

Quote Thresholds for County Funded Purchases (excluding Professional Services):

Up to \$10,000.00*: 1 Written Quote

\$10,000.01- \$50,000.00*: 3 Written Quotes

Purchases Over \$50,000.00: Must be competitively solicited if they are not a cooperative purchasing quote or current county contract. Solicitations (Invitation for Bids, Request for Proposals, and Request for Qualifications) take a substantial amount of time. As a rule of thumb, if your purchase is over \$50,000.00, contact Procurement at least 6 months prior to when your purchase is needed in hand.

*If you are using a Cooperative Purchasing Contract (SC State Contract, GSA, Sourcewell, CCPA, Etc.) you only need 1 Written Quote regardless of the dollar amount. Cooperative Contract Name and Number MUST be on the quote.

Quote Thresholds for County Funded Professional Services:

Professional Services: Services that are provided by persons with technical and unique skills through training and experience, which are designed to fulfill **non-repetitive** requirements. Licensing requirements do not establish or eliminate a profession from being a professional service.

The Professional Services quote threshold is \$75,000.00. Obtaining multiple quotes is not mandate, but encouraged whenever practical. Pricing must be determined fair and reasonable.