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**THREE VILLAGE CENTRAL SCHOOL DISTRICT
STONY BROOK, NEW YORK**

BOARD OF EDUCATION AGENDA MATERIALS

DATE OF BOARD MEETING: April 1, 2020

DATE SUBMITTED: March 27, 2020

OFFICE OF ORIGIN: Superintendent

CATEGORY OF ITEM: Action

<p><u>TITLE:</u> TEMPORARY SUSPENSION OF PURCHASING POLICIES FOR MAINTENANCE AND CLEANING PRODUCTS</p>

Staff Recommendation:

WHEREAS, by Executive Order dated March 7, 2020 (“March 7, 2020 Executive Order”), the Governor of the State of New York declared a disaster emergency in the State of New York with regard to the COVID-19 virus threat to the health and welfare of the residents and visitors to the State; and

WHEREAS, by such Executive Order, the Governor has suspended through April 6, 2020 Section 409-i of the of the Education Law, Section 163-b of the State Finance Law with associated OGS Guidance and Executive Order No. 2 to the extent necessary to allow elementary and secondary schools to procure and use cleaning and maintenance products in schools; and sections 103 and 104-b of the General Municipal Law are suspended to the extent necessary to allow schools to do so without the usual advertising for bids and offers and compliance with existing procurement policies and procedures; and

NOW THEREFORE BE IT RESOLVED, that in accordance with the March 7, 2020 Executive Order and pursuant to District Policies 6700 and 6700-R, the Board of Education hereby declares that an emergency situation exists in the District through April 6, 2020 and that the District is not subject to competitive bidding requirements to the extent necessary to procure and use cleaning and maintenance products in the District’s facilities; and

NOT AN OFFICIAL RECORD; SUBJECT TO CHANGE

BE IT FURTHER RESOLVED, that the District will procure cleaning and maintenance products at the lowest possible costs, seeking competition by informal solicitation of quotes or otherwise, to the extent practicable under the current emergency circumstances; and

BE IT FURTHER RESOLVED, that through April 6, 2020, the District's Purchasing Agent is authorized to issue Purchase Orders without prior approval of the Board of Education to procure cleaning and maintenance products provided that budget appropriations are adequate to cover such obligations and provided that any Purchase Order over the amount of \$20,000.00 shall be approved by the Deputy Superintendent who shall notify the Board of Education of such procurement and shall provide the Board of Education the records of verbal or written quotes as appropriate relating to such procurement and the reason(s) for such procurement.

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