

New York State Office of General Services
New York State Procurement
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PURCHASING MEMORANDUM

GENERAL INFORMATION BULLETIN

NUMBER: CL-800

DATE: May 29, 2014

PLEASE ADDRESS INQUIRIES TO:

Customer Services
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SUBJECT: **Discretionary Purchasing Guidelines Bulletin (*revised May 2014*) and
New York State Procurement Guidelines (*revised May 2014*)**

TO ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS:

The New York State Procurement Council approved revisions to the Discretionary Purchasing Guidelines and the New York State Procurement Guidelines during the May 21, 2014 meeting.

The revised Discretionary Purchasing Guidelines Bulletin is available on the OGS website at: <http://www.ogs.ny.gov/procurecounc/pdfdoc/DiscretionaryPurchasingGuidelines.pdf>

The amendments clarify certain terms and include two additional alternative narrative examples to advertise a procurement opportunity when the agency will use its discretionary purchasing authority and it is reasonably anticipated that the procurement will exceed \$50,000 but be less than \$200,000.

The revised New York State Procurement Guidelines is available on the OGS website at: <http://www.ogs.ny.gov/BU/PC/Docs/Guidelines.pdf>

The Procurement Guidelines were amended to reflect recent changes to the State Finance Law, update certain text and incorporate Executive Orders, including, but not limited to Executive Order (EO) No. 4, *Establishing a State Green Procurement and Agency Sustainability Program*.

Please contact OGS NYSPRO Customer Service if you have any questions.

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