University of Nebraska-Lincoln
Delegation of Administrative Authority to Approve Certain Types of University Contracts
Pursuant to Executive Memorandum No. 14

Effective June 28, 2023

	Type of Decision / Position	Authorized by	President	Chancellors	Delegated by Chancellor: Vice Chancellor Business and Finance	Associate Vice Chancellor Business and Finance	Associate Vice Chancellor University Operations	Director Transportation Services	Executive Director NUtech Ventures	Directors of Athletics, Museums, Music, Sheldon, Rec Center, and Student Involvement	Director Lied Center	Department Heads, Directors, and Deans	Designated Procurement Specialist
1	PUBLIC UTILITIES. Any contract with a public utility or similar organization for the purchase of public utility services routinely used in the course of business in operation of the University.	RP-6.3.1(4)(a)	Yes	Up to $5,000,000	Up to $5,000,000	No	Up to $5,000,000	No	No	No	No	No	No
2	FUEL PURCHASES. Any contract for the purchase of fuels (including but not limited to gasoline, oil, diesel fuel, propane, etc.) routinely used in the regularly course of business in operation of the University.	RP-6.3.1(4)(b)	Yes	Yes	Yes	No	Yes	Yes	No	No	No	No	No
3	STAGING, CULTURAL, PERFORMING ARTS, ETC. Any contract relating to the staging, performance, or sponsorship of any cultural, performing arts, recreational, or intercollegiate athletic event	RP-6.3.1(4)(c)	Yes	Yes	Yes	No	No	No	No	Up to $50,000	Up to $150,000	No	No
4	CONSTRUCTION SERVICES. Any contract for the procurement of constructions ervices for a building, structure, or other improvement to real property which does not exceed $5,000,000 in the aggregate.	RP-6.3.1(4)(d)	Yes	Up to $2,000,000	Up to $2,000,000	No	Up to $500,000	No	No	No	No	No	No
5	OTHER NOT SPECIFIED. Any contract of any nature, not otherwise described in Section 6.3.1(4), provided tha the contract does not exceed $5,000,000 in the aggregate over the term of the contract.	RP-6.3.1(4)(e)	Yes	Up to $2,000,000	Up to $2,000,000	up to $500,000	No	No	No	No	No	Up to $5,000 with terms of ONE year or less	Up to $100,000
6	LICENSE FOR MARKETING/SALE OF COURSES OR INSTRUCTION. Any contract granting a license or assigning the right to grant a license in regard to the marketing or sale of any University class or course of instruction	RP-6.3.1(4)(e)	Yes	No	No	No	No	No	No	No	No	No	No
7	MARKETING/SALE OF COURSES OR INSTRUCTION. Any contract for services relating to the marketing or sale of any University class or course of instruction by a licensee or assignee of the University	RP-6.3.1(4)(e)	Yes	No	No	No	No	No	No	No	No	No	No
8	REAL PROPERTY CONSTRUCTION. Any amendment of or change order to a contract for the procurement of construction services for a building, structure, or other improvement to real property, if such contract is duly approved by the Board of Regents or duly approved and executed pursuant to Section (4)(d), provided all such amendments or change orders for the project do not exceed, in the aggregate, the greater of $1,000,000 or 1.25% of the total project cost.	RP-6.3.1(4)(f)	Yes	Up to $1,000,000	Up to $1,000,000	No	UP to $250,000	No	No	No	No	No	No
9	PROFESSIONAL SERVICES (NON-CONSTRUCTION). Any contract for the procurement of professional services, except services of a licensed architect, engineer, landscape architect, or land surveyor, where the total fee for services, including contractor expenses, will not exceed $2,000,000.	RP-6.3.1(4)(g)	Yes	Up to $2,000,000	Up to $2,000,000	No	No	No	No	No	No	No	Up to $100,000
10	ACCOUNTING/AUDITING. Any contract with an accounting or auditing firm.	RP-6.3.1(4)(g)	Requires pre-approval by Board of Regents' Audit, Risk, and Compliance Committee		Requires pre-approval by the Board of Regents' Audit, Risk, and Compliance Committee								
11	PROFESSIONAL SERVICES (ARCHITECTS, ENGINEERS, SURVEYORS). Any contract for the procurement of professional services of an architect, engineer, landscape architect, or land surveyor, where the firm has been selected in accordance with RP-6.3.2.	RP-6.3.1(4)(h)	Yes	Yes	Yes	No	No	No	No	No	No	No	No
12	LEASE OR LICENSE TO USE REAL PROPERTY. Any contract granting to a party a lease or license to use University real property, provided (1) the term of the lease or license does not exceed 20 years, or (2) the total aggregate rents or license fees payable over the term of the lease or license do not exceed $5,000,000.	RP-6.3.1(4)(i)	Yes	Up to $2,000,000	Up to $2,000,000	No	Up to $500,000	No	No	No	No	No	No
13	GRANT OF EASEMENT. Any contract for or grant of an easement encumbering University real property where the value of the encumbrance of the easement and associated damages does not, in the reasonable judgment of the University, exceed a commercial value of $1,000,000.	RP-6.3.1(4)(j)	Yes	Up to $1,000,000	Up to $1,000,000	No	Up to $250,000	No	No	No	No	No	No
14	GRANT OF COMMERCIAL LICENSE OF UNIVERSITY TECHNOLOGY. Any contract granting a license or assigning the right to grant a license in any University technology as part of the transfer of such technology for commercial purposes.	RP-6.3.1(4)(k)	Yes	Yes	Yes	No	No	No	Yes	No	No	No	No
15	EMPLOYMENT CONTRACTS. Any contract of employment with a University faculty or staff member for appointments and salary obligations that may be approved by the President or their designee under Section 3.2 of the *Bylaws*.	RP-6.3.1(4)(l)	Yes	Yes	Yes	No	No	No	No	No	No	No	No
16	REAL PROPERTY DISPOSAL. Any contract for the disposal of real property that the President is authorized to approve in accordance with RP-6.2.3.	RP-6.3.1(4)(m)	Yes	Yes	Yes	No	No	No	No	No	No	No	No
17	ACCEPTANCE OF GIFTS OR GRANTS. Any contract relating to the acceptance of a gift or grant that the President or a Chancellor is authorized to accept in accordance with RP-6.6.7.	RP-6.3.1(4)(n)	Yes	Yes	Yes	No	No	No	No	No	No	No	No
18	SUBCONTRACT AWARDS ASSOCIATED WITH GRANTS. Any subcontract awarded in accordance with a grant to the University in the normal course of business.	RP-6.3.1(4)(o)	Yes	Yes	Yes	No	No	No	No	No	No	No	No

University of Nebraska-Lincoln - Special Considerations
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	Position / Type of Decision	Authorized by	President	Chancellors	Delegated by Chancellor: Vice Chancellor Research and Economic Development	Director Sponsored Programs	Associate Director Sponsored Programs	Assistant Vice Chancellor Research	Responsible Dean	Designated Procurement Specialist	Director Center for Great Plains Studies
A	SUBCONTRACT AWARDS. Incoming or outgoing.	RP-6.3.1(4)(n) and RP-6.3.1(4)(o)	Yes	Yes	Up to $1,000,000	Up to $1,000,000	Up to $1,000,000	Up to $1,000,000	No	No	No
B	GRANT AWARDS. Any contract relating to acceptance of a gift or grant.	RP-6.3.1(4)(n)	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
C	CONFIDENTIALITY AGREEMENTS, NON-DISCLOSURE AGREEMENTS, MATERIAL TRANSFER AGREEMENTS. Relating to Sponsored Programs.	RP-6.6.7	Yes	Yes	$0 Agreements	$0 Agreements	$0 Agreements	$0 Agreements	No	No	No
D	LIBRARY RESOURCES. Procurement, deaccession, or sale of material to be added or removed from the collection of the Library Facility.	RP-6.3.1(4)(e)	Yes	Yes	No	No	No	No	Dean, University Libraries Up to $100,000	No	No
E	LIVESTOCK AND LIVESTOCK FEED. Purchases or sales.	RP-6.3.1(4)(e)	Yes	Yes	No	No	No	No	Up to $75,000	No	No
F	eSHOP. E-procurement agreement for enablement of suppliers in eSHOP.	RP-6.3.1	Yes	Yes	No	No	No	No	No	Yes	No
G	STUDENT EXPERIENCE AGREEMENTS. Revenue-generating and zero-dollar.	RP-6.3.1	Yes	Yes	No	No	No	No	Up to $50,000	No	No
H	GIFTS	RP-6.6.7	Yes	Yes	No	No	No	No	No	No	Up to $4,999