



# MEMORANDUM

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## Ordinance 24-35(S), Amending HCC 3.16 and Resolution 24-083, Adopting the Revised Procurement Policy

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** August 23, 2024  
**From:** Melissa Jacobsen, City Manager

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Taking into account the discussion from the August 12 Committee of the Whole and comments from the City Attorney, the substitute Ordinance 24-35(S) includes the following changes-

- Line 128 strike Procurement of consultant and technical services (these are included under professional services)
- Line 130 strike architect engineer, construction manager, or construction completion and insert professional services.
- Lines 135 and 161 add single source procurement.
- Line 144 adds definition of professional services.
- Line 154 changes patented articles to read patented goods or services included in the definition of sole source.

Corresponding edits to the Procurement Policy include –

- Line 327 strike Procurement of consultant and technical services (these are included under professional services)
- Line 329 strike architect engineer, construction manager, or construction completion and insert professional services.
- Line 368 inserts updates professional services to reflect what's in code.
- Line 369 and 408 add single source procurement to reflect what's in code.
- Line 405 changes patented articles to read patented goods or services included in the definition of sole source.

**RECOMMENDATION:** Adopt Ordinance 24-35(S) and Resolution 24-083

Link to current Procurement Policy and Procedures Manual- <https://www.cityofhomer-ak.gov/cityclerk/procurement-policy-and-procedures-manual>