

**North Santiam  
School District**

Code: **DJC**  
Adopted: 7/01/96  
Revised/Readopted: 1997; 1998; 2000; 3/17/11;  
2/21/13; 6/15/17  
Orig. Code(s): DJC

## **Bidding Requirements**

The Board, acting as its own LCRB, will adopt its own rules of procedure that will govern district purchasing. Consequently, the model rules adopted by the Attorney General shall not apply to the district. The district's rules may include portions of the *Oregon Attorney General's Model Public Contract Rules* OAR Chapter 137, Divisions 030 through 035, and 046 through 49, in effect at the time this policy is adopted.

Additionally, the Board may include as part of its rules portions of the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125, Division 246-249 in effect at the time this policy is adopted.

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.

The district shall review its rules each time the Attorney General adopts a modification of the model rules, as required by ORS 279A.065(5)(b), to determine whether any modifications need to be made to district rules to ensure compliance with statutory changes. New rules, as necessary, shall be adopted by the Board.

The Board recognizes that a public contracting agency that has not established its own rules of procedure as required under ORS 279A.065(5) is subject to the model rules adopted by the Attorney General, including all modifications to the model rules that the Attorney General may adopt.

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

END OF POLICY

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**Legal Reference(s):**

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

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

**Cross Reference(s):**

DJ - District Purchasing  
DJCA - Personal Services Contracts  
DJG - Vendor Relations