

Sherman County S. D.

Code: DJC
Adopted: 8/14/95

Bidding Requirements

Bids will be called for on all orders for equipment or supplies and on building additions or construction estimated to equal or exceed the amount set by law requiring public bidding. Exceptions include cases where the Board acts in an emergency and follows applicable laws and administrative rules. Bids may be called for or quotations requested for items or services involving lesser amounts if, in the judgment of the Board and the superintendent, it is in the district's best interests.

The bid of the lowest responsible bidder will be accepted consistent with specifications on quality, service, delivery and other requirements. Where the lowest bid is not accepted, alternative procedures set by the Board will be followed. The Board may accept any bid or may divide or reject any or all bids.

Opportunity will be provided to all responsible suppliers to do business with the district. To this end the superintendent or designee will develop and maintain lists of potential bidders for various types of materials, equipment and supplies. Such lists may be used to develop a mailing list for distribution of specifications and invitations to bid. Any supplier may be included in the list upon request.

Records of bids and specifications will be kept in the district administration office and will conform with Oregon Revised Statutes and administrative rules.

END OF POLICY

Legal Reference(s):

[ORS Chapter 279](#)

[OAR 125-030-0000](#) to -0100

[OAR 125-360-0010](#) to -0030

[OAR 125-300-0000](#) to -0100

[OAR 137-030-0000](#) to -0155

[OAR 125-310-0005](#) to -0500

[OAR 137-035-0000](#) to -0080

[OAR 125-320-0010](#) to -0025

[OAR 137-040-0000](#) to -0590

[OAR 125-330-0030](#) to -0700

Oregon Attorney General's Model Public Contract Rules Manual, Department of Justice (2002).