

Affidavit of Publication

STATE OF NEVADA,
County of Washoe—SS.

Mary Hefling

being duly sworn, deposes and says that he is the

Record Clerk

of The SPARKS TRIBUNE, a weekly newspaper,
published in Sparks, Washoe County, Nevada; that
he has charge of and knows the advertising ap-
pearing in said newspaper, and the

Notice of County Ordinance

Bill No. 607, Ordinance No. 436

of which a copy is hereunto attached, was first
published in said newspaper in its issue dated

November 21, 19 79

and was published in each of the following issues

thereafter:

the date of the last publication being in the issue

of November 28, 19 79

Mary Hefling

Subscribed and sworn to before me this, the

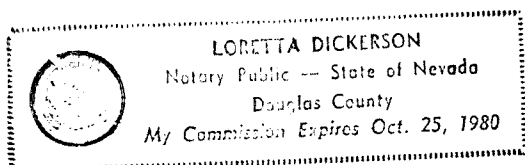
28th day of November, 19 79

Loretta Dickerson
Douglas,

Notary Public in and for the County of ~~Washoe~~

State of Nevada.

My Commission expires: October 25, 1980



**NOTICE OF COUNTY
ORDINANCE**
NOTICE IS HEREBY
GIVEN that Bill No. 607, Or-
dinance No. 436, amending
Washoe County Ordinance No.
296 entitled "An Ordinance
creating a Washoe County Pur-
chasing Department headed by a
Purchasing and Contracts Ad-
ministrator; including the
preparation of rules and regula-
tions concerning purchasing
policies, practices and pro-
cedures, all to be approved by
the Board of County Com-
missioners; repealing Washoe
County Ordinance No. 159; and
providing other matters properly
relating thereto," by changing
the amount of authorized pur-
chases by the Purchasing and
Contracts Administrator, has
been adopted by Commissioners
Stoess, Brown, Ferrari, and
Underwood and Chairman Farr
on November 13, 1979.
Typewritten copies of the Or-
dinance are available for in-
spection by all interested per-
sons at the office of the County
Clerk.
JUDI BAILEY
Washoe County Clerk
Published: 11-21, 28, 1979.

79-17631

SUMMARY: Provides dollar limits for purchases by Purchasing and Contracts Administrator.

BILL NO. 607

ORDINANCE NO. 436

AN ORDINANCE AMENDING "AN ORDINANCE CREATING A WASHOE COUNTY PURCHASING DEPARTMENT HEADED BY A PURCHASING AND CONTRACTS ADMINISTRATOR; INCLUDING THE PREPARATION OF RULES AND REGULATIONS CONCERNING PURCHASING POLICIES, PRACTICES AND PROCEDURES, ALL TO BE APPROVED BY THE BOARD OF COUNTY COMMISSIONERS; REPEALING WASHOE COUNTY ORDINANCE NO. 159; AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO," BY CHANGING THE AMOUNT OF AUTHORIZED PURCHASES BY THE PURCHASING AND CONTRACTS ADMINISTRATOR.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE DO ORDAIN:

SECTION 1.

Section 2 of Washoe County Ordinance No. 296 is hereby amended to read as follows:

SECTION 2.

There is hereby established the Washoe County Purchasing Department, headed by a Purchasing and Contracts Administrator. The Purchasing and Contracts Administrator shall, subject to the provisions of this ordinance and applicable provisions of state law:

- A. Purchase all supplies, materials, equipment and contractual services required by the agencies in amounts or estimated amounts of \$5,000 or less, and submit to the Board of County Commissioners for award all purchases of supplies, materials, equipment and contractual services in amounts or estimated amounts in excess of \$5,000 in accordance with the provisions of the Local Government Purchasing Act.
- B. Use standard specifications wherever they are applicable to purchase orders and contracts, and insure compliance with such specifications through adequate inspection of deliveries.
- C. Transfer between agencies supplies, materials and equipment which are no longer needed by a holding agency but which can be used by the receiving agency.
- D. Sell personal property in compliance with NRS and the Local Government Purchasing Act.
- E. Develop, with the approval of the District Attorney as to legal sufficiency, standard forms and conditions to invitations to bid and purchase orders and contracts, develop and prescribe the use by agencies of other forms required in carrying out the provisions of this ordinance, and amend or eliminate any such forms.
- F. Prepare and propose to the Board of County Commissioners rules and regulations regarding purchasing policies, practices and procedures not in

79-1763

223

conflict with or inconsistent with the Local Government Purchasing Act or other applicable state statutes. Such rules and regulations and amendments thereto upon approval by the Board of County Commissioners shall be in full force and effect and shall be adhered to by every employee and officer of Washoe County.

- G. Be responsible for administration of the County's fixed assets inventory as required by Ordinance No. 231.

Proposed on the 23rd day of October, 1979.
Proposed by Commissioners Brown, Farr, Ferrari, and Underwood
Passed on the 13th day of November, 1979.

Vote:

Ayes: Commissioners: Brown, Farr, Ferrari, Stoess,
and Underwood
Nays: Commissioners: None
Absent: Commissioners: None

Bill Farr
Chairman of the Board

ATTEST:

Juli Bailey
County Clerk

This Ordinance shall be in force and effect from and after the 28th day of November, 1979.