Purchasing/Purchasing Authority

The Board's authority for the purchase of materials, equipment, supplies and services is extended to the superintendent through the detailed listing of such items compiled as part of the budget-making process and approved by the Board through its adoption of the annual operating budget.

Except in emergencies or for reasons of economy, the annual purchase of major pieces of equipment such as school buses shall be scheduled so that annual budgetary appropriations for capital purposes will be of similar size or will show a continuous trend without severe fluctuations.

The superintendent shall direct the purchase of such books, supplies, equipment and other materials as is required and permitted within the limits of the budget. The purchase of these items shall require no further Board approval except in those instances where Board policy requires certain purchases to be put to bid. However, any single, non-budgeted purchase or expenditure greater than $10,000, shall require advance approval by the Board.

In order to receive the greatest value for each dollar expended, it shall be the policy of the school district to obtain comparative prices based on similar quality, to consider a balance between long-term quality and cost, and to purchase in quantity whenever possible and practical.

All expenditures made with federal grant dollars shall be made in accordance with the provisions of the U.S. Office of Management and Budget (OMB) Circular A-87 Cost Principals for State, Local and Indian Tribal Governments. In additional all expenditures of federal Head Start grand dollars shall be made in accordance with the provisions of th U.S. Department of Health and Human Services Administrative Regulations Section 45 CFR Part 92.

LEGAL REF.: C.R.S. 22-32-109 (1)(b)

CROSS REF.: DJE, Bidding Procedures
DK, Payment Procedures