

**Section VII Buildings and Grounds**

**71 REAL ESTATE**

**71.01 Acquisition and Sale of Property**

The acquisition and sale of all real property shall be approved by the board in compliance with Policy 57.01 with at least (1) appraisal in demonstrating fair market value. Real property with a fair market value of less than \$50,000 may be demonstrated by approved documentation other than by appraisal. All acquisitions and sales of real property shall be by an approved purchase agreement and special warranty deed in transferring title, including appropriate qualifying language. All documentation must be reviewed and approved by the Office of the General Counsel.

**72 PROPERTY**

**72.01 Abandoned and Unclaimed Personal Property**

The board delegates to the president the authority and responsibility for the safekeeping and appropriate disposition of unclaimed or abandoned personal property found on university grounds. Disposition of abandoned or unclaimed property shall be in accordance with state statutes.

**73 FACILITIES**

**73.01 Building Identification Plaques**

Building identification plaques shall be placed in all new buildings constructed by the university.

**73.01.1 Contents**

Building identification plaques shall contain:

- A. the name of Texas governor at the time of approval of the project;
- B. the names of chair, vice chair, secretary and other members of the board at the time of approval of the project;
- C. the names of the president at the time of approval of the project;

D. the year building is occupied.

### **73.01.2 Funding**

Building identification plaques will be paid for from project funds.

## **73.02 Selection and Approval of Professional Services and General Contractors**

**73.02.1** The board delegates to the president the authority to select and approve the services of architects, engineers, and general contractors for construction and renovation projects requiring board approval and to execute appropriate contracts to secure the aforementioned services.

Two weeks prior to the preparation of a selection list for an architect or engineering firm, the vice president for administration and finance will provide the board with information about the proposed project. This information will include qualification criteria to be used in evaluating firms for the designated project, a time line for the selection process and other information as is appropriate in the circumstances. Board members may provide suggestions about firms they believe should be considered. The vice president for administration and finance will provide the president with a recommended firm.

**73.02.2** The board delegates to the president, or his or her designee, the authority to select, approve and execute appropriate contracts to secure the following services:

A. Architects, engineers and general contractors for projects not requiring board approval; and

B. Professional services firms relating to testing, real estate, environmental issues, and HVAC systems for all construction and renovation projects, and professional services for other projects as authorized by the president not requiring board approval.

## **73.03 Approval of Construction Projects**

The vice president for administration and finance shall present for approval to the board projects for new construction or major repair and rehabilitation of buildings and facilities when the total cost is equal to or greater than the submittal threshold requiring Texas Higher Education Coordinating Board action. In such cases, the board will be presented with the project, budget, schedule and, if applicable, a program and schematic design. Once a project is approved by The Higher Education Coordinating Board, the board delegates to the president the authority to negotiate and execute all appropriate contracts and easements required to accomplish the project provided it is within the approved scope and budget of the project.

#### **74 Grounds**

#### **79 Physical Facilities Miscellaneous**