



Office of Administrative Services

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Office of Financial Management
Claire J. Hauge, Director

OFM
Claire J. Hauge
Director

Kathy Sauer
System Administrator

RISK MANAGEMENT
Clyde Carpenter
Risk Manager

January 2, 2009

Re: Your Inquiry: Request for Vendor Registration

Thank you for your interest in doing business with Cowlitz County and your inquiry regarding our vendor list.

Purchasing in Cowlitz County is currently decentralized, however my office assists other departments with their purchases and projects from the financing aspect and my office provides guidance to departments to ensure compliance with Washington State bid laws and our County policies. We do not currently maintain an active vendor list. Rather, we seek quotations or bid items individually as the need arises. We also utilize contracts from the State of Washington and other jurisdictions as allowed by law.

We are reviewing our purchasing policies and procedures and hope to complete the project soon. This revision may change the way we do business.

Again, thank you for your interest in doing business with Cowlitz County.

Sincerely,

Claire J. Hauge

Claire J. Hauge
OFM Director