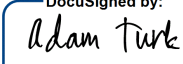


## GREELEY POLICE DEPARTMENT

**General Order 213.00****Reviewed: 03/23****213.00 CONTRACTS**

- In the event the Department requires professional services which must be contracted, the Department shall work with the City of Greeley Purchasing Office to write a "Request for Proposal" or "RFP" to be issued through Purchasing. When the contracted amount exceeds \$50,000 it must be solicited formally using the RFP and/or City of Greeley competitive bid process. Any contract in an amount less than \$50,000 requires a minimum of two bids or requires a bid exception. The bid exception will be approved by the purchasing manager and may require a contract based on the service/good provided.
- The Request for Proposal shall describe the services required, the types of information required from each contractor, and the relative importance of the particular qualifications.
- Along with the Purchasing Office, the Chief of Police or his designee shall award the contract to the provider deemed best qualified as determined by evaluation factors set forth in the Request for Proposals and the negotiation of compensation which is deemed fair and reasonable as set forth in Greeley Municipal Code Sec. 6-480, "Contracting for Professional Services". Purchasing will then notify the selected vendor.
- All record copies generated by contractual agreements will be filed and maintained by the Support Services Division.

**General Order 213.00****CONTRACTS****Reviewed: 03/23****Authorized by Adam Turk, Police Chief****Effective Date: March 14, 2023**

DocuSigned by:  
  
Signature

**Date: March 14, 2023**