

CHAPTER 28.  
Purchasing Agencies.

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Sec. 28.01. Designation of Purchasing Agencies.  
Pursuant to IND. CODE § 5-22-4-5, the following are designated as the Purchasing Agencies of the City of West Lafayette:

- (a) the Board of Public Works and Safety for the civil city (the Board is also the purchasing agent for the municipal wastewater treatment utility pursuant to IND. CODE chapter 36-9-27);
- (b) the West Lafayette Board of Parks and Recreation for the Parks Department; and
- (c) the West Lafayette Redevelopment Commission for the Redevelopment Commission.

Sec. 28.02. Designation of Purchasing Agents.  
Pursuant to IND. CODE § 5-22-4-5(b), the applicable Purchasing Agency shall designate responsible Purchasing Agents.

Sec. 28.03. Purchasing Policies.  
Pursuant to IND. CODE § 5-22-3-3(b), the Purchasing Agencies are authorized to adopt purchasing policies. Such policies may prescribe record keeping and forms. The policies shall be consistent with IND. CODE article 5-22 and shall be designed to:

- (a) provide the most cost effective purchasing for city agencies;
- (b) insure full and fair competition between potential vendors;
- (c) promote the use of recycled products
- (d) provide uniformity between city departments to the extent practical; and
- (e) provide adequate public accountability in the making of major purchases.

Sec. 28.04. Small Purchases.

A Purchasing Agent may purchase supplies with an estimated cost of less than \$25,000 on the open market without inviting or receiving quotes or bids, subject to such restrictions as are adopted by the Purchasing Agency.

Sec. 28.05. Preferences in Purchasing.

(a) A Purchasing Agency shall give due preference to the purchase of supplies from the Indiana Department of Correction or a Rehabilitation Center, as required by IND. CODE chapters 5-22-11 or 5-22-12.

(b) A Purchasing Agent may, but is not required to, give an Allowable Preference, as provided in IND. CODE chapter 5-22-15, subject to such restrictions as are adopted by the Purchasing Agency.

Sec. 28.06. Purchase of Services.

A Purchasing Agent may purchase services in any manner the Purchasing Agency determines to be reasonable, consistent with Indiana Law, subject to such restrictions as are adopted by the Purchasing Agency.

Sec. 28.07. Purchase of Supplies Manufactured in the United States.

Pursuant to IND. CODE § 5-22-15-21, supplies manufactured in the United States shall be specified for all purchases and shall be purchased unless the Purchasing Agency determines that:

- (a) the supplies are not manufactured in the United States in reasonably available quantities;
- (b) the prices of the supplies manufactured in the United States exceeds by an unreasonable amount the price of available and comparable supplies manufactured elsewhere;
- (c) the quality of the supplies manufactured in the United States is substantially less than the quality of comparably priced available supplies manufactured elsewhere;
- (d) the purchase of supplies manufactured in the United States is not in the public interest. (Ord. No. 11-98)