Homedale Joint School District No. 370

FINANCIAL MANAGEMENT 7405

<u>Public Works Contracting and Procurement</u>
No contract involving public works project shall be let to any contractor who is not licensed as required by the laws of this State. Further, the District shall at all times adhere to the bidding requirement for public works contracting and procurement as set out in State law.

Public Works Contractor Licensure Requirements

$0 to $50,000	No licensure requirement	IC 54-1903(9)
$50,000 and above	Licensure required	IC 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	IC 54-1903(9)
Any construction, alteration, or repair due to an emergency.	Pursuant to the provisions of, Chapter 10, Title 46 Idaho Code	IC 54-1903(11)

Public Works Construction Bidding

$0 to $50,000	No bidding requirements	IC 67-2803(2)
$50,000 to $200,000	Semi-formal bidding: Issue written requests for bids describing the work to at least 3 licenses contractors. Allow 3 days for written response; objections 1 day prior to bid. Keep records for 6 months. <u>Accept low bid or reject all bids</u>.	IC 67-2805(1)
$200,000 and above	Formal Bidding **2 Options A & B:**	IC 67-2805(2)
	Category A - Open to all licensed contractors. Publication requirements. Written objections allowed. May request bid security/bond. <u>Accept low bid or reject all bids</u>. See code for details. (IC 67-2805 (2)(a).)	
	Category B - Open to pre-qualified contractors. After pre-qualification is determined, the bidding process is in the same manner as Category A. (IC 67-2805 (2)(b).)	

Legal References: I.C. § 33-301   Real and Personal Property - Acquisition, Use or Disposal of Same
I.C. § 54-1903   Unlawful to Engage in Public Works Contracting Without License - Exemptions
I.C. § 67-2801 *et seq.*   Purchasing by Political Subdivisions
I.C. § 74-401 *et seq.*   Ethics in Government

Other Reference: Policies and Procedures Used Template, Idaho State Department of Education, http://www.sed.idaho.gov/sped/funding

Policy History:
Adopted on: 00-00-00
Revised on: