



**3344-65-05 Purchases below bid threshold.**

(A) Small purchases

Small purchases valued at ten thousand dollars or below are exempt from the competitive process.

(B) Goods below bid threshold

For goods to be purchased between ten thousand one dollars and forty nine thousand nine hundred ninety-nine dollars, a minimum of two quotes, one from an MBE, shall be acquired, when possible. If not possible, a brief written explanation shall accompany the requisition.

**Board Approved:** 09/17/2020  
**Effective Date:** 10/05/2020  
**Prior Effective Dates:** 05/01/1986, 08/07/1989, 03/01/1994,  
08/04/2005, 11/12/2013/10/10/2016