



BP 6330 Purchasing

References:

ORS 279A, ORS 279B
Community College Rules of Procurement

The Vice President of Operations and Finance is delegated the signing authority to purchase supplies, materials, apparatus, equipment and services as necessary to the efficient operation of Rogue Community College District. All purchases in the amount of \$100,000 or more shall be reviewed and approved by the College's Board of Education prior to purchase.

All such transactions shall be provided at the monthly Board of Education meeting for approvals via written Resolution.

- The College President may approve an exception if it is determined that immediate action should be taken to avoid adverse action to College business or for circumstances that will impede educational processes. In the case of such an exception, the College President shall notify the Board of Education of the exception within a reasonable time period. Exceptions shall be documented and approved by the Board of Education through formal resolution at the next scheduled Board of Education Meeting.

For purchases \$150,000 or more, a formal solicitation process must be completed prior to Board approvals. All formal solicitations must follow prescribed statutory rule as indicated in the Oregon Revised Statute, Oregon Administrative Rule and the Community College Rules of Procurement.

Rescinds Policy Number: IV.B.010

Adopted: October 22, 2019

Names, titles and departments updated 01/04/2022