

**TALBOT COUNTY
PUBLIC SCHOOLS
EASTON, MD 21601**

**POLICY CODE
4.6
ADOPTED 04/16/86
REVISED: 07/23/08
REVIEWED: 07/01/10**

BIDDING REQUIREMENTS AND PROCEDURES

I. Authority: Annotated Code of Maryland, Educational Article Section 5-110:
BIDS (1992 Replacement Volume) “S5—110. Bids.

A. Exceptions. This section does not apply to:

1. Contracts for the purchase of books and other materials of instruction as defined in the State Department of Education financial reporting manual; and,
2. Emergency repairs required during the regular school year.

B. Advertisement for bids.

1. If the cost of any school building, improvement, supplies, or equipment is more than \$25,000 or the State’s legal requirement for bidding, which ever is higher, Talbot County Public Schools, at least 2 weeks before bids are to be filled, shall advertise for bids in at least one newspaper published in the county.
2. The Talbot County Board of Education may name in the specifications and advertisements for bids the particular make, kind, or brand of article to be contracted for or purchased.

Policy: The Board of Education of Talbot County will adhere strictly to the true intent and meaning of the above—referenced law; and, any contract entered into that violates the true intent and meaning of the law shall immediately be declared VOID.

Should any contract be declared VOID, the Superintendent is to present a report to the Board as to cause(s), and what remedial action is to be taken.

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