

Local Law #1 of 2019  
RESOLUTION #290  
(passed at Regular Full Mtg. 12/4/2018)

Resolution # 290

**APPROVAL/ LOCAL LAW TO AMEND ARTICLE III, CHAPTER 140 OF THE CODE OF PUTNAM COUNTY ENTITLED “CONTRACTS AND PROCUREMENT” BY ADDING A NEW SUBSECTION 140-3.1(H) ENTITLED “RECEIPT OF BIDS”**

**A Local Law to Amend Article III, Chapter 140 of the Code of Putnam County Entitled “Contracts and Procurement” by Adding a New Subsection 140-3.1(H) Entitled “Receipt of Bids”**

**Be it Enacted by the Legislature of the County of Putnam as follows:**

**Section 1.**

**Chapter 140, Article III, Section 140-3.1 of the Code of Putnam County is hereby amended by Adding a New Paragraph (H) Entitled “Receipt of Bids” to read as follows:**

**H. Receipt of Bids.**

- (1) Bids are to be packaged, sealed and submitted to the location stated in the bid specifications. Bidders are solely responsible for timely delivery of their bids to the location set forth in the bid specification prior to the stated bid opening date/time; or**
- (2) If authorized by the bid specification, bids may be submitted in an electronic format. Submission in an electronic format may not, however, be required as the sole method for the submission of bids.**
  - a. The receiving device designated by the County of Putnam will be the Empire State Purchasing Group’s e-Procurement software from Bidnet or the Bonfire e-Procurement software and will be identified in the bid specification. Both receiving devices will:
    - i. Document the time and date of each bid received electronically;**
    - ii. Authenticate the identity of the sender;**
    - iii. Ensure the security of the information transmitted; and**
    - iv. Ensure confidentiality of the bid until the time and date established for opening of the bids.****
  - b. The timely submission of an electronic bid in compliance with instructions provided for such submission in the advertisement for bids and/or specifications shall be the sole responsibility of each bidder or prospective bidder. The County shall not incur any liability from delays of or interruptions in the receiving device designated for the submission and receipt of electronic bids.**

**Section 2.**

**This Local Law shall take effect immediately.**