

FY 2009-10 Capital Purchasing Freeze Policy (C-49-09-004-6-03)

All procurements, including those made with the P-Card or any other procurement mechanisms, which meet any of the following, will be subject to a freeze:

- Non-Capital Equipment (Object Code 804)
- Furniture (All applicable Object Codes)
- Computers, servers, printers, monitors, peripherals and other like items including the Desktop Refresh, Laptop Refresh and all other items covered under the Technology Financing Program, (All applicable Object Codes)
- Capital Equipment not purchased as part of an approved Major Maintenance or Capital Improvement Project (All applicable Object Codes)

This freeze applies to all funds and will be in effect until the end of the fiscal year.

There will be NO EXEMPTION PROCESS. However, if a purchase affects the health or safety of Maricopa County citizens, or is deemed necessary, the elected office, department or agency will contact the Office of Management and Budget (OMB). In collaboration with the requesting elected office, department or agency, OMB will make a determination whether the purchase is appropriate. If OMB and the elected office, department or agency are in disagreement, the elected office, department or agency may appeal the decision to the County Manager. If still unresolved, the elected office, department or agency may bring the item to the BOS on an agenda.