

Sierra College

ADMINISTRATIVE PROCEDURE

AP 6360

Contracts – Electronic Systems and Materials

Date Adopted:	11/09/2004
Date Revised:	04/24/2015
Date Reviewed:	04/24/2015
References:	Education Code Sections 81641 et seq., Public Contracts Code Section 20651 et seq.

The District may contract with any vendor who has submitted one of the three lowest responsible competitive proposals or competitive bids for the purchase or maintenance of electronic data processing systems and equipment, electronic telecommunication equipment, supporting software, and related material, goods and services.

Except, as otherwise stated here, bids shall be solicited and contracts shall be awarded in accordance with AP 6340.

Criteria to determine what constitutes a responsive bid shall be established by the Director of Finance.

Supplemental instructional software packages may be purchased without taking estimates or advertising for bids.

Sale and leaseback of data processing equipment or another major item of equipment is permissible if the purchaser agrees to lease the item back to the District for use by the District following the sale. The Board of Trustees shall first adopt a resolution finding that the sale or leaseback is the most economical means for providing electronic data processing equipment or other major items of equipment to the District.

See Board Policy 6340.