

State of Alaska
Department of Education and Early Development
Purchasing Authority Delegation

SCANNED

Delegate's name & title: Les Morse, Deputy Commissioner Division: Executive Administration

PCN: 05-1004 Duty Station: Juneau RD Code: _____

The individual named above is hereby delegated purchasing authority as described in the Purchasing Official Affidavit (below) [and the Department of Education and Early Development Procurement Manual,] with monetary limitations as follows:

State Contract Awards Manual supplies and services to a limit of \$ Unlimited per transaction.

Small procurement, as defined by AS 36.320 and AAC 12.400, excluding professional services, to a limit of \$ 10,000 per transaction.

Emergency procurement, as defined in 2 AAC 12.40(A), to a limit of \$ 5,000 per transaction.

Negotiate Professional Services, including professional services exempted under AS 36.30.850 (b), using Standard Agreements, Amendments, Authority to Seek Professional Services (ASPS), Requests for Alternate Procurement (RAP), and Requests for Proposals (RFP) in unlimited amounts. Final approval [and] (Department Head and Head of Contracting Agency) of these documents is not included in this delegation and shall remain with the Deputy Commissioner.

* No authority is delegated.

It will be considered a violation of and cause for revocation or reduction of purchasing authority if multiple purchase documents are issued in order to circumvent the limits imposed in this delegation.

PURCHASING OFFICIAL AFFIDAVIT

I, Les Morse In accepting the responsibilities and authority contained in this affidavit, do hereby affirm that, to the best of my abilities, I shall perform these duties and responsibilities in conformance with the laws and regulations of the State of Alaska, the provisions of the State Administrative Manual, the Department of Education and Early Development procurement policies, and lawful directions provided by the Commissioner, Deputy Commissioner, and Department Finance Officer.

I affirm that I shall exercise independent judgment in deliberating the validity and appropriateness of the actions I am charged with approving. I will not permit undue influence by others to hamper the exercise of that independent judgment, nor shall I be dilatory, capricious or malicious in making decisions in the conduct of these responsibilities.

To the best of my ability, I will approve only those actions which are valid and appropriate within the scope of applicable state laws, administrative procedures, and the facts available in support of each transaction. In extraordinary circumstances, I will document in writing those circumstances which compelled my approval of an apparently questionable action, as well as those upon which my disapproval is based.

I am aware that the Department of Education and Early Development has procurement policies and understand my responsibility in following said policies. I also acknowledge receipt of the Purchasing Authority Delegation (above) and understand that transactions approved by me are limited to the transactions and amounts stated therein.

I understand that I will be held accountable in accordance with AS 36.30 and Title 2 AAC, Chapter 12 and that my actions are further limited by the authority delegated to the Department of Education and Early Development by the Department of Administration.

I further understand that under the terms of this affidavit, as well as other applicable state laws, I;

- 1) am responsible for the existence and correctness of the facts represented in each procurement or contract, and for the legality of the proposed procurement action, and;
- 2) am responsible and accountable for and required to make good to the State the amount of any improper payments resulting from a false, inaccurate, or misleading certification made by me, or a payment prohibited by law or which does not represent a legal obligation.
- 3) may not further delegate this authority of responsibility unless it is accomplished by means of this affidavit form in concert with a Purchasing Authority Delegation which must be approved by the Deputy Commissioner.

Date: 1/31/12 Signature:  Initials: LM

APPROVAL ACTION

Requested by (if a delegation below Division Director level): _____
(Name) (Signature)

Approved:  Mike Hanley, Commissioner

Date of Approval: 1/31/12 Date Withdrawn: _____

This delegation will remain in effect until revised or withdrawn. Any changes to an individual's delegated authority require that a new form be completed.