

DEPARTMENT: Public Works

By: Bruce A. Atkinson

Phone: 966-5356

**RECOMMENDED ACTION AND JUSTIFICATION:**

Request for direction from the Board to waive the formal bid process in lieu of an informal process, regarding the purchase of computers and appurtenances from the Road Division's Acquisition of Equipment budget line item. The request is being made due to the nature of the computer industry today, regarding changing prices, equipment features, and allowable variances in system specifications. Our experience has been that the formal bid process can result in higher costs to the County, with no resulting benefit. Additionally, this will allow any interested local vendor to have access to our purchase process.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

Typically, the County will go out to bid for any purchases that exceed \$3000. However, there are many cases when the bidding process will create more problems than it solves. Computer prices vary tremendously from vendor to vendor, and from week to week. If we force a vendor to commit to a price, weeks before an anticipated purchase, it is probable that the quoted price will be higher than the available price, at purchase time. In the past, the Board has expressed some interest in getting the local merchants involved in our purchase process; a waiver of the formal process could induce more of that involvement.

**LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

- 1. Do not give the requested direction; and require the proposed computer purchases to follow the standard formal bid procedure.

**COSTS:** ( ) Not Applicable  
A. Budgeted current F.Y. \$ 9000.00  
B. Total anticipated costs \$ 9000.00  
C. Required Add'l. Funding \$ 0  
D. Source: Road Division:  
Acquisition of Equipment Budget.

**SOURCE:** ( ) 4/5ths Vote Required  
A. Other budgeted funds \$  
B. Unanticipated revenues \$  
C. Reserve for contingencies \$  
D. Description:  
Balance in Reserve for contingencies,  
if approved: \$

**SPECIAL INSTRUCTIONS:**

List the attachments and number the pages consecutively:

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**CLERK'S USE ONLY**

Res. No.: 90-460  
Ord. No.:  
Vote - Ayes: 4 Noes: Faber  
Absent: Abstained:  
Approved ( ) Denied  
( ) Minute Order Attached

**ADMINISTRATIVE OFFICER'S  
RECOMMENDATION:**

This item on agenda as:

- Recommended
- Not Recommended
- X For Policy Determination
- Submitted with Comment
- Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_

ATTEST: MARGIE WILLIAMS  
Clerk of the Board of Supervisors  
County of Mariposa, State of CA

By: \_\_\_\_\_  
Deputy

Comment: \_\_\_\_\_

A.O. Initials: *JWM*  
*Ry mws*