**WHITELAND REDEVELOPMENT COMMISSION**

**RESOLUTION 2025-03**

**A RESOLUTION ESTABLISHING PURCHASING POLICIES FOR THE REDEVELOPMENT COMMISSION**

WHEREAS, IND. CODE 5-22-1-1 *et. seq.* (the "Public Purchasing Law" or the "Act") governs the purchase of property, other than interests in real property, by purchasing agencies such as the Redevelopment Commission (the "Commission"), governing body of the Town of Whiteland Department of Redevelopment (the "Department); and

WHEREAS, the Act authorizes purchasing agencies to appoint purchasing agents and establish purchasing policies.

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT COMMISSION OF THE TOWN OF WHITELAND, THAT:

Section 1. Powers. The Redevelopment Commission shall have all the powers and duties authorized under IND. CODE 5-22-1-1 *et. seq.* as amended and as supplemented, and as may be supplemented from time to time by ordinances adopted by the Whiteland Council and rules, regulations, and policies adopted by the Redevelopment Commission.

Section 2. Agents. (A) The President of the Commission or in the President's absence the Vice President or Secretary shall be a purchasing agent of the Commission. (B) The Commission also authorizes the Town Manager, or the Director of Administration if there is no Town Manager, as a purchasing agent of the Commission. The Town Manager, or the Director of Administration if there is no Town Manager, shall have the power to handle all administrative matters of purchases for the Commission. However, all purchases must be expressly authorized by the Commission.

Section 3. Small Purchases Policy. To the extent the necessary funds have been appropriated and a purchase has been expressly authorized by the Commission, whenever the Commission or a purchasing agent expects a purchase or annual rental payment on a lease to be less than fifty thousand dollars ($50,000), the Commission or a purchasing agent may proceed to make the purchase or lease under either subsection (A) or (B) below.

(A) The Commission or a purchasing agent may invite quotes from at least three (3) persons known to deal in the lines or classes of personal property to be purchased by mailing, emailing, faxing, or otherwise delivering a written invitation to quote to the persons at least seven (7) days before the time fixed for receiving quotes. If the Commission or a purchasing agent receives a satisfactory quote, a contract may be awarded to the lowest responsible and responsive offeror for each line or class of personal property required. The Commission or the purchasing agent may reject all quotes and proceed to make the purchase under subsection (B) hereof.

(B) The Commission, or a purchasing agent if determined by the purchasing agent to be in the best interest of the Commission, may purchase or lease the personal property in the open market without inviting or receiving bids or quotes.

Section 4. Special Purchasing Methods Policy. The Commission or a purchasing agent, if determined by the Commission or purchasing agent to be in the best interest of the Commission, may use any special purchasing method for which it can qualify under IC 5-22-10, as amended from time to time.

Section 5. Electronic Notices and Receipt of Offers. Whenever a notice or other material, including specifications, an invitation for bids, request for proposals, or request for specifications, may be sent by mail, the purchasing agent may send the notice or other material by electronic means, provided that the transmission of the information is at least as efficient and secure as mailing the information. The Commission's purchasing agents may receive electronic offers in response to an invitation to bid, request for proposals, or request for specifications, to the extent allowed by law, and provided that the solicitation indicates the procedure for transmitting the electronic offer to the Commission.

Section 6. If any part of this resolution is held to be invalid, such part shall be deemed severable, and its validity shall have no effect upon the remaining provisions of this ordinance.

Section 7. The provisions set forth in this resolution shall be and remain in full force and effect (until their repeal) retroactively as of the 10th day of April, 2025.

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**Adopted:** 5-8-25

WHITELAND REDEVELOPMENT COMMISSION

David Hawkins, President

ATTEST:

John Venter, Secretary