



Legislation Details (With Text)

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On agenda: 5/10/2016 **Final action:** 5/10/2016
Title: 9:35 A.M. - Consideration of a Resolution to Amend the Lake County Policies and Procedures Manual to Establish a Disaster Procurement Policy.
Sponsors: Administrative Office
Indexes:
Code sections:
Attachments: 1. Reso_DisasterProcurementPolicy

Date	Ver.	Action By	Action	Result
5/10/2016	1	BOARD OF SUPERVISORS	Adopted	Pass

MEMORANDUM

TO: Board of Supervisors

FROM: Carol J. Huchingson, County Administrative Officer

DATE: May 10, 2016

SUBJECT: Adoption of a resolution to amend the Lake County Policies and Procedures Manual to establish a disaster procurement policy

Following the advice of the federal Office of the Inspector General and the County's disaster procurement consultant, Mike Martinet, staff presents a number of changes to the County's Policies and Procedures Manual. Federal code 2 CFR Parts 200.318 - 326 will be inserted verbatim as a new section in the manual. Notable requirements in a federal-level disaster situation for purchases exceeding the simplified acquisition threshold of \$150,000 include:

- Performing an independent cost analysis prior to soliciting bids.
- Conducting proactive outreach to disadvantaged business enterprises.
- Procuring items which contain the highest percentage of recovered (recycled) materials practicable.
- Advertising bids sufficiently enough to guarantee receiving at least two responses with a strong preference for at least three responses.

These changes will optimize the County's procurement procedures in times of federal-level disasters, but will not be required in our day-to-day purchasing activities.

FISCAL IMPACT: ___ None ___ Budgeted ___ Non-Budgeted

Estimated Revenue: \$0
Amount Budgeted: \$0
Additional Requested: \$0
Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative):

STAFFING IMPACT (if applicable):

RECOMMENDED ACTIONS: Staff recommends adoption of the resolution to amend the Lake County Policies and Procedures Manual to establish a disaster procurement policy.

CC: Josh Jones, Deputy County Administrative Officer