

**PURCHASE SUBJECT TO BID****POLICY # 2**

The Policy Board of the Elysian Charter School directs the establishment and conduct of bidding procedures that serve the public interest and provide each qualified vendor an equal opportunity to furnish supplies and equipment to Elysian.

Every contract for the performance of work or the furnishing or hiring of materials or supplies not exempted by law will be subject to public bidding whenever the aggregate value of such a contract exceed the bid threshold under "Public School Contracts Law N.J.S.A. 18A:18A-3(b) within one fiscal year. Whenever possible, purchases will be aggregated; purchases may not intentionally be divided to avoid the requirements for competitive bidding.

Bid specifications will be prepared by the Director/Chief School Administrator or her designee. Each bid specification will offer a common standard of competition and will assert the Board's right to accept reasonable equivalents and to reject all bids and re-advertise. Records of advertisements will be kept in detail sufficient to show that a reasonable number of qualified vendors were invited to bid.

Bids may be opened publicly by the Director/Chief School Administrator or her designee before one or more witnesses at a previously designated time and place. Contracts will be awarded on a resolution duly adopted by the Board, to the responsible bidder who submits the lowest conforming bid, except that the Board may choose to reject all bids.

N.J.S.A. 18A:18A-1 et. seq. --- Public Schools Contracts Law

Adopted: June 19, 2003