

PUBLIC WORKS BIDDING PROCEDURES MATRIX

LOS RIOS COMMUNITY COLLEGE DISTRICT

(LRCCD requires appropriate insurance)

CUPCAA Public Works and Maintenance & Repair Projects	Board Action	Prevailing Wage *1	Bid Bonds	Performance Bonds	Payment Bond *2	Required Action
Projects up to \$5,000	N/A	Yes	No	No	No	1 written quote
Public Works Projects \$5,000 to \$24,999	N/A	Yes	No	No	No	3 written quotes from 3 appropriately licensed contractors on qualified list
Public Works Projects \$25,000 to \$59,999	N/A	Yes	No	Yes	Yes	3 written quotes from 3 appropriately licensed contractors on qualified list
Public Works Projects \$60,000 to \$199,999	N/A	Yes	Yes	Yes	Yes	Informal bidding to all appropriately licensed contractors on qualified list per PCC 22034(1)
Maint. & Repair Projects \$5,000 to \$24,999	N/A	Yes	No	No	No	3 written quotes from 3 appropriately licensed contractors on qualified list
Maint. & Repair Projects \$25,000 to \$59,999	N/A	Yes	No	Yes	Yes	3 written quotes from 3 appropriately licensed contractors on qualified list
Maint. & Repair Projects \$60,000 to \$199,999	N/A	Yes	No	Yes	Yes	Informal bidding to all appropriately licensed contractors on qualified list per PCC 22034(1)
All Projects \$200,000 to \$499,000	Ratification	Yes	Yes	Yes	Yes	Formal bidding with advertisement per PCC 22032(b) and 22037
All Projects \$500,000 and above	Approval	Yes	Yes	Yes	Yes	Formal bidding with advertisement per PCC 22032(b) and 22037

Small Business Exception	Board Action	Prevailing Wage *1	Bid Bonds	Performance Bonds	Payment Bond *2	Required Action
Goods and Services (equipment, materials, services, etc.) \$5,000 to \$250,000	N/A	Yes	No	No	Yes	2 written quotes from SBE or DVBE certified businesses per PCC 20651.2 and Small Business Procurement & Contract Act AB 173

Professional Services (engineering, testing, etc.)	Board Action	Prevailing Wage *1	Bid Bonds	Performance Bonds	Payment Bond *2	Required Action
Services \$14,999 and under	N/A	No	No	No	No	PO, Conflict of Interest GS152 , Service Agreement Certification GS154 , Independent Contractor vs. Employee Checklist GS79 and Service Agreement (GS78)
Services \$15,000 and greater	N/A	No	No	No	No	PO, Agreement/Contract Approval Sheet GS113 , Conflict of Interest GS152 and Professional Service Agreement *3 *4

CUPCAA: California Uniform Public Construction Cost Accounting Act

N/A: Authority for transaction is delegated to Authorized Signer by the Chancellor. The Board ratifies these transactions by ratifying the purchase orders and warrants for them.

PCC: California Public Contract Code

*1 Per Labor Code [1771](#), all construction projects and maintenance projects of \$1,000 or more shall require prevailing wages be paid.

Effective 7/1/17, small projects less than \$25,000 for construction or \$15,000 for maintenance work are exempt from Public Works Registration. PWC-100 filed by LRCCD.

*2 Per CA Civil Code [9550](#), all public works projects \$25,000 or more require a payment bond.

*3 Requires Professional Services Agreement coordination with Legal Counsel.

*4 Subject to Associate Vice Chancellor review.