3-802 Procurement Authority

Revision Dates

10/1/2026, 11/18/2016, 4/26/1996, 9/1/2000, 2/19/1988, 7/13/1985, 12/15/1984 (adopted)

A. Authority of Chief Procurement Officer

1. The Chief Procurement Officer ("CPO") and other Procurement Officers at each University function under the direction of the University President, the Executive Director, or the University President's or Executive Director's Designee, and have the authority to commit University funds for Procurements on behalf of a University.

2. The CPO at each University may, as necessary, promulgate University Policies and Procedures consistent with this Code and other Board policies, governing the Procurement and management of Materials, Services, Construction and Construction Services to be procured by the University and the disposal of Materials. Such University Policies and Procedures are subject to review and/or modification by the Board at its discretion.

3. Notwithstanding ABOR Policy 3-802(A)(1) and (A)(2), the authority of the CPO and other Procurement Officers is subject to such limitations as may exist in other Board policies and as may be set forth specifically in any designations, or delegations of authority, by a University President, the Executive Director, or the University President's or Executive Director's Designee pursuant to this Policy.

4. The CPO and Procurement Officers at each University have the authority to determine the specifications that are appropriate for the intended purpose.

5. The CPO at each University has the authority to establish Contractor performance standards and to establish a system to evaluate Contractor current and past performance.

6. The CPO may, as authorized by the University President or Executive Director, designate certain individuals as Procurement Officers and delegate authority or specific Procurement functions to Procurement Officers or other employees of a University that the CPO determines have the requisite and necessary experience, training, and qualifications.

B. Authority to Pay for Services

1. Payment for any Procurement having an aggregate cost of two hundred fifty thousand dollars ($250,000) or greater procured under this Code, shall not be made unless pursuant to a fully approved written Contract.

2. Payment for any Procurement having an aggregate cost less than two hundred fifty thousand dollars ($250,000) shall be made consistent with established University Policies and Procedures.

C. Impact of Rules Promulgated under Code

1. Except by mutual consent of the parties, no rules promulgated by the Board or any University under this Code may change any commitment, right or obligation of the Board or a University or of a Contractor under a Contract in existence on the effective date of the rule.

2. Except by mutual consent of the parties, University Policies and Procedures adopted pursuant to this Policy may not change any commitment, right or obligation of the Board, a University, or of a Contractor under a Contract in existence on the effective date of the University Policies and Procedures.

Policy History

12/15/1984 Approved by the Board on second reading. Originally implemented as interim policies 9-201, 9-202, and 9-203.

7/13/1985 Permanent policy 3-802 adopted by the Board.

2/19/1988 Policy revision approved by the Board on second reading.

4/26/1996 Policy revision approved by the Board on second reading.

9/1/2000 Policy revision approved by the Board on second reading.

11/18/2016 Policy revision approved by the Board on second reading.

10/1/2026 Policy revision approved by the Board on second reading.

Related Information