

## Item 8

### (Action Item)

#### Ratification of contracts over \$100,000

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**SUMMARY:**

This item presents contract(s) and/or purchase order(s) in amounts greater than \$100,000, for the Commission's consideration, as required by Assignment Policy 3 of the Commission's Governance Policies and Procedures. The contracts and purchase orders were signed under the emergency provision of the policy.

**RECOMMENDATION:**

Ratify the contracts and purchase order described in the proposed new and amended contracts.

**BACKGROUND:**

Assignment Policy 3(B) of the Commission Governance Policies and Procedures provides in relevant part:

*The Executive Director is authorized under state law, to enter into contracts with a third-party service or product vendors in an amount not to exceed \$100,000 or more. However, in the event an emergency approval is necessary for a contract over \$100,000, the Executive Director may approve such contract with simultaneous notification to the Commission. Such emergency approval shall be ratified at the next regularly scheduled Commission meeting, and if not ratified, the contract shall be canceled. Serial contracts or commitments with the same vendor in a manner that circumvents the intent of this policy are prohibited.*

**ANALYSIS:**

Staff requests ratification of the contracts and purchase order greater than \$100,000 that are listed and described in the attachment. The purpose and descriptions for the contracts and purchase order are included.

**RESPONSIBLE PERSON(S):**

Lilly Myers, Deputy Director  
Fiscal Administrative Services Division

Steve Caldwell, Interim Deputy Director  
Program and Administrative Services Division

**ATTACHMENT(S):**

Proposed New Contracts over \$100,000