

Summary
Board Bill Number 171
Introduced by Alderwoman Alisha Sonnier
February 13, 2026

An Ordinance amending Section 2 of Ordinance 47423 approved March 2, 1955, relating to requisitions for supplies not under contract, for the purpose of updating departmental minor purchase order thresholds and procurement procedures; and containing a severability clause and an emergency clause.

BOARD BILL NUMBER 171 INTRODUCED BY ALDERWOMAN ALISHA SONNIER

COSPONSOR: PRESIDENT MEGAN GREEN

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2 requisitions for supplies not under contract, for the purpose of updating departmental minor
3 purchase order thresholds and procurement procedures; and containing a severability clause and
4 an emergency clause.

5 **WHEREAS**, the Charter of the City of St. Louis establishes the governing framework for
6 the procurement of goods, supplies, and materials by City departments; and

7 **WHEREAS**, on April 8, 2003, the voters of the City of St. Louis approved a Charter
8 amendment authorizing purchases up to five thousand dollars without formal advertising, thereby
9 updating procurement thresholds to reflect evolving purchasing practices; and

10 **WHEREAS**, Section 5.58.110 of the Revised Code of the City of St. Louis, originally
11 enacted pursuant to Ordinance 47423 approved March 2, 1955, has not yet been updated to
12 increase procurement thresholds as approved by voters in the 2003 Charter amendment; and

13 **WHEREAS**, Ordinance 59582 submitted to the qualified voters of the City of St. Louis a
14 proposed Charter amendment that would have increased the advertising bid threshold to seven
15 thousand dollars (\$7,000), and such Charter proposition was presented at a municipal election and
16 was not approved by the voters and therefore did not take effect.

17 **WHEREAS**, the City has operated under procurement practices informed by both the
18 Charter and the Revised Code, and clarification of the applicable thresholds and procedures will
19 promote uniform administration and transparency; and

20 **WHEREAS**, amending Section of Ordinance 47423 to expressly reflect Charter-
21 authorized thresholds and procedures will provide clear guidance to City departments, the Supply

1 Division, and the Comptroller, and will ensure consistency across City procurement provisions;
2 and

3 **WHEREAS**, this Ordinance is intended to affirm, clarify, and implement existing Charter
4 authority by updating the Revised Code to reflect current procurement thresholds and procedures.

5 **BE IT ORDAINED BY THE CITY OF ST. LOUIS AS FOLLOWS:**

6 **SECTION ONE.** Section 2 of Ordinance 47423 is hereby amended as follows:

7 **5.58.110 - Requisition for supplies not contracted.**

8 A. Whenever any institution or department of the City, through the officer in
9 charge thereof, shall make a requisition on the Supply Commissioner for any
10 articles for which there shall be no contract as provided for in Section 5.58.090
11 and when the amount to be purchased shall exceed the sum of ~~five hundred~~
12 ~~dollars (\$500)~~ five thousand dollars (\$5,000) for any one article, and when the
13 delivery of same is not to be continuous, the Supply Commissioner shall
14 advertise for proposals for the furnishing of such articles, and the award on
15 such proposals shall be approved by the Comptroller, the same as is provided
16 for in Section 5.58.150; provided that when any article shall be purchased by
17 the Commissioner as provided for above, and the delivery of the same is to be
18 completed after thirty days, the Commissioner shall enter into contract for
19 same as is provided for in Section 5.58.160.

20 B. Notwithstanding any provision of this Chapter to the contrary, City
21 departments may submit to the Supply Division a requisition for the
22 procurement of goods, supplies, equipment, or other tangible items when the

1 total cost of such procurement does not exceed two thousand five hundred
2 dollars (\$2,500) per transaction. Requisitions at or below this amount shall not
3 require sealed bids or advertising.

4 **C. Requisitions submitted to the Supply Division in an amount greater than two**
5 **thousand five hundred dollars (\$2,500) but not exceeding five thousand dollars**
6 **(\$5,000) shall require sealed bids but shall not require advertising.**

7 **D. All requisitions submitted pursuant to this section shall be subject to approval**
8 **by the Supply Division and shall be made only when such procurement is**
9 **within an appropriated budget and for a lawful public purpose. All dollar**
10 **thresholds set forth herein shall include applicable taxes, freight, handling,**
11 **and set up costs.**

12 **E. The Board of Standardization is authorized to issue administrative rules**
13 **prescribing procedures governing such requisitions, provided that such rules**
14 **shall not reduce or eliminate the authority granted by this section.**

15 **SECTION TWO. Severability Clause.** The sections of this Ordinance shall be severable. In the
16 event that any section of this Ordinance is found by a court of competent jurisdiction to be invalid,
17 the remaining sections of this Ordinance are valid, unless the court finds the valid sections of the
18 Ordinance are so essential and inseparably connected with and dependent upon the void section
19 that it cannot be presumed that this Board would have enacted the valid sections without the void
20 ones, or unless the court finds that the valid sections standing alone are incomplete and are
21 incapable of being executed in accordance with the legislative intent.

1 **SECTION THREE. Emergency Clause.** This being an ordinance for the preservation of public
2 peace, health, and safety, it is hereby declared to be an emergency measure within the meaning of
3 Sections 19 and 20 of Article IV of the Charter, and, therefore, this Ordinance shall become
4 effective immediately upon its passage and approval of the Mayor of the City.

Ordinance 47423

An ordinance to amend Chapter 23 of the Revised Code of St. Louis, 1948, by repealing Sections 121, 122 and 125 thereof, relating to contracts for fuel, milk, ice, food, groceries, drugs, and other requirements of City Institutions, and enacting in lieu thereof a new section to be known as Section 121 pertaining to the same subject; to amend Chapter 23 of the Revised Code of St. Louis, 1948, by repealing Section 124 thereof, relating to the advertisement for proposals for the furnishing of said articles, and enacting in lieu thereof a new section to be known as Section 124, pertaining to the same subject, and containing an emergency clause.

Be it ordained by the City of St. Louis, as follows:

Section One. Chapter 23 of the Revised Code of St. Louis, 1948, is hereby amended by repealing Sections 121, 122 and 125 thereof, relating to contracts for fuel, milk, ice, food, groceries, drugs and other requirements of City Institutions, and in lieu thereof a new section is hereby enacted, to be known as Section 121 and pertaining to the same subject, which new section shall read as follows:

Section 121. When the Board of Standardization deems it necessary and proper and to the best interest of the City, the Supply Commissioner shall advertise for proposals and enter into contracts on the part of the City for furnishing, for a period not to exceed one year, all fuel, milk, ice, meat, butter, lard, fish, eggs, poultry, bread, gasoline, flour, corn meal, hay, corn, oats, ground feed, and all groceries and drugs not otherwise contracted for as may be needed for the use of all City offices and all other departments of the City, the articles to be delivered as required, from time to time, at the different institutions and

departments of the City, and he shall require a good and sufficient bond for the faithful performance of such contracts, which shall be approved by the Comptroller.

Section Two. Chapter 23 of the Revised Code of St. Louis, 1948, is hereby amended by repealing Section 124 thereof, relating to advertisements for proposals for the furnishing of articles to be purchased by the Supply Commissioner, and in lieu thereof a new section is hereby enacted, to be known as Section 124 and pertaining to the same subject, which new section shall read as follows:

Section 124. Whenever any institution or department of the City, through the officer in charge thereof, shall make a requisition on the Supply Commissioner for any articles for which there shall be no contract as provided for in Section 121 of this Chapter, and when the amount to be purchased shall exceed the sum of Five Hundred Dollars for any one article, and when the delivery of same is not to be continuous, the Supply Commissioner shall advertise for proposals for the furnishing of such articles, and the award on such proposals shall be approved by the Comptroller, the same as is provided for in Section 129 of this chapter; provided that when any article shall be purchased by the Commissioner as provided for above, and the delivery of the same is to be completed after thirty days, he shall enter into contract for same, as is provided for in Section 130 of this chapter.

Section Three. The passage of this ordinance being deemed necessary for the immediate preservation of the public health, it is hereby declared to be an emergency measure, and shall become effective immediately upon its passage and approval by the Mayor.

Approved: March 2, 1955.

Ordinance 59582
BOARD BILL NO. 213

An ordinance to amend Section 2 of Ordinance 47423, approved March 2, 1955 as codified as Section 5.58.110 Revised Code of the City of St. Louis, 1980, relating to advertisements for proposals for the furnishing of articles to be purchased by the Supply Commissioner, by increasing the amount of articles which may be purchased without the necessity of advertising from five hundred dollars (\$500.00) to seven thousand dollars (\$7,000.00) and containing an effective date.

**BE IT ORDAINED BY THE CITY
OF ST. LOUIS AS FOLLOWS:**

Section One. Section Two of Ordinance 47423, approved March 2, 1955 as codified as Section 5.58.110 Revised Code of the City of St. Louis, 1980, is hereby amended to read as follows:

"Whenever any institution or department of the City, through the officer in charge thereof, shall make a requisition on the Supply Commissioner for any articles for which there shall be no contract as provided for in Section 5.58.090 of the Revised Code of the City of St. Louis, 1980 and when the amount to be purchased shall exceed the sum of seven thousand dollars for any one article, and when the delivery of same is not to be continuous, the Supply Commissioner shall advertise for proposals for the furnishing of such articles, and the award on such proposals shall be approved by the Comptroller, the same as is provided for in Section 5.58.150 of the Revised Code of the City of St. Louis, 1980; provided that when any article shall be purchased by the Commissioner as provided for above, and the delivery of the same is to be completed after thirty days, he shall enter into contract for same, as is provided for in Section 5.58.160 of the Revised Code of the City of St. Louis, 1980."

Section Two. This ordinance shall become effective upon the approval of the qualified voters of the City of St. Louis a Charter amendment authorizing purchases in amounts not exceeding seven thousand dollars (\$7,000.00) under one contract, with the written approval of the Comptroller, without advertising, after securing competitive bids.

Approved: November 7, 1985