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## BIDDING REQUIREMENTS

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### **Procurement Methods for Non-Federally Funded Projects**

1. All goods and services shall be procured or sold consistent with regulations established by the Superintendent of Schools and as monitored by the Director of Business Services. Such regulations shall be based upon sound competitive practices consistent with the best interests of the Bangor School Department.
2. Goods or services exceeding ten thousand dollars (\$10,000) shall be purchased only after reliable interested vendors have been provided with an opportunity to bid, except bonafide emergencies or when the Superintendent of Schools determines that formal bidding is impractical.
3. The Superintendent of Schools is empowered to make award of such bids or contracts on an individual item basis as well as a total bid basis; to reject any or all bids; and to make such selection of goods or services as is deemed best suited for the purposes intended, and in the best interest of the School Department.
4. A report of all bids and quotations shall be submitted to the School Committee at the next Regular Meeting.

### **Procurement Methods for Federally Funded Projects**

1. The Superintendent or the superintendent's designee shall be responsible for developing, updating as necessary, and implementing a written administrative procedures manual (hereafter, the "Federal Procurement Manual") to govern the procurement and purchase of property, goods, and services using any federal award that is subject to the Uniform Grant Guidance, codified at 2 CFR Part 200 ("UGG Federal Award"). The Federal Procurement Manual shall be consistent with all applicable federal laws and rules.
2. Notwithstanding any policy provision to the contrary, the procurement and purchase of property, goods, and services using a UGG Federal Award, in whole or in part, must comply with the Federal Procurement Manual. Wherever this policy or any of the school unit's administrative procedures are inconsistent with federal laws or rules, the provision of the federal laws or rules shall control.

ADOPTED: May 21, 1984  
REVIEWED: September 11, 2019  
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