
WEST HILLS COMMUNITY COLLEGE

FINANCE

LOCAL PURCHASING

The Board recognizes its position as major purchaser in the District, and while it is the intention of the Board to purchase materials and supplies of quality at the lowest possible cost through widespread competition, if all other considerations are equal, the Board prefers to purchase within the District from established local merchants, salesmen or distributors or those residing in the District.

The Board authorizes the agent responsible for District purchasing to award purchases placed in accordance with this policy and all policies of the Board otherwise applicable, to local business people based upon the following considerations.

Primary consideration may be given to local business people when:

1. their quotation is competitive;
2. freight charges are a factor;
3. maintenance service may be required; or
4. promptness of delivery is a consideration, and provided that all statutes pertaining to public purchasing are duly observed.

Ed. Code 81640, et seq., 82500 et seq.

Board approval date: _____