FINANCIAL MANAGEMENT

Purchasing: Bids and Contracts

In accordance with the competitive bid procedures of RCW 28A.335.190, the district shall purchase supplies, materials, equipment, services, building improvements or repairs, or other work in the necessary quantity and acceptable quality to meet district operational and project requirements.

The purchasing manager and/or the business manager shall determine the need for and shall call for bids and quotations on behalf of the district when the estimated cost exceeds limits established by the bid law for Washington school districts.

The Board of Directors will award bids to the lowest responsible and qualified bidder with consideration being given to unit cost, quality, conformance with specifications, delivery, and past performance of vendors. The Board of Directors may reject any and all bids. The Board reserves the right to enter into and purchase through interlocal cooperative agreements with another governmental agency, provided such agency has complied with all bidding requirements as they apply to school districts. The Board of Directors reserves the right, through an interlocal cooperative agreement, to permit other governmental agencies to purchase through district bids.

Applicable state law will be followed when federal funds are used to purchase goods or services. If there is no state law covering the item or service to be purchased, the A-102 Common Rule is to be followed. For federal funded purchases over $25,000 the district will establish procedures to comply with debarred and suspension rules.

In the event of any emergency when the public interest or property of the district would suffer material injury or damage by delay, upon resolution of the board declaring the existence of such an emergency and reciting the facts constituting the same, the Board may waive bidding requirements of RCW 28A.335.190.

Legal Reference:	RCW 28A.335.190	Advertising for Bids--Competitive Bid Procedures--Telephone or Written Quotation Solicitations, Limitations--Emergencies
	42.19.1911	Letting Contract--Lowest Responsible Bidder, Determination--Public Inspection of Bids

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