

Lafayette Parish School System
 Schedule of Bidding Requirements
 FYE 6/30/14

Materials and Supplies				
Estimated Cost of Good or Service	Bidding Requirements	Advertising Requirements	Quote By	Award of Contract
\$0 - \$9,999	None	None	N/A	Purchasing
\$10,000 - \$30,000	3 Written or Faxed Quotations	None	Requisitioner/ Purchasing	Purchasing
\$30,001 and greater	Formal Sealed Bids	1/wk for 2 consecutive weeks in local newspaper newspaper	Purchasing	Board

Public Works					
Estimated Cost of Good or Service	Bidding Requirements	Advertising Requirements	Quote By	Award of Contract	Other Requirements
\$0 - \$9,999	None	None	Purchasing	Purchasing	None
\$10,000 - \$24,999	3 Written or Faxed Quotations	None	None	Purchasing	Affidavit of Fee Disposition
\$25,000 - \$49,999	3 Written or Faxed Quotations	None	N/A	Board	Performance/ Payment Bond Affidavit of Fee Disposition
\$50,000 - \$150,000	3 Written or Faxed Quotations	None	Requisitioner/ Purchasing	Board	Performance/ Payment Bond Affidavit of Fee Disposition Contractor's License
\$150,001 and greater	Formal Sealed Bids	1/wk for 3 consecutive weeks in local newspaper	Purchasing	Board	Performance/ Payment Bond Contractor's License Affidavit of Fee Disposition Bid Bond

Professional Services				
Estimated Cost of Good or Service	Bidding Recommendation	Advertising Recommendation	Quote By	Award of Contract
\$0 - \$9,999	None	None	N/A	Purchasing
\$10,000 - \$49,999	3 Written or Faxed Quotes	None	Requisitioner/ Purchasing	Purchasing
\$50,000 and greater	Formal Request For Qualifications	1/wk for 2 consecutive weeks in local newspaper	Requisitioner/ Purchasing	Purchasing

Professional services in table above includes but is not limited to engineering, architectural, and accounting services; excluded from the definition are educational consultants.

Revised: 2/01/11