**Legal Resource Manual**

**for Purchasers and Contract Administrators**

**Note: This Legal Resource Manual is not intended to provide specific legal advice for any specific situation. It is intended as general information only. Legal advice can be provided only in the course of an attorney-client relationship with reference to all the facts of a specific situation. This information, therefore, must not be relied on as a substitute for obtaining legal advice from a licensed attorney.**

**Access to Electronic and Information Resources by Individuals with Disabilities**

Chapter 2054, Subchapter M, Government Code

 <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2054.htm#M>

Texas Administrative Code, Title 1, Part 10, Chapter 206, State Web Sites:

Subchapter A, Definitions

[http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=5&ti=1&pt=10&ch=206&sch=A&rl=Y](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=1&pt=10&ch=206&sch=A&rl=Y)

Subchapter C, Rule §206.70 Accessibility and Usability of Institution of Higher Education Web Sites

[http://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p\_dir=&p\_rloc=&p\_tloc=&p\_ploc=&pg=1&p\_tac=&ti=1&pt=10&ch=206&rl=70](http://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=1&pt=10&ch=206&rl=70)

Subchapter C, Rule §206.71 Accessibility Policy

[http://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p\_dir=&p\_rloc=&p\_tloc=&p\_ploc=&pg=1&p\_tac=&ti=1&pt=10&ch=206&rl=71](http://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=1&pt=10&ch=206&rl=71)

Texas Administrative Code, Title 1, Part 10, Chapter 213, Electronic and Information Resources:

Subchapter A, Definitions

[http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=5&ti=1&pt=10&ch=213&sch=A&rl=Y](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=1&pt=10&ch=213&sch=A&rl=Y)

Subchapter C, Electronic and Information Resources for Institutions of Higher Education

[http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=5&ti=1&pt=10&ch=213&sch=C&rl=Y](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=1&pt=10&ch=213&sch=C&rl=Y)

UTS150 – Access by Persons with Disabilities to Electronic and Information Resources Procured by The University of Texas System Administration and The University Of Texas System Institutions

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts150-access-persons-disabilities>

**Authority to Sign Contracts (Delegation of Authority)**

Board of Regents Rules and Regulations – Rule 10501

<http://www.utsystem.edu/board-of-regents/rules/10501-delegation-act-behalf-board>

Delegation Memorandum Templates

<http://www.utsystem.edu/documents/docs/delegation-authority/delegations-authority-templates>

**Best Value Statutes**

Section 51.9335, Education Code

<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.51.htm#51.9335>

Section 51.9337, Education code
<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.51.htm#51.9337>

Section 73.115, Education Code

<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.73.htm#73.115>

Section 74.008, Education code

<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.74.htm#74.008>

**Board of Regents’ Rules and Regulations**

<http://www.utsystem.edu/offices/board-regents/regents-rules-and-regulations>

**Bond Review Board**

 <http://www.brb.state.tx.us/>

**Business Procedure Memoranda (BPMs) see U.T. System Policy Library**

 <https://www.utsystem.edu/sites/policy-library>

**Buyer Training and Certification**

UTS156 – Purchaser Training and Certification

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts156-purchaser-training-and-certification>

UTS159 – Purchasing

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts159-purchasing>

Texas Comptroller’s Office - Training And Policy Development

<https://www.comptroller.texas.gov/purchasing/training/>

**Certificate of Interested Parties – HB 1295 (2015)**

 Form 1295 Certificate of Interested Parties (For reference only; must be filed using the Texas Ethics Commission’s [Electronic Filing Application](https://www.ethics.state.tx.us/filinginfo/1295/).)

 <https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

 Frequently Asked Questions for Disclosure of Interested Parties (Form 1295)

 <https://www.ethics.state.tx.us/resources/FAQs/FAQ_Form1295.php>

Texas Ethics Commission Rules, Disclosure of Interested Parties: Texas Administrative Code, Title 1, Chapter 46

[https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=4&ti=1&pt=2&ch=46&rl=Y](https://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=4&ti=1&pt=2&ch=46&rl=Y)

**Construction Contracts**

UT System Office of Capital Projects

<https://www.utsystem.edu/offices/capital-projects>

UT System OGC Construction Law Pages

<http://www.utsystem.edu/offices/general-counsel/construction-law-0>

**Consulting Contracts**

*The following statutes and regulations related to consulting contracts are not applicable to institutions of higher education if goods or services are procured in compliance with the Best Value Statutes identified above.)*

 Texas Government Code, Chapter 2254, Subchapter B

 <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2254.htm#B>

Texas Administrative Code, Title 34, Chapter 5, Rule §5.54

[https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=2&p\_dir=&p\_rloc=193945&p\_tloc=&p\_ploc=&pg=1&p\_tac=193945&ti=34&pt=1&ch=5&rl=54&dt=&z\_chk=2030561&z\_contains=2254](https://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=2&p_dir=&p_rloc=193945&p_tloc=&p_ploc=&pg=1&p_tac=193945&ti=34&pt=1&ch=5&rl=54&dt=&z_chk=2030561&z_contains=2254)

**Contract Checklists**

OGC Standard Contracts

<https://www.utsystem.edu/offices/general-counsel/ogc-contracting-and-procurement-practice-group-cppg-resource-pages/ogc-standard-contracts>

UTS145 – Processing of Contracts

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts145-processing-contracts>

UT System OGC General Procedure Contract Checklist

<https://www.utsystem.edu/general-procedure-contract-checklist/>

UT System Office of Business Affairs Contract Processing Checklist

<http://www.utsystem.edu/documents/docs/bidding-and-contracts/contract-processing-checklist>

**Contract Management Guide**

State of Texas Procurement and Contract Management Guide

<https://comptroller.texas.gov/purchasing/publications/procurement-contract.php>

**UT Contract Management Handbook – OGC Template on Sample Documents web page (UT Authentication required)**

<https://apps.utsystem.edu/OGCProtected/SampleDocs/ContractManagementHandbookTemplate.DOCX>

**Delegation of Authority (Authority to Sign Contracts)**

Board of Regents Rules and Regulations – Rule 10501

<http://www.utsystem.edu/board-of-regents/rules/10501-delegation-act-behalf-board>

Delegation Memorandum Templates

<http://www.utsystem.edu/documents/docs/delegation-authority/delegations-authority-templates>

**Department of Information Resources (DIR)**

DIR Home Page

 <https://dir.texas.gov/>

**Disclosure of Interested Parties – HB 1295 (2015)**

 Form 1295 Certificate of Interested Parties (For reference only; must be filed using the Texas Ethics Commission’s [Electronic Filing Application](https://www.ethics.state.tx.us/filinginfo/1295/).)

 <https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

 Frequently Asked Questions for Disclosure of Interested Parties (Form 1295)

 <https://www.ethics.state.tx.us/resources/FAQs/FAQ_Form1295.php>

Texas Ethics Commission Rules, Disclosure of Interested Parties: Texas Administrative Code, Title 1, Chapter 46

[https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=4&ti=1&pt=2&ch=46&rl=Y](https://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=4&ti=1&pt=2&ch=46&rl=Y)

**Electronic Records, Signatures, and Transactions**

Federal Electronic Signatures in Global and National Commerce Act (the “E-Sign Act”), Title 15, Chapter 96, United States Code

U.S. House of Representatives Website:

<http://uscode.house.gov/view.xhtml?path=/prelim@title15/chapter96&edition=prelim>

Texas Uniform Electronic Transactions Act (“UETA”), Chapter 322, Texas Business and Commerce Code

<http://www.statutes.legis.state.tx.us/Docs/BC/htm/BC.322.htm>

Acceptance and Distribution of Electronic Records by Governmental Agencies, Section 322.017, Texas Business and Commerce Code

<http://www.statutes.legis.state.tx.us/Docs/BC/htm/BC.322.htm#322.017>

Texas Department of Information Resources (“DIR”) - Management of Electronic Transactions and Signed Records, Texas Administrative Code, Title 1, Part 10, Chapter 203 [http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=4&ti=1&pt=10&ch=203](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=4&ti=1&pt=10&ch=203)

Texas State Library and Archives Commission (“TSL”) - Standards and Procedures for Management of Electronic Records, Texas Administrative Code, Title 13, Part 1, Chapter 6, Subchapter C [http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=5&ti=13&pt=1&ch=6&sch=C&rl=Y](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=13&pt=1&ch=6&sch=C&rl=Y)

UETA Task Force - Guidelines for the Management of Electronic Transactions and Signed Records

DIR Website:

<https://dir.texas.gov/sites/default/files/Texas%20Uniform%20Electronic%20Transactions%20Act%20%28UETA%29%20Guidelines.pdf>

**Equipment Leases**

Equipment Lease Issues – OGC Training Presentation (UT authentication required; use “Training Presentations” link)

<https://www.utsystem.edu/offices/general-counsel/ogc-contracting-and-procurement-practice-group-cppg-resource-pages>

*Texas Bond Review Board requirements not applicable to institutions of higher education if certain conditions are met:* [*Section 1231.041, Texas Government Code*](http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.1231.htm#1231.041)*.*

 Texas Bond Review Board Web Site

<http://www.brb.state.tx.us/>

**Facility Use Agreements**

Real Estate Office

<http://www.utsystem.edu/offices/real-estate>

Board of Regents Rules and Regulations – Rule 80104

<http://www.utsystem.edu/board-of-regents/rules/80104-use-facilities>

Board of Regents Rules and Regulations – Rule 80105

<http://www.utsystem.edu/board-of-regents/rules/80105-joint-sponsorship-use-property-or-buildings>

Board of Regents Rules and Regulations – Rule 80106

<http://www.utsystem.edu/board-of-regents/rules/80106-special-use-facilities>

**Group Purchasing**

OGC Bulletin – “Group Purchasing Programs under Best Value Procurement Authority” (UT authentication required; use “OGC Bulletins” link)

<https://www.utsystem.edu/offices/general-counsel/ogc-contracting-and-procurement-practice-group-cppg-resource-pages>

 OGC Bulletin – “’piggybacking’ on existing contracts” (UT authentication required; use “OGC Bulletins” link)

<https://www.utsystem.edu/offices/general-counsel/ogc-contracting-and-procurement-practice-group-cppg-resource-pages>

UT System Office of Collaborative Business Services

<https://www.utsystem.edu/offices/collaborative-business-services>

UT Supply Chain Alliance Group in the Office of Collaborative Business Services

<https://www.utsystem.edu/offices/collaborative-business-services/supply-chain-alliance>

UT Systemwide Contracts Web page (UT authentication; use “systemwide contracts” link)

<https://www.utsystem.edu/offices/general-counsel/ogc-contracting-and-procurement-practice-group-cppg-resource-pages>

**HB 1295 Disclosure of Interested Parties**

Form 1295 Certificate of Interested Parties (For reference only; must be filed using the Texas Ethics Commission’s [Electronic Filing Application](https://www.ethics.state.tx.us/filinginfo/1295/).)

 <https://www.ethics.state.tx.us/data/forms/1295/1295.pdf>

 Frequently Asked Questions for Disclosure of Interested Parties (Form 1295)

 <https://www.ethics.state.tx.us/resources/FAQs/FAQ_Form1295.php>

Texas Ethics Commission Rules, Disclosure of Interested Parties: Texas Administrative Code, Title 1, Chapter 46

[https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=4&ti=1&pt=2&ch=46&rl=Y](https://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=4&ti=1&pt=2&ch=46&rl=Y)

**Historically Underutilized Business (HUB) Program**

UTS137 – Historically Underutilized Business (HUB) Program

[http://www.utsystem.edu/board-of-regents/policy-library/policies/uts137-historically-underutilized-business-hub-program](http://WWW.UTSYSTEM.EDU/BOARD-OF-REGENTS/POLICY-LIBRARY/POLICIES/UTS137-HISTORICALLY-UNDERUTILIZED-BUSINESS-HUB-PROGRAM)

UT System Historically Underutilized Business (HUB) Program

<https://www.utsystem.edu/offices/historically-underutilized-business>

**Information Security**

UTS165 - Information Resources Use and Security Policy

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts165-information-resources-use-and-security-policy>

UT System Information Security Office

<https://www.utsystem.edu/offices/information-security>

UT System Privacy Officer

<https://www.utsystem.edu/offices/systemwide-compliance/privacy>

**Interagency Contracts**

Interagency Cooperation Act – Chapter 771, Government Code

 <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.771.htm>

Exemption from Interagency Cooperation Act for Written Contracts or Agreements between Institutions of Higher Education with a Common Governing Board - Texas Education Code, Sec. 51.928

<https://statutes.capitol.texas.gov/Docs/ED/htm/ED.51.htm#51.928>

**Interlocal Cooperation Contracts**

 Interlocal Cooperation Act, Chapter 791, Government Code

 <https://statutes.capitol.texas.gov/Docs/GV/htm/GV.791.htm>

**Nepotism Disclosure For Purchasing Personnel**

 Nepotism Disclosure Form - State Auditor’s Office

<https://www.sao.texas.gov/Forms/Nepotism/>

Applicable Statute – Chapter 2262.004, Government Code

<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2262.htm#2262.004>

**Open Records**

UTS 139 – Texas Public Information Act

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts139-compliance-texas-public-information-act>

 UT System OGC – Open Records

<http://www.utsystem.edu/openrecords>

Texas Public Information Act, Chapter 552, Government Code

<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.552.htm>

**Processing of Contracts**

UTS145 – Processing of Contracts

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts145-processing-contracts>

UT System OGC – Contract Review Procedures

<http://www.utsystem.edu/offices/general-counsel/contract-review-procedures>

UT System Office of Business Affairs Contract Processing Checklist

<http://www.utsystem.edu/documents/docs/bidding-and-contracts/contract-processing-checklist>

**Procurement and Contract Management Guide – State of Texas**

 State of Texas Procurement and Contract Management Guide

<https://comptroller.texas.gov/purchasing/publications/procurement-contract.php>

**Procurement Protest Policy (Procurements of Goods and Services only)**

UTS148 – Protest Procedures Related to Procurements of Goods and Services

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts148-protest-related-procurements-goods-services>

**Procurement – Sole Source**

OGC Bulletin #2012-1 – “Summary of ‘Sole Source’ Requirements” (UT authentication required; use “OGC Bulletins” link)

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**Professional Services**

Professional Services Procurement Act, Chapter 2254, Subchapter A, Texas Government Code

<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2254.htm#A>

**Protest Policy (Procurements of Goods and Services only)**

UTS148 – Protest Procedures Related to Procurements of Goods and Services

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts148-protest-related-procurements-goods-services>

**Public Information**

UTS 139 – Texas Public Information Act

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts139-compliance-texas-public-information-act>

 UT System OGC – Open Records

<http://www.utsystem.edu/openrecords>

Texas Public Information Act, Chapter 552, Government Code

<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.552.htm>

**Purchaser Training and Certification**

UTS156 – Purchaser Training and Certification

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts156-purchaser-training-and-certification>

UTS159 – Purchasing

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts159-purchasing>

Texas Comptroller’s Office - Training And Policy Development

<https://www.comptroller.texas.gov/purchasing/training/>

**Purchasing Personnel (Nepotism) Disclosure**

 Nepotism Disclosure Form - State Auditor’s Office

<https://www.sao.texas.gov/Forms/Nepotism/>

Applicable Statute

[Texas Government Code 2262.004](http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2262.htm#2262.004)

**Request for Information (RFIs)**

Request for Information Template (UT authentication required; use “Sample Documents” link)

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**Request for Proposal (RFPs)**

Request for Proposal Templates and Instructions (UT authentication required; use “Sample Documents” link)

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**Request for Qualifications (RFQs)**

Request for Qualifications Templates (UT authentication required; use “Sample Documents” link)

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**Signature Authority (Delegation of Authority To Sign Contracts)**

Board of Regents Rules and Regulations – Rule 10501

<http://www.utsystem.edu/board-of-regents/rules/10501-delegation-act-behalf-board>

Delegation Memorandum Templates

<http://www.utsystem.edu/documents/docs/delegation-authority/delegations-authority-templates>

**Social Security Numbers (Information Security)**

UTS165 - Information Resources Use and Security Policy

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts165-information-resources-use-and-security-policy>

**Sole Source Justification**

OGC Bulletin #2012-1 – “Summary of ‘Sole Source’ Requirements” (UT authentication required; use “OGC Bulletins” link)

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**Solicitation**

Board of Regents Rules and Regulations – Rule 80103

<http://www.utsystem.edu/board-of-regents/rules/80103-solicitation>

UTS122 – Guidelines for Web Site Solicitations

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts122-guidelines-web-site-solicitations>

**Space Lease Agreements**

UTS126 – Real Estate Contracts

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts126-processing-space-lease-agreements>

**Sponsorship Agreements**

UTS103 – Unrelated Business Income Tax

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts103-unrelated-business-income-tax-ubit>

UTS122 – Guidelines for Web Site Solicitations

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts122-guidelines-web-site-solicitations>

UTS145 – Processing of Contracts

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts145-processing-contracts>

Board of Regents Rules and Regulations – Rule 10501: Delegation to Act on Behalf of the Board

<http://www.utsystem.edu/board-of-regents/rules/10501-delegation-act-behalf-board>

Board of Regents Rules and Regulations – Rule 80103: Solicitation, Sections 2.12, 2.18, 2.25

<http://www.utsystem.edu/board-of-regents/rules/80103-solicitation>

The University of Texas at Austin Office of Brand, Trademarks and Licensing (includes Trademark Policy)

<https://trademarks.utexas.edu/>

**State of Texas Contract Management Guide**

State of Texas Procurement and Contract Management Guide

<https://comptroller.texas.gov/purchasing/publications/procurement-contract.php>

**State of Texas Procurement Manual**

State of Texas Procurement and Contract Management Guide

<https://comptroller.texas.gov/purchasing/publications/procurement-contract.php>

**State Websites**

Texas Administrative Code, Title 1, Part 10, Chapter 206, State Websites:

Subchapter A, Definitions

[http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=5&ti=1&pt=10&ch=206&sch=A&rl=Y](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=1&pt=10&ch=206&sch=A&rl=Y)

Subchapter C, Institution of Higher Education Websites

[http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac\_view=5&ti=1&pt=10&ch=206&sch=C&rl=Y](http://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=1&pt=10&ch=206&sch=C&rl=Y)

UTS122 – Guidelines for Web Site Solicitations

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts122-guidelines-web-site-solicitations>

Board of Regents Rules and Regulations – Rule 80103: Solicitation, Sections 2.12, 2.18, 2.25

<http://www.utsystem.edu/board-of-regents/rules/80103-solicitation>

**Suspension of Performance**

OGC Bulletin 2003-2 – “Suspension of Performance by State Vendors Under the Texas Prompt Payment Act” (UT authentication required; use “OGC Bulletins” link)

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**Tax Issues**

UTS103– Unrelated Business Income Tax (UBIT)

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts103-unrelated-business-income-tax-ubit>

UTS122 – Guidelines for Web Site Solicitations

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts122-guidelines-web-site-solicitations>

**Texas Bond Review Board**

 <http://www.brb.state.tx.us/>

**Texas Contract Management Guide**

State of Texas Procurement and Contract Management Guide

<https://comptroller.texas.gov/purchasing/publications/procurement-contract.php>

**Texas Department of Information Resources (DIR)**

<https://dir.texas.gov/>

**Texas Procurement Manual**

State of Texas Procurement and Contract Management Guide

<https://comptroller.texas.gov/purchasing/publications/procurement-contract.php>

**Statewide Procurement Division of the Texas Comptroller’s Office**

 <https://www.comptroller.texas.gov/purchasing/>

**Texas Public Information Act**

UTS 139 – Texas Public Information Act

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts139-compliance-texas-public-information-act>

UT System OGC – Open Records

<http://www.utsystem.edu/openrecords>

Texas Public Information Act, Chapter 552, Government Code

<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.552.htm>

**Trademarks**

The University of Texas at Austin Office of Brand, Trademarks and Licensing (includes Trademark Policy)

<https://trademarks.utexas.edu/>

**Unrelated Business Income Tax**

UTS103 – Unrelated Business Income Tax

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts103-unrelated-business-income-tax-ubit>

**U.T. System Policy Library**

 <https://www.utsystem.edu/sites/policy-library>

**U.T. System OGC Contracting and Procurement Practice Group Resource Pages**

 Contracting and Procurement Practice Group Resource Pages

<http://www.utsystem.edu/offices/general-counsel/contracting-and-procurement-practice-group-resource-pages>

**University Trademark Policy**

 The University of Texas at Austin Office of Brand, Trademarks and Licensing (includes Trademark Policy)

<https://trademarks.utexas.edu/>

**Vending Machine Contracts**

UTS130- Vending Machine Contracts

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts130-vending-machine-contracts>

Board of Regents Rules and Regulations – Rule 50302: Student Participation in Selection and Monitoring of Food Service Contractors

<http://www.utsystem.edu/board-of-regents/rules/50302-student-participation-selection-and-monitoring-food-service-contractors>

**Web Site Links from UT Web Page to Third Party Web Page**

UTS122 – Guidelines for Web Site Solicitations

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts122-guidelines-web-site-solicitations>

UTS103– Unrelated Business Income Tax

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts103-unrelated-business-income-tax-ubit>

Board of Regents Rules and Regulations – Rule 80103: Solicitation, Sections 2.12, 2.18, 2.25

<http://www.utsystem.edu/board-of-regents/rules/80103-solicitation>

**Web Site Solicitation**

UTS122 – Guidelines for Web Site Solicitations

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts122-guidelines-web-site-solicitations>

UTS103– Unrelated Business Income Tax

<http://www.utsystem.edu/board-of-regents/policy-library/policies/uts103-unrelated-business-income-tax-ubit>

Board of Regents Rules and Regulations – Rule 80103: Solicitation, Sections 2.12, 2.18, 2.25

<http://www.utsystem.edu/board-of-regents/rules/80103-solicitation>

**Note: This Legal Resource Manual is not intended to provide specific legal advice for any specific situation. It is intended as general information only. Legal advice can be provided only in the course of an attorney-client relationship with reference to all the facts of a specific situation. This information, therefore, must not be relied on as a substitute for obtaining legal advice from a licensed attorney.**