

The Commercial Activities List (CAL) and how to comply with the Future Procurement requirement for purchases of services over \$25,000

Where is the Commercial Activities List?

The Commercial Activities List is posted as “Commercial Activities List” on the Virginia Department of Planning and Budget website <http://dpb.virginia.gov/> under Documents, Instructions and Publications.

1. Search for the keyword, “commercial”.  Commercial Activities List – 2021 will appear.
2. Click on the Adobe icon . This is the Commercial Activities List.

What purchases are we required to post?

Code of Virginia [§ 2.2-614.4](#) requires agencies and localities to post a notice of all planned purchases of **services** over \$25,000 **from another governmental agency** when the service appears on the CAL.

Which purchases are exempt?

While the Commercial Activities List (CAL) includes all **activities, goods, and services** produced by state employees that can normally be obtained from private enterprise, the Future Procurement requirement only pertains to services.

Other exemptions include:

- Mandatory purchases of articles and services produced by persons confined in state correctional facilities;
- Services provided by central service state agencies or activities operated as an internal service fund of the Commonwealth i.e. the Department of General Services, the Department of Human Resource Management, and the Virginia Information Technologies Agency, etc. (see Part C of Title 2.2. of the Code of Virginia);
- Contracts exempted from the VPPA; and,
- Purchases from public institutions of higher education.

Where is the website for posting Future Procurements?

The official state website for posting upcoming procurement opportunities (which includes the intent to purchase services over \$25,000 from another governmental entity pursuant to Code of Virginia § 2.2-614.4) is located on the Department of General Services, eVA website at <https://eva.virginia.gov> (click “Business Opportunities” at the top of the page and then click “Future Procurements”).

Please see the *Post, Amend, or Cancel a Future Procurement (FPR)* section in the *Sourcing & Contracting User Guide*, December 2020, Version 4 for additional instructions at <https://dgs.virginia.gov/globalassets/business-units/dps/documents/buyers/sourcing-and-contracting-user-guide.pdf>.