

Advertising Requirements

Delegation Requirements

Competitive Bidding Requirements

Ethics & Oversight Review/Approval

Posting Requirements (Post-Execution of Contract)

\$0									
\$1,000		<p>IT COMMODITIES GO TO - DIR DIR contracts must be used for IT commodity procurements with a value of \$1,000 or more but not more than \$5M. An exemption is required to purchase IT commodities outside DIR contracts.³</p>	<p>NON-IT SERVICES/COMMODITIES GO TO - SPD Spot Purchase Competitive bidding is not required for the purchase of non-IT goods or services valued at \$5,000 or less.¹</p>					<p>ALL CONTRACT TYPES GO TO - Agency Website No later than 30 days after entering into any contract with a private vendor for the purchase of goods and services, the contract and solicitation must be posted to the agency's website if it is not already posted to the LBB under another requirement.²</p>	
\$2,500			<p>NON-IT SERVICES/COMMODITIES GOTO - SPD Agencies must utilize the SPD approved Print Shop to competitively procure printing services estimated at \$2,500 or more.⁴</p>						
\$5,000			<p>NON-IT SERVICES/COMMODITIES GO TO - CMBL/HUB (SPD) Three informal bids from vendors on the CMBL must be obtained, two of which must be HUBs for non-IT goods and services with a value of more than \$5,000 but not more than \$25,000.⁵</p>						
\$14,000								<p>CONSTRUCTION, PROFESSIONAL SERVICES, AND CONSULTING SERVICES GO TO - LBB No later than 10 days after entering into one of these contracts, valued at more than \$14,000, the contract information, along with the contract itself and associated solicitation documents unless otherwise exempted, must be posted to the LBB website.⁶</p>	
\$15,000	<p>CONSULTING SERVICES GO TO - Texas Register Consulting services solicitations valued at more than \$15,000 (\$25,000+ for higher ed.), must comply with Texas Register posting requirements (minimum 30 days).⁷</p>								
\$25,000	<p>ALL CONTRACT TYPES GO TO - ESD (SPD) Solicitations with a value of more than \$25,000 must be posted to the ESD. For questions about minimum posting requirements, please contact the SPD.⁸</p>								
\$50,000		<p>NON-IT COMMODITIES GO TO - SPD An open market requisition must be submitted to SPD to obtain delegation of purchasing authority for non-IT goods with a value of \$50,000 or more.⁹</p>	<p>TXMAS PURCHASES GO TO - TXMAS (SPD) For TXMAS purchases in excess of \$50,000 a request for pricing should be submitted to at least three vendors from a relevant category on the TXMAS Contract Schedule.¹⁰</p> <p>IT COMMODITIES GO TO - DIR Agencies must submit a request for pricing to at least 3 vendors in a relevant category on DIR's cooperative contracts list or TXMAS list (depending on which the agency chooses) for the purchase of IT commodities with a value of more than \$50,000 but not more than \$1M.¹³</p>	<p>IT SERVICES GO TO - DIR Statements of work for IT services valued at more than \$50,000 must be submitted to DIR for approval and signature.¹¹</p>			<p>ALL CONTRACT TYPES GO TO - LBB No later than 30 days of contract award, information on any contract, along with the contract itself and associated solicitation documents unless otherwise exempted, that exceeds \$50,000 must be posted to the LBB website.¹²</p>		
\$100,000		<p>NON-IT SERVICES GO TO - CATRAD (SPD) Solicitations for non-IT services with a value of more than \$100,000 must be submitted to the CATRAD program for review and delegation of purchasing authority if the agency does not otherwise have a statutory exemption from SPD's purchasing authority.¹⁴</p>	<p>ALL SERVICES GO TO - HUB (SPD) For any solicitation with a value of \$100,000 or more, agencies must consider whether there are probable subcontracting opportunities and if so, require a HUB subcontracting plan for vendor responses.¹⁵</p>	<p>IT SERVICES - MAJOR INFORMATION RESOURCES PROJECTS & ASSOCIATED CONTRACTS & AMENDMENTS GO TO - QAT IT projects a value of more than \$1M may meet the criteria of a Major Information Resource Project, which must be submitted to the QAT for approval. Multiple contracts may or may not be associated with one project.¹⁸</p> <p>IT contract amendments associated with a MIRP must be submitted to QAT for approval if the amendment increases the value of contract by 10% or greater, or increases the cost of an existing element in the initial contract by 10% or greater.¹⁹</p>			<p>ALL CONTRACT TYPES GO TO - Agency Website For agencies (other than higher ed) that receive appropriations of at least \$175M, a listing and description of all vendor contracts with a value more than \$100,000 must be posted on the agency's website.¹⁶</p> <p>IT COMMODITIES/SERVICES GO TO - LBB No later than 10 days after entering into a contract for IT commodities or services with a value of more than \$100,000, the contract information, along with the contract itself and associated solicitation documents unless otherwise exempted, must be posted to the LBB website.¹⁷</p>		
\$1M			<p>IT COMMODITIES GO TO - DIR Agencies must submit a request for pricing to at least 6 vendors in a relevant category on DIR's cooperative contracts list or TXMAS list (depending on which the agency chooses) for the purchase of IT commodities with a value of more than \$1M but not more than \$5M.²³</p>	<p>ALL CONTRACT TYPES GO TO - SAO Agency purchasing personnel associated with a contract with a value of more than \$1M must sign a SAO Nepotism Disclosure form prior to contract award.²⁰</p> <p>ALL CONTRACT TYPES GO TO - Texas Ethics Commission Agencies may not award a contract valued at \$1M or more to a vendor until that vendor has filed a Form 1295 with the Texas Ethics Commission.²¹</p>			<p>SOLE SOURCE AND EMERGENCY PROCUREMENTS Prior to the date on which first payment will be made but no later than 30 days of contract award or, for an emergency purchase, within 48 hours of making a payment, information on any emergency or sole source contract that exceeds \$1M must be posted to the LBB website, along with the contract itself, attestation letter and solicitation documents.²²</p>		
\$5M			<p>IT COMMODITIES GO TO - SPD RFO Method Agencies may not use DIR's cooperative contracts list or TXMAS list for the purchase of IT commodities with a value of more than \$5M.²⁴</p>		<p>ALL CONTRACT TYPES* GO TO - CAT Solicitations for services with an anticipated value of \$5M or more must be submitted to CAT for review and comments.²⁵ *Very limited exceptions to this requirement exist. When in doubt, please contact the CAT-RAD program in SPD.</p>				
\$10M					<p>MIRP CONTRACT AMENDMENT (IT) GO TO - QAT Any contract related to a Major Information Resources Project with a value of more than \$10M must be submitted, signed only by the vendor, to the QAT for approval prior to final execution of contract.²⁶</p> <p>HHSC CONTRACTS FOR ATTORNEY GENERAL REVIEW Any contract with a value of \$250 million or more related to the provision of medical or health care services, coverage, or benefits must be reviewed by the OAG. Notification to the OAG must occur when the agency begins the planning phase of the contract.²⁸</p>		<p>ALL CONTRACT TYPES GO TO - LBB Prior to the date on which first payment will be made but no later than 30 days of contract award information on any contract that exceeds \$10M must be posted to the LBB website, along with the contract itself, attestation letter and solicitation documents.²⁷</p>		
\$250M									

¹ 34 TAC § 20.82(b)(1).

² TEX. GOV'T CODE §§ 2261.253(a). It is recommended to post to your agency website on a regular basis, preferably at least every 30 days.

³ TEX. GOV'T CODE § 2157.068; 1 TAC Chapter 212, Subchapter C.

⁴ 34 TAC §20.382(d); TEX CONST art XVI §20. Note: CPA website has different threshold amount: For print projects expected to cost \$2,500 or more, submit a request for bid to the state print shops through the Comptroller-maintained web form.

⁵ 34 TAC §§ 20.82(d)(1)(A), 20.82(d)(4)(B).

⁶ TEX. GOV'T CODE § 2166.2551. TEX. GOV'T CODE § 2254.006. TEX. GOV'T CODE § 2254.0301(a).

⁷ TEX. GOV'T CODE §§ 2254.029, 2254.034.

⁸ TEX. GOV'T CODE § 2155.083.

⁹ 34 TAC § 20.82(a)(1). Note: IT commodities are both tangible items and services.

¹⁰ For a contract with a value of more than \$50,000, SPD recommends that the agency submit a request for pricing to at least three vendors included on SPD's Multiple Award Contract Schedule in the category to which the contract relates or all vendors on SPD's Multiple Award Contract Schedule if the category has fewer than three vendors.

All multiple award schedule contract purchases with a total value exceeding \$25,000 must be posted on the ESBID after the purchase order has been placed. 34 TAC § 20.233.

¹¹ TEX. GOV'T CODE § 2157.0685(c).

¹² TEX. GOV'T CODE § 322.020(b). Texas General Appropriations Act, Article IX § 7.04(d), 85th Legislature (2017).

¹³ TEX. GOV'T CODE § 2157.068(e-1)(2).

¹⁴ 34 TAC § 20.82(d)(4).

¹⁵ TEX. GOV'T CODE § 2161.252(a).

¹⁶ TEX. GOV'T CODE § 2054.126(d)(4).

¹⁷ TEX. GOV'T CODE § 2054.008(b).

¹⁸ TEX. GOV'T CODE § 2054.118(a).

¹⁹ Texas General Appropriations Act, Article IX §9.01(f), 85th Legislature (2017).

²⁰ TEX. GOV'T CODE §§ 2262.004(b)-(c).

²¹ TEX. GOV'T CODE §§ 2252.908(d)-(e).

²² Texas General Appropriations Act, Article IX §7.12

²³ TEX. GOV'T CODE §§ 2155.504, 2157.068(e-1)(3).

²⁴ TEX. GOV'T CODE §§ 2155.504, 2157.068(e-2).

²⁵ TEX. GOV'T CODE §§ 2262.101(a)(1).

²⁶ Texas General Appropriations Act, Article IX §9.01(d), 85th Legislature (2017).

²⁷ Texas General Appropriations Act, Article IX §7.12

²⁸ TEX. GOV'T CODE §531.018