

TOWNSHIP OF DENNIS

**COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

ORDINANCE NO. 2016-09

**AN ORDINANCE OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY AND
STATE OF NEW JERSEY, AMENDING CHAPTER 44, SECTION 6 B AND
SECTION 6 H(1) (o) OF THE CODE OF THE TOWNSHIP OF DENNIS ENTITLED,
“PURCHASING”.**

WHEREAS, the Chief Finance Officer has recommended various amendments to Chapter 44 entitled, “Purchasing”; and

WHEREAS, the Township Committee has reviewed said recommendations and concur.

NOW, THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Dennis, County of Cape May and State of New Jersey, that Chapter 44, Section 6 B and Chapter 44, Section 6 H(1)(o) of the Code of the Township of Dennis entitled “Purchasing” be amended as follows:

B. Quote comparison sheets. Quote comparison sheets will be available from the Chief Finance Officer/Treasurer’s Office and shall be prepared for items totaling more than fifteen hundred dollars (\$1,500.). Three (3) vendors shall be solicited for prices of the items. Data pertinent to required items or services should be listed, including price quotes. The lowest price should be taken.

H. The Chief Finance Officer/Treasurer’s Office shall prepare, as a minimum, a four-part purchase order. The numbers shown below correspond to the numbers found on the sample form available from the Chief Finance Officer/Treasurer’s Office:

(1) Part One (white original): vendor or file copy.

(o) Approved by: signature of department head or individual to whom authority has been delegated by department head. A request for purchase of budgeted items where the total cost will not exceed fifteen hundred dollars (\$1,500.) requires only the approval of the department head. Purchases where the total cost exceeds five hundred dollars (\$500) would require the signatures of the department head, Chief Finance Officer and Administrator.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon final passage and publication in accordance with law.

John Murphy, Mayor

Brian O'Connor, Deputy Mayor

Lisa Salimbene, Committee Member

Donald Tozer, Committee Member

Julie Fry DeRose, Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on November 01, 2016. Publication will be held on November 09, 2016 and a Public Hearing will be held at a meeting of the said Township Committee to be held on December 06, 2016 at 6:30 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk