

PROCUREMENT METHOD	EXPENDITURE	BID REQUIREMENTS	AUTHORIZED APPROVER(S)
EMERGENCY PROCUREMENT		AS MANY AS PRACTICABLE	EXECUTIVE DIRECTOR OR DESIGNEE
SMALL PURCHASES	UNDER \$2,500	NOT REQ'D	ONE OF THE FOLLOWING: MANAGER, DEPARTMENT DIRECTOR, DEPUTY EXECUTIVE DIRECTOR OR EXECUTIVE DIRECTOR
	\$2,500 TO \$5,000	NOT REQ'D	ONE OF THE FOLLOWING: MANAGER, DEPARTMENT DIRECTOR, DEPUTY EXECUTIVE DIRECTOR OR EXECUTIVE DIRECTOR
	GREATER THAN \$5,000 TO \$10,000	NOT REQ'D	DEPARTMENT DIRECTOR AND EITHER DEPUTY EXECUTIVE DIRECTOR OR EXECUTIVE DIRECTOR
	GREATER THAN \$10,000 TO \$30,000	NOT REQ'D	DEPARTMENT DIRECTOR AND DEPUTY EXECUTIVE DIRECTOR AND EXECUTIVE DIRECTOR
	GREATER THAN \$30,000 AND LESS THAN \$50,000	4 BIDS	
COMPETITIVE NEGOTIATION		AS MANY AS PRACTICABLE	DEPARTMENT DIRECTOR AND DEPUTY EXECUTIVE DIRECTOR
SOLE SOURCE		AS MANY AS PRACTICABLE	EXECUTIVE DIRECTOR OR DESIGNEE
COMPETITIVE SEALED BIDDING		AS MANY AS PRACTICABLE	EXECUTIVE DIRECTOR OR DESIGNEE