

# COUNTY OF YORK

## MEMORANDUM

**DATE:** June 7, 2024  
**TO:** York County Board of Supervisors  
**FROM:** Mark L. Bellamy, Jr., County Administrator  
**SUBJECT:** Board Authorization of Contracts



At the Board of Supervisors meeting on June 4, 2024, there was a discussion on spending limits of contracts and board authorizations.

The current purchasing ordinance was adopted by the board in February 2023. The ordinance authorizes the County Administrator to enter into contracts that are less than \$50,000 or if included in the Capital Improvements Plan (CIP), \$100,000 without prior board authorization. Contracts over \$50,000 or if included in the CIP, \$100,000 must come to the Board for approval. For CIP contracts between \$50,000 and \$100,000, the ordinance states that notification of the purchase shall be made to the Board. There are a few exceptions to include emergency purchases, purchases of utilities, and single vehicles which are \$50,000 or less.

Earlier in the year, the Board approved two contracts which authorized the purchase of single routine vehicles up to \$75,000. In recent years the cost of these vehicles have increased. It is anticipated that staff will bring forward for approval changes to the purchasing ordinance for an increase in authority for routine vehicles as well as minor administrative changes needed due to legislation passed during the 2024 General Assembly session.

Owens/3268