

ORDINANCE # 3663

AN ORDINANCE AMENDING CHAPTER 3.04 SECTION 3.04.030(B) OF THE RAPID CITY MUNICIPAL CODE RELATING TO PURCHASING PROCEDURES

BE IT ORDAINED by the City of Rapid City that Chapter 3.04, Section 3.04.030 (B) of the Rapid City Municipal Code be amended to read as follows:

SECTION 3.04.030 (B) Purchasing Procedures.

B. Any department head designated by the mayor may approve and sign a purchase order if the amount shall be five hundred dollars or less, where-upon the purchase shall be fully authorized. In the event the amount involved shall be more than five hundred dollars and not exceeding the bid limit established by SDCL 5-18, the mayor, department head, and purchasing agent must approve and sign the purchase order prior to incurring of the obligation. Reasonable attempts shall be made by all department heads to obtain informal quotations from all local suppliers for any item in excess of ~~five hundred~~ one thousand dollars but less than the bid limit established by SDCL 5-18, and for all repairs over ~~five hundred~~ one thousand dollars.

CITY OF RAPID CITY

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

(SEAL)

First Reading:  
Second Reading:  
Published:  
Effective: