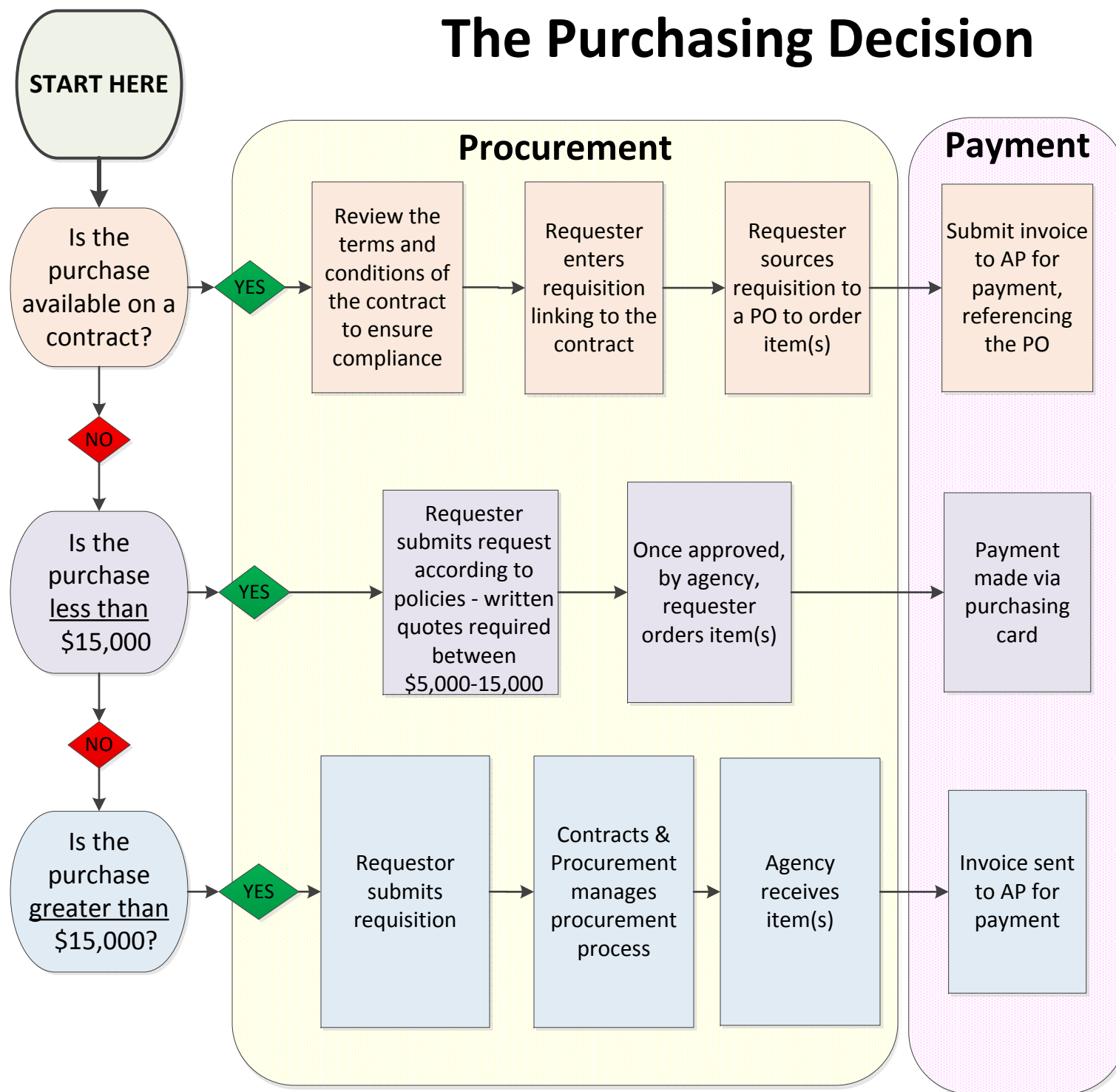


# The Purchasing Decision



## Policies

### Small Cost Purchases

- Purchases less than \$15,000
- Quotes required between \$5,000-15,000 (encouraged below that)

*See Policy 7021*

### Purchasing Cards

- Less than \$15,000 per transaction
- No sales tax
- No use by anyone except cardholder

*See Policy 7035*

### State / Cooperative Agreements

- Follow requirements of state or cooperative contract

*See Policy 7020*

### Purchases to be Conducted by Contracts & Procurement

- All procurement over \$15,000 without contract
- Expedited RFP (under \$50,000)
- Full RFP
- Sole Source/Exemptions

*Policy 7010, 7030*