



## ADMINISTRATIVE UPDATE

**FROM:** Connie S. Webb  
Vice President for Administration

**DATE:** 7/19/06 (updated 6/4/08)  
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**TO:** The College Community

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**SUBJECT:** Purchases  $\geq$ \$15,000

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On January 1, 2006, New York State Finance Law 139j and 139k, known as the Procurement Lobbying Act, went into effect. The purpose of the law is to regulate and restrict contacts between vendors and State agencies including SUNY. The law is very complex and prescribes detailed protocols for communications between potential vendors and College personnel. The law affects virtually all purchases using any state funds at or above \$15,000. The single exception is for purchases covered under state contract ("P" contracts). The best way to approach purchases that might reach the \$15,000 threshold is to contact the Purchase Coordinator Lisa Campagna (x6687, [lmcampagna@esf.edu](mailto:lmcampagna@esf.edu)) *before* initiating *any* contact with a potential vendor.

Compliance with the Procurement Lobbying Act will be strictly enforced. So, remember, for any purchase (goods or services) using any amount of state funds at a dollar level reasonably likely to reach or exceed \$15,000, **please contact Lisa Campagna before you or anyone acting for you makes any contact with potential vendors.**