



Detroit Public Schools Community District Procurement Procedures/Limits Summary

The Detroit Public Schools Community District (DPSCD or the “District”) conducts procurement activities in accordance with applicable federal and state laws and regulations, Board policies, and administrative procedures.

Pursuant to DPSCD Board Policy 6320, “all supplies, materials, equipment, and services paid for from District funds shall be made in accordance with all applicable Federal and State statutes, regulations, Board policies, and administrative guidelines/procedures.”

The District complies with applicable Michigan statutes, including:

- [MCL 380.1267](#), which establishes requirements for purchases related to the construction, renovation, or repair of school buildings; and
- [MCL 380.1274](#), which establishes requirements applicable to the purchase of supplies, materials, and equipment.

To ensure compliance with these and all other applicable requirements, the Office of Procurement applies procurement procedures based on the type, dollar value, and scope of the purchase proposed. The requirements for construction/capital and non-construction purchases are summarized below.

Construction/Capital Purchases

Single Quote Requirement

- Applies to construction/capital purchases of goods/equipment below the State Bid Threshold.
- Applies to non-construction service purchases below \$249,000.
- A single quote is required as procurement documentation.

Competitive Solicitation Requirement

- Construction/capital purchases above the State Bid Threshold require competitive solicitation.
- Capital non-construction service purchases (e.g., architectural and engineering services) above \$249,000 require competitive solicitation.

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DPSCD does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, age, religion, height, weight, citizenship, marital or family status, military status, ancestry, genetic information, or any other legally protected category, in its educational programs and activities, including employment and admissions. Questions? Concerns? Contact the Civil Rights Coordinator at (313) 240-4377 or dpscd.compliance@detroitk12.org or 3011 West Grand Boulevard, 14th Floor, Detroit MI 48202



Non-Construction Purchases

Single Quote Requirement

- Applies to non-construction purchases below \$10,000.
- A single quote is required as procurement documentation.

Multiple Quote Requirement — Goods/Equipment

- Applies to non-construction purchases of goods and equipment above \$10,000 and below the State Bid Threshold.
- A minimum of three (3) quotes is required.
- The District will select the lowest quote.

Multiple Quote Requirement — Services

- Applies to non-construction service purchases above \$10,000 and below \$100,000.
- A minimum of three (3) quotes is required.
- The District will select the lowest responsible quote.

Competitive Solicitation Requirement

- Non-construction purchases of goods/equipment above the State Bid Threshold require a competitive solicitation process.
- Non-construction service purchases above \$100,000 require a competitive solicitation process.

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DPSCD Procurement Requirements at a Glance

Purchase Category	Single Quote	Multiple Quotes	Competitive Solicitation
Construction/Capital – Goods and Construction	Below State Bid Threshold	N/A	Above State Bid Threshold
Construction/Capital – Services (non-construction)	Below \$249,000	N/A	Above \$249,000
Non-Construction – Goods	Below \$10,000	Above \$10,000 & below State Bid Threshold	Above State Bid Threshold
Non-Construction - Services	Below \$10,000	Above \$10,000 & below \$100,000	Above \$100,000

Important Reminders:

- No employee may procure goods or services outside of the procurement process.
- Suppliers are not allowed to provide goods or services to schools or departments without a valid purchase order.

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