

PART 2

PROCUREMENT ORGANIZATION

2-101 Delegation of Authority of the Chief Purchasing Agent.

The purchasing agent may delegate in writing such authority as deemed appropriate to any employees of the office of the purchasing agent or of a purchasing agency, respectively, upon approval of the Board of County Commissioners. Such delegations shall remain in effect unless modified or until revoked in writing.

2-102 Authority to Make Small Purchases.

(1) General. The purchasing agent may delegate to the head of any department (or their authorized agent) the authority to make a purchase expected to be less than \$1,000.00 for supplies and services. Any such delegation shall be in writing and may be limited as the purchasing agent directs.

(2) Purchasing Agencies Shall Make Small Purchases Pursuant to Regulations. Department heads (or their authorized agent) shall exercise such authority as may be delegated, and such small purchases shall be made pursuant to Subpart 3-3 (Small Purchases) of Part 3 (Source Selection and Contract Formation) of these regulations.

2-103 Authority of Purchasing Agents.

The purchasing agent may take any action of a procurement nature to advance economic well-being and efficient operation of the County so long as that action is not in conflict with the Utah County Procurement Rules and Regulations.

2-104 Computer, Furniture, and Telecommunications Equipment

All purchases of computers or computer-related equipment require approval from the Information Systems Department head or his designee as to type and compatibility with the County information systems. All purchases of furniture and telecommunications equipment or telecommunications-related equipment require approval from the Public Works Department head or his designee as to type and compatibility with County structures and/or systems.