

RESOLUTION NO. 12-04-03

COMPETITIVE PROCUREMENT AUTHORITY AND APPROVAL

WHEREAS, the Board of Trustees of The University of Toledo is specifically empowered under Section 3364.04 of the Ohio Revised Code to enter into all contracts and agreements necessary or incidental to the operation of the University; and

WHEREAS, the Board of Trustees of The University of Toledo determines that it is good business practice and supportive of the responsibility for proper expenditure of public funds for the University to engage in competitive procurement of supplies, equipment and services. Such competitive procurement of supplies, equipment and services is in the best interests of the University even in many circumstances in which the University might be otherwise exempt from such requirement.

NOW, THEREFORE, BE IT RESOLVED,

that the Board of Trustees of The University of Toledo adopts a general policy of competitive procurement for supplies, equipment, and services; and

BE IT FURTHER RESOLVED,

that the Board of Trustees of The University of Toledo is required to approve all expenditures in excess of \$500,000 including, but not limited to: all contracts, operating expenses, capital equipment purchases, and purchase orders. Exceptions: expenditures that are part of the operating or capital equipment budgets previously approved by the Board of Trustees, purchases or contracts that utilize funds as provided by a granting agency and The University of Toledo's contribution is \$500,000 or less, and contracts for services where an invitation to bid was issued; and

BE IT FURTHER RESOLVED,

that The University of Toledo shall generally use competitive procurement methods for the purchase or lease of supplies and equipment when the annual expenditure from a single supplier is over \$50,000 per year; or when the acquisition of services from a single provider is over \$75,000 per year; or for construction services when the project costs exceed \$200,000; and

BE IT FURTHER RESOLVED,

that The University of Toledo may also elect to use competitive procurement methods for amounts less than the aforementioned limits; and

BE IT FURTHER RESOLVED,

that the President, or his/her designee, is authorized to enter into an agreement or sub-agreement with the state of Ohio for the purchase of goods or services when the state used a competitive procurement process; and

BE IT FURTHER RESOLVED,

that The University of Toledo shall comply with those provisions of the Ohio Revised Code which apply to institutions of higher education which concern competitive procurement of supplies, equipment and services; and

BE IT FURTHER RESOLVED,

that the President, or his/her designee, may grant a waiver from competitive selection when he/she determines any of the following: an emergency or a sufficient economic reason exists; the purchase of a product or service from a specified supplier is essential for compatibility or to ensure continuity of results or data integrity with existing equipment; or that the supplies, equipment or service can be purchased only from a single source; and

BE IT FURTHER RESOLVED,

that competitive procurement will not be required for the purchase of software/hardware when necessary for system upgrades and ongoing maintenance and support on existing systems already in use; and where being procured from the original vendor/manufacture; and

BE IT FURTHER RESOLVED,

that the President, or his/her designee is authorized on a continuing basis to purchase, without competitive bidding, supplies, equipment or services through group purchasing contracts, educational consortiums; or state term schedules, agreements; and

BE IT FINALLY RESOLVED,

that this Resolution No.12-04-03 replaces the Board of Trustees Resolution Nos. 08-10-26 and 12-01-01.