

Mandatory Procurement / OGC Review Triggers

*Draft – Internal Use Only
(Updated: September 2026)*

If any of the following apply, the transaction requires OGC review.

- ➖ Vendor requires TSU signature, click-through acceptance, or separate legal terms.
- ➖ Transaction involves real property, construction/design, IP ownership, licensing, revenue sharing, or sponsorship/naming rights.
- ➖ Transaction requires negotiated data, cybersecurity, FERPA, HIPAA/PHI, AI, export-control, or other specialized compliance terms beyond the standard PO.
- ➖ Complex/high-risk services require negotiated milestones, SLAs, guarantees, liquidated damages, unusual insurance, or material operational commitments.
- ➖ Procurement cannot determine that the PO, TSU T&Cs, solicitation/cooperative contract, and SOW fully document the transaction.
- ➖ Vendor's proposal, quote, or terms include any provision the University does not agree to under Section 1 of the PO Terms (arbitration, indemnification by the University, limitation of liability, waiver of class action by the University, jurisdiction/venue outside Texas, governing law other than Texas, use of University logos without permission, monetization or sale of University data, mediation, or waiver of jury trial).

Related Guidance:

[Purchase Order vs. Stand-Alone Contract Decision Tree](#) | [Decision Matrix](#)

Questions?

Contact the TSU Office of the General Counsel.