

MARIPOSA COUNTY RESOLUTION NO. 89-159

A RESOLUTION ESTABLISHING A POLICY
FOR THE PURCHASE OF VEHICLES

WHEREAS, Chapter 3.08 of the County Code entitled, "PURCHASING" provides rules, regulations, authorities and responsibilities for those making purchases on behalf of the County, and

WHEREAS, the Board of Supervisors of the County of Mariposa desires to establish policies and process for the purchase of vehicles to be followed by those making purchases on behalf of the County,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Mariposa County, a political subdivision of the State of California, that the following policies are established and shall be utilized by those making vehicle purchases with County funds:

1. A sealed bid shall be utilized for the purchase of vehicles to make the vehicle purchasing policy consistent with Mariposa County Ordinance #649, Section 3.08.070 of the Mariposa County Code, entitled "Purchasing", which requires that items in excess of \$3,000 be purchased through a formal bid process. There is provision in the Code to allow for exceptions to the sealed bid process on a case-by-case basis upon approval by the Board of Supervisors. An example of where this may be appropriate is the purchase of a used car, or specialized equipment such as used fire trucks which only become available on an occasional basis and from specified vendors.
2. General specifications should be drawn by the department to the degree to which the use of the vehicle dictates. If the department making the request has additional requirements, those needs shall be outlined in the bid specifications. The County's vehicle purchasing policy shall not make specific requirements in that each operation requiring a vehicle may demand a different type of vehicle. In any case in which a department is preparing to go to bid on a vehicle purchase, the preparation of the bid specifications shall be coordinated through the Public Works Director.
3. The County is to purchase the lowest cost bid response which is consistent with the bid specifications.

Mariposa County Resolution No. 89-159

PASSED AND ADOPTED this 11th day of April, 1989, by the Mariposa County Board of Supervisors by the following vote:

AYES: BAGGETT, PUNTE, ERICKSON, RADANOVICH, TABER
NOES: NONE
ABSENT: NONE
ABSTAINED: NONE

Gertrude R. Taber

GERTRUDE R. TABER, Chairman
Mariposa County Board of Supervisors

ATTEST:

Margie Williams

MARGIE WILLIAMS, Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Jeffrey G. Green

JEFFREY G. GREEN, County Counsel

**COUNTY OF MARIPOSA
AGENDA TRANSMITTAL FORM**

BA - Policy

AGENDA OF (Date): 4/11/89
89-148

CLERK'S USE ONLY:
Received: 4-5-89
By: B. Day
Agenda Item #: RA2

Department: Administration By: John W. McCamman Phone: 966-3222
Approved By Department Head: _____

AGENDA TITLE:

Resolution delegating authority to set public hearings to the Clerk of the Board.

AGENDIZE AS:

IF TIMED:

Routine Action: X
Information: _____
Timed: _____
Attention: _____

() Public Hearing At _____
() Public Input Anticipated _____
___ Time Required _____

STAFF REVIEW REQUIRED:

<u>ROUTE</u>	<u>AS TO FORM</u>	<u>REMARKS:</u>
_____ County Counsel	_____	
_____ Auditor	_____	
_____ Personnel	_____	
_____ Purchasing	_____	
_____ Other	_____	

SPECIAL INSTRUCTIONS TO CLERK:

- Rush! Need to have signed Documents by: _____
- Legal Publication Required (This is responsibility of Department)
- Other (i.e., need cert. resolutions, and/or signed contracts). Send Copy of Action to: me - Will do this to Dept, etc.

CLERK'S USE ONLY:

FOR AGENDA OF: 4/11/89
Routine Action: ✓
Information: _____
Attention: _____
Timed: _____
Timed At: _____

AGENDA ACTION FORM

CLERKS USE ONLY: Approved: hwt
 Vote: Ayes: 5 Denied: _____
 Res/Ord #: 89-148 Date: 4-11-89
 Agenda Item #: 1022 Minute Order

The following instrument is a correct copy of the original on file in this office.
 ATTEST: MARGIE WILLIAMS
 Clerk of the Board of Supervisors, County of Mariposa, State of California
 by _____ Deputy

Department: Administration By: John W. McCamman Phone: 966-3222

AGENDA TITLE:
 Resolution delegating authority to set public hearings to the Clerk of the Board.

RECOMMENDED ACTION: Pass this resolution which delegates the authority of the Board of Supervisors to set public hearings to the Clerk of the Board. Setting of public hearings by the Clerk of the Board will have the same force and effect as that of the Board of Supervisors. The Board member representing a district affected by any project which requires a public hearing shall be notified at the time the Clerk sets the public hearing.

HISTORY OF BOARD ACTIONS: Each week the Board of Supervisors schedules public hearings for subsequent meetings. These are pro forma and routine actions requiring Board consideration. As an alternative, the Board directed the Clerk to set public hearings after notifying the affected district representative.

CONSEQUENCES OF NEGATIVE ACTION:
 The Board of Supervisors will continue to schedule and set public hearings.

- ALTERNATIVES:**
1. Do not delegate authority to set public hearings and retain that authority to the Board of Supervisors.
 2. Delegate that authority to the Clerk of the Board as recommended.
 3. Delegate that authority to some other County official.

COSTS: () Not Applicable
 A. Budgeted current F.Y. \$ _____
 B. Total anticipated costs \$ _____
 C. Required Add'l. Funding \$ _____
 D. Source: _____

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

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
 This item on Agenda As:
 Recommended _____
 Not Recommended _____
 For Policy Determination _____
 Submitted with Comment _____
 Returned for Further Action _____
 A.C. Initials AW