

**Procurement:  
Contractor Oversight**

**CBJ**

**Audits—**

The District or an audit entity under contract with the District may, at reasonable times and places, audit the books and records of a contractor or subcontractor, which are related to the applicable contract or subcontract.

*Utah Code § 63G-6a-1206.3(3), (4) (2016)*

**Inspections—**

The District may enter a contractor's or subcontractor's manufacturing / production facility or place of business to:

- (1) inspect procurement items for acceptance by the District pursuant to the terms of a contract;
- (2) audit cost or pricing data or audit the books and records of any contractor or subcontractor; and
- (3) investigate in connection with an action to debar or suspend a person from consideration for award of contracts.

[Utah Admin. Rules R33-12-702 \(February 23, 2016\)](#)

Circumstances under which the District may perform inspections include inspections of the contractor's manufacturing/production facility or place of business, or any location where the work is performed, to determine:

- (1) whether the definition of "responsible", as defined in the Procurement Code and in the solicitation documents, has been met or are capable of being met; and
- (2) if the contract is being performed in accordance with its terms.

[Utah Admin. Rules R33-12-701 \(February 23, 2016\)](#)

In addition, contracts may provide that the District may inspect procurement items at the contractor's or subcontractor's facility and perform tests to determine whether the procurement items conform to solicitation and contract requirements.

[Utah Admin. Rules R33-12-703 \(February 23, 2016\)](#)

Inspections or tests shall be performed so as not to unduly delay the work of the contractor or subcontractor. No inspector may change any provision of the specifications or the contract without written authorization of the Procurement Officer or Board of Education or its designee. The presence or absence of an inspector or an inspection, shall not relieve the contractor or subcontractor from any requirements of the contract.

When an inspection is made, the contractor or subcontractor shall provide without charge all reasonable facilities and assistance for the safety and convenience of the person performing the inspection or testing.

[Utah Admin. Rules R33-12-704 \(February 23, 2016\)](#)