

Charter School Program Grant Procurement Requirements

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Procurement

Federal - State - Local

PROCUREMENT STANDARDS

Federal

Uniform Administrative Requirements
2 CFR 200.317 - 327

State

Utah Procurement Code

Local Procurement Policy

R277-113-5 (9)(d)(vi)

Charter Schools are defined as an educational procurement unit, which allows charter schools to conduct their own procurement process, but in accordance with 63G-6a Utah Procurement Act.

Every charter school must have a procurement policy in place before CSP funds are obligated.

STATE

State Procurement 63G-6a

General Procurement Rules R33

Small Purchase

- ▶ Single item < \$5,000; and
- ▶ Total all items <\$10,000
- ▶ Annual aggregate <\$50,000

No bids or quotes required

FEDERAL

2 CFR Procurement Standards
200.317-327

Federal Acquisition 48 CFR Chapter 1

Micro-purchase

- ▶ Total purchase <\$10,000

No bids or quotes required

STATE

Telephone Solicitation

- ▶ Single item > \$5,000
- ▶ Total all items <\$10,000
 - ▶ Minimum 2 telephone quotes required

Award to lowest responsible bidder

FEDERAL

Simplified Acquisition Purchase

- ▶ Total \$10,000 - \$250,000
 - ▶ Adequate number of quotes
 - ▶ Telephone quote
 - ▶ Electronic quote
 - ▶ Written Quote

Award to lowest responsible bidder

STATE

Formal Solicitation

- ▶ Single Procurement
Aggregate Total >\$10,000
- ▶ Annual Aggregate
Total > \$50,000

Invitation to Bid

- ▶ Award to lowest responsible bidder

Request for Proposal

- ▶ Award to responsible bidder
 - ▶ Evaluation Criteria
 - ▶ Cost

FEDERAL

Formal Solicitation

- ▶ Total > \$250,000

Sealed Invitation Bid

- ▶ Firm fixed-price contract (lump sum or unit)
- ▶ Award to responsible bidder with the lowest price

Proposal

- ▶ Fixed price or cost-reimbursement contract
- ▶ Written specifications
- ▶ Award based on
 - ▶ Technical evaluations
 - ▶ Cost

SOLE SOURCE



Justification Required

- ▶ No comparable product
- ▶ One of a kind item, available from one vendor
- ▶ Component or replacement part, available from manufacturer only
- ▶ Exclusive maintenance, service or warranty agreement.

Questions???

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RESOURCES

[State Cooperative Contracts](#)

[Training resources for Public Entities](#)