

COACHELLA VALLEY CITIES
Summary of Purchasing Authority, Limits, and Procedures

City	Materials, Supplies & Equipment			Public Works			Professional Services			Non-Professional Contractual Services		
	Dollar Limits	Awarding Authority	Procurement Procedures	Dollar Limits	Awarding Authority	Procurement Procedures	Dollar Limits	Awarding Authority	Procurement Procedures	Dollar Limits	Awarding Authority	Procurement Procedures
Palm Desert (Charter City)	Up to \$25,000	Designated Position (DP)	Vendor Price Quote (VPQ), Best Competitive Value (BCV), or Exception	Up to \$25,000	DP	VPQ or Exception	Up to \$25,000	DP	Proposal Procedure, BCV or exception	Up to \$25,000	DP	VPQ, BCV or Exception
	\$50,000 or Less	City Manager (CM)		\$50,000 or Less	CM		\$50,000 or Less	CM		\$50,000 or Less	CM	
	\$50,000 or Less: Award In Best Interest of City			\$50,000 or Less: Award In Best Interest of City			More than \$50,000	CC	BCV or Exception	More than \$50,000	CC	BCV or Exception
	More than \$50,000	City Council (CC)	Formal Bidding (Low Bid)	More than \$50,000	CC	Formal Bidding (Low Bid)	Award in best interest of City, considering demonstrated competence, professional qualifications, general suitability. Cost considered if relevant, but shall not be determining factor.			Award in best interest of City		
Indian Wells (Charter City)	\$5,000 or less	Department Head as Authorized by City Manager and Finance Director	None	\$5,001 to \$25,000	CM	3 Price Quotes	\$1 or more	CM	Price Quotes from Minimum of 3 Vendors; Qualifications over Price	\$5,000 or less	Department Head as Authorized by City Manager and Finance Director	None
	\$5,001 to \$25,000		3 Price Quotes	\$25,001 to \$175,000	CM	Informal Bidding or Negotiation				\$5,001 to \$25,000		3 Price Quotes
	\$25,001 or more	CM	Formal Bid or Negotiation	\$175,001 or more	CM	Formal Bidding, RFP, or Negotiation	\$25,001 or more	CM	Formal Bid or Negotiation			
	Award does not have to be to low bidder			Award does not have to be to low bidder			Award does not have to be to low bidder					
La Quinta (Charter City)	\$50 or Less	Department Director (DD)	None	Same as Materials, Supplies & Equipment			Same as Materials, Supplies & Equipment			Same as Professional Services		
	\$51 to \$5,000		3 Informal Bids/Proposals									
	\$5,001 to \$15,000		3 Written Bid/Proposal									
	\$15,000 to \$50,000	CM	3 Bid/Proposal									
Over \$50,000	CC	Formal Bid (Low Bid)	Over \$50,000	CC	Specified Procedures RFP/RFQ (Qualifications Plus Price)							
Indio**	Up to \$5,000	DD	Quotes/Competitive Bidding (Low Bid)	\$200,000 or less	CM	Informal Bid (Low Bid)	Up to \$5,000	DD	Quotes/Competitive Bidding (Low Bid)	Not Distinguished		
	\$5,000 to \$75,000	CM	Quotes/Competitive Bidding (Low Bid)				\$5,000 to \$75,000	CM	Quotes/Competitive Bidding (Low Bid)			
	Over \$75,000	CC	Formal Bid (Low Bid)	Over \$200,000	CC	Formal Bid (Low Bid)	Over \$75,000	CC	Formal Bid (Low Bid)			
							Above may be via RFP/RFQ (Best Value)					
Cathedral City (Charter City)	\$75,000 or Less	Purchasing Agent (or department authorized by CM for specified goods)	3 Informal Bids (Low Bid or Best Value)	\$250,000 or less	CM	Informal Bid (Low Bid)	\$75,000 or Less	Purchasing Agent	3 Informal Bids (Low Bid or Best Value)	\$75,000 or Less	Purchasing Agent	3 Informal Bids (Low Bid or Best Value)
				\$250,000 or more	CC	Formal Bid (Low Bid)	More than \$75,000	CC	Formal Bid (Low Bid or Best Value)	More than \$75,000	CC	Formal Bid (Low Bid or Best Value)
	More than \$75,000	CC	Formal Bid (Low Bid or Best Value)	Projects \$100,000 or less may be performed by city employees by force account, negotiated contract, or PO.			City Council may prescribe additional procedures by resolution to obtain highest quality and most cost effective professional services.			City Council may prescribe additional procedures by resolution to obtain highest quality and most cost effective contractual services.		
Palm Springs (Charter City)	Up to \$25,000	CM	Multiple (Best Value)	Up to \$25,000	CM	Multiple (Best Value)	Up to \$25,000	CM or Delegee	Best Qualified based on factors in RFP and fair and reasonable compensation	Up to \$25,000	CM	Multiple (Best Value)
	\$25,000 to \$100,000	CC	Informal Bid with 6 Quotes (Low Bid)	\$25,000 to \$100,000	CC	Informal Bid (Best Value)	More than \$25,000	CC		\$25,000 to \$100,000	CC	Informal Bid with 6 Quotes (Low Bid)
	Greater than \$100,000		Formal Bid (Low Bid)	Greater than \$100,000	CC	Formal Bid (Low Bid)				Greater than \$100,000	Formal Bid (Low Bid)	
Rancho Mirage** (Charter City)	\$50 or less	Department Head	None	Less than \$60,000	CM	Negotiate or PO (Best Value)	Follows Supplies, Materials, Equipment but procurement based on demonstrated competence and professional qualifications			\$50 or less	Department Head	None
	\$2,499 or less	Authorized Dep't Purchaser	None							\$2,499 or less	Authorized Dep't Purchaser	None
	\$2,500 to \$25,000 (PO)	ADP and DH	3 Vendor Quotes (Best Value)	\$60,000 to \$200,000	CC	Informal Procedures (Low Bid)				\$2,500 to \$25,000 (PO)	ADP and DH	3 Vendor Quotes (Best Value)
	Below \$25,000 (Contract)	CM		Over \$200,000		Formal Procedures (Low Bid)				Below \$25,000 (Contract)	CM	
	\$25,000 or more	CC	Formal Procedures (Best Value)		\$25,000 or more	CC				Formal Procedures (Best Value)		
				* Charter cities have the ability to set own procurement thresholds for public works								
				** The California Uniform Public Construction Cost Accounting Act raises the threshold for Cities that have opted in and allows a city to do projects under \$60,000 by force account or negotiation; informal bidding between \$60,000 and \$200,000; and requires formal bidding over \$200,000; Rancho Mirage is an example.								