

## SAYDEL COMMUNITY SCHOOL DISTRICT

### BIDS AND AWARDS FOR PUBLIC IMPROVEMENT CONTRACTS

The Board supports economic development in Iowa, particularly in the school district community. Public improvement contracts will be made in the school district community or in Iowa from Iowa-based companies if the bids submitted are comparable in quality and can be received without additional cost in comparison to those submitted by other bidders. The Board will have the authority to approve or retain public improvement contracts. 'Public improvement' means "a building or construction work which is constructed under the control of a governmental entity, including a building or improvement constructed or operated jointly with any public or private agency."

Public, competitive sealed bids are required for public improvements projects, including renovation and repair, with an estimated total cost exceeding the minimum competitive bidding threshold as established by Iowa law. The District shall follow all competitive bidding notice, hearing and timeline requirements as outlined by Iowa law. The low public, competitive sealed bid requirement is waived in the case of emergency repairs when the repairs are necessary to prevent the closing of a school. The Area Education Agency (AEA) administrator will certify that the emergency repairs are necessary to prevent the closing of a school.

The competitive quotations process is required for public improvement contracts that have an estimated total cost exceeding the minimum competitive quotation threshold established by law, but less than the competitive bidding threshold. The Board shall approve the quote for the project.

The bid and quotation threshold may be modified from time-to-time, as allowed by law. The current bid/quotation thresholds for public improvement contracts may be found on-line at:

[http://www.iowadot.gov/local\\_systems/publications/bid\\_limits.htm](http://www.iowadot.gov/local_systems/publications/bid_limits.htm)

The Superintendent or designee will determine the process for obtaining quotes for projects below the competitive quotation threshold as appropriate.

The award of all public improvement contracts (whether bid or quoted) will, generally, be made to the lowest responsive, responsible bidder/quoter, as determined by the requirements in the bid/quote specifications. The Board will have the right to reject any or all bids, or any part thereof, to waive formalities, and to enter into the contract or contracts deemed to be in the best interests of the school district.

**Approved:** June 16, 1997

**Reviewed:** May 2016

**Revised:** May 2016

**BIDS AND AWARDS FOR PUBLIC IMPROVEMENT CONTRACTS CONTINUED**

It is the responsibility of the Superintendent to make a recommendation and the reason for it to the Board for public improvement contract bids/quotes. The Board Treasurer or his/her designee will recommend, to the Board, which bids/quotes to accept.

The Board authorizes the Superintendent to initially approve minor changes to a public improvement project that are valued at less than \$10,000, which are deemed necessary to avoid delay in the project. Such minor approved changes shall be called "field orders" and shall be subsequently approved by the Board as formal change orders at the next Board meeting.

**Legal Reference:** Iowa Code §§ Ch 26; 72; 73; 297.7-.8 (2013).

**Cross Reference:** 705 Expenditures  
801 Site Acquisition and Building Construction

**Approved:** June 16, 1997

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