

# County of Santa Clara

Office of the County Executive


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## MEMORANDUM

Date: October 27, 2020

To: Honorable Board of Supervisors  
Jeffrey V. Smith, M.D., J.D., County Executive  
Megan Doyle, Clerk of the Board of Supervisors

From: Gene Clark, CPPO, C.P.M., Chief Procurement Officer 

Subject: Request for Extension on Referral from the Board of Supervisors, August 17, 2020  
(Item No. 16)

On August 17, 2020 (Item No. 16), the Board of Supervisors approved a referral from President Chavez requesting Administration to report back in October or November of 2020 on the transition of the Office of Countywide Contracting Management (OCCM) to the Procurement Department, including the role of OCCM in its restructuring.

Due to the need for further executive review and discussion on Administration's response to this referral, the County Executive's Office requests an extension to December 8, 2020.

cc: Chiefs of Staff to the Honorable Board of Supervisors  
Miguel Márquez, M.P.P., J.D., Chief Operating Officer  
James R. Williams, County Counsel  
Erica Kelly, Principal Budget and Public Policy Analyst  
Michael Fogelstrom, Principal County Contracting Policy Analyst