



**SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT 522**

**BOARD POLICY**

---

<b>TITLE:</b>	<b>Purchasing</b>
<b>CODE:</b>	<b>6007</b>
<b>DATE ADOPTED:</b>	<b>March 1991</b>
<b>DATE REVIEWED:</b>	<b>Dec 1998; March 2003; Feb 2011; Aug 2016; July 2022</b>
<b>DATE AMENDED:</b>	<b>Feb 1999; April 2003; March 2011; Sept 2016</b>

---

It is the policy of the Board of Trustees to comply with Chapter 110 Section 805/3-27.1 of the Illinois Public Community College Act, IL Compiled Statutes, the rules of the Illinois Fair Employment Practices Commission, and Federal Executive Order Numbers 11246 and 11375.

It is the policy of the Board of Trustees that the College Purchasing Office shall procure for the district its requirements for service, materials, supplies, and equipment at the lowest possible cost consistent with satisfactory standards for quality, service, and timeliness.

All purchase orders and contracts entered into by Southwestern Illinois College will adhere to all Federal and State laws including the equal employment opportunity clause as required by the Illinois Fair Employment Practices Commission.

Southwestern Illinois College will not discriminate against the procurement of items manufactured with post-consumer recycled materials. Products with the highest amount of post-consumer recycled content shall be procured wherever and whenever cost, specifications, standards and availability are comparable to products without post-consumer recycled.

All qualified suppliers will be granted an opportunity to bid, or to offer for sale on a negotiated basis, goods and services which may be purchased by the college.

All purchases and contracts shall follow the requirements as set forth by the Business Enterprise Council for Minorities, Females and Persons with Disabilities PA 99-0462 (30/ILCS 575/1).