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CITY OF NEWPORT
ORDINANCE
OF THE
COUNCIL
NO. 2025-70

AN ORDINANCE IN AMENDMENT OF TITLE 2 OF THE CODIFIED ORDINANCES OF THE CITY OF NEWPORT, RHODE ISLAND, REVISION OF 1994, AS AMENDED, ENTITLED, "ADMINISTRATION."

BE IT ORDAINED by the City of Newport:

SECTION 1. Chapter 2.112. of the Codified Ordinances of the City of Newport, RI, Revision of 1994, as amended, entitled, "Purchasing System- Competitive Bidding," is hereby further amended as follows:

~~2.112.010. - Amounts less than one thousand dollars.~~

2.112.010. - Amounts less than three thousand dollars.

Any purchase of or contract for supplies, materials or equipment up to ~~one thousand dollars (\$1,000.00)~~ **three thousand dollars (\$3,000.00)** may be made without competitive bidding by the purchasing agent with the approval of the ~~city manager~~ **respective department head.**

SECTION 2. Section 2.112.020 of the Codified Ordinances of the City of Newport, RI, Revision of 1994, as amended, entitled, "Amounts from one thousand dollars to five thousand dollars", is hereby further amended as follows:

~~2.112.020. Amounts from one thousand dollars to five thousand dollars.~~

2.112.020. - Amounts from three thousand dollars to ten thousand dollars.

Any purchase of or contract for supplies, materials or equipment over ~~one thousand dollars (\$1,000.00)~~ **three thousand dollars (\$3,000.00)** but not over ~~five thousand dollars (\$5,000.00)~~ **ten thousand dollars (\$10,000.00)** shall be made by the purchasing agent with the approval of the city manager only after **at least three** informal quotations have been received

SECTION 3. Chapter 2.112.030 of the Codified Ordinances of the City of Newport, RI, Revision of 1994, as amended, entitled, "Amounts of more than five thousand dollars," is hereby further amended as follows:

DELETE SECTION 2.112.030 IN ITS ENTIRETY

~~2.112.030. Amounts of more than five thousand dollars.~~

~~Any purchase of or contract for supplies, materials or equipment of between five thousand dollars (\$5,000.00) and ten thousand dollars (\$10,000.00) shall be awarded to the lowest responsible bidder after one public advertisement in a newspaper of general circulation in the area by an award committee consisting of the purchasing agent, a requesting department representative and a disinterested city employee selected by the city manager. The award committee shall have power to award or reject all bids and advertise for new bids within their threshold dollar limit. Alterations in any contract entered into may be made within the threshold dollar limit when authorized by the award committee on a written recommendation from the city manager. Any purchase of or contract for supplies, materials or equipment of more than ten thousand dollars (\$10,000.00) shall be awarded by the city council. However, any purchase of or contract for proprietary articles or replacement parts or equipment may be made from the manufacturer or his authorized agent without public advertisement or competitive bidding upon the approval of the city manager.~~

ADD IN LIEU THEREOF THE FOLLOWING:

2.112.030. Amounts of more than ten thousand dollars.

Any purchase of or contract for supplies, materials or equipment of more than ten thousand dollars (\$10,000.00) shall be awarded by the city council. The recommendation of award should be made by the sponsoring department or division head to the lowest responsive bidder after one public advertisement in an electronic procurement and government bidding platform that connects businesses with the City of Newport administration. Such award recommendation shall originate from an award recommendation committee consisting of, at a minimum, the purchasing agent, a requesting department or division representative, and a disinterested city employee selected by the city manager. Alterations in any contract entered into may be authorized by the city council on a written recommendation from the city manager. However, any purchase of or contract for proprietary articles or replacement parts or equipment, or in cases where a vendor is the only authorized reseller of a product, may be made from the manufacturer or its authorized agent without public advertisement or competitive bidding upon the approval of the city manager. Additionally, emergency purchases necessitated by unforeseen events that require immediate action to protect public health and safety or provide for the continued effective operation of government may be made without public advertisement or competitive bidding upon the approval of the city manager.

SECTION 4. This ordinance shall take effect upon its passage and all ordinances or parts of ordinances inconsistent herewith are hereby repealed.

IN COUNCIL
READ AND PASSED
OCTOBER 8, 2025

A handwritten signature in cursive script, reading "Laura C. Swistak", written over a horizontal line.

Laura C. Swistak, CMC
City Clerk