

POLICY TITLE      FORMAL AND INFORMAL BID LIMITS

POLICY STATEMENT:

In accordance with Chapter 3.08 of the Santa Cruz Municipal Code, the method of source selection for any purchase of supplies and services shall be determined by the following dollar limits:

<u>Dollar Limits</u>	<u>Method of Source Selection</u>
Less than \$9,999	Small Purchase
\$10,000 to \$99,999	Informal Bid
\$100,000+	Formal Bid

Local vendors are to be included whenever possible.

AUTHORIZATION: Council Policy Manual Update of November 17, 1998  
Revised by motion, June 25, 2002  
Revised by motion, March 27, 2007