USA Process Improvement Committee

Outcome Documentation Form

December 22, 2014

Improvement Number: 53

Original Improvement: Increase university bid threshold from $5k to $15k

The policies of several state universities were verified including the makeup of the purchasing departments for those institutions. Additionally, the rationale for the current USA policy was researched and discussed with USA’s Purchasing Agent, Controller, Attorney and Vice President for Finance and Administration. The general consensus was that the university had remained conservative due to the lack of a robust purchasing and buying department that could control the risk of unintentionally violating the bid law. However, current systems allow for reporting that can monitor expenditures and it was the consensus of the Process Improvement Committee to recommend an increase in the university bid threshold.

University Policies researched include:

- University of Alabama
- Auburn University
- Troy University

Final Outcome: University of South Alabama administration approved an increase in the threshold to $15k. The approval came with a request that all references to the bid limit be located on the university website and updated to eliminate any inconsistencies or outdated information. Notification of the revised bid limit will follow completion of this task.