

PURCHASING EXHIBIT

Methods of Competition To Be Used For Non-Bid Procurements

	Verbal Quotes		Written Quotes	Request For Proposal	Other
	0	3 or more	3 or more		
Purchase Contracts Up To \$10,000					
Under \$500	X				
\$501 - \$5,000		X			
\$5,001 - \$10,000			X		
Public Works Contracts Up To \$20,000					
Under \$1,000	X				
\$1,001 - \$5,000		X			
\$5,001 - \$20,000			X		
Emergencies					X
Professional Services				X	
Lease 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

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