



Doing Business

The Purchasing Office is responsible for all facets of the procurement process for the City departments.

We encourage your company to register as a vendor with the City of Rowlett. Each year, the City spends millions of dollars with vendors for goods and services and we want to keep our business in Rowlett as often as possible.

Vendors interested in being added to the various bid lists should contact the Purchasing Office by using one of the methods mentioned above. Information may also be obtained by writing:

City of Rowlett Purchasing Office

PO Box 99
Rowlett, TX 75030-0099

Physical Address

4004 Main Street
Rowlett, Texas 75088

Office: (972) 412-6189

Allyson Wilson, Purchasing Agent
(972) 412-6131
(972) 412-6132 fax

Vicki Alfaro, Buyer
(972) 412-6198
(972) 412-6144 fax

Purchasing Main Number

(972) 412-6189

Hours:

Monday – Friday
8:00 a.m. – 5:00 p.m.

Related Forms:

[Bidder-Vendor Application](#)

Useful Resources

City Resources:

www.rowlett.com
www.opportunityrowlett.com
www.rowlettcustomercaare.com

State Resources:

[Texas Stimulus Fund](#)
[Texas Online Portal](#)
[Office of the Governor](#)

RTN Channel 16

Rowlett TV Network RTN16 Offers host of programs

Residents who subscribe to Time Warner or Verizon cable may tune in to Channel 16 and watch RTN16 24/7 to catch the latest city information, City Council meetings and a special monthly program hosted by Mayor John Harper called “Rowlett. On the Lake...On the Move”

Watch it on Cable Channel 16 at the following times:

“Rowlett. On the Lake...On The Move!”
Monday - Friday @ noon & 6 p.m.
Sat. & Sun. @ 11:30 a.m. & 7 p.m.

Watch RTN16 Online

[W9 Form](#)

[Form CIQ - Conflict of Interest Questionnaire](#)

[Form CIQ Instruction Letter](#)