



SOUTHWEST INDEPENDENT SCHOOL DISTRICT CONTRACT REVIEW/APPROVAL

Contractor's Name: _____ Service Provided: _____

(Commodity)

Contract Period: _____ Contract Amount (Annual): \$ _____

Dept. Requesting Service: _____ Budget Code#/\$: _____

CIP/DIP#: _____ Budget Code#/\$: _____

Quotes provided: Yes No

Procured: Bid RFP Sole Source Co-Op Other: _____

Needs Board Approval: Yes No School Board Approved: _____ (attach Board Background and HB 1295 form)
(valued at and over \$50,000)

W9 received: Yes No
TX#:

CIQ form received: Yes No CIS form received: Yes No
(Conflict of Interest Questionnaire-Vendor) (Conflict of Interest Statement-SWISD)

Felony conviction form received: Yes No

Federal Debarment form Received: Yes No Vendor Verification: Yes No
(Sam.gov)

Non-Collusive Bidding form received: Yes No N/A

Senate Bill 9 Compliance Yes No N/A SWISD Dept.: _____
(Fingerprinting: Section # 8 Compliance) (initial above)

Approved / Disapproved (select an option)

Principal/Director/Coordinator _____ Date: _____
(Person requesting service)

Director/Executive Director _____ Date: _____

Exec. Director Federal Programs _____ Date: _____

Assistant Superintendent _____ Date: _____

Purchasing Department _____ Date: _____

Mr. Brandon Crisp _____ Date: _____
Assistant Superintendent of Business & Finance Division

Dr. Lloyd Verstuyft _____ Date: _____
Superintendent of Schools