

**Office of the County Auditor**  
**Auditor's Analysis**

**Council Bill No. 62-2020**

Introduced: November 2, 2020

Auditor: Michelle R. Harrod

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Fiscal Impact:

The fiscal impact of this legislation is nominal. According to the Purchasing Administrator, the only expected cost incurred would be the approximately \$300 to change signage at the Gateway Building.

Stationary and other reference material with the current name will be changed in the normal course of business when supplies have been depleted. No additional costs are anticipated.

Purpose:

The purpose of this legislation is to change the name of the Office of Purchasing to the Office of Procurement and Contract Administration. It also proposes changing the name of the Purchasing Administrator accordingly.

Other Comments:

Companion legislation is Council Resolution 173-2020, which modifies the Purchasing Manual according to these proposed changes. If this bill fails, the resolution may require amendments to remove the corresponding name changes.