



County of El Dorado

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Legislation Text

File #: 07-2005, **Version:** 1

County Counsel advising the Board of current perpetual agreements and recommending the continuation of (2) Agreements for Services with Sterling Codifiers and Computer Works, Inc. administered by County Counsel; and recommending the Purchasing Agent be authorized to process Fiscal Year 2007/2008 payments.

RECOMMENDED ACTION: Approve.

Fiscal Impact/Change to Net County Cost: Expenditures vary based on services provided. Total expenditures on these agreements for FY 2006-07 was \$2,184. These Agreements are funded in County Counsel's FY 07/08 budget so there is no change to the net county cost.

Background and Reason for Recommendation:

County Counsel administers two (2) Agreements for Services requiring payments, which automatically renew from year to year (a complete detailed list is attached). These Agreements consist of a variety of services, such as licensing for software and codifying of County legislation.

We are bringing this matter before your board pursuant to requirement of El Dorado County Policy C-17, Procurement Policy, so that you have the opportunity to be made aware of the Agreements that were approved by prior Boards and to seek authorization for the Purchasing Manager to prepare the necessary purchase orders for the FY 07/08 Agreement payments. We have also provided you with information as to termination requirements of each of these Agreements, along with a brief description of each service. Because each of these Agreements is of value to County Counsel and its operations, County Counsel recommends their continued use.

Action to be taken following Board approval:

1. Purchasing Manager or its Agent shall establish blanket purchase orders as necessary for FY 07/08 payment of County Counsel's perpetual Agreements for Services;
2. County Counsel shall review and approve invoices upon receipt, and forward requests to Auditor/Controller for payment.

Contact: Lou Green