

TOWN OF HIDEOUT
ORDINANCE #2024-O-04

AN ORDINANCE AMENDING HIDEOUT MUNICIPAL CODE SECTION 1.16.060 TO
REMOVE COUNCIL APPROVAL FOR A REQUEST FOR PROPOSAL (RFP)
AND TO RAISE THE LIMIT OF AWARD OF CONTRACTS TO
FIFTEEN THOUSAND DOLLARS (\$15,000)

WHEREAS, Town Council wishes to have Staff issue Request For Proposals and only approve contracts once they have been reviewed by Staff;

WHEREAS, Hideout Code Section 1.16.040 (D) requires the Council to approve of purchases over \$15,000.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF HIDEOUT,
UTAH, THAT:

SECTION I: The following are amended:

1.16 PURCHASING

1.16.060 EXEMPTIONS TO COMPETITIVE BIDDING REQUIREMENTS

- A. Generally: Contracts which by their nature are not adapted to award by competitive bidding, such as contracts for additions to and repairs and maintenance of equipment owned by the town, which may be more efficiently added to, repaired or maintained by a certain person or firm, contract for equipment which, by reason or training of the personnel or an inventory of replacement parts maintained by the town, is compatible with the existing equipment parts maintained by the town, shall not be subject to the competitive bidding requirements of this chapter.
- B. Auction, Closeout, Bankruptcy Sales: If the department head determines that supplies, materials or equipment can be purchased at any public auction, closeout sale, bankruptcy sale or similar sale, and if a majority of the town council at a regular or special meeting concurs in such determination and makes the finding that a purchase at any such auction or sale will be made at a cost below the market cost in the community, a contract or contracts may be let, or the purchase made, without complying with the competitive bidding requirements of this chapter.
- C. Emergency Purchases:
 - 1. In the case of actual emergency, the head of any department may purchase directly any supplies whose immediate procurement is essential to prevent delays in the work of the department which may virtually affect the life, health or convenience of any employee or citizen of the town.

2. The head of the department shall send to the mayor a full written report of the circumstances of the emergency. The report shall be filed with the town council as provided above.
- D. Procurement of Professional Services: The procurement of professional services shall be based upon qualifications and shall be secured on a competitive basis to the maximum practical extent except as noted below:

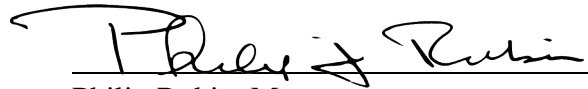
Amount Of Contract	Request For Proposals
Up to \$10,000.00 per fiscal year	No RFP required; competitive quotes recommended
Over \$10,000.00 in one fiscal year	Formal request for proposals

The town council shall ~~approve all requests for proposals and~~ approve the award of contracts for professional services exceeding fifteen thousand dollars (~~\$15,000 10,000.00~~) in any single fiscal year. Awards shall be made to the individual or firm whose proposal is determined to be the most advantageous to the town, taking into consideration price and the evaluation factors set forth in the request for proposals.

SECTION II: Effective Date. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED by the Town Council of Hideout, Utah, this 6th day of March in the year 2024.

TOWN OF HIDEOUT


Philip Rubin, Mayor

ATTEST:


Alicia Fairbourne, Recorder for Hideout

