

Purchasing/Purchasing Authority

The Board's authority for the purchase of materials, equipment, supplies and services is extended to the executive director through the detailed listing of such items compiled as part of the budget-making process and approved by the Board through its adoption of the annual operating budget.

All purchases exceeding \$20,000, except in the case of an emergency, shall be in conformity with the budget or have prior Board approval. In the event of an emergency, prior notification shall be given to the Board before committing to a non-budgeted expense.

The executive director and finance director are directed by the Board to develop and document fiscal procedures for BOCES staff including procurement procedures, to provide an internal control framework for the organization and also to maintain compliance with federal regulations pertaining to grant funds received by the BOCES.

Adopted: January 14, 2016
Revised: May 11, 2017

LEGAL REFS.: C.R.S. 22-5-107 (*duties of board*)
C.R.S. 22-32-109 (1)(b) (*board duty to adopt policies for the efficient administration of the BOCES*)

CROSS REFS.: DHA, Contracts/Signing Authority
DJB*, Federal Procurement
DJE, Bidding Procedures