

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**September 12 - 18, 2021**

**Tuesday, September 14, 2021**

**Committee of the Whole - 8:00 am**  
**Board Room, 1st Floor, Administrative Center AND WEBEX/VIRTUAL OPTION**

The public may join this meeting in person OR by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

**TO JOIN BY PHONE 1-408-418-9388**  
**ACCESS CODE: 2497 764 5042 PASS CODE: 1234**

OR you may join via Webex. Go to [www.webex.com](http://www.webex.com) and JOIN meeting using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

- \_\_\_ 1. Roll Call: Knobbe, Maxwell, Beck, Croken, Kinzer
  
- \_\_\_ 2. Public Comment as an Attendee.  
By Phone:  
\*3 to raise/lower hand, \*6 to unmute (host must unmute you first)  
  
By Computer:  
Bottom right of screen, you will find Participants and Chat, in this area you will find the hand icon, use the hand icon to raise and lower your hand.

**Presentation**

- \_\_\_ 3. 7th Judicial Update - Presentation by Lisa Chapman, Assistant District Director (Item 3)
  
- \_\_\_ 4. Update on Covid-19 - Presentation by Amy Thoreson, Health Department Director

**Facilities & Economic Development**

- \_\_\_ 5. Water truck replacement purchase. (Item 5)
  
- \_\_\_ 6. Annual purchase of ice melt. (Item 6)

**Human Resources**

- \_\_\_ 7. Staff appointments. (Item 7)

**Health & Community Services**

- \_\_\_ 8. Tax suspension requests. (Item 8)

## **Finance & Intergovernmental**

- \_\_\_ 9. Local Preference Bidding Update. (Item 9)

## **Other Items of Interest**

- \_\_\_ 10. Recognizing September 15 to October 15 as "National Hispanic Heritage Month" at the September 16th Board Meeting at 5:00 p.m. (Item 10)
- \_\_\_ 11. New beer/liquor license for Kwik Star #1071, 13888 118th Avenue, Davenport and Casey's, 26701 Scott Park Road, Eldridge.
- \_\_\_ 12. Adjourned. Moved by \_\_\_ Seconded by \_\_\_

## **Thursday, September 16, 2021**

### **Regular Board Meeting - 5:00 pm**

### **Board Room, 1st Floor, Administrative Center AND WEBEX/VIRTUAL OPTION**

The public may join this meeting in person OR by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

TO JOIN BY PHONE 1-408-418-9388

ACCESS CODE: 2480 215 9034 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://www.webex.com) and JOIN meeting using the same Access Code and Pass Code above.

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## Instructions for *Unmuting Phone Line* during Board Meeting teleconference

To gain the moderator's attention, **press \*3 from your phone OR the raise hand icon** on computer or mobile device (for location of raise hand icon, see below). Phone lines will be placed on mute during the meeting. Participants may unmute their line using the mute icon or \*6 on their phone after being recognized by the Chair.

**Meeting #2497 764 5042**

**Password #1234**

### Connect via Computer or application:

Host: [www.webex.com](http://www.webex.com) Meeting number: **above** Password: **1234**

Or use direct link to meeting:

<https://scottcountyiowa.webex.com/scottcountyiowa/onstage/g.php?MTID=e397a266722b368ca4a5695ed701a9dbe>

**Connect via telephone: 1-408-418-9388** Meeting number: **above** Password: **1234**


### Telephone / Cell Phones Connections:

Telephones lines will be placed on mute during the meeting. Participants may "raise their hand" by using \*3 to gain attention of the host.



When called upon for comments by the Board,


1. The host will then unmute the participant's line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by keying \* 6
4. After conversation, please lower your hand. (\*3 again)


### Computer / Application Connections:

If connected via web application or computer, the user should look for the **Raise Hand**  raise hand symbol and click to appear raised so the host may acknowledge you.

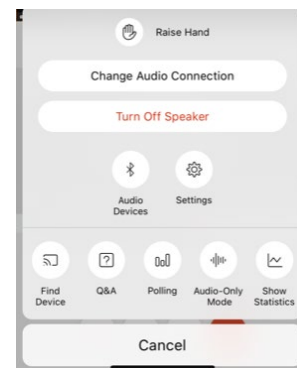
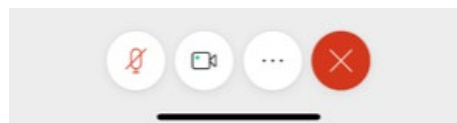
1. The host will then unmute the participant's line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by clicking the microphone symbol.
4. After conversation, please lower your hand. (\*3 again)

You can mute yourself so that everyone can concentrate on what's being discussed. While you're on a call or in a meeting, select  at the bottom of the meeting window. You'll know it's working when the button turns red .

If you want to unmute yourself, select . Others can hear you when the button turns gray.

When you're muted and move away from the call controls, the mute button moves to the center of your screen and fades in color  to indicate that you're still muted.

To find the **raise hand icon**, you may need to click on ...



# 7<sup>th</sup> Judicial District Department of Correctional Services

September 2021

# What is the 7<sup>th</sup> Judicial District Department of Correctional Services?

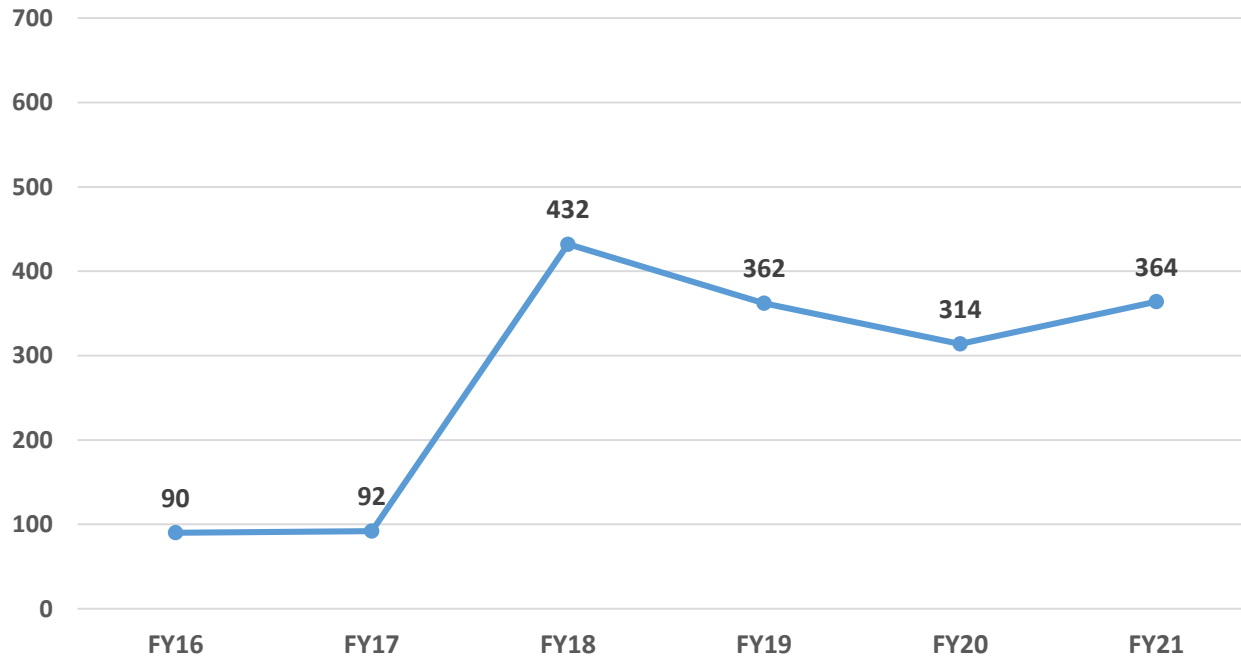
- A government subdivision
- Receive funding through a POS with DOC
- Operates CBC programming within the guidelines established by the Iowa DOC
- Director reports to a local board
- Responsible for all community based correctional services to include:

# 7<sup>th</sup> District's Scope of Work

- Pretrial-assessments and supervision
- Presentence investigations
- Probation
- Residential programming for various correctional statuses, including work release, probation and Federal BOP referrals
- Parole
- Specialty courts
- Treatment/Programming

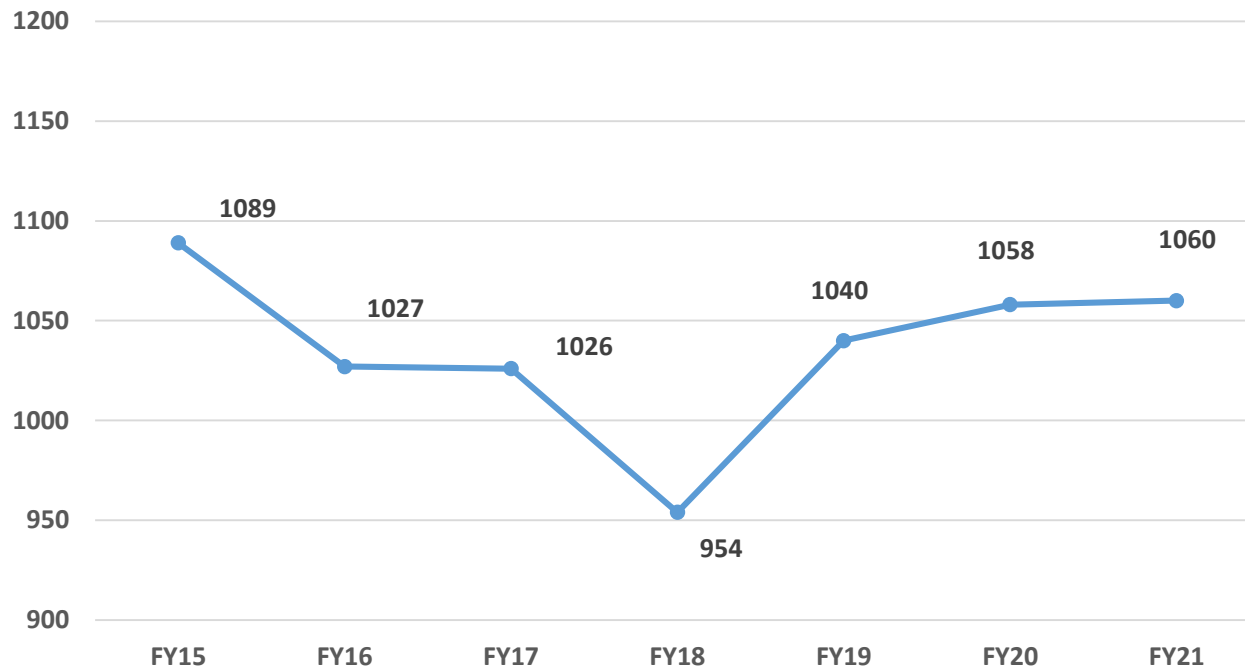
# Pretrial Supervision

Offenders Served



# Presentence Investigations

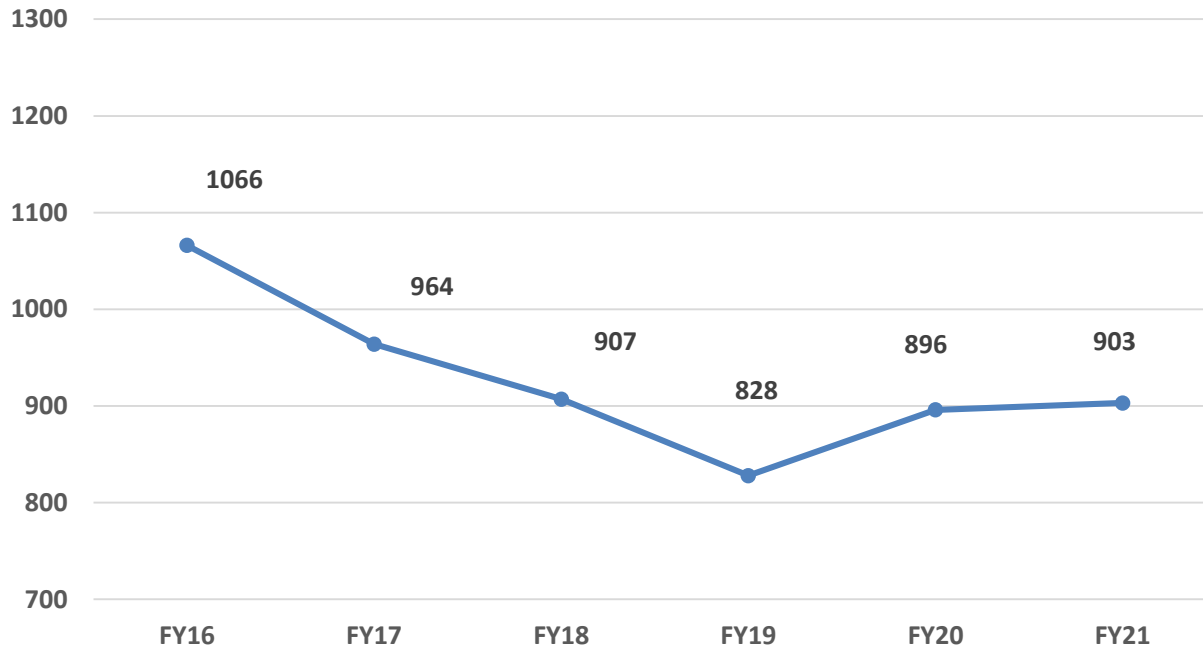
PSI's Conducted





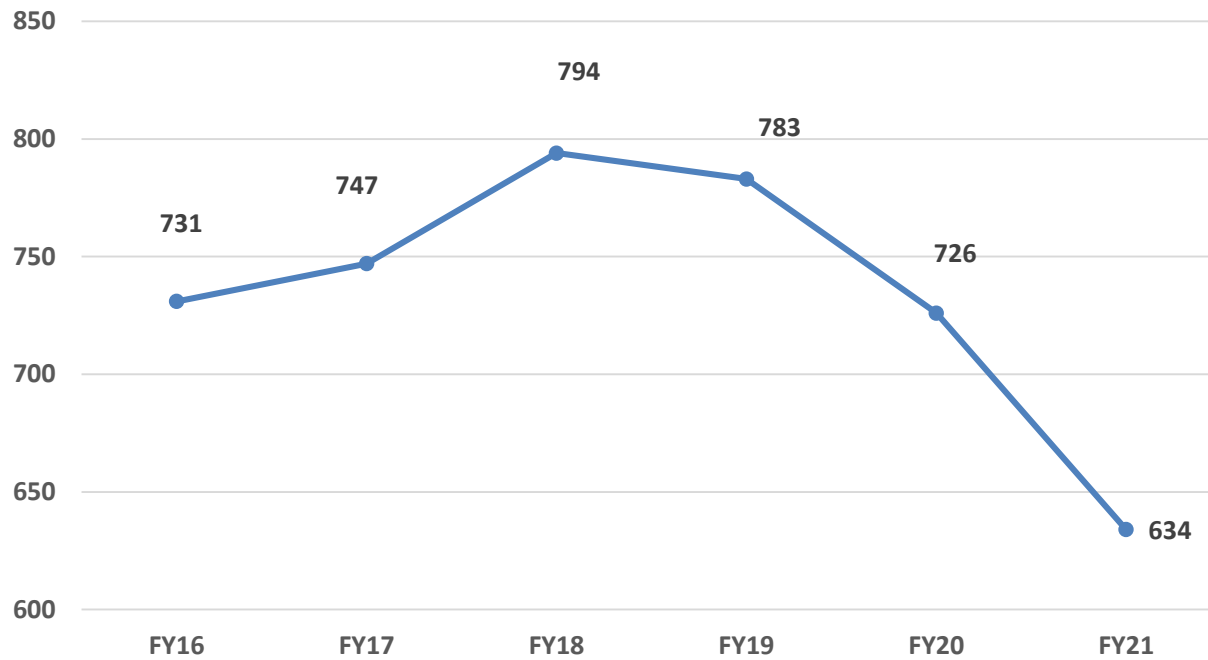
# Probation

Offenders Served



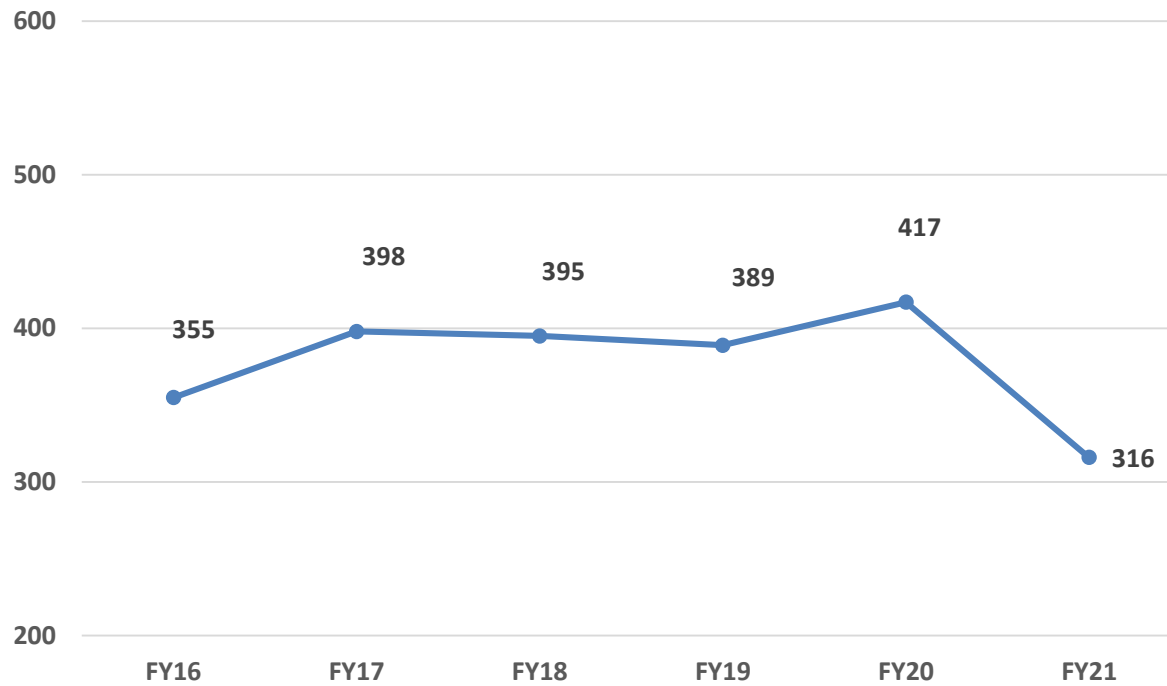
# Residential

Offenders Served

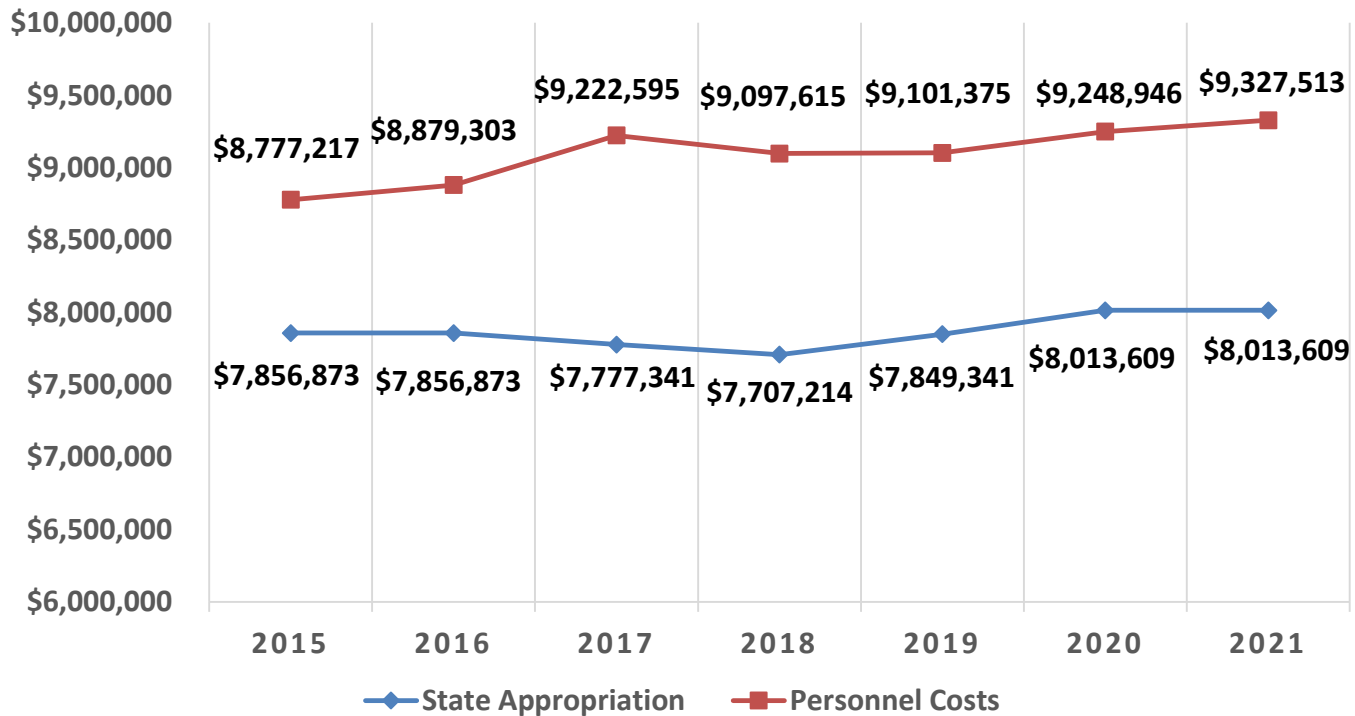


# Parole

Offenders Served



# State Appropriation vs. Personnel Costs



# Strategic Plan

- 1) Improve services through enhanced staff development, improved program implementation and continuous quality improvement.
- 2) Build, manage and promote diversity and inclusion in the department's workforce.
- 3) Focus resources on evidence-based and core correction practices to reduce recidivism, both in the areas of subsequent crimes and in revocations due to technical violations of the supervision agreement.

# Protocols implemented to help mitigate the impact of the COVID-19 Pandemic

- Adhere to CDC established guidelines (masks, hand washing, safe distancing).
- Follow COVID Master Action Plan (MAP) developed by Department of Corrections (DOC).
- Expanded sanitation efforts.
- No visitors allowed.
- Reduce number of residents in facilities to allow for distancing in sleeping rooms and provide space for quarantining.
- Developed Telework protocols allowing field and residential case managers adjusted work schedules in order to reduce the number of employees in the building each day.
- Allow Parole/Probation/RWS supervision virtually via FaceTime, Google Meets, Zoom, etc.
- In person group client sessions and employee meetings conducted virtually.
- Home checks and furlough checks conducted outside residences with virtual tours of inside of home.
- Many in-person office appointments continued with safety protocols in place.

# Tablets

APDS

- ✓ APDS provides programming tailored to the correctional environment.
- ✓ Use of Tablets is innovative and dedicated to correctional reform, providing programming for more successful reentry.
- ✓ Changing how we do things in corrections for the good.
- ✓ Clients are receptive and often feel more comfortable expressing themselves in this digital format.
- ✓ Helps clients stay focused and engaged in programming throughout their day not just when in groups or during appointments with PO.



A new option for communication between clients and probation/parole officers

The criminal justice system is complex and dehumanizing for most individuals going through it. The partnership with Uptrust will allow the client and the probation\parole officer to have a direct line of communication to assist them in getting help and building a support network in the community.



Two-way direct messaging



Automated reminders & notes of positive reinforcement



Centralized calendar for all mandatory appointments



Referrals to local social services



Mobile surveys & programmatic check-ups



Video chat *(coming soon)*



Ability to send & receive PDF forms & documents *(coming soon)*

- **It's free to clients and completely voluntary**
- Makes communication with your PO simple and transparent
- Assist with supervision and reduces the stress and anxiety of



# 2021 Treatment Gap Pilot Program

## Reach In-Services and Reconsiderations

- \* Connect with incarcerated individuals at the earliest possible point of intervention.
- \* Begin reentry process as soon as they arrive in prison.
- \* Collaborative effort with IMCC, Mt. Pleasant Treatment Team and our 7<sup>th</sup> CBC Team.
- \* Reintroduce reconsideration of sentencing options to Judges.
- \* Reduce number of inmates in jails and prisons.
- \* Focus on and expand programming services to 600 clients by providing 60 additional cognitive behavioral groups, parenting classes, women's issues classes, etc.



Thank you

Questions?

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, Iowa 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - engineer@scottcountyiowa.gov  
WEB SITE - www.scottcountyiowa.gov



ANGELA K. KERSTEN, P.E.  
County Engineer

ELLIOTT R. PENNOCK, E.I.T.  
Assistant County Engineer

TARA YOUNGERS  
Senior Administrative Assistant

MEMO

TO: Mahesh Sharma  
County Administrator

FROM: Angie Kersten, P.E.  
County Engineer

SUBJ: Purchase of Water Truck for Secondary Roads

DATE: September 7, 2021

On April 16, 2021, Scott County Secondary Roads was involved in an accident in which an oncoming dump truck failed to yield the right away colliding with our 1999 International 4700, 2,000 gallon water truck. The repair cost exceeds the value of the water truck, therefore it has been deemed a total loss. The water truck is a critical piece of equipment for our department and is utilized to remove debris build-up in culverts, clean and seal bridge decks, for road stabilization projects, and many other annual maintenance tasks.

Bids were solicited on Public Purchase and we received the following qualified bids:

Vendor	City	Make/Model	Year	Total
Thompson Truck & Trailer	Davenport, IA	International HV607	2023	\$128,890.00
Truck Country /Truck Works	Davenport, IA	Freightliner M2 106	2023	\$129,018.00
Truck Country /Truck Works	Davenport, IA	Freightliner 108 SD	2023	\$129,994.00
Truck Country /Klein	Davenport, IA	Freightliner M2 106	2023	\$130,558.80
Grask Truck Equipment- GTG Peterbilt	Davenport, IA	Peterbilt 537	2023	\$133,372.00
Truck Country /Klein	Davenport, IA	Freightliner 108 SD	2023	\$135,539.80
Grask Truck Equipment- GTG Peterbilt	Davenport, IA	Peterbilt 548	2023	\$136,468.00
Grask Truck Equipment- GTG Peterbilt	Davenport, IA	Peterbilt 548	2023	\$138,285.00
Grask Truck Equipment- GTG Peterbilt	Davenport, IA	Peterbilt 548	2023	\$141,900.69
RWC International	Phoenix, AZ	International HV607	2023	\$151,116.12
Ed M. Feld Equipment Co Inc-Feld Fire	Carroll, IA	International 4400	2018	\$217,500.00

This will be a Risk Management purchase. I recommend awarding the purchase to Thompson Truck & Trailer in the amount of \$128,890.00. The anticipated delivery date is October 2022, therefore making this a FY2023 purchase. Rhonda Oostenryk and I will be in attendance at the Committee of the Whole meeting to answer any questions.

CC: Rhonda Oostenryk

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 16, 2021

A RESOLUTION APPROVING THE AWARD OF BID FOR THE PURCHASE OF  
ONE 2023 INTERNATIONAL HV607, 2,000-GALLON WATER TRUCK  
FOR SECONDARY ROADS

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

- Section 1. That the bid for one 2023 International HV607, 2,000-gallon water truck for Secondary Roads is approved and hereby awarded to Thompson Truck & Trailer, Davenport, IA, in the amount of \$128,890.00.
- Section 2. This resolution shall take effect immediately.

## Facility & Support Services

600 West Fourth Street  
Davenport, Iowa 52801-1030  
(563) 326-8738 (Voice)      (563) 328-3245 Fax



~ Our Promise: Professional People, Solving Problems, High Performance

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September 16 2021

To: Mahesh Sharma  
County Administrator

From: Chris Still, Facility Maintenance Manager  
Facility & Support Services

Re: Approval of ice melt bids

Scott County participates in the annual joint purchase of ice melt through the Bi-State Joint Purchasing Council. The Council recently solicited bids based on the requested types and quantities of ice melt products as requested by the various member agencies. Those bids have been evaluated by Bi-State, Scott County purchasing and FSS.

Scott County FSS ordered 65 eleven hundred pound totes at a cost of \$249.00 each, the low bid and costs are listed below:

<u>Product Description</u>	<u>Low Bidder</u>	<u>Total Amount</u>
65 -1100 pound totes	River City Turf	\$16,185.00

I recommend that the Board approve and award the bid to the River City Turf in the amount of \$16,185.00. This purchase is budgeted in the operational budget in FSS for the current fiscal year.

I will be at the next Committee of the Whole meeting to answer any questions you or the Board may have.

Cc: FSS Management Team

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

September 16, 2021

A RESOLUTION APPROVING THE AWARD OF BID FOR ICE MELT  
TO RIVER CITY TURF COMPANY IN THE AMOUNT OF \$16,185.00.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the bid solicited through the Bi-State Purchasing Council for the  
annual ice melt purchase is approved and hereby awarded to River

City Turf in the amount of \$16,185.00

Section 2. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 16, 2021

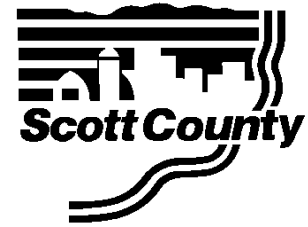
APPROVAL OF STAFF APPOINTMENTS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The hiring of Shannon Hutcheson for the position of Correction Officer in the Sheriff's Office at entry level rate.

Section 2. The hiring of Heather VanHoosier for the position of Office Assistant in the Health Department at entry level rate.

**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



**(563) 326-8723      Fax (563) 326-8730**

---

September 7, 2021

To:      Mahesh Sharma, County Administrator  
  
From:    Lori A. Elam, Community Services Director  
  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have the property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

Twyla Hagberg  
3111 Orchard Avenue  
Davenport, IA 52802

Suspend: The 2020 property taxes due in September 2021 and March 2022 in the amount of \$618.00.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT THIS  
RESOLUTION HAS BEEN FORMALLY APPROVED BY THE BOARD  
OF SUPERVISORS ON \_\_\_\_\_  
DATE

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SCOTT COUNTY AUDITOR

**RESOLUTION**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**September 16, 2021**

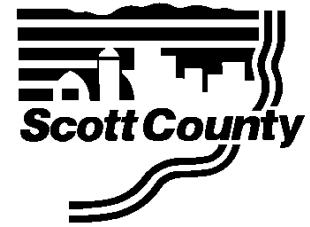
**SUSPENDING THE 2020 PROPERTY TAXES DUE IN SEPTEMBER 2021 AND MARCH 2022 FOR  
TWYLA HAGBERG, 3111 ORCHARD AVENUE, DAVENPORT, IOWA IN THE AMOUNT OF \$618.00.**

**BE IT RESOLVED by the Scott County Board of Supervisors as follows:**

- Section 1. The 2020 property taxes due in September 2021 and March 2022 for Twyla Hagberg, 3111 Orchard Avenue, Davenport, Iowa in the amount of \$618.00 are hereby suspended.
- Section 2. The County Treasurer is hereby requested to suspend the collection of the above stated taxes thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.

**Community Services Department**

600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



**(563) 326-8723      Fax (563) 326-8730**

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September 7, 2021

To:      Mahesh Sharma, County Administrator  
From:    Lori A. Elam, Community Services Director  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

Cyrus Sarvestaney  
2114 Gaines Street  
Davenport, IA 52804

Suspend: 2020 property taxes due September 2021 and March 2022 and Special Assessments in the amount of \$1,278.00 and \$366.94 including interest.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT THIS  
RESOLUTION HAS BEEN FORMALLY APPROVED BY THE BOARD  
OF SUPERVISORS ON \_\_\_\_\_.

DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## RESOLUTION

### SCOTT COUNTY BOARD OF SUPERVISORS

September 16, 2021

**SUSPENDING THE 2020 PROPERTY TAXES AND SPECIAL ASSESSMENTS FOR CYRUS SARVESTANEY, 2114 GAINES STREET, DAVENPORT, IOWA, IN THE AMOUNT OF \$1,278.00 AND SPECIAL ASSESSMENTS RECEIPT NUMBERS 173102- \$86.00, 176108- \$91.00, 185332- \$94.97, AND 191042- \$94.97 INCLUDING INTEREST.**

**BE IT RESOLVED by the Scott County Board of Supervisors as follows:**

- Section 1. The 2020 property taxes and special assessments due September 2021 and March 2022 for Cyrus Sarvestaney, 2114 Gaines Street., Davenport, Iowa, in the amount of \$1,278.00 and \$366.94 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby requested to suspend the collection of the above stated property taxes and special assessments thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003



Office: (563) 326-8702  
Email: david.farmer@scottcountyiowa.gov  
www.scottcountyiowa.gov

Date: September 7, 2021

To: Mahesh Sharma, County Administrator

From: David Farmer, Director of Budget & Administrative Service, CPA, MPA

Re: Local Preference Bidding - Update

Administration completed an analysis of vendor payments from May 2019 – April 2020. This time period reflects normal purchasing generally before the COVID-19 pandemic started. This represents all vendors of Scott County, Scott County Library, Scott County EMA, SECC, County Assessor, Davenport Assessor, the Eastern Iowa Mental Health and Disability Services Fiscal Agent, and other fiduciary funds. It excludes disbursements of expense reimbursements to employees, taxes and other employee benefits.

The following table further dissects the Scott County spending over the 12 month period:

Purchasing Within:	Spend	Average Dollar Amount	Number of Different Vendors
All vendors, excluding payroll / benefits	\$41,227,486	\$28,810	1,431
6 County Region (Scott, Clinton, Muscatine, Rock Island, Henry and Mercer)	\$22,371,191	\$31,959	700
Purchases outside of 6 county area	\$18,856,295	\$25,795	731
Scott County only	\$14,340,894	\$25,747	557

**Analysis of Items to Scott County Board Approval (Purchases over \$15,000)**

Fiscal Year	Agenda Items over \$15,000	% of items with local vendor responding	Awarded to Local Vendor, if responding
2020-2021	45	53%; 24 out of 45	79%; 19 out of 24
2019-2020	55	65%; 36 out of 55	72%; 26 out of 36
2018-2019	60	60%; 36 out of 60	89%; 31 out of 36
2017-2018	56	43%; 24 out of 56	71%; 17 out of 24
2016-2017	78	53%; 41 out of 78	76%; 31 out of 41
	294	55%; 161 out of 294	77%; 124 out of 161

**Notes / Observations:**

For purposes of analysis of board action items, “local vendor” is defined as a mailing vendor address within the six county region defined above.

55% of agenda items had a least one local vendor respond to services.

77% of awards that had a local vendor respond, the purchase was awarded to the local vendor.

Items that generally did not have a local vendor included: IT or specialized equipment, specialized consulting services, snow / ice salt, pavement marking, bridge steel, aerial mapping. Some contracts are recurring contracts and thus if there were no local quotes in one year, it reoccurred in future year.

Fiscal Year	Non –Local Award if locals Responded	Would Local Bidding Preference change result	Notes of non-application of policy:	Additional Costs if awarded base on local preference:
2020-2021	5	0	2 Rescinded; 1 Technical; 2 Costs	
2019-2020	8	2	3 Technical Specifications; 5 Price Difference Gap	\$2,544; Vehicles
2018-2019	5	0	1 Professional Services; 4 Price Gap	
2017-2018	7	1	1 Professional Services; 5 Price Gap	\$200; Professional Services
2016-2017	10	4	1 Technical Specification; 5 Price Gap	\$7,181; 1 Contract Vehicles, 3 Contracts Specialized equipment

The May 13, 2021 proposed resolution suggests applying a discount to the contracts based on bids / quotes. Rather than a discount applied on the proposed contract to the vendor, the thresholds were applied as an evaluation tool, thus the local vendor may still be higher than the low bid / quote, but retain their proposed costing structure.

The May 13, 2021 proposed resolution referenced bidders and did not differentiate on professional services which by current policy are evaluated on ability to perform the work, responsiveness, past performance, references and price. In addition the department may take into consideration reputation, business and financial capabilities. In applying the proposed resolution to the analysis, the contract was only evaluated on price and none of the above capabilities.

The application of the preference tool, may have changed 7 board awards of services out of 35 awarded to out of county vendors. The 7 contracts amount to \$9,925 of potential additional cost to the County: 3 specialized equipment; 1 new professional service; and 3 vehicle purchases.

The proposed policy was not applied to several contracts due to quote recessions, technical specifications, or the pricing tool would not have changed the recommended bid / quote:

Fiscal Year	Award Changes	Recessions	Technical Aspect	Bid / Quote Gap Would Not Change Recommendation
2020-2021	0	2	1	2
2019-2020	2		3	5
2018-2019	0		1	4
2017-2018	1		1	5
2016-2017	4		1	5
Total	7	2	7	21

**Additional considerations:**

- The policy defines a “Local Bidder” shall be defined as any business with a principal place of business and significant employee presence in Scott, Clinton, or Muscatine Counties in Iowa, Rock Island, Henry and Mercer counties in Illinois. Additional staff time will be necessary to qualify a vendor as having a “principal place of business” or “significant employee presence” to differentiate from resellers of product developed elsewhere or insignificant employees within the six-county region. The above analysis was primarily completed via mailing address of the vendor. Additional definition of these terms may be necessary to avoid challenges and the application of approved policy.
- The additional staff cost to assess purchases in real time at the time of purchase, obtain additional quotes specifically geared to Scott County or to reject all proposals and wait on a local response was not fully evaluated. Time and effort costs to evaluate a purchase may exceed cost differential for a vendor without clear definition of a qualified responder, bid, or quote.
- Further assessment would be required to apply a local bidder preference to quotes for professional services.
- An analysis of the economic impact of dollars spent within the six county region was not completed. A consideration of such analysis would likely consider the profit margin on the dollar spent on said product and if the dollar would be re-invested in the local economy.
- The Iowa Local Option Sales Tax is a formula driven to not differentiate between individual city municipalities but by County. There are no reciprocal tax agreements of sales taxes between Iowa and Illinois, or individual Iowa counties.
- Clinton County does not have a local preference purchase requirement in their purchase policies. Muscatine County will consider purchases of goods and services by a business owned by a County resident and which is located within the County when the cost of the good an service and other consideration of the purchase are relatively equal. Additional county guidance, federal guidance, and state guidance are within the appendix to the memorandum. Any policy change by Scott County would not necessarily create a reciprocal agreement by counter-part counties, and thus may impact the quote / bids of vendors within Scott County and increase the estimated costs for service.

**County comparison of public purchasing policies.** A sample of policies was obtained from other county governments within the state of Iowa.

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**Scott County:** Whenever feasible, all purchases, leases and contracts for goods, supplies, materials, equipment and services required for public use shall be on an equal and competitive basis. All acquisitions or purchases for like item purchases are to be awarded to the lowest responsible bidder. In determining the lowest responsible bidder consideration shall be given to the vendor's price, conformance with specifications in all material respects, and past performance. In addition, the Purchasing Division may take into consideration reputation, business, and financial capabilities.

Utilization of professional services shall be awarded based on consideration of factors including, but not limited to, ability to perform work, responsiveness, past performance, references, and price. In addition, the department may take into consideration reputation, business, and financial capabilities.

All parties involved shall comply with all applicable laws and regulations pertaining to their employment practices, and shall not discriminate in providing services on the basis of race, color, creed, national origin, sex, handicapped condition or religious affiliation.

The County shall comply with the state preference law as it relates to Iowa products.

In accordance with Iowa Code, Chapter 73, whenever possible, all requests for bids and all proposals for expenditure of public funds must be made in general terms so that no brand or trade names are specified. Also, all requests must contain this statement: "By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa."

**Polk County:** "The Polk County board of supervisors and the procurement office retain discretion in applying preference in purchasing goods and services from vendors who produce goods, provide services or maintain an office in Polk County. Preference may also be given to suppliers of goods and services who maintain facilities in Iowa, but outside of Polk County. Further it shall be the policy of Polk County to actively solicit and seek out local vendors of goods and services and to encourage said vendors to stock and supply Polk County and Iowa made products."

"Geographic location of offices and / or manufacturing facilities in Polk County and the state of Iowa may be selection criteria in the purchase of goods and services for the county. In the event that a known supplier is in the geographic area, a competitive process (for goods and services over \$5,000 in total project costs) must still be conducted to verify the fair market value of the local vendors' quote(s)(see Polk County Board of Supervisors Vendor Preference Policy Statement Section above)"

Award Criteria stated in advance.

No threshold is listed.

"Governmental Grants and Funding Sources (Non-Polk County) – In the event that grants and/ or any public funding sources become available outside of Polk County funds, the Procurement Office will have the authority to waive the county procurement rules in order to follow the specific funding agency rules only for that specific project in order to be eligible for funding. The Procurement Supervisor and / or assigned Procurement staff will work with the funding agency to determine what rules and regulations must be followed and will have the responsibility to author and all documents and administer all processes from initial research through vendor award."

<https://www.polkcountyiowa.gov/media/mc1lemx0/procurement-purchasing-internal-policy-and-manual.pdf>

**Linn County:** GSA or other approved purchasing consortium pricing may be used as a quote in an RFP or RFQ. Additional quotes should be obtained.

With respect to procurement of services with grant funds, regardless of dollar amount, departments must following the guidance in Policy No. FM-011, *Grant Administration*, as the Federal procurement requirements and mandated by CFR Section 200 are applicable to the procurement of both tangible goods and services.

Linn County gives no preference in vendor selection to any vendor based on location.

Linn County gives no preference in vendor selection to any vendor based on the union or non-union affiliation of the vendor.

**Black Hawk County:** Competitive bidding not required for professional service contracts.

No reference to preferences.

<https://www.blackhawkcounty.iowa.gov/DocumentCenter/View/845/Bidding-Requirements-and-Procedures-PDF>

**Woodbury County:** No preferences

[file:///C:/Users/scad7002/Downloads/7d\\_2019\\_Woodbury\\_County\\_Procurement\\_Policy\\_03-26-19.pdf](file:///C:/Users/scad7002/Downloads/7d_2019_Woodbury_County_Procurement_Policy_03-26-19.pdf)

**Clinton County:**

Competition: Clinton County will provide full and open competition; prohibit use of state and local geographical preferences; develop written procedures for procurement transactions to ensure competition is not restricted; and ensure that pre-qualified lists are current.

**Muscatine County:** Whenever feasible, all purchases, leases and contracts for goods, equipment and services required for public use shall be on an equal and competitive basis. All acquisitions are to be awarded to the lowest responsible bidder. In determining the lowest responsible bidder, consideration shall be given to price, conformance with specifications and past performance. In addition, reputation, business and financial capabilities may be taken into consideration. The County will also consider purchase of goods and services from a business owned by a County resident and which is located in within the County when the cost of good or service and other considerations of the purchase are relatively equal.

**Federal Purchasing Guidance:** Section 200.320 defines methods of procurement to be followed. Procurement method focuses on lowest qualified bidder or quotes for services. Section 200.321 describes the efforts to contract with small and minority businesses, women's' business enterprises and labor surplus area firms.

**Iowa Chapter 26 (2021):**

Public Improvement: mean a building or construction work that is constructed under the control of a governmental entity and for which either of the following applies: has been paid for in whole or in part with funds of the governmental entity; or a commitment has been made prior to construction by the governmental entity to pay for the building or construction work in whole or in part with funds of the governmental entity.

Excludes: 1) urban renewal demolition and low-rent housing projects; 2) industrial aid projects authorized under chapter 419; 3) emergency work or repair or maintenance work performed by



employees of a governmental entity; 4) a highway, bridge or culvert project; 5) .... City utility....6) rural water district under chapter 357A by its employees;

### 26.3 Competitive bids for public improvement contracts

1. If the estimated total cost of a public improvement exceeds the competitive bid threshold of one hundred thousand dollars or the adjusted competitive bid threshold established in section 314.1B, (\$139,000\* 2021 amount) the governmental entity shall advertise for sealed bids for the proposed public improvements by posting a notice to bidders not less than thirteen days.....

### 26.4 Exemptions from competitive bids and quotations.

Architectural, landscape architectural, or engineering design services procured for a public improvement are not subject to 26.3 and 26.14

### 26.9 Award of contract

1. The contract for the public improvement must be awarded to the lowest responsive, responsible bidder. However, contract relating to public utilities or extensions or improvements thereof, as described in sections 384.80 through 384.94, may be awards by the city as it deems to be in the best interests of the city. This section shall not be construed to prohibit a governmental entity in the award of a contract for public improvement..... , in the award of a contract for a public improvement, an enhancement of payments upon early completion of the public improvement if the enhancement payments is included in the notice to bidders, the enhancement payments are competitively neutral to potential bidders, the enhancement payments are considered as a separate item in the public hearing on the award of contract, and the total value of the enhancement payments does not exceed ten percent of the value of the contract.

### 26.14 Competitive quotations for public improvement contracts.

Competitive quotes are required for the county for projects between \$67,000 and \$100,000 (\$103,000 since 2019).

### 26.16 Prequalification requirements prohibited

A governmental entity shall not by ordinance, rule, or any other action relating to contracts for public improvements for which competitive bids are required by this chapter impose any requirement that directly or indirectly restricts potential bidders to any predetermined class of bidders defined by experience on similar projects, size of company, union membership, or any other criteria. However a governmental entity shall require nonresident bidders to comply with section 73A.21, subsection 4.

“The public body involved in a public improvement shall require a nonresident bidder to specify on all project bid specifications and contract documents whether any preference as described in subsection 2 in in effect in the nonresident bidder’s state or county of domicile at the time of a bid submittal.”

*Manufacturer’s requirements which call for certain installation experience or installer’s certification can still be included in project specifications, but if so, the specifications should clearly state that these are a requirement of the manufacturer.*

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## RESOLUTION

### SCOTT COUNTY BOARD OF SUPERVISORS

September 16, 2021

### **Recognizing September 15 to October 15 as National Hispanic Heritage Month**

WHEREAS, during National Hispanic Heritage Month (September 15 to October 15) Scott County recognizes the contributions made and the important presence of Hispanic and Latino Americans and celebrates their heritage and culture, and

WHEREAS, Hispanics have had a profound and positive influence on Scott County through their strong commitment to family, faith, hard work, and service. They have enhanced and shaped our national character with centuries-old traditions that reflect the multiethnic and multicultural customs of their community, and

WHEREAS, Hispanic Heritage Month, whose roots go back to 1968, begins each year on September 15, the anniversary of independence of five Latin American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua, and

WHEREAS, the term Hispanic or Latino, refers to Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race, and

WHEREAS, the 2021 theme is "*Esperanza: a Celebration of Hispanic Heritage and Hope*". The theme invites us to reflect on how great our tomorrow can be if we hold onto our resilience and hope. It encourages us to reflect on all the contributions Hispanics have made in the past, and will continue to make in the future, and

WHEREAS, we share in this special annual tribute by celebrating the generations of Hispanic and Latino Americans who have positively influenced and enriched our county, our nation and our society.

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

- Section 1. That the Board of Supervisors does hereby recognize September 15 to October 15 as National Hispanic Heritage month.
- Section 2. This resolution shall take effect immediately.