

EXPENDITURES AND PURCHASES

Expenditures for Supplies, Services and Equipment - General

The Monterey County Board of Education (County Board) recognizes that the Monterey County Office of Education (MCOE) has a business as well as an educational function. The County Superintendent of Schools (County Superintendent) is responsible for the development of efficient and economical business procedures.

Ownership of supplies, services, and equipment purchased shall be in the name of the Office of the Monterey County Superintendent of Schools.

Purchasing Function

After the adoption of the final budget, such adoption shall constitute the County Superintendent's authorization to proceed, within the availability of total funds, with the procurement of items necessary for the operation of MCOE.

Bids and Quotations

In all cases bids concerning real property or public works whose title is vested in the County Board, the County Superintendent shall be the sole judge of quality and services. No employee shall split the cost of any bid in such a way as to circumvent the bid process required by law. The award for formal bids will be made to the lowest responsible bidder whose bid is in accordance with the conditions and specifications thereof. The right will be reserved to reject any and all bids or to waive any irregularity or informality in bids and to accept or reject any item therein. In the case of identical bids, preference will be given to firms having places of business in the county.

Exception to the procedures described above shall be made in the case of emergency work when repairs, alterations or improvements are necessary to permit the continuance of existing school classes or to avoid danger to life or property.

Public project services of \$15,000 or more shall be supported by information in a bid file consisting of original copies of actual bids.

Legal Reference:

EDUCATION CODE

- 1042 Additional powers of county board*
- 1602 Use of the county school service fund*
- 1605 Title to, and jurisdiction over fund and property*

EXPENDITURES AND PURCHASES (continued)

BP 3300

GOVERNMENT CODE

4330-4334 California made materials

PUBLIC CONTRACT CODE

20111-20118.4 Contracts for construction and award to lowest responsible bidder

Adopted: 5/2/90

Revised: 12/14/83; 1/22/90; 1/20/93; 1996; 7/99; 04/05/17