

## HARTNELL COMMUNITY COLLEGE DISTRICT

### AP 6341 Selection of Contractor Based Upon Best Value

**References:** Pub. Cont. Code § 20651.7

The Board has determined that for certain services and procurement of materials, equipment and supplies, it can expect long-term savings through the use of life-cycle cost methodology, the use of more sustainable goods and materials, and reduced administrative costs by selecting the lowest responsible bidder on the basis of best value.

Best value means the most advantageous balance of price, quality, services, performance, and other elements and determined by objective performance criteria that may include price, features, long-term functionality, life-cycle costs, overall sustainability, and required services.

Any contract award based on best value shall be awarded based upon criteria set forth in a request for proposal that objectively evaluates, as applicable to the particular services or project:

- (1) Price and service levels that reduce the District's overall operating costs, including end-of-life expenditure and impact or other costs unique to the services proposed.
- (2) Equipment, services, supplies, and materials standards that support the District's strategic acquisition and management program direction.
- (3) The total cost to the District of its purchase, use, and consumption of equipment, supplies, and materials.
- (4) The operational cost or benefit incurred by the District as a result of a contract award.
- (5) The added value to the District of vendor-added services.
- (6) The quality and effectiveness of equipment, supplies, materials, and services.
- (7) The reliability of delivery and installation schedules.
- (8) The vendor's quality assurance program.
- (9) The vendor's experience with the provisions of equipment, supplies, materials, and services within the institutional marketplace.
- (10) The terms and conditions of product warranties and vendor guarantees.
- (11) The consistency of the vendor's proposed equipment, supplies, materials, and services with the District's overall supplies and material procurement program.
- (12) The environmental benefits to the local community.

Prior to award, the District shall issue a written notice of intent to award, setting forth, in detail, the basis for the award, based upon the best value criteria stated in the request for proposal. Any unsuccessful bidder may file a written protest to the intent to award within

three (3) days of the written notice of intent to award. The District's Board, or its designee, shall evaluate any timely filed written protest and make a determination regarding the merits of the protest prior to final award of the contract. The final determination shall be provided in writing to the protesting bidder. The District maintains full discretion to revise its intent to award any time prior to award of the contract. The District further maintains full discretion to reject all responses to the request for proposal.

The Board shall award the contract at an open public meeting, identifying the bidder to which the award is made, the price proposal of the contractor awarded the contract, and the overall combined rating on the request for proposal evaluation factors. The announcement shall also include the ranking of the contractor awarded the contract in relation to all other responsive bidders and their respective price proposals and summary of the rationale for the contract award.

Approved by Superintendent/President: July 1, 2014  
Reviewed: February 2026

See Board Policy 6341