

**Agency Delegated Approval Authority for Services Procurements
No Delegation for Vehicle Lease Procurements
No Delegation for Intergovernmental Cooperative Purchasing for Services
From the Department of Budget & Management**

Vehicle Leases

There is no delegation to any agency for Vehicle Lease procurements, including vehicle rentals, even for a few hours.

Intergovernmental Cooperative Purchasing

There is no delegation to any agency for Intergovernmental Cooperative Purchasing for Services.

Small Procurements

DBM has delegated \$50,000 of approval authority (small procurement limit) to all agencies for Services other than Vehicle Leases and Intergovernmental Cooperative Purchasing.

Preference Provider Procurements

DBM has also delegated \$200,000 to all agencies for awards to preferred providers (Blind Industries and Services of Maryland, Community Services Providers and Individual with Disability Owned Businesses).

\$100,000

The following agencies have been delegated \$100,000 of approval authority as follows:

- Department of Information Technology
 - Department of General Services
 - Department of Transportation
 - Department of Human Services
 - Maryland Department of Health
 - Department of State Police - *for helicopter maintenance only*
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In determining the value of a procurement for award purposes, the total value of the base contract period plus all potential option periods to a contract will be considered.

All delegations are subject to any more restrictive limitations from the Board of Public Works (e.g., emergency procurements, single bid or proposal received, contract modifications).

See the “DBM PAAR Guidelines” and “Attachment A: Examples” on the DBM Procurement web-page: “Creating a Procurement Agency Activity Report (PAAR): <http://dbm.maryland.gov/proc-contracts/Pages/PairActivityReport.aspx> for more specific delegation details.
