

M.S.A.D. #12 POLICY

**BIDDING**

Usual and Customary Bid Policy

It is the policy of M.S.A.D. #12 that bids shall be sought for services to the district for usual and customary matters of operations. The following matters will be considered as types of general operations, but should not be considered all inclusive: milk, fuel products, plowing, etc.

All such bid requests will be sent to the local newspapers which provide general circulation to the majority of the residents of the district.

Bids shall be issued in accordance with District Affirmative Action policies.

Maintenance Bid Policy

It is the policy of M.S.A.D. #12 that the Central Office Administration (COA) is authorized to pursue projects associated with maintenance expenditures that do not exceed a cost of \$5,000 without going out to bid. All projects which exceed the \$5,000 cap must be put out to bid. The exception to this is in the case(s) of emergency where the COA may contract work which would exceed the established cap. In such cases, the COA will notify the Chairperson of the Board of Directors and the Chairperson of the Building and Grounds Subcommittee of the action taken.

**Adopted: November 12, 2002** ||

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