



**City Council  
Agenda Item Summary Report**

Meeting Date: May 17, 2022			
Submitted by: Deborah Woodham, Director of Finance			
Consent <input checked="" type="checkbox"/>	Discussion Only	Public Hearing	Action/Discussion
Item Title: Consider approval of the updated Purchasing Policy.			
How this item ties-in with the City's Mission, Vision and Values:			
Attachments: Purchasing Policy			

**Item Summary:**

The City of Forney adopted the current Purchasing Policy in 2018. The policy was in need of some updates after the findings in the forensic audit and the hiring of a Purchasing Manager.

The updates include centralized purchasing that requires all goods to be approved by the Purchasing Manager prior to purchase. It further defines the need for quotes at a lower dollar threshold. The new policy will allow the Purchasing Manager to provide substitutions for the best value of the items. Also, all online ordering will now go to the Purchasing Manager for approval before ordering.