

## 2.202 Vendor Oversight

In accordance with [2 C.F.R. § 200.318\(b\)](#), it is the responsibility of the Principal Investigator (PI), with guidance from the Fiscal Administrator (FA), to maintain regular and close oversight over all vendors working on behalf of the Project to ensure that vendors are performing in accordance with their contractual obligations, including performance schedules, deliverables, milestones, goals, technical specifications, scope of work/services, terms, and conditions. Contracts include all Agreements for Services, Construction Contracts, Leases, Purchase Orders, or any other terms and conditions entered into between a vendor and RCUH on behalf of a Project.

If any contract dispute arises with a vendor, including vendor performance, it is the responsibility of the PI to negotiate and resolve such disputes, including any subsequent formal dispute resolution process (i.e., mediation, and/or litigation). Upon becoming aware of a dispute with a vendor, the PI must provide written notice of such dispute to the RCUH Procurement & Disbursing manager. RCUH Procurement may provide support to an FA seeking a resolution to any contract dispute.

### I. Responsibilities

#### A. Principal Investigator

Maintain regular oversight over vendors. Manage any contract disputes that may arise.

#### B. Fiscal Administrator

Provide guidance to the PI in maintaining oversight over vendor performance and resolving any contract disputes that may arise.

### II. Relevant Documents

[Policy 2.201 Purchase Orders](#)

[Policy 2.203 Vendor Terms and Conditions](#)

[Policy 2.204 Services Agreements](#)

[Policy 2.209 Construction Contracts](#)

[Policy 2.211 Leases](#)

[UH AP 8.275 Contract Formation and Administration](#)

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