

3357:3-3-11 Purchasing and Procurement

The following rules of the College are established:

- (A) When required under applicable sections of the Ohio Revised Code, the college will follow a competitive procurement process for the purchase of supplies, equipment, and services necessary for its operations.
- (B) Expenditure of all college funds (except discretionary funds) from all accounts and all revenue sources that are used to purchase supplies, equipment, and services shall be made in accordance with procedures adopted pursuant to this policy.
- (C) The President may establish bid limits for goods and services in amounts not to exceed the bid limits established by the State of Ohio.
- (D) Adherence to all applicable federal laws of the, laws of the State of Ohio, college policies and sound business practice will be observed.
- (E) Any commitment made by an employee of the college other than through the procedures adopted pursuant to this policy is the personal responsibility of the person making the purchase.
- (F) Purchases from a vendor in which a Central Ohio Technical College employee has significant proprietary interest are prohibited unless full disclosure would allow the purchase in accordance with Ohio Ethics law. {R.C. 2921.42(A)(4)}

The President or designee is authorized by the Board of Trustees to establish policies to implement these rules

Promulgated Under: 111.15 (ORC)

Other Pertinent ORC References: 3357.16, 3345.10, 3345.64, 5705.41