

# Procurement Services Matrix

Revised 6/12/18

<b>Goods</b>	<b>Services*</b>
<p style="text-align: center;"><b>Over \$60,000</b></p> <p><u>-State Bid Limit, Formal Competition Required Unless:</u></p> <ul style="list-style-type: none"> <li>-Sole Source Posted in Sunshine Portal for 30 Days</li> <li>-or Price Agreement</li> <li>-or Exempt from Procurement Code</li> <li>-or Emergency Procurement</li> </ul> <p style="text-align: center;"><b>COI Required for Bids/Proposals &amp; Sole Source ONLY</b></p>	<p style="text-align: center;"><b>Over \$60,000</b></p> <p><u>-State Bid Limit, Formal Competition Required Unless:</u></p> <ul style="list-style-type: none"> <li>-Sole Source Posted in Sunshine Portal for 30 Days</li> <li>- or Price Agreement</li> <li>-or Exempt from Procurement Code</li> <li>-or Emergency Procurement</li> </ul> <p style="text-align: center;"><b>COI Required for Bids/Proposals &amp; Sole Source ONLY</b></p>
<p style="text-align: center;"><b>\$10,000.01 - 60,000</b></p> <ul style="list-style-type: none"> <li>-Informal Bid</li> <li>-Must obtain 3 Quotes</li> </ul> <p style="text-align: center;"><u>One Quote is acceptable if:</u></p> <ul style="list-style-type: none"> <li>a) Existing Contract</li> <li>b) or Urgency - Procurement Services Dept Discretion</li> <li>c) or Fair Value per Procurement Services Dept Experience</li> </ul> <p>-Informal Sole Source or Single Source also OK</p>	<p style="text-align: center;"><b>\$10,000.01 - 60,000</b></p> <ul style="list-style-type: none"> <li>-Informal Bid</li> <li>-Must obtain 3 Quotes</li> </ul> <p style="text-align: center;"><u>One Quote is acceptable if:</u></p> <ul style="list-style-type: none"> <li>a) Existing Contract</li> <li>b) or Urgency - Procurement Services Dept Discretion</li> <li>c) or Fair Value per Procurement Services Dept Experience</li> </ul> <p>-Informal Sole Source or Single Source also OK</p>
<p style="text-align: center;"><b>Up to \$10,000</b></p> <p style="text-align: center;">-Small Purchase</p> <p style="text-align: center;"><b>\$10,000 - Federal Small Purchase - Competition Required</b></p>	<p style="text-align: center;"><b>Up to \$10,000</b></p> <p style="text-align: center;">-Small Purchase</p> <p style="text-align: center;"><b>\$10,000 - Federal Small Purchase - Competition Required</b></p> <p style="text-align: center;"><b>\$2,500+ Davis Bacon Act on Federal Construction</b></p>

\* Goods and services combined will be treated as a service  
 \*\* Services include both Professional and Technical  
 \*\*\*Construction services and Trade services will be treated as a service  
 \*\*\*\*Construction using only Federal funds may have different limits.