

FEDERAL FUNDS PROCUREMENT METHOD SELECTION CHART

THERE ARE TWO (2) PROCUREMENT METHODS, FORMAL AND INFORMAL. THE METHOD THE SCHOOL FOOD AUTHORITIES (SFA) NEEDS TO USE DEPENDS ON TWO (2) FACTORS, THE AMOUNT OF THE CONTRACT AND WHETHER THE SFA IS A PUBLIC/CHARTER OR NON-PUBLIC SCHOOL.

NEW JERSEY PUBLIC/CHARTER SCHOOLS PURCHASING THRESHOLDS

| AMOUNT | ACTIVITY | PROCUREMENT METHOD |
|--|--|---|
| INFORMAL PROCUREMENT | | |
| Below \$4,350 without QPA | N.J.S.A. 18A:18A-3 | Sound Business Practice * |
| Below \$6,000 with QPA | APPLIES TO PURCHASES BELOW THE QUOTATION THRESHOLDS | |
| SMALL PURCHASE QUOTATION PROCEDURES | | |
| \$4,351 or \$6,001 up to \$29,000 or \$40,000 | N.J.S.A. 18A:18A - 37 ANY PURCHASE EXCEEDING QUOTATION THRESHOLDS REQUIRES A QUOTE UP TO THE APPLICABLE N.J.S.A. BID THRESHOLDS OF \$29,000 (without a QPA*) OR \$40,000 (with a QPA*) | Quotation using SFA Internal Procurement Procedures |
| NOTE: ANNUAL AGGREGATE AMOUNTS | | |
| FORMAL PROCUREMENT | | |
| \$29,000 or \$40,000 and above | N.J.S.A. 18A:18A - 37 <ul style="list-style-type: none"> · Bid Threshold without a QPA* - \$29,000 · Bid Threshold with a QPA* - \$40,000 | Bid - Invitation for Bid (IFB) OR Request for Proposal (RFP) |
| * QUALIFIED PURCHASING AGENT | | |
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| NEW JERSEY NON-PUBLIC SCHOOL PURCHASING THRESHOLDS | | |
| AMOUNT | ACTIVITY | PROCUREMENT METHOD |
| INFORMAL PROCUREMENT | | |
| Below \$10,000 * | Micro – purchases 2 CFR 200.320 (a) Single Transaction aggregate cost less than \$10,000 | Sound Business Practice * |
| * Or LESS than \$10,000 if local SFA Procurement Policies are more restrictive | | |
| \$10,001 - \$249,999 | Small purchase procedures 2 CFR 200.320(b) | Quotation using SFA Internal Procurement Procedures |
| FORMAL PROCUREMENT | | |
| \$250,000 and above | As per federal requirements in 2 CFR Parts 200.317 – 200.36 | Bid – Invitation for Bid (IFB) OR Request for Proposal (RFP) |