

TNECD Broadband Accessibility Grant Grant Procurement Form



This form is used by TNECD to review a grantee’s procurement process regarding contracted expenses as part of the Broadband Accessibility Grant.

D.20 of your grant contract states that *“If other terms of this grant contract allow reimbursement for the cost of goods, materials, supplies, equipment and/or contracted services, such procurement(s) shall be made on a competitive basis, including the use of competitive bidding procedures, where practical. The Grantee shall maintain documentation for the basis of each procurement for which reimbursement is paid pursuant to this Grant Contract. In each instance where it is determined that use of a competitive procurement method is not practical, supporting documentation shall include a written justification for the decision and for use of a non-competitive procurement.”*

The information provided below will be reviewed again during grant project on-site monitoring.

Grantee Legal Name: _____

1. Does the grantee plan to use third-party or contracted goods or services to complete any portion of the Broadband Accessibility Grant Project? _____
Examples may include construction or engineering services, infrastructure or other materials.

If no, please skip to question 3.

If yes, please **attach** a list of the third-party or contracted goods and services. If a vendor has already been selected, please provide the vendor name and estimated amount of goods and services.

2. Will any vendors for the above goods and services receive more than \$10,000 in payments for items to be reimbursed under the grant? _____

If no, please skip to question 3.

If yes, will a competitive procurement process be conducted for vendors receiving more than \$10,000?

If yes, please explain whether that process will occur as a result of the grant or if procurement was made prior to the grant award.

If a competitive procurement process was conducted at any time for the above services, please explain your process in detail. Include timeline, method for obtaining responses, and response details. If it will be conducted in the future, please provide this information when it is available.

Attachments may be provided including a copy of your RFP, RFI, negotiation or other documents.

If no, please **attach** a written justification for the decision of the use of a non-competitive procurement process as stated in the contract language above.

3. With my signature, I certify the information provided in this form is accurate to the best of my knowledge and all contracted procurement procedures will be followed.

Signature: _____

Print Name: _____

Title: _____

Phone: _____

Email: _____