

Purchasing Compliance Checklist

36.02 (A)

Amount: \$25,000 and above

- (1) Competitive Bid Lowest Responsive Bid
- (2) RFP Selection Committee Recommendation
- (2) RFQ
- (2) Letter of Interest

36.02 (B)

Written Quotes attached

City Commision Approval:

36.03(C)

- (3) Professional Service
- (4) Speciality Good
- (5) Emergency Acquisition
- (6) (a) Sole Source Sole Source Letter
- (6) (b) City Standard

- ☒ 36.03(A) \$25,000 and above
- ☐ 36.03(B) Multiple acquisitions \$25,000 and above

- ✓ (7) Other Government Contract Entity who awarded contract Florida Sheriff's Association
- (8) Cooperative ✓ Letter certifying best price

Contract Term of award: 10/01/2015 to 09/30/2016

- ✓ Competitively Bid

- (11) Best Interest Best Interest Resolution

36.09

Revenue generating contract

36.06

Change Order

Original Commission Approval Date:

Amount approved:

Contract Yes ☐ No ☒

Proposed
Contract Term:

Effective Date:

Comments and Notes:

Utilization of FSA contract to purchase Parks Maintenance truck for \$87,967.