

(4) A complete, current file record shall be maintained by the purchasing agent explaining or otherwise supporting the particular basis upon which each emergency purchase was made. Such records shall be available for public inspection during regular County business hours in the purchasing agent's main offices.

(5) The purchasing agent shall submit monthly, through the County Executive, to the County Council a report covering a tabulation of all emergency purchases in excess of Fifty Dollars (\$50.00), together with an explanation of the circumstances thereof.

(6) The purchasing agent shall eliminate emergency orders by proper use of the price agreement and other similar types of orders whenever the County's interest will be best served thereby.

4.112—Exemptions from Competitive Bidding

(1) Notwithstanding any other provisions of this Act, if the expenditure for purchase of supplies, materials, equipment or contractual services or for a sale of personal property which has been found by the County Executive not to be required for public use is less than Five Hundred Dollars (\$500.00), the purchasing agent, in his sole discretion, may waive the competitive bidding requirements of this Act and may make such purchase or sale without calling for bids. The purchasing agent shall not delegate to any other County officer or employee the discretion of determining whether a purchase or sale involving any expenditure of less than Five Hundred Dollars (\$500.00) shall be based on competitive bid.

(2) The County Council may by its Resolution authorize the County Executive and the purchasing agent to waive the competitive bidding requirements of this Act for any single purchase, EXPENDITURE, or sale if in the judgment of the County Council, the interest of the County will be best served thereby.

4.113—The Reports and Disposition of Surplus, Obsolete and Waste Supplies

(1) All agencies shall submit to the purchasing agent, at such times and in such form as he shall prescribe, reports showing stocks of all supplies which are no longer used or which have become obsolete, worn-out or scrapped. The purchasing agent shall have authority to transfer to another or to other agencies in lieu of filling requisitions for the purchase of new and additional stock of the same or similar articles.

(2) The purchasing agent shall have authority to sell all such supplies which cannot be used by any agency or which have become unsuitable for County use; or to exchange or trade-in such articles in part or in full payment for new supplies. Any such sale, exchange or trade-in shall be made in accordance with the provisions of this subtitle as to competitive bidding, unless the value thereof is less than Five Hundred Dollars (\$500.00).

4.114—Gratuities

(1) No officer or employee of the County, whether elected or appointed, shall in any manner whatsoever be interested in or receive any benefit from the profits or emoluments of any contract, job, work or service for the County. No such officer or employee shall accept any service or thing of value, directly or indirectly, from any person, firm or corporation having dealings with the County, upon more favorable terms than those granted to the public generally; nor shall he receive, directly or indirectly,