



Catalina Foothills Unified School District #16
2101 E. River Road, Tucson, AZ 85718

(520) 209-7500

(520) 209-7570 FAX

www.cfsd16.org

BOARD AGENDA ITEM

ITEM NO: 3.13

BOARD MEETING DATE: Tuesday, May 27, 2025

CONSENT AGENDA ITEM: Authorization for District Representative for
Request for Proposal (RFP) Procurements for
Fiscal Year 2025-2026

SUBMITTED BY: Lisa Taetle, Director of Finance

PRESENTED BY: Denise Bartlett, Superintendent

State procurement rules require that the Governing Board, except for certain trades, approve the use of the RFP process.

The RFP process is valuable for procurements where factors other than cost are important in making a procurement decision. In a standard bidding circumstance, the Invitation for Bid (IFB) process is used, and the award is made to the lowest responsive and responsible bidder.

I am requesting the Governing Board authorization to determine when to utilize the RFP process for procurements regardless of dollar value for Fiscal Year 2025-2026. This will facilitate the issuance of these RFPs. All RFP and IFB awards will be brought before the Governing Board for approval as they are today.

RECOMMENDED MOTION: I move the governing board delegate the authority to Lisa Taetle to determine when to utilize the RFP process for all procurements regardless of value for fiscal year 2025-2026, as presented.