

Negotiated Contracts Policy Manual
Manual Notices Archive

Manual Notice 2016-1

From: Kenneth Stewart, Director of Contract Services

Manual: *Negotiated Contracts Policy Manual*

Effective Date: July 01, 2016

Purpose

To revise Chapter 1, *Standards for Contracts*, Chapter 2, *Advance Funding Agreements*, Chapter 3, *Interagency Cooperation Contracts*, and to update names of divisions and offices that were changed due to the recent reorganization.

Changes

Chapter 1, *Standards for Contracts* – Changes include:

- ◆ Addition of Disclosure of Interested Parties.

Chapter 2, *Advance Funding Agreements* – Changes include:

- ◆ Addition of Transportation Alternatives Program authorization, and
- ◆ Document retention period updated to seven years.

Chapter 3, *Interagency Cooperation Contracts* – Changes include:

- ◆ Document retention period updated to seven years.

Due to the recent TxDOT reorganization, revisions have been made throughout the manual to:

- ◆ Change District/Division/Office (D/D/O) to District/Division (D/D), and
- ◆ Use new division names.

Also, references to Enterprise Resource Planning (ERP) have been changed to PeopleSoft.

Contact

For more information about this manual, please contact Contract Services at 512-416-4620.

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Manual Notice 2015-1

From: Kenneth Stewart, Director of Contract Services Office

Manual: *Negotiated Contracts Policy Manual*

Effective Date: December 01, 2015

Purpose

Contract Services has revised Chapter 1, *Standards for Contracts*, Chapter 7, *Scientific Services*, and Chapter 10, *Enterprise Resource Planning*, of the *Negotiated Contracts Policy Manual*.

Changes

Chapter 1, *Standards for Contracts* – Changes include:

- ◆ Addition of Best Value Analysis,
- ◆ Addition of Risk Analysis,
- ◆ Addition of Comptroller's Contract Management Guide,
- ◆ Addition of Revolving Door,
- ◆ Records Retention requirement has been changed to seven (7) years,
- ◆ Updates to Required Training,
- ◆ Numerous minor grammatical changes, and
- ◆ The order of some passages has been revised in Section 2.

Chapter 7, *Scientific Services* – Changes include:

- ◆ Updates to Proposal Process under Section 2 Procurement.
- ◆ Updates to Competitive Sealed Proposal Process
- ◆ Updates to the Selection process.

Chapter 10, *PeopleSoft Financial Supply Chain Management* – Changes include:

- ◆ This chapter contains all new information.

Contact

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Archives

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Manual Notice 2014-1

From: Kenneth Stewart, Interim Director of Contract Services Office

Manual: *Negotiated Contracts Policy Manual*

Effective Date: September 01, 2014

Purpose

The *Negotiated Contracts Policy Manual* presents statutory authority and policies for negotiated contract management. It replaces the policies contained in the *Contract Management Manual*. Contract Services Office intends to update and replace the procedures described in the current *Contract Management Manual* with a future *Negotiated Contracts Procedures Manual*.

Changes

The policies shown in the previous manual have been extensively revised to produce this manual.

Contact

For more information about this manual, please contact Contract Services Office at 512-416-4620.

Archives

This is a new manual. No past manual notices are available.