

Purchasing

All contracts for purchasing equipment and contractual services in an amount above \$20,000 shall be based, when feasible, on at least three competitive prices. Whenever possible, a recommendation will be brought to the full Board for their consideration. Any purchase in an amount above \$10,000 that is not put out to competitive bid requires approval of the Board.

All purchases less than this amount may be made in the open market, but should be based on competitive pricing whenever possible.

When bidding procedures are used, bids shall be advertised appropriately and mailed to suppliers and contractors who request them. All formal bids shall be opened at the time specified and all bidders and other persons shall be invited to be present. The Board reserves the right to reject any or all bids, and to accept that bid which appears to be in the best interest of the district. The Board reserves the right to waive any informality in, or reject any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the date and time specified shall not be considered. The Board also reserves the right to negotiate with the lowest responsible bidder when all bids exceed the budgeted appropriation. The bidder to whom the award is made shall be required to enter into a written contract with the District.

Adopted by Jackson School Board - October 19, 1998

Revision Adopted – March 8, 2012

Reviewed with no change – October 15, 2018

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