

**LOCAL PURCHASING REQUIREMENTS FOR
EQUIPMENT, MATERIALS, AND SUPPLIES**

Policy Code: **6440**

1 All purchases of equipment, materials, and supplies will be made in accordance with applicable
2 laws and regulations, including Chapter 143 Article 8 of the North Carolina General Statutes,
3 board policy, and any school system purchasing procedures. For purchases and contracts valued
4 at \$1,000 or more, the Transylvania County Board of Education (the “board”) will obtain
5 certification from each bidder or vendor affirming that it is not listed on the state treasurer’s
6 “Final Divestment List,” as required by G.S. 147, Article 6E. All employees involved in
7 purchasing must be familiar with these requirements.
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9 When competitive bidding is not required, purchases should be made under conditions that foster
10 competition among potential vendors. Purchasing decisions should be made after considering
11 price, quality, suitability for specified need, and timeliness of delivery and performance. The
12 board will not enter into a contract with any supplier or contractor when performance on any
13 previous contract has been found to be unsatisfactory by the superintendent or the board.
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15 Records of all informal bids will be kept but will not be available for public inspection until the
16 contract has been awarded. Such records should include the date the bid is received, from whom
17 it is received, and for what item it is made.
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19 Legal References: G.S. 115C-36, -522; 143, art. 8; 143-129, -129.9, -131, -135.9; 147, art. 6E
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21 Cross References: Contracts with the Board (policy 6420), State Purchasing Requirements for
22 Equipment, Materials, and Supplies (policy 6430)
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24 Adopted: March 20, 2017