

University of Nebraska
Legal Review of Contracts Guidelines¹ Effective April 1, 2026

Contracts requiring legal review:

1. Any contract requiring Board of Regents approval;
2. Any expenditure or revenue contract (except a contract for the University's purchase of Licensed Professional Services, as defined in RP-6.1, or construction services) with a total estimated value of \$400,000 or more over the life of the contract;
3. Any contract for the University's purchase of Licensed Professional Services, as defined in RP-6.1, or construction services with a total estimated value of \$2,000,000 or more over the life of the contract;
4. Any contract with the primary architect, engineer, or general contractor of a project approved by the Board or Regents under RP-6.3.6;
5. Any contract involving the acquisition or disposal of real property;
6. Any contract involving the acquisition or disposal of a lease, license, and/or easement in real property;
7. Any contract with a bank or finance company for the lease of equipment or other personal property;
8. Any contract involving a labor union, labor union represented individuals, and/or incorporating the terms of a collective bargaining agreement;
9. Any contract involving the sharing of High or Medium Risk Data as defined by Executive Memorandum No. 42, Policy on Risk Classification and Minimum Security Standards; or
10. Any contract involving Protected Health Information, as defined by HIPAA, that necessitate execution of a Business Associate Agreement.

Contracts where legal review is strongly recommended:

1. Any contract involving University business that would be considered newsworthy, including, but not limited to any contract that:
 - a. Involves prominent University staff;
 - b. Is unusual (e.g., outside the scope of the University's ordinary course of business);
 - c. Is controversial; or
 - d. Involves the athletics department of any campus.
2. Any contract that would be considered "high risk" to the University, including, but not limited to:
 - a. Any contract for the purchase of technology where accessibility is of concern (purchase will be used by many users, vendor's software is not accessible, vendor refuses to accept University standard contract language regarding accessibility, etc.);
 - b. Any contract that involves an international entity, particularly an entity located in a country designated as a foreign adversary, as set forth in 15 C.F.R. 791.4; or
 - c. Any contract where the terms significantly favor the other party, resulting in unfair risk to the University if something goes wrong (data breach, breach of contract, etc.). The following selected terms should be carefully reviewed to ensure fairness: termination, breach, insurance, indemnification, limitation or waiver of liability, venue, jurisdiction, choice of law, warranties, etc.
3. Any contract that results from competitive bidding (i.e. a request for proposals or sealed bids). Legal review of these contracts will proceed more efficiently if legal review is sought prior to the solicitation of bids.
4. Any contract that raise questions or concerns by the reviewer for which legal review would be beneficial.

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¹ These Guidelines are not intended to address contracts that are managed by campus Sponsored Programs offices.