

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

SUBJECT: Bids

In order to ensure transparency and the prudent expenditure of public funds, the County Office of Education shall award contracts in an objective manner and in accordance with law. County Office of Education equipment, supplies, and services shall be purchased using competitive bidding when required by law or if the County Office of Education determines that it is in the best interest of the County Office of Education to do so.

(cf. 0410.3 - Nondiscrimination in Programs and Activities)

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

When the County Office of Education has determined that it is in the best interest of the County Office of Education, it may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

Bid specifications shall be carefully designed and shall describe in detail the quality, delivery, and service required.

To assist the County Office of Education in determining whether bidders are responsible, the County Office of Education may require prequalification procedures as allowed by law and specified in administrative regulation.

(cf. 9270 - Conflict of Interest)

Legal Reference:

EDUCATION CODE

17595 Purchases through Department of General Services

38083 Purchase of perishable foodstuffs and seasonable commodities

38110-38120 Apparatus and supplies

39802 Transportation services

GOVERNMENT CODE

4330-4334 Preference for California-made materials

6252 Definition of public record

53060 Special services and advice

54201-54205 Purchase of supplies and equipment by local agencies

PUBLIC CONTRACT CODE

1102 Emergencies

2001-2001 Responsive bidders

3400 Bids, specifications by brand or trade name not permitted

3410 United States produce and processed foods
6610 Bid visits
12200 Definitions, recycled goods, materials and supplies
20103.8 Award of contracts
20107 Bidder's security
20111-20118.4 Contracting by school districts
20189 Bidder's security, earthquake relief
22002 Definition of public project
22030-22045 Alternative procedures for public projects (UPCCAA)
22050 Alternative emergency procedures
22152 Recycled product procurement

COURT DECISIONS

Marshall v. Pasadena USD, (2004) 119 Cal.App.4th 1241
Konica Business Machines v. Regents of the University of California, (1988) 206
Cal.App.3d 449
City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court,
(1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 1 (2006)

Management Resources:

WEB SITES

CSBA: [http:// www.csba.org](http://www.csba.org)

California Association of School Business Officials: <http://www.casbo.org>