

2.32.030 Specific duties.

The Purchasing Agent shall:

- A. Purchase for the County of Monterey and its offices all materials, supplies, furnishings, equipment, livestock and other personal property of whatever kind and nature. Except in cases of emergency as provided in this Chapter and excepting the purchase of road equipment which the Public Works Director is authorized by law to purchase, no purchase of personal property by any person other than the Purchasing Agent shall be binding upon the County or constitute a lawful charge against any County funds.
- B. Rent for the County and its offices, furnishings, equipment, and livestock; excepting, however, such road equipment as the Public Works Director is authorized by law to rent.
- C. Negotiate and execute in the name of the County all equipment service contracts and lease-purchase agreements of personal property;
- D. Negotiate in the name of the County as lessee subject to approval by the Board of Supervisors all rentals of real property which the County may require;
- E. Sell any personal property belonging to the County and found by the Board of Supervisors not to be required for public use, or he or she may, when purchasing personal property for which it is not necessary to advertise for bids, solicit and accept advantageous trade-in allowances for County personal property which has a scrap value of less than ten thousand dollars (\$10,000.00) and which has been previously determined by the Purchasing Agent to be not further required for public use;
- F. Engage independent contractors to perform services for the County and the offices thereof with or without the furnishing of material where the aggregate cost does not exceed one hundred thousand dollars (\$100,000.00); provided, however, that the foregoing shall not apply to contracts for:
 - 1. The construction or repair of any building or structure enumerated in Section 25450 of the Government Code;
 - 2. Work upon the public roads of the County;
 - 3. Election supplies;
 - 4. Expert services to be rendered to the offices of the District Attorney, County Counsel or Public Defender;
 - 5. Legal services;
 - 6. Services associated with the conduct of litigation (as defined in California Government Code Section 54956.9(c)) to which the County, or a public entity for which the Board of Supervisors is the legislative body ("County related entity"), is a party;
 - 7. Services associated with the prosecution of cases by the District Attorney, or the defense of cases by the Public Defender;
 - 8. Appraisers' services;
 - 9. Consultants and other experts employed directly by the Board of Supervisors; or
 - 10. Other services which, by law, some other officer or body is specifically authorized to or charged with obtaining, unless and until the officer or body has requested the Purchasing Agent to enter into such contract, and in such event the contract limits shall be that limit imposed by law upon the officer or body.

- G. Engage independent contractors through the use of informal or formal bidding procedures to construct, repair or furnish any building or structure enumerated in Section 25450 of the Government Code of the State of California when the cost thereof does not exceed ten thousand dollars (\$10,000.00). (Public Contract Code Section 20150.4)
- H. When specifically authorized by law, purchase for the superintendent of schools or other public officer or agency personal property;
- I. When specifically authorized by law, sell or dispose of personal property of any special district and pay the proceeds thereof into the treasury of the district, or if an exchange or trade is made, return the proceeds to the special district;
- J. Perform such other services as the Board of Supervisors may from time to time by resolution require.

(Ord. 5070 § 1, 2007; Ord. 3679 § 1, 1993; 1998: Ord. 3610 § 14, 1992; Ord. 3536 § 2, 1991; Ord. 2504 § 1, 1979; Ord. 2157, 1976; Ord. 2022, 1979; Ord. 1664, 1969; Ord. 1030 § 3, 1958)

(Ord. No. 5298, § 2, 2-13-2018)