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County of El Dorado

Chief Administrative Office

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October 21, 2010

To: Board of Supervisors

From: Gayle Erbe-Hamlin, Chief Administrative Officer
Kelly Webb, Principal Administrative Analyst

Re: Agenda Item 10-1139 October 26, 2010 Board Meeting

After a review of the information provided by the Public Defender as part of Agenda Item 10-1139, the Chief Administrative Office cannot support the County submitting a bid in response to Alpine County's Request to Bid for Public Defender services without further information.

When a Department wishes to bid on being a vendor to another entity they need to provide the Board with certain information for them to consider in making their decision on whether it is appropriate to bid or not. At a minimum the Board needs to be apprised of the following:

- How will the County benefit by becoming a vendor for the service?
- What will it cost the County (Department) to provide the service and will the County be fully reimbursed?
- What are the risks associated with becoming a vendor and how is the County protected?
- Is the County the best vendor for this service and could this service be provided by the private sector?
- What impact will assuming the service have on the current workload of the Department?

The agenda item does not provide the above noted information that is necessary for the Board to make an informed decision. Therefore the CAO is not recommending the submission of a bid until the Board receives this information and has an opportunity to fully evaluate the issue.

Cc Rick Meyer, Chief Public Defender