

## 25.07.01.D0.02 Delegation of Authority for Contract Administration



Approved: March 20, 2013  
Revised: November 8, 2013  
April 18, 2016  
August 15, 2022  
Next Scheduled Review: August 15, 2027

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### Procedure Summary

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A&M-Central Texas has established this Procedure for delegation of authority for approvals of all purchases, leases, contracts, and other agreements valued at \$750,000 or less.

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### Procedure

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#### 1. GENERAL

- 1.1 Each Vice President, AVP, Dean, and Associate Provost is responsible for ensuring that all contracts are processed through the appropriate administrative channels for reviews and approvals, as indicated in the current Delegation of Authority approved by the Texas A&M University System (TAMUS).
  - 1.2 The Vice President for Finance & Administration or his/her designee(s) will review all contracts, coordinate any requisite reviews by the TAMUS Office of General Counsel and will verify compliance with the current Delegation of Authority prior to execution of any contract.
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### Related Statutes, Policies, or Requirements

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System Policy [25.07 Contract Administration](#)

System Regulation [25.07.01 Contract Administration Procedures and Delegations](#)

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### Contact Office

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