

RESOLUTION

WHEREAS, the City of El Paso (“City”) contracts for the various goods and services as needed by the City and its various departments; and

WHEREAS, said contracts are regulated by various statutory requirements, governmental policies, and administrative processes to assure the proper expenditure of the City’s financial resources; and

WHEREAS, the City Council of the City of El Paso (“City Council”) established the Purchasing and Strategic Sourcing Department (“Purchasing”) and Purchasing Director position via Ordinance 018067; and

WHEREAS, the City Council has mandated that procurement activities must be undertaken in an efficient, ethical, impartial, transparent, and professional manner; and

WHEREAS, during various phases of the procurement cycle for goods and services circumstances may arise in which a solicitation may need to be cancelled in order to assure the aforementioned City Council priorities are adhered to; and

WHEREAS, the City Council desires to delegate its authority to cancel a solicitation as part of an active solicitation for goods and services to the Purchasing Director.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Council hereby delegates its authority to cancel an active solicitation for goods and services to the Purchasing Director of the City of El Paso’s Purchasing and Strategic Sourcing Department.

That Cancellation or Rejection Notices will contain the following minimum information:

1. City Department Name, business address and contract name; and
2. City of El Paso solicitation number; and
3. Reason(s) for Cancellation

That the Purchasing Director will provide notice to the City Council of solicitations canceled under this delegation of authority, for notation, via posting to the next available Regular City Council meeting agenda.

(Signatures begin on the following page)

APPROVED this ____ day of _____ 2024.


CITY OF EL PASO:

Oscar Leeser
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Juan S. Gonzalez
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

K. Nicole Cote

Nicole Cote, Managing Director
Purchasing & Strategic Sourcing