

**Lease vs. Own**

***Policy***

It is the policy of Central Florida Behavioral Health Network, Inc. (CFBHN) to follow the Federal General Procurement Standards (2 CFR 200.318) and adhere to standards in the Federal *Appendix II to Part 200* document. CFBHN analyzes whether to purchase or lease equipment, space, and any other purchases where appropriate.

***Purpose***

The purpose of this policy is to outline the procedures utilized in making the decision to lease or purchase.

***Procedure***

1. CFBHN seeks a minimum of three quotes to determine whether it is more economical to lease, rent, or purchase.
2. If less than three quotes are received, a written statement as to why additional quotes were not received is prepared and attached to the procurement document.
3. CFBHN follows the guidance as identified in the *General Procurement and Distribution of Funding* and *Purchasing* policies.

<p><b>Lease vs. Own</b></p> <p>Approval:  Alan Davidson, President/Chief Executive Officer</p>	<p>Date Issued: <u>08/31/2016</u></p> <p>Last Revision: <u>03/29/2023</u></p> <p>Review Date: <u>08/28/2024</u></p>
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