

Purchasing Department

1050 Williams Street
Rockwall, Texas 75087
Phone: 469-698-7022
Fax: 972-722-2019

Per Texas Education Code 44.031, school districts are required to solicit competitive bids for purchases made within a defined threshold. Rockwall ISD solicits for day to day purchases on an annual basis. The responses formulate a vendor list that is utilized by the staff throughout the fiscal year.

Annually, the district will notify vendors who have expressed an interest in doing business with RISD. Based on receipt of this vendor application, notification will be made when the district solicits for bids. At that time, it is the responsibility of the vendor to respond accordingly in order to do business with Rockwall ISD. Vendors are not required to resubmit each year.

Completed forms may be sent to the Director of Purchasing as indicated below.

Thank you for your interest and support to Rockwall ISD.

Jana Hunter, MBA, RTSBA
Director of Purchasing
jana.hunter@rockwallisd.org

Morgan Edwards
Purchasing Specialist
morgan.edwards@rockwallisd.org



Vendor Name: _____

Contact Name: _____

Contact Number: _____ Fax Number: _____

Email Address: _____

Mailing Address: _____

Remit to (if different): _____

If you accept orders via email, address: _____

Do you accept VISA credit card as a form of payment?


Please check all that apply to indicate goods/services offered:

- | | |
|--------------------------------|---------------------------------|
| Apparel | Art |
| Athletics | Audio Visual |
| Books | Building Materials |
| Career and Tech | Carpentry |
| Concrete/Asphalt | Custodial |
| Doors | Electrical |
| Fencing | Fine Arts |
| Food/Catering | Foodservice |
| Fundraiser | Furniture |
| Grounds | Health, PE |
| Health Clinic, Nurse, Trainers | Household/Industrial Appliances |
| HVAC | Instructional Materials |
| Landscaping | Library/Library Media Services |
| Machinery | Maintenance |
| Office Supplies | Other Professional Services |
| Painting | Plumbing |
| Power Washing | Printing |
| Promotional Items | Rentals |
| Roofing | Safety and Security |
| Sole Source | SPED |
| Special Services | Staff Development |
| Technology | Trailer Parts |
| Transportation | Travel Services |
| Tree and Brush Removal | Vehicle |
| Wrecker/Towing Service | Other: |

As allowed by Texas Education Code 44.031, Rockwall ISD utilizes inter-local agreements via the following purchasing cooperatives.

- Buy Board (TASB)
- Choice Partners
- Department of Information Resources
- E & I Cooperative Services
- HGAC
- PACE
- State of Texas
- TCPN
- TIPS
- US Communities

If the named vendor holds a current contract through any of these cooperatives, please indicate the cooperative name(s) as well as contract number(s).

	Cooperative	Contract Number(s)
	Buy Board	
	Choice Partners	
	Department of Information Resources	
	E&I Cooperative Services	
	HGAC	
	PACE	
	State of Texas	
	TCPN	
	TIPS/TAPS	
	US Communities	

Rockwall ISD is also a proud member of the Educational Purchasing Cooperative of North Texas (EPCNT). If you hold a contract with any of the following districts, you may be accessible to Rockwall ISD as well. Please check the school district(s) that have awarded a contract to the vendor and RISD will contact the partner district to confirm availability.

- | | | |
|--------------------------|----------------------------|----------------------|
| A+ Charger Schools, Inc. | Eagle Mountain Saginaw ISD | Lancaster ISD |
| Allen ISD | Ennis ISD | Lewisville ISD |
| Alvarado ISD | ESC Region X | Little Elm ISD |
| Aubrey ISD | ESC Region XI | Lovejoy ISD |
| Azle ISD | Fort Worth ISD | Mansfield ISD |
| Birdville ISD | Frisco ISD | McKinney ISD |
| Bridgeport ISD | Garland ISD | Mesquite ISD |
| Burleson ISD | Granbury ISD | Midlothian ISD |
| Carroll ISD | Grand Prairie ISD | Northwest ISD |
| CFBranch ISD | Grapevine-Colleyville ISD | Plano ISD |
| Cedar Hill ISD | Greenville ISD | Red Oak ISD |
| Cleburne ISD | HEB ISD | Responsive ED |
| Coppell ISD | Irving ISD | Richardson ISD |
| Crowley ISD | Joshua ISD | Sherman ISD |
| Dallas ISD | Keller ISD | Weatherford ISD |
| Denton ISD | Kennedale ISD | White Settlement ISD |
| DeSoto ISD | Lake Dallas ISD | Wylie ISD |
| Duncanville ISD | Lake Worth ISD | |