

Appendix 404A: Delegated Contracting Authority (page 1 of 3)

All contracts valued between \$500,000 and \$999,999 shall be brought forward to the Resources Committee of the Board of Trustees as informational items.

*To be adjusted to the then current bid threshold in effect pursuant to N.J.S.A. 18A:64-54, as it may be adjusted periodically by the State of New Jersey.

In the absence of any authorized signatory, excepting a requirement of authorization by the Board of Trustees, the College President or the Vice President for Fiscal Health/CFO, as the College’s Contracting Officers, may sign contracts on behalf of the College.

Last revised: April 27, 2026

Contract Category	Amount	Authorized Signatory
Contracts for the purchase of goods or Services	Up to \$2,000	Managerial Director, Dean, or Vice President
	Up to \$42,600*	Director of Procurement
	Up to \$119,800*	Controller
	Up to \$750,000	Vice President for Fiscal Health
	All Contracts valued at or exceeding \$750,000	College President

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Contract Category	Amount	Authorized Signatory
Contracts for construction and building renovations	Up to \$42,600*	Director of Procurement
	All Contracts valued at or exceeding \$42,600*	Vice President for Operational and Administrative Integration
	Up to \$119,800*	Controller
	Up to \$750,000	Vice President for Fiscal Health
	All Contracts valued at or exceeding \$750,000	College President
All Contracts Exceeding \$1,000,000 in value		RCNJ Board of Trustees
Employment related labor agreements and memoranda	Vice President for People Operations & Employee Resources	
Graduate Assistant Programs	Vice President for People Operations & Employee Resources	
Grant Agreements (non-procurement)	College Provost	

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Contract Category	Authorized Signatory
Agreements for the Acceptance of Pledges and Gifts	Executive Director of the Ramapo College Foundation
Contracts pertaining to Academic Programs, Affiliation Agreements, and Clinical Placement Agreements	College Provost
Contracts and licensing agreements for use of internal event space	Vice President for Operational and Administrative Integration, and Vice President for Fiscal Health
Contracts for Legal Counsel	General Counsel
Intellectual Property, Material Transfer Agreements, Research Compliance Agreements	College Provost, and General Counsel