

Teton School District No. 401

FINANCIAL MANAGEMENT

7407

Public Procurement of Goods and Services

The District shall at all times adhere to the bidding requirements for the procurement of goods and services as set out in State law.

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| \$0 to \$50,000 | No bidding requirements | IC 67-2803(2) |
| \$50,000 to \$100,000 | Semi-formal bidding: Issue written requests for bids describing goods or services desired to at least three vendors. Allow three days for written response, unless an emergency exists; One day for objections. Keep records for six months. <u>Accept low bid, or reject all bids.</u> | IC 67-2806(1) |
| \$100,000 and above | Formal bidding: Publish bid notice at least two weeks in advance of bid opening. Make bid specifications available; written objections allowed. May request bid security/bond. Can reject all if able to purchase more economically in the open market. | IC 67-2806(2) |

Exemptions to Public Procurement of Goods and Services Bidding

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| Personal Property | Already competitive bid (piggy-backing) | IC 67-2803(1) |
| Less than \$50,000 | Contracts or purchases of goods or services | IC 67-2803(2) |
| Any Amount | Payments of Wages | IC 67-2803(3) |
| Any Amount | Personal or professional services performed by an independent contractor. (Refer to info on qualifications in I.C. 67-2320) | IC 67-2803(4) |
| Any Amount | Procurement of an interest in real property – lease or purchase | IC 67-2803(5) |
| Any Amount | Procurement of insurance | IC 67-2803(6) |
| Any Amount | Costs of Joint Powers participation | IC 67-2803(7) |
| Any Amount | Procurement of used personal property | IC 67-2803(8) |
| Any Amount | Procurement from federal government general services administration (GSA) schedules or federal multiple award schedules (MAS) | IC 67-2803(9) |
| Any Amount | Procurement of personal property or services through contracts entered into by the division of purchasing of the department of administration of the state of Idaho | IC 67-2803(10) |
| Any Amount | Procurement of goods for direct resale | IC 67-2803(11) |
| Any Amount | Procurement of travel and training; | IC 67-2803(12) |
| Any Amount | Procurement of goods and services from Idaho correctional industries | IC 67-2803(13) |

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| Any Amount | Procurement of repair for heavy equipment | IC 67-2803(14) |
| Any Amount | Procurement of software maintenance, support and licenses of an existing system or platform that was bid in compliance with state law | IC 67-2803(15) |
| Any Amount | Procurement of public utilities | IC 67-2803(16) |
| Any Amount | Procurement of food for use in jails or detention facilities | IC 67-2803(17) |
| Any Amount | Procurement of used equipment at an auction if authorized by the governing board | IC 67-2803(18) |
| Any Amount | Emergency Expenditures | IC 67-2808(1) |

Legal Reference: I.C. § 67-2801 et seq. Purchasing by Political Subdivisions

Policy History:

Adopted on: August 10, 2009

Revised on: December 11, 2017