

County of Ventura - GSA Procurement

Competitive Thresholds Quick Reference

<http://gsa.countyofventura.org/bid>

Bid Threshold	\$1 - \$25,000	\$25,001 - \$200,000	\$201,000 & over	Board Approval
Products	Administrative Process Collect verbal or written quotes use own selection process.	3 Written Quotations	RFB/RFP/RFQ Formal bidding through procurement required	Not Required
Services* *IT projects and SAAS same as services - Please refer to GSA Procurement Guide for more information.	Administrative Process Collect verbal or written quotes use own selection process.	Quotation Document reasonableness of cost. Over \$60,000 buyer shall require quotes, price analysis, or other research demonstrating valid cost of services.	RFB/RFP/RFQ Formal bidding through procurement required	Required, if over \$200,000

Bid Threshold	\$1 - \$25,000	\$25,001 - \$200,000	\$200,001 & over	Board Approval
Maintenance	Administrative Process Collect verbal or written quote use own selection process.	3 Written Quotations	RFB/RFP/RFQ Formal bidding through procurement required	Required, if over \$200,000

Bid Threshold	\$1 - \$75,000	\$75,001 - \$200,000	\$200,001 & over
Public Projects/ Improvements (CUPCCAA)	Administrative Process Collect verbal or written quotes use own selection process.	3 Written Quotations	Contact Public Works Formal Bidding through Public Works Agency and BOS approval

Bid Threshold	\$1 - \$65,000	\$65,001 & over
Professional Services A&E (Architect & Engineering)	Qualifications-based selection required; A&E Contract required	Contact Public Works Formal Bidding through Public Works Agency and BOS approval

Bid Threshold	\$1 - \$14,999	\$15,000 & over	\$25,000 & over
Prevailing Wage Thresholds Project Registration with Dept of Industrial Relations (DIR)	Vendor Monitored Construction, Repair, Installation, Maintenance	Maintenance greater than \$25,000 Public Facility	Construction greater than \$25,000 Public Facility

EXCEPTIONS TO BIDDING REQUIREMENTS

Emergencies
Sole Source
Piggyback, Cooperative
Used Equipment
Buying from other Government Agency
Medical Services
Legal Services
Utilities

DEPARTMENT'S RESPONSIBILITIES:

Provide 3rd party approvals where applicable - i.e. HR, ITDS, ITC (for IT projects over \$50,000)
 Make only authorized purchases.
 Obtain purchase orders before buying.
 Submit requisitions to Procurement Services in a timely manner.
 Communicate procurement needs openly and clearly to Procurement Services.
 Provide generic or non-proprietary specifications with each requisition.
 Process vendor invoices in a timely manner.