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Continuity of Service vs. University Standard Sole Source: What You Need to Know [1]

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When making purchases at CU, it's important to understand the difference between Continuity of Service and a University Standard Sole Source to ensure compliance and efficiency. Here's a quick guide to help you determine which option is appropriate for your purchase:

Continuity of Service – For Services Between $50,000 and $150,000

Continuity of Service may only be used for services (not goods) within the range of $50,000 to $150,000 when it's in the university's best interest to continue working with an existing supplier. This applies when:

- The supplier's previous work and/or knowledge of the university provides a unique advantage.
- Transitioning to a new supplier would result in higher costs or significant delays.

If the purchase exceeds $150,000, a competitive bid is required unless it qualifies for a Sole Source.

University Standard Sole Source – For Any Purchase Amount

A University Standard Sole Source may be used for purchases of any dollar amount if the purchase falls within one of the defined categories (e.g., software renewals). A complete list of these categories can be found here [3].

Key Takeaways

- **Continuity of Service** – Limited to services between $50,000 and $150,000; used when retaining an existing supplier is more efficient and cost-effective.
- **University Standard Sole Source** – Can apply to any dollar amount but must meet specific criteria.

If you have questions or need guidance on which option to use, reach out to the PSC Service Center at psc@cu.edu [4].

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