

## **No Retroactive Contracts or Unauthorized Cost Overruns**

County departments are responsible for ensuring that there are no retroactive purchase orders or agreements. This means that Contractors do not start work or ship material prior to the issuance or commencement of the term of the agreement or purchase order. In no event shall Contractor be entitled to compensation exceeding the total authorized amount unless the Board of Supervisors or the County's authorized agent amends the contract or purchase order in writing.

If a County department requests the Contractor to perform services that will exceed the approved contract amount, scope of work or contract date(s), the Contractor should not comply without a written amendment. This amendment must be issued and approved by an authorized agent for the County.