

Parkrose School District

School Board Meeting

Award Sole Source Contract under \$150,000 for the 2021-22 School Year

Contact: Sharie Lewis, CPA & Tami Booth

Discussion:

Per District policy DJC-AR The district may enter into a personal services contract when the amount of the services does not exceed \$150,000 without obtaining formal quotes or utilizing the RFP process when only one contractor or sole source provides the services as follows:

1. The superintendent or designee shall make the following findings for inclusion in the contract file:
 - a. A brief description of the service(s) including contemplated future purchases;
 - b. The reason the district is seeking this solicitation method, which shall include at least one of the following findings:
 - (1) It is unlikely that a sole source contract will substantially diminish competition; or
 - (2) There is only one provider of the quality or qualifications required.
 - c. Documentation of current market research that supports the findings.

They do not include contracts already approved by the Board in previous School Board Meetings.

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Area Responsible
Trillium Family Services	2021-2022	Sole Source Award	Middle School Mental Health Services	\$18,500	Student Services

Recommendation:

Approve.

AWARD SOLE SOURCE CONTRACT

BE IT RESOLVED that the above contract be awarded for the 2021-22 school year.