Prairie View A&M University

Exempt Purchases List

Purchases are classified as “Exempt” when it has been determined that the competitive bid process adds no measurable value, due to the nature of the purchase. Although these purchases are exempted from the bid process and other purchasing requirements, they are still subject to state guidelines pertaining to allocation and use of funds as well as existing PVAMU compliance guidelines and procedures.

The Exempt purchases list may be updated from time to time with approval of the Executive Director for Procurement and Disbursements.

1925 State Employee Relocation
1926 State Employee Reloc - Non Qualified Expense
3010 Tvl-In-Public Trans. - Auto Rental
3011 Tvl-In-Public Trans. - Other
3020 Tvl-In-Actual Expenses - Overnight
3023 Tvl-In-Travel Agency Fees
3025 Tvl-In-Incidental Expenses
3030 Tvl-In-Meals & Lodging <= $110
3110 Tvl-Out-Public Trans. - Auto Rental
3111 Tvl-Out-Public Trans. - Other
3114 Tvl-Out-Public Trans - D. C.
3120 Tvl-Out-Actual Expenses - Overnight
3123 Tvl-Out-Travel Agency Fee
3125 Tvl-Out-Incidental Expenses
3130 Tvl-Out-Meals&Lodg LT Loc-Allow
3210 Travel - Prospective State Employee
3310 Travel - Foreign
3410 Travel - Students (includes meals)
3415 Travel – Prospective Students (local only)
4025 Subscriptions, Periodicals,
5211 Membership Dues-Professional Org.
5212 Membership Dues-Country Club/Civic
5213 Membership Dues/ Fees - Other
5215 Employee Training - Regis. Fees
5216 Employee Comp Training - Tuition
5217 Employee Training - Tuition
5220 Insurance Premiums
5221 Insurance Premiums - Appr by Bd Ins
5225 Employee Bonds-Notary Fees
5226 Employee Bonds-Surety Bonds
5230 Employee License/Cert & Fees-Other
5240 Employee Awards ($50 per person limit/$2000 group purchase limit)
5241 Non-Employee Gifts (Taxable)
5310 Filing Fees - Documents
5315 Court Costs
5320 Witness Fees/Allow (Crim/Admn Proc)
PVAMU Exempt Purchases
5325 Judgements & Settlements-Claimant
5330 Judgmts & Settlmts-Other Legal Exp
5335 Judgmts & Settlmts-Attorney Fees
5340 Judgments & Settlmts-Claimant & Atty
5651 Accreditation Services
5655 Postal Services
5905 Tuition Rebates
5915 Scholarships
5920 Scholarships
6030 Grants – Student Stipends on SPR
6031 Grants - Travel & Other Related Exp
6032 Grants - Student Tuition & Fees
6033 Grants-Stud Tuition & Fees-No IDC
6034 Stipends for Sponsored Research-Teacher
6035 Travel & Other Part Expenses – Teacher
6361 Dormitory Charges for Students
6339 Food Purchases (not business meals)
6340 Business Meals
6366 Participant Costs - Tuition
6367 Participant Costs - Fees
6368 Participant Costs - Books
6369 Participant Costs – Materials ($2,000 limit)
6370 Participant Costs - Travel
6371 Participant Costs - Travel Out of State
6373 Participant Costs - Room and Board
6374 Participant Costs – Other ($2,000 limit)
6378 Participant Costs – Stipends
8510 Library Books & Materials-Depr
8512 Library Books & Materials-NonDepr

Below are Additional Exempt Categories that require processing through Procurement on a Purchase Requisition:
5410 Educational/Training Services (Procurement Processing Required)
5434 Lecturers - Travel Exp w/Receipts (Procurement Processing Required)
5435 Lecturers - Higher Education (Procurement Processing Required)
5470 Inter-Agency Agreement – Local (Procurement Processing Required)
5471 Intra-System Agreement (Procurement Processing Required)
5625 Computer Prog Serv-TAMU CIS (Procurement Processing Required)
5630 Communication Services (Procurement Processing Required)
5640 Advertising Services - Spon Agmt. (Procurement Processing Required)
5641 Advertising Services - All Other (Procurement Processing Required)
5645 Data Proc Emplt Serv - TAMU CIS (Procurement Processing Required)
5647 Data Proc Rental Service - TAMU CIS (Procurement Processing Required)
5664 Contracted Services – Entertainment (Procurement Processing Required)
5842 Rental of Hotel Rooms/Conference Facility (Procurement Processing Required)
6338 Catering Services (Procurement Processing Required)
6380 Game Guarantee Expense (Procurement Processing Required)

Approved: Kay Peavy, Executive Director
Date: 4/17/2017
Procurement & Disbursement Services