

# Board Policy F-2: Purchasing



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## REFERENCES

[F-2: Administrative Procedures, Purchasing](#)

[Utah Code Ann. §53E-3-702 et seq., School Construction](#)

[Utah Code Ann. §63G-2-101 et seq., Government Records and Access Management Act](#)

[Utah Code Ann. §63G-6a-101 et seq., Utah Procurement Code](#)

[Utah Code Ann. §67-16-1 et seq., Utah Public Officers' and Employees' Ethics Act](#)

[Utah Admin. Code R33, Administrative Services, Purchasing and General Services](#)

[Utah Admin. Code R277-113, LEA Fiscal and Auditing Policies](#)

[District Contract Guidelines](#)

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## THE POLICY

The Salt Lake City School District Board of Education complies with all applicable procurement laws and regulations in fulfilling the district's varied and complex purchasing needs. The board delegates authority to the director of purchasing to carry out the district's procurement and contracting functions in accordance with established policies and procedures. The director of purchasing may delegate to, or withdraw delegated purchasing authority from, any employee, including directors, school principals, and purchasing agents. Purchasing activities include obligations for proper transaction documentation, fiscal responsibility, ethical behavior, adherence to federal and state government regulations, and compliance with board policies and district administrative procedures.

The purpose of this policy is to facilitate the district's purchase of goods and services in a timely, efficient, and cost-effective manner while simultaneously promoting fair and open competition among qualified suppliers.

The district has set forth its specific processes for implementing this board policy through the accompanying [administrative procedures](#).

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Tina Hatch, Compliance and Investigations/Title IX Coordinator, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.