



LEGISLATIVE BUDGET BOARD

CONTRACT REPORTING

Contracts initially reported to the Legislative Budget Board Contracts Database do not have to be re-posted on the web under Government Code, Section 2261.253(g)(1).

GOVERNMENT CODE REQUIREMENTS

MAJOR INFORMATION SYSTEMS

Contract amount exceeding **\$100,000**

Report 10 days after award

(Section 2054.008, Government Code)

PAGE 1

CONSTRUCTION PROJECTS

Contract amount exceeding **\$14,000**

Report 10 days after award

(Section 2166.2551, Government Code)

PAGE 2

PROFESSIONAL OR CONSULTING SERVICES

Contract amount exceeding **\$14,000**

Report 10 days after award

(Sections 2254.006 and 2254.0301, Government Code)

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GENERAL APPROPRIATIONS ACT (GAA) REQUIREMENTS

ALL CONTRACTS

Exceeding **\$50,000**

Report within 30 days of award or modification

(GAA Article IX, Sec 7.04)

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NON-COMPETITIVE CONTRACTS

Exceeding **\$1,000,000**

Report before 1st payment, but not later than 30 days of award

(GAA Article IX, Sec 7.12)

Requires Attestation Letter

PAGE 4

EMERGENCY CONTRACTS

Exceeding **\$1,000,000**

Report 48 hours after 1st payment

(GAA Article IX, Sec 7.12)

Requires Attestation Letter

PAGE 4

LARGE CONTRACTS

Exceeding **\$10,000,000**

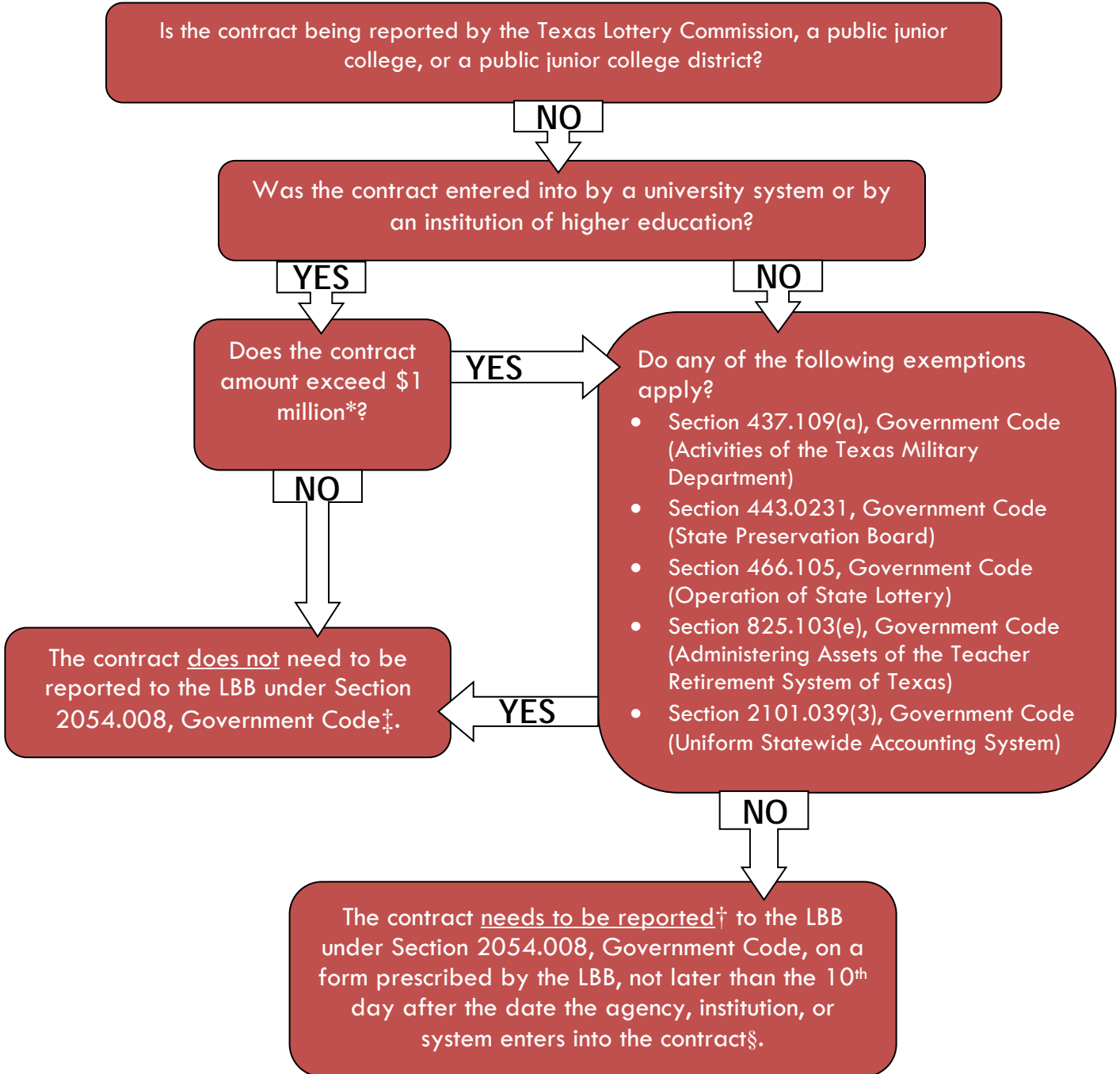
Report before 1st payment, but not later than 30 days of award

(GAA Article IX, Sec 7.12)

Requires Attestation Letter

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MAJOR INFORMATION SYSTEMS
 Contract amount exceeding \$100,000*
 (Section 2054.008, Government Code)



* Calculate using Maximum Contract Value, which includes the value of the contract, amendments, and *all potential* extensions or renewals, even if not exercised, i.e. the total amount both currently and potentially obligated.

†Unless exempted, Section 322.020 of the Government Code requires agencies to provide the LBB copies of contracts and the associated request for proposal, invitation to bid, or comparable solicitation.

‡Check to see whether Sections 7.04 or 7.12 of Article IX, General Appropriations Act apply.

§Check to see if the more stringent reporting requirements of Section 7.12, General Appropriations Act apply.

CONSTRUCTION PROJECTS
 Contract amount exceeding \$14,000*
 (Section 2166.2551, Government Code)

Is the contract being reported by one of the following entities?

- The Texas Facilities Commission
- The Texas Department of Transportation
- State institutions of higher education (excluding public junior colleges)
- The Texas Department of Agriculture
- The Texas Veterans' Land Board
- The Texas Historical Commission
- the Texas Department of Criminal Justice
- The Texas Parks and Wildlife Department
- The Texas Commission on Environmental Quality
- The Texas Department of Housing and Community Affairs

NO

YES

Do any of the following exemptions apply?

- Section 147.083(f), Civil Practice and Remedies Code (Notice on Year 2000 Project Office Website)
- Section 51.9335(d), Education Code (Institutions of Higher Education, including Public Junior Colleges)
- Section 73.115(f), Education Code (Component Institutions of the University of Texas at Houston)
- Section 74.008(g), Education Code (Component Institutions of the University of Texas Medical Branch at Galveston)
- Section 418.045(b), Government Code (Disaster Reservists under the Texas Disaster Act of 1975)
- Section 443.023, Government Code (State Preservation Board)
- Section 445.012(f), Government Code (Texas State History Museum Fund)
- Section 466.105(2), Government Code (Operation of the State Lottery)
- Section 481.027(e), Government Code (Foreign Offices Maintained and Operated by the Texas Economic Development and Tourism Office)
- Section 609.510(1), Government Code (Certain Contracts Relating to the Employees Retirement System of Texas)
- Section 825.103(d), Government Code (Administering Assets of the Teacher Retirement System of Texas)
- Section 2101.039(1), Government Code (Uniform Statewide Accounting)
- Section 2267.065, Government Code (Public and Private Facilities and Infrastructure)
- Section 242.099, Health and Safety Code (Trustees for Nursing or Convalescent Homes)
- Section 202.095(a), Transportation Code (Telecommunications Facilities)
- Section 391.091(e), Transportation Code (Erection and Maintenance of Signs)
- Section 58.255(d), Utilities Code (Private Network Services)

YES

NO

The contract does not need to be reported to the LBB under Section 2166.251, Government Code[‡].

The contract needs to be reported[†] to the LBB under Section 2166.251, Government Code, on a form prescribed by the LBB, not later than the 10th day after the date the commission, agency, institution, or system enters into the contract[§].

* Calculate using Maximum Contract Value, which includes the value of the contract, amendments, and *all potential* extensions or renewals, even if not exercised, i.e. the total amount both currently and potentially obligated.

† Unless exempted, Section 322.020 of the Government Code requires agencies to provide the LBB copies of contracts and the associated request for proposal, invitation to bid, or comparable solicitation.

‡ Check to see whether Sections 7.04 or 7.12 of Article IX, General Appropriations Act apply.

§ Check to see if the more stringent reporting requirements of Section 7.12, General Appropriations Act apply.

PROFESSIONAL OR CONSULTING SERVICES
 Contract amount exceeding \$14,000*
 (Sections 2254.006 and 2254.0301, Government Code)

Is the contract for physician or optometric services?
OR
 Is the contract being reported a consulting services contract involving a university system, or an institution of higher education (including public junior colleges)?

YES

NO

Do any of the following exemptions apply?

- Section 51.9335(d), Education Code (applies to consulting services contracts only) (Institutions of Higher Education, including Public Junior Colleges)
- Section 73.115(f), Education Code (Component Institutions of the University of Texas at Houston)
- Section 151.105(e), Finance Code (Regulatory Cooperation by the Banking Commissioner of Texas relating to the Money Services Act)
- Section 187.301(3), Finance Code (Regulatory Cooperation by the Banking Commissioner of Texas relating to Trust Companies)
- Section 201.005(3), Finance Code (Regulatory Cooperation by the Banking Commissioner of Texas relating to Bank Holding Companies and Interstate Bank Operations)
- Section 418.045(b), Government Code (Disaster Reservists under the Texas Disaster Act of 1975)
- Section 466.105, Government Code (Operation of the State Lottery)
- Section 609.510(3), Government Code (Certain Contracts Relating to the Employees Retirement System of Texas)
- Section 2101.039(2), Government Code (Uniform Statewide Accounting)
- Section 102.151(d), Health and Safety Code (applies to consulting services contracts only) (Honorarium Relating to the Cancer Prevention and Research Institute of Texas)
- Section 1069.106(f), Special District Local Laws Code (Certain Purchases Made by the Board of Directors of the Nacogdoches County Hospital District)
- Section 223.203(o), Transportation Code (Comprehensive Development Agreements Relating to Bids and Contracts for Highway Projects)
- Section 366.402(o), Transportation Code (Comprehensive Development Agreements under the Regional Tollway Authority Act)
- Section 370.306(o), Transportation Code (Comprehensive Development Agreements under the Regional Mobility Authority Act)

YES

NO

The contract does not need to be reported to the LBB under either Sections 2254.006 or 2254.0301, Government

The contract needs to be reported† to the LBB under either Sections 2254.006 or 2254.0301, Government Code, on a form prescribed by the LBB, not later than the 10th day after the date the commission, agency, institution, or system enters into the contract§.

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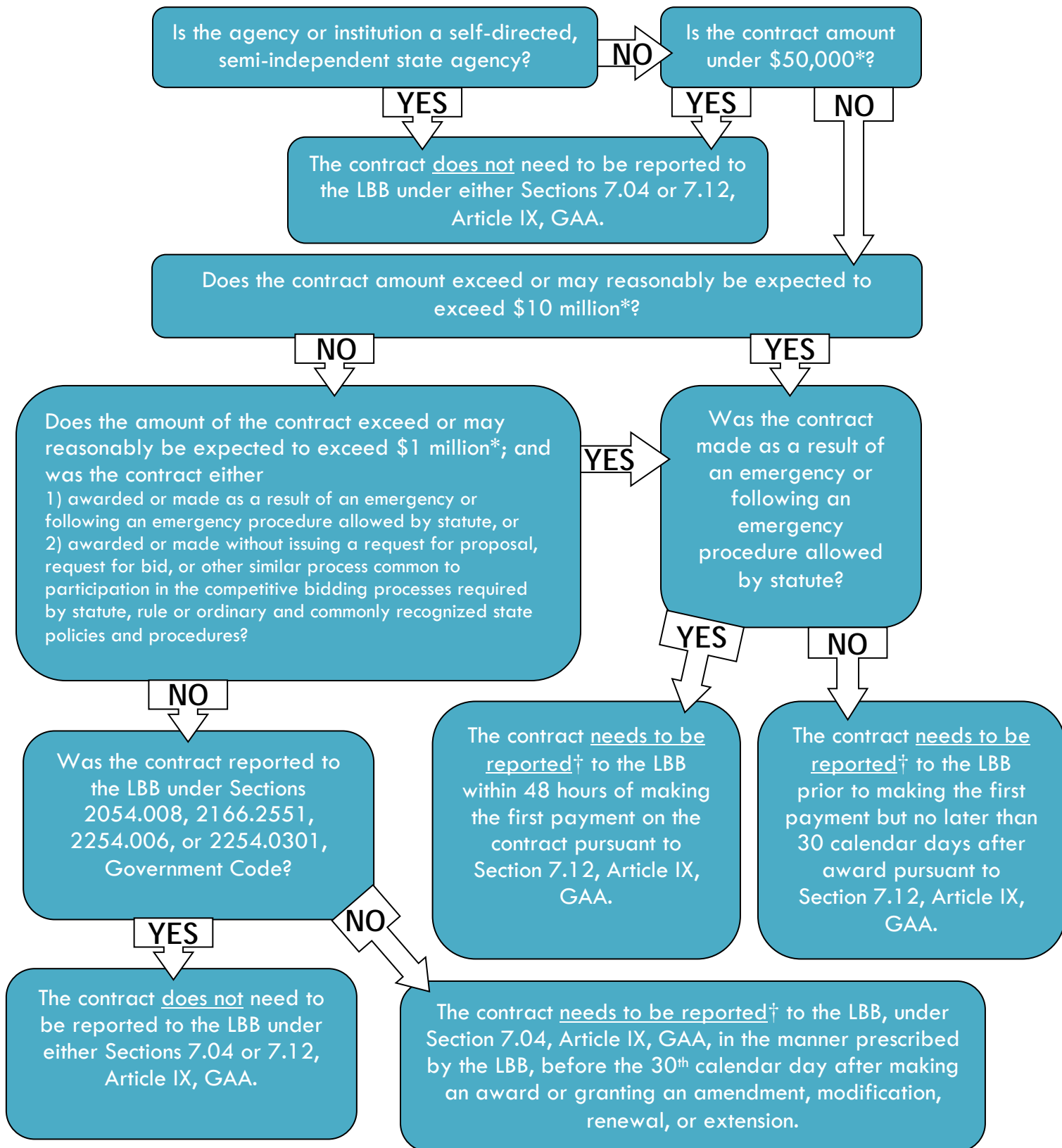
† Unless exempted, Section 322.020 of the Government Code requires agencies to provide the LBB copies of contracts and the associated request for proposal, invitation to bid, or comparable solicitation.

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§ Check to see if the more stringent reporting requirements of Section 7.12, General Appropriations Act apply.

GENERAL APPROPRIATIONS ACT

(Sections 7.04 and 7.12, Article IX)



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