



## **Financial Management – Series 7000**

### **Purchasing: Bids and Contracts – 7321**

The Superintendent shall establish bidding and contract awarding procedures for all purchases of furniture, supplies, materials, equipment building improvements or repairs or other work in the necessary quantity and acceptable quality to meet district operational and project requirements. Such procedures shall ensure compliance with state and federal requirements and provide a means to obtain competitive pricing for District expenditures. The procedures shall also promote open competitive participation by vendors.

Bid or quotation requirements shall be waived when the Board declares an emergency or when purchases are clearly limited to a single source of supply. The Board may reject any and all bids and make further calls for bids in the same manner as the original call. The Board reserves the right to purchase through an inter-local cooperative agreement with another governmental agency provided such agency has complied with the bidding requirements that are applicable to school districts.

The board shall include in each contract a proviso requiring the contractor to prohibit any of its employees who has ever been convicted of or pled guilty to any of the child related felonies from working where he/she would have contact with public school children. The contract shall also provide that failure to comply with this requirement is grounds for immediate termination of the contract.

#### Legal References:

<u>RCW 28A.400.330</u>	Crimes against children - Contractor employees - Termination of Contract
<u>RCW 28A.335.190</u>	Advertising for bids - Competitive bid procedures - Purchases from inmate work programs - Telephone or written quotation solicitation, limitations - Emergencies
<u>RCW 39.04.010-901</u>	Public Works
<u>RCW 39.26.160</u>	Bid awards-Considerations - Requirements and criteria to be set forth- Negotiations - Use of enterprise vendor registration and bid notification system
<u>RCW 39.30.060</u>	Bids on public works - Identification, substitution of subcontractors

Adopted: 1957  
Revised: 03-27-1974  
Revised: 07-13-1976  
Revised: 05-10-1977  
Revised: 01-09-1979  
Revised: 05-09-1988  
Revised: 06-09-1994  
Revised: 03-11-1999  
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Revised: 07-14-2005  
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