



RESOLUTION 2026-08-26 (3)

Date: August 26, 2026

To: THA Board of Commissioners

From: April Black, Executive Director

Re: Authority to Increase Micro-Purchase Threshold

This resolution seeks to update Tacoma Housing Authority's (THA's) Procurement Policy, PCI-01, by authorizing self-certification for a micro-purchase threshold higher than \$15,000 in accordance with 2 C.F.R. § 200.320(a)(1)(iv).

BACKGROUND

Pursuant to its authority under 41 U.S.C. § 1908, the Federal Acquisition Regulation (FAR) Council increased the federal micro-purchase threshold from \$10,000 to \$15,000. On February 25, 2026, this Board amended Procurement Policy PCI-01 via Resolution 2026-02-25 (3) accordingly.

The United States Department of Housing and Urban Development (HUD) has since published the HUD Procurement Handbook 7460.8 REV 3 – A Guide to Assist Public Housing Agencies on Procurement Practices. This is the first comprehensive revision of the Procurement Handbook since 2007 and represents a significant modernization of procurement requirements applicable to public housing agencies. Chapter 5 outlines authority for public housing agencies to establish a micro-purchase threshold higher than \$15,000 in accordance with 2 C.F.R. § 200.320(a)(1).

2 C.F.R. 200.320(a)(1)(iv) authorizes recipients and subrecipients of federal funds to self-certify a micro-purchase threshold up to \$50,000 on an annual basis, provided they maintain documentation to be made available to the Federal agency or pass-through entity and auditors in accordance with 2 C.F.R. § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following: (A) A

qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit; (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or (C) for public institutions, a higher threshold is consistent with state law. In addition, the HUD Procurement Handbook, Section 5.2, requires public housing authorities wishing to employ the higher threshold to retain documentation justifying why acquiring goods or services through full and open competition would be unreasonable.

THA seeks Board approval to incorporate the self-certification authorized under 2 C.F.R. § 200.320(a)(1)(iv) into its current procurement policy. Allowing this process will create opportunities for streamlining the completion of smaller purchases for which the agency has a consistent and recurring need. THA staff will coordinate internally to ensure that all requirements for increasing the micro-purchase threshold under 2 C.F.R. § 200.320(a)(1)(iv) and the HUD Procurement Handbook are met.

RECOMMENDATION

That the Board authorize amendment to Procurement Policy PCI-01 to allow THA to self-certify a micro-purchase threshold higher than \$15,000 in accordance with 2 C.F.R. § 200.320(a)(1)(iv).



RESOLUTION 2026-08-26 (3)

Authority to Increase the Micro Threshold for Procurement

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, Federal procurement standards at 2 C.F.R. § 200.320(a) provide for informal procurement methods for small purchases that expedite the completion of transactions, minimize administrative burdens, and reduce costs; and

WHEREAS, Under 2 C.F.R. §§ 200.320 and 200.1, informal procurement methods may be used when the value of the procurement transaction does not exceed the micro-purchase threshold; and

WHEREAS, 2 C.F.R. § 200.320(a)(1)(iv) authorizes an increase to the micro-purchase threshold up to \$50,000, which is higher than the micro-purchase threshold identified in the FAR; and

WHEREAS, THA may self-certify a threshold up to \$50,000 on an annual basis, subject to the requirements under 2 C.F.R. 200.320(a)(1)(iv) and guidance in the HUD Procurement Handbook, and must maintain documentation to be made available to the Federal agency or pass-through entity and auditors in accordance with 2 C.F.R. § 200.334; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington that:

Procurement Policy PCI-01 is hereby amended to allow THA to self-certify a micro-purchase threshold higher than \$15,000, in accordance with 2 C.F.R. § 200.320(a)(1)(iv).

Approved: August 26, 2026


Stanley Rumbaugh, Chair