

DISTRICT RELATIONS WITH THE PRIVATE SECTOR: D-558 General Policy on Goods and Services

The Blackhawk Technical College District (District) conducts technical assistance, occupational education and skill training which addresses the educational and economic development needs of the area. In the course of delivering relevant learning services, certain goods and support services are produced or rendered. The District also operates certain enterprise activities providing a variety of goods and services which benefit students, staff, and the public.

It is the policy of the District to minimize unnecessary duplication and competition with private sector businesses when goods and services are produced and provided as a result of educational and other activities performed by the District in fulfillment of its mission. District activities which yield goods and services will be permitted when the activity is:

1. Deemed important to fulfilling BTC's education, training, and economic development mission.
2. Needed to provide goods and services necessary for District operations at a reasonable price, on reasonable terms, and at a convenient location and time.
3. Carried out for the benefit of the BTC community while being sensitive to the larger community.

Goods and services provided by BTC will conform, at a minimum, to the following:

1. Activities operated by the District which parallel the private sector must be integral to the fulfillment of the District learning, research, or public service missions. Exceptions may be granted if any of the following pertain:
 - a. There are compelling reasons of economic efficiency. Economic efficiency means that BTC resources can be made available to the larger community at relatively little additional cost to the District;
 - b. The product or service is unavailable elsewhere in the community. Unavailability may be defined in terms of the lack of quality or quantity of the product or service;

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- c. The product or service is a major convenience to the BTC community, including students, staff, and other members of the public participating in District activities. Convenience is typically defined in geographic terms; i.e., private sources are too far away to practically be the supplier, although other factors may also be involved; or
 - d. BTC's offering of the product or service is of major importance to the maintenance of the quality of the District's operations and facilities.
2. The pricing of goods or services offered by BTC shall recover full costs or may be set higher so as to be comparable to private sector prices unless a reduced price is demonstrated to be necessary to fulfill a function integral to the mission of the District.
3. The District Board, through the President/District Director, shall appoint a private sector review committee. This committee shall:
 - a. Consist of representatives of the District staff, the private sector, and the general public;
 - b. Review specific areas which potentially could be competitive with the private sector;
 - c. With full documentation of costs and pricing considerations, review proposals for provision of goods and services for compliance with District guidelines including the Blackhawk District Board pricing structure criteria;
 - d. Report its findings to the District Board before the Board acts upon the proposed offering of goods and services.
4. In the event of a dispute in regard to possible competition with the private sector, the President/District Director shall:
 - a. Refer disputes to the District's private sector review committee for an advisory opinion;

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- b. Notify complainants in writing of the District's decision with regard to the dispute within 30 days of receipt of written complaint;
- c. Schedule a District Board review of a complaint if such a review is formally requested subsequent to the complainant's having received notification of the District's decision in regard to the complaint.

Reference: WTCS Administrative Bulletin AB 99-09
WTCSB Policy #408

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