

**RESOLUTION APPROVING THE POWHATAN COUNTY PROCUREMENT POLICY**

**WHEREAS**, pursuant to provisions of the Virginia Public Procurement Act (Chapter 43 of Title 2.2, §2.2-4300 through 2.2-4377 of the Virginia Code (1950), as amended);

**NOW, THEREFORE, BE IT RESOLVED** by the Powhatan County Board of Supervisors that the Powhatan County Procurement Policy is approved as follows:

**METHOD OF PROCUREMENT**

1. All public contracts with nongovernmental contractors for the purchase or lease of goods, or for the purchase of services, insurance, or construction shall be awarded after competitive sealed bidding or competitive negotiation as required by the Virginia Public Procurement Act, unless otherwise authorized by law. These methods are required when contract amounts exceed the threshold as defined by the most current version of Virginia Code Section 2.2-4303.
2. All public contracts for Professional services shall be procured by competitive negotiation. Professional services are as defined in § 2.2-4301 of the Virginia Code. These methods are required when contract amounts exceed the threshold as defined by the most current version of Virginia Code Section 2.2-4303.
3. All public contracts more than \$10,000 and less than 1) State Code defined amount for purchase of professional services; or 2) State Code defined amount with nongovernmental contractors for the purchase or lease of goods, or for the purchase of nonprofessional services, insurance or construction; shall require three written quotes, unless otherwise exempted or authorized by law.
4. All purchases less than \$10,000 shall require solicitation of verbal quotes from not fewer than three vendors or suppliers. The County Administrator or his designee may waive the requirement to obtain the three documented verbal quotes where it is determined that it is not practical or economically beneficial to do so.
5. The following items are exempted from the County's competitive procurement policy and are in addition to exceptions allowed by the Virginia Public Procurement Act.
  - a. Books, Manuscripts, Maps and Pamphlets
  - b. Dues, Subscription and Publications
  - c. Educational Films
  - d. Used Vehicles, Machinery and Equipment
  - e. Perishable Foodstuffs
  - f. Postage
  - g. Training, Educational Services and Conferences
  - h. Travel, Room and Board
  - i. Tuition

POLICY SUPERSEDES OTHER POLICIES

6. It is the intent of this policy to repeal any inconsistent policy or practice adopted prior to this date.

ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON APRIL 24, 2019.

Angie Cabell 5/2/19  
Angela Y. Cabell, Chairman  
Powhatan County Board of Supervisors

ATTEST:



Theodore L. Voorhees, Clerk  
Powhatan County Board of Supervisors

Recorded Vote:

David T. Williams	<u>Aye</u>
Larry J. Nordvig	<u>Aye</u>
William E. Melton	<u>Aye</u>
Carson L. Tucker	<u>Aye</u>
Angela Y. Cabell	<u>Aye</u>