

RESOLUTION NO. 2019-5

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE GROVELAND COMMUNITY SERVICES DISTRICT
APPROVING AMENDMENTS TO THE DISTRICT CONTRACTING
POLICY TO REMOVE FIXED DOLLAR AMOUNT BID LIMITS
AND APPROVE BY REFERENCE BIDDING LIMITS UNDER THE
UNIFORM CONSTRUCTION COST ACCOUNTING ACT AS
AMENDED**

WHEREAS, the District has elected to be subject to the Uniform Public Construction Cost Accounting Act, in accordance with the California Public Contract Code; and

WHEREAS, Due to continuous increases in the cost of public works construction, the state legislature regularly approves increases in the competitive bid limits, which affects the District's contracting practices; and

WHEREAS, existing District policy includes fixed dollar amount bid limits, which have been increased twice by the state legislature since adoption of the District policy in 2010; and

WHEREAS, the District desires to amend its purchasing policy to be consistent with bid limits contained in state law when it is amended.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY approve the amendments made to the District Purchasing/Contracting Policy as set forth herein; which shall be effective immediately.

408.3 Approval Limits for Purchase Orders (Revised 5/03/2012, 2/12/2019)

The General Manager has signing authority for all budgeted items and any unbudgeted items up to Ten Thousand Dollars (\$10,000). All unbudgeted items over Ten Thousand Dollars (\$10,000) must be approved by the Board of Directors. The General Manager may delegate limited signing and authorization responsibilities for budgeted items to department managers and supervisors. Department managers and supervisors have signing authority for up to One Thousand Dollars (\$1,000).

408.4 Contracting for Projects for New Construction, Alterations and Repairs; Contracting for Purchase of Materials, Supplies and Equipment Related to New Construction, Alterations, Maintenance or Repairs

The District has adopted the Uniform Public Construction Cost Accounting Act (hereinafter

“UPCCAA”) and its contracting policies for projects consisting of: 1) new construction, maintenance, alterations or repairs, and 2) the purchasing of materials, supplies and equipment related to new construction, alterations, maintenance or repairs.

- A. When contracting for projects consisting of new construction, maintenance, alteration or repairs, or the purchasing of materials, supplies and equipment related to such construction, when the cost of materials, supplies and labor will not exceed the bid limits established in the UPCCAA and Public Contract Code as amended from time to time, price competition is not required and the project or purchase may be performed by negotiated contract, by purchase order, or by the employees of the District by force account.
 - B. When contracting for projects consisting of new construction, maintenance, alteration or repairs, or the purchasing of materials, supplies and equipment related to such new construction, when the cost of materials, supplies and labor for the project is less than the bid limits established in the UPCCAA and Public Contract Code as amended from time to time, the project or purchase may be let to contract by informal bidding procedures specified in the District’s informal bidding ordinance adopted pursuant to the provisions of Public Contract Code 22034.
 - C. When the cost of materials, supplies and labor on the project, or the cost of purchase of materials, supplies and equipment related to such construction exceeds the bid limits established in the UPCCAA and Public Contract Code as amended from time to time, that project or purchase shall be let to contract by the formal bidding procedure specified in Public Contract Code Sections 22037, 22038 and 22039.
 - D. Notice of inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least fourteen (14) calendar days before the date of opening the bids in a newspaper of general circulation in the jurisdiction of the District. It shall also be sent to all construction trade journals specified in Public Contract Code Section 22036 at least thirty (30) calendar days before the date for opening the bids.
 - E. Upon receiving such bids for projects for new construction, alterations and repairs, the District Board of Directors may:
 - 1. Accept the bid of the lowest responsible bidder;
 - 2. Reject all bids and re-advertise; or
 - 3. By four-fifths (4/5) vote declare that the project can be performed more economically by the employees of the District and elect to have the project done by force account.
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- E. Upon receiving such bids for purchasing of materials, supplies and equipment related to such new construction, alterations or repairs, the District Board of Directors may:
1. Accept the bid of the lowest responsible bidder;
 2. Reject all bids and re-advertise; or
 3. By four-fifths (4/5) vote elect to purchase the materials, supplies or equipment in the open market.
- F. If two or more bids are the same and the lowest, the District may accept the one it chooses. If no bids are received through the formal or informal procedure, the project may be performed by the employees of the District by force account, or by negotiated contract.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on February 12, 2019, by the following vote:

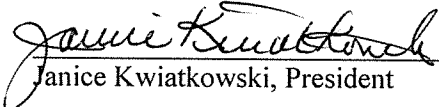
AYES: Directors Armstrong, Edwards, Mora, and Kwiatkowski

NOES:

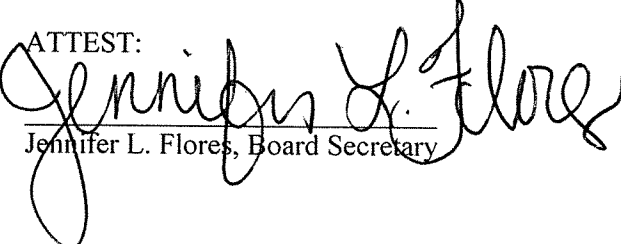
ABSENT: Director Swan

ABSTAIN:

APPROVED:


Janice Kwiatkowski, President

ATTEST:


Jennifer L. Flores, Board Secretary

