

PURCHASING AUTHORITY IS GRANTED FOR PROCUREMENT ACTIVITIES CONDUCTED BY:			
Agency/Department:	FULL DEPARTMENT NAME (ACRONYM)		
Purchasing for Secondary Department:	List: FULL DEPARTMENT NAME (ACRONYM), PCO/email/phone		
Purchasing Authority Effective Date:	This date remains the same.	Purchasing Authority Number: DEPT-1234	
Revised Effective Date:	Date (change reason)		

Procurement and Contracting Officer (PCO):	John Doe; John.Doe@dept.ca.gov	()	-
Non-IT Purchasing Authority Contact (Non-IT PAC):	Jane Doe; Jane.Doe@dept.ca.gov	()	-
IT Purchasing Authority Contact (IT PAC):	Jacob Doe; Jacob.Doe@dept.ca.gov	()	-

Dollar Thresholds Noted Below Shall Be Applied Per Transaction.				
ACQUISITION METHOD		IT	NON-IT GOODS	NON-IT SERVICES
COMPETITIVE				
1	Fair and Reasonable	\$ 4,999.99	\$ 4,999.99	N/A
2	Formal	\$ 0.00	\$ 0.00	N/A
3	Informal	\$ 100,000.00	\$ 50,000.00	N/A
4	SB Option	\$ 249,999.99	\$ 249,999.99	N/A
5	DVBE Option	\$ 249,999.99	\$ 249,999.99	N/A
NON-COMPETITIVELY BID (NCB)				
(Contracts as a result of an approved NCB/Special Category Request (SCR) Justification or exempt from competition by law or policy)				
6	NCB Contract (as a result of an approved NCB or SCR Justification)	\$ 100,000.00	\$ 50,000.00	N/A
Exempt by Law:				
7	Community Based Rehabilitation Program	N/A	Unlimited	N/A
8	Emergency Contracts	Unlimited	Unlimited	N/A
9	Interagency Agreement (IAA) (Limited to \$50,000 if IAA with CSU or UC)	\$ 1,000,000.00	N/A	N/A
10	Public entities (another state, local government, Federal government or other public entities – see SCM for definition)	\$ 100,000.00	\$ 50,000.00	N/A
11	IT IAA with Department of Technology (Data Center Services)	Unlimited	N/A	N/A
12	Prison Industry Authority (PIA)	N/A	Unlimited	N/A
13	Other (buyer must indicate law)	\$ 100,000.00	\$ 50,000.00	N/A
Exempt by Policy:				
14	Other (buyer must indicate policy)	\$ 100,000.00	\$ 50,000.00	N/A
15	Emergency Contract (non-natural disaster)	\$ 100,000.00	\$ 50,000.00	N/A
16	Proprietary Software	\$ 100,000.00	N/A	N/A
17	Proprietary Maintenance	\$ 100,000.00	N/A	N/A
18	Proprietary Subscriptions, Publications and Technical Manuals	N/A	\$ 50,000.00	N/A
LEVERAGED PROCUREMENT AGREEMENTS				
(requiring further competition within the category (i.e. obtaining offers, etc.) – refer to individual LPA user instructions)				
19	1122 Procurement Program (GSA Component)	N/A	\$ 100,000.00	N/A
20	CMAS	\$ 500,000.00	\$ 100,000.00	\$ 250,000.00*
21	Cooperative Agreements	\$ 1,500,000.00	\$ 500,000.00	\$ 500,000.00
22	Master Agreements	\$ 1,500,000.00	\$ 500,000.00	\$ 500,000.00
23	Software Licensing Program	\$ 2,000,000.00	N/A	N/A

24	State Price Schedules	\$ 25,000.00	\$ 25,000.00	N/A
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LEVERAGED PROCUREMENT AGREEMENTS

(no further competition required – refer to individual LPA user instructions)

25	Cooperative Agreements	Unlimited	Unlimited	Unlimited
26	Master Agreements	Unlimited	Unlimited	Unlimited
27	Statewide Contract Orders	Unlimited	Unlimited	N/A

PRE-PROCUREMENT REQUIREMENT	IT	NON-IT GOODS	NON-IT SERVICES
Justifications			
Non-Competitively Bid (NCB) Justification	\$ 25,000.00	\$ 25,000.00	N/A
Limited To Brand (LTB) Justification	\$ 25,000.00	\$ 25,000.00	N/A

* CMAS Non-IT Services orders above \$50,000 must be approved by the Department of General Services, Procurement Division prior to award (State Contract Manual (SCM) Vol. 2, Chapter 6)

☐ Transactions Exempt from Purchasing Authority (list the applicable law or Executive Order and a brief description):

Approved:

, Purchasing Authority Specialist
@dgs.ca.gov (916) 375-

Date