

PURCHASING EXHIBIT

Methods Of Competition To Be Used For Non-Bid Procurements

	Verbal Quotes			Written Quotes		RFP*	Other
	0	3	More Than 3	3	More Than 3		
Purchase Contracts up to \$10,000							
Under \$100	x						
\$100 - \$500		X					
\$501 - \$1,000			x				
\$1,001 - \$5,000				x			
\$5,001 - \$10,000					x		
Public Work Contracts Up To \$20,000							
Under \$1,000	x						
\$1,001 - \$5,000		X					
\$5,001 - \$10,000				x			
\$10,001 - \$20,000					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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