

**ALAMEDA COUNTY  
BOARD OF SUPERVISORS'  
PROCUREMENT AND CONTRACTING POLICY COMMITTEE**

**Wednesday, November 29, 2023  
5:00 p.m.**

Location: **Board of Supervisors' Chamber – Room 512 – 5th Floor**  
County Administration Building  
1221 Oak Street, Oakland, CA 94612

**Supervisor Nate Miley, Chair  
Supervisor Elisa Márquez**

Staff: Melissa Wilk, Auditor-Controller  
Daniel Woldesenbet, Director, Public Works Agency  
Kimberly Gasaway, Director, General Services Agency  
Susan S. Muranishi, County Administrator

**Webinar:** <https://zoom.us/j/82411322972>

**Phone:** (877) 853-5257 (Toll Free)

**Webinar ID:** 975 3993 6565

The Procurement & Contracting Policy Committee welcomes you to its meetings and your interest is appreciated. The Committee allows in-person and remote observation and participation by members of the public at its meetings.

**IN-PERSON PARTICIPATION:** The meeting site is open to the public. All in-person participants must adhere to posted health and safety protocols while in the building. If attending in-person and you wish to speak on a matter, please fill out a speaker slip at the front of the Chambers and submit it to the Clerk as soon as possible. If you wish to speak on a matter not on the agenda, please wait until the Chair calls for public comment. NOTE: Only matters within the Board of Supervisors' jurisdiction may be addressed. Time limitations shall be at the discretion of the Chair.

**REMOTE/TELECONFERENCE PARTICIPATION:** Members of the public may observe and participate in meetings remotely via teleconference by following the instructions in the TELECONFERENCE GUIDELINES posted on-line at:

[https://www.acgov.org/board/bos\\_calendar/documents/TeleconferencingGuidelines\\_Pro\\_Con\\_1\\_23\\_32I.pdf](https://www.acgov.org/board/bos_calendar/documents/TeleconferencingGuidelines_Pro_Con_1_23_32I.pdf)

Pursuant to Board Policy: (1) Signs that obstruct the view of meeting attendees are prohibited during Board meetings; (2) Demonstrations that disrupt the meeting are prohibited. If you have questions regarding the agenda, please call the Clerk of the Board's Office at (510) 208-4949.

If you require the use of an assisted listening device, please ask the Clerk. If you require a reasonable modification or accommodation for a disability, please contact the Clerk of the Board by 5:00 p.m. 72 hours prior to the meeting date at [CBS@acgov.org](mailto:CBS@acgov.org) or call (510) 208-4949 or (510) 834-6754 (TDD). The Board of Supervisors' meetings are wheelchair accessible. If you require language interpretation services, please contact the Clerk of the Board, by 5:00 p.m. 72 hours prior to the meeting date.

The agenda, reports and supporting documents are available for public inspection online at <https://bos.acgov.org/broadcast/> and in the Clerk of the Board's Office. Writings that are public records relating to an open session item on the agenda that are distributed to all or a majority of the Committee, less than 72 hours prior to the meeting or during the meeting, are made available for public inspection at the meeting if prepared by the County, or after the meeting if prepared by some other person. Documents are available for public inspection at the Clerk of the Board Office 1221 Oak St., Suite 536, Oakland, CA 94612 during normal business hours.

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**AGENDA**

- I. General Services Agency Quarterly Contracting and Outreach Report, GSA, Building Maintenance Department Update on Informal Procurement**  
Jennifer Chan, Chief Deputy of Administration, General Services Agency  
[Attachment](#)  
[Attachment](#)  
[Attachment](#)
- II. Auditor-Controller Quarterly Procurement Report**  
Auditor-Controller Agency  
[Attachment](#)
- III. Review Calendar/Tentative Meeting Schedule for 2024**

**PUBLIC COMMENT**

*Committee agendas are available via Internet at: <https://www.acgov.org>*