

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6465



Spring ISD Approval of District Determined Professional Services

This document signifies approval from Cabinet that they are choosing to designate the following service as a District Determined Professional Service, in accordance with Policy CH (Local).

Vendor Name: _____ Date: _____

Requester: _____ Requesting Department: _____

Service to be Provided: _____

Location(s) Where Services to be Provided: _____

Term of Service: _____ - _____

Estimated Cost: \$ _____

Funding Source (Budget Unit/Account Code): _____

Method of confirming a fair and reasonable price for services: _____

Any services to be considered for approval as District Determined Professional Services must first pass the Professional Services Procurement Act Test (the "PSPA Test"). The PSPA Test requires a determination that the services to be rendered constitute professional services and be awarded in accordance with the standards established in the PSPA. Professional services include those that (1) involve predominantly mental, rather than physical skills, (2) require years of education and service to attain competency, and (3) follow accepted standards of required study or special knowledge. A contract for professional services must be awarded based on the basis of (1) demonstrated competence, (2) qualifications to perform the services, and (3) for a fair and reasonable price.

This document further signifies that the following documents have been reviewed and approved in order to pass the PSPA Test (check all that are attached):

- Proposal Documents
- Curriculum Vitae/Resume of service provider (Individuals)
- Statement of qualifications and experience of service provider (Organizations)
- Document(s) stating professional certification(s) of service provider(s)

Other: _____

Approved by Division Chief Approved by Procurement Approved by Cabinet if over \$50,000:

Date _____ Date _____ Date _____