Purchasing Thresholds

Large-Dollar Purchase Threshold: The threshold established by Procurement Services and approved by President’s Council over which a formal, advertised solicitation must be conducted.

- $100,000 – Professional Services*
- $100,000 – Enterprise Software**
- $100,000 – Construction
- $50,000 – All other goods and services

Small-Dollar Purchase Threshold: The threshold established by Procurement Services and approved by President’s Council over which adequate competition must be sought in accordance with Small-Dollar guidelines.

- $100,000 – Contracts from an approved vendor list
- $50,000 – Professional Services*
- $50,000 – Enterprise software**
- $30,000 – Construction
- $5000 – All other goods and services

All procurements over the Large-Dollar Purchase Threshold will be made in accordance with Policy 242, Solicitation and Award of Contracts.

All procurements under the Large-Dollar Purchase Threshold will be made in accordance with Policy 243, Small Purchases, and Procurement Services’ Small-Dollar Purchase Guidelines.

All procurements under the small-dollar purchase threshold may be placed directly with a vendor without seeking competition at the discretion of Procurement Services and in accordance with the Small-Dollar Purchase Guidelines.

All procurements for construction will be in accordance with Utah State Procurement Rules.

All procurements for Design Professional Services, as defined in the Utah Procurement Code, which includes architects and engineers, will be in accordance with Utah State Procurement Rules, including thresholds and procedures.

*Professional services means a service that requires a high degree of specialized knowledge and discretion in the performance of the service, including, but not limited to:

- legal services
- consultation services
- architectural services
- engineering
- design

Approved by President’s Council
November 19, 2015
• underwriting
• bond counsel
• financial advice
• construction management
• medical services
• psychiatric services
• counseling services
• art

**Enterprise software is computer software used to satisfy the needs of the University, not just individual users or departments. Software that satisfies the needs of more than one department may be considered enterprise software.**