

Collin County Community College District Board of Trustees

2016-5-2-3

May 24, 2016

H. Neil Matkin
District President

TITLE: First reading of Revised Board (Local) Policy CF:
Purchasing and Acquisition

DISCUSSION: Proposed changes to Local Board Policy CF:

- Raises the threshold for board approval of annual spend or contract amount from \$25,000 to \$50,000; and,
- Adds a general policy statement that the goal of the purchasing process and Board approval is to secure the lowest responsible bid that represents the best value to the College and requires the College to strictly comply with state law governing the purchase of goods or services; and,
- Adds policy sections that describe the process to be followed for competitive bidding, competitive sealed proposals, and electronic bids; and,
- Adds contract, procurement card, and check request to the methods by which the College may make a purchase commitment and subjects any purchase commitment to budget availability; and,
- Adds an Equal Opportunity and non-discrimination statement; and,
- Adds a requirement that each corporation vendor certify that franchise taxes payable to the State of Texas are paid current.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the proposed changes to Local Policy CF: Purchasing and Acquisition

SUGGESTED MOTION: This being a first reading of Local Policy CAK, no action is required.