

The PSAB Research Department has sample request for proposals (RFPs) and policies that PSAB members can request for use within their borough.

Members should contact Shelley Houk, PSAB Director of Research, at [shouk@boroughs.org](mailto:shouk@boroughs.org) or 800-232-7722, Ext. 1018. You should include your name, borough name, and your position when requesting documents.

**Available Sample RFPs include:**

- Auditors
- Banking
- Chemicals
- Code Administration
- Design for Curbs/Driveways
- Engineering
- Insurance
- Technology
- Janitorial Services
- Planning
- Snow Removal
- Solicitor
- Zoning

**Available Sample Policies Include:**

- Audio Tape Recycling
- Cellular Phone Usage
- Consent Agenda
- Credit Cards
- Delinquent Bill Collection
- Ethics
- Fraud
- Internet Use
- Media
- Police Procedures
- Purchasing Under Bid Limits
- Return to Work
- Returned Checks
- Shared Leave
- Sick Leave Pool
- Swimming Pool