

ACCOUNTING AND PURCHASING SERVICES QUESTIONNAIRE SOFTWARE PURCHASES OR DEVELOPMENT OVER \$100,000

Purpose: Facilitate [GASB 51, Accounting & Financial Reporting for Intangible Assets](#)

Date: _____

Vendor: _____

Contract Amount: \$_____

a. Purchasing Software:

- (1) If there are license fees, will the fees be paid annually? Yes ☐ No ☐
- (2) How long do you estimate your department will use the commercially purchased software? _____

b. Development of Software:

- (1) Will UT System own the software system when it is completed? Yes ☐ No ☐
- (2) Will the software be completed in this fiscal year? Yes ☐ No ☐
- (3) What is the estimated implementation date? _____
- (4) Do you estimate the cost to be \$1 million or more? Note: Do not include the cost of training, travel and maintenance costs in this estimate as these costs cannot be capitalized. Yes ☐ No ☐

ATTACH TO BUSINESS AFFAIRS CONTRACT CHECKLIST