Board Policy F-2:
Purchasing

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

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.