

RESOLUTION NO. 2011-27

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 2003-064 on May 20, 2003, authorizing the use of Purchasing Cards for designated employees and positions; and

WHEREAS, the Board of Trustees amended Resolution 2003-064 pursuant to Resolutions 2006-052 on March 21, 2006, 2008-058 on April 15, 2008, and 2009-111 on December 15, 2009 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, as amended, 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: March 22, 2011



President

Attest: 

CEO, General Manager/Secretary-Treasurer

ATTACHMENT A

ADDITIONAL EMPLOYEES AND POSITIONS DESIGNATED TO USE PURCHASING CARDS

Operations

Security System Manager
Equipment Manager
Performance Supervisor
Section Supervisor
Section Supervisor
QA/Warranty Administrator
Transportation Manager
Facilities Manger
Planning Secretary
Maintenance Technician
Maintenance Leader
Bus Shelter Supervisor
Janitorial Services Supervisor

Charles Brown
Jose Clayton
Kevin Stanley
Ruben Fuentes
Martin Wisnieski
Frank Campbell
Oliver Draper
Bruce Piontkowski
Rhonda Williams
James Owens
Scott Shirk
Bryan Moore
Patricia Readinger

Finance & Administration

Director of Revenue

Scott Uhas



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: ADDITIONAL EMPLOYEES AND POSITIONS FOR PURCHASING CARDS	Resolution No.: 2011-27
	Date: March 17, 2011
	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