

Delegation Table - Competitively Bid and Sole Source Contracts for Supplies, Equipment and Services

Competitive Bid	Amount	Contract Services Manager (UMHC) SSS's (UM)* Director (UM)*	Legal (See also Notes Below)	AVP/CPO UM System Supply Chain****	MU Health System Dean****	MUHC CEO****	Campus CIO****	VP Information Technology****	Health System Vice Chancellor****	VP/CFO UM System Board	AVP UM Management Services	OSPA
Supplies, Equip. & Services (including Non-Construction Consulting Contracts)	\$10,000-\$500,000	R/V/A/S1	R/A	A/S2	R/A							
Supplies, Equip. & Services (including Non-Construction Consulting Contracts)	\$500,001 to \$1,000,000	R/V	R/A	A/S	R/A							
Supplies, Equip. & Services (including Non-Construction Consulting Contracts)*****	>\$1,000,000	R/V	R/A	A/S***	R/A					Annual Report		
Software (commercially available desktop & computer equipment, including telecommunications)	>\$10,000 (Refer to BPM 1204 IT Review Matrix)	R/V/A/S1	R/A	A/S2	R/A		A					
Software (including Telecommunications and Cerner Schedules and Arrangement Letters w/New Unfunded Dollars)	> \$25,000	R/V/A/S1	R/A	A/S2	R/A		A	A**				
Computing Equipment (including Telecommunications and Cerner Schedules and Arrangement Letters w/New Unfunded Dollars)	> \$100,000	R/V/A/S1	R/A	A/S2	R/A		A	A**				
Cattle at Auction (UMC)	up to \$100,000/bid	A										
Lease of Equipment (up to 5 years)	up to \$500,000	R/V/A/S1	R/A	A/S2	R/A							
Lease of Equipment (up to 5 years)	\$500,000 to \$1,000,000 total	R/V	R/A	A/S	R/A							
Lease of Equipment (over 5 years)	>\$1,000,000 total	R/V	R/A	A/S***	R/A					Annual Report		
Surplus Property Purchase Auction, Bid or Negotiated	up to \$100,000/bid	A/S										
Surplus Property Purchase Auction, Bid or Negotiated	> \$100,000	R		A/S								
Cerner – Tiger Institute Master and Schedules	No Dollar Impact/Against Master Tracking Accounts	R/V	R/A	A/S								

R = Review A = Approval S = Signature/Delegated Authority V = Vet for Regulatory Compliance
***As delegated by the UM Chief Procurement Officer**
**** Refer to BPM 1204 IT Review Matrix for additional reviews and approvals**
*****Log and review with CPO and report to Vice President for Finance/Chief Financial Officer annually for inclusion in Board Reports as applicable.**
******Individual officers may delegate approval authority to others, as applicable.**
*******Turbine and Generator OEM parts and labor can be sole sourced without Board approval. Requires signature by president.**
Legal review as to form is required on any contract documents signed other than purchase orders and Standard Form Contracts, without changes, delegated to the campuses.
NOTE: Purchases less than \$10,000 do not require competitive bid. 1 = Review Only on Health System contracts 2 = Health systems contracts only. OTHER = all vetting activities including Fair market value et al.
All agreements for extension units identified with Health System operating units will be handled and processed in the same manner as their respective Health System operating unit.

Sole Source Item	Amount	Contract Services Manager (UMHC) SSS's (UM)* Director (UM)*	Legal (see below notes)	Chancellors/Business Services Directors****	Executive Director University Physicians****	AVP/CPO UM System Supply Chain****	MU Health System Dean****	MUHC CEO****	Campus CIO****	VP Information Technology****	Health System Vice Chancellor****	VP/CFO UM System Board	AVP UM Management Services	OSPA
Supplies, Equip. & Services	<\$100,000	R/V/A/S1	R/A			A/S2	R/A							
Supplies, Equip. & Services	<\$500,000	R/V	R/A			A/S	R/A							
Supplies, Equip. & Services	>\$500,000	R/V	R/A			S	R/A					A		
Computing Equipment (including Telecommunications and Cerner Schedules and Arrangement Letters w/New Unfunded Dollars)	> \$100,000	R/V	R/A			A/S	R/A		A	A**				
Lease of Equipment (up to 5 years)	up to \$100,000 total	R/V/A/S1	R/A			A/S2	R/A							
Lease of Equipment (up to 5 years)	> \$100,000, < \$500,000	R/V	R/A			A/S	R/A							
Lease of Equipment (over 5 years)	> \$500,000 total	R/V	R/A			S	R/A					A		
Software (commercially available desktop & computer equipment)	>\$10,000 (Refer to BPM 1204, IT Review Matrix)	R/V/A/S1	R/A			A/S2	R/A		A					
Software (including Telecommunications and Cerner Schedules and Arrangement Letters w/New Unfunded Dollars)	>\$25,000, <\$100,000	R/V/A/S1	R/A			A/S2	R/A		A	A**				
Software (Licenses, Agreements & Maint. Including telecommunications)	> \$100,000	R/V	R/A			A/S	R/A		A	A**		A >\$500K		
Purchased Services from Physicians or other Health Professional agreements	All	R/V	R/A		R/A	A/S	R/A					A >\$500K		
Consulting Agreements***	< \$500,000***	R/V	R/A	R/A/S1		A/S2	R/A			**				
Consulting Agreements***	>\$500,000***	R/V	R/A	R/A/S1		A/S2	R/A			**		A		
Cerner – Tiger Institute Master and Schedules	No Dollar Impact/Against Master Tracking Accounts	R/V	R/A			A/S								
Related Agreements (non-disclosure, non-solicitation, data use, Business Associate Agreements, etc.)	No Dollar	R/V	R/A			A/S								

R = Review A = Approval S = Signature/Delegated Authority V = Vet for Regulatory Compliance
***As delegated by the UM Chief Procurement Officer**
**** Refer to BPM 1204 IT Review Matrix for additional reviews and approvals**
*****Handled by Supply Chain for UM Management Services/Health Care Services Agreements, including extension units.**
******Individual officers may delegate approval authority to others, as applicable.**
Legal review as to form is required on any contract documents signed other than purchase orders and Standard Form Contracts, without changes, delegated to the campuses.
1 = Review Only on Health System contracts. 2 = Health systems contracts only. OTHER = all vetting activities including Fair market value et al.
All agreements for extension units identified with Health System operating units will be handled and processed in the same manner as their respective Health System operating unit.

Other	Amount	Contract Services Manager (UMHC) SSS's (UM)* Director (UM)	Legal	Business Services Directors	AVP/CPO UM System Supply Chain	MUHC CEO	Campus CIO	VP Information Technology	Health System Vice Chancellor	VP/CFO UM System Board	AVP UM Management Services	OSPA
Real Estate	All Health System Leases & Licenses for Space	Receive for Central Filing upon execution (Health System contracts only)	R/A	R/A						A >\$500K or >5 years	R/V(HC & Other) A/S	
OSPA (Office of Sponsored Program Administration)	Grants, Consulting, Funding, Clinical Experience, et al.	Receive for Central Filing upon execution (Health System contracts only)	R/A									R/V(HC & Other) A/S

BPM 1204, Information Technology & Telecommunications Purchases Competitive Bid or Sole Source	Amount	IT Security	CIO Campus Business Unit	UM VP IT	TBD
Software (including Telecommunications & Leases)					
A = Approval 1) Only over \$25,000					
Commercially available desktop	> \$10,000		A		
Commercially available desktop	> \$25,000		A	A	
Patient Care Related	All	A	A	A ¹	
Service and Maintenance	> \$15,000	A	A		
Service and Maintenance	> \$25,000	A	A	A	
Service and Maintenance (patient care)	All	A	A	A ¹	
Software applications	All	A	A		
Software applications	> \$25,000	A	A	A	
Computer Equipment (including Telecommunications & Leases)					
A = Approval 1) Only over \$25,000					
Computer equipment	> \$20,000		A		
Computer equipment	> \$50,000		A	A	
Computer equipment (patient care)	All	A	A		
Computer equipment (patient care)	> \$50,000	A	A	A	
Service and Maintenance	> \$15,000	A	A		
Service and Maintenance	> \$25,000	A	A	A	
Service and Maintenance (patient care)	All	A	A	A	
Network and Telecommunications (including services)	All	A	A		
Network and Telecommunications (including services)	> \$50,000	A	A	A	
Video Conferencing (non-mobile)	All	A	A	A	
Whole Systems	All	A	A		
Whole Systems	> \$25,000	A	A	A	
Consulting Agreement IT Services	All	A	A		
Consulting Agreement IT Services	> \$25,000	A	A	A	
Sole Source Proprietary Software licenses/maintenance contracts or computing equipment necessary for operation of University computing equipment.	unlimited	A	A	A	