

# STOCKTON UNIVERSITY



## POLICY

### Procurement & Contracting

Policy Administrator: Director of Procurement & Contracting  
Authority: N.J.S.A. 18A:64-6; N.J.S.A 18A:64-52 et seq.  
Effective Date: May 7, 2026  
Index Cross-References: Procedure 6009 Procurement and Contracting  
Policy File Number: VI-69  
Approved By: Board of Trustees

### I. Purpose

- A. Stockton University sets forth this policy for the purpose of procuring goods and services, and for construction projects, in a manner that is consistent with applicable law.
- B. The University shall adhere to Federal and State laws, and to the requirements of 18A:64-52 et. seq., cited as the "State College Contracts Law," where applicable.
- C. Compliance with all applicable statutes and regulations aims to ensure purchases and payments for goods and services, and for construction projects:
  1. Are properly authorized,
  2. Obtain the best value and are advantageous for the University,
  3. Follow fair and ethical business practices,
  4. Adhere to all Federal and State laws as they relate to procurement and the expenditure of public funds,
  5. Provide a competitive and open environment,
  6. Reflect appropriate stewardship of University resources, and
  7. Allow for effective and timely support and resources from the Office of Procurement & Contracting.

### II. Scope

This Policy applies to all Stockton University departments, units, employees, and any individuals acting on behalf of the University who initiate, authorize, manage, or otherwise participate in the procurement of goods, services, or construction projects. It governs all purchasing activities conducted with University funds, including state, federal, grant-funded, and auxiliary accounts, to ensure compliance with applicable federal and state laws governing procurement, such as the State College Contracts Law. This scope aligns with the policy's stated purpose of procuring goods and services in a manner consistent with law and reflects the University's requirement that all procurement activities be properly authorized, competitive, fair, ethical, and legally compliant.

### III. Accountability

- A. The procurement of goods and services is the responsibility of the Stockton University Board of Trustees, which has delegated authority and responsibility to the Senior Vice President for Administration & Finance and Chief Financial Officer. The Senior Vice President for Administration & Finance and Chief Financial Officer has delegated immediate supervision to the Director of Procurement & Contracting, who is responsible for complying with all applicable Federal and State laws and State College Contracts Law; assisting University units in the procurement process; daily management and operations for procurement activities; and supervising the Office of Procurement & Contracting.
- B. All University personnel are required to adhere to this policy, and to the University's Code of Ethics.

#### Review History:

	Date
Policy Administrator	10/30/2025
Divisional Executive	11/03/2025
General Counsel	01/09/2026
Senior Leadership	01/29/2026
President	02/03/2026
Board of Trustees	05/07/2026