EXEMPTIONS FOR SB1st Policy

These purchases and/or agreement types are **EXEMPT** from UCI's Small Business First policy and DO NOT REQUIRE a waiver:

**Sole Source/Unique Professional Services/Emergency purchases:**

- **Sole Source:**
  - 'One-of-a-kind' – specific features essential for task or project completion; available from only one source in the world.
  - ‘Match existing’ – specific proprietary item(s) compatible with existing equipment/systems and change of brand/manufacturer would compromise continuity and integrity of project.

- **Unique Professional/Personal Services:** Specific unique qualifications selected supplier will provide.

- **Personal Services:** Technical or unique functions performed by a supplier that is distinctly qualified to render the services. Personal services are of a nature that the University would consider the supplier’s experience, qualifications and skills to be more important than comparative cost when selecting a supplier. Examples of personal services include translation services, technical editing, technical appraisals, transaction valuation, coaching, interior decorating, and contracts with musicians, artists and others in the performing arts.

- **Professional Services:** Highly specialized functions, typically of a technical nature, performed by a supplier that, with respect to the services to be rendered, most commonly a) has a professional license; b) is licensed by a regulatory body; and/or c) is able to obtain professional errors and omissions insurance. Professional services are of a nature that the University would consider the supplier’s experience, qualifications and skills to be more important than comparative cost when selecting a supplier. Examples of professional services include medicine and related medical services, and legal, accounting, architectural, and engineering services.

- **Emergency:** Failure to act immediately may result in significant bodily harm, loss or damage of property, violation of law, or cause significant liability to University or University community.

**Purchases through existing strategically sourced agreements:** An existing agreement competitively bid via RFP at systemwide or campus level; these include existing agreements for hotel and event spaces, catering, entertainment and travel partnerships, etc.

**Federally funded purchases:** These fall under Federal requirements.

**Design & Construction:** All contracts, bids and purchases governed by UC Facilities Manual for compliance are exempt. However, Design & Construction-related purchases governed by procurement compliance must adhere to SB1st program (Ex: facility maintenance, equipment purchase, etc.).

**Interagency Agreements:** Agreements with government agencies (Ex: CalFire, Transit Authorities, Utilities, Waste & Recycling agencies, etc.) take precedence.

**Federal/local Government Agreements:** Agreements with cities, counties, Federal governments fall under existing guidelines for those government agencies.

**Research Sub-awards:** These are governed by existing underlying agreements.

**Higher education institution agreements:** Agreements between UC and other higher education institutions to provide specialized services needed by other institutions (Ex: biological testing, data analysis, technical advisors, specialized research services, etc.).

**Concessions:** Agreements giving suppliers rights/licenses to operate in university locations (usually contracts with food/drink/apparel vendors).

**Revenue/reimbursement contracts:** Revenue generation agreements – not usually considered a typical procurement contract (Ex: Service Core services; fabrication, design, developing tools for research; stores/cafes/brands revenue sharing; Pepsi Bottling, Peet’s Coffee, etc.).

**Medical and patient care contracts:** Typically, medication/prescriptions, medical devices, etc.