

Finance Policy #613 Cooperative Purchases

Purpose:

It is recommended to utilize cooperative purchase plans whenever applicable. This permits the Charter School to meet bidding requirements and save money.

Guidelines:

- When purchasing items that require bidding or quotes it is recommended that the CEO have the staff member designated for the purchase to check the PEPPM price listings at IU 16.
- State bids are also available at IU 13 for computer items.
- Using the PEPPM or IU 13 bid lists speeds the purchase process and assures the best bid price.

Delegation of Responsibility:

The CEO shall ensure that proper bidding is followed and that whenever possible the state bids are used through PEPPM or IU 13.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENT.