

**University of Nebraska at Omaha**  
**Delegation of Administrative Authority to Approve Certain Types of University Contracts**  
**Pursuant to Executive Memorandum No. 14**

Effective February 8, 2021

Type of Decision	Position	Authorized by	President	Chancellors	Delegated by Chancellor									
					Vice Chancellor for Business, Finance, and Business Development	Assistant Vice Chancellor for Business and Finance	Sr. Vice Chancellor for Academic Affairs	Vice Chancellor for Student Success	Vice Chancellor for Athletic Leadership & Management	Executive Director for Campus Facilities	Associate Vice Chancellor for Research and Creative Activity	Assistant Vice Chancellor for Research and Creative Activity	Director, Office of Research & Creative Activity	
1	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	Yes	Yes	Yes	No	No	No	Yes	No	No	No	
2	Any contract for the purchase of fuels (including but not limited to gasoline, oil, diesel fuel, propane, etc.) routinely used in the regular course of business in operation of the University.	RP-6.3.1(4)(b)	Yes	Yes	Yes	Yes	No	No	No	No	No	No	No	
3	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	Yes	Yes	Yes	Yes	No	No	No	No	
4	Any contract for the procurement of construction services 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	up to \$2,000,000	No	No	No	up to \$2,000,000	No	No	No	
5	Any contract of any nature, not otherwise described in Section 6.3.1(4); provided that 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 \$2,000,000	Student experience agreements, both revenue generating and/or zero-dollar.	No	No	No	Any contract, agreement, or memorandum of understanding relating to or collateral to public service, basic research, applied research and development, or student internships or traineeships including research components.	Any contract, agreement, or memorandum of understanding relating to or collateral to public service, basic research, applied research and development, or student internships or traineeships including research components.	Any contract, agreement, or memorandum of understanding relating to or collateral to public service, basic research, applied research and development, or student internships or traineeships including research components.	
6	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	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	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 4d, 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	up to \$1,000,000	No	No	No	up to \$1,000,000	No	No	No	
9	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	up to \$2,000,000	up to \$500,000	up to \$500,000	up to \$500,000	No	No	No	No	
10	Any contract with an accounting/auditing firm.	RP-6.3.1(4)(g)	Requires Pre-approval by Board of Regents' Audit, Risk, and Compliance Committee		Requires Pre-approval by Board of Regents' Audit, Risk, and Compliance Committee									
11	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	Yes	No	No	No	Yes	No	No	No	
12	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 twenty (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	up to \$2,000,000	No	No	No	No	No	No	No	
13	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	up to \$1,000,000	No	No	No	No	No	No	No	
14	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	Yes	No	No	No	No	Yes	Yes	Yes	
15	Any contract of employment with a University faculty or staff member, including UNMC Terms of Employment Agreements with clinical faculty and UNMC Supplemental Compensation Agreements, for appointments and salary obligations that may be approved by the President or his or her designees under Section 3.2 of the Bylaws.	RP-6.3.1(4)(l)	Yes	Yes	Yes	Yes	No	No	No	No	No	No	No	
16	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	Any contract relating to 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	Yes	No	No	No	No	Yes	Yes	Yes	
18	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	Yes	No	No	No	No	Yes	Yes	Yes	