



**UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS**

RESOLUTION NO. 18-08

RELATIVE TO THE INCREASE OF THE THRESHOLD FOR SMALL PURCHASES

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC) 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, Board has the authority to make and set administrative policies for the furtherance of the mission of the University; and

WHEREAS, the Government of Guam has recently modified the law regarding the threshold levels for small purchase procurement from \$15,000 to \$25,000 for supplies and services and from \$50,000 to \$100,000 for construction projects; and

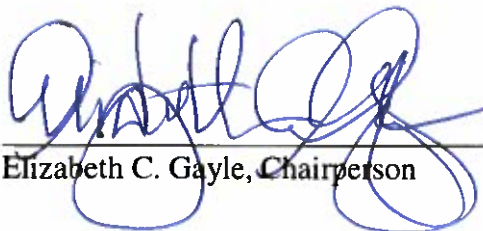
WHEREAS, the small purchase threshold is the amount under which services or materials can be obtained using a Request For Quotations (RFQ) rather than a full bid; and

WHEREAS, the University Procurement Policy has generally mirrored the RFQ thresholds set by the government and now desires to amend the University Procurement Policy to match the thresholds allowed in law; and

WHEREAS, the University desires to follow the federal government in increasing the micro-purchase threshold by \$500 by increasing the threshold from \$1,500 to \$2,000.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents hereby authorizes the University to amend the University Procurement Policy to increase the small purchase threshold for supplies and services from \$15,000 to \$25,000, the small purchase threshold for construction projects from \$50,000 to \$100,000, and the micro-purchase threshold from \$1,500 to \$2,000.

Adopted this 22nd day of February, 2018.


Elizabeth C. Gayle, Chairperson

ATTESTED:



Dr. Robert A. Underwood, Executive Secretary



MEMORANDUM

TO: PRESIDENT RCU

Approved () Disapproved

FROM: VPAF [Signature]

DATE: FEBRUARY 9, 2018

RE: CHANGING OF PURCHASING THRESHOLDS

Public Law No. 34-35 was signed into law on August 7, 2017. The law increased the small purchase threshold for services and supplies from \$15,000 to \$25,000. This means that a Request for Quotations can be utilized for items under \$25,000. For these types of items, the University will solicit a minimum of three quotations in order to determine the vendor providing the low quotation.

Similarly the small purchase threshold for construction was increased from \$50,000 to \$100,000. The University will retain its minimum requirement of six bids for small construction projects.

The University is subject to Guam Procurement Law but was given the authority to develop its own procurement regulations. The Board of Regents has adopted procurement regulations for the University and now desires to increase its small purchase thresholds to track that set forth in law by the government.

Additionally, in the past the micro-purchase threshold of the federal government has been \$3,000 and the University's micro-purchase threshold has been set at \$1,500. The federal government recently increased their threshold to \$3,500. I would like to request that the University's micro purchase threshold be increased to \$2,000 at this time.

I am requesting your authorization to include this matter on the agenda for the next Board of Regents meeting as well as the agenda's for the BFIA Committee and the Physical Facilities Committee meeting.

Thank you for your consideration of these matters.