



## **Policy 202-00 Purchasing**

**Sponsor: Business and Administrative Services**

### **Policy**

The College President shall delegate to the Purchasing Officer responsibility for all College purchasing, including procurement, contracting, competitive bidding, and receiving and processing of all bid protests. The Purchasing Officer shall also be responsible for all operational procedures of College purchasing, including the College's formal procurement thresholds. The Purchasing Officer shall execute these duties in conformance with Procedure 202-01, College Purchasing.

The Purchasing Officer shall ensure that all purchasing procedures comply with relevant federal and state laws, rules, regulations, and best practices, and shall substantially comply with rules and regulations of the Arizona State Procurement Code. Where applicable, thresholds shall align with Uniform Guidance 2 C.F.R. Part 200.320.

### **Policy History**

|            |                                                                                                |
|------------|------------------------------------------------------------------------------------------------|
| 01/08/1992 | New                                                                                            |
| 08/12/2003 | Revised and Adopted by District Governing Board                                                |
| 04/13/2010 | Reformatted                                                                                    |
| 07/07/2025 | Revised Sponsor from Purchasing and Auxiliary Services to Business and Administrative Services |
| 04/15/2026 | Revised and Adopted by District Governing Board                                                |

### **Legal Review**

04/14/2026