

**CITY OF BUCKEYE
Regular Council Meeting
COUNCIL ACTION REPORT**

MEETING DATE: 09/01/26	AGENDA ITEM: 4.Q. FIN - Approval and Pre-authorization of Contract Award and Contract Changes for Anticipated Expenditures
DATE PREPARED: 08/27/26	DISTRICT NO.: All
STAFF LIAISON: Kevin Custer, Deputy Finance Director, kcuster@buckeyeaz.gov, (623) 349-6128	
DEPARTMENT: Financial Services	AGENDA ITEM TYPE: Consent Agenda Items / New Business

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Council to take action to preauthorize the City Manager or designee to award, execute, and deliver contracts and contract changes to those contracts identified on the attached exhibit titled "FY 2027 Administrative Award for Contracts - September 1, 2026" as may be required for anticipated expenditures under those contracts.

GOALS AND OBJECTIVES FOR THE STRATEGIC PLAN FOCUS AREAS:

Fiscal Responsibility

SUMMARY

PROJECT DESCRIPTION:

With this action, Council authorizes purchases exceeding \$250,000.00, or contract change orders in excess of ten percent of the amount of the contracts, for administrative award for the contracts identified on the attached list, up to the new not-to-exceed amounts listed, in accordance with Section 24-1-7, 24-1-8, and 3-1-5 of the City Code. By approving this action, Council pre-authorizes the City Manager or designee to administratively award and execute contracts and future amendments up to the not-to-exceed amounts listed on the attached exhibit titled FY 2027 Administrative Award for Contracts - September 1, 2026. The current versions of the referenced contracts on the attached list are on file in the City Clerk's Office.

The Current Amounts of the contracts on the exhibit represents prior year authorizations. The FY2027 increase allows for the expenditure of funds budgeted in FY2027 using new or existing contracts.

BENEFITS:

This authorization for administrative award will assist with efficient execution and delivery of City operations and priorities. This action will also eliminate duplicative administrative burden for the separate consideration of each of these agreements as separate Council Actions. Approval of this item does not obligate the city to procure goods or services; it only authorizes administrative execution of contract actions up the NTE values.

FUTURE ACTION:

The City Manager or their designee will authorize and sign contracts and change orders to existing contracts identified in the attached list up to the new identified not-to-exceed amounts listed as required for the delivery of goods and services under the scope of these agreements.

It is anticipated future lists for administrative award authority will be presented to Council each year as part of the budget process.

FINANCIAL IMPACT STATEMENT:

This action does not bind the City to any costs. The authorized contracts and contract changes are for awarding and execution authority and future expenditures under the contracts will be encumbered upon issuance of a purchase order drawing from currently appropriated budgets.

CURRENT FISCAL YEAR TOTAL COST:

As funded and appropriated in the fiscal year 2027 budget.

BUDGETED:

Yes

FISCAL YEAR:

2027

FUND/DEPARTMENT:

Various

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[FY2027 Administrative Award for Contracts September 1 2026.pdf](#)