

# Procurement

CB

## Scope of Procurement Policies—

This policy and the other policies in series CB, CC, and CD govern procurement by the District. To “procure” means to acquire a procurement item through a procurement. “Procurement” means acquisition of a “procurement item” through an expenditure of public funds, or an agreement to expend public funds. A “procurement item” includes a supply, a service, or construction. The procurement process consists of all functions that pertain to the obtaining of a procurement item, including preparing and issuing a solicitation, conducting a standard procurement process, or conducting a procurement process that is an exception to a standard procurement process under Policy CBF.

*Utah Code § 63G-6a-103(56), (57), (58) (2018)*

Except as specified in the following paragraph or elsewhere in the procurement policies, the District’s procurement policies apply to every procurement.

*Utah Code § 63G-6a-105(1) (2016)*

## Exclusions—

The District’s procurement policies and regulations do not apply to:

- The acquisition or disposition of real property or an interest in real property  
*Utah Code § 63G-6a-105(7) (2016); 63G-6a-1209(2) (2013)*
- Employment contracts or collective bargaining agreements  
[\*Utah Code § 63G-6a-103\(79\)\(c\) \(2018\)\*](#)
- Grants from the State or contracts with the State (except for policies relating to improper conduct)  
[\*Utah Code § 63G-6a-107\(1\)\(c\) \(2016\)\*](#)  
[\*Utah Code § 63G-6a-103\(57\)\(c\) \(2018\)\*](#)
- “Procurement” according to the requirements of the source of the funds (for example, conditions of a gift or bequest)  
*Utah Code § 63G-6a-105(8) (2016)*
- Grants  
*Utah Code § 63G-6a-107(1) (2016)*  
[\*Utah Code § 63G-6a-103\(57\)\(c\) \(2018\)\*](#)

Hiring a mediator, arbitrator, or arbitration panel member

*Utah Code § 63G-6a-107(4) (2016)*

- Expenditure of funds administered under the Percent-for-Art Program (except for Policy CDD, which does apply to such expenditures)  
*Utah Code § 63G-6a-107(1)(a) (2016)*

## Intent to Comply with Other Laws and Regulations—

It is the District’s intent and purpose to comply with the Utah Procurement Code (Title 63G, Chapter 6a of the Utah Code) and with such regulations as are promulgated by the Utah

Procurement Policy Board, which is the applicable rulemaking authority for procurement by the District. To the extent that the District's procurement policies conflict with either the Procurement Code or with applicable regulations, those code provisions or regulations shall govern.

[Utah Code § 63G-6a-105\(5\), \(6\) \(2016\)](#)

[Utah Code § 63G-6a-103\(1\)\(e\) \(2018\)](#)

[Utah Code § 63G-6a-106\(2\), \(4\) \(2016\)](#)

### [Utah Code § 63G-6a-110\(1\)\(a\), \(2\) \(2016\)](#)

If procurement involves expenditure of federal assistance, federal contract funds, local matching funds, or federal financial participation funds, the District shall comply with mandatory applicable federal law and regulations regardless of conflict with these Policies, state regulations, or the Utah Procurement Code.

*Utah Code § 63G-6a-107(2) (2016)*

### **Definitions—**

In addition to the definitions above or in other procurement policies, the following definitions apply to the District's procurement policies:

“Contract” means an agreement for a procurement.

[Utah Code § 63G-6a-103\(17\) \(2018\)](#)

“Contractor” means a person who is awarded a contract with the District

[Utah Code § 63G-6a-103\(19\) \(2018\)](#)

“Days” means calendar days, unless expressly provided otherwise.

[Utah Code § 63G-6a-103\(24\) \(2018\)](#)

*“Grant” means an expenditure of public funds or other assistance, or an agreement to expend public funds or other assistance, for a public purpose authorized by law, without acquiring a procurement item in exchange.*

*Utah Code § 63G-6a-103(37) (2018)*

“Procurement officer” means Business Administrator or another person designated by the Board of Education, or such other person as is designated by rule of the Procurement Policy Board.

[Utah Code § 63G-6a-103\(59\)\(a\) \(2018\)](#)

*“Public entity” means any government entity located in the state that expends public funds and any political subdivision of the state.*

[Utah Code § 63G-6a-103\(64\) \(2018\)](#)

*“Supplies” means a good, material, technology, or any other item of personal property.*

[Utah Code § 63G-6a-103\(91\) \(2018\)](#)

