

PERMISSION TO SEEK BIDS FOR THE 2025-2026 SCHOOL YEAR

The Business Office requests permission from the Board of Education to seek bids for items that are anticipated to be needed for the remainder of this school year and the following school year.

Some of the items are for future Health/Life Safety projects, and the following list of items: vehicles, mowing equipment, floor coverings, bakery items, tables, chairs, desks, milk, pizza, unleaded fuel, diesel fuel, fence, cafeteria equipment, band instruments, HVAC service agreements, computer hardware and software, copier maintenance agreements, janitorial cleaning supplies, glass replacement, security systems, tuck pointing, waste removal, roof work, gutters and downspouts, plumbing work, construction projects, ventilation work (including air conditioning), windows, temperature control systems, boiler repair, lockers, dust collection systems, kitchen equipment, intercom systems, geothermal systems, asbestos abatement and doors. If other items are found to be needed, permission to bid will be requested on them.

Per Illinois School Code, a district must use the bidding process for expenditures and contracts that are in excess of \$35,000.

Board Policy outlines the competitive methods of acquisition of exempt contracts by:

- a) Telephone quotation when items are urgently needed or in small quantity orders, or
- b) Written quotations used to purchase materials or services when time requirements allow. Whenever possible, quotations should be received from at least two (2) competitors.

Tim Gronski, CSBO