



New Hampshire

Department of Education

Mini - Lesson

GMS Procurement Language

NH Department of Education
Office of ESEA Programs
Bureau of Instructional Support

Complete program details at <https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-instructional-support/integrated-programs>



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Agenda | **GMS Procurement Language**

Part 1 | **Procurement Basics**

Part 2 | **Noncompetitive Procurement**

Part 3 | **GMS Activity Language**

Part 4 | **Program Contacts**



Part 1 | Procurement Basics

1. Micro-Purchase Threshold
 - \$10,000 currently
2. Small-purchase Procedures
 - Any purchase more than \$10,000, but less than \$250,000
3. Formal Procurement Methods (\$250,000 or more)
 - Sealed Bids, Proposals
4. Noncompetitive Procurement
 - Can be utilized **if**:
 - a. The purchase is less than the micro-purchase threshold
 - b. The item is available from a single source
 - c. A public exigency or emergency for the requirement will not permit a delay
 - d. The pass-through entity authorizes noncompetitive procurement in writing
 - e. After solicitation, competition is deemed inadequate



Part 1 | Procurement Basics

- The LEA must have a procurement policy and procedure established.
- The LEA will follow the stricter policy/procedure (District or Federal).
- For Title Programs, the LEA is **not** required to supply any upfront procurement documentation



Part 2 | Noncompetitive Procurement

Per 2 CFR 200.320 (c) Noncompetitive Procurement:

“There are specific circumstances in which noncompetitive procurement can be used.”

- Previously outline the 5 reasons
- Request to NHED as the awarding agency is most common, although over utilized.
- If the LEA meets one of the other 4 noncompetitive reasons, you do **not** have to submit a request to NHED also.
- Must utilize the guidance documentation sent out recent. Found on our website here: [Office of ESEA Title Programs | Department of Education \(nh.gov\)](#)

Part 2 | Noncompetitive Procurement

- Noncompetitive approval must be uploaded to GMS under the appropriate grant
- No other procurement documentation should be uploaded i.e., contracts, proposals, quotes, etc.

Part 3 | **GMS Activity Language**

- The LEA does not need to state in an activity that procurement procedures were followed. We already assume this as you have executed assurances.
- The LEA does not need to state which procurement method was utilized; we will verify this via monitoring.
- NHED will occasionally remind you of federal requirements for large expenditures as an FYI.
- Please reach out if you have procurement questions or need feedback.

Part 4 | Program Contacts

As a reminder:

Title I	Title II	Title III	Title IVA	Title IVB	Title V/CSI	GMS (General Questions)
Christy Dotson	Joey Nichol	Wendy Perron	Stan Freeda	Kathy Vestal	Ashlee Fye	Elizabeth Clarke
Kristine Braman		Yvette Poole (Migrant)		Emily Fabian		
Melinda Pfaff						

Questions?