

Resolution #3293

**RESOLUTION OF THE WARREN COUNTY COMMISSIONERS, WARREN COUNTY, PENNSYLVANIA,
ESTABLISHING GUIDELINES FOR PURCHASING AND CONTRACT ACTIVITIES UNDERTAKEN IN
RELATION TO STATE AND FEDERAL GRANTS.**

WHEREAS, the Warren County receives grants from the governments of the Commonwealth of Pennsylvania and the United States; and

WHEREAS, the Warren County recognizes its obligation to establish standards of procurement as required 2 CFR Part 200 procurement requirements.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Commissioners:

1. Warren County hereby adopts the Procurement Policy, as outlined below, to guide the acquisition of services and materials secured with CDBG funding.
2. Solicitations of offers, whether by competitive sealed bids or by competitive negotiations, shall:
 - a. Incorporate a clear and accurate description of the technical requirements for the material, products, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, produce or service to be procured, and when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specification should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equal" description may be used as a means to define the performance or other salient requirements of a procurement. The specific features of the named brand which must be met of offerors shall be clearly stated.
 - b. Clearly set forth all requirements which offerors must fulfill and other factors to be used in evaluating bids or proposals.
3. Awards shall be made only to responsible contractors who possess the potential ability to perform successfully under the terms and conditions of a proposed procurement. Consideration shall be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

This resolution shall take effect immediately upon its passage and adoption.

Approved this 15th day of January 2025.

COMMISSIONERS OF WARREN COUNTY

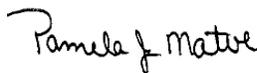


Kenneth L. Klakamp
Chair



Tricia D. Durbin
Vice Chair

Attest:



Pamela J. Matve
Chief Clerk



Daniel Glotz
Commissioner

