

RESOLUTION 2024-88

A RESOLUTION ADOPTING A REVISED PROCUREMENT POLICY OF THE CITY OF FRANKLIN, TENNESSEE

WHEREAS, in 2004, the Board of Mayor and Aldermen of the City of Franklin established methods to comply with the Municipal Purchasing Law of 1983, as amended, and to provide for a more formal process for the procurement of equipment, services, and materials for the operation of municipal government but not pertaining to the design and/or construction of new infrastructure and facilities; and

WHEREAS, on July 26, 2011, the Board of Mayor and Aldermen adopted Resolution No. 2011-26, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on January 14, 2014, the Board of Mayor and Aldermen adopted Resolution No. 2014-06, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on January 27, 2015, the Board of Mayor and Aldermen adopted Resolution No. 2014-90, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 28, 2016, the Board of Mayor and Aldermen adopted Resolution No. 2016-24, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 27, 2017, the Board of Mayor and Aldermen adopted Resolution No. 2017-41, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 26, 2018, the Board of Mayor and Aldermen adopted Resolution No. 2018-24, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 25, 2019, the Board of Mayor and Aldermen adopted Resolution No. 2019-49, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on September 24, 2019, the Board of Mayor and Aldermen adopted Resolution No. 2019-82, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 23, 2020, the Board of Mayor and Aldermen adopted Resolution No. 2020-69, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on January 12, 2021, the Board of Mayor and Aldermen adopted Resolution No. 2020-214, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 22, 2021, the Board of Mayor and Aldermen adopted Resolution No. 2021-91, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on July 12, 2022, the Board of Mayor and Aldermen adopted Resolution No. 2022-41, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on June 27, 2023, the Board of Mayor and Aldermen adopted Resolution No. 2023-27, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, on May 28, 2024, the Board of Mayor and Aldermen adopted Resolution No. 2024-36, a resolution adopting a revised purchasing policy for the City; and

WHEREAS, the Board of Mayor and Aldermen believes it is in the best interest of the City of Franklin for the purchasing policy to be further revised (a) in order to rename the policy from “Purchasing Policy for City of Franklin procurements not pertaining to new construction” to “Procurement Policy of the City of Franklin, Tennessee”; (b) in order to expand the purview of the policy to include (1) the design and/or construction of new infrastructure and facilities and (2) improvements to existing infrastructure and facilities; (c) in order to reference how leases and lease-purchase agreements meeting certain criteria are subject to preapproval by the Tennessee Comptroller of the Treasury Division of Local Government Finance; (d) in order to explicitly prohibit employees from intentionally splitting purchases in order to circumvent City procurement thresholds; (e) in order to explicitly prohibit using a City purchasing card to obtain cash; (f) in order to require that all approvers of purchasing card transactions are responsible for ensuring that purchasing card transactions they approve do adhere to City policy, are allocated correctly, and are processed in full according to City Purchasing’s purchasing card processing schedule, and to provide as a possible consequence for failure by an approver to do so City Purchasing notifying one or more of that approver’s supervisors; (g) in order to anticipate the Board of Mayor and Aldermen, by separate resolution, renaming the City’s “Vendor Protest Procedure for City of Franklin procurements not pertaining to the design and/or construction of new infrastructure and facilities” to “Procurement Protest Procedure of the City of Franklin, Tennessee”; (h) in order to clarify how requests to inspect and/or obtain either complete or partial copies of procurement-related public records of the City are to be made and handled; and (i) in order to make miscellaneous other clarifications and other improvements to the policy.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF FRANKLIN, TENNESSEE, AS FOLLOWS:

Section 1. The Purchasing Policy for City of Franklin procurements not pertaining to new construction adopted by Resolution No. 2024-36, and all previous versions of that policy and any subsequent changes or revisions thereto, are hereby repealed in their entirety. In place thereof, the Procurement Policy of the City of Franklin, Tennessee, attached as Exhibit A hereto, is adopted.

Section 2. The Purchasing Manager of the City shall be responsible for the administration and enforcement of the policy hereby adopted.


Section 3. Changes or revisions to the policy hereby adopted shall be made only by resolution of the Board of Mayor and Aldermen of the City of Franklin.

Section 4. The effective date of the policy hereby adopted shall be January 1, 2025, the public welfare and the welfare of the City requiring it.

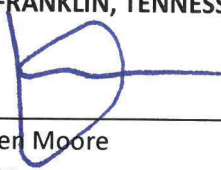
IT IS SO RESOLVED AND DONE on this 22nd day of October, 20 24.

ATTEST:

CITY OF FRANKLIN, TENNESSEE:

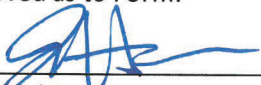
By: 

Angie Skarp
City Recorder

By: 

Dr. Ken Moore
Mayor

Approved as to Form:

By: 

J. Blake Harper
Staff Attorney