

AN ORDINANCE AMENDING SECTION 141.03 OF THE ADMINISTRATIVE CODE INCREASING THE DIRECTOR OF PUBLIC SERVICE'S BIDDING AUTHORITY CONSISTENT WITH STATE LAW

WHEREAS, pursuant to Substitute House Bill No. 204, the threshold bidding amount for certain municipal contracts has been increased from \$10,000 to \$15,000.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Richfield, State of Ohio:

SECTION 1. That Section 141.03 of the Administrative Code be amended to read as follows:

“141.03 CONTRACT AUTHORITY; BIDS.

(a) The Director of Public Service serving as Director of Purchasing, shall provide specifications and advertisements and shall attempt to obtain at least three quotations for the purchase of supplies or materials for any work involving not more than ~~ten thousand dollars (\$10,000)~~ fifteen thousand dollars (\$15,000) to the extent there are appropriations therefor.

(b) When an expenditure or item exceeds ~~ten thousand dollars (\$10,000)~~ fifteen thousand dollars (\$15,000), such expenditure shall first be authorized and directed by a Motion or Resolution of Council. When so authorized and directed, the Clerk shall advertise for not less than two nor more than four consecutive weeks as provided by the general laws of the State of Ohio. The bids shall be opened by the Clerk or person designated by the Clerk at the time, date and place specified in the advertisement to bidders or specifications. The Council shall then determine the lowest and best qualified bidder and shall authorize the Mayor and Director of Finance to enter into a written contract with the lowest and best qualified bidder.

(c) In all circumstances, the Council reserves the right to reject any and all bids and to waive informalities in bidding.

(d) In all cases of expenditures of ~~ten thousand dollars (\$10,000)~~ fifteen thousand dollars (\$15,000) and above, the above criteria may be waived by Council if the expenditure falls within one of the following categories:

- (1) Purchase from the State under Ohio R.C. 125.04 or 5513.01.
- (2) Purchase from a governmental body.
- (3) Purchase of professional services.
- (4) Emergency purchases.
- (5) Purchases incapable of being competitively bid.
- (6) Purchase from another supplier upon equivalent terms, conditions and specifications but at a lower price than is offered by the State under Ohio R.C. 125.04(c).

(e) In all cases, the purchase shall be approved by Council.

(f) For all purchases between ten thousand dollars (\$10,000) and fifteen thousand dollars (\$15,000), the Director of Public Service shall obtain at least two

quotations and obtain approval of the Mayor and Chairperson of the Finance Committee Director of Finance prior to purchase.”

SECTION 2. That Section 141.03 of the Administrative Code as it existed prior to the effective date of this Ordinance be, and the same hereby is, repealed.

SECTION 3. This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: May 4, 1999

Michael Peters
President of Council

Ronald B. Lassen
Mayor

Dated: 5/5/99

ATTEST:

Carole Gibson
Clerk of Council