

Bidding Requirements

Amount	Services & Personal Property	Public Works Construction Projects
Under \$1,000	None; give local preference, except due to large price difference approved by Mayor or CFO.	None
\$1,000-\$5,000	3 Oral or written quotes; give local preference, except due to large price difference approved by Mayor or CFO.	None
\$5,000-\$10,000	3 oral or written quotes	None
\$10,000-\$25,000	3 oral or written quotes	3 oral or written quotes; solicit PW licensed contractors
\$25,000-\$50,000	3 written quotes; may object to specs before 1 day of opening.	3 written quotes; may object to specs before 1 day of opening; solicit PW licensed contractors; Council approval
\$50,000-\$100,000	Publish 2x in 2 weeks before opening; written bids; may object to specs before 3 days of opening; Council approval	3 written quotes; may object to specs before 1 day of opening; use PW licensed contractors; Council approval
Over \$100,000	same as \$50,000+	Prequalification allowed; Publish 2x in 2 weeks; written bids; may object to specs before 3 days of opening; use PW licensed contractors; Council approval