

**COUNTY OF EL DORADO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject: PROCUREMENT POLICY	Policy Number C-17	Page Number: 1 of 1
	Date Adopted: 10/11/2006	Revised Date: 03/20/07

BACKGROUND:

Government Code Section 54202 requires the Board to adopt policies and procedures governing purchases of supplies and equipment.

POLICY:

The Purchasing Agent, as the County's procurement expert, shall:

- Prepare policies and procedures governing procurement activity of the County for adoption by the Board of Supervisors.
- Review such policies and procedures on an annual basis and submit policy updates and revisions to the Board of Supervisors for adoption as necessary.
- Educate and train department staff regarding the policies and procedures
- Interpret and apply policies and procedures related to procurement of goods and services
- Monitor compliance with policies and procedures

Upon adoption by the Board of Supervisors, such procurement policies and procedures shall be attached hereto and referred to as Exhibit 'A'.

Primary Department: Chief Administrative Office, Procurement and Contracts Division

References: Government Code 54202
Government Code 25500-25509
County Ordinance Code Chapter 3.12