



Albemarle County

Legislation Text

File #: 20-200, **Version:** 1

AGENDA DATE: 3/4/2020

TITLE:

Amendment of the County's Purchasing Manual

SUBJECT/PROPOSAL/REQUEST: The Addition of Procedures for Design-Build and Construction Management to the Purchasing Manual

ITEM TYPE: Consent Action Item

STAFF CONTACT(S): Richardson, Kamptner, Letteri, Farley, Bessette, Winder

PRESENTER (S): N/A

LEGAL REVIEW: Yes

REVIEWED BY: Jeffrey B. Richardson

BACKGROUND: Albemarle County's Purchasing Manual, as adopted by the Board of Supervisors, governs and guides local government and school purchases in accordance with the Virginia Public Procurement Act (VPPA). Following a review of the Manual in 2018, staff from the Purchasing Office and the County Attorney's Office recommended amendments to the Manual to reflect current best practices, to ensure improved regulatory compliance, to increase purchasing efficiency, and to reflect the 2018 General Assembly enacted changes to the VPPA that affect purchase processes. As such, on October 10, 2018, the Board of Supervisors voted to amend the County's Purchasing Manual.

STRATEGIC PLAN: To enhance the well-being and quality of life for all citizens through the provision of the highest level of public service consistent with the prudent use of public funds

DISCUSSION: During the 2017-2018 review of the County's Purchasing Manual, staff did not review the chapters on Design-Build and Construction Management Procedures for compliance with VPPA, and those chapters were removed from the amended Purchasing Manual that the Board adopted on October 10, 2018.

Staff has determined that those chapters are relevant to the County's work, and that they should be re-added to the Purchasing Manual at this time. Staff has confirmed that the proposed Chapter 27, Design-Build Procedures, complies with the VPPA, and Chapter 28, Construction Management Procedures, has been updated to comply with the VPPA.

Adding these two chapters back to the Purchasing Manual will require that the current Chapter 27 be renumbered to Chapter 29, and that the Table of Contents be updated to reflect these changes.

BUDGET IMPACT: There is no additional budgetary impact.

RECOMMENDATION:

Staff recommends that the Board adopt the attached Resolution (Attachment A) to amend and re-adopt the

Albemarle County Purchasing Manual by adding Chapter 27, Design-Build Procedures (Attachment B) and Chapter 28, Construction Management Procedures, by renumbering the current Chapter 27 to Chapter 29, and by updating the Table of Contents.

ATTACHMENTS:

A - Resolution

B - Chapter 27, Design-Build Procedures

C - Chapter 28, Construction Management Procedures