



CUMBERLAND COUNTY BOARD OF SUPERVISORS

**Board Work Session
Cumberland County Board Conference Room
Cumberland, VA**

**December 21, 2015
7:00 p.m.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda **Motion****
- 4. Revisions to the Personnel Manual Section 13-27;
Small Purchase Policy **Motion****
- 5. Adjourn – Regular Meeting – January 12, 2016 **Motion****

Section 13-27: County Purchasing Policy

Purchases where the estimated total cost of the materials, equipment, supplies, shipping, insurance, construction, or services are not expected to exceed ~~Fifty~~^{Thirty} Thousand Dollars (\$~~350~~³⁰,000.00) may be awarded in accordance with the following procedures:

- a. Purchases from nongovernmental sources where the estimated total cost of the goods or services are \$~~2015~~²⁰,000 or greater but less than \$~~530~~⁵⁰,000 may be made after soliciting a minimum of two (2) written quotations.
- b. Purchases from nongovernmental sources where the estimated total cost of the goods or services is \$2,000 or greater but less than \$~~1520~~¹⁵,000 may be made after soliciting a minimum of two (2) verbal or documented telephonic quotations.
- c. Purchases where the estimated total cost of the goods or services is less than \$2,000 may be made upon receipt of at least one fair and reasonable price.
- d. Nothing in this section shall preclude the County Administrator from requiring more stringent procedures for purchases made under the small purchase method.