

PROJECT COST	SUAM RESOURCE	REQUIREMENTS: MAINTENANCE SERVICES, PUBLIC WORKS, AND OTHER CONSTRUCTION PROJECTS	PROCUREMENT METHOD	SOLICITATION TYPE	ADVERTISING	ANTICIPATED TIME TO COMPLETION
\$999 or less	Any project under \$1,000 is not considered Public Works	State License Quote from preferred vendor Prevailing Wage Not Required	Purchase Order	N/A	N/A	Up to 3 days
\$1,000 - \$4,999	Section XII: Construction Management (SUAM 9700-9843)	Requisition (PO) Scope of Work Quote from preferred vendor DIR Registration (Procurement) Click here for Additional Guidelines	Purchase Order	N/A	N/A	Up to 3 days
\$5,000 - \$15,000	Section XII: Construction Management (SUAM 9700-9843)	Minimum of two quotes required Provide Procurement a suggested list of vendors DIR Registration (Procurement) No bonds required Click here for Additional Guidelines	Agreement	Request for Quotes	Planholders List	2 to 4 weeks
\$15,001 - \$1,103,000	Section I: Capital Outlay and Public Works Contracts (SUAM 9000-9005)	Provide Procurement a suggested list of vendors DIR Registration (Procurement) Payment Bond Required \$25k & Over Payment and Performance Bonds Required 100k & over Click here for Additional Guidelines	Agreement	Minor Cap Formal Invitation for Bids or Request for Proposals	FI\$CAL, PlanetBids	8 to 15 weeks
Over \$1,103,000	Section I: Capital Outlay and Public Works Contracts (SUAM 9000-9005) & Section XI: Project Plan Development for Major Construction Projects (SUAM 9230-9237)	Provide Procurement a suggested list of vendors DIR Registration (Procurement) Payment and Performance Bonds Required Click here for Additional Guidelines	Agreement	Major Cap Formal Invitation for Bids	FI\$CAL, PlanetBids	12 to 16 weeks
Exceptions to the requirements for Maintenance Services, Public Works, and other Construction Projects are listed below.						
Less than \$461,000 Small Business or Disabled Veteran Business Option	Section XII: Construction Management (SUAM 9700-9843)	Minimum of two quotes from SB or DVBE Contractors DIR Registration (Procurement) Payment Bond Required \$25k & Over Payment and Performance Bonds Required 100k & over Click here for Additional Guidelines	Agreement	Informal Invitation for Bids or Request for Proposals	Two or more certified small businesses or to two or more certified disabled veteran business enterprises quotes (no mixing DVBE & SB). Awarded to lowest proposal.	2 to 4 weeks
Annually Advertised Work for Pre-Qualified Contractors less than \$1,103,000	Section I: Capital Outlay and Public Works Contracts (SUAM 9000-9005)	Provide Procurement with a suggested list of vendors DIR Registration (Procurement) Payment Bond Required \$25k & Over Payment and Performance Bonds Required 100k & over Click here for Additional Guidelines	Award to a Shortlist of Qualified Contractors	Minor Cap Informal Blanket Advertisement	FI\$CAL, Planet Bids	2 to 4 weeks
Emergency Construction Projects	9701.4 Public Works Contracts	Signed Justification from the requesting department of the nature of the emergency, and why it is an immediate threat to Campus. Click here for Additional Guidelines	Various	N/A	N/A	1 to 2 days