

Procurement Law Changes Frequently Asked Questions

Effective 3/17/2023

Questions	Answers
Why did the State reduce the thresholds for procuring goods and services?	The bill was championed by the Office of the State Comptroller (OSC) in order to establish more oversight authority on various State University of New York (SUNY) and City University of New York (CUNY) procurements. The law rescinds the pre-existing procurement flexibility SUNY has enjoyed since 2011.
Has the allowable time frame for OSC to approve contracts/Purchase Orders changed?	All procurements requiring OSC reviewal approval have been extended from 30 days to 75 days.
Has the dollar threshold for local contracts changed?	All local campus contracts dollar threshold have been decreased from \$250K to \$75K.
What are the new thresholds effective March 17, 2023?	<p>All contracts, informally or formally procured, for goods, services, construction, and construction-related services of:</p> <ul style="list-style-type: none"> - \$75,000 or more for campuses; - \$150,000 or more for hospitals; and <p>All aggregate purchases over a twelve (12) month period and one-time procurements of \$200,000 or more off an Office of General Services (OGS) centralized contract will require OSC approval.</p> <p>While there are no changes to SUNY’s discretionary purchasing thresholds, any discretionary purchases of \$75,000 or more require OAG and OSC review and approval. The new thresholds also apply to set-aside purchases provided by Service-Disabled Veteran-Owned Business.</p>

<p>How do I know if what I am buying is impacted and will require more time to purchase?</p>	<p>Plan purchases early and engage with the Procurement Category Team Leads for assistance in determining whether your purchases will be impacted.</p>
<p>Will these changes impact existing purchase orders and contracts?</p>	<p>Amendments against existing contracts or purchase orders where the initial total value is at or over \$75K or the amendment brings the value at or above the \$75K threshold will require OSC approval.</p>
<p>What impact will this have on the Campus Community in terms of volume of purchase orders/contracts that will now require OSC approval?</p>	<p>The number of purchase orders/contracts requiring approval will increase significantly. This will require additional work required by Procurement to complete. For purchases not requiring OSC approval, the Campus community can assist Procurement in the efficient and timely processing of purchases by:</p> <ol style="list-style-type: none"> 1. Using procurement cards (P-Cards) for low dollar purchases. According to NYS policy, most non-contract purchases less than \$500 should be purchased using a P-Card when the supplier accepts credit card payment. If you do not have a P-Card, applying is easier than ever, and most applicants receive a card within 14 days. 2. Ensure requisitions are accurately completed including attaching all required documentation (i.e. quotes, SET approval, etc.) and entering commodity codes for each line on the requisition. 3. Change your ordering process by consolidating low dollar purchases and submitting fewer requisitions (i.e. order weekly instead of daily) to reduce the number of orders required to be placed by Procurement.
<p>Who can I contact if I have questions regarding these changes?</p>	<p>Please reach out to Procurement's Category Team Leads for assistance.</p>

What can I do to minimize delays in buying goods and services on State funds?

Plan Ahead - Plan purchases early and in anticipation of these extended OSC approval timelines. Engage with Procurement who will be working with each Business Unit at Stony Brook to monitor and plan projects as early as possible in order to ensure the timely delivery of goods and services to our campus community.

Use Existing Suppliers and Contracts - Establishing a new vendor increases cycle time and also requires additional steps and procedures from our Procurement teams. Please shop on the WolfMart Marketplace to view contracted suppliers for commodities and reach out to our [Category Team Leads](#) for assistance with services.

Use Procurement Cards for Low Dollar Purchases - Doing so will help our Procurement team spend less time on transaction processing and allow the team to spend time accommodating the new OSC guidelines. According to NYS Policy, most non-contract purchases less than \$500 should be purchased on a P-Card when the vendor accepts a credit card payment. For a list of the restricted items, please refer to the [P-Card Guidelines](#) on our [Procurement Travel & Card Programs](#) website. Please also plan to use a P-Card when purchasing from W.B. Mason in the WolfMart marketplace (if your card is not already linked to WolfMart please email us at statep_cards@stonybrook.edu).