

ORDINANCE NO. 347.

AN ORDINANCE ESTABLISHING A PROCEDURE FOR PURCHASING, SALE OR EXCHANGE OF PROPERTY IN COMPLIANCE WITH ACT NO. 28, OF 1959; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS:

SECTION 1. The Mayor, or his duly authorized representative, shall have exclusive power and responsibility of making purchases of all supplies, apparatus, equipment and materials for the City of Conway where the total expenditure therefor is below the sum of Fifty (\$50.00) Dollars.

SECTION 2. That all purchases for the City of supplies, apparatus, equipment, materials and other things requisite for public purposes where the expenditure therefor is in excess of Fifty (\$50.00) Dollars but less than Five Hundred (\$500.00) Dollars shall be made by the Mayor, or his duly authorized representative, after the securing of quotation bids therefor.

SECTION 3. That all purchases for the City where the expenditure therefor is in excess of Five Hundred (\$500.00) Dollars but less than One Thousand (\$1,000.00) Dollars shall be made by the Mayor, or his duly authorized representative, after the securing of written bids therefor.

SECTION 4. Where the amount of expenditure for any purchase or contract exceeds the sum of One Thousand (\$1,000.00) Dollars, the Mayor, or his duly authorized representative, shall invite competitive bids thereon by legal advertisement in any local newspaper. Bids received pursuant to said advertisement shall be opened and read on the date set for receiving said bids, in the presence of the Mayor, or his duly authorized representative. The contract shall be awarded to the lowest responsible bidder; provided however, the Mayor, or his duly authorized representative, may reject any and all bids received.

SECTION 5. The Mayor, or his duly authorized representative, may approve for payment out of any funds previously appropriated for that purpose, or disapprove any bills, debts or liabilities asserted as claims against the City, when funds on hand are adequate to pay such bills, debts, or liabilities. That the payment or disapproval of any bills, debts, or liabilities not covered by a previous appropriation shall require confirmation of the governing body.

SECTION 6. That the Mayor, or his duly authorized representative, may sell or exchange any municipal supplies, materials or equipment without competitive, bidding if such supplies, materials or equipment have a value of less than One Thousand (\$1,000.00) Dollars. That no supplies, materials or equipment shall be sold without receiving competitive bids therefor if the value thereof exceeds the sum of One Thousand (\$1,000.00) Dollars; provided, however, if the Mayor shall certify in writing to the governing body that, in his opinion, the fair market value of such item or lot (to be disposed of in one unit) is less than One Thousand (\$1,000.00) Dollars, the same may be sold by the Mayor without competitive bidding.

SECTION 7. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 8. Whereas, Act 28 of 1959 Requires the establishment of a manner of making municipal purchases within the City as to amounts, and this ordinance being necessary for the immediate protection of the public peace, health and safety, an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage and approval

PASSED:.....

APPROVED:.....

Edy B. Baker
MAYOR

ATTEST: *M. D. Murray*
CITY CLERK