December 4, 2018

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, Ca 94903

SUBJECT: First Reading of an Ordinance to Amend Section 2.18 of the County Code Delegation of Authority to Award Informal Contracts up to $200,000

Dear Board Members;

RECOMMENDATION: (1) Read the ordinance by title only and set the merit hearing for December 18, 2018 at 10:30 a.m.; (2) direct the Clerk of the Board to publish announcement of Merit hearing no later than five (5) days prior to scheduled hearing date.

SUMMARY: The County of Marin is subject to the California Uniform Public Construction Cost Accounting (CUPCCA) Procedures pursuant to the State Public Contract Code. This code provides for an informal bidding and award process for construction contracts below a specified limit. The state has voted to raise the minimum limits for projects.

The informal bidding process is subject to very specific constraints identified under the Public Contracts Code. Staff is obligated to maintain a list of qualified contractors and to notify them of informal bids. In accordance with Section 22036 of the Public Contracts Code, construction trade journals must be mailed a notice inviting informal bids. The advertising period is truncated to 10 days compared to the 30 days required for formal bidding. Contracts subject to the formal bidding process require more detailed plans and specifications and are subject to formal approval by your board.

The attached Ordinance will modify the County Code to accommodate the increased limit of $60,000 and $200,000 and clarify that public projects under $60,000 may be performed by the County's own forces, negotiated contract or by purchase order as set forth in the Public Contract Code. All other bidding, noticing and award procedures as specified in the Public Contract Code or the Marin County Code would remain unchanged.

FISCAL/STAFFING IMPACT: There is no impact to the General Fund.
Respectfully submitted,

Paulette Jordan
Procurement Manager

CC: Jenna Brady, County Counsel