

CENTENNIAL SCHOOL DISTRICT
18135 S.E. Brooklyn
Portland, OR 97236
503-760-7990

CONFIRMATION

TO: Board of Directors

FROM: Denise Wright, Director of Student Services

DATE: October 8, 2025

SUBJECT: **Confirmation of Maxim Healthcare Services, Inc. Contract**

Request:

The Administration is recommending approval to award a sole-source contract for Maxim Healthcare Services, Inc. “Maxim” has over 35 years of experience providing medical and educational staff in hospital, home, and school settings. For the Centennial School District, Maxim provides 1:1 nursing services for a specific student.

As per Policy DJC/AR: Special Procurements and Exemptions from Competitive Bidding, “the district may purchase brand names or products from a single seller or sole source without competitive bidding subject to the limitations of this rule”. While Maxim is similar to other staffing agencies, due to the need for continuity of care for this student, the family has requested that the 1:1 nurses be through the same agency that is assigned to the student at home.

Given the sole-source nature of this service, we are not able to conduct a competitive bid process. We are bringing this request forward for Board consideration and approval. In this circumstance, the Board would act as the Local Contract Review Board. The contract is for approximately \$90,000 for the 2025-26 school year. We do bill Medicaid for these services.

The Administration recommends the Board of Directors, acting as the Local Contract Review Board, approve the award of the sole source contract for Maxim Healthcare Services, Inc., for the approximate amount of \$90,000.