

POLICY TITLE: Employment of Outside Contractors and Consultants
POLICY NUMBER: 2070

2120.1 The District employs outside contractors or consultants for construction, engineering, planning, and environmental review projects, auditing, and other purposes approved by the Board of Commissioners. The District’s procedure is as follows:

- a) Construction projects that exceed the formal bidding amount, as required in the California Uniform Public Construction Cost Accounting Act (CUPCCAA), will be advertised for bid as required by the California Public Contract Code (PCC) and the local contractors bidding news if available. The bid opening is open to the public and will be specified in the bid documents.

- b) If public bidding requirements apply under law or the terms of any grant contract, those requirements shall be complied with to the exclusion of the previous paragraph.

2120.2 Consultants will be approved by the Board of Commissioners on the recommendation of the Fire Chief. The Fire Chief and/or Board of Commissioners will make their decision based on the consultant’s experience and qualifications. The consultant will also be required to provide an explanation of scope of work, hours to complete, and applicable cost estimate for their services that will be used in their evaluation in the selection process. Consultants for engineering, architectural, and other professional services shall be evaluated based upon qualification and not on cost of services per state law.

2120.3 Every person involved in the solicitation, selection, and approval of consultants shall comply with applicable conflicts of interest laws, including Government Code section 1090, the Political Reform Act of 1974, and the District’s conflict of interest code.