



FEDERAL - PROTEST APPEAL PROCEDURE

1. The County's procedures will be used to resolve protest appeals; information regarding the protest shall be disclosed to the federal funding agency and the state.
2. A protestor must exhaust all administrative remedies at the County level before pursuing a protest with the federal funding agency. Only parties with a financial interest which are adversely affected by the County's decision on the initial protest may file a protest appeal with the federal funding agency.
3. The federal funding agency will not substitute its judgment for that of the County's unless the matter is primarily a federal concern. Reviews by the federal funding agency will be limited to the violations described in the solicitation documents. Violations of law will be referred to the appropriate local or state authority.
4. Protest appeals must be filed with the cognizant the federal funding agency regional or Headquarters Office within five (5) working days of the date the protester knew or should have known of the violation. A protest appeal must:
 - (a) Be a written complaint regarding the County's determination of a protest appeal;
 - (b) Include a copy of the County's determination of the protest; and
 - (c) State the basis for the appeal.
5. The party filing the protest appeal must concurrently transmit a copy of all protest documents and any attachments to all other financially interested parties, which may be adversely affected by the determination of the protest appeal.