

## Bid and Award Thresholds & Processes

Rev. 09.28.07

<b>Construction:</b>	
0 - 2,000	No purchasing justification required
2K – 10K	Get quote & submit quote w/ purchasing requisition
10K-50K	Informal bid (prefer 3 bids-1 required) using Price Comparison form
50K-250K	Informal bid (3 required) using Price Comparison form
250K & up	Formal bid/RFP
<b>A &amp; E:</b>	
10K – 100K	Select vendor with basis for selection (form)
100K – 2M	Competitive bid/RFP
>2M	State designer selection board
<b>Goods &amp; Services:</b>	
0-2000	No purchasing justification required
2K - 10K	Get quote & submit quote w/ purchasing requisition
10K – 50K	Informal bid (3 required) & use Price Comparison form
50K & above	RFP
<b>PM Approval Thresholds**:</b>	
PMI	\$10K*
PMII	\$25K*
Sr. PM	\$25K*
*Current proposal is for all PMs to have \$49K limit	
**Align PM limits with purchasing limits	