

Section 18. Purchasing and Contracts.

[All purchases for the City government shall be made by the Mayor or by his delegate. The Council may provide by ordinance or policy for rules and regulations governing the use of competitive bidding for all City purchases. In all cases where any municipal work is to be done within the City, the estimated cost of which shall exceed the sum of One Thousand Dollars (\$1,000.00), the Mayor shall publicly invite proposals or bids for said work, to be received at a time and place to be made public at least five days before the date set, and the Council shall in all cases award the contract for such work to the lowest or best bidder therefore, quality of goods and work, time of delivery or completion, and responsibility of bidders being considered. The Council shall reserve at all times the right to reject any and all bids received, and wherever a bid is accepted, the Council may require the successful bidder to furnish a bond at the expense of the successful bidder in a good and sufficient amount conditioned as may be required by the Council to insure the satisfactory completion of the work for which said bid is accepted, or a contract is awarded. Whenever the Mayor may be able to purchase material and/or employ labor by direct purchase, or employment at an amount less than the amount of the lowest bid for labor and/or material, after public invitation for bids as required by the provisions of this Section, then in that event the Mayor with the approval of the Council may undertake directly to purchase said materials and/or employ such labor as may be necessary to perform the municipal work as required. The Mayor with the approval of the Council may use such regular City employees and City equipment as it may have under its control for the performance of any work of whatever character necessary for street improvement of maintenance without regard to the expense thereof, and without advertising or inviting public bids as required by the provisions of this Section, for such part of the work which may be done with such regular City employees and such City equipment.]

THE MAYOR SHALL BE RESPONSIBLE FOR ALL PURCHASES MADE BY OR ON BEHALF OF THE CITY. THE COUNCIL SHALL, BY ORDINANCE, PROVIDE PROCEDURES FOR THE PURCHASE OF ALL SUPPLIES, MATERIALS, EQUIPMENT, CONTRACTUAL SERVICES, AND CAPITAL IMPROVEMENTS FOR THE CITY. SEALED COMPETITIVE BIDS, SOLICITED BY ADVERTISING IN AT LEAST ONE NEWSPAPER HAVING GENERAL CIRCULATION WITHIN THE CITY, SHALL BE OBTAINED FOR ALL PURCHASES WHICH ARE ESTIMATED TO COST IN EXCESS OF ONE THOUSAND DOLLARS (\$1,000), PROVIDED THAT EMERGENCY PURCHASES AND PURCHASES FOR WHICH COMPETITIVE BIDS CANNOT BE OBTAINED MAY BE MADE WITHOUT REGARD TO THIS PROCEDURE.

ADOPTED BY THE CITY COUNCIL OF NEW CARROLLTON THIS SIXTH DAY OF DECEMBER, 1972.

William C. Rawlinson, Jr.
Council Chairman

Date: December 6, 1972

ATTEST:

Earl C. Klinger
Administrative Officer