

**Policy Title: Public Procurement of Goods and Services**

**Policy No: 803.02**

St. Maries Joint School District No. 41 shall at all times adhere to the bidding requirements for the procurement of goods and services as set out in State law.

\$0 to \$50,000	No bidding requirements	Idaho Code §67-2803(2)
\$50,000 to \$100,000	Semi-formal bidding: Issue written requests for bids describing goods or services desired to at least three (3) vendors. Allow three (3) days for written response, unless an emergency exists; One (1) day for objections. Keep records for six (6) months. <u>Accept low bid, or reject all bids.</u>	Idaho Code §67-2806(1)
\$100,000 and above	Formal bidding: Publish bid notice at least two (2) weeks in advance of bid opening. Make bid specifications available; written objects allowed. May request bid security/bond. Can reject all if able to purchase more economically in the open market.	Idaho Code §67-2806(2)
<b>EXEMPTIONS TO PUBLIC PROCUREMENT OF GOODS AND SERVICES BIDDING</b>		
Personal Property	Already competitive bid (piggy backing)	Idaho Code §67-2803(1)
Less than \$50,000	Contracts or purchases of goods or services	Idaho Code §67-2803(2)
Any Amount	Payment of Wages	Idaho Code §67-2803(3)
Any Amount	Personal or professional services performed by an independent contractor. (Refer to information on qualifications in Idaho Code 67-2320)	Idaho Code §67-2803(4)
Any Amount	Procurement of an interest in real property – lease or purchase	Idaho Code §67-2803(5)

Any Amount	Procurement of insurance	Idaho Code §67-2803(6)
Any Amount	Costs of Joint Powers participation	Idaho Code §67-2803(7)
Any Amount	Procurement of used personal property	Idaho Code §67-2803(8)
Any Amount	Procurement from federal government general services administration (GSA) schedules or federal multiple award schedules (MAS)	Idaho Code §67-2803(9)
Any Amount	Procurement of personal property or services through contracts entered into by the division of purchasing of the department of administration of the State of Idaho	Idaho Code §67-2803(10)
Any Amount	Procurement of goods for direct resale	Idaho Code §67-2803(11)
Any Amount	Procurement of travel and training	Idaho Code §67-2803(12)
Any Amount	Procurement of goods and services from Idaho correctional industries	Idaho Code §67-2803(13)
Any Amount	Procurement of repair for heavy equipment	Idaho Code §67-2803(14)
Any Amount	Procurement of software maintenance, support and licenses of an existing system or platform that was bid in compliance with State law	Idaho Code §67-2803(15)
Any Amount	Procurement of public utilities	Idaho Code §67-2803(16)
Any Amount	Procurement of food for use in jails or detention facilities	Idaho Code §67-2803(17)

Any Amount	Procurement of used equipment at an auction if authorized by the governing board	Idaho Code §67-2803(18)
Any Amount	Emergency Expenditures	Idaho Code §67-2808(1)

**Policy Cross Reference:**

**Legal Reference:**

Idaho Code §67-2801 et seq. Purchasing by Political Subdivisions

**Policy History:**

Reviewed: 03/12/2018  
Adopted: 03/12/2018