

Richfield Public School Academy  
2016-2017 Procurement Policy

Richfield Public School Academy's procurement policy guiding principles are as follows:

1. If the cost of a product or service will exceed the State of Michigan bid threshold an RFP will be created and published in legal publications section of the local newspaper as well as on the State of Michigan Bid Site.
2. For products or services that do not exceed bid threshold, secure at least two quotes before purchase/agreement.
3. If an RFP/BID is required re-bid the service every three years.
4. Whenever possible order items through REMC Association of Michigan or like associations.
5. Avoid purchases/contracts that create a conflict of interest.