PURCHASING

The board of education authorizes and directs the chief school administrator or designee to execute contracts with proper vendors in accordance with state law to purchase subsistence amounts of perishable foods without competitive bids. This policy shall be published annually as required by law, along with the procedures by which authorized vendors may become eligible to submit quotations.

The school business administrator is authorized to purchase not more than $500 worth of food supplies in any month for the cafeterias or food preparation classes without soliciting quotations. Such purchases must be documented according to law.

Adopted: November 12, 2012

Legal References:	N.J.S.A.	18A:18A-5(a)6	Exceptions to requirements for advertising
	N.J.S.A.	18A:18A-6	Standards for purchase of fresh milk; penalties; rules and regulations
	N.J.A.C.	6A:23A-16.5	Supplies and equipment

Possible Cross References:	*3320	Purchasing procedures
	3571	Financial reports

*Indicates policy is included in the Critical Policy Reference Manual.