

THE TOWN OF FOREST HEIGHTS
RESOLUTION 24-13

A RESOLUTION ADOPTING A PURCHASING PROCEDURES MANUAL

Introduced by: Mayor Goodall

WHEREAS, the Charter, Section 33-90 authorizes the Mayor and Council to pass certain legislation of a non-permanent or administrative nature by formal resolution in lieu of ordinance; and

WHEREAS, the Town Charter, § 33-80 authorizes the Town of Forest Heights to acquire real, personal, or mixed property for any public purpose by purchase, gift, bequest, devise, lease, condemnation, or otherwise and may sell, lease, or otherwise dispose of any property belonging to the Town; and

WHEREAS, the Town Charter, § 33-63 governs purchasing and contracting including competitive bidding, the need for written contracts, the awarding of bids, requirements for surety bonds, exemptions from competitive purchasing, and waivers; and

WHEREAS, the Town Ordinance Code, § 20.4 further governs purchasing and contracting by the Town, its officials and employees; and

WHEREAS, the Mayor and Council find that it is in the best interest of the Town and for the good and efficient government thereof, that a Purchasing Procedures Manual shall be adopted and approved.

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby adopts, and approves a Purchasing Procedures Manual (approx. 16 pp.) attached hereto as Exhibit 1, which is made part of this Resolution and incorporated by reference as if written word for word herein.

AND BE IT FURTHER RESOLVED, that said Purchasing Procedures Manual adopted herein shall be considered the nonexclusive policies of the Town governing contracting and procurement, and that the Town's officials and employees shall be considered bound by the rules, regulations, procedures and policies stated therein whether expressly acknowledged by the official or employee or not, and they shall have a continuing duty to abide by said Manual and any other applicable laws governing this subject.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

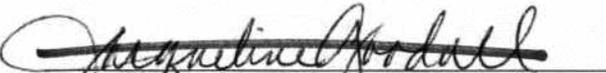
PASSED this 17th Day of April, 2013.

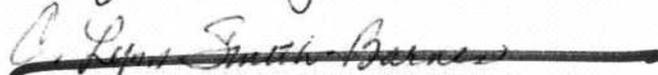
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ATTEST:

THE MAYOR AND COUNCIL OF THE TOWN OF
FOREST HEIGHTS

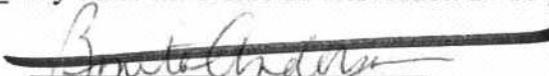

Bonita C. Anderson, Town Clerk


Jacqueline Goodall, Mayor


C. Lynn Smith-Barnes, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 17th day of April 2013 with 7 Aye votes and 0 Nay votes the aforesaid Resolution 24-13 passed.


Bonita Anderson, Town Clerk