

**REQUEST FOR BOARD ACTION**

**HENDERSON COUNTY  
BOARD OF COMMISSIONERS**

**MEETING DATE:** July 7, 2008

**SUBJECT:** Henderson County Purchasing Policy

**ATTACHMENTS:** Yes  
1. Purchasing Policy Statement

**SUMMARY OF REQUEST:**

The County Manager will present the attached Henderson County Government Purchasing Policy Statement. The purpose of this presentation is to begin an effort in which the County can work to strengthen the local economy by purchasing and contracting with local businesses as provided for within the framework of state law.

**BOARD ACTION REQUESTED:**

The Board is requested to discuss the purchasing policy presented, and direct Staff regarding any amendments and implementation. If the policy meets with the Board's approval, the following motion is suggested.

**Suggested Motion:**

*I move the Board approve the Henderson County Government Purchasing Policy Statement.*

# HENDERSON COUNTY GOVERNMENT PURCHASING POLICY STATEMENT

**Purpose:** Strengthen the local economy by purchasing and contracting with local businesses as provided for within the framework of state law.

**Outcomes:**

- A) Encourage business growth opportunities for local companies.
- B) Enhance employment opportunities for county residents.
- C) Stimulate taxable investment by current and potential businesses.

## **Policy statement:**

- **Contracts Below NC Competitive Bidding Threshold**

In the procurement of apparatus, materials, supplies, services or equipment by the County that have a total contract cost of less than \$30,000, preference will be given to local County vendors in the event price, quality and delivery time are equal to that proposed by out of County vendors if it is deemed in the best interest of Henderson County.

- **Contracts Requiring Competitive Bidding**

While complying with North Carolina's competitive bidding requirements (for both informal and formal bids), the County seeks to stimulate and promote local businesses through its procurement process. The County does this by providing to businesses which have offices within the County with individual notice of solicitations for quotes or bids when requested by such business. Such requests are good for a period of one year from the date received, and must be in writing, and must specify the types of contracts for which the business wishes to be considered.

### **Disclaimer**

This policy should not be interpreted as restricting requests for bid proposals from local vendors only. The purpose of this policy is to assure that local vendors have an opportunity to participate in County contracts.