



SOLE SOURCE JUSTIFICATION FORM

Department:	Teaching and Learning
Prospective Contractor:	Teaching Preschool Partners
Cost:	Not to exceed \$300,000 over three year period
OVERVIEW	

This form addresses the writing findings requirement of Parkrose School District contracting rules found in [Parkrose School District Board Policy DJC, DJC-AR](#), DOJ Model Rule [137-047-0275](#) and Federal Procurement Guidelines.

Use this form for purchases or contracts that exceed \$10,000 and are available from only one source.

Will Federal Funds be used for this purchase? Yes No

SUBMISSION INSTRUCTIONS

To satisfy the written findings requirements for justification of sole source procurements, please follow the instructions listed below:

1. Please fill in all applicable fields.
2. Ensure all appropriate department signatures are obtained.
3. Submit the completed "Sole Source Justification Submission Form" to Business Services at the District Office.

SOLE SOURCE JUSTIFICATION SUBMISSION FORM

Describe the goods or services to be purchased:

Teaching Preschool Partners (TPP) provides support for our PK-2nd grade classrooms around playful inquiry based practices for the development of Habits of Mind in conjunction with early academic skills. Support includes: Professional learning sessions for Pk-2 teachers, Observation, modeling and problem solving around instructional and management practices, Curriculum planning, Alignment of inquiry based practices in PK-2, Compliance and organizational support for grant management and the use of their Habits of Mind Assessment. The approaches supported by TPP align with Oregon Early Learning Standards. **For the reason(s) below, this purchase cannot reasonably be competitively solicited:**

- The efficient use of existing goods or services requires our purchasing compatible goods or services, and there is a single provider for those goods and services. Describe:
Our preschools are already in existence, and operating with the support of this partnership.
- The goods or services required for the exchange of software or data with other public or private agencies are only available from only one source. Describe:
- The goods or services are for a pilot or experimental project. Describe:

Other findings. Describe other factors that support the conclusion that the goods or services are available from only one source:

What unique features/functionality is required that only this source can provide?

Teaching Preschool Partners (TPP) is unique in that they partner with school districts to build and support preschools that are not separate entities from the district itself. Additionally, through TPP's approach to developing Habits of Mind through playful inquiry, and their aligned assessment system, teachers are able to access both early academic skills and Habits of Mind that support social emotional development. (See additional attachment for more information)

What steps were taken to verify that goods or services with similar features and functionality are not available from other sources?

Our first preschool was opened in 2015 in collaboration with the superintendent in Parkrose. A search of other organizations within the area that provide preschool services all operate separately from a school (i.e. private owned preschools, Head Start) and do not offer the services that TPP does.

My recommendation for this sole source procurement is based upon an objective review of the goods and services required and is in the best interest of the District.

I certify that I have no conflict of interest in making this recommendation.



Signature

Sarah Lamb-Christensen

Printed Name of Dept. Contract Manager

6/14/22

Date



Signature

J. MARIE LEWIS, Esq.

Printed Name (Director of Business Services & Operations)

7/7/22

Date

BUSINESS SERVICES USE ONLY

Public notice required >\$10,000 (Parkrose Policy DJC, DJC-AR, 279B.055(4)) at least 7 days before close date.

Method of Advertisement: Oregon Buys

Date of Advertisement: 7/7/2022