

STAFF REPORT



MEETING DATE:	February 25, 2020
SUBJECT:	Approve Updated SRTA Procurement Policies
AGENDA ITEM:	8-9
STAFF CONTACT:	Dan Little, Executive Director

STAFF RECOMMENDATION:

It is recommended that the board of directors approve updates to the Purchasing and Contracting chapter of SRTA's Policies and Procedures Manual.

DISCUSSION:

SRTA must adhere to the procurement policies of state and federal funding agencies. The Purchasing and Contracting chapter of SRTA's Policies and Procedures Manual provides standards for purchasing, including micro-purchases, competitive bids, and sole sourcing. SRTA has updated these policies for clarification and to fix inconsistencies and administrative errors.

ALTERNATIVES:

The board of directors may decline to update the policies, suggest additional modifications, or require more information and defer the update to a later date.

FINANCING:

There is no direct fiscal impact related to this action.

A handwritten signature in blue ink, appearing to read "Dan Little", is positioned above a horizontal line.

Daniel S. Little, AICP, Executive Director

Attachments:

Updated Chapter 2.35 – Purchasing and Contracting - of SRTA's Policies and Procedures Manual are available online at:

<https://www.srta.ca.gov/DocumentCenter/View/5011/DRAFT-Procurement-Policies-Feb-2020-update>