

Policy 3311: Bids

Status: DRAFT

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The Governing Board is committed ~~in order~~ to promoting public accountability ~~ensure transparency~~ and ensuring the prudent use of public funds. When leasing, purchasing, or contracting for equipment, materials, supplies, or services for the district, including when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, ~~the Governing Board shall award contracts in an objective manner and in accordance with law. District equipment, supplies, and services shall be purchased using competitive bidding when required by law~~ or if the Board determines that it is in the best interest of the district, such contracts shall be made using competitive bidding.

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 20116)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

For award of contracts which, by law or Board policy, require prequalification, the procedures shall identify a uniform system for rating bidders on the basis of a completed questionnaire and financial statements.

When calling for bids, the Superintendent or designee shall ensure that the bid specifications clearly describe in appropriate detail the quality, delivery, and service required and include all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

Except as authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

to do so.

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase any personal property ~~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 district in determining whether bidders are responsible, the Board may require prequalification procedures as allowed by law and specified in administrative regulation.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

Description

Bus. Code 7056	General engineering contractor - https://simbli.eboardsolutions.com/SU/UHmlUE01hRVZsodCzgS0Xw==
Bus. Code 7057	General building contractor - https://simbli.eboardsolutions.com/SU/Se6GMF7ljkntdgH8D88Z7Q==
CCP. 446	Verification of pleadings - https://simbli.eboardsolutions.com/SU/aclh447tS4SzYXBxMslshxiag==
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act - https://simbli.eboardsolutions.com/SU/fu4PsUtUAb4qYYOY9breHg==
Ed. Code 17250.10-17250.55	Design-build contracts - https://simbli.eboardsolutions.com/SU/KyAwX1K9LOug3Oc4uUy4Rw==
Ed. Code 17406	Lease-leaseback contract
Ed. Code 17595	Purchase of supplies through Department of General Services

Ed. Code 17602	Purchase of surplus property from federal agencies
Ed. Code 38083	Purchase of perishable foodstuffs and seasonal commodities
Ed. Code 38110-38120	Apparatus and supplies
Ed. Code 39802	Transportation services
Gov. Code 4217.10-4217.18	Energy conservation contracts
Gov. Code 4330-4334	California made materials
Gov. Code 53060	Special services and advice
Gov. Code 54201-54205	Purchase of supplies and equipment by local agencies
Gov. Code 6252	Definition of public record
Pub. Cont. Code 1102	Definition of emergency
Pub. Cont. Code 1103	Definition, responsible bidder
Pub. Cont. Code 12200	Definitions, recycled goods, materials and supplies
Pub. Cont. Code 2000-2002	Responsive bidders
Pub. Cont. Code 20101-20103.7	Public construction projects, requirements for bidding
Pub. Cont. Code 20103.8	Award of contracts
Pub. Cont. Code 20110-20118.4	Local Agency Public Construction Act; school districts
Pub. Cont. Code 20189	Bidder's security, earthquake relief
Pub. Cont. Code 22000-22045	Alternative procedures for public projects (UPCCAA)
Pub. Cont. Code 22152	Recycled product procurement
Pub. Cont. Code 3000-3010	Roofing projects
Pub. Cont. Code 3400	Bid specifications
Pub. Cont. Code 3410	U.S. produce and processed foods
Pub. Cont. Code 4113	Prime contractor; subcontractor
Pub. Cont. Code 6610	Bid visits

Management Resources References

Description

Attorney General Opinion	89 Ops.Cal.Atty.Gen. 1 (2006)
Court Decision	City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861
Court Decision	Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425
Court Decision	Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449
Court Decision	Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739
Court Decision	Marshall v. Pasadena Unified School District, (2004) 119 Cal.App.4th 1241
Website	California Department of General Services - https://simbli.eboardsolutions.com/SU/B5plusioNPtiLVplusM3zkWI4AMA==
Website	CSBA - https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==
Website	California Department of Education - https://simbli.eboardsolutions.com/SU/os2jq5DcA2RawmY2VZ5FZQ==
Website	California Association of School Business Officials - https://simbli.eboardsolutions.com/SU/vplusVmEFNjoJhGgV6PRTIb0g==

Cross References**Description**

0410	Nondiscrimination In District Programs And Activities - https://simbli.eboardsolutions.com/SU/FnDZ7yHITUVLmcPBwcYa4w==
1113-E(1)	District And School Web Sites - https://simbli.eboardsolutions.com/SU/oJaE6pBfeb1TIUhdhbljHA==
1113	District And School Web Sites - https://simbli.eboardsolutions.com/SU/BzLslshM03JGp7plus8dzh1Fzc4Q==
1113	District And School Web Sites - https://simbli.eboardsolutions.com/SU/LkplusM8wFuCJcC9T99n32Hnw==
1113-E PDF(1)	District And School Web Sites - https://simbli.eboardsolutions.com/SU/fCje9zCXa1OFcXTUBQYRhw==
1340	Access To District Records - https://simbli.eboardsolutions.com/SU/ilradJh510f82Bjhbu4vRw==
1340	Access To District Records - https://simbli.eboardsolutions.com/SU/zrxxplusFTeTpg8XDnadUSa6Q==
3000	Concepts And Roles - https://simbli.eboardsolutions.com/SU/esslshyk4e9OagAbEwiPdf8A==
3230	Federal Grant Funds - https://simbli.eboardsolutions.com/SU/U7QTeU9Soli935xKxaXdplusQ==
3230	Federal Grant Funds - https://simbli.eboardsolutions.com/SU/Oh3eMwsYd7zIFD5OxF2rsg==
3270	Sale And Disposal Of Books, Equipment And Supplies - https://simbli.eboardsolutions.com/SU/0XNogGb3Aq9xGo5Rc3KNhA==
3270	Sale And Disposal Of Books, Equipment And Supplies - https://simbli.eboardsolutions.com/SU/3slshLplusKN5UgMFLtsue2JJYA==
3300	Expenditures And Purchases - https://simbli.eboardsolutions.com/SU/yYy1CH64rF6t4GfplusXglZzA==
3311.2	Lease-Leaseback Contracts - https://simbli.eboardsolutions.com/SU/SRMO1ei7iuZfByZF9RVZ4A==
3311.3	Design-Build Contracts - https://simbli.eboardsolutions.com/SU/bVRqQXnHdSHcv1HR6rA5TA==
3311.4	Procurement Of Technological Equipment - https://simbli.eboardsolutions.com/SU/oDXClhuywC1YhslshpBhCIRA==
3312	Contracts - https://simbli.eboardsolutions.com/SU/RtEPentWF4fC8KdSsZuiQQ==
3314	Payment For Goods And Services - https://simbli.eboardsolutions.com/SU/Pr4pf5kxgLXNKgAAAdNO7TA==
3314	Payment For Goods And Services - https://simbli.eboardsolutions.com/SU/iTys97FDc5VwffDz6qD5lg==
3510	Green School Operations - https://simbli.eboardsolutions.com/SU/NlebfJASlsh6KWNOQf1BsiaMQ==
3511	Energy And Water Management - https://simbli.eboardsolutions.com/SU/39H2M5i3Hc5V4lxUohqBFw==
3511	Energy And Water Management - https://simbli.eboardsolutions.com/SU/vHQbrL1bTL0xplusplusUlnUcDg==
3511.1	Integrated Waste Management - https://simbli.eboardsolutions.com/SU/EK1OvO59BzRcFA3hziU4pQ==
3511.1	Integrated Waste Management - https://simbli.eboardsolutions.com/SU/2HAJNftLDLKLvtlo4XdJAQ==

3512 Equipment -
<https://simbli.eboardsolutions.com/SU/r1rNkRaXyrj10VEAVGfslsh9g==>

3512-E PDF(1) Equipment -
<https://simbli.eboardsolutions.com/SU/6RcqkwFE4ATq4nsbPZZJJg==>

3517 Facilities Inspection -
<https://simbli.eboardsolutions.com/SU/85D2qpT9jRbOpokE81PiJA==>

3517 Facilities Inspection -
<https://simbli.eboardsolutions.com/SU/gFYPsajKEc6slshnR6IFRM1OA==>

3540 Transportation -
<https://simbli.eboardsolutions.com/SU/oHIB8FMU3wvBplusClxqkkoGg==>

3540 Transportation -
<https://simbli.eboardsolutions.com/SU/pjEuL7zEoSZe6Exf5UeCpQ==>

3551 Food Service Operations/Cafeteria Fund -
<https://simbli.eboardsolutions.com/SU/feOBwF29EWP3R67R3tA3wg==>

3551 Food Service Operations/Cafeteria Fund -
<https://simbli.eboardsolutions.com/SU/1c07dPkdG8pslshipcj0cwWpg==>

3580 District Records -
<https://simbli.eboardsolutions.com/SU/slshum9iqFSJwslshMnliyP5FuWQ==>

3600 Consultants -
<https://simbli.eboardsolutions.com/SU/19Y2YhOrjiSGxS8QOUWGnA==>

6161.1 Selection And Evaluation Of Instructional Materials -
<https://simbli.eboardsolutions.com/SU/GmQp0w7DhRvK1m3vP0cXFw==>

6161.1 Selection And Evaluation Of Instructional Materials -
<https://simbli.eboardsolutions.com/SU/36O7I0MprITMVXSH2aUCslshA==>

6161.1-E PDF(1) Selection And Evaluation Of Instructional Materials -
<https://simbli.eboardsolutions.com/SU/b9DR42M1EdCANrzwKB7O8g==>

6161.11 Supplementary Instructional Materials -
<https://simbli.eboardsolutions.com/SU/kWJW4zRMF1hY1pHypTRx0g==>

6163.1 Library Media Centers -
<https://simbli.eboardsolutions.com/SU/lwXB8c8GOCzKnQd9nEugsg==>

7000 Concepts And Roles -
<https://simbli.eboardsolutions.com/SU/07KE8slshwQslshJkrLHRsaM1fFQ==>

7140 Architectural And Engineering Services -
<https://simbli.eboardsolutions.com/SU/DkQOWrUIJwkFf2h3Gaw1ew==>

7140 Architectural And Engineering Services -
<https://simbli.eboardsolutions.com/SU/q00ubQVXZM722nswfQpOZw==>

9270-E PDF(1) Conflict Of Interest -
<https://simbli.eboardsolutions.com/SU/YARn4x3ogplqErh63MXQNg==>

9270 Conflict Of Interest -
<https://simbli.eboardsolutions.com/SU/E4fcgnfSOiHslshULRaL0A3fA==>

9320 Meetings And Notices -
<https://simbli.eboardsolutions.com/SU/OxDNy6bT6iJslshUjLW43u4bg==>

9323.2-E PDF(1) Actions By The Board -
<https://simbli.eboardsolutions.com/SU/OBmCx0euH7NprbtSkVpEqQ==>

9323.2-E PDF(2) Actions By The Board -
<https://simbli.eboardsolutions.com/SU/mCzU1RyobzBhaXuplodW0Q==>

9323.2 Actions By The Board -
<https://simbli.eboardsolutions.com/SU/0lplus42Ric0ikCvuN5KkoAFQ==>