

**PURCHASING AND CONTRACTING FOR
SUPPLIES, EQUIPMENT AND SERVICES**

Capital equipment purchases or building modification jobs will be put out at least three bids when anticipated cost exceeds \$5,000.

The Board of School Directors shall purchase goods, services and equipment from the lowest responsible bidder or source who can furnish the quality required. Long range costs shall be a definite factor in selection.

When equal bids or price quotations are available with long range costs considered on equal quality of equipment, supplies or services, the local bidder within the district shall have preference.

The Superintendent of Schools is the authorized purchasing and contracting agent for the Board. He shall purchase and contract as authorized by policy or specific vote of the Board.

ADOPTED: April 27, 1993

Orwell Town School District