

MAR 19 2018

**CITY OF COLUMBIA, ILLINOIS  
ORDINANCE NO. 3375**

  
City Clerk

**AN ORDINANCE AMENDING THE BIDDING REQUIREMENTS  
FOR PUBLIC WORKS CONTRACTS AND SUPPLIES**

WHEREAS, the City of Columbia ("City"), Illinois is a duly created, organized and validly existing municipality of the State of Illinois under the 1970 Illinois Constitution and the laws of the State of Illinois, including particularly the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto; and

WHEREAS, Sections 8-9-1 and 8-9-2 of the Illinois Municipal Code (65 ILCS 5/8-9-1 and 65 ILCS 5/8-9-2) establish the requirements for public letting of bids for public works contracts and supplies purchased by the City for public works projects; and

WHEREAS, the State of Illinois, by passage of Public Act 100-338, increased the dollar amount applicable to public bidding requirements in 65 ILCS 5/8-9-1 from \$20,000.00 to \$25,000.00; and

WHEREAS, the City currently requires public bidding for public works contracts that are in excess of \$20,000.00; and

WHEREAS, the City desires to amend the dollar amount applicable to public bidding requirements from \$20,000.00 to \$25,000.00.

NOW THEREFORE BE IT ORDAINED, by the City Council of the City of Columbia, as follows:

**Section 1.** That the preceding recitations in the upper part of this Ordinance are realleged, restated and adopted as paragraph one ("1") of this Ordinance.

**Section 2.** That Chapter 2.54.020 of the City Code shall be amended to read as follows:

**"Chapter 2.54.020 Formal contract procedure.**

All work and other public improvements which is: (i) not to be paid for in full or in part by special assessment or special taxation; (ii) does not involve a contract with the federal government or an agency thereof; (iii) does not involve architectural, engineering and land surveying services; (iv) does not involve the city completing the construction of such work by employing its own labor and for which the city will employ competitive bidding for the purchase of materials of a value of Twenty Five Thousand Dollars (\$25,000) or more; and, (v) the cost or expense of which is in excess of Twenty Five Thousand Dollars (\$25,000), shall be purchased from the lowest responsible bidder, after

due notice inviting bids in accordance with the requirements of this section, unless competitive bidding is waived or dispensed with by a vote of two-thirds (2/3s) of the aldermen holding office on the City Council. (65 ILCS 5/8-9-1).”

**Section 3.** That Chapter 2.54.100 of the City Code shall be amended to read as follows:

**“Chapter 2.54.100 Open market procedure.**

All work and purchases of supplies, materials and services of a cost or expense of Twenty-Five Thousand Dollars (\$25,000) or less, may be made in the open market, without newspaper advertisement and without observing the procedure prescribed by this section for the awarding of formal contracts requiring competitive bids, as follows:

(1) If the cost or purchase involved does not exceed Two Thousand Five Hundred Dollars (\$2,500), the same may be incurred for the City by any City Department Head, or their designee, without prior approval of the City Council or the City Administrator.

(2) If the cost or purchase involved exceeds Two Thousand Five Hundred Dollars (\$2,500) but does not exceed Twenty-Five Thousand Dollars (\$25,000), the same may be incurred for the City by any Department Head, or their designee, only with the prior approval of the City Administrator.

(3) If the cost or purchase involved exceeds Twenty-Five Thousand Dollars (\$25,000), the same may only be incurred for the City by the prior approval of the City Council, by enactment of an appropriate City Council Order, Resolution or Ordinance.

(4) Prior to the beginning of each fiscal year of the City, all City Department Heads shall submit to the City Administrator for the City Administrator’s prior approval, the name and job title of the Department Head’s designee(s) to be authorized to incur costs or make purchases for the City for the forthcoming fiscal year of the City. Likewise, during any fiscal year of the City should a City Department Head desire to change or add to the designee(s) in their department that will be authorized to incur cost or make purchases for the City, the Department Head will be required to obtain prior approval for the same from the City Administrator.”

**Section 4.** This Ordinance shall take full force and effect immediately upon passage as provided by law.

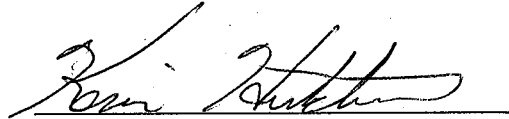
YEAS: Aldermen Ebersohl, Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens.

NAYS: None.

ABSTENTIONS: None.

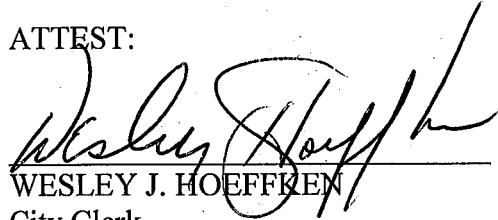
ABSENT: None.

PASSED by the City Council and APPROVED by the Mayor this 19th day of March, 2018.



KEVIN B. HUTCHINSON  
Mayor  
City of Columbia

ATTEST:



WESLEY J. HOEFFKEN  
City Clerk  
City of Columbia