

Gresham-Barlow SD 10

Code: **DJC**
Adopted: 5/05/16

Bidding Requirements

The Board is the Local Contract Review Board (LCRB) for the district.

The Board, acting as its own LCRB, adopts the *Oregon Attorney General's Model Public Contract Rules*, Oregon Administrative Rules (OAR) Chapter 137, Divisions 046 through 049.

All public contracts shall be invited in accordance with applicable competitive procurement provisions of Oregon Revised Statutes (ORS) and adopted public contracting rules except as allowed in the adopted rules, administrative regulations or as determined by the Local Contract Review Board. Public contracts using federal funds will comply with federal rules and regulations.

The district shall procure construction manager/general contractor services in accordance with model rules the Attorney General adopts under ORS 279A.065

Where necessary, the Board has made the written findings required by law for exemptions from competitive bidding. Such findings shall be maintained by the district and made available on request.

Emergency Procurements

The superintendent or designee shall make emergency declarations and procurements pursuant to ORS 279B.080.

Special Procurements

The Board shall approve special procurements pursuant to ORS 279B.085 and exemptions pursuant to ORS 279C.335.

Sole Source Procurements

The superintendent or designee shall determine in writing that goods or services, or class of goods or services are available from only one source pursuant to ORS 279B.075. The Board may exempt specifications pursuant to ORS 279C.345.

Opportunity will be provided to all responsible suppliers to do business with the district. The chief financial officer will develop and maintain lists of potential vendors for various types of materials, equipment and supplies. Such lists may be used to develop a mailing list for distribution of specifications and solicitations for bids or proposals. Any supplier may be included in the list upon request.

Procurements estimated to be in excess of \$250,000 shall go through the cost analysis and feasibility process when required as described in ORS 279B.

Records of bids, proposals and specifications will be kept in the district administration office and will conform to Oregon Revised Statutes and applicable records retention provisions of the *Oregon Attorney General's Model Public Contract Rules*.

The superintendent or designee shall develop administrative regulations necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS Chapters 279A, 279B and 279C](#) [OAR Chapter 125](#), Divisions 246-249

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL.