

Westchester County Department of Parks, Recreation & Conservation
Procurement Determination

Completed by _____ Division _____ Date _____

The procurement of the following:

☐ Under \$20,000 ☐ \$20,000-\$75,000 ☐ over \$75,000

☐ is subject to competitive bidding under General Municipal Law §103

☐ is subject to the proposal process as per Act No. 23-1992 (Procurement Policy)

Individuals or organizations contacted:

written proposals received
request for proposals issued

☐ Yes ☐ No
☐ Yes ☐ No

Name _____ MWOB ☐ Yes ☐ No
Address _____

Name _____ MWOB ☐ Yes ☐ No
Address _____

Telephone # _____
Contact Name _____
Email address _____
Quotation _____

Telephone # _____
Contact Name _____
Email address _____
Quotation _____

Name _____ MWOB ☐ Yes ☐ No
Address _____

Description:

Telephone # _____
Contact Name _____
Email address _____
Quotation _____

☐ is not subject to Procurement Policy.

If not subject to Procurement Policy it is exempt due to the following reason(s):

- ☐ services of a licensed architect, professional engineer or land surveyor authorized by Prequalification Board
- ☐ contracts with a political subdivision
- ☐ contracts for advertising-including public notices
- ☐ contracts for medical or health related services or veterinarians
- ☐ contracts with teachers, lecturers and other educational professionals or experts
- ☐ procurement for the services of accountants, auditors, financial advisors
- ☐ entering into contract for the purpose of care, treatment, counseling, referral or rehabilitative or preventative services the mentally ill, mentally retarded, developmentally disabled and those suffering from the disease of alcoholism and substance abuse
- ☐ entering into a contract with a not for profit organization for the support, enhancement, or preservation of cultural resources or the arts
- ☐ any procurement for the purpose of entering into a contract with persons for the creation and support of recreation projects, youth services projects and other appropriate programs for the prevention of delinquency and youth crime and the advancement of the moral, physical, mental and social well being of the youth of Westchester County
- ☐ Procurement for contracts with persons providing direct services to senior citizens.
- ☐ Other

This form is for PRC use only. Copies should be retained by the person completing the form and by the Administration Office.