

# Vendor Application

Email application to:

[elevario@epleadershipacademy.org](mailto:elevario@epleadershipacademy.org)



## APPLICANT INFORMATION

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Website: \_\_\_\_\_

Remittance Address: \_\_\_\_\_

What discount percentage do you propose?

Will there be charges for S&H / freight?  No  Yes

If so, state terms:

## Disclaimer and Signature

Name (printed or typed) \_\_\_\_\_

Title \_\_\_\_\_

Signature: \_\_\_\_\_ Today's Date \_\_\_\_\_

## FELONY CONVICTION DISCLOSURE STATEMENT

The Texas Education Code, Section 44.034(a) states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the felony.

Section 44.034(b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

Section 44.034(c) states that this section does not apply to a publicly held corporation.

I, the undersigned agent for the firm named above, certify that the information concerning notification of felony conviction has been reviewed by me and the following information furnished is true to the best of my knowledge.

My firm is a publicly-held Corporation; therefore, this reporting requirement is not applicable.

My firm is not owned or operated by anyone who has been convicted of a felony.

My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Please provide a general description of the conduct:

## DEBARMENT OR SUSPENSION

Federal Law (A-102) Common Rule and OMB Circular (A-110) prohibits non-federal entities, including school districts, from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred and all non-procurement transactions (e.g., sub-awards to sub-recipients) Contractors (Vendors) receiving individual awards for \$100,000 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred. By signature of this solicitation, the bidder affirms that neither they nor their principals are suspended or debarred by a federal agency.

### By Submitting this application the applicant:

Initial  Certifies that no suspension or debarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, Common Rule (§.36).

## CRIMINAL BACKGROUND CERTIFICATION

Texas Education Code Chapter 22 requires service contractors to obtain criminal history record information regarding covered employees and to certify that fact to the District. **Covered employees with disqualifying convictions are prohibited from serving at a school district.**

Definitions:

*Covered employees:* All employees of a contractor who have or will have continuing duties related to the service to be performed at the District and have or will have direct contact with students. The District will be the final arbiter of what constitutes direct contact with students.

*Disqualifying convictions:*

- A felony offense under Title 5, Texas Penal Code
- Any offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure
- Equivalent offense under federal law or the laws of another state
- Conviction of a felony or misdemeanor that would disqualify a person from obtaining certification as an educator under Texas Education Code 21.060.
- Any other offense the District believes might compromise the safety of student, staff or property.

Note: For covered persons hired on or after January 1, 2008, fingerprinting and photographing of the covered person is required. A covered person is considered to have been employed by a service contractor as of the date the covered person first provided services for compensation.

A Bidder/Proposer's violation of this section shall constitute *substantial failure*.

If the Bidder/Proposer is the person or owner or operator of the business entity, that individual may not self-certify regarding the criminal history record information and its review, and must submit original evidence acceptable to the district with the Agreement showing compliance.

Possession of fire arms, alcohol and/or drugs, even in vehicles, is strictly prohibited on school property. The use of tobacco products are not allowed on school district property.

### By Submitting this application the applicant:

Initial  Certifies that my company and it's employees or sub-contractors are in compliance with the Districts requirement under SB 9 Section 22.0834 of the Education Code.