

## Chapter 6 – Business and Fiscal Affairs

### BP 6340 Contracts

#### References:

Education Code Sections 81641 et seq.; Public Contracts Code Sections 20650 et seq.

The Board of Trustees delegates to the College President/CEO the authority to enter into contracts on behalf of the College and to establish administrative procedures for contract awards and management, subject to the following:

- Contracts are not enforceable obligations until the Board of Trustees approves them.
- Contracts for work to be done, services to be performed or for goods, equipment, or supplies to be furnished or sold to the College that exceed the amounts specified in Public Contracts Code Section 20651 shall require prior approval by the Board of Trustees.
- When bids are required according to Public Contracts Code Section 20651, the Board of Trustees shall award each such contract to the lowest responsible bidder who meets the specifications published by the College and who shall give such security as the Board of Trustees requires or rejects all bids.

If the College President/CEO in consultation with the Chief Fiscal Officer concludes that the best interests of the College 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.

If the best interests of the College 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 College President/CEO or his/her designee is authorized to proceed with a contract.

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