

## ACQUISITIONS COMMITMENT AUTHORITY

| MANAGEMENT LEVEL          | TITLE OR CLASSIFICATION                                     | CONTRACT APPROVALS<br><small>(Purchase Orders, Contracts, IAAs)</small> | LIMITED COMPETITION APPROVALS*<br><small>(NCB, SCR, LTB, Form 42)</small> | CONTRACT APPROVALS<br><small>(Resulting from Limited Competition Approval)</small> |
|---------------------------|---|---|---|--|
| Director                  | DGS Director  |   | No Limitations  |  |
| Deputy Director           | Chief Procurement Officer<br>(or Deputy Director)           | No Limitations  | \$ 5,000,000**  | No Limitations   |
| Assistant Deputy Director | Assistant Deputy Director                                   | \$ 15,000,000   | \$ 1,500,000**  | \$ 7,500,000   |
| Branch Managers           | Purchasing Manager  | \$ 10,000,000   | \$ 750,000**  | \$ 5,000,000   |
| Section Managers          | EDP Acquisitions Manager/<br>SSM III                        | \$ 7,000,000  | \$ 500,000**  | \$ 2,000,000   |
| Unit Supervisors          | Senior EDP Supervisor/<br>SSM II/Health Program Manager     | \$ 5,000,000  | \$ 300,000**  | \$ 1,000,000   |
| Analysts/Specialists      | Senior EDP Acquisition<br>Specialist/Pharmacy Consultant II | \$ 3,000,000  | \$ 250,000**  | \$ 750,000   |
|                           | Staff EDP Acquisition Specialist                            | \$ 1,000,000  | \$ 200,000  | \$ 500,000   |
|                           | AMA/AGPA  | \$ 500,000  | \$ 150,000  | \$ 250,000   |
|                           | SSA   | \$ 250,000  | \$ 100,000  | \$ 100,000   |

\* Limited Competition Approvals for DGS offices must be signed by all authority levels.

\*\* Office of Legal Services (OLS) review is required for IT Limited Competition Approvals > \$ 250,000 and High Risk IT contracts.

The dollar figures noted above represent the commitment authority ceilings per transaction for the position noted. Transactions initiated by staff in training, regardless of classification, require review and initials of either supervisory personnel or next level of signature authority.

November 10, 2010

Approved:  
  
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 Jim Butler, Chief Procurement Officer