

AMHA Methods of Procurement					
	Small Purchases		Sealed Bids	Competitive Proposals	Non-Competitive
	Micro-Purch Up to \$2,000	\$2,000 to \$49,999.99	\$50,000 and higher	\$50,000 and higher	
Obtain Bids	Solicit ONE quote in writing or verbally	Solicit reasonable number of quotes in writing or verbally	- Advertise "Invitation for Bids" - Open bids publicly	- Advertise "Request for Proposals" - Committee review	Only one bidder
Award Contract	Single quote - no competition	- Requires competition - Awarded to "Best Value"	- Requires competition - Awarded to lowest, responsive, responsible bidder - Fixed firm price contract	- Requires competition - Awarded to most advantageous (best overall value)	- Available only from a single source - Public extengency or emergency - Lack of competition
Bonding Requirements	Not required	Not required	Required for construction contracts	Not required	Required for construction contracts
Prevailing Wage Rates *	Not required	Required for construction & maintenance contracts	Required for construction & maintenance contracts	Not required	Required for construction contracts over \$1,999.99
Required HUD Forms	Table 5.1	General - Table 5.1 Construction - 5370 EZ or 5370 Maintenance - Table 5.1 - Section II HUD 5370-C	Non-Construction - HUD 5369 B - HUD 5369 C - HUD 5370 C Construction - HUD 5369 - HUD 5369 A - HUD 5370	Non-Construction - HUD 5369 B - HUD 5369 C A/E Contract - HUD 51915	See small purchases, sealed bids and competitive proposals
Check System for Award Mgmt (SAMS)	Required	Required	Required	Required	Required
Check Limited Denial of Participation (LDP)	Required	Required	Required	Required	Required

* Federal Rates: <http://www.wdol.gov/dba.aspx>
State Rates: <http://www.com.ohio.gov/dico/>
HUD Rates: [PDF](#)

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based on HUD Procurement Handbook 7460.8 REV2, 2/2007