



Huntington Beach Union High School District Board Policies and Administrative Regulations

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Business and Non-Instructional Operations

Contracts

Contract forms used in the district on a recurring basis should be reviewed by legal counsel for form and acceptability.

The district shall use the bid packet developed by the Orange County Department of Education for all formally advertised bids for public works.

When it is apparent that supplies, equipment or services in an amount that exceeds the current formal bid limit may be obtained more favorably for the district by utilizing the bid, contract, or agreement of another government agency (piggyback), approval to purchase shall be requested from the Board prior to using such agreement.

District personnel involved in procurement of materials and services are encouraged to seek opportunities for obtaining more favorable pricing by combining requirements with those of other government agencies.

The Purchasing Department shall, where feasible, incorporate language in invitations to bid which will permit the use of bids, contracts, and agreements awarded by the district by other government agencies (piggyback clause).

Regulation adopted: 7-12-88
revised: 2-08-05