



# County of El Dorado

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## Legislation Details (With Text)

**File #:** 07-534      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 3/21/2007      **In control:** Board Of Supervisors

**On agenda:** 3/27/2007      **Final action:** 3/27/2007

**Title:** Chief Administrative Officer recommending adoption of task order approval protocols and thresholds.  
RECOMMENDED ACTION: Approve.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
3/27/2007	1	Board Of Supervisors	Approved	Pass

Chief Administrative Officer recommending adoption of task order approval protocols and thresholds.  
**RECOMMENDED ACTION:** Approve.

BUDGET SUMMARY:		
Total Estimated Cost		\$
Funding		
Budgeted	\$	
New Funding	\$	
Savings	\$	
Other	\$	
Total Funding Available	\$	
Change To Net County Cost		\$

Fiscal Impact/Change to Net County Cost: None.

**Reason for Recommendation:**

The Board requested an interim task order approval process and a task order reporting process on March 13, 2007 (Item #20). In response to this request, staff from the Chief Administrative Office, County Counsel, and the Department of Transportation met to discuss criteria associated with Professional Services Agreements. Staff consulted with the Auditor-Controller subsequent to the meeting.

Staff recommends that the Board adopt the following protocols and thresholds for task orders:

- a. Task orders exceeding \$250,000 will be submitted to the Board for approval prior to task order

execution.

- b. Task orders issued in amounts greater than \$100,000 but not exceeding \$250,000 will be forwarded to the CAO. The CAO will report those Task Orders during the CAO Notes portion of the regular Board of Supervisors meetings.
- c. All Task Orders issued by the Department of Transportation will be included in the Purchasing Agent's regular Quarterly Report to the Board.

Action to be taken following Board approval: Staff will follow the adopted task order protocols.

Contact: Laura S. Gill

Concurrences: Auditor-Controller, County Counsel, Department of Transportation