

CapMetro Procurement Acquisition Policy – major changes and talking points

Section	Change
Complete document	Changed references from Capital Metro to CapMetro, spelling, formatting and grammar fixes, clarifying language and updated citations.
Complete document	Changed all references to the Board threshold to raise it from \$150,000/year to \$250,000/year.
Complete document	Changed all references to hard-copy solicitation submittals as we no longer accept them. Updated all references to allow for electronic submittals and contacts.
I-2 Vendor Contacts and Communications	Updated section title and clarified requirements.
I-2.3 Acceptance of Gratuities	Added language clarifying that the restrictions apply to Procurement personnel only.
II-4 Unauthorized Procurement Actions	<ul style="list-style-type: none"> • Added Task Orders. • Removed blanket purchase agreements and blanket purchase orders.
II-6 Buy America	Updated section with corrected language and cites.
II-7 Buy American	Updated section with corrected language and cites.
II-8 Emergency Purchases	Raised threshold for EVP & President/CEO approval on Emergency Purchase Justification forms from \$50K to \$100K.
II-10 Contract Types and Options	Added language prohibiting percentage of construction cost contracts and included cites.
II-11 Personal Services Contracts	Removed two sections regarding selection as they are procedural rather than policy.
II-12 Methods of Procurement	New section outlining multiple award, IDIQ and mixed A&E-Construction contracts.
II-14 Cost or Price Analysis	New section adding requirement for cost or price analysis for procurements exceeding the micro purchase threshold.
II-18 Protests and Disputes	<ul style="list-style-type: none"> • Removed language regarding appeals to the FTA as they have removed the requirement and no longer accept these appeals. • Added language about reporting. • Added section for Disputes.
IV-6.3 Evaluation of Bids	<ul style="list-style-type: none"> • Removed language about evaluation committees as they are used in negotiated procurements and not IFBs. • Added Two-Step Sealed Bidding.
VI-3 Approval Levels for Non-Competitive Procurements	Raised signature authority amounts.
VII-5 Advance Payments	Added FTA language outlining when advance payments are allowable.
VIII-Investment Recovery	Added definition and section on Recovered Products.