

CHAPTER 17

PURCHASE OF ROAD MACHINERY, EQUIPMENT, MATERIALS AND SUPPLIES

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17.01 Authority for Creation. Pursuant to § 83.015 of the Wisconsin Statutes, this ordinance is for the purpose of regulating the procedure and methods used by the Sauk County Highway Committee in the purchase of road machinery, equipment, materials and supplies.

17.02 Advertisement for Bids. Whenever the Sauk County Highway Committee shall contemplate the purchase of any road machinery or equipment, where the estimated cost of such machinery or equipment shall exceed two thousand five hundred dollars (\$2,500.00) the purchase of such machinery or equipment shall be made by first advertising for sealed bids on the same, at least twice in the official County newspaper, and if deemed necessary by the Sauk County Highway Committee, in whatever other publication the Committee feels the interest of the County may demand, in conformity with the statutory requirements of § 66.29 Stats. The Sauk County Highway Committee, after receiving such bids, shall award the purchasing contract to the lowest responsible bidder, provided always that the Sauk County Highway Committee may refuse to purchase any item regardless of whether or not it constitutes the lowest bid, when they have reason to believe such item is not suitable for the use for which it is intended.

17.03 Approval by the Sauk County Board of Supervisors. No road machinery or equipment shall be purchased by the Sauk County Highway Committee the cost of which shall exceed fifteen thousand dollars (\$15,000.00) without the concurrence and permission of the Sauk County Board of Supervisors.

(1) Whenever such purchase in excess of fifteen thousand dollars (\$15,000.00) is contemplated, the Sauk County Highway Committee shall follow the procedure set forth in Section 17.02, but before awarding the contract for purchase shall submit the same together with their recommendation, to the Sauk County Board of Supervisors, to be approved or disapproved by the Board.

(2) The date for the receipt and opening of bids shall be so controlled by the Sauk County Highway Committee, that it will be set at such date as will be convenient to the next scheduled meeting of the Sauk County Board of Supervisors.

17.04 Rejection of Bids. Whenever the Sauk County Highway Committee shall advertise for bids pursuant to this ordinance, the Committee, in their advertisement for bids, shall expressly reserve the right to reject any or all bids. In the event the estimated cost of such purchase shall exceed fifteen thousand dollars (\$15,000.00) there shall be added "*the acceptance of all bids are subject to the approval of the majority of the County Board of Supervisors for Sauk County.*"

17.05 Purchase of Used Machinery or Equipment. Whenever the Sauk County Highway Committee contemplates the purchase of used road building machinery or equipment, no such item costing in excess of five thousand dollars (\$5,000.00) shall be purchased without the approval of the majority of Sauk County Board of Supervisors.

17.06 Purchase of Materials and Supplies. Whenever purchases of materials or supplies, replacement parts for machinery

specifically excluded, shall be contemplated by the Sauk County Highway Committee, the cost of which shall exceed two thousand five hundred dollars (\$2,500.00) such materials and supplies shall be purchased on a bid basis.

17.07 Persons Notified for Bids.

Whenever any purchase of road machinery or equipment is to be made by the Sauk County Highway Committee, the estimated cost of which will exceed two thousand five hundred dollars (\$2,500.00), the Sauk County Highway Committee shall give written notice of the date of opening of bids, and the date of the meeting of the Sauk County Highway Committee to consider such bids, to the Chairman of the Sauk County Board of Supervisors and Chairman of the Finance Committee of the Sauk County Board of Supervisors in order that they may attend such meetings.

17.08 Highway Commissioner. In the event of a vacancy in the position of Highway Commissioner, the Sauk County Highway Committee and Administrative Coordinator shall present to the County Board the name of one (1) person they certify as qualified for the position of Highway Commissioner for Sauk County. Such person shall be recruited and screened by the Sauk County Highway Committee and Administrative Coordinator, acting jointly, in accordance with the general hiring procedures established under the County's Personnel Ordinance. If confirmed by majority vote of the County Board, the person so selected shall serve an indefinite term as Highway Commissioner for Sauk County, commencing on the first day of the month following said election. The Highway Commissioner may be removed by the County Board in accordance with Wis. Stats. § 17.10(2). The County Board may, in its discretion, approve an employment agreement for the Highway Commissioner in accordance with § 13.03 Sauk County Code.

As adopted by the Sauk County Board of Supervisors. Section 17.08 adopted by the Sauk County Board of Supervisors, October 15, 1991, effective January 1, 1994. Amended by the Sauk County Board of Supervisors on December 18, 2001 - Ordinance No. 165-01.