

## **PURCHASE POLICY**

~~Approved by Board of Directors 9/16/1997  
Amended by Board of Directors 1/16/1999  
Amended by Board of Directors 4/20/2002  
Amended by Board of Directors 9/16/2004~~

### **~~A. PURCHASE OF PROFESSIONAL, CONTRACTOR, OR CONSULTANT SERVICES~~**

~~For the procurement of professional, contractor, or consultant services in excess of \$10,000, specifications must be prepared by staff and approved by the generating committee and within the committee's budget.~~

~~A Request for Proposal will be sent to at least three qualified sources. Extra effort should be exerted to solicit qualified bidders on the mountain. A reasonable period of time must be allowed for submission of proposals (minimum of 14 days). Bidders must follow San Bernardino County Building codes, obtain permits when required, and hold a current California Contractors license (when applicable in the discipline required by the nature of the work). A minimum of three (3) qualified bids must be obtained. In the event three (3) qualified bids are not received the generating committee shall consider re-advertising and re-bidding the project or accepting the most qualified bidder. The generating committee shall review the bids and award the contract to the lowest responsible bidder.~~

~~For the procurement of construction services and/or projects in excess of \$25,000 a notice must be placed in the local newspaper and a San Bernardino County newspaper and the Dodge Green Sheet. The generating Committee will approve the bid selection.~~

### **~~B. PURCHASE OF REPLACEMENT OR NEW EQUIPMENT IN EXCESS OF \$10,000~~**

~~For the purchase of replacement or new equipment, in excess of \$10,000, i.e. cars, boats, engines, the General Manager shall obtain three bids, if possible, (either written or by catalog). The General Manager will review the results of the bid process with the Chair of the generating committee. If the General Manager does not select the lowest bid, the appropriate committee shall be consulted.~~

#### **COMMENT:**

~~If necessary, in an emergency, these policies may be waived with the approval of the Executive Director and/or General Manager and at least the majority of Board members' verbal approval. A summary of the procurement will then need to be documented and presented to the responsible committee.~~

#### **DELETE POLICY**

Formatted: Font: Bold