NEW SCHOOL CONSTRUCTION AND RENOVATION

The District shall advertise for the bids:

A. By placing an advertisement for bids at least once in a newspaper of general circulation in the area where the building or addition is to be constructed or where the repair or renovation of an existing building is to take place and by posting an advertisement for bids for at least two (2) weeks on the Department of Technology, Management and Budget website on a page on the website maintained for this purpose or on a website maintained by a school organization and designated by the Department of Technology, Management and Budget for this purpose.

B. By submitting the request for bids for placement on the Michigan Department of Technology, Management and Budget’s website for school organizations, including a link to the District’s website.

C. The advertisement for bids shall do all of the following:

1. Specify the date and time by which all bids must be received by the District at a designated location

2. State that the District will not consider or accept a bid received after the date and time specified for bid submission

3. Identify the time, date, and place of a public meeting at which the District or its designee will open and read aloud each bid received by the District by the date and time specified in advertisement

4. State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Board or the Superintendent of the District. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

D. The District shall require each bidder for a contract under this policy, to file with the District security in an amount not less than 1/20 of the amount of the bid conditioned to secure the District from loss or damage by reason of the withdrawal of the bid or by the failure of the bidder to enter a contract for performance, if the bid is accepted by the Board.
E. The District shall not open, consider, or accept a bid that the District receives after the date and time specified for bid submission in the advertisement for bids as described in subsection C of this policy.

F. At a public meeting identified in the advertisement for bids described in subsection C of this policy, the Superintendent or his/her designee shall open and read aloud each bid that the District received at or before the time and date for bid submission specified in the advertisement for bids. The District may reject any or all bids, and if all bids are rejected, shall re-advertise in the manner required by this policy.

G. The competitive bid threshold amount specified in this policy is adjusted each year by multiplying the amount for the immediately preceding year by the percentage by which the average consumer price index for all items for the twelve (12) months ending August 31 of the year in which the adjustment is made differs from that index's average for the twelve (12) months ending on August 31 of the immediately preceding year and adding that product to the maximum amount that applied in the immediately preceding year, rounding to the nearest whole dollar. The current exempt amount must be confirmed with the Michigan Department of Education prior to issuing contracts for construction, renovation, or repair which exceed the amount listed in this policy.

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ADMINISTRATIVE REGULATION

Approved: June 21, 2016