

Source Selection & Price Reasonableness Form Changes

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May 15, 2024 by [Staff](#) [2]

Effective May 1, 2024, the Source Selection & Price Reasonableness (SSPR) form is no longer required for purchases under \$50,000. This also means that the sole source justification and associated price cost analysis form is also not required for purchases under \$50,000. This adjustment, supported by your campus Controller and Grants & Contracts offices, aims to streamline procurement processes, increase opportunities for local and disadvantaged suppliers, and enhance efficiency.

With this change to the SSPR requirements, a few things remain the same. These include:

- The PSC still reviews all requisitions above \$10,000.
- Small dollar contracts are still considered those less than \$10,000.
- Quote, proposal, SOW, pricing sheet, and/or contract should still be attached to all requisitions, regardless of dollar amount.
 - Security and Compliance Final Assessment documentation should also be attached, if applicable.
- Controller approval is still required for advanced payments above \$10,000.
- All federal appendices are required based on dollar amounts and funding type (grant vs. contract).
 - <https://www.cu.edu/psc/purchasing-services> [3]

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