
Legislative Changes Impacting Procurement at Stony Brook

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Finance & Administration
and the Office of Procurement

Good Afternoon Stony Brook Colleagues,

A recently signed legislative law, set to take effect on **March 17, 2023** for all SUNY institutions, will increase procurement oversight and lead times by the Office of the State Comptroller (OSC), and will impact purchases in excess of \$75,000 at Stony Brook University and \$150,000 for Stony Brook Hospital.

What's Changing

- **The OSC will now require reviews and approvals for all Stony Brook University non-contract purchases over \$75,000, and all Stony Brook Hospital purchases over \$150,000.** The threshold has been \$250,000 for both. This applies to all State-funded procurements, including construction-related services.
- **The OSC will now have 75 days to review purchases that exceed these thresholds.** This has been 30 days.
- **The OSC will now require review and approvals for 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.** The OSC was not previously reviewing these purchases.

What's Not Changing

- SUNY purchasing thresholds (for discretionary and formal procurements) for campuses and hospitals remain the same.
- Purchases from OGS centralized contracts for less than \$200,000 will not require OSC review/approval.

What You Can Do

We recognize that these lower thresholds for approval, and the extended approval time, may present challenges to our campus community. In order to help minimize any delays, we recommend:

- **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). If you do not have a P-Card, [applying is easier than ever](#), and most applicants receive a card within 14 days.

We're Here to Help

Our skilled team of Procurement experts are here to assist you, and your teams, with this transition. We are working to develop new tools, technologies and processes that will continue to enable Stony Brook faculty and staff to procure goods and services at reasonable prices, and on time to accommodate University needs. [Contact our Purchasing team](#) anytime for questions and concerns.

Sincerely,
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