



## **CONTRACT NEGOTIATIONS POLICY**

**Issue Date:** June 2, 2006

**Revision Date:**

### **Purpose**

During the course of their activities, RMSAWWA committees hold seminars, training sessions, etc., at locations throughout the states of Colorado, New Mexico, and Wyoming. Contracts for services at these events are typically required. The purpose of this policy is to provide guidelines for contracting with these venues and/or for services associated with these events.

### **Policy**

All RMSAWWA committees may conduct seminars, training sessions, etc. to support the purpose of the committee. When these events are held, all contracts must be reviewed and signed by either the RMSAWWA Chair and/or the RMSAWWA Secretary/ Treasurer. Only the RMSAWWA Chair and the RMSAWWA Secretary/ Treasurer have authority to sign contract on behalf of the committee. Contracts for conferences or events having costs greater than \$2,500 shall be reviewed and approved by both the RMSAWWA Chair and the RMSAWWA Secretary/Treasurer.