

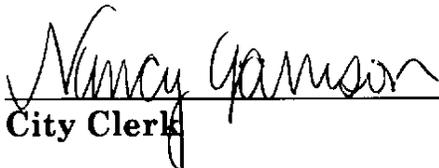
City of St. Charles, Illinois

Ordinance No. 2010-M-18

**Ordinance Amending Title 2 "Administration and
Personnel," Chapter 2.33 "Office of Purchasing" of the
St. Charles Municipal Code**

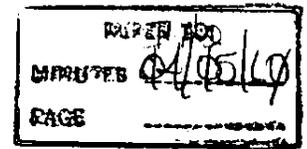
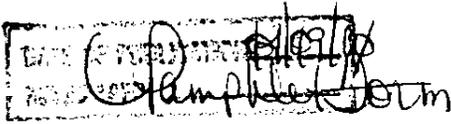
**Adopted by the
City Council
of the
City of St. Charles
April 5, 2010**

**Published in pamphlet form by
authority of the City Council
of the City of St. Charles,
Kane and Du Page Counties,
Illinois, April 9, 2010**



City Clerk





City of St. Charles, Illinois
Ordinance No. 2010-M-18

An Ordinance Amending Title 2 “Administration and Personnel,” Chapter 2.33 “Office of Purchasing” of the St. Charles Municipal Code

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:

1. That Title 2, “Administration and Personnel,” Chapter 2.33, “Office of Purchasing” of the St. Charles Municipal Code, is hereby amended by deleting Chapter 2.33 title page of the St. Charles Municipal Code, be and is hereby amended by deleting the same and substituting the following therefore:

- 2.33.010 Definitions.**
- 2.33.020 Office established.**
- 2.33.030 Purchasing manager-Position created.**
- 2.33.040 Purchasing manager—Qualifications and selection.**
- 2.33.050 Deleted In Its Entirety.**
- 2.33.060 Deleted In Its Entirety.**
- 2.33.070 Deleted In Its Entirety.**
- 2.33.080 Duties.**
- 2.33.090 Application of standard specifications-Exemptions.**
- 2.33.100 Determination of standard specifications-Consultation with using agencies.**
- 2.33.110 Purchasing authority.**
- 2.33.120 Purchasing Manager—Powers and duties generally.**
- 2.33.130 Requisition and estimates.**
- 2.33.140 Encumbrance of funds.**
- 2.33.150 Prohibition of interest.**
- 2.33.160 Competitive bidding required.**
- 2.33.170 Formal contract procedure-Required when.**
- 2.33.180 Formal contract procedure—Inviting bids.**
- 2.33.190 Formal contract procedure—Bid deposits.**
- 2.33.200 Formal contract procedure—Bid opening procedure.**
- 2.33.210 Formal contract procedure—Rejection of bids.**
- 2.33.220 Formal contract procedure—Award—Authority.**
- 2.33.230 Formal contract procedure—Award—Lowest responsible bidder.**
- 2.33.240 Formal contract procedure—Award—To other than low bidder.**
- 2.33.250 Formal contract procedure-Tie bids.**
- 2.33.260 Formal contract procedure—Performance bonds.**
- 2.33.270 Formal contract procedure-Prohibition against subdivision.**
- 2.33.280 Open market procedure-Required when.**

- 2.33.290** Open market procedure—Minimum number of quotations.
- 2.33.300** Open market procedure—Notice inviting quotations.
- 2.33.310** Open market procedure-Recording.
- 2.33.320** Central warehousing.
- 2.33.330** Price agreement contract procedure.
- 2.33.350** Surplus stock.
- 2.33.360** Cooperative purchasing.

2. That Title 2, "Administration and Personnel," Chapter 2.33, "Office of Purchasing" of the St. Charles Municipal Code, is hereby amended by deleting Section 2.33.280, "Open market procedure-Required when," of the St. Charles Municipal Code, be and is hereby amended by deleting the same and substituting the following therefore:

2.33.280 Open market procedure-Required when.

All purchases of supplies, and contractual, services, and all sales of personal property which has become obsolete and/or unusable with an estimated value of five hundred dollars or less shall be made in the open market, without newspaper advertisement and without observing the procedure prescribed by Sections 2.33.170 through 2.33.270 for the award of formal contract. In all events, state statutory requirements shall be followed in connection with all sales and purchases.

3. That, after the adoption and approval hereof, this Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 5th day of April, 2010.

PASSED by the City Council of the City of St. Charles, Illinois, this 5th day of April, 2010.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 5th day of April, 2010.

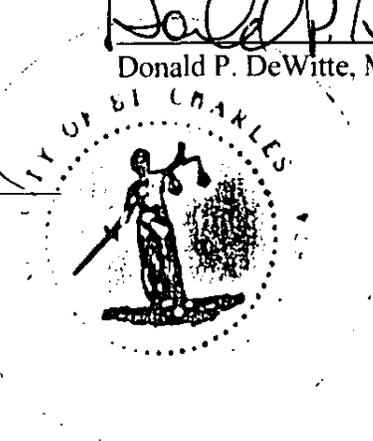


Donald P. DeWitte, Mayor

ATTEST:



Nancy Garrison
City Clerk



COUNCIL VOTE:

Ayes: *10*

Nays: *0*

Absent:

Abstain:

APPROVED AS TO FORM:

City Attorney

DATE: April 5, 2010

RBW:cjb

ordinances\2.33.28 OpenMktPurch
2/26/10

State of Illinois)
)
) ss.
Counties of Kane and DuPage)

Certificate

I, NANCY GARRISON, certify that I am the duly elected and acting Municipal City Clerk of the City of St. Charles, Kane and DuPage Counties, Illinois.

I further certify that on April 5, 2010, the Corporate Authorities of such municipality passed and approved Ordinance No. 2010-M-18, entitled

"Ordinance Amending Title 2 "Administration and Personnel," Chapter 2.33 "Office of Purchasing" of the St. Charles Municipal Code,"

which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 2010-M-18, including the Ordinance and a cover sheet thereof was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on April 9, 2010, and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the municipal clerk.

DATED at St. Charles, Illinois, this 5th day of April 2010.



Nancy Garrison

Municipal Clerk