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PROCUREMENT AND PURCHASING POLICY

Policy Principle - LWRCD's Procurement Policy is based on the principle of assuring the most cost-efficient, time efficient and rational use of resources for goods or services that will best serve the district with the expenditure of public funds, in both the immediate and long-term. Procurements shall be conducted in a manner to provide open and free competition to the maximum extent practical. All fiscal expenditures must be approved by Board Supervisors, who shall ensure a good faith effort to keep expenses low as reasonably prudent.

In State Preference – Pursuant to Wyoming §16-6-105, whenever bids are solicited, the award shall be made to the resident making the lowest bid if such bid is not more than (5%) higher than that of the lowest responsible non-resident bidder and provided that articles bid are not of inferior quality to those offered by competitors outside the state. Awards should be made to the bidder whose offer is responsive to the solicitation and is most advantageous to the recipient, with price, quality, experience, and other factors being considered. Procedures to avoid unnecessary purchases or duplicative items should always be in place.

Conflict of Interest - Board Supervisors, District Manager, and staff should be alert to organizational conflicts of interest as well as noncompetitive practices among vendors that may restrict or eliminate competition or otherwise restrain trade. No employee or agent should participate in the award of a contract if a real or apparent conflict of interest is involved. A conflict of interest originates when a Board Supervisor, District Manager or staff, or any member of his/her immediate family, has some interest, economical or not, in the procurement of a specific business or hiring the service of a particular person or business.

The District Manager should ensure that LWRCD only contracts with responsible parties. This principle applies to all project transactions.

When LWRCD does not obtain competitive bids or offers, written justification will be given.

Disposition of LWRCD Property - When property of the LWRCD has reached the end of its useful life, the property will be recycled, traded in on other property or advertised and sold at a public sale for no less than fair market value.

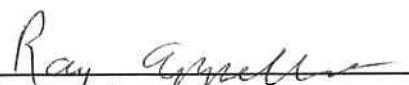
This Procurement Policy was adopted by the Board of Supervisors on November 8, 2023 during a regular Board meeting.



Rod Rivers, Chairman



Ron Lucas, Vice-Chairman



Ray Appelance, Secretary/Treasurer

Richard Denke, Member

Nick Bilstoft, Member