**REVISED PROCUREMENT CODE TABLE OF CONTENTS**

|  |  |
| --- | --- |
| Rule Number | Topic/Content |
| **ARTICLE 10. SCHOOL DISTRICT PROCUREMENT RULES** |  |
|  | **IN GENERAL** |
| R7-2-1001 | Definitions |
| R7-2-1002 | Applicability |
| R7-2-1003 | General Provisions |
| R7-2-1004 | Written Determinations |
| R7-2-1005 | Change Orders and Contract Modifications |
| R7-2-1006 | Confidential Information |
| R7-2-1007 | Delegation of Procurement Authority |
| R7-2-1008 | Procurement Consultants and Procurement Advisory Groups |
|  | **SPECIFICATIONS** |
| R7-2-1010 | Preparation of Specifications |
| R7-2-1011 | Types of Specifications |
| R7-2-1012 | Proprietary Specifications |
| R7-2-1013 | Recycled Products Use |
| R7-2-1014 | Maximum Practicable Competition |
| R7-2-1015 | Conflict of Interest |
| R7-2-1016 | Confidentiality |
|  | **REVERSE AUCTIONS** |
| R7-2-1018 | Reverse Auctions |
|  | **COMPETITIVE SEALED BIDDING** |
| R7-2-1021 | Method of Source Selection |
| R7-2-1022 | Notice of Competitive Sealed Bidding |
| R7-2-1023 | Prospective Bidders Lists |
| R7-2-1024 | Invitation for Bids |
| R7-2-1025 | Pre-Bid Conferences |
| R7-2-1026 | Amendments to Invitation for Bids |
| R7-2-1027 | Pre-Opening Modification or Withdrawal of Bids |
| R7-2-1028 | Late Bids, Late Withdrawals and Late Modifications |
| R7-2-1029 | Receipt, Opening and Recording of Bids |
| R7-2-1030 | Mistakes in Bids |
| R7-2-1031 | Bid Evaluation and Award |
| R7-2-1032 | Only One Bid Received |
| R7-2-1033 | Simplified School Construction Procurement Program |
|  | **MULTISTEP SEALED BIDDING** |
| R7-2-1035 | Multistep Sealed Bidding |
| R7-2-1036 | Phase 1 of Multistep Sealed Bidding |
| R7-2-1037 | Phase 2 of Multistep Sealed Bidding |
|  | **COMPETITIVE SEALED PROPOSALS** |
| R7-2-1041 | Competitive Sealed Proposals |
| R7-2-1042 | Request for Proposals |
| R7-2-1043 | Pre-Proposal Conferences |
| R7-2-1044 | Late Proposals, Modifications or Withdrawals |
| R7-2-1045 | Receipt, Opening and Recording of Proposals |
| R7-2-1046 | Evaluation of Proposals |
| R7-2-1047 | Discussions with Individual Offerors |
| R7-2-1048 | Best and Final Offers |
| R7-2-1049 | Mistakes in Proposals |
| R7-2-1050 | Contract Award |
|  | **SOLE SOURCE PROCUREMENTS** |
| R7-2-1053 | Sole Source Procurements |
|  | **EMERGENCY PROCUREMENTS** |
| R7-2-1055 | Emergency Procurement Procedure |
| R7-2-1056 | Emergency Procurement Reporting |
|  | **REQUEST FOR INFORMATION** |
| R7-2-1058 | Request for Information |
|  | **SERVICES OF CLERGY, CERTIFIED PUBLIC ACCOUNTANTS, PHYSICIANS, DENTISTS AND LEGAL COUNSEL** |
| R7-2-1061 | Competitive Selection Procedures for Clergy, Certified Public Accountants, Physicians, Dentists an Legal Counsel |
| R7-2-1062 | Statement of Qualifications |
| R7-2-1063 | Request for Proposals |
| R7-2-1064 | Receipt of Proposals |
| R7-2-1065 | Evaluation of Proposals |
| R7-2-1066 | Discussions with Individual Offerors |
| R7-2-1-67 | Mistakes in Proposals |
| R7-2-1068 | Contract Award |
|  | **GUARANTEED ENERGY CONTRACTS** |
| R7-2-1069 | Guaranteed Energy Cost Savings Contracts |
| R7-2-1070 | Guaranteed Energy Production Contracts |
|  | **GENERAL CONTRACT REQUIREMENTS** |
| R7-2-1072 | Cancellation of Solicitations; Rejection of Bids and Proposals |
| R7-2-1073 | Cancellation of Solicitation Before the Due Date and Time |
| R7-2-1074 | Cancellation of Solicitation After Bid or Proposal Opening and Before Award |
| R7-2-1075 | Rejection of Individual Bids and Proposals |
| R7-2-1076 | Responsibility of Bidders and Offerors |
| R7-2-1077 | Prequalification of Contractors for Materials, Services and Construction |
| R7-2-1078 | Bid and Contract Security |
| R7-2-1079 | Cost or Pricing Data |
| R7-2-1080 | Refusal to Submit Cost or Pricing Data |
| R7-2-1081 | Defective Cost or Pricing Data |
| R7-2-1082 | Right to Inspect Plant |
| R7-2-1083 | Right to Audit Records |
| R7-2-1084 | Anticompetitive Practices |
| R7-2-1085 | Retention of Procurement Records |
| R7-2-1086 | Record of Procurement Actions |
| R7-2-1087 | Contract Clauses |
| R7-2-1092 | Authority to Use Contract Types |
| R7-2-1093 | Multiterm Contracts |
| **ARTICLE 11. SCHOOL DISTRICT PROCUREMENT (CONTINUED)** |  |
|  | **PROCUREMENT OF CONSTRUCTION** |
| R7-2-1100 | Construction Project Delivery Methods |
| R7-2-1101 | Qualified Select Bidders List |
| R7-2-1102 | Bid Security |
| R7-2-1103 | Contract Performance and Payment Bonds |
| R7-2-1104 | Contract Payment Retention and Substitute Security |
| R7-2-1105 | Progress Payments |
| R7-2-1106 | Procurement of Construction Using Alternative Project Delivery Methods |
| R7-2-1107 | Selection Committee |
| R7-2-1108 | Request for Qualifications |
| R7-2-1109 | Receipt and Opening of Statements of Qualifications, Technical Proposals and Price Proposals for Design-Build and Job-Order-Contracting |
| R7-2-1110 | Committee Evaluation and Contract Award |
| R7-2-1111 | Alternative Procedure for Design-Build or Job-Order-Contracting Construction Services |
| R7-2-1112 | Contractor Licenses, Contract and Performance Requirements |
| R7-2-1113 | Prohibitions |
| R7-2-1114 | Bid Security, Contract Performance and Payment Bonds, and Payment and Retention |
| R7-2-1115 | Procurement File Contents and Review |
|  | **PROCUREMENT OF SPECIFIED PROFESSIONAL SERVICES** |
| R7-2-1117 | Procurement of Specified Professional Services |
| R7-2-1118 | Public Notice of Specified Professional Services |
| R7-2-1119 | Cancellation or Rejection of the Solicitation |
| R7-2-1120 | Specified Professional Services Selection Committee |
| R7-2-1121 | Committee Evaluation and Selection |
| R7-2-1122 | Specified Professional Services Contracts Not Exceeding Certain Amounts |
| R7-2-1123 | Procurement File Contents and Review for Procurements Conducted Under R7-2-1117 through R7-2-1121 |
|  | **COST PRINCIPLES** |
| R7-2-1125 | Cost Principles |
|  | **MATERIALS MANAGEMENT** |
| R7-2-1131 | Material Management and Disposition |
| R7-2-1132 | State and Federal Surplus Materials Program |
| R7-2-1133 | Authority for Transfer of Material |
|  | **BID PROTESTS** |
| R7-2-1141 | Resolution of Bid Protests |
| R7-2-1142 | Filing of a Protest |
| R7-2-1143 | Time for Filing Protests |
| R7-2-1144 | Stay of Procurement During the Protest |
| R7-2-1145 | Decision by the District Representative |
| R7-2-1146 | Remedies |
| R7-2-1147 | Appeals to a Hearing Officer |
| R7-2-1148 | Notice of Appeal |
| R7-2-1149 | Stay of Procurement During Appeal |
| R7-2-1150 | District Representative’s Response |
| R7-2-1151 | Dismissal Before Hearing |
| R7-2-1152 | Hearing |
| R7-2-1153 | Remedies |
|  | **CONTRACT CLAIMS AND CONTROVERSIES** |
| R7-2-1155 | Resolution of Contract Claims and Controversies |
| R7-2-1156 | District Representative’s Decision |
| R7-2-1157 | Issuance of a Timely Decision |
| R7-2-1158 | Appeals to a Hearing Officer |
| R7-2-1159 | Hearing |
|  | **DEBARMENT AND SUSPENSION** |
| R7-2-1161 | Authority to Debar or Suspend |
| R7-2-1162 | Initiation of Debarment |
| R7-2-1163 | Period of Debarment |
| R7-2-1164 | Notice |
| R7-2-1165 | Notice to Affiliates |
| R7-2-1166 | Imputed Knowledge |
| R7-2-1167 | Reinstatement |
| R7-2-1168 | Suspension |
| R7-2-1169 | Period and Scope of Suspension |
| R7-2-1170 | Notice and Hearing |
| R7-2-1171 | List of Debarments, Suspensions and Voluntary Exclusions |
|  | **HEARING PROCEDURES** |
| R7-2-1181 | Hearing Procedures |
| R7-2-1182 | Rehearing of Decisions |
| R7-2-1183 | Judicial Review |
| R7-2-1184 | Exclusive Remedy |
| R7-2-1185 | Qualifications for Hearing Officer |
|  | **INTERGOVERNMENTAL PROCUREMENTS** |
| R7-2-1191 | Cooperative Purchasing Authorized |
| R7-2-1192 | Contract Provisions in a Cooperative Purchasing Agreement |
| R7-2-1193 | Use of Payments Received by a Supplying Public Procurement Unit |
| R7-2-1194 | Public Procurement Units in Compliance with Article Requirements |
| R7-2-1195 | Contract Controversies |
| R7-2-1196 | General Services Administration Contracts |