



UNIVERSITY OF GUAM  
UNIBETSEDAT GUAHAN  
BOARD OF REGENTS

RESOLUTION NO. 13-28

RELATIVE TO AMENDING THE APPROVAL OF PROCUREMENT AWARDS AND  
CONTRACTS

**WHEREAS**, the University of Guam is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges (WASC) serving the post-secondary needs of the people of Guam and the region; and

**WHEREAS**, the governance and well-being of the University is vested in the Board of Regents; and

**WHEREAS**, Section 5 Article IV of the University By-laws states: "The Board of Regents, except as in the By-Laws otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contracts or execute any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Regents, no officer or employee shall have any power to bind the corporation by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or to any amount"; and

**WHEREAS**, in line with best practice at other institutions and following a review of Board Resolution Nos. 05-54, 12-18 and 13-08, and procurement and contracts at the University, the administration now wishes to amend the authority delegated to University officers in the approval of contracts and to further extend this authority in a manner best serving and clarifying the fiduciary responsibilities of the Board as well as best serving the operational requirements of the University for institutional effectiveness and efficiency; and

**WHEREAS**, the President and Board's Budget, Finance, Investments and Audit Committee have reviewed the administration's proposal in this matter and recommend it to the Board.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Regents hereby approves, amends and replaces Board Resolution No. 13-08, approving the following delegation of authority for approval of contracts and procurement awards:

1. This resolution supersedes all previous policy and resolutions relating to this matter.
2. The Board requires that Legal Counsel review all contracts and further review procurement awards in excess of \$50,000.
3. The Board authorizes the Assistant Vice President, Deans, Directors and other Administrators to approve procurement awards up to \$15,000 from their unit budgets, excluding contracts.
4. The Board authorizes the Senior Vice President for Academic and Student Affairs or the Vice President for Administration and Finance to approve procurement awards and contracts up to \$100,000.
5. The Board authorizes the President to approve procurement awards and contracts up to \$200,000.
6. The Board authorizes the President, thereafter signed by the Chairman of the Board of Regents for notification purposes, to approve procurement awards and contracts over \$200,000 to below \$500,000.

7. The Board authorizes the President, thereafter signed by the Chairman of the Board of Regents and by the Treasurer of the Board of Regents for notification purposes, to approve procurement awards and contracts \$500,000 and above.
8. Approved procurement awards and contracts greater than \$100,000 will be presented at each Board meeting.

**BE IT FURTHER RESOLVED**, the Board authorizes the President to approve any future revisions and amendments for the delegation of authority, review and signature approval process for contract and procurement awards.

**Adopted this 10<sup>th</sup> day of October 2013.**

  
W. Chris Perez, M.D., Chairman

**ATTESTED:**



Dr. Robert Underwood, Executive Secretary