

When Do We RFP?



What type of service do you need?



Goods & Trade Service Contract

Personal Service Contract

Architect, Engineers & Related Services

Public Improvement



How much will you spend?

SMALL

No competitive quotes required



LESS THAN OR EQUAL \$10,000

LESS THAN OR EQUAL \$10,000

LESS THAN OR EQUAL \$100,000

LESS THAN OR EQUAL \$5,000

INTERMEDIATE

At least 3 written quotes, including the requisition, sent to the business office.



BETWEEN \$10,001 - \$150,000

BETWEEN \$10,001 - \$150,000

BETWEEN \$100,001 - \$250,000

BETWEEN \$5,001 - \$100,000

FORMAL

Contact your business office.



MORE THAN \$150,000

MORE THAN \$150,000

MORE THAN \$250,000

MORE THAN \$100,000

BOLI Prevailing Wage Requirements

Public Improvement contracts with costs in excess of \$50,000 are subject to prevailing wage.



Applicable Laws



What RFP level is your project?

	Goods & Trade Service Contract	Personal Service Contract	Architect, Engineers & Related Services	Public Improvement				
SMALL No competitive quotes required	ORS 279B.065 279A.157 279A.065	OAR 125-247-0265 125-247-0805	ORS 279A.055 279B.050 279B.085	OAR 125-246 137-047	ORS 279C.100 thru 125 279C.307	OAR 125-248 137-048	ORS 279C	OAR
INTERMEDIATE At least 3 written quotes, including the requisition, sent to the business office.	ORS 279B.070 279A.065 279A.055 200.035	OAR 125-247-0270 125-249-0160 125-246-0200 125-246-0500	ORS 279A.055 279B.050 279B.085	OAR 125-246 137-047	ORS 279C.100 thru 125 279C.307	OAR 125-248 137-048	ORS 279B.070 279A.065 279A.055 200.035 279C	OAR 125-247-0270 125-249-0160 125-246-0200 125-246-0500
FORMAL Contact your business office.	ORS 279C.100 thru 125 279C.307	OAR 125-248 137-048	ORS 279B.055 279A.055 279B.050 279B.085	OAR 137-047-0300 125-247-0255	ORS 279C.100 thru 125 279C.307	OAR 125-248 137-048	ORS 279C.335 thru 395	OAR 125-246-0110 125-246-0500 125-249

- NOTES**
- LCRB - Local Contract Review Board is now the Board of Directors of the district.
 - When soliciting quotes, always maintain a paper record of the contacts made and a responses received. In the event you are unable to acquire 3 quotes, you must document your attempts to solicit three quotes and the reasons you were unable.
 - Always check your board policies for your district purchasing requirements and verify statutes and rules.