

**HARTNELL COMMUNITY COLLEGE DISTRICT
BOARD POLICY AND ADMINISTRATIVE PROCEDURE
ROUTING /TRACKING FORM**

Review and approval by the various college governance groups is requested: No Yes

Policy/Procedure #: AP 6370

Policy/Procedure Name Contracts-Agreements for Services

New Revised Replaces existing policy/procedure

New policy/procedure or revisions initiated/proposed | Administrative Services

Reason for new policy/procedure or revisions: Implement policy

Reviewing Group	Date	Approval/Comments
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Comments: Not approved

College Planning Council

Approved as presented
Approved with changes
Not approved

Comments:

Superintendent/President's
Executive Cabinet

Contracts for the services of persons who qualify as professional experts may be let without competitive bidding. Professional experts are persons specially qualified to provide services and advise in financial, economic, accounting, engineering, legal, or administrative matters. They must be specially trained, experienced, and competent to perform the services required. Compensation for special services and advice from professional experts may be paid from available funds in the amounts deemed proper for the services rendered.

To be an independent contractor, substantial conformtonvices requir4-houtusl14(v)l(r)4(m)re/dsutiuioosl140

Contractors are responsible for the satisfactory completion of a job or they may be legally obligated to compensate the hiring firm for failure to complete.

Consulting services contracts refer to all services that:

- Are of an advisory nature,
- Provide a recommended course of action or personal expertise,
- Have an end product which is basically a transmittal of information either written or verbal, and,
- Are obtained by awarding a procurement-