



Newaygo County Regional Educational Service Agency
4747 W. 48th Street
Fremont, MI 49412
(231) 924-0381

Purchasing Goods and Services

Board Policy 3610

The Superintendent shall be the sole purchasing agent for the Agency.

Purchasing from Agency Employees

The Board shall not purchase equipment, supplies, or services from any employee who is employed by the Agency for more than an average of 25 hours per week, nor from a member of a household of that employee, nor from any firm in which that employee or member of his/her household holds a 10 percent or greater financial interest.¹

Purchases through the Agency

Board members and employees shall not make any purchase through the Agency for personal use. The name of the Agency or school, or an employee's position, shall not be used in such manner that discounts or cost preferences are given to such person. Purchasing equipment and supplies by the Agency for resale to employees is prohibited.

Emergency Purchases

Emergency purchases may be made without using the quotation or bidding process. Such emergencies may arise because of an accident or other unforeseen occurrence that could affect the life, health, welfare, or safety of the Agency's students or employees.

Approved: 4/11/07
LEGAL REF: MCL 15.321-330; 380.1216; 380.1274

¹ MCL 15.322 Sec.2 (1) Except as provided in sections 3 and 3a, a public servant shall not be a party, directly or indirectly, to any contract between himself or herself and the public entity of which he or she is an officer or employee. MCL 15.323 Sec. 3 (1) Section 2 does not apply to either of the following: (a) A public servant who is paid for working an average of 25 hours per week or less for a public entity (b) A public servant who is an employee of a public community college, junior college or state college or university.