

## Consultant and Contractor Procurement per Office of the State Architect Policies

Quick reference sheet

Contact Buck Conroy at buck.conroy@colostate.edu with any questions about this sheet

Fiscal year 2026

### Professional Services (A/E, Surveyors, Landscape Arch, Industrial Hygienists)

Contract Value	Procurement tool	Advertisement period	Bid opening	Contract type
<\$25K	Discretionary	n/a	n/a	always contract
\$25K-\$100K fees & <\$1MM construction cost	Interview 3	n/a	no public posting	always contract
>\$100K in fees or >\$1MM construction cost	Formal Procurement	Min 15 days	post results	always contract

### Construction Contractors

Contract Value	Procurement tool	Advertisement period	Bid opening	Contract type	Price reasonableness form required	Bonds required	Prevailing Wage	Apprenticeship Participation
<\$50K	Discretionary	n/a	n/a	PO or contract	no	not required	not required	not required
\$50K-\$150K	Discretionary	n/a	n/a	PO or contract	yes	not required	not required	not required
\$150K-\$500K	Documented Quote	Min 3 days, avg 3 weeks	no public opening	contract	no	bid bond (5%), P&P bond (50%)	not required	not required
\$500K-\$1MM	Formal Procurement	Min 14 days AFB / 30 days RFP	public opening/post results	contract	no	bid bond (5%), P&P bond (50%)	required	not required
>\$1MM	Formal Procurement	Min 14 days AFB / 30 days RFP	public opening/post results	contract	no	bid bond (5%), P&P bond (50%)	required	required

\*\*\*changes from FY 2025:  
 Bid limit increased from \$50K to \$150K for contractors only.  
 Documented quote approval form no longer required.  
 Price reasonableness form required \$50K-\$150K.