

CITY COUNCIL OF THE CITY OF OXNARD

ORDINANCE NO. 2714

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD
AMENDING CHAPTER 4 OF THE CITY CODE CONCERNING PROCEDURE
TO EXECUTE CONTRACTS, LEASES AND PURCHASE ORDERS

The City Council of the City of Oxnard does ordain as follows:

Part 1. Section 4-21 of the City Code is amended to read:

“SEC. 4-21. PURCHASE ORDERS, CONTRACTS AND LEASES.

“Purchases and leases of supplies and equipment shall be made only by purchase order or by contract or lease in a form approved by the city attorney. Such purchase orders, contracts or leases and amendments thereto shall be executed as provided in the resolution referred to in section 4-20.”

Part 2. Sections 4-31, 4-32 and 4-33 of the City Code are amended to read:

“SEC. 4-31. PURCHASE OF TRADE SERVICES.

“On the request of city staff, trade services may be purchased for the city in accordance with procedures adopted by resolution of the city council.”

“SEC. 4-32. PURCHASE OF PROFESSIONAL SERVICES.

“On the request of city staff, professional services may be purchased for the city in accordance with procedures adopted by resolution of the city council. Additional procedures for contracting for certain professional services are provided in Article V.”

“SEC. 4-33. PURCHASE ORDERS OR CONTRACTS REQUIRED.

“(A) Every purchase of trade services shall be by purchase order or by contract in a form approved by the city attorney.

“(B) Every purchase of professional services shall be by contract in a form approved by the city attorney.

“(C) Purchase orders and contracts for trade services or professional services and amendments thereto shall be executed on behalf of the city in accordance with procedures adopted by resolution of the city council.”

Part 3. Sections 4-70 and 4-71 of the City Code are amended to read:

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“SEC. 4-70. SALE OF SUPPLIES AND EQUIPMENT.

“In accordance with procedures adopted by resolution of the city council, city staff may request that the purchasing agent sell, trade in or otherwise dispose of supplies and equipment that are no longer used or have become obsolete or worn out. Agreements to sell, trade in or otherwise dispose of such supplies and equipment, and amendments thereto, approved as to form by the city attorney, may be executed as provided in such resolution.”

“SEC. 4-71. SALE OF SERVICES.

“In accordance with procedures adopted by resolution of the city council, city staff may request the city manager’s approval to sell trade services, as defined in section 4-30(A), or professional services, as defined in section 4-30(B), performed by city employees. Agreements to sell such trade services or professional services, and amendments thereto, may be executed as provided in such resolution.”

Part 4. Within fifteen days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation within the City. Ordinance No. 2714 was first read on March 7, 2006, and finally adopted on _____, 2006, to become effective thirty days thereafter.

AYES:

NOES:

ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

APPROVED AS TO FORM:

Daniel Martinez, City Clerk

Gary L. Gilling 02-27-06

Gary L. Gilling, City Attorney