

CARROLL ISD PURCHASING LEVELS AND REQUIREMENTS

FEDERAL FUNDS THRESHOLDS

Federal Method	Purchase Commitment Amount	Supporting Documentation Attached to PO in Skyward	RFP/BID	Statute/Regulation/Policy	Board Approval
Micro	Purchases \$0.01 to \$14,999.99 in the aggregate (by commodity) with AWARDED VENDORS COOPERATIVE	1 Quote & Justification Form	NOT REQUIRED	2 C.F.R. §200.320 & Local policy or procedures	NOT REQUIRED
Small ¹	Purchases \$15,000 to \$99,999.99 in the aggregate (by commodity) with AWARDED VENDORS or COOPERATIVE	3 Quotes & Justification Form	NOT REQUIRED	2 C.F.R. §200.320 & Local policy or procedures	NOT REQUIRED
Small ²	Purchases \$100,000 to \$349,999.99 in the aggregate (by commodity) with AWARDED VENDORS or COOPERATIVE	3 Quotes & Justification Form	REQUIRED	Annual Aggregate total per TX Education Code 44.031(a) & 2 C.F.R. §200.320 SB 1173	NOT REQUIRED
Simplified Acquisition Threshold (SAT)	Purchases \$350,000 and above	INDEPENDENT ESTIMATE PRIOR TO FORMAL BID & PRICE AND/OR COST ANALYSIS AFTER FORMAL BID REQUIRED	REQUIRED	Annual Aggregate total per TX Education Code 44.031(a) & 2 C.F.R. §200.320	NOT REQUIRED
	SOLE SOURCE Purchase utilizing FEDERAL FUNDS	TEA APPROVED SOLE SOURCE & 1 QUOTE	NOT REQUIRED	2 C.F.R. §200.320 & Local policy or procedures	NOT REQUIRED

ALL OTHER NON-FEDERAL FUNDS THRESHOLDS

	Purchases \$0.01 to \$99,999.99 in the aggregate (by commodity) with AWARDED VENDORS or COOPERATIVE	1 Quote	NOT REQUIRED	Annual Aggregate total per TX Education Code 44.031(a) SB 1173	NOT REQUIRED
	Purchases \$100,000 and above in the aggregate (by commodity) with AWARDED VENDORS or COOPERATIVE	1 Quote	REQUIRED	Annual Aggregate total per TX Education Code 44.031(a) & Local policy or procedures	NOT REQUIRED
	SOLE SOURCE \$0.01 and above in the aggregate (by commodity)	PURCHASING DEPARTMENT APPROVED NOTARIZED SOLE SOURCE AFFIDAVIT & 1 QUOTE	NOT REQUIRED	Annual Aggregate total per TX Education Code 44.031(a) & Local policy or procedures	NOT REQUIRED