



BP 6340

CONTRACTS

References:

Education Code Sections 81641 et seq.;

Public Contract Code Sections 20650 et seq. and 22000 et seq.;

Government Code Section 53060;

ACCJC Accreditation Standard III.D.16;

2 Code of Federal Regulations Part 200.318

The Board of Trustees delegates to the Superintendent/President 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:

- Contracts are not enforceable obligations until they are ratified by the Board. Contracts entered into on behalf of the District by the Superintendent/President requiring an expenditure of \$10,000 or less are deemed ratified under this policy.
- 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 Contract Code Section 20651 shall require prior approval by the Board.
- When bids are required according to Public Contracts Code Section 20651, the Board shall award each such contract to the lowest responsible bidder who meets the specifications published by the District and who shall give such security as the Board requires, or rejects all bids.

The above limitations shall not apply to contracts for public projects falling within the limits for informal bidding under the Uniform Public Construction Accounting Act.

If the Superintendent/President concludes that the best interests of the District will be served by pre-qualification of bidders in accordance with Public Contract 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.

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 Contract Code Section 20652, the Superintendent/President is authorized to proceed with such an agreement or contract.

Also see BP/AP 6540 Insurance.

Date Adopted: February 25, 2016

Legal Update #26: April 2015

Legal Update #29: October 2016

Reviewed/Readopted: May 14, 2020