

Resolution # 14-1

WHEREAS, County policies and procedures require both the assigned oversight committee and the County Board to approve all requests to procure goods and/or services costing \$30,000 or more; and,

WHEREAS, the Department of Building & Grounds wishes to procure goods and/or services from multiple vendors for the purpose of various utilities, such as electricity, water, sewer and natural gas, in the amount of approximately \$1,000,000 for FY-2019; and

WHEREAS, as documented by the approval of this resolution, Building & Grounds Committee has approved the Department's request to procure the items specified and the committee recommends that the County Board approve procurement of the same, and;

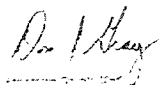
NOW, THEREFORE, BE IT RESOLVED that the Sangamon County Board, in session this 5th day of February, 2019, approves the procurement of the goods and/or services detailed above. The Elected Official/Department Head is authorized to sign required documents to execute the provision of this procurement.



Byron Deaner, Interim Facilities Manager
Building & Grounds

FILED

JAN 31 2019



RECEIVED
2660

JAN 31 2019

Andy Goleman
SANGAMON COUNTY AUDITOR

Sangamon County Purchase Order Template
(Pre-ERP Implementation)

14-2

-- Purchase Orders are required for all Informal Quotes (>\$3,500) and Formal Solicitations (>\$30,000)

Department Information

Department Building & Grounds

Employee Contact ByronDeaner/Denise McCrady

Purchase Request Information

Vendor Ameren, CWLP, Tylex

Purchase Description Utilities - Electricity, Water, Sewer, Natural Gas

Quantity _____

Price Per Unit _____

Total Price \$1,000,000

G/L 001.009.516.000/042.008.516.100/067.008.516.100

Tracking

PO Number BG201901 Not suitable for bidding

(Manually assigned by Department)

Date: 01/18/2019

Legal Review (if applicable; see below)

Sent to Auditor's Office for Review

Bm. T. Van

Note: PO request documents need to be to the Auditor's Office 5 business days prior to the oversight committee meeting.

Auditor's Office Review Completed

T. Van 1/18/19

Approved by Oversight Committee

Jaron Kot

Approved by County Board (if applicable)

*County Board Resolution Required

Note: Please attach all required documents such as quotes, bids, rfp's, evaluations, etc.

Legal Review is **required** for:

- All services being performed for or on behalf of the County
- All goods in excess of \$10,000 per year
- Any goods or services being procured through an RFP/Bid Process
- Intergovernmental/Interagency Agreements
- If a vendor or other agency requires a contract or written agreement.

RECEIVED
2660

JAN 17 2019

Andy Goleman
SANGAMON COUNTY AUDITOR