

ATTACHMENT B - PROCUREMENT ADMINISTRATIVE MANUALS

Admin. Manual Number	Title
02.004.00	Contracting for Professional Services when fees are in excess of \$50,000
02.005.00	Contracting for Professional Services when fees are \$50,000 or less
07.001.00	Purchase Requisition
07.001.01 - Attachment #1	Requisition Check List
07.001.02 - Attachment #2	Authorized Signature Authority Portal Instructions
07.001.03 - Attachment #3	COI Portal Entry Guide
07.002.00	Purchase Orders
07.003.00	Change Orders
07.004.00	Cancellation of Purchase Orders
07.007.00	Emergency Procurements
07.008.00	Annual Purchase Orders
07.008.01 - Attachment #1	Purchase Order Partial Payment
07.009.00	Vehicle Fleet Acquisition
07.010.00	Equipment Replacement
07.010.01 - Attachment #1	Asset Activity Report Form 1232-01R6
07.011.00	Receiving and Payment of Supplies
07.011.01 - Attachment #1	Purchase Order Partial Payment
07.012.00	Disposition of Surplus or Obsolete Goods
07.012.01 - Attachment #1	Asset Activity Report Form 1232-01R6
07.013.00	Donation of Surplus or Obsolete Technology Equipment
07.013.01 - Attachment #1	Donation List Form
07.013.02 - Attachment #2	Asset Activity Report Form 1232-01R6
07.014.00	Processing Negotiated Contracts and Agreements
07.015.00	Competitive Bids
07.016.00	Waiver of Formal Competitive Bids
07.017.00	Purchasing Card (P-Card)
07.018.00	FEMA Emergency Purchasing Procedures
07.019.00	Bid Protest Procedures
07.020.00	Contracting for Professional Services
07.021.00	Vendor Performance Evaluation
07.021.01 - Attachment #1	Vendor Performance Evaluation Form
07.022.00	Contractor and Consultant Panels Establishment
07.023.00	Contractor and Consultant Panels Utilization
07.024.00	Environmentally Preferable Procurement (EPP)