

Sec. 7-3. Competitive Solicitations for Non-Biddable Items.

- (a) Non-biddable Items costing \$25,000 or less do not require a competitive solicitation.
- (b) Except as provided in sections 7-4 (Substitute Competitive Solicitations for Certain Purchases), 7-5 (Emergency Expenditures) and 7-6 (Single and Sole Source Contracts and Purchases), all Non-biddable Items with a cost in excess of \$25,000 shall be purchased or contracted after a competitive procurement process as follows:
 - (i) Level One: All purchases of Non-biddable Items between \$25,001 and \$150,000 shall be awarded pursuant to a procurement process whereby at least three (3) written price quotations are submitted to and evaluated by the CPO and awarded by the CPO to the most responsible and responsive proposer(s) with competitive pricing or any other form of competitive solicitation that is issued by the CPO in accordance with federal or state laws and/or regulations. Good faith competitive solicitations that do not yield three (3) legitimate price quotations may be deemed to satisfy the procurement process requirements of this section at the discretion of the CPO;
 - (ii) Level Two: All purchases of Non-biddable Items between \$150,001 and \$250,000 must be approved by the Board and awarded pursuant to a procurement process whereby at least three (3) written proposals with price quotes are submitted to and evaluated by the CPO and are awarded to the most responsible and responsive proposer(s) with competitive pricing, or any other form of competitive solicitation that is issued by the CPO in accordance with federal or state laws and/or regulations. Good faith competitive solicitations that do not yield three (3) legitimate price quotations may be deemed to satisfy the procurement process requirements of this section at the discretion of the CPO; and
 - (iii) Level Three: All purchases of Non-biddable Items costing \$250,001 and above must be approved by the Board and awarded pursuant to a duly advertised request for proposals/qualifications issued by the CPO or any other form of competitive solicitation that is issued by the CPO in accordance with federal or state laws and/or regulations.