

Notice 18-01
July 5, 2017

PROCUREMENT THRESHOLD UPDATE

Effective July 1, 2017, Kansas State University increased the threshold for centrally managed competitive bidding to \$10,000. All purchases for items and/or services that meet or exceed \$10,000 must still be:

- acquired from university/state contract vendor,
- competitively bid by the Purchasing Office (submit a purchase requisition form), or
- receive special approval from the Purchasing Office for bidding exception (submit a prior authorization form).

The following purchasing requirements still apply regardless of the dollar threshold:

- statutory requirement to purchase items available through the State Use Catalog (items produced by the blind and severely disabled Kansans)
- contracts involving buildings and/or grounds must be initiated by the Division of Facilities (Ed Heptig, 785-532-1700, baml@k-state.edu)

For additional purchasing details, please refer to PPM Chapters [6310 Purchasing Procedures](#) and [6312 Contract Items](#) and the [Purchasing Guidelines reference document](#). If you have questions, please contact the Purchasing Office at 785-532-6214 or kspurch@k-state.edu.