

Staff Report

Subject: Effingham County Purchasing and Procurement Policy and Standards

Author: Danielle Carver, Procurement and Contracts Manager

Department: Procurement

Meeting Date: April 15, 2025

Item Description: Consideration to approve the Effingham County Purchasing and Procurement Policy and Standards to establish updated and cohesive procurement processes in alignment with Georgia procurement laws and best practices.

Summary Recommendation: Staff recommends adoption of the revised Effingham County Purchasing and Procurement Policy and Standards.

Executive Summary/Background:

Effingham County's current purchasing procedures have been reviewed and consolidated into a new comprehensive Purchasing Policy and Standards document. The updated policy provides a clearly defined framework for ethical procurement, competitive purchasing thresholds, and formal solicitation procedures. It also ensures compliance with applicable federal, state, and grant-related procurement laws.

As part of this update, procurement thresholds have been revised to reflect rising costs in the current economic climate and to ensure consistency with state procurement policies. These adjustments will help streamline purchasing processes while maintaining transparency and compliance standards.

This Procurement and Purchasing Policy has been reviewed and approved to form by the County Attorney.

Alternatives for Commission to Consider

1. Approve the revised Purchasing Policy and Standards as submitted.
2. Do not approve.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: County Manager, Finance, Purchasing

Funding Source: N/A – Policy Update Only

Attachments: Draft Effingham County Purchasing Policy and Standards