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STATE OF NEVADA COUNTY OF WASHOE \$5.

DOROTHY YOCOM

HUGH E. ROBINSON
Notary Public — State of Nevada
Washoe County
My Cammission Expires Dec. 1, 1976

Ord. 159

SUMMARY:

Amends Ordinance No. 159 to provide that bids be publicly opened on the business day preceding a regularly scheduled County Commissioners' Meeting at a time and place certain stated in the public notice to bidders; requires the County Purchasing Agent, the County Clerk or his deputy, and a representative of the Department requesting the materials or services bid, to be present at the bid opening.

BILL NO. 342
ORDINANCE NO. 159

AN ORDINANCE AMENDING WASHOE COUNTY ORDINANCE NO. 159 TO PROVIDE THAT BIDS BE PUBLICLY OPENED ON THE BUSINESS DAY PRECEDING A REGULARLY SCHEDULED COUNTY COMMISSIONERS' MEETING AT A TIME AND PLACE CERTAIN STATED IN THE PUBLIC NOTICE TO BIDDERS; REQUIRING THE COUNTY PURCHASING AGENT, THE COUNTY CLERK OR HIS DEPUTY, AND A REPRESENTATIVE OF THE DEPARTMENT REQUESTING THE MATERIALS OR SERVICES BID, TO BE PRESENT AT THE BID OPENING; PROVIDING FOR THE TRANSMITTAL OF THE BIDS, BID TABULATIONS AND ACCOMPANYING DOCUMENTS TO THE COUNTY MANAGER; PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO.

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

SECTION 1.
Section 8C of Washoe County Ordinance No. 159 is hereby amended to read as follows:

- C. (1) When sealed bids are required, they shall be submitted to the County Clerk on the official contract bid form, when this is specified, and in an envelope which will have indicated thereon the class of commodities or services to be purchased. When specified, each bid shall be accompanied by surety in the form of a certified or cashier's check or bid bond in such amount as shall be prescribed in the public notice inviting bids or by other instruction to bidders. A tabulation of all bids received, whether accepted or rejected, and the original bids, shall be available for public inspection during regular business hours for a period of not less than thirty (30) calendar days after the bid opening.
  - All authorized notices to bidders shall specify that the bids made in response to such notices shall be opened at a time certain on the business day preceding a regularly scheduled Commissioners' meeting. The bid openings shall be held in a public place to be stated in the notice to bidders, at which any bidder and the public may be present. The County Purchasing Agent, the County Clerk or his dep-uty, and a representative of the Department requesting the materials or services to be purchased, shall be present at the bid opening. All bids shall be opened at the stated time and publicly announced. At the next regular meeting day of the Board of Commissioners of Washoe County, the Purchasing Agent shall report to the Commissioners in writing his recommendations concerning the bids, together with a copy of the tabulation of all bids received. The bids, tabulation of bids and all materials accompanying the bids shall be delivered to the County Manager no later than 9:30 A.M. on the morning of the first business day following the bid opening.

The County Commissioners may reject any and all bids for any or all commodities or contractual services included in the bid form and may readvertise for bids when the public interest will be served thereby. If the low bids received are for the same total amount or unit price, the County Commissioners may authorize the County Purchasing Agent to award the contract to one of the tie bidders by drawing lots in public, negotiating between the two lowest bidders, or to purchase the commodities or contractual services in the open market, provided the price paid in the open market shall not exceed the lowest contract bid price submitted for the same commodity or contractual service. In all other cases, the contract shall be awarded by the County Commissioners to the lowest responsible bidder. In determining the lowest responsible bidder, the County Purchasing Agent and the County Commissioners shall take into consideration the quality offered and its conformity with the specifications, the delivery and discount terms and conditions of the bid, the service reputation of the bidder, and other information and data required to prove his responsibility.

SECTION 2.

This Ordinance shall be in full force and effect from and after its passage, approval and publication as prescribed by NRS 244.100.

Proposed on the <u>5th</u> day of <u>September</u> 1973. Proposed by Commissioner <u>Pagni</u> Passed on the <u>25th</u> day of <u>September</u>, 1973.

Vote:

Ayes:

Commissioners: Rusk, Scott, Pagni, Nelson and Grow

Nays:

Commissioners: None

Absent:

Commissioners: None

Chairman

ATTEST:

E MATE ON

Clerk

This Ordinance shall be in force and effect from and after the 13th day of October, 1973,

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