

**PURCHASING AUTHORITY IS GRANTED FOR PROCUREMENT ACTIVITIES CONDUCTED BY:**

<b>Agency/Department:</b>	California Department of Human Resources (CalHR)		
<b>Purchasing for Secondary Department:</b>	State Personal Board California Citizens Compensation Commission		
<b>Purchasing Authority Effective Date:</b>	March 11, 2016	<b>Purchasing Authority Number: DHR-7501</b>	
<b>Revised Effective Date:</b>	March 11, 2016		

<b>Procurement and Contracting Officer (PCO):</b>	Mark Rodriguez <a href="mailto:mark.rodriguez@calhr.ca.gov">mark.rodriguez@calhr.ca.gov</a>	(916) 322-6351
<b>Non-IT Purchasing Authority Contact (PAC):</b>	Marcos Hernández <a href="mailto:marcos.hernandez@calhr.ca.gov">marcos.hernandez@calhr.ca.gov</a>	(916) 323-4021
<b>IT Purchasing Authority Contact (PAC):</b>	Ben Steinert <a href="mailto:ben.steinert@calhr.ca.gov">ben.steinert@calhr.ca.gov</a>	(916) 324-0506

**Dollar Thresholds Noted Below Shall Be Applied Per Transaction.**

ACQUISITION METHOD		IT	NON-IT GOODS	NON-IT SERVICES
<b>COMPETITIVE</b>				
1	Fair and Reasonable	By statute - \$4,999.99		Refer to SCM Vol. 1
2	Formal	\$ 0	\$ 0	Refer to SCM Vol. 1
3	Informal	\$ 25,000.00	\$ 50,000.00	N/A
4	SB Option	By statute – may not exceed		Refer to SCM Vol. 1
5	DVBE Option	\$249,999.99		Refer to SCM Vol. 1
<b>NON-COMPETITIVELY BID (NCB)</b> (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)	\$ 25,000.00	\$ 50,000.00	Refer to SCM Vol. 1
<b>Exempt by Law:</b>				
7	Community Based Rehabilitation Program	Unlimited	Unlimited	Refer to SCM Vol. 1
8	Emergency Contracts	Unlimited	Unlimited	Refer to SCM Vol. 1
9	Interagency Agreement (IAA)	\$ 25,000.00	N/A	Refer to SCM Vol. 1
10	IT IAA with Department of Technology (Data Center Services)	Unlimited	N/A	N/A
11	Prison Industry Authority (PIA)	N/A	Unlimited	Refer to SCM Vol. 1
<b>Exempt by Policy:</b>				
12	Emergency Contract (non-natural disaster)	\$ 25,000.00	\$ 25,000.00	N/A
13	New/Existing Proprietary Software, Proprietary Maintenance, Proprietary Subscriptions/Publications	\$ 25,000.00	\$ 50,000.00	Refer to SCM Vol. 1
<b>LEVERAGED PROCUREMENT AGREEMENTS</b> (requiring further competition within the category (i.e. obtaining offers, etc.) – refer to individual LPA user instructions)				
14	1122 Procurement Program (GSA Component)	N/A	\$ 0	N/A
15	CMAS	\$ 500,000.00	\$ 100,000.00	\$ 250,000.00*
16	Cooperative Agreements	Refer to user instructions	Refer to user instructions	Refer to user instructions
17	Master Agreements	\$ 1,500,000.00	\$ 500,000.00	\$ 500,000.00
18	Software Licensing Program	\$ 2,000,000.00	N/A	N/A
19	State Price Schedules	\$ 25,000.00	\$ 25,000.00	N/A
<b>LEVERAGED PROCUREMENT AGREEMENTS</b> (no further competition required – refer to individual LPA user instructions)				
20	Cooperative Agreements	Refer to user instructions	Refer to user instructions	Refer to user instructions
21	Master Agreements	Refer to user instructions	Refer to user instructions	Refer to user instructions
22	Statewide Contract Orders	Unlimited	Unlimited	N/A

PRE-PROCUREMENT REQUIREMENT		IT	NON-IT GOODS	NON-IT SERVICES
<b>Justifications</b>				
23	Non-Competitively Bid (NCB) Justification	Current policy – may not exceed \$25,000.00		Refer to SCM Vol. 1
24	Limited To Brand (LTB) Justification			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):

Additional Comments:

**Approved:**  3/11/2016

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Adrian Carranza, Purchasing Authority Specialist Date  
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