

<h1>POLICY</h1>	2007	5410
	<b>Business Operations</b>	

**Subject: Bids and Quotations**

As required by law, the District will follow normal bidding procedures in all cases where needed quantities of like items will total the maximum level allowed by law during the fiscal year, (similarly for public works – construction, repair, etc.) and in such other cases which seem to be to the financial advantage of the School District.

A bid band may be required if considered advisable.

No bid for supplies shall be accepted which does not conform to specifications furnished unless specifications are waived by Board action. Therefore, all contracts shall be awarded to the lowest responsible bidder who meets specifications.

The Superintendent may authorize purchases within the approved budget if required by emergencies as legally permitted without bidding, with subsequent notification to the Board.

General Municipal Law Section 103  
Commissioner's Regulations 170.2

Approved: Board of Education  
May 25, 1994

Approved: Board of Education  
June 26, 2002

Approved: Board of Education  
June 13, 2007