

Public Works Thresholds Guide

Pursuant to Public Bid Law Revised Statute 38

Note: Purchase Orders are issued for all dollar amounts.

Applicable Section	Threshold	Requirements
	\$5,000 AND UNDER	<ul style="list-style-type: none"> Solicit fax, email or written quote based on department's discretion and project complexity. Insurance & indemnification. No contract required.
2241 2241.1 2248	OVER \$5,000 NOT TO EXCEED \$24,999	<ul style="list-style-type: none"> Solicit fax, email or written quote based on department's discretion and project complexity. Insurance & Contractor's Affidavit. Written Contract Required. Contractor's License required if (Plumbing, Electrical or Mechanical ≥ \$10,000.00) Perf. Pay, & Lab. Bonds at option of project manager. Written contract (and bond(s), if required) recorded @ Clerk of Court Office in parish where work is being done. Withhold retainage, issue certificate of substantial completion, require 45-day clear lien certificate to release payment of retainage.
2216 2219 2241 2241.1 2248	\$25,000 NOT TO EXCEED \$75,000	<ul style="list-style-type: none"> Solicit fax, email or written quote based on department's discretion and project complexity. Insurance & Contractor's Affidavit. 100% Performance, Payment, & Labor Bonds Required. Contractor's License required if ≥ \$50,000. (Plumbing, Electrical or Mechanical ≥ \$10,000) Written contract & bonds recorded @ Clerk of Court Office in parish where work is being done. Withhold retainage, issue certificate of substantial completion, require 45-day clear lien certificate to release payment of retainage.
2216 2219 2241 2241.1 2248	OVER \$75,000 NOT TO EXCEED \$224,999	<p>NOTE: IN ACCORDANCE WITH PM-60 ALL PROJECTS ≥ \$75K REQUIRE PRIOR APPROVAL FROM THE LSU SYSTEM PRESIDENT OR HIS DESIGNEE.</p> <ul style="list-style-type: none"> Solicit fax, email or written quote based on department's discretion and project complexity. Insurance & Contractor's Affidavit 100% Performance, Payment, & Labor Bonds Required. Contractor's License required. Written contract & bonds recorded @ Clerk of Court Office in parish where work is being done. Withhold retainage, issue certificate of substantial completion, require 45-day clear lien certificate to release payment of retainage. <p>TOTAL COST INCLUDING CHANGE ORDERS CANNOT EXCEED \$250,000</p>
2212 2216 2218 2219 2241 2241.1 2248	\$225,000 NOT TO EXCEED \$999,999	<p>NOTE: CAMPUS PROCUREMENT DEPARTMENT REQUIRED TO HANDLE OFFICIAL BIDDING. CHANGE ORDERS CANNOT EXCEED \$1,000,000.</p> <ul style="list-style-type: none"> Solicit sealed bids from a minimum of 5 suppliers. Advertise 3 times in 3 weeks. Allow 25 days from first ad. (Min. 10 days after Pre-Bid requirement) Insurance & Contractor's Affidavit 100% Performance, Payment, & Labor Bonds Required. Contractor's License required. Written contract & bonds recorded @ Clerk of Court Office in parish where work is being done. Withhold retainage, issue certificate of substantial completion, require 45-day clear lien certificate to release payment of retainage. <p>TOTAL COST INCLUDING CHANGE ORDERS CANNOT EXCEED \$999,999</p>
	\$1,000,000 OR MORE	Becomes a Capital Outlay Project & is done by State Facility Planning & Control (FP&C). Refer to Capital Outlay Act 39:112

Bold italics denotes current law.

Board of Regents (BOR) approval required ≥ \$175,000.