



EFFECTIVE DATE: September 1, 2026

FROM: Jeremy Meadows, Chief Procurement Officer

TO: UCR Faculty and Staff

SUBJECT: Increase to the Departmental Low-Value Purchasing Threshold and New Campus Procurement Policy

I. PURPOSE AND AUTHORIZATION

Effective **September 1, 2026**, UC Riverside's departmental low-value purchasing threshold will increase from **\$10,000 to \$15,000** for qualifying routine, low-risk purchases.

To support this change and provide consolidated guidance for the procurement of goods and services, UCR Policy [750-05, Campus Procurement of Goods & Services](#) has been issued. Policy 750-05 provides the controlling requirements, thresholds, and purchasing procedures associated with this authority.

II. THRESHOLD AND RATIONALE

Departments with delegated purchasing authority may process qualifying routine, low-risk purchases up to and including **\$15,000** when all other requirements are met. The threshold applies to all fund types, subject to applicable fund-source approvals, restrictions, sponsor requirements, and other required reviews.

The change is intended to simplify purchasing, reduce the need to apply different thresholds based on funding source, and allow departments and Procurement Services to focus resources on higher-risk and higher-value purchases.

A [Departmental Purchasing Threshold Matrix](#) is also available, summarizing what is changing and the approvals and requirements that remain unchanged.

III. REQUIRED REVIEWS AND LIMITATIONS

The increased threshold does not replace required Procurement Services, contracting, information security, privacy, risk, safety, sponsor, or other campus reviews. Review may still be required at any dollar amount based on the nature, terms, data access, connectivity, or risk of the purchase.

In particular:

- Purchases for services, software, Software-as-a-Service (SaaS), cloud services, or cloud storage, regardless of dollar amount. These purchases must be routed through Procurement Services and are subject to any required ITS security, privacy, or other technology review before purchase.

- Purchases involving Contracting Out/Covered Services, Prevailing Wage, hazardous materials, restricted commodities, sensitive institutional data, or other high-risk activities remain subject to applicable review and control requirements.
- Principal Investigator approval remains required for purchases exceeding **\$10,000** charged to an Extramural Contract or Grant fund or project code.
- Purchases exceeding **\$15,000** require Procurement Services review.
- Other sourcing, prepayment, technical specification, approval, and compliance requirements continue to apply when triggered by UC policy, law, sponsor terms, or UCR policy.

IV. NEW CONSOLIDATED POLICY

UCR Policy **750-05, Campus Procurement of Goods & Services**, consolidates and replaces the following existing campus procurement policies, which are being rescinded:

- 750-03 – eBuy Agreement and Department Authorized Purchase Order (DAPO)
- 750-54 – Strategic Sourcing Program
- 750-60 – Purchase Requisitions and Purchase Orders
- 750-63 – Purchasing Authority
- 750-69 – Campus Purchasing (Policies and Requirements)
- 750-39 – Low-Value Purchase Authorization (LVPA) Program

Policy 750-05 is being issued in **interim status** and is effective and binding as of September 1, 2026. The interim designation allows for campus review and comment and aligns with the ongoing systemwide policy development of **BFB-BUS-43, Purchases of Goods and Services; Supply Chain Management**, which is also currently in interim status.

Because the comment period begins during the summer, the campus review period will be extended to **60 days. Comments, questions, and suggested revisions should be submitted to policy@ucr.edu by October 26, 2026.**

V. POLICY REFERENCE

UCR Policy [750-05, Campus Procurement of Goods & Services](#) provides the controlling requirements and procedures for use of this authority.

Signed by:



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Jeremy Meadows

Chief Procurement Officer

University of California, Riverside