

EXCEPTIONS TO THE \$3300 / DIRECT BUY LIMIT IN PAS

The following list denotes purchases currently appropriate for PAS process:

- 1. Supplier is not an eProcurement Supplier**
- 2. Supplier does not accept Procard**
- 3. Most payments to individuals**
- 4. Item being purchased is on the exceptions list:**
 - a. Controlled substances
 - b. Radioactive chemicals
 - c. Animals and Animal products (see Animal Care Committee)
 - d. Fume hoods (EH&S) ^(See Note 1)
 - e. Refrigerators (EH&S) ^(See Note 2)
 - f. Firearms and ammunition
 - g. Notary Bonds (Parker Smith and Feek)
 - h. Some standing orders with Purchasing review ^(See Note3)
 - i. Some Maintenance agreements with purchasing review ^(See Note 4)
 - j. Tax exempt purchases (NOTE: M&E exemptions CAN be done in eProcurement)
 - k. Travel (pending eTravel development)
 - l. Facilities (campus alterations)

Notes 1 & 2

EH&S has published guidance regarding purchases of equipment and other items of concern to them. Please see their web site at:
<http://www.ehs.washington.edu/fsocaproj/purchaseappnotlist.shtm>

Notes 3 & 4

The long term goal is for these kinds of purchases to be made in eCommerce, however some exceptions will be made on a fact based review with Purchasing Staff. For pre-approval of these types of purchases in PAS contact the appropriate Buyer at:
<http://www.washington.edu/admin/purchstores/buyers/listbuyer.cgi>