

# Procurement and Inventory Policy

Policy No. 630



Puget Sound ESD Early Learning programs will make purchases in keeping with state and federal laws and funding requirements, PSESD policies and subcontractors' district/agency policies. In the event that these policies differ with each other, the most restrictive policy shall be followed.

Positive efforts will be made to use minority, local/community owned, women owned and family owned businesses.

Individual expenditures more than \$50,000 will be brought to Policy Council and PSESD Board for approval.

For purchases by subcontracting agencies, the provisions of the [PSESD Early Learning Subcontract Letter of Agreement](#) will apply. Files will be maintained at the site for all purchases more than \$5,000.

[Inventory records will be maintained in accordance with the Inventory Procedure.](#)

Approved by Policy Council: October 14, 2014

Approved by Board of Directors: To be approved

DEL ECEAP Contract (16-118): Exhibit A, Section 3 Section 22, Section 23, Section 24; Exhibit C, Section 34

ECEAP Performance Standards: G-2

Head Start Act: 644

Head Start Performance Standards: 1309