



# San Diego Community College District

City College · Mesa College · Miramar College · College of Continuing Education

## Board Policy

### Chapter 6 – Business and Financial Services

#### BP 6330 PURCHASING AND CONTRACT SERVICES

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The Chancellor is delegated the authority to purchase supplies, materials, apparatus, equipment and services as necessary to the legal and efficient operation of the District, and to enter into contracts on behalf of the District. Such authority will and shall be routinely delegated to the Executive Business Officer and the Purchasing Manager.

No such purchase shall exceed the amounts specified by Public Contract Code Section 20651 as amended from time to time.

All such transactions shall be ratified by the Board every 60 days.

As a matter of guidance, professional ethics, and general governance, Purchasing and Contract Services shall:

- Seek to provide to our faculty, staff, and students appropriate products and services at competitive prices, in a timely fashion, with efficiency and good service, in a legal and professional manner, adhering to all required code and policy.
- Create and encourage effective working relationships with all individuals, departments, campuses, and the business community.
- Facilitate service, and support policies, procedures and systems which promote ease and efficiency.
- Encourage and facilitate the participation of minority; women; Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual+ (LGBTQIA+); and disabled veteran business enterprises in the procurement and contracting processes of goods, services, and labor on a competitive basis.

**References:** Ed. Code Section 71022 and 81656  
Public Contract Code Section 10115, 20650 and 20651

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**Adopted:** 8/28/08

**Revised:** 8/31/23, 11/13/25

*(Replaces current SDCCD BP 6330 and BP 6350)*

See Related Administrative Procedures: