

**CITRUS COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE SERVICES**

**AP 6100                    DELEGATION OF AUTHORITY, BUSINESS AND FISCAL  
   AFFAIRS**

**References:**                    Education Code Sections 70902(d), 81644, 81655, and 81656;  
   Public Contract Code Sections 20651, 20658, and 20659

The Vice President of Finance and Administrative Services is delegated authority by the Superintendent/President to oversee budget preparation and management; oversee fiscal management of the District; and contract for, purchase, sell, lease, or license real and personal property, in accordance with established Board policies and applicable laws and regulations. Responsibility for the development of internal operating procedures for such delegated authority rests with the Vice President of Finance and Administrative Services.

When purchases of equipment; materials; supplies to be furnished, sold, or leased to the District; services other than construction; or repairs including maintenance as defined in Public Contract Code Section 20656 and that are not a public project as defined in subdivision (c) of Section 22002, do not exceed the amounts specified by Public Contract Code Section 20651 (\$96,700 adjusted annually), the Education Code or other laws or regulations pertaining to the taking of competitive bids, the Vice President of Finance and Administrative Services, the Director of Fiscal Services or the Director of Business Services may contract for goods, services, equipment, and rental of facilities as long as the transactions comply with law and any limitations or requirements set forth therein. Furthermore, the Vice President of Finance and Administrative Services may amend the terms and conditions of any contractual arrangement so long as the total expenditure of funds and period of contract do not exceed the limitations set forth in applicable law or regulation.

See Board Policy 6100 Delegation of Authority, Business and Fiscal Affairs.

Board Approved	07/21/09
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