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**BOARD-ADOPTED
POLICY**

It is the policy of the Seattle School Board to obtain materials, equipment, goods, supplies, contracted services, construction, and software and related acquisitions consistent with all applicable laws. District staff shall use sound business and financial practices that support the delivery of desired services and goods on time and within budget, while maximizing value and minimizing risk and cost to the District. The District shall promote fair competition to the extent practicable, including appropriate documentation of all situations where advertised sealed bids or requests for proposals are not used.


All contracts for more than \$250,000 initial value, excluding sales tax and contingencies, and changes or amendments of more than \$250,000, excluding sales tax and contingencies, must be approved by the School Board.

This policy shall apply to all contracts, agreements, and Memoranda of Understanding (MOUs) where the District receives money, pays money, or commits time and resources, whether these are paid from operating funds, capital funds, grants, ASB funds or other sources. This policy shall not apply to individual employment contracts or collective bargaining agreements; all new employment contracts or collective bargaining agreements or renewals of such contracts or agreements shall require Board approval.

The Board delegates to the Superintendent all other authority and responsibilities for procurement within the budgets approved by the Board. The Superintendent may delegate such authority to procurement staff or other designees as the Superintendent deems appropriate. The Superintendent shall promulgate procedures to implement this policy.

Repeals:

- H22.00, Architectural and Engineering Consultants Selection
- H22.01, Architectural and Engineering Consultant Selection Protocol
- H23.00, Competitive Bids Major Construction Projects
- H40.00, Competitive Bidding Purchases
- H46.00, Contracting for Services
- H46.01, Contracting For Services Procedure
- G41.00, Purchasing Processes
- G42.00, Purchasing Authority
- G43.00, Contract Approval, Non-bid Individual/Firm/Agency Service Contracts
- G44.00, Conflict of Interest – Purchases

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References:

Reference: School Board Policy F11.00, Ethics Policy

Reference: School Board Procedure, F11.01, Ethics Policy Procedure

Reference: RCW 28A.505.150, Budgeted Expenditures

Reference: RCW 28A.635.050, Corrupt Practices Prohibited

Reference: RCW 42.23.030, Interest in Contracts Prohibited - Exceptions

Reference: RCW 42.23.040, Remote Interests