Business Procedures 4.1003.1

Software Purchases

WHEREAS, The County College Contracts Law, NJSA 18A:64A-25.5(19), exempts contracts for the purchase of software from public advertising; and

WHEREAS, Contracts which are exempt from public advertisement and projected to exceed the bid threshold in the fiscal year aggregate have been previously reported to the Board of Trustees, regardless of the amount; and

WHEREAS, NJSA 18A:64A-25.3(a) permits the Board of Trustees to authorize the contracting agent to make, negotiate and award contracts which do not exceed the bidding threshold, without public advertising.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees hereby authorizes the Purchasing Supervisor, the contracting agent, to make, negotiate and award purchases of software without prior Board approval where the amount of the single contract does not exceed \$17,500.