

## **BUSINESS AND NON-INSTRUCTIONAL OPERATIONS**

### **EXPENDITURES**

#### **LOCAL PURCHASING**

Local purchasing is defined as purchasing from a proprietor whose place of business is located within the Merton Community School District.

Local purchasing will be favored whenever the following factors are equal between local and out-of-town suppliers:

- 1). Quality of the product.
- 2). Price.
- 3). Conformance to specifications.
- 4). Convenience of delivery.
- 5). Past service to the school district
- 6). Vendors or agents who maintain an office in the school district and employ at least one full-time employee.

The Board reserves the right to pre-qualify all bidders, agents or vendors, and to determine whether or not the designation as a local business is met.

Adopted: December 16, 1993

Revised: March 16, 1998

Reviewed: March, 2002