

BP 6340 Bids and Contracts

Reference:

Education Code Section 81641, et seq.;
Public Contracts Code Sections 20650, et seq.
Government Code Section 53060;
ACCJC Accreditation Standard III.D.16;
WASC/ACS Criterion 8, Indicators 8.2 and 8.3;
2 Code of Federal Regulations Part 200.318

- 1.0 The Board delegates to the Vice Chancellor, Finance & Facilities, or District Director, Purchasing the authority to enter into contracts on behalf of the District and to establish administrative procedures for contract awards and management, subject to the following:
 - 1.1 Contracts are not enforceable obligations until they are ratified by the Board.
 - 1.2 Contracts for work to be done, services to be performed or for goods, equipment or supplies to be furnished or sold to the District that exceed the amounts specified in Public Contracts Code Section 20651 shall require prior approval by the Board.
 - 1.3 When bids are required according to Public Contracts Code Section 20651, the Board shall award each such contract to the lowest responsive, responsible bidder who meets the specifications published by the District and who shall give such security as the Board requires, or reject all bids.
- 2.0 In addition, positions included under Board Policy 6150, Designation of Authorized Signatures, have been authorized to enter into agreements with certain restrictions.
- 3.0 If the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, concludes that the best interests of the District will be served by pre-qualification of bidders in accordance with Public Contracts Code Section 20651.5, pre-qualification may be conducted in accordance with procedures that provide for a uniform system of rating on the basis of a questionnaire and financial statements.
- 4.0 If the best interests of the District will be served by a contract, lease, requisition, or purchase order through any other public corporation or agency in accordance with Public Contracts Code Section 20652, the Vice Chancellor, Finance & Facilities, is authorized to proceed with a contract.

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