

Constructing**RECEIVING BIDS--PROCEDURES**

The Board establishes the following procedure for construction bids as may be received from time to time:

- I. The Superintendent or designee shall specify the time and place for receiving bids.
- II. The bids will be received, opened and tabulated as set forth in Board Rule 6Gx13- 3C-1.11, Opening of Bids.
- III. A majority of the following persons shall participate in this function:
 - A. The designee of the Superintendent of Schools who shall serve as chair.
 - B. A person designated by the Chief Facilities Officer, Facilities Planning and Construction to record the minutes, and such minutes shall be reported to the Board at the next Board meeting.
 - C. The Supervisor of Contract Management or a person designated by the Supervisor.
 - D. The Associate Superintendent of the Bureau of Procurement and Materials Management or a person designated by the Associate Superintendent.
- IV. The "Notice to Bidders" shall conform at all times to Florida State Board of Education Rule 6A-2.16(5)(b), which provides for receiving bids at other than regularly scheduled Board meetings.

The above guides to receiving bids in no way affect the awarding of bids at Board meetings.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 230.23(9)(a),(b),(c) and (10)(l),(j);
235.31 F.S.; 6A-2.16(5)(b) FAC

History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

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