

ORDINANCE NO. 7306-16

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 2, ADMINISTRATION, OF THE CODE OF THE CITY OF NEWPORT NEWS, VIRGINIA, ARTICLE XX., OFFICE OF PURCHASING, DIVISION 1., GENERALLY, SECTION 2-554, GENERAL PROCEDURE ; DIVISION 2., COMPETITIVE BIDDING, SECTION 2-561, NOTICE INVITING BIDS AND DIVISION 3., COMPETITIVE NEGOTIATION, SECTION 2-569.2, PUBLIC NOTICE.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Newport News, Virginia:

That Chapter 2, Administration, of the Code of the City of Newport News, Virginia, Article XX., Office of Purchasing, Division 1., Generally, Section 2-554, General procedure; Division 2., Competitive Bidding, Section 2-561, Notice inviting bids; and Division 3., Competitive Negotiation, Section 2-569.2, Public notice, be, and the same hereby is, amended and reordained as follows:

CHAPTER 2

ADMINISTRATION

ARTICLE XX. OFFICE OF PURCHASING

DIVISION 1. GENERALLY

Sec. 2-554. General procedure.

(a) The purpose of this article is to enunciate the public policies pertaining to governmental procurement from nongovernmental sources, to include governmental procurement which may or may not result in monetary consideration for either party. This article shall apply whether the consideration is monetary or nonmonetary and regardless of whether the city, the contractor, or some third party is providing the consideration.

(b) All single or term contracts for goods and services other than professional services when the estimated cost is expected to exceed one hundred thousand dollars (\$100,000.00) shall be purchased from the lowest responsive, responsible bidder, after due notice inviting bids.

(c) Construction of improvements estimated to cost more than fifty thousand dollars (\$50,000.00) shall be procured only by competitive sealed bidding except that at the option of the city, non-transportation related construction not expected to exceed one hundred thousand dollars (\$100,000.00) may be procured through the small purchase procedures as described in section 2-

554.1.

(d) Transportation related construction, if the aggregate or sum of all phases is not expected to exceed twenty-five thousand dollars (\$25,000.00) may be procured through the small purchase procedures described in section 2-554.1.

DIVISION 2. COMPETITIVE BIDDING

Sec. 2-561. Notice inviting bids.

(a) The notice inviting bids referred to in section 2-554 shall be posted on the City's website or the State's Department of General Services' central electronic procurement website, or both, and may be published in a newspaper of general circulation, at least ten (10) days prior to the date set for the receipt of bids. Such notice shall include a general description of the articles to be purchased or sold and shall state where bid forms and specifications may be secured and the time and place for opening bids. Such notice shall state the procedure for the withdrawal of a bid due to error.

(b) In addition to the notice referred to in subsection (a) above, the purchasing agent may solicit bids from vendors in the business of providing the commodity or service desired.

DIVISION 3. COMPETITIVE NEGOTIATION

Sec. 2-569.2. Public notice.

At least ten (10) days prior to the date set for receipt of proposals, public notice shall be given by posting on the City's website or the State's Department of General Services' central electronic procurement website, or both, and by publication in a newspaper or newspapers of general circulation in the area in which the contract is to be performed so as to provide reasonable notice to the maximum number of offerors that can be reasonably anticipated to submit proposals in response to the particular request. In addition, proposals may be solicited directly from potential contractors.

PASSED BY THE COUNCIL OF THE CITY OF NEWPORT NEWS ON SEPTEMBER 13, 2016

Mabel Washington Jenkins, MMC
City Clerk

McKinley L. Price, DDS
Mayor

A true copy, teste:

City Clerk