

# POLICY BOARD OF EDUCATION OF MONTGOMERY COUNTY

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**Related Entries:** DJA-RA, DJA-RB  
**Responsible Office:** Chief Operating Officer  
**Related Source:** *Annotated Code of Maryland*, Education Article, §5-112

## MCPS Procurement Practices and Bid Awards

### A. PURPOSE

To recognize the procurement procedures published in the Montgomery County Public Schools (MCPS) *Procurement Manual* and Maryland law, and to establish limits for advertising bids and obtaining bid approval by the Montgomery County Board of Education (Board)

### B. PROCESS AND CONTENT

1. In compliance with Maryland law, MCPS purchases are as follows:
  - a. Any purchase by MCPS exceeding \$25,000, with the exception of books, materials of instruction, and emergency repairs, shall be advertised.
  - b. The superintendent of schools is authorized to award contracts for \$24,999 or less on the basis of quotations and sealed bids.
2. The practice of obtaining bids or quotations from vendors shall be in accordance with the *Procurement Manual*.

### C. REVIEW AND REPORTING

1. The *Procurement Manual* will be reviewed by the Board Fiscal Management Committee.
2. This policy will be reviewed in accordance with the Board policy review process.

**Policy History:** Adopted by Resolution No. 265-79, February 26, 1979; reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution No. 147-87, February 25, 1987, amended by Resolution No. 68-12, February 12, 2013.