

ORDINANCE NO. ()

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING SONOMA COUNTY CODE SECTION 2-58 – SERVICES CONTRACTS, TO INCREASE THE COMPETITIVE PROCUREMENT THRESHOLD

The Board of Supervisors of the County of Sonoma, State of California, ordains as follows:

Section I. The purpose of this Ordinance is to amend Sonoma County Code Section 58 – Services contracts. The amendments are to 1) increase the threshold for which formal competitive solicitations will be generally required for services contracts; and 2) codify existing exceptions to competitive procurement requirements for services contracts.

Section II. Amendment of County Code – Formal Competitive Solicitation.

Subsection (a) of Sonoma County Code Section 2-58 is hereby amended to read as follows:

- (a) The department head is responsible for negotiating the terms of a contract appropriate for the purchase of any services. The department head shall comply with all statutes, ordinances and regulations in the negotiation of such contracts. For service contracts not exceeding a total contract amount of seventy-five thousand dollars (\$75,000.00) per year for the life of the contract, the department head shall use such methods and informal procedures which, in the judgment of the department head, will secure the lowest competitive price consistent with operational needs. For service contracts exceeding a total contract amount of seventy-five thousand dollars (\$75,000.00) per year for the life of the contract, the department head shall use a formal competitive solicitation process. Except as to contracts under emergency authority pursuant to law or as authorized by the Board of Supervisors, if a department head proposes a waiver of competitive solicitation for a particular contract above this threshold, such waiver documenting a single or sole source justification must be submitted and approved by the purchasing agent prior to commencement of negotiation of the contract. The purchasing agent and county auditor shall develop policies and procedures to assist department heads in complying with these requirements.

Section III. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Supervisors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

Section IV. Effective Date. This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and

shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in *The Press Democrat*, a newspaper of general circulation published in the County of Sonoma, State of California.

In regular session of the Board of Supervisors of the County of Sonoma, introduced on the X day of X, 2026, and finally passed and adopted this X day of X, 2026, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Rabbitt: Coursey: Gore: Hopkins: Hermosillo:

Ayes: Noes: Absent: Abstain:

WHEREUPON, the Chair declared the above and foregoing Ordinance duly adopted and

SO ORDERED.

Chair, Board of Supervisors
County of Sonoma

ATTEST:

David Guhin,
Clerk of the Board of Supervisors