

The vice president, administrative services, is delegated authority from the superintendent/president to supervise budget preparation and management; oversee fiscal management of the district; and contract for, purchase, sell, lease or license real and personal property, in accordance with board policy and law. Responsibility for the development of internal policies and procedures consistent with the provision of this regulation remains with the superintendent/president. This delegated authority is subject to the condition that certain transactions be submitted to the superintendent/president for review and approval from time to time as determined by the superintendent/president.

When transactions do not exceed the dollar limits established in the Public Contracts Code, the Education Code, or other laws pertaining to the taking of competitive bids, the vice president, administrative services, may contract for goods, services, equipment, and rental of facilities so long as the transactions comply with law and any limitations or requirements set forth therein. Furthermore, the vice president, administrative services, may amend the terms and conditions of any contractual arrangement so long as the total expenditure of funds and period of contract do not exceed the limitations set forth in applicable law or regulations.

The vice president, administrative services, may authorize and approve short-term leases of campus facilities for periods of time less than six months and may additionally approve independent contracts for amounts as specified in Administrative Procedure 6340.