



**Determination  
Receipt of Solicitations (Less than 14 Days)**

In accordance with A.A.C. R7-2-1022(A)&(B), R7-2-1024(A), Invitation for bids and R7-2-1042(B), an invitation for bid shall be issued at least 14 days before the DUE date and time for receipt of bids/proposals unless a shorter time is deemed necessary for a particular procurement as determined by the school district. **IF A SHORTER TIME IS NECESSARY, THE SCHOOL DISTRICT SHALL DOCUMENT THE SPECIFIC REASONS IN THE PROCUREMENT FILE.**

Therefore, the following written determination is made that's advantageous to the District to receive bids/proposals less than the required time of fourteen (14) days.

Below are the reasons for shortened time frame needed for receipt of bids/proposals:

- 1) The previous invitation for bid was cancelled. The solicitation was posted via [www.azpurchasing.org](http://www.azpurchasing.org) on March 27, 2018 and due on April 12, 2018 exceeding the fourteen (day) requirement. The previous contract for shade structures was expired. Since this solicitation did not need to be advertised, the solicitation was due six (6) days earlier than the required fourteen (14) days after the second notice of advertisement.
- 2) This allowed for the solicitation to be evaluated in a timelier manner so that the contract, that was desperately needed, could be in place to continue with providing shade structures.
- 3) This shorter time frame was fair due to the fact that everyone had the same amount of time to prepare and it did not create the need for less advertising, but rather a shortened period of time for a contract to be in place.

18-52MB  
Solicitation No.

Shade Structures  
Name of Solicitation

Lauren Jaramillo  
Buyer

3/27/18  
Date