

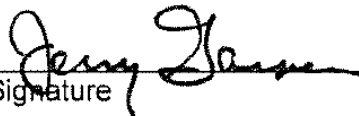
GREELEY POLICE DEPARTMENT

General Order 213.00

Reviewed: 12/14

213.00 CONTRACTS

- In the event the Department requires professional services which must be contracted, the Department shall write a "Request for Proposal" or "RFP" to be issued through Purchasing.
- The Request for Proposal shall describe the services required, the types of information required from each contractor, and the relative importance of particular qualifications.
- 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 4.20-100, "Contracting for Designated Professional Services". Purchasing will then notify the selected vendor.
- All contracts are to be managed by the Support Services Division. All records generated by contractual agreements will be filed and maintained by the Support Services Division.

GO 213.00 CONTRACTS	Reviewed: 12/14
Authorized by Jerry Garner, Police Chief Effective Date: December <u>5</u> , 2014	
 Signature	Date: <u>12-5-2014</u>