



County of Sonoma

State of California

Date: May 13, 2025

Item Number: _____

Resolution Number: _____

☐ 4/5 Vote Required

Joint Resolution of the Board of Supervisors of the County of Sonoma, State Of California; the Board of Directors of the Sonoma County Community Development Commission; the Board Of Directors of The Sonoma County Agricultural Preservation And Open Space District; the Board of Directors of the Sonoma County Water Agency; the Board of Directors of the Russian River County Sanitation District; the Board of Directors of the South Park County Sanitation District; the Board of Directors of the Occidental County Sanitation District; and the Board of Directors of the Sonoma Valley County Sanitation District, Adopting Standardized Contract Forms and Policies for Use and Maintenance of Such Forms

Whereas, it is the desire of the Sonoma County Board of Supervisors of the County of Sonoma, State Of California; the Board of Directors of the Sonoma County Community Development Commission; the Board Of Directors of The Sonoma County Agricultural Preservation And Open Space District; the Board of Directors of the Sonoma County Water Agency; the Board of Directors of the Russian River County Sanitation District; the Board of Directors of the South Park County Sanitation District; the Board of Directors of the Occidental County Sanitation District; and the Board of Directors of the Sonoma Valley County Sanitation District (collectively all hereinafter generally referred to as “Boards”), to promote efficient and effective use of resources with respect to preparation, review, and approval of agreements necessary for operations, programs, projects, and other public activities; and

Whereas, the County, Commission, Districts, and Agency engage in numerous procurements for services and goods needed for such activities; and

Whereas, agreements for such services and goods should ensure the benefits of the transaction, minimize risks to the involved public agencies, provide for legal requirements and best practices, and otherwise protect the public interest; and

Whereas, using standardized terms and conditions for such procurements will best ensure consistency, bargaining advantage, and efficiencies, all of which are in the public interest; and

Whereas, such standardized terms and conditions are reflected in standardized contracting forms and templates that are maintained by the Purchasing Agent and reviewed and approved for use by County Counsel; and

Whereas, to the extent procurement authority has been or may be delegated to various officers and department and entity heads, such delegations need to ensure the interests of the involved entity and the public interest, and use of the standardized contracting forms is the best way to achieve that goal;

Now, Therefore, Be It Resolved by these Boards, that unless a more specific delegation has been granted or a particular contract (form, or terms) has been approved by the Board, then to the extent authority is delegated to execute services contracts on behalf of the entities resolving herein, all said contracts shall use the then-current version of the "Standard Professional Services Agreement" (PSA) template or the County Counsel-approved template customized for the involved Commission, Agency, or District, including any template options or alternatives as set forth therein.

Be It Further Resolved by these Boards, that unless a more specific delegation has been granted or a particular contract (form, or terms) has been approved by the Board, then to the extent authority is delegated to execute contracts for goods on behalf of the entities resolving herein, all said contracts shall use the then-current version of the "Standard Terms and Conditions" template or the County Counsel-approved template customized for the involved Commission, Agency, or District, including any template options or alternatives as set forth therein.

Be It Also Resolved, that:

1. All use of the subject templates shall be subject to County Counsel approval as to form, unless exempted by County Counsel review policy.
2. For County contracts, the Purchasing Agent is designated as the location for and controller of the approved version of the subject templates, which shall be updated, in form approved by County Counsel, from time to time as-needed, and made available in most-current form for all entities and respective departments.

This Resolution is declaratory of, and not a change in, existing law and authority.

Supervisors:

Hermosillo:

Rabbitt:

Coursey:

Gore:

Hopkins:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.