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**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

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Director of Finance

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December 22, 2015

Hon. Mayor Mark D. Boughton  
Hon. Members of the City Council  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: Awards by Purchasing Agent through Consortia and Cooperatives/Code Section 2-148

Dear Mayor and Council:

The attached proposed ordinance (Sec. 2-148) as amended supplements the language presently authorizing the use, by the City Purchasing Department, of procurement processes and awards by other governmental or quasi governmental entities. The new language adds **purchasing consortia or cooperatives** where, in the judgment of the Purchasing Agent, there is a benefit to using those awards for City-needed services or products' awards normally awarded locally.

Kindly refer the ordinance to the committee presently in place for consideration of amendment to other dollar and cost provisions of the Purchasing Code that you received previously, for review and consideration, followed by the public hearing, should you see fit to recommend the same.

Please contact us in the event you have any questions.

Very truly yours,

David W. St. Hilaire,  
Director of Finance

Attachment (2-148)

**COPY SHOWING DELETIONS AND NEW LANGUAGE.**

THAT Section 2-148 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

Sec. 2-148. - Award by purchasing agent, board of awards, COOPERATIVE PURCHASING

All awards for projects, materials or services, including "piggybacking" FOR PROJECTS, MATERIALS OR SERVICES AWARDED BY state, federal, educational, OR SUCH OTHER RECOGNIZED LAWFULLY SANCTIONED CONSORTIA OR COOPERATIVE AWARDS SERVING THE LOCAL GOVERNMENT INTEREST AS DETERMINED BY THE PURCHASING AGENT, shall be made by the purchasing agent after consultation with the department involved in the purchase and in accordance with the provisions hereof so long as the dollar amount of such projects, materials or services does not exceed fifteen thousand dollars (\$15,000.00). All such awards involving expenditure of greater than fifteen thousand dollars (\$15,000.00) shall be awarded by the board of awards, which board shall be composed of any three (3) of the following individuals: the director of finance, the corporation counsel, the department head whose department is involved with the purchase or the purchasing agent. The duly designated assistant to such individual(s) may act in their place in the event of the absence of the board of awards member involved.

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parenthesis which indicate subsections.

Deleted language is indicated strikeouts.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT  
CITY COUNCIL

\_\_\_\_\_ A.D. 2016

**Be it ordained by the City Council of the City of Danbury:**

Sec. 2-148. - Award by purchasing agent, board of awards, cooperative purchasing

All awards for projects, materials or services, including "piggybacking" for projects, materials or services awarded by state, federal, educational, or such other recognized lawfully sanctioned consortia or cooperative awards serving the local government interest as determined by the purchasing agent, shall be made by the purchasing agent after consultation with the department involved in the purchase and in accordance with the provisions hereof so long as the dollar amount of such projects, materials or services does not exceed fifteen thousand dollars (\$15,000.00). All such awards involving expenditure of greater than fifteen thousand dollars (\$15,000.00) shall be awarded by the board of awards, which board shall be composed of any three (3) of the following individuals: the director of finance, the corporation counsel, the department head whose department is involved with the purchase or the purchasing agent. The duly designated assistant to such individual(s) may act in their place in the event of the absence of the board of awards member involved.