

Bidding Requirements

Contracts to build, repair, enlarge, improve or demolish any building or other property that exceed the threshold amount set out in State law, as published by the Director of Commerce, are let only after bids are solicited and received in compliance with law. All contracts to purchase school buses, including multifunction school activity buses, require competitive bidding prior to purchasing. Competitive bidding is not required in cases of urgent necessity or for the security and protection of school property.

If the Board enters into a shared savings contract for energy conservation measures, competitive bidding is not required. The Board may also enter into an installment payment contract for the purchase and installation of energy conservation measures and competitive bidding does not need to be utilized if two-thirds of the entire Board adopts a resolution stating that competitive bidding does not apply to the project.

If feasible, all purchases over \$ 50,000 and not otherwise subject to required federal or state bidding requirements will be based on price quotations submitted by at least three vendors.

The Business Manager or other applicable administrator assembles the proper specifications and makes the necessary arrangements for public bidding and price quotations. The Treasurer receives the bids and price quotations and records them. The Business Manager or other applicable administrator makes his/her recommendations to the Board. Upon approval by the Board, he/she processes purchase orders to those bidders awarded contracts and notifies the other bidders of the results of the bidding.

Purchases made through the use of federal funds are made in compliance with the requirements of State and Federal law and District policies and procedures, including the applicable bidding requirements.

[Adoption date: August 6, 1991]

Revised: September 21, 1994
August 17, 2016
March 15, 2017
August 16, 2017
September 19, 2018
October 16, 2024
October 15, 2025

Cross References

DJ - Purchasing

DJF - Purchasing Procedures
ECF - Energy Conservation
FA - Facilities Development Goals
FEF - Construction Contracts Bidding and Awards

Legal References: ORC 9.17, 9.314, 153.01, 153.12 through 153.14
 153.50 through 153.56, 3313.172, 3313.373, 3313.46
 3319.04, 3327.08
 2 CFR Part 200