



# Town of Vienna

Charles A. Robinson Jr. Town  
Hall  
127 Center Street South  
Vienna VA, 22180

## Legislation Details (With Text)

**File #:** 16-502 **Version:** 1 **Name:**  
**Type:** Action Item **Status:** Agenda Ready  
**File created:** 6/22/2017 **In control:** Town Council Meeting  
**On agenda:** 7/10/2017 **Final action:**  
**Title:** Intent to Adopt Amendments to Chapter 6, Finance and Taxation, Article 8, Procurement  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. SmallPurchaseProceduresChapter6 Revised Final 2017, 2. Town of Vienna\_Chapter 6 Article 8 Procurement 7-10-17

Date	Ver.	Action By	Action	Result
7/10/2017	1	Town Council Meeting	approved	Pass

**Subject:**  
Intent to Adopt Amendments to Chapter 6, Finance and Taxation, Article 8, Procurement  
**EXPLANATION AND SUMMARY :**

The Finance Department brought a recommended change to the Town Code, Chapter 6, Finance and Taxation, Article 8, Procurement before Council on June 5, 2017. This change increased the dollar limit for competitive sealed bids to \$20,000 from \$10,000. In 2014, Council raised the appropriation amount requiring Council approval to \$20,000. This change will align competitive sealed bid requirements with Council approval guidelines. Any item more than \$20,000 would require a formal, sealed bid or a rideable contract. Any item less than \$20,000 but more than \$1,000 would require three written quotes or a rideable contract.

Council approved the motion to adopt the recommended change on June 5, 2017. The Town Clerk advertised this change on June 22 and 29, 2017. Therefore, we ask Council to approve adoption of this change at this meeting.

**Departmental Recommendation :** Recommend Council adopt the recommended change to the Vienna Town Code, Chapter 6, Finance and Taxation, Article 8, Procurement.

**Finance Recommendation :** Recommend Council adopt the recommended change to the Vienna Town Code, Chapter 6, Finance and Taxation, Article 8, Procurement.

**Purchasing Recommendation :** N/A

**Town Attorney Recommendation :** Town Council may approve the proposed amendment to the Town's small purchase procurement provisions in its discretion.

**Town Manager's Recommendation :** I recommend the Town Council adopt changes to the Vienna

Town Code as presented.

Cost and Financing: \$0

Account Number: N/A

Decision Needed by This date: July 10, 2017

**PROPOSED/SUGGESTED MOTION**

" I move to adopt recommended changes to the Vienna Town Code, Chapter 6, Finance and Taxation, Article 8, Procurement as presented and I further move to direct the Town Clerk to advertise a Notice of Adoption."

Or

Other action deemed necessary by Council.