

Bid Thresholds as of February 2018

Type of Bid	Amount	How Many Bids	By Whom
None	\$0.00 - \$1,000.00	0	School/Dept
Phone	\$1,000.01* - \$3,500.00	2	School/Dept
Written	\$3,500.01 - \$25,000.00	2	School/Dept
Written	\$25,000.01 - \$50,000.00	2	Purchasing
Formal	\$50,000.01 & UP	3	Purchasing

*If a single procurement item is \$1,000.00 or more, bids must be obtained.