

561—8.4 (17A,455B,456A,461A,473) Approval and award of contracts.

8.4(1) *Contract approval.* All contracts for professional services in excess of \$25,000 shall be approved by the director and the appropriate commission if required by statute. All contracts for public improvements in excess of \$50,000 shall be approved by the director and the appropriate commission. Professional services contracts for amounts of \$25,000 or less shall be approved by the director and the appropriate commission only if required by statute or rule of the commission.

8.4(2) *Contract award.* The contract shall be awarded to the firm or individual whose bid or proposal is believed to be the most advantageous to the state. Bids or proposals may be rejected if they do not appear to be reasonable or if there is reason to believe that the firm or individual is not sufficiently qualified to accomplish the desired work or service.

8.4(3) *Change orders and extra work orders.* All change orders and extra work orders shall be approved by the director before the work or service is performed, except in emergency situations, or where such approval would result in unreasonable delay. In addition, any order or accumulation of orders which increases the amount of the original contract by more than \$25,000 or 10 percent of the original contract, whichever is greater, shall also be approved by the appropriate commission, if required by statute.

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