

PURCHASING AUTHORITY IS GRANTED FOR PROCUREMENT ACTIVITIES CONDUCTED BY:

| | | | |
|---|--|--|--|
| Agency/Department: | Insurance | | |
| Purchasing for Secondary Department: | Office of the Lieutenant Governor (Non-IT Only) | | |
| Purchasing Authority Effective Date: | February 10, 2016 | Purchasing Authority Number: INS-0845 | |
| Revised Effective Date: | February 10, 2016 | | |

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|---|---|----------------|
| Procurement and Contracting Officer (PCO): | Lisa Keeler lisa.keeler@insurance.ca.gov | (916) 492-3354 |
| Non-IT Purchasing Authority Contact (PAC): | Susan Montagne susan.montagne@insurance.ca.gov | (916) 492-3391 |
| IT Purchasing Authority Contact (PAC): | Dawn Ford dawn.ford@insurance.ca.gov | (916) 492-3280 |

Dollar Thresholds Noted Below Shall Be Applied Per Transaction.

| ACQUISITION METHOD | | IT | NON-IT GOODS | NON-IT SERVICES |
|---|--|--|----------------------------|----------------------------|
| COMPETITIVE | | | | |
| 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 | \$ 500,000.00 | \$ 50,000.00 | N/A |
| 4 | SB Option | By statute – may not exceed \$249,999.99 | | Refer to SCM Vol. 1 |
| 5 | DVBE Option | | | Refer to SCM Vol. 1 |
| 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) | \$ 500,000.00 | \$ 50,000.00 | Refer to SCM Vol. 1 |
| Exempt by Law: | | | | |
| 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) | \$ 500,000.00 | 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 |
| Exempt by Policy: | | | | |
| 12 | Emergency Contract (non-natural disaster) | \$ 25,000.00 | \$ 25,000.00 | N/A |
| 13 | New/Existing Proprietary Software, Proprietary Maintenance, Proprietary Subscriptions/Publications | \$ 500,000.00 | \$ 50,000.00 | Refer to SCM Vol. 1 |
| LEVERAGED PROCUREMENT AGREEMENTS (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 | \$ 100,000.00 | 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 |
| LEVERAGED PROCUREMENT AGREEMENTS (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 |
|---|---|--------------|---------------------|
| Justifications | | | |
| Non-Competitively Bid (NCB) Justification | Current policy – may not exceed \$25,000.00 | | Refer to SCM Vol. 1 |
| 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: Adrian Carranza 2/10/2016

Adrian Carranza, *Purchasing Authority Specialist* Date
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