

Policy Number: 3-201	Policy Name: Contracts for Services or Materials
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B. CONTRACTS, GRANTS AND PURCHASING

3-201 Contracts for Services or Materials

In the negotiation of contracts for services or materials the universities shall conform to all applicable state and federal laws such as A.R.S. §38-511, Arizona Executive Order No. 75-5, and Federal Executive Order 11246. The Board may not enter into the internal affairs, such as labor and management controversies, of the other contracting party.

Policy Number: 3-202	Policy Name: Contracts Involving Classified Material
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3-202 Contracts Involving Classified Material

The Board may appoint a classified material management group at each institution. The classified material management group shall be responsible for the negotiation, execution, and administration of user agency contracts involving classified material, and each member of the classified material management group shall have an appropriate security clearance. At least one member of the Board shall be designated to obtain appropriate security clearance in order to review classified materials on behalf of the Board.

Policy Number: 3-203	Policy Name: Research and Public Service Agreements
Policy Revision Dates: 4/96, 4/91, 9/87, 10/83	Page 1

3-203 Research and Public Service Agreements

- A. A research or public service agreement of an initial amount less than \$1,000,000 may be executed without Board approval provided the agreement does not require the expenditure or commitment of any institutional funds, personnel, or other resources in any way not included in the original budgeting of such resources whether it be through the use of appropriated funds or of local funds. Continuation of less than an additional \$1,500,000 for previously executed agreements will not require Board approval.
- B. New agreements in excess of \$1,000,000 and continuation of existing agreements involving more than \$1,500,000 shall be brought to the Board for approval.
- C. Each university shall submit an annual report describing all ongoing research or public service agreements, including those agreements that did not require Board approval. These reports shall be submitted in a format approved by the Executive Director.

Policy Number: 3-204	Policy Name: Intergovernmental Agreements
Policy Revision Dates: 12/91, 6/90, 10/83	Page 1

3-204 Intergovernmental Agreements

- A. Each university may enter into intergovernmental agreements, and renewals and modifications thereof, without seeking approval from the Board of each individual agreement in accordance with the following guidelines:
1. The agreement shall provide for the provision of services or for the joint exercise of powers consistent with the statutory framework authorizing intergovernmental agreements (A.R.S. §11-952);
 2. The value of the contract does not exceed \$1,000,000 for the term of the agreement or any renewal period.
 3. Prior to execution, the agreement shall be submitted to university counsel, who shall determine whether the agreement is in proper form and is within the powers and authority of the Board; and
 4. The agreement shall be executed by the president of the university or by the president's designee.
- B. All agreements with another state agency or political subdivision of the State of Arizona which exceed the \$1,000,000 threshold described above require approval of the Board prior to execution and shall be submitted to university counsel for approval as to form and compliance with statutory requirements.
- C. Any intergovernmental agreement which provides for the transfer of real property shall be carried out in a manner consistent with ABOR Policy 7-203 (Purchase of Real Property), 7-204 (Sale of Real Property), and 7-205 (Exchanges of Real Property).

Policy Number: 3-205	Policy Name: Purchase of Materials - Repealed
Policy Revision Dates: 3/87	Page 1

3-205 Purchase of Materials

Repealed

Policy Number: 3-206	Policy Name: Agreements with Agencies of Foreign Countries
Policy Revision Dates: 4/96, 1/92, 10/83	Page 1

3-206 Agreements With Agencies of Foreign Countries

All agreements, however characterized, to which the Board or a university is a party and which involves a foreign country or an agency of a foreign country, or in which the university will be acting in a foreign country, must provide an assurance that participation by university personnel or students in any activities relating to the agreement shall not be denied to any individual on the basis of race, color, religion, national origin, age, non-disqualifying handicapping condition, veteran status, or sex. Each university shall establish procedures to monitor compliance with this requirement, which shall include an annual certification by the President that the nondiscrimination requirements have been satisfied.

New agreements in excess of \$1,000,000 and continuation of existing contracts involving more than \$1,500,000 shall be brought to the Board for approval.

Policy Number: 3-207	Policy Name: Acceptance of Grants
Policy Revision Dates: 4/96, 1/83	Page 1

3-207 Acceptance of Grants

- A. Gifts and grants may be accepted by a university without Board approval except that Board approval will be required if such gift requires the expenditure or commitment of any institutional funds, personnel, or other resources in any way not included in the original budgeting of such resources whether it be through the use of appropriated funds or of local funds.
- B. The president, or the president's designee, may accept grants and enter into agreements pertaining thereto on behalf of the Board upon the concurrence of the president of the Board or the Executive Director, in those instances where a delay in securing approval of the Board might operate to the prejudice of such institution. Such agreements shall be presented to the Board at its next meeting for review and ratification.

Policy Number: 3-208	Policy Name: Arbitration Provisions
Policy Revision Dates: 4/96	Page 1

3-208 Arbitration Provisions

- A. A university may include a provision providing for arbitration in a contract or agreement of the following types:
 - 1. Purchase of goods and services;
 - 2. Grants, research projects to be performed by a university unit or employee, intergovernmental agency agreements, and similar agreements wherein the university is not obligated to contribute or disburse any university or state funds.
- B. Except as otherwise provided by law, a university shall make appropriate use of arbitration, mediation, or other alternative dispute resolution mechanisms to resolve contract disputes in a timely and efficient manner.

Policy Number: 3-209	Policy Name: Purchasing Procedures - Repealed
Policy Revision Dates: 2/88	Page 1

3-209 Purchasing Procedures

Repealed

Policy Number: 3-210	Policy Name: Standard Medical Agreement Form - Repealed
Policy Revision Dates: 4/86	Page 1

3-210 Standard Medical Agreement Form

Repealed