

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: Tyler Scroggins | Public Works Director

DATE: 4/29/2026

SUBJECT: Resolution 26-194 | Approve the use of Essential Vendors and Blanket Purchase Orders for the Public Works Construction Division Fiscal Year 2026-2027

STAFF RECOMMENDATION:

Staff recommends the approval of Resolution 26-194, approving the use of Essential Vendors and Blanket Purchase Orders for the Public Works Construction Division Fiscal Year 2026-2027.

BACKGROUND:

City's Construction Division requires the regular purchase of materials, equipment, supplies and services necessary to perform construction, maintenance, repair, and operational functions and the use of the essential vendors and blanket purchase orders for the Construction Division are established in the City's Purchasing Policy Resolution 26-164, Section 12.

The establishment of essential vendors, attached in Exhibit A and blanket purchase orders promotes operational efficiency, and ensures the continuity of municipal construction activities while maintaining appropriate oversight and budgetary control.

