

RESOLUTION NO. 2015-___

RESOLUTION AMENDING
BOARD POLICY MANUAL SECTION 23, BID REQUIREMENTS

WHEREAS, Section 23, Bid Requirements, of the Board Policy Manual states, “Any District Project exceeding \$5,000 will require written bids; and

WHEREAS, the District will be involved in various procurements requiring more flexibility and efficiency in the procurement process; and

WHEREAS, the District recognizes that except for District public works projects of \$1,000 or less, not less than the applicable prevailing wage must be paid to all workers employed on a public works project (Labor Code Section 1771) and that SB 854 places new requirements on the District as the awarding body and on all contractors and subcontractors who bid or work on a District public works project; and

WHEREAS, every contractor who is awarded a District public works contract in excess of \$25,000 must file a payment bond with the District in accordance with Civil Code Section 9550, et seq.; and

NOW, BE IT HEREBY RESOLVED by the Board of Directors of the North San Joaquin Water Conservation District that Section 23 of the Board Policy Manual be amended to read in its entirety as follows:

23. Procurements.

a. For procurements of supplies, materials, equipment, and services (including construction services) of a total cost of \$25,000 or less, the District shall obtain a reasonable number of quotations or proposals (preferably three); however, for purchases of less than \$5,000, only one quote or proposal is required provided the quote or proposal is reasonable.

b. Procurement of a total cost in excess of \$25,000 shall be by a formal invitation for bids or formal request for proposals.

c. For each item or service to be procured, the District shall prepare specifications or a scope of services, which shall be approved in advance by the Board of Directors unless delegated to a Board committee or to a Board-appointed Contracting Officer.

d. Before authorizing a procurement, the District Treasurer shall report to the Board of Directors whether there are sufficient funds budgeted and available to pay for the anticipated cost of the procurement.

e. In soliciting quotes, proposals, or bids for public works contracts, the District shall comply with all applicable laws, including, but not limited to, the payment of prevailing wages, SB 854 requirements, and payment bonds.

f. Unless otherwise specified by the Board of Directors, award shall be made to the lowest responsible contractor, price and other factors considered. Award shall be made by the Board of Directors unless delegated to a Board committee or a Board-appointed Contracting Officer.

Moved by Director _____, seconded by Director _____, that the foregoing resolution be adopted.

Upon roll call, the following vote was had:

Ayes:

Noes:

Absent:

The President declared the resolution adopted.

I, David Simpson, Secretary of the Board of Directors of the NORTH SAN JOAQUIN WATER CONSERVATION DISTRICT, do hereby CERTIFY that the foregoing is a full, true, and correct copy of a resolution duly adopted at a regular meeting of the Board of Directors held the 29th day of June, 2015.
