

**APPENDIX D**  
EXTRA TABLES

**Table D-1**  
**Resources, Planning and Vendor Relations by**  
**SED Need/Resource Capacity Categories<sup>1</sup>**

	<b>Need/Resource Capacity Category</b>			
	<b>HN Urban</b>	<b>HN Rural</b>	<b>Avg. Need</b>	<b>Low Need</b>
<b>Resources and Planning</b>				
Procurement staff (fte) per 100 pupils	<i>0.05</i>	<i>0.22</i>	<i>0.15</i>	<i>0.16</i>
Procurement staff decreasing (percent)	<i>20.00</i>	<i>7.07</i>	<i>6.73</i>	<i>5.19</i>
Procurement staff not changing (percent)	<i>64.00</i>	<i>85.86</i>	<i>83.86</i>	<i>83.12</i>
Use procurement calendar (percent)	<i>63.64</i>	<i>39.56</i>	<i>54.25</i>	<i>48.65</i>
Research price estimates online (percent)	84.00	73.27	72.77	76.62
Research OGS contracts online (percent)	84.00	61.39	67.41	72.73
Have a common standard for computers (percent)	76.00	78.22	76.34	77.92
Standards part of comprehensive IT strategy (percent)	89.47	92.21	92.90	93.33
<b>Vendor relations:</b>				
Have a bidders list (percent)	<i>100.00</i>	<i>72.28</i>	<i>79.46</i>	<i>76.62</i>
Have a vendors' manual (percent)	12.00	11.11	15.32	13.51
Communicate with vendors online (percent)	72.00	53.47	52.68	55.84
Communicate with staff, other districts online (percent)	72.00	55.45	58.93	50.65
Average cancelled contracts per 100 pupils	<i>0.03</i>	<i>0.17</i>	<i>0.10</i>	<i>0.07</i>

<sup>1</sup>Bold and italics indicates that there is a statistically significant difference between the need/resource capacity categories (10% level). High need urban includes the Big 4 and "other high need urban" districts.

**Table D-2**  
**Use of Competitive Bidding and No-bidding by Commodity and**  
**SED Need/Resource Capacity Categories<sup>1</sup>**  
**(As percent of districts procuring this commodity)**

<b>Commodity/Service</b>	<b>Competitive Bidding</b>				<b>No-bidding/Negotiation</b>			
	<b>HN Urban</b>	<b>HN Rural</b>	<b>Avg. Need</b>	<b>Low Need</b>	<b>HN Urban</b>	<b>HN Rural</b>	<b>Avg. Need</b>	<b>Low Need</b>
Overall average	34.8	17.0	20.8	24.0	28.5	29.2	31.1	24.4
<b>Material and supplies:</b>								
Automotive commodities	<i>38.4</i>	<i>13.5</i>	<i>18.6</i>	<i>23.5</i>	<i>21.8</i>	<i>23.9</i>	<i>24.6</i>	<i>17.7</i>
Building maintenance supplies	<i>17.6</i>	<i>5.2</i>	<i>17.2</i>	<i>18.8</i>	<i>23.5</i>	<i>37.7</i>	<i>40.2</i>	<i>27.1</i>
Computer software	<i>52.4</i>	<i>20.0</i>	<i>22.4</i>	<i>28.6</i>	<i>4.8</i>	<i>17.8</i>	<i>20.9</i>	<i>10.0</i>
Dairy products	9.1	9.0	7.2	4.5	22.7	30.3	27.8	22.7
Food (not dairy products)	<i>66.7</i>	<i>14.3</i>	<i>25.9</i>	<i>38.3</i>	4.8	3.3	4.8	6.4
Grounds maintenance supplies	<i>65.0</i>	<i>14.0</i>	<i>19.4</i>	<i>38.1</i>	5.0	5.8	10.5	9.5
Instructional materials	37.5	16.5	24.8	28.1	<i>29.2</i>	<i>27.5</i>	<i>29.6</i>	<i>10.9</i>
Library books	<i>40.0</i>	<i>14.1</i>	<i>21.3</i>	<i>28.1</i>	45.0	27.2	27.2	20.3
Office supplies	9.5	14.5	8.0	12.1	57.1	50.6	51.1	44.8
	<i>47.8</i>	<i>14.0</i>	<i>21.4</i>	<i>14.9</i>	4.3	15.1	9.5	7.5
<b>Equipment and furniture:</b>								
Athletic equipment	39.0	26.3	27.5	25.3	7.6	18.6	13.7	9.2
Furniture (classroom)	<i>60.9</i>	<i>28.7</i>	<i>40.1</i>	<i>36.6</i>	<i>17.4</i>	<i>31.9</i>	<i>15.5</i>	<i>16.9</i>
Telecommunications equipment	<i>22.7</i>	<i>28.7</i>	<i>18.1</i>	<i>12.7</i>	<i>0.0</i>	<i>10.3</i>	<i>10.5</i>	<i>2.8</i>
	33.3	21.6	24.2	26.6	5.6	13.6	15.3	7.8
<b>Services:</b>								
Building & security services	29.1	17.3	20.8	24.0	43.7	39.0	45.0	37.6
Computer technical support	60.0	36.7	37.9	43.8	33.3	35.0	41.4	31.3
Financial services	5.6	5.1	5.3	7.4	33.3	15.2	25.1	20.4
Human resource services	35.3	32.1	36.2	43.2	58.8	43.6	52.0	45.5
Telecommunications services	14.3	5.0	5.7	7.7	71.4	55.0	65.9	50.0
Training services	10.5	12.6	18.8	16.1	15.8	19.5	22.5	16.1
Travel services	<i>18.2</i>	<i>1.5</i>	<i>2.8</i>	<i>2.5</i>	54.5	27.7	39.4	35.0
Waste removal	<i>27.3</i>	<i>8.8</i>	<i>2.6</i>	<i>8.7</i>	<i>63.6</i>	<i>85.3</i>	<i>93.5</i>	<i>91.3</i>
	<i>61.9</i>	<i>36.9</i>	<i>57.1</i>	<i>62.5</i>	<i>19.0</i>	<i>31.0</i>	<i>19.7</i>	<i>10.9</i>

<sup>1</sup>Bold and italics indicates that there is a statistically significant difference between the categories (10% level). High need urban includes the Big 4, and other high need urban.

**Table D-3**  
**Use of Competitive Bidding and No-bidding/Negotiation**  
**By Whether Respondent Feels Purchasing Limit Is Too Low<sup>1</sup>**  
**(As percent of districts procuring this commodity)**

<b>Commodity/Service</b>	<b>Competitive Bidding</b>		<b>No-bidding/Negotiation</b>	
	<b>Bidding Limits in GML Are:</b>		<b>Bidding Limits in GML Are:</b>	
	<b>Too Low</b>	<b>Not Too Low</b>	<b>Too Low</b>	<b>Not Too Low</b>
Overall average	20.5	21.6	29.8	28.9
<b>Material and supplies:</b>	18.5	19.7	23.3	22.9
Automotive commodities	15.4	13.7	39.7	34.3
Building maintenance supplies	21.1	27.3	19.9	15.3
Computer software	<b>3.6</b>	<b>10.0</b>	25.7	28.3
Dairy products	24.3	29.0	4.1	5.0
Food (not dairy products)	22.2	23.6	6.9	10.3
Grounds maintenance supplies	21.2	26.4	27.3	25.0
Instructional materials	24.7	19.3	27.1	26.9
Library books	11.6	9.4	49.7	50.7
Office supplies	22.4	18.4	9.4	10.8
<b>Equipment and furniture:</b>	26.6	28.1	13.6	13.9
Athletic equipment	38.5	37.6	22.4	17.6
Furniture (classroom)	17.1	21.9	6.3	10.2
Telecommunications equipment	24.1	24.8	12.0	13.9
<b>Services:</b>	20.6	21.3	43.2	41.3
Building & security services	35.8	43.4	42.5	33.6
Computer technical support	3.7	7.0	22.2	22.5
Financial services	33.3	38.2	50.7	48.3
Human resource services	4.9	7.0	63.9	59.0
Telecommunications services	15.4	17.2	<b>24.4</b>	<b>17.2</b>
Training services	<b>0.9</b>	<b>4.8</b>	36.9	36.1
Travel services	<b>12.3</b>	<b>2.5</b>	84.6	92.5
Waste removal	58.1	50.2	20.0	21.3

<sup>1</sup>Bold and italics indicates that there is a statistically significant difference between the categories (10% level).

**Table D-4**  
**Use of OGS Contracts by Commodity and CWR and Poverty<sup>1</sup>**  
**(As percent of districts procuring this commodity)**

<b>Commodity/Service</b>	<b>CWR</b>			<b>Subsidized Lunch Rate</b>		
	<b>Low</b>	<b>Medium</b>	<b>High</b>	<b>Low</b>	<b>Medium</b>	<b>High</b>
Overall average	40.2	45.2	39.5	39.5	44.6	40.9
<b>Material and supplies:</b>	29.5	34.4	30.2	29.6	35.4	28.6
Automotive commodities	<b>39.6</b>	<b>32.8</b>	<b>24.4</b>	27.4	32.8	37.4
Computer software	26.2	35.9	33.3	35.7	32.1	28.7
Fuel (gas, heating oil, etc.)	<b>35.2</b>	<b>42.6</b>	<b>41.5</b>	40.2	41.9	37.1
Instructional materials	23.7	29.7	23.9	<b>18.2</b>	<b>35.4</b>	<b>20.9</b>
Library books	23.4	30.5	31.4	30.4	31.5	22.5
Office supplies	28.9	35.0	26.8	<b>25.9</b>	<b>38.4</b>	<b>24.8</b>
<b>Equipment and furniture:</b>	50.9	56.0	48.8	49.3	53.9	53.3
Buses	<b>86.8</b>	<b>82.8</b>	<b>62.1</b>	<b>64.3</b>	<b>85.6</b>	<b>82.1</b>
Computer hardware	43.5	51.3	47.5	48.0	44.4	52.1
Furniture (classroom)	54.3	61.8	53.8	55.7	60.9	53.6
Furniture (office/computer)	50.9	55.8	45.8	49.6	53.8	49.5
Office equipment (e.g. copiers)	49.6	59.8	57.6	54.2	56.7	57.3
Telecommunications equipment	20.5	24.3	26.0	24.1	22.0	25.2

<sup>1</sup>Bold and italics indicates that there is a statistically significant difference between the categories (10% level). "Low" indicates below 30th percentile, "moderate" is between 30th to 70th percentile, and "high" is above the 70th percentile.

**Table D-5**  
**Use of Cooperative Purchasing by Commodity and**  
**CWR and Subsidized Lunch Rate<sup>1</sup>**  
**(As percent of districts procuring this commodity)**

<b>Commodity/Service</b>	<b>CWR</b>			<b>Subsidized Lunch Rate</b>		
	<b>Low</b>	<b>Medium</b>	<b>High</b>	<b>Low</b>	<b>Medium</b>	<b>High</b>
Member of coop	<b>88.3</b>	<b>78.9</b>	<b>79.5</b>	78.7	85.4	80.5
Average	25.5	18.9	24.5	26.1	22.1	19.8
Athletic equipment	<b>16.5</b>	<b>10.8</b>	<b>22.4</b>	<b>21.7</b>	<b>15.4</b>	<b>11.0</b>
Building maintenance supplies	17.8	18.5	27.4	<b>33.0</b>	<b>14.8</b>	<b>17.0</b>
Dairy products	39.3	26.4	34.5	32.6	36.0	29.1
Food (not dairy products)	37.8	28.5	28.6	28.7	36.0	28.3
Fuel (gas, heating oil, etc.)	25.8	17.3	16.1	17.9	21.6	18.5
Grounds maintenance supplies	18.2	16.1	16.5	<b>20.9</b>	<b>15.3</b>	<b>15.3</b>
Office supplies	23.1	14.4	25.9	<b>27.6</b>	<b>15.9</b>	<b>19.5</b>

<sup>1</sup>Bold and italics indicates that there is a statistically significant difference between the categories (10% level). "Low" indicates below 30th percentile, "moderate" is between 30th to 70th percentile, and "high" is above the 70th percentile.

**Table D-6**  
**Use of E-Procurement Functions By**  
**CWR and Subsidized Lunch Rate<sup>1</sup>**  
**(Percent of districts responding to survey)**

	CWR			Subsidized Lunch Rate		
	Low	Medium	High	Low	Medium	High
<b>Procurement staff has access to internet</b>	98.4	96.4	97.6	97.6	97.1	97.6
<b>Tasks procurement staff perform online:</b>						
Research for price estimates	85.5	76.7	84.1	82.5	80.8	81.3
Make small purchases that do not require competitive bidding	61.5	57.2	56.6	55.8	57.5	61.8
Research contracts established by the OGS or other locality	72.6	74.8	76.1	80.8	72.6	70.7
Communicate with vendors via e-mail	59.0	59.1	61.9	65.8	54.8	60.2
Accept bids and proposals from vendors	25.6	18.9	20.4	20.0	21.2	22.8
Communicate with staff in the district, etc.	62.4	63.5	62.8	65.0	65.1	58.5
<b>Requisitions:</b>						
Electronic requisition with electronic signature	<b>8.6</b>	<b>14.0</b>	<b>21.9</b>	<b>20.3</b>	<b>13.5</b>	<b>10.9</b>
Electronic requisition with paper signature	7.0	11.7	7.8	<b>13.3</b>	<b>8.8</b>	<b>5.5</b>
<b>Uses district website for procurement:</b>						
General information about your district's procurement policies	2.3	2.9	4.7	5.5	2.9	1.6
Contact information for questions about your district's procurement policies	2.3	1.8	1.6	3.1	1.2	1.6
On-line registration for bidders lists	1.6	2.3	1.6	3.9	0.6	1.6
Solicitation notices	0.8	0.6	0.8	1.6	0.0	0.8
Bid and proposal documents available for download	0.8	1.2	2.3	<b>3.9</b>	<b>0.0</b>	<b>0.8</b>
Awards notifications	0.8	1.8	1.6	3.1	0.6	0.8
Information about invoicing and payment for vendors	1.6	1.8	1.6	3.1	0.6	1.6
Electronic payment for vendors (e.g. electronic funds transfer)	0.0	0.6	0.0	0.8	0.0	0.0
<b>Does your district use BOCES to post solicitations on the internet?</b>						
Level of satisfaction in service (percent in highest two categories)	19.5	18.2	19.7	<b>15.0</b>	<b>17.1</b>	<b>25.8</b>
	92.2	92.4	92.2	95.3	91.8	89.8

<sup>1</sup>Bold and italics indicates that there is a statistically significant difference between the categories (10% level). "Low" indicates below 30th percentile, "moderate" is between 30th to 70th percentile, and "high" is above the 70th percentile.