

Matrix: UC Davis Departments Responsible for Various Agreement Types

The following matrix provides a general overview of the responsibilities of each campus contracting office. Stakeholders should be aware that the list is not comprehensive due to the vast variety of agreements that are requested and changing campus needs. In addition, it should be noted that there are occasions when two or more offices collaborate to complete an agreement. *This information is current as of March 2016.*

Office	What they do
Sponsored Programs Office http://research.ucdavis.edu/contact-us/sponsored-programs/	<ul style="list-style-type: none"> • All proposals for extramural (outside) funding (except for pre-proposals that do not require an institutional signature) • Extramural awards for research, training and public service (including those from federal, state, non-profit and for-profit sponsors) • Subawards • Confidentiality agreements in anticipation of research or other sponsored project funding • Clinical trial agreements funded by government or non-profit sponsors • Revenue (service) agreements if there's no approved rate • Teaming agreements in anticipation of proposal submissions • Unfunded agreements/MOUs/MOAs for research collaboration
InnovationAccess http://research.ucdavis.edu/contact-us/innovationaccess/	<ul style="list-style-type: none"> • Outgoing licenses to UC patent rights & UC-owned copyrights (but not UCD trademarks¹) • Material transfer agreements (MTAs) – outgoing or incoming (not commercial purchases) • Data transfer agreements – outgoing or incoming (not commercial purchases) • Licenses to copyrighted materials not owned by UCD (not commercial purchases) • Software non-commercial “beta” license agreements (incoming or outgoing) • Confidentiality agreements covering discussions about UC intellectual property
Real Estate Services http://dcm.ucdavis.edu/res/	<ul style="list-style-type: none"> • Purchase and Sale Agreements (in consultation with UCOP) • Ground Leases for public private partnerships (in consultation with UCOP) • Lease/sublease agreements (off-campus and UCDHS space leases) • Easements and rights-of-way • Licenses (e.g. telecommunications, ATMs) • Facility/land use agreements for a period of one year or more • Facility/land use agreements for a period of less than one year that involves modifications to the facility or land
Health System Contracts http://www.ucdmc.ucdavis.edu/healthsystemcontracts/	<p>Reviews, negotiates and establishes legally binding bilateral agreements specific to the UC Davis Medical Center, the School of Medicine and the School of Nursing. Please refer to the Health Systems Contracts website for a detailed list of the types of agreements handled. A general list follows:</p> <ul style="list-style-type: none"> • Negotiation of clinical trial agreements funded by industry for UC Davis Health System and associated confidentiality and service agreements. Note: Only agreements which are fully funded by industry are handled at Health System Contracts.

¹ UC Davis Trademark Licensing manages UC trademarks, name and logos.

	<p>Clinical trials funded or supplemented by federal, state or non-profit funding are handled at Sponsored Programs. Drug-only agreements are negotiated by InnovationAccess.</p> <ul style="list-style-type: none"> • Negotiation of managed care contracts, healthcare payor contracts • Professional services and consulting agreements unrelated to research, including related non-disclosure agreements • Affiliation agreements • Training/internship agreements • Facility transfer agreements • Intergovernmental Personnel Act (IPA) agreements for non-academic employees (UC Davis Health System employee working at a federal government site at the federal government’s request). All academic employee IPAs should be sent to the Provost’s office. • Reimbursement agreements (including salary reimbursement) • Facility/land use agreements for a period of less than one year in duration and which do not involve modifications to land or property • Data use agreements involving the disclosure of individually identifiable health information (also referred to as Protected Health Information or PHI). • Confidential disclosure agreements (also known as non-disclosure agreements) • Expert witness agreements when primary to course and scope of faculty appointment • Telemedicine agreements • Special employee/executive recruitment engagements for UC Davis Health System. • Agreements of academic cooperation for UC Davis Health System
<p>UCDMC Purchasing http://www.ucdmc.ucdavis.edu/supplychain/purchasing/</p>	<p>UCDMC Purchasing negotiates and establishes legally binding unilateral agreements (purchase orders) and conducts competitive bids for goods and commercially available services for the UC Davis Medical Center and <u>for which hospital accounts are used as the funding source</u>. Examples include:</p> <ul style="list-style-type: none"> • Capital equipment • Service and maintenance contracts • Consumables • Commercially available services • Temporary staffing agreements • IT software
<p>Procurement and Contracting Services</p> <ul style="list-style-type: none"> • Business & Revenue Contracts • Procurement <p>http://afs.ucdavis.edu/our_services/contracting-services/index.html</p>	<p>Business & Revenue Contracts reviews, negotiates and establishes legally binding bilateral agreements; please refer to the “Business & Revenue Contracts & Services Manual” on the Contracting Services website for a comprehensive list of the types of agreement handled. A general list follows:</p> <ul style="list-style-type: none"> • Revenue (service) agreements for which there’s an approved rate and commission agreements • Professional services and consulting agreements unrelated to research, including related confidentiality agreements • Affiliation agreements • Training agreements

	<ul style="list-style-type: none"> • Reimbursement agreements, including salary reimbursement and Intergovernmental Personnel Act (IPA) agreements under which a UC Davis campus employee will working at a federal government site at the federal government’s request. All academic employee IPAs should be sent to the Provost’s office for prior approval before routing to Contracting Services. • Facility/land use agreements for a period of less than one year and duration and which do not involve modifications to land or property • Appraisals for non-real estate transactions • Executive search agreements • Sponsorship agreements • Short-term housing agreements • Confidentiality agreements in anticipation of revenue or professional service agreements <p>Purchasing negotiates and establishes legally binding unilateral agreements (purchase orders) and conducts competitive bids for goods, commercially available services, and technology-related <u>transactions being funded by non-hospital accounts</u>. Examples include:</p> <ul style="list-style-type: none"> • Capital equipment • Service and maintenance contracts • Consumables • Commercially available services • Temporary staffing agreements • IT software • Credit applications relating to goods and services <p>Please refer to the “Business & Revenue Contracts & Services Manual” on the Contracting Services website for a comprehensive list of commercial services processed by Purchasing.</p>
Design & Construction Management	<p>DCM bids, awards and project manages construction projects in support of the University’s building program and the needs of our University partners.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • New construction • Renovations and remodels • Major and Minor Cap projects <p>Please refer to the University of California Facilities Manual for further information: http://www.ucop.edu/construction-services/facilities-manual/</p>