



This notice is hereby posted pursuant to section 19-445.2005 A.(1)(c) of the S.C. Code of Regulations which states that governmental bodies are to “establish a clear means by which vendors can identify the governmental body’s procurement officers and the limits of their authority.”

Under the agency’s procurement certification issued by the S.C. State Fiscal Accountability Authority and delegation from the President of Coastal Carolina University, Procurement Services has the authority to award competitively bid contracts up to the amounts so stated. In addition to these limits, Procurement Services has unlimited authority for sole source and emergency procurements obtained in accordance with the *South Carolina Consolidated Procurement Code*.

Buyers within Procurement Services have the authority to solicit and negotiate contracts up to these amounts on behalf of the Director:

Dean Hudson, Director

Authority to solicit all procurements as follows:

- Up to \$100,000 per commitment for purchases made under Section 11-35-1550 of the S.C. Code of Laws (small purchase procedures)
- Up to \$400,000* per commitment for supplies and services**
- Up to \$150,000* per commitment for information technology***
- Up to \$1,500,000* per commitment for revenue generating contracts
- Purchases exempt under or otherwise allowed by the *South Carolina Consolidated Procurement Code*

Authority to sign for:

- All procurements solicited under the University’s procurement certification limits
- All procurements solicited by S.C. Division of Procurement Services on behalf of the University

Steven Glenn, Procurement Manager

Toni Richardson, Procurement Manager

Authority to solicit all procurements as follows:

- Up to \$100,000 per commitment for purchases made under Section 11-35-1550 of the S.C. Code of Laws (small purchase procedures)
- Up to \$400,000* per commitment for supplies and services**
- Up to \$150,000* per commitment for information technology***
- Up to \$1,500,000* per commitment for revenue generating contracts
- Purchases exempt under or otherwise allowed by the *South Carolina Consolidated Procurement Code*

Jennifer West, Procurement Specialist

Authority to solicit all procurements as follows:

- Up to \$100,000 per commitment for purchases made under Section 11-35-1550 of the S.C. Code of Laws (small purchase procedures)
- Purchases exempt under or otherwise allowed by the *South Carolina Consolidated Procurement Code*

*Total potential purchase commitment whether single or multi-term contracts are used.

** Supplies and Services Includes non-IT Consulting Services.

***Information Technology includes consultant assistance for any aspect of information technology, systems and networks.