

Business and Non-instructional Operations

INFORMAL BIDDING PROCEDURES

BP 3311.1

The District will participate in the Uniform Public Construction Cost Accounting Act, hereinafter called “the Act” to allow flexibility in the bidding of minor school construction projects. As a requirement of participation, the following rules and regulations will apply:

Informal Bid Procedures

Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, will be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code.

Contractors List

A list of contractors shall be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria conveyed from time to time by the California Uniform Construction Cost Accounting Commission.

Notice of Inviting Informal Bids

Where a public project is to be performed which is subject to the provisions of this Policy, a notice inviting informal bids shall be mailed to all contractors for the category of work to be bid, as shown on the list developed in accordance with the above section entitled “Contractors List”, and to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the department soliciting bids; provided however:

1. If there is no list of qualified contractors maintained by the District for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction of trade journals specified by the Commission.
2. If the product of service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

Award of Contracts

The following personnel are authorized to jointly award informal contracts pursuant to this Section:

1. The Superintendent, the Chief Financial Officer/CBO, or the Director, Fiscal Services

AND

2. The Director, Maintenance & Operations or Director, Facilities Planning and Construction

Legal Reference:

PUBLIC CONTRACT CODE
22032 Uniform Construction Cost Accounting Procedures.

Policy
Adopted: January 20, 2011

FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
Folsom, California