



Pinellas County

Staff Report

File #: 15-340, **Version:** 1

Subject:

Receipt and file report of procurement items delegated to the County Administrator for the quarter ending September 30, 2015.

Recommended Action

Acceptance of receipt and file report of items delegated to the County Administrator for the quarter ending September 30, 2015.

Strategic Plan:

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

Summary:

The Board of County Commissioners (Board) has delegated authority to the County Administrator to approve purchases and other purchasing related processes as per County Code with the requirement that all delegated approvals be submitted for receipt and file on a quarterly basis.

Background Information:

The County Administrator has delegated authority to award contracts up to \$250,000.00. For purchases initiated from Florida State bid or negotiated contracts, the County Administrator is delegated to approve in any amount. The County Administrator has delegated authority to increase master/contract purchase orders previously approved by the Board subject to the same unit pricing and terms; the County Administrator has delegated authority to extend Board approved contracts above the threshold of \$250,000.00 pending all prices, terms and conditions remain the same. And lastly, the County Administrator has been delegated authority to approve change orders, release retainage and close out construction type contracts when the change order does not exceed \$250,000.00 or ten percent (10%) of the total award, whichever is less.

Fiscal Impact:

See attached

Staff Member Responsible:

Mark S Woodard, County Administrator

Joe Lauro, Director, Purchasing

Partners:

N/A