

Longwood University Materiel Management
Competitive Soliciting Exception List

- A. Competition normally is either not practicable or available for purchase of the following goods or services **valued at less than \$100,000**. One quote must be obtained and documented and a purchase order is to be issued prior to purchase. (*Governing Rules §5:G*)
1. Accreditation fees and academic testing services
 2. Advertisements/Advertising – all media
 3. Athletic officials appointed by the NCAA
 4. Books, printed materials, reprints, subscriptions and catalog services (e.g., print or electronic)
 5. Videocassettes and slide presentations when only available from the publisher/producer
 6. Booth Space at Conferences, Exhibits, Fairs and Product Shows
 7. Conference fee, course fees, seminars, training sessions, tuition and other registration fees when attended by University employee or student
 8. Consulting services
 9. Currency exchange services
 10. Facilitators and/or Mediators
 11. Film rentals when only available from the producer or protected distributors
 12. Honoraria
 13. Library Books and other items for the Libraries' collection as per applicable Library acquisition procedures
 14. Maintenance contracts for high-cost, sophisticated, scientific equipment where there is no known competitor and service must be purchased from the manufacturer of the equipment
 15. Maintenance contracts for service of mainframe and supercomputers for which there is no competitive source available to service the equipment
 16. Pass through procurements (examples include contracting for alumni functions for which the University is reimbursed by the alumni and materials purchases for students by a faculty member using state funds and for which the students fully reimburse the University). All such procurements must be approved by the Director of Materiel Management or designee
 17. Photographers (excluding commencement and yearbook)
 18. Purchases from the Federal government, other states and their agencies or institutions, and public bodies as long as the price is judged to be fair and reasonable
 19. Referees, officials and umpires for intercollegiate athletic events
 20. Specialized software that is not already available through Longwood User Support Services but approved by them
 21. Software maintenance contracts for software already purchased and in use at the University
 22. Software site licenses
 23. Software upgrades
 24. Surplus property from the State or Federal government
 25. Testing or evaluation services
 26. Used equipment (including vehicles)
 27. Utilities – Electricity, Natural Gas, Water, etc.

- B. Competition is not required **at any dollar amount** for the purchase of the following goods or services. One quote must be obtained and documented and a purchase order is to be issued prior to purchase. (*Governing Rules §37*)
1. The purchase of goods or services that are produced or performed by or related to:
 - a. Persons, or in schools or workshops, under the supervision of the Virginia Department for the Blind and Vision Impaired
 - b. Nonprofit sheltered workshops or other nonprofit organizations that offer transitional or supported employment services serving the handicapped
 - c. Private educational institutions
 - d. Other public educational institutions
 2. Speakers and performing artists
 3. Memberships and Association dues
 4. Sponsored research grant sub-awards and contract sub-awards, not to include the purchase of goods or services by Longwood
 5. Group travel in foreign countries (including residencies)
 6. Conference facilities and services
 7. Participation in intercollegiate athletic tournaments and events including team travel and lodging, registration and tournament fees
 8. Royalties
 9. The purchase of legal services, provided that the Office of the Attorney General has been consulted, or expert witnesses or other services associated with litigation or regulatory proceedings