

SECTION 15: BID/PROPOSAL PROTEST DISPUTE COMMITTEE

15.0 Bid/Proposal Protest Dispute Committee

- 15.0.1 A Dispute Committee shall be responsible for conducting an informal hearing with the protesting contractor/vendor/firm.
- 15.0.2 For a formal bid/quote/proposal, the Dispute Committee members will be the Procurement Director or designee as permanent chairman; a representative from the County Manager's Office; and a department director/division director, appointed by the Chairman.
- 15.0.3 The Fleet Director, Solid Waste Director, Transit Director or his/her designee may serve as a Dispute Committee member in place of the department/division director when rolling or motorized equipment is to be purchased, or when the quote pertains to Fleet Management, Solid Waste, Transit.
- 15.0.4 The County Attorney or designee shall attend these informal hearings to provide legal counsel, but shall not be a voting member.
- 15.0.5 The Procurement Director or designee may reject a Formal Quotation that has been reviewed by the Dispute Committee and has been recommended for rejection so long as a bond (not including bonds submitted with a formal written Protest) was not required.
- 15.0.6 The Procurement Director or designee may return protest bonds for protests that are either resolved or withdrawn prior to presentation to the Board of County Commissioners.

15.1 Protests Involving Grant Funding

- 15.1.1 If required by the grant document, it shall be the responsibility of the requesting department or division to notify the grant source immediately of any grant funding involved in a project for which a Notice of Intent to File a Protest is received.