

Design Services/Consultants:

Any individual, corporation, or firm utilized to custom design a modular office system, computer system, construction, or other projects shall not be permitted to competitively bid the product or service that was designed. The University must pay for the design service and the designer must be restricted from bidding. This removes the possibility of the designer developing specifications that only the designer can meet. This also prevents the appearance of any impropriety and protects the integrity of the competitive process.

This procedure does not apply to any commodity that does not require custom design specifications. Organizational units may call vendors for information or copies of specifications for consideration of a particular brand or manufacturer without jeopardizing the vendor's ability to compete in the bid process.