

## UCSB Procurement - Transaction Limits & Requirements

Rev. 12/2018

Fund Type	Threshold/Rule	Anticipated Contract Value	Competitive Bidding Required?	Quote(s) required	Price Reasonableness Requirement	Estimated Process Time	Required Forms	Comments	Authority/Legal Requirement(s)
NON-FEDERAL (State, Gifts, etc.)	State	Under \$99,999.99	NO (buyer should negotiate a fair and reasonable price)	YES	No	3-5 Days	none	-	Purchases governed by UC Policy BUS-43
NON-FEDERAL (State, Gifts, etc.)	State	\$99,999.99 and Over	YES (Exception: Sole Sources, Professional or Personal Services)	YES	YES	2-4 weeks *Additional time may be required for large, complex	Form A, and Form A-1 if applicable	May use UCOP or GPO competitively bid contract	UC Policy BUS-43, Part 1.B. & Part 1.C.6.d. Public Contract Code Section 10507.7
NON-FEDERAL (State, Gifts, etc.)	Small Business Purchase	Under \$249,999.99	NO (buyer should negotiate a fair and reasonable price)	Yes	Yes	3-5 Days	Form A	-	Public Contract Code Section 10508.5
FEDERAL	Micro-Purchase	Less than \$9,999.99	NO (buyer should negotiate a fair and reasonable price)	YES	Yes	n/a	Departmental documentation only	-	OMB A-81, §200.319, 320, & 323 48 CFR Subpart 2.1, and UC Policy BUS-43
FEDERAL	Small Purchase	\$10,000 - \$99,999.99	NO (buyer should negotiate a fair and reasonable price)	YES	YES	3-5 Days	Form A	May use UCOP, UCSB, or GPO competitively bid contract for price reasonableness	OMB A-81, §200.319, 320, & 323 FAR 15.4 UC Policy BUS-43, Part 1.C.6.d., and UC Policy BUS-43
FEDERAL	Simplified Acquisition Threshold	Over \$99,999.99	YES (Exception: Sole Sources)	YES	YES	-	UC Exhibit B	May use UCOP or GPO competitively bid contract	OMB A-81, §200.319, 320, & 323 FAR 15.4 UC Policy BUS-43, Part 1.C.6.d., and UC Policy BUS-43
FEDERAL (Contract Only)	FFATA Act	Over \$29,999.99	Yes, over \$99,999.99, unless a sole source applies	YES	YES	3-5 Days	Form C: FFATA	-	FAR 52.204-10 Public Law 109-282 and 110-252
FEDERAL	Debarment	Over \$29,999.99	-	-	-	-	SAM.gov report	-	FAR Subpart 9.4 FAR 52.209-6 FAR 15.4 & UC Policy BUS-43, Part 1.C.6.d.
FEDERAL	Anti-Lobbying	Over \$149,999.99	-	-	-	-	UC Exhibit B	-	OMB A-81, §200.319, 320, 323 & 450 FAR 52.203-12 United States Code, Section 1352, Title
FEDERAL	Small Business Purchase	Under \$249,999.99	NO	YES	Yes	3-5 days	Form A, and Form A-1 if	-	FAR 19.5 UC Policy BUS-43, Part 3
FEDERAL (Contract Only)	FAR Subcontracting	Over \$699,999.99	-	-	-	2 weeks	Small Business Subcontracting Plan	-	FAR 19.7 & 15.4 UC Policy BUS-43

### Definitions

GPO or UCOP Competatively bid contract	Any contract that has been awarded via formal competitive bid; can be conducted by UCSB, UCOP, or even other universities that allow sister campuses to participate. Group purchasing organizations (GPO) leverage the purchasing power of a group of businesses or local government agencies to obtain discounts from vendors based on the collective buying power of the members. UCSB is a member of the following GPOs: E&I, NASPO, and US Communities.
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