

STATE OF SOUTH CAROLINA
State Budget and Control Board
OFFICE OF EXECUTIVE DIRECTOR

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FRANK W. FUSCO
EXECUTIVE DIRECTOR

1201 MAIN STREET, SUITE 600
COLUMBIA, SOUTH CAROLINA 29201
(803) 734-1261

To: Delbert H. Singleton, Jr., Director, Procurement Services Division
Tom Lucht, Director, Division of State Information Technology
M. Richbourg Roberson, Director, General Services Division
Michael B. Spicer, Chief Procurement Officer, Information Technology
R. Voight Shealy, Chief Procurement Officer, Goods & Services
John St. C. White, Chief Procurement Officer, Construction
Carol P. Routh, Capital Budgeting, Office of State Budget

From: Frank W. Fusco

Re: Designation of Board Offices and Board Officers Pursuant to Section 11-35-540(5)

Date: January 12, 2010

Section 11-35-310(37) defines the phrases "Designated board office" and "Designated board officer" as "the office or officer designated in accordance with Section 11-35-540(5)." Section 11-35-540 requires the Board's Executive Director to designate in writing the appropriate officer or office of the Board to fulfill a number of statutory roles identified in the Consolidated Procurement Code.

(5) For every reference in this code to a 'designated board office', the chief executive officer of the board shall designate the office or other subdivision of the board that is responsible for the referenced statutory role. For every reference in this code to a 'designated board officer', the chief executive officer of the board shall designate the board officer or other board position that is responsible for the referenced statutory role. More than one office or officer may be designated for any referenced statutory role. All designations pursuant to this subparagraph must be submitted in writing to the chief procurement officers."

Accordingly, I designate the following offices and officials to fulfill the roles stated. The parenthetical descriptions appearing after section numbers below are non-substantive additions, included only as an internal reference.

I designate the **Procurement Services Division** as the Board Office for purposes of the following sections of the Consolidated Procurement Code:

1. 11-35-1520(3) [SCBO & approving central electronic advertising]
2. 11-35-1550 [SCBO & approving central electronic advertising]

I designate the **Materials Management Office (MMO)** as the Board Office for purposes of the following sections of the Consolidated Procurement Code:

1. 11-35-1210(1) [reviewing & certifying internal procurement operation and recommending certification levels], provided that MMO shall consult with the appropriate chief

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procurement officer prior to recommending to the board those dollar limits for the respective governmental body's procurement certification.

2. 11-35-1230 [auditing]
3. 11-35-1560(C) [recommendation for suspension of sole source authority]

I designate the **Division of General Services** as the Board Office for purposes of the following sections of the Consolidated Procurement Code:

1. 11-35-3820 [surplus property]
2. 11-35-3850 [sales of junk]

As provided in Section 11-35-310(5), the phrase "**Chief Procurement Officer**" is defined to mean "(a) the management officer for information technology, (b) the state engineer for areas of construction, architectural and engineering, construction management, and land surveying services, and (c) the materials management officer for all other procurements." For their respective areas of authority, I designate the appropriate chief procurement officer as the Board officers for purposes of the following sections of the Consolidated Procurement Code and the Procurement Regulations:

1. 11-35-710 [recommending exemptions]
2. 11-35-1560 [sole source violation]
3. 11-35-2030(4) [approving seven year contracts]
4. 19-445.2152(B)(1) [modifications to Standard Equipment Agreement]

I designate the **Executive Director** of the Budget and Control Board as board officer for purposes of the following Procurement Regulation:

1. 19-445.2020(A)(4) [audit results regarding central purchasing offices]

I designate the **Division of State Information Technology** as the Board Office, and the Director of the Division of State Information Technology as the Board Officer, for purposes of the following Procurement Regulation:

1. 19-445.2115(B) [master plan for Information Technology procurements]

I designate the **Capital Budgeting** section of the Office of State Budget as the Board Office for purposes of the following Procurement Regulation:

1. 19-445.2145(F) [preparation of Manual for Planning & Execution of State Permanent Improvement Projects, Part I]



Frank W. Fusco