

INTRODUCED BY: Trustees Slama, Graves, Sohn, Young and Whitmore

**AN ORDINANCE AMENDING CHAPTER 131 "PURCHASING POLICY"**

BE IT ORDAINED by the Board of Trustees of the Village of Twin Oaks, Missouri, that Chapter 131, "Purchasing Policy" of the Municipal Code is hereby amended as follows:

**Section 1:** Section 131.020 (4) is hereby amended to read "Forward all purchases and contracts over five thousand dollars (\$5,000) to the Board of Trustees for final approval."

**Section 2:** Section 131.050 (E 1-11) will be extracted in its entirety and moved to create a new Section 131.025 entitled "Bid Evaluation Guidelines" and extracted (A 1-11) will be added. The word minimal shall be deleted in the first line of this section. Immediately following the title, the following sentence will be added: "The following shall be guidelines in determining the lowers and best bidder and shall be included in all bid packages." Section 131.050 (F) will now be reclassified as (E).

**Section 3:** Section 131.040 shall be deleted in its entirety and a new Section 131.040 will hereby be created in lieu thereof to read as follows:

**Sec. 131.040 PURCHASES FROM TWO THOUSAND TO TEN THOUSAND DOLLARS:**

- A. For purchases from two thousand dollars (\$2,000.00) to ten thousand dollars (\$10,000.00), the Village Administrator/Clerk shall solicit at least three (3) non-sealed bids for the item or items.
- B. For purchases of five thousand dollars (\$5,000.00) or less, the Village Administrator/Clerk may award the purchase or contract for services to the lowest responsible bidder who submits the bid, which is the most advantageous to the Village.
- C. For purchases greater than five thousand dollars (5,000.00), bids and recommendations will be submitted to the Board of Trustees.

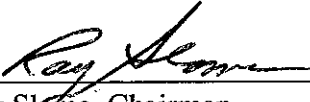
**Section 4:** In Section 131.060(A) the following sentence shall be added to the end of this section as follows: Such purchase must have Board of Trustee approval if greater than five thousand dollars (\$5,000.00)

**Section 5:** In all other respects, the provisions contained in Chapter 131 are hereby ratified, confirmed and republished.

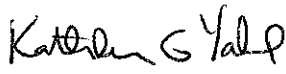
**Section 6:** This ordinance shall be printed in the Municipal Code of Twin Oaks.

**Section 7:** This ordinance shall take effect and be in force from and after its passage and approval as provided by law.

PASSED and APPROVED this 20 day of July, 2011.

  
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Ray Slama, Chairman  
Board of Trustees

ATTEST:

  
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Kathleen Yahl, MPCC/MMC  
Village Administrator/Clerk

First Reading: 7-20-11

Second Reading: 7-20-11