



NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203

Board of Education Policy 4-65

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OPERATIONAL SERVICES

BIDDING REQUIREMENTS

All contracts for supplies, material or work involving an expenditure in excess of \$25,000, except contracts which by their nature are not adapted to award by competitive bidding, shall be made in accordance with *The School Code of Illinois*. *The School Code of Illinois* requires sealed, competitive bidding (with certain exceptions), and also outlines requirements for legal notice in a local newspaper that bids are being taken 10 days prior to bid opening and specifies the time and place for the public opening of the sealed bids. The contract is to be awarded to the “lowest responsible bidder.”

The Superintendent or Associate Superintendent shall report the results of the bidding to the Board of Education, together with a recommendation regarding acceptance and reasons therefore. The contract is awarded by vote of the Board at an official meeting.

Bid deposits of 10% of the bid amount, assuring good faith in bidding, and performance bonds to the extent of 100% of the contract amount may be required.

In an emergency, *The School Code of Illinois* permits expenditures in excess of \$25,000 without bids provided such expenditure is approved by three-fourths (3/4) of the Board.

Legal Reference: 105 ILCS 5/10-20.21

Adopted: 4/18/94

Revised: 4/17/2006

Revised: 11/17/2008