

RESOLUTION NO. 2009-111

AUTHORIZING ADDITIONAL EMPLOYEES AND POSITIONS DESIGNATED
TO USE PURCHASING CARDS

WHEREAS, the Board of Trustees authorized the use of Purchasing Cards pursuant to Resolution 2003-064 adopted on May 20, 2003; and

WHEREAS, the Board of Trustees adopted Resolution 2006-052 on March 21, 2006 amending Resolution 2003-064 regarding the authorized use of Purchasing Cards for designated employees and officers; and

WHEREAS, the Board of Trustees adopted Resolution 2008-058 on April 15, 2008 authorizing additional employees and positions designated to use purchasing cards; and

WHEREAS, the General Manager/Secretary-Treasurer has determined that authorizing additional employees to use Purchasing Cards would enhance the efficiency of the Authority's operations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the employees and officers designated to use Purchasing Cards as listed in Attachment A to Resolution 2003-064, Attachment A to Resolution 2006-052 and Attachment A to Resolution 2008-058 is hereby supplemented by the additional employees and positions listed on Attachment A of this resolution.

Section 2. That beyond this addition, Resolution 2003-064 remains unchanged.

Section 3. That this resolution shall become effective immediately upon its adoption.

Attachment A - Additional Employees and Positions Designated to Use Purchasing Cards.

Adopted: December 15, 2009



President

Attest: 

CEO, General Manager/Secretary-Treasurer

ATTACHMENT A

ADDITIONAL EMPLOYEES AND POSITIONS DESIGNATED TO USE PURCHASING CARDS

Operations

Transit Police Officer-K9 Unit
Transit Police Officer-K9 Unit
Transit Police Officer-K9 Unit
Supervisor of Electronic Repair

John Kassay
Patrick Rivera
Daniel Levy
Christopher Parsons

Finance & Administration

Supervisor of Purchasing
Contract Administrator

Harry Husel
Mabry Harris



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING ADDITIONAL EMPLOYEES AND POSITIONS DESIGNATED TO USE PURCHASING CARDS	Resolution No.: 2009-111
	Date: December 10, 2009
	Initiator: Finance & Administration Division
ACTION REQUEST: X Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This Resolution will add additional employees and positions to the listing of those designated to use Purchasing Cards.
- 2.0 DESCRIPTION/JUSTIFICATION: This action will increase the number of employees and positions who are designated to use Purchasing Cards to purchase items in accordance with the Procurement Policy. This addition will allow for use of Purchasing Cards by additional employees in the Procurement and Transit Police departments.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: This action is consistent with the Procurement Policy, which allows for use of Purchasing Cards for purchases not exceeding the small purchase limit.
- 6.0 ECONOMIC IMPACT: All Purchasing Card transactions will be funded from the user department's annual budget allocation.
- 7.0 ALTERNATIVES: Reject this Resolution. Rejection of this offer would prevent the use of Purchasing Cards by additional employees.
- 8.0 RECOMMENDATION: It is recommended that the resolution to designate additional employees and positions to use Purchasing Cards be accepted and the Resolution passed.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

CEO, General Manager/Secretary-Treasurer