

ORDINANCE NO. 82429

An Ordinance amending sections 4-1004 and 4-1005 of the Finance Code so as to provide additional time for presenting to the Auditor confirming requisitions for purchase of supplies, materials, equipment, labor or contractual services.

The City of Portland does ordain as follows:

Section 1. It appearing to the Council that ten days allows insufficient time for presenting demands to the Auditor for incumbrance; now, therefore, sections 4-1004 and 4-1005 of the Finance Code (Ordinance No. 77613) are hereby amended to read as follows:

Section 4-1004. EMERGENCY PURCHASES. In case of an emergency, with the consent of the purchasing agent any using agency may be authorized to purchase directly any supplies, materials, equipment, labor, or contractual services whose immediate procurement is essential to prevent delay in the work or cause extra expense to the using agency; provided, that no such purchase shall be made in excess of the amount authorized for open market purchases. The head of such using agency shall promptly send to the purchasing agent a confirming requisition, and in the event that the purchase was made without the consent of the purchasing agent, a full written explanation of the circumstances of the emergency shall accompany the confirming requisition which shall be filed by the city purchasing agent as a permanent and public record of the purchase. The purchasing agent shall by rules and regulations prescribe the procedure under which such emergency purchase may be made. A copy of each confirming requisition must be presented to the auditor for encumbrance not later than 5 p.m. of the thirtieth day following the transaction.

In case of actual emergency requiring expenditure in excess of the amount authorized for open market purchase, the procedure shall be as above except that the consent of the commissioner in charge of the department or bureau in need shall be required. Such purchases shall be made under the direction of the purchasing agent when possible. A full written explanation of the circumstances of the emergency shall accompany the confirming requisition which must be sent to the purchasing

agent and filed as a permanent and public record of the purchase. The commissioner authorizing such emergency purchase shall submit a report of the purchase to the council at its next regular session for official approval. This approval shall be recorded upon the records of such emergency transaction on file in the office of the purchasing agent.

Section 4-1005. CONFIRMING REQUISITIONS. All demands arising from the purchase of supplies, material, equipment, labor, or contractual services procured in pursuance of a confirming requisition which has not been presented to the auditor for encumbrance by 5 p.m. of the thirtieth day following the transaction must be presented to the council for payment.

Passed by the Council APR 4 1946

Mayor of the City of Portland

Attest:

L.E.L.

*E. E. L.*

Auditor of the City of Portland

Commissioner Peterson

3-15-46

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Ordinance No. 82229

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4-1004 and 4-1005 of the  
Finance Code so as to  
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F.M.P.

THURSDAY

MAR 21 1946

READ 1 & 2 and up for Third Reading  
2 p.m. APR 4-1946

APR 6 1946

I. F. [illegible]

THE FOLLOWING IS THE OFFICIAL RECORD OF THE CITY OF [illegible]	
COA	/
COM	/
PL	/
PL	/
RILEY	/