## LEGISLATIVE BUDGET BOARD Overview of Contract Reporting Requirements 2020-21

# CONTRACT REPORTING REQUIREMENTS

#### WHAT IS A REPORTABLE CONTRACT?

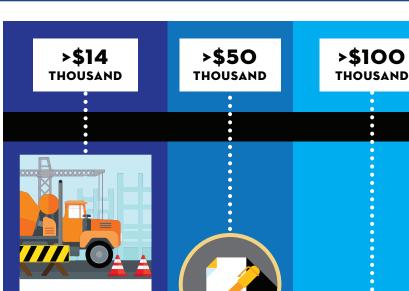
An agreement to acquire goods or services that exceeds the dollar thresholds described to the right. This includes contracts, purchase orders, interagency agreements, grants, and any other kind of purchase of goods or services.

#### WHAT NEEDS TO BE REPORTED?

Contract information must be submitted to the LBB Contracts Database by the required deadline. The solicitation, contract, and any other required documents must also be attached. Some exemptions do apply.

### WHERE CAN I LEARN MORE?

Visit http://contracts.lbb.state.tx.us/ or email contract.manager@lbb.state.tx.us for more information on reporting requirements, exemptions, attestation letters, and other frequently asked questions.



### CONSTRUCTION

Due 10 days after award

2166.2551 Government Code



# PROFESSIONAL OR CONSULTING SERVICES

Due 10 days after award

2254.006, 2254.0301 Government Code

### ALL CONTRACT TYPES

Due within 30 days of contract execution or modification

GAA Article IX, Sec 7.04



# MAJOR INFORMATION SYSTEMS

Due 10 days after award

2054.008 Government Code



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MILLION

### NON-COMPETITIVE/ SOLE SOURCE

Due prior to first payment but no later than 30 days after contract execution

REQUIRES ATTESTATION LETTER, SOLICITATION DOCUMENTS, AND CONTRACT DOCUMENTS

GAA Article IX. Sec 7.12



### **EMERGENCY**

Due 48 hours after first payment

REQUIRES ATTESTATION LETTER, SOLICITATION DOCUMENTS, AND CONTRACT DOCUMENTS

GAA Article IX, Sec 7.12



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MILLION

## ALL CONTRACT TYPES

Due prior to first payment but no later than 30 days after contract execution

REQUIRES
ATTESTATION
LETTER,
SOLICITATION
DOCUMENTS,
AND CONTRACT
DOCUMENTS

GAA Article IX, Sec 7.12

LEGISLATIVE BUDGET BOARD ID: 6307