

Kean University – Purchasing Assessment Review

1. Objective A.1 – Assessment 2013/2014

a. Currently the following bids are being reviewed for issuance:

1. Trash Removal
2. Vending Machine
3. Paving
4. Unarmed Security Guard Service

Meetings were conducted with using departments on each bid

2. Objective A.3 – Assessment 2014/2015

On-line Bid Management System

a. Consultant Agreement has been reviewed and signed , funds have been authorized for the consultant requisition to be issued.

In the Purchasing Assessment Binder, the categories listed all play an important part in reviews:

- a. Purchasing Guidelines
- b. Requisition Report
- c. Commodity Codes
- d. Purchasing website
- e. Bid Specifications

3. Data gathered will be reviewed monthly with reports, purchase order counts, supplier responses and other informational items.