

Purchasing Department

- Streamlined the Bidder notification system to achieve cost savings (2000).
- Instituted an annual Bidder Renewal process, which increases City's Bidder base, competition and results in improved efficiency of the purchasing system (1996).
- Increased purchasing dollar thresholds via Ordinances recommended by the Mayor and approved by City Council to allow for a more efficient and timely processing and approval of purchasing requests (1996 and 2000).
- Established a Purchasing Card Program to consolidate small dollar purchase and streamline purchasing practices (1998).
- Conducted citywide training on new financial system (ADPICS) (1998-2003).
- Updated Purchasing Procedures Manual to reflect evolving procedures. (1995-2003).
- Improved effectiveness of City's procurement and disposition processes through on-line bid notification, bid acceptance and on-line auctions (1999-2003).
- Streamlined and consolidated City inventory locations contributing to efficiency, cost savings, and staff reductions through attrition (1995-2003).