

EXAMPLES OF POLICY LIMITS IN OTHER JURISDICTIONS

Clearwater, FL

Approval

The city department requesting procurement of a specific commodity and/or service, along with the Procurement Manager, will select the recommended vendor.

Approvals for commodities and/or services require the following approval authorization:

- Greater than \$100,000.00 (+): City Council
- \$50,000.01 - \$100,000.00: City Manager
- \$10,000.01 - \$50,000.00: Procurement Manager
- \$0.00 - \$10,000.00: Department Director

Elk Grove, IL

DOLLAR LIMITS:	APPROVAL LEVEL:	COMPETITIVE PROCESS:	PURCHASE JUSTIFICATION:
\$0 to \$7,000	Director/ Chief Approval	One (1) verbal quote for purchases \$1,000 or less; Three (3) verbal quotes for purchases in excess of \$1,000	Purchase Order with justification report attached if over \$1,000.
\$7,001 to \$15,000	Finance Director Approval	Three (3) written quotes	Purchase Order with justification report attached
\$15,001 to \$50,000	Manager Approval	Three (3) written quotes for purchases of \$25,000 or less; Bid or RFP for purchases in excess of \$25,000	Purchase Order with justification report attached
In excess of \$50,000	Council Approval	Bid or RFP	Manager's Memo, followed by a Purchase Order