (FEMA) simplified acquisition thresholds then in effect.

Requested by:



Mayor

Approved by:



City Manager

Approved as to form:



City Attorney

ATTEST:


City Clerk

Introduced: 6/7/2016
Final Reading: 6/21/2016

To review a full version of Ordinance 2016-042, please click on the link below:

(Code 1979, § 1-3047; Ord. No. 2011-024, 5-17-11; Ord. No. 2011-076, 11-1-11; [Ord. No. 2016-042, 6-21-16](#))