

Policy Title: Public Works Contracting and Procurement

Policy No: 803.04

No contract involving a public works project shall be let to any contractor who is not licensed as required by the laws of the State of Idaho. Further, the District shall at all times adhere to the bidding requirements for public works contracting and procurement as set out in State law.

PUBLIC WORKS CONTRACTOR LICENSURE REQUIREMENTS		
\$0 to \$50,000	No licensure requirement	Idaho Code §54-1903(9)
\$50,000 and above	Licensure required	Idaho Code §54-1903(9)
EXEMPTIONS FROM PUBLIC WORKS CONTRACTOR LICENSURE		
Less than \$50,000 for construction, alteration, improvement, or repair	Single project with any number of trades	Idaho Code §54-1903(9)
Any construction, alteration, or repair due to an emergency	Pursuant to the provision of, Chapter 10, Title 46 Idaho Code	Idaho Code §54-1903(11)
PUBLIC WORKS CONSTRUCTION BIDDING		
\$0 to \$50,000	No bidding requirements	Idaho Code §67-2803(2)
\$50,000 to \$200,000	Semi-formal bidding: Issue written requests for bids describing the work to at least three (3) licensed contractors. Allow three (3) days for written response; objections one (1) day prior to bid. Keep records for six (6) months. <u>Accept low bid or reject all bids.</u>	Idaho Code §67-2805(1)
\$200,000 and above	Formal bidding 2 Options A and B: Category A - Open to all licensed contractors. Publication requirements. Written objections allowed.	Idaho Code §67-2805(2)

	<p>May request bid security/bond. <u>Accept low bid, or reject all bids.</u> See code for details. (Idaho Code Section 67-2805(2)(a).</p> <p>Category B – Open to pre-qualified contractors. After pre-qualification is determined, the bidding process is in the same manner as Category A. (Idaho Code §67-2805(2)(b).</p>	
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Policy Cross Reference:

Legal Reference:

Idaho Code §54-1903 Unlawful to Engage in Public Works Contracting Without License – Exemptions
Idaho Code §67-2801 et seq. Purchasing by Political Subdivisions

Policy History:

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