

POLICY NAME:	309.01: Purchasing
EFFECTIVE:	04-13-2016; Revised 02-08-2023
SUPERSEDES:	
SOURCE:	<u>Code of Alabama 41-4, Article 5</u>
CROSS REFERENCE:	

1. Code of Alabama 41-4-124 (b)(1) provides the Alabama Community College System Board of Trustees all rights, powers, duties, and authority relating to the procurement of supplies and services for the System.
2. Code of Alabama 41-4-112 requires all parties involved in the negotiation, performance, or administration of state contracts to act in good faith. Good faith means honesty in fact in the conduct or transaction concerned.
3. When making purchases, each institution shall refer to the Alabama Community College System Purchasing Manual for purchasing methods (including thresholds), and to ensure that all legal requirements are met in the purchasing process.
4. All personal property acquisitions estimated to exceed \$500,000 shall be submitted to the Board of Trustees for approval. The Chancellor shall be authorized to approve unforeseen increases in cost not to exceed ten (10) percent of the Board-approved purchase amount.
5. It shall be a breach of ethical standards for any employee who is involved in purchasing to become or be, while such an employee, the employee of any party contracting with the particular ACCS entity with which the employee is employed.
6. Institutions under the direction and control of the Board of Trustees must make every effort to afford equal access and opportunities to minority professionals and businesses.