Cumberland Town Council

Ordinance 2016 – 23

Ordinance Amending Purchasing Authority

Whereas, the Cumberland Town Code, section 00-03-32-30, establishes purchasing agents of the Town of Cumberland and governs an agent’s purchasing authority; and

Whereas, the Cumberland Town Council finds it is in the best interest of the Town to designate a Special Project Administrator with purchasing authority, who should be allowed to make various purchases for the benefit of the Town for the designated project only; and

Whereas, the Special Project Administrator shall be designated, by resolution, by a majority of the Town Council regarding a specific project; and

Whereas, the Cumberland Town Council desires to amend the purchasing policy of the Town in order to designate a Special Project Administrator as an additional purchasing agent and to place a purchasing limit on that agent; and

Whereas, the Town Council believes that the Special Project Administrator should be authorized to make purchases that do not exceed $3,000.00, on behalf of, and for the benefit of, the Town of Cumberland with regards to that designated “Special Project” only.

It is therefore ordained that the section 00-03-32-30(D) and (E) of the Cumberland Town Code should be amended to read as follows:

“§ 00-03-32-30 PURCHASING POLICY

(D) Designation of Purchasing Agents: The Town Council designates the Cumberland Clerk-Treasurer, Town Manager, Director of Utilities, Police Chief, Street Commissioner, and any Special Project Administrator as designated by the Town Council as purchasing agents for the Town, subject to any and all limitations of their authority as established by statute or established by policy or procedure of the Town.
(E) **Limitations on Authority of Purchasing Agents:** Subject to the policies and procedures of the Town, the Cumberland Clerk-Treasurer, Town Manager, Director of Utilities, and Police Chief may purchase supplies with an estimated cost of less than $5,000 on the open market without inviting or receiving quotes. The Street Commissioner may purchase supplies with an estimated cost of less than $2,500 on the open market without inviting or receiving quotes. A Special Project Administrator may purchase supplies with an estimated cost of less than $3,000.00 on the open market without inviting or receiving quotes.

(Ord. 1998-5, passed 6-3-1998; Am. Ord. 2013-10, passed 8/21/2013; Am. Ord 2016 - 14, passed 8-3-2016)"

*It is further ordained* that all other Town policies, which are not expressly amended by this ordinance, will remain in full force and effect.

*It is further ordained* that this policy shall take effect upon the adoption by a majority of the Cumberland Town Council.

Adopted this 5th day of October, 2016.

A Majority of the Cumberland Town Council

[Signature]

Joe Siefker, President

[Signature]

Anna Pea, Vice President

Nicole Bell, Council Member

Brian Gritter, Council Member

Mark Reynolds, Council Member
ATTEST:

Erica Salmon, Clerk-Treasurer