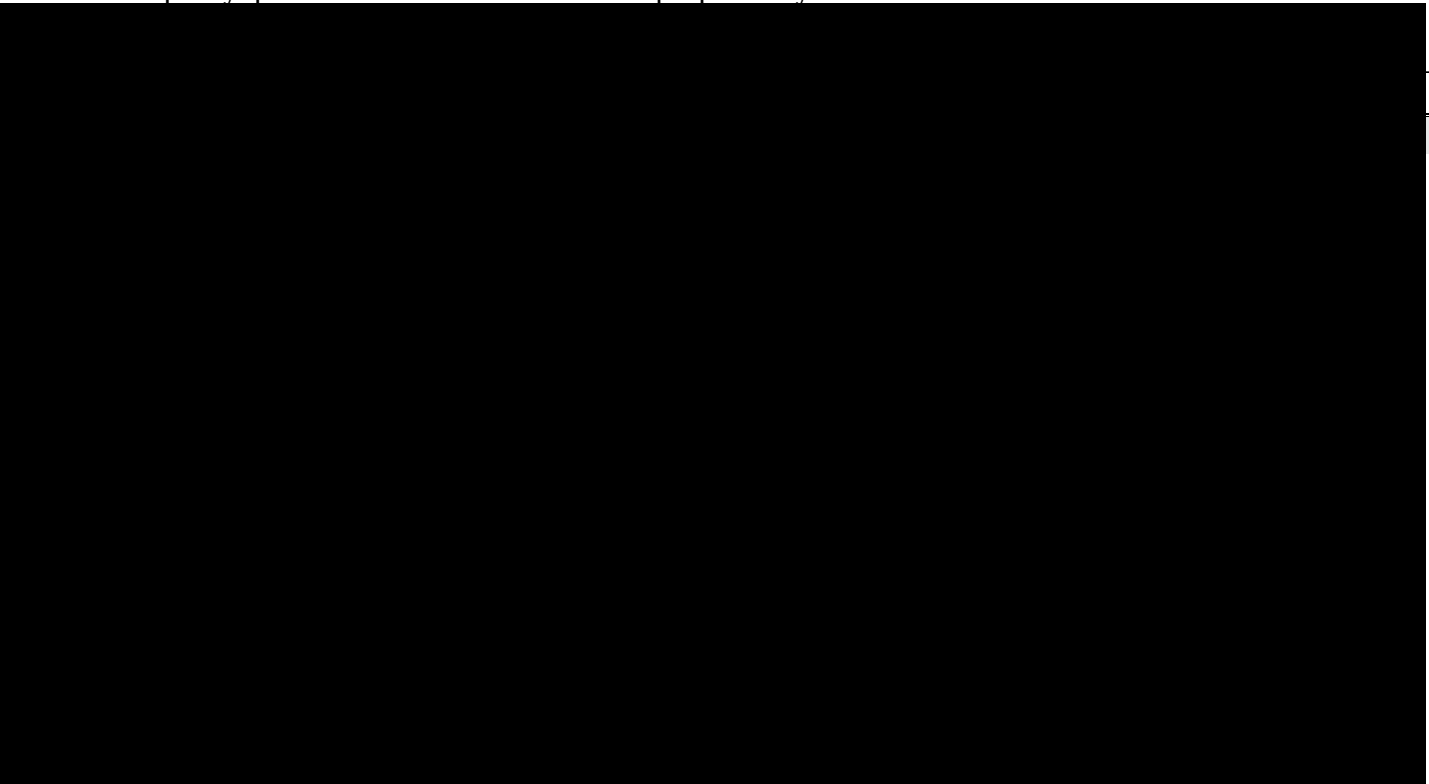


Revised Replaces existing policy/procedure:

New policy/procedure or revisions initiated/proposed by: *Administrative Services*



Purchase without Advertising or Bids

The Chief Business Officer is authorized to make purchases from firms holding county contracts without calling for bids where it appears advantageous to do so.

The Chief Business Officer may, without advertising for bids within the same county or district, purchase or lease from other public agencies materials or services by authorization of contract or purchase order.

The Chief Business Officer may make purchases through the State of California Cooperative Purchasing Program operated by the Department of General Services.

Duration of Continuing Contracts for Services and Supplies

Continuing contracts for work or services furnished to the district are not to exceed three years. ply anping-1(p)61 Sernp1 St57(e)6(2(np1()10(p) re f l scn 480.p4(e)-1(a)-7(i)ws)]TJC)-7 (ne)3

Kindergarten University Public Education Bond A Projects

For projects funded by 2002, 2004 or 2006 Bond Funds, the Chief Business Officer will initiate and enforce, or contract with a third party to initiate and enforce, a labor compliance program for that project under Labor Code 1771.7. The program include:

- x Appropriate language concerning the wage requirements of Labor Code 1720 et seq. in all bid invitations and public works contracts.
- x A prejob conference with the contractor and subcontractors to discuss applicable federal and state labor law requirements.
- x Project contractors and subcontractors shall be required to maintain and, at designated times, furnish certified copies of weekly payroll containing a statement of compliance signed under penalty of perjury.
- x The District shall review, and if appropriate audit the payroll records of the employees of the contractor and/or subcontractor. The review and audit shall be conducted by the Chief Business Officer or designee or an independent third party, but not the third party with whom the District contracts to initiate and enforce a labor compliance program under Labor Code section 1771.7.
- x If an investigation establishes that an underpayment of wages has occurred, the District shall withhold any contract payments, equal to the amount of underpayment and any applicable penalties.
- x The Chief Business Officer shall transmit a written finding that the District has initiated and enforced, or has contracted with a third party to initiate and enforce the required labor compliance program to the Director of the Department of Industrial Relations, or any successor agency that is responsible for the oversight of employee wage and work hour laws.

See Board Policy 6340

Approved by Superintendent/President: _____

Suggested revisions from Academic Senate ~~RED~~

Suggested revisions from Administrative Services Council in BLUE