

PURCHASING EXHIBIT

Methods Of Competition To Be Used For Non-Bid Procurements

	Verbal Quotes		Written Quotes	RFP	Other
	0	3	3		
Purchase Contracts up to \$10,000					
Under \$1500	x				
\$500 - \$1,000		x			
\$1,001 - \$5,000			x		
\$5,001 - \$10,000			x		
Public Work Contracts Up To \$25,000					
Under \$1,000	x				
\$1,001 - \$5,000		x			
\$5,001 - \$10,000			x		
\$10,001 - \$35,000			x		
Emergencies					X
Insurance			x		
Professional Services				x	
Leases of Personal Property					X
Second-Hand Equipment from Other Governments					X
Certain Food & Milk Purchases					X
Sole Source (For example, patented or monopoly item)					X

*RFP: Request for Proposal

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