



**Reference: *Education Code Sections 81641 et seq., and 81651;*  
*Public Contract Code Sections 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.

The Vice Chancellor of Business Services or his/her designee may make purchases through the State of California Cooperative Purchasing Program operated by the Department of General Services or any other cooperative purchasing agency or organization open to State of California agencies or special districts, and the State of California Community College System.

Except as otherwise stated here, bids shall be solicited and contracts shall be awarded in accordance with Administrative Procedure 6340, Bids and Contracts.

Criteria to determine what constitutes a responsive bid shall be established by the Vice Chancellor of Business Services.

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 Governing Board 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.

Approval: 10/25/11