

**AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF SOUTH HARRISON, CHAPTER 19, ENTITLED OFFICERS AND EMPLOYEES, TO DESIGNATE THE POSITION OF PURCHASING AGENT**

**WHEREAS**, N.J.S.A.40A:11-9(a) provides that a municipality may adopt an Ordinance to designate an individual to serve as the contracting unit's Purchasing Agent; and

**WHEREAS**, the Township has determined that certain benefits of efficiency and economics will be derived by establishing the position of Purchasing Agent; and

**WHEREAS**, the State has encouraged the establishment of such position to be occupied by trained and certified Purchasing Agents and the Township currently employs a CFO that possesses all qualifications for such position that are memorialized within N.J.S.A.40A:11-9, et seq.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of South Harrison, in the County of Gloucester and State of New Jersey, that Chapter 19 of the Township Code, entitled "Officers and Employees" is hereby amended to include the position of Purchasing Agent, which position is hereby established with the duties and qualifications as defined and enumerated by the Law, Rules, and Regulations of the State of New Jersey in accordance with N.J.S.A.40A:11-9.

**BE IT FURTHER ORDAINED** as follows:

1. The position of Purchasing Agent created by this Ordinance for the Township of South Harrison shall be appointed annually by the Township Committee at a salary established by the Township Committee in the Salary Ordinance;
2. The Purchasing Agent appointed by the Township Committee shall be a "qualified" purchasing agent pursuant to the qualifications set forth within N.J.S.A.40A:11-9, et seq.
3. The Purchasing Agent shall be assigned the authority, responsibility and accountability for the purchasing activity pursuant to the New Jersey Local Public Contracts Law (N.J.S.A.40A:11-1, et seq.); to prepare public advertising for and to receive bids and request for proposals for the provision or performance of goods, services, and construction contracts; to award contracts pursuant to New Jersey Law in accordance with the Regulations, Forms and Procedures promulgated by State Regulatory Agencies; and to conduct any activities as may be necessary or appropriate to the purchasing function performed for the Township of South Harrison.
4. Supervise and administer all joint Purchasing Agreements between the Township and other contracting units of the State of New Jersey.

5. Perform such other duties as directed by the Chief Municipal Finance Officer.

6. The Purchasing Agent is authorized to advertise for and receive bids in connection with all purchases, contracts or agreements, in accordance with the provisions of the Local Public Contracts Law, however, the Township Committee shall be the contracting agent and shall award such contracts and purchases as may be recommended by the Purchasing Agent in excess of the bid threshold currently in effect.

7. Having appointed a Qualified Purchasing Agent pursuant to N.J.S.A.40A:11-9(b), the Township desires and elects to increase the bid threshold to \$36,000.00 with a quote threshold of \$5,400.00 pursuant to N.J.S.A.40A:11-3(a), which threshold may be adjusted, from time to time, by the Governor pursuant to N.J.S.A.40A:11-3(c). The Township Committee reserves, however, the right and discretion to establish a lower bid threshold to encourage greater competition between vendors.

8. All Ordinances or parts of Ordinances inconsistent herewith are repealed to the extent of such inconsistency.

9. If any word, phrase, clause, section or provision of this Ordinance shall be found by any Court of competent jurisdiction to be unenforceable, illegal or unconstitutional, such word, phrase, clause, section, or provision shall be severable from the balance of the Ordinance and the remainder of the Ordinance shall remain in full force and effect.

10. This Ordinance shall take effect immediately upon final passage and publication as required by law.

**TOWNSHIP OF SOUTH HARRISON**

BY: \_\_\_\_\_  
**JAMES MCCALL, MAYOR**

Dated: February 18, 2014

**ATTEST:**

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**NANCY E. KEARNS, RMC, TOWNSHIP CLERK**

**NOTICE**

Notice is hereby given that the foregoing Ordinance was introduced and passed on first reading at a meeting of the Township Committee of the Township of South Harrison, held on the 18<sup>th</sup> day of February 2014, and will be considered for final passage at a meeting of the Township Committee of the Township of South Harrison, to be held on the 12<sup>th</sup> day of March 2014, at 7:30 p.m., at which time and place any interested party will be given the opportunity to be heard.

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**NANCY E. KEARNS, RMC, TOWNSHIP CLERK**

**NOTICE**

Notice is hereby given that the foregoing Ordinance 0-14-02 was finally adopted at a regular meeting of the Township Committee of the Township of South Harrison held on the 12<sup>th</sup> day of March, 2014, at 7:30 p.m., in the South Harrison Township Municipal Building, 664 Harrisonville Road, Harrisonville, New Jersey.

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**NANCY E. KEARNS, RMC, TOWNSHIP CLERK**

Information Only