

September 1, 2021

TO: University of Louisville Research Community

FROM: Sally J. Molsberger, Chief Procurement Officer
Kevyn E. Merten, Associate Vice President, Research and Innovation

RE: Revised procurement requirements for research purchases from fund codes that begin with "11," including federally sponsored programs

Dear Colleagues:

Since 2018, the university has required three (3) quotes for all research purchases between \$20,000-\$39,999. This requirement was in alignment with federal guidelines and approval from the Department of Health and Human Services and extended to research purchases using both federal and non-federal funds. A recent revision to the federal procurement regulations* provides the university with the flexibility to simplify these requirements and therefore, effective as of September 1, 2021, the three (3) quote process will no longer be required on purchases from University of Louisville Research Foundation (ULRF) accounts with fund codes beginning with "11" (e.g., 1110). Purchases under \$40,000 may be made without soliciting competitive price or rate quotations as long as the Principal Investigator or unit (on behalf of the university) determine the price to be reasonable based upon research, experience, purchase history or other information and documentation.

Please note that these procedural revisions do not impact or change the \$40,000 threshold established by the state, which continues to require a formal bidding process. The only exclusion to this bidding process is for Personal Services Contracts (for professional services), which have no dollar threshold and will continue to require a formal RFP process handled by Contract Administration and Procurement Services.

The Contract Administration and Procurement Services team can be contacted at purchase@louisville.edu for assistance regarding all procurements. Questions regarding specific regulations governing sponsored programs may be directed to your assigned specialist in the Office of Sponsored Programs Administration.

Sincerely,



Sally J. Molsberger
Chief Procurement Officer



Kevyn E. Merten, Ph.D.
Associate Vice President, Research and
Innovation

* 2 CFR 200.320