

CHAPTER 3 ADMINISTRATION

Article 3-8 PROCUREMENT AND MATERIALS MANAGEMENT

Section 3-8-1 Purchases, how made. ^{465 599}

- A. All purchases of supplies, materials, equipment and contractual services for the Town shall be made by the Town Manager or his designee in accordance with purchase authorizations issued by the Town Manager.

- B. Every contract for, or purchase of, supplies, materials, equipment or contractual services for more than twenty-five thousand dollars (\$25,000.00) in a single transaction shall require the prior action of the Town Council. When the Council has previously budgeted sufficient funds therefore, the following contracts or purchases may be made without prior approval of the Town Council:
 - 1. Supplies, materials, equipment or contractual services purchased from another unit of government at a price deemed below that obtainable from private dealers, including surplus;
 - 2. Contractual services, including but not limited to gas, electricity, telephone and public utility services, purchased from a public utility at a price or rate determined by the Arizona Corporation Commission or other government authority;
 - 3. Supplies, materials, equipment or contractual services when purchased at a price not exceeding a price set therefore by the state purchasing agency or any other state or federal agency authorized to regulate prices for things purchased by the state, whether such price is determined by a contract negotiated with a vendor or otherwise;
 - 4. Supplies, materials, equipment or contractual services which can only be furnished by a single dealer or which have a uniform price wherever bought;
 - 5. Supplies, materials, equipment or contractual services procured pursuant to contract or agreement previously approved by the Town Council; and
 - 6. Emergency purchases.