

## SUNY authority to buy off a consortia contract<sup>i</sup>

(as outlined in the NYS Procurement Council's [Consortia Purchasing Guidelines](#) - (Rev., September 2009).

DOLLAR THRESHOLD	TYPE OF CONTRACT	
	COMMODITY <sup>ii</sup>	SERVICE
<b>UP to \$50K</b>	If a member, can (using discretionary authority) buy using the contract. Document justification to support both the selection of the vendor and the reasonableness of the price to be paid.	If a member, can (using discretionary authority) buy using the contract. Document justification to support both the selection of the vendor and the reasonableness of the price to be paid.
<b>UP to \$125K</b>		If a member, can use discretionary authority but must solicit three (3) quotes. May use consortia contract as one quote. Document justification to support both the selection of the vendor and the reasonableness of the price to be paid.
<b>OVER \$125K</b>	If a member, can buy using the contract. No formal competitive process (sealed bid) is required. Document justification to support both the selection of the vendor and the reasonableness of the price to be paid.	If a member, must still do a formal competitive process by soliciting minimum of five (5) sealed formal bids/proposals. May use the consortia contract as one bid/proposal.

<sup>i</sup> For purchases over \$20K must comply with the requirements of NYS Procurement Bulletin - Contract Reporter Advertising Thresholds and Notice Requirements.

<sup>ii</sup> Must purchase from a Preferred Source, if the commodity is offered in the form function and utility determined by the campus or if on a centralized contract, the provisions of "OGS or Less" apply to the consortia purchasing.