

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

POLICY: 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 home economics classes without soliciting quotations. Such purchases must be documented according to law.

Legal References: N.J.S.A. 18A:18A-5(a)6, -42.1 Exceptions to requirements for advertising

N.J.S.A. 18A:18A-6 Standards for purchase of milk

N.J.A.C. 6:20-2.6 Supplies and equipment

N.J.A.C. 6:20-2A.5 Supplies and equipment

Possible

Cross References: 3320 Purchasing procedures

Adopted: December 9, 1996