Contract Review Permanent Legislative Oversight Committee
Alabama State House --- Montgomery, Alabama 36130

CONTRACT REVIEW REPORT

(Separate review report required for each contract)

Contractor Information

Name of Governmental Body or Purchasing Agency:_____

Name of Contractor:_____

_____ _____ _____
Contractor's Physical Street Address **(No P.O. Box Accepted)** City State

Is Contractor a Sole Source? YES _____ NO _____ **(If Yes, Attach Sole Source Approval from the Chief Procurement Officer)**

Is Contractor organized as an Alabama Entity in Alabama? YES _____ NO _____

If No, is Contractor Registered with Alabama Secretary of State to do Business in Alabama? YES _____ NO _____

List the Members/Owners (e.g. John Smith) of the Contracting Entity_____

Is Contractor a minority-owned business? YES _____ NO _____ Is Contractor a woman-owned business? YES _____ NO _____

Does Contractor have current member of Legislature or family member of Legislator employed? YES _____ NO _____

Is a Lobbyist/Consultant Affiliated with this Contractor OR Used to Secure this Contract? YES _____ NO _____

If Yes, Give Name: _____

Contract Information

Contract Number: ___ ___ ___ ___ ___ ___ ___ ___ ___ **(See Fiscal Policies & Procedures Manual)**

Contract Amount: $_____ **(Put Amount You Are Asking For Today Only; See Fiscal Policies & Procedures Manual)**

% State Funds: _____ % Federal Funds: _____ % Other Funds: _____**

**Please Specify Source of Other Funds (Fees, Grants, etc.) _____

Date Contract Effective: _____ Date Contract Ends: _____

Type of Contract: NEW: _____ RENEWAL: _____ AMENDMENT: _____

If AMENDMENT or RENEWAL, Complete A through C: If AMENDMENT, will it extend time? YES _____ NO_____

[A] **ORIGINAL** contract amount total $ _____

[B] Contract Amount Total prior to this amendment or renewal $ _____

[C] Contract Amount Total after this amendment or renewal $ _____

RFP:
Was Contract Secured through RFP Process? YES ☐ NO ☐ **If RFQ, Answer RFQ Questions Below.**
Date the RFP was solicited:_____ AND Date the RFP was awarded: _____.
Was Contract Posted to Statewide RFP Database at http://rfp.alabama.gov/Login.aspx? YES ☐ NO ☐
If NO, give a brief explanation, including any statutory exemption, as to why not:
_____

RFQ:
Was Contract Secured through RFQ Process? YES ☐ NO ☐ Date RFQ was solicited: _____ Date RFQ awarded: _____
Posted to Division of Construction Management Website? http://dcm.alabama.gov/ae_qualifications.aspx YES ☐ NO ☐
If NO, give a brief explanation as to why not: _____

Summary of Contract Services to be Provided: _____

_____

_____

Why Contract Necessary AND why this service cannot be performed by merit employee: _____

_____

_____

I certify that the above information is correct.

_____ _____
Signature of Governmental or Agency Head Signature of Contractor

_____ _____
Printed Name of Governmental or Agency Head Printed Name of Contractor

Governmental or Agency Contact: _____ Phone:_____

Revised 12/28/2022