

SOLICITING PRICES
(BIDDING)

POLICY

The Board of Education of the Valley Stream Union Free School District #24 (“the District”) declares its intention to purchase competitively, without prejudice, in compliance with the requirements of the New York State General Municipal Law (“GML”), and to seek maximum value for every dollar expended.

Competitive bids or quotations will be solicited in connection with all purchasing whenever required by the GML or the District’s Purchasing Policy. Unless otherwise authorized by the GML, contracts will be awarded to the lowest responsible bidder complying with specifications and with other stipulated bidding conditions. The Board, however, authorizes that purchase contracts may be awarded on the basis of best value as defined in State Finance Law Section 163. Whenever it is in the best interest of the District, purchases will be made through available Federal or State contracts or other political subdivisions in accordance with GML Section 103(16).

The District will comply with the requirements of GML Section 103-9, which prohibits, with few exceptions, competitive bidding contracts with entities that invest significantly in the Iranian energy sector, as outlined in the accompanying regulation.

BOARD OF EDUCATION

Adopted: October 25, 1984

Revised: November 21, 1996

Revised: December 15, 2010

Revised: January 29, 2014

ADMINISTRATIVE REGULATIONS

Soliciting Prices (Bidding)

In accordance with State Law and the Regulations of the Commissioner of Education, all purchase contracts for materials, equipment or supplies involving an annual expenditure in excess of \$20,000, and all public work contracts in excess of \$35,000, by the Valley Stream Union Free School District #24 (“the District”) will be awarded on the basis of public advertising and competitive bidding to the lowest responsible bidder. The Board, however, authorizes that purchase contracts may be awarded on the basis of best value, as defined in State Finance Law Section 163. Best value awards must optimize quality, cost and efficiency. The basis for best value will reflect, whenever possible, objective and qualifiable analysis, and may also take into consideration small business or certified minority or women-owned businesses as defined in State Finance Law Section 163. In order to be considered a responsible bidder, entities must certify that they are not on the list created and maintained by the State Office of General Services cataloging significant investment in the Iranian energy sector. A committee comprised of any two of the following: (i) Superintendent of Schools; (ii) Assistant Superintendent; and/or (iii) District Clerk, are authorized to open bids and record the same, pursuant to law.

All contracts that require public advertising and competitive bidding will be awarded by resolution of the Board of Education. Recommendations for the award of all contracts will be submitted to the Board of Education by the Superintendent of Schools.

Purchases will be made through available Federal or State Contracts of the Division of Standards and Purchases, or contracts with other political subdivisions in accordance with GML Section 103(16), whenever it is in the best interest of the District.

Opportunity will be provided to all responsible suppliers who do business with the District. To this end, the Purchasing Agent will develop and maintain lists of potential bidders for the various types of materials, equipment and supplies. The bidder list will be used in the development of a mailing list for distribution of specifications and invitations to bid. Any supplies may be included in the list upon request.

It is the responsibility of the Assistant Superintendent to make alternate suggestions to the requisitioner if, in the judgment of the Assistant Superintendent, the specifications would restrict competition or otherwise preclude the most economical purchase of the required items.

APPROVED BY SUPERINTENDENT

Date: November 21, 1996
Revised: December 15, 2010
Revised: January 29, 2014.