



**School District 19**  
(Revelstoke)

# Revelstoke Board of Education

## Policy Manual

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### **4.5. Purchasing**

Recognizing that schools are supported to some extent by tax monies paid by individuals and businesses of the local community, the Board of Education will make purchases locally when possible; however, the first consideration must be value for money.

The Board may join in cooperative purchasing with other entities to take advantage of lower prices for bulk purchasing and to reduce the administrative costs involved in bidding.

All purchase contracts that require expenditure in excess of \$25,000, or commit the district to a contract period in excess of one year, require the approval of the Secretary-Treasurer.

Acquisition of goods or services of a value of \$75,000 or greater, each occurrence, requires a public tender call, in accordance with the Trade Investment and Labour Mobility Agreement (TILMA).

The Secretary-Treasurer will establish and maintain procedures for the purchasing and tendering of goods and services.