



I. POLICY

A. The Lamar University (LU) Office of Facilities Management provides maintenance repairs and other services to LU facilities. Facilities Management completes this work using in-house staff and resources as well as third party vendors and contractors. This policy explains the structure governing facilities work performed in coordination with third party vendors and contractors.

II. PURPOSE AND SCOPE

A. This policy falls under the authority of all applicable federal and state laws, statutes, and regulations, including, but not limited to, the following: the Texas State University System (TSUS) Rules and Regulations; Texas Education Code, Title 3, Higher Education; and the Texas Administrative Code, Title 19, Education

III. THIRD PARTY VENDOR & CONTRACTOR USE STRUCTURE PROCEDURES

- A. Facilities Management may arrange with third party vendors and contractors to perform work for the University's facilities. These arrangements must adhere to all applicable federal and state laws, statutes, rules, and regulations related to contracts and purchasing.
- B. Arrangements with third-party vendors and contractors may take the form of contracts, service agreements, cooperatives, or other appropriate arrangement. The arrangement selected depends on factors such as Facilities Management's in-house capability, the type of service required, its cost, HUB and HEF guidelines and incentives, and other factors
- C. Facilities may arrange with a third party vendor or contractor to provide continuing, regularly scheduled service, continuing service on an as-needed basis, or one-time service.
- D. As caretaker of LU's facilities, Facilities Management retains decision making authority as to whether facilities related work will be completed internally by its staff or externally by a third party vendor or contractor. Facilities Management make these decisions based on factors that include, but are not limited to, in-house capability, the type of service required, cost and availability of labor and resources

