

(j) In addition to the requirements set forth in paragraph (i) above, when the lowest bidder is a prospective lessor, the following special factors relating to the facility shall be considered in evaluating his responsibility: location, parking, construction, accessibility, traffic, janitorial services, heating, and air conditioning.

84-17. Open market procedure.

(a) All purchases of goods or services estimated to cost less than three thousand dollars may be made in the open market without observing the formal bid procedure described in Section 84-16 of this Code. All open market purchases shall, wherever feasible, be based on competitive bids, and shall be awarded to the lowest responsible bidder in accordance with the standards set forth in subsection (i) of Section 84-16 of this Code.

(b) All sales of goods which have become surplus, obsolete or unusable and whose value is estimated to be less than three thousand dollars may be made without reference to the formal bid procedure. Such sales shall, wherever feasible, be based on competitive bids, and shall be made to the highest responsible bidder. The chief administrative officer is also authorized, subject to the direction of the County Executive, to sell by auction such property to the highest responsible bidder, after public notice, when, in his opinion, the return to the county will be increased by this procedure.

84-18. Single source purchases.

When the county requires goods or services which are supplied by only one manufacturer, the chief administrative officer shall, subject to the direction of the County Executive, purchase such items by obtaining the lowest possible price by one of the following alternative methods:

(a) Purchase directly from the one manufacturer without the necessity of obtaining competitive bids.

(b) Purchase directly from an exclusive franchised dealer without the necessity of obtaining competitive bids.

(c) Purchase from authorized dealers or distributors by obtaining competitive bids.

84-19. Purchase of patented or proprietary articles.

When the county requires goods which are patented or proprietary and which are obtainable in two or more equally satisfactory and competitive makes, brands or types, the chief administrative officer may list such acceptable and competitive makes, brands, or types in the invitations to bid. Such lists shall also include the phrase "or equal" to permit bidders to bid on alternate or additional makes, brands or types. It shall be incumbent on each bidder to prove to the satisfaction of the county that the alternate or additional make, brand or type is equal in quality or performance to those listed in the invitation to bid.

84-20. Capital improvement projects.

Whenever a capital improvement project is to be undertaken by the county the chief administrative officer shall cause plans, specifications, and estimates of cost to be prepared and shall, subject to the direction of the County Executive, determine whether the project is to be constructed by contract or by county forces. If the project is to be constructed by contract, competitive bids shall be secured and the contract awarded in accordance with the requirements of Section 84-16 of this Code.