

**COUNTY OF RIVERSIDE, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

<b><u>Subject:</u></b>	<b><u>Policy Number</u></b>	<b><u>Page</u></b>
<b>COUNTY DEPARTMENT PROCESSING OF AGREEMENT OR LEASE WITH A PRIVATE PARTY WHICH INCLUDES FORMAL OPTIONS THAT MAY BE EXERCISED</b>	<b>B-7</b>	<b>1 of 1</b>

**Policy:**

Whenever a county department is processing an agreement or lease that includes an option with a private party that may or may not be exercised by the county, the department is required to present such a proposal to the Board of Supervisors through the Executive Officer a minimum of 30 days prior to required final action.

This policy is intended to cover such items as follows:

1. All purchases of major equipment in which any "buy back" option was included as an integral part of the bid by which the vendor was selected.
2. All leases of capital equipment involving option to purchase where the final purchase amount is more than \$5,000.

In every case the background of the purchase, the facts regarding the exercising of the option, and the department's recommendation concerning the exercising of the option will be placed on the Board agenda under the aforementioned 30 day lead time required by this policy.

**Reference:**

Minute Order dated 04/26/77  
Minute Order dated 01/24/78  
Minute Order 3.3 of 04/10/07