

West Virginia University Parkersburg Board of Governors

**POLICY E-42
PROCUREMENT AND PURCHASING**

Section 1 General

- 1.1. Scope: Policy regarding procurement and purchasing activities at West Virginia University Parkersburg
- 1.2. Authority: [W. Va. Code § 18B-5-4, et seq.](#) and [135 C.S.R. 30.](#)
- 1.3. Effective Date: October 22, 2024 (Replaces version dated June 2, 2006)

Section 2 Policy

- 2.1. The President of West Virginia University Parkersburg or his/her designee is authorized and directed to adopt, amend, modify, repeal, and/or substitute procedures regarding procurement and purchasing activities at West Virginia University Parkersburg, all in accordance with applicable law.
- 2.2. The procedures referenced in Section 2.1 above may include adaptation of some or all of the State of West Virginia's procurement and purchasing policies; Provided, that West Virginia University Parkersburg will follow the procurement handbook of the West Virginia Higher Education Policy Commission, which is applicable to all public institutions of higher education, the purchasing rule of the West Virginia Council for Community and Technical College Education, or the procedures outlined by West Virginia University Parkersburg's established policies pursuant to W.Va. Code § 18B-5-4.
- 2.3. The procedures referenced in Section 2.1 above shall ensure:
 - Uniformity in procurement and purchasing processes
 - Adherence to sound business practices
 - Reduction of costs of materials, equipment and services and
 - Compliance with the West Virginia Governmental Ethics Act.
- 2.4. The President or his/her designee may adopt, amend, modify, and/or repeal West Virginia University Parkersburg's purchasing and procurement procedures so long as such action maintains the institution's compliance with the Commission's Purchasing Procedures Manual, the State Auditor's P-Card Procedures Manual, and all applicable laws.