

# TUCSON UNIFIED SCHOOL DISTRICT

## **Emergency Determination on Purchase/Approval of Instructional Materials from Carson Dellosa Publishing, LLC - PO 12014914 - \$131,099.81**

In accordance with AZ Administrative Code R7-2-1055-56, an emergency determination has been made to move forward with issuing a purchase order to procure instructional materials (workbooks) from the publisher named above. The purchase of the material will be considered for Governing Board approval at the April 7, 2020 Board meeting. The COVID-19 epidemic creates an immediate need for these materials. The decision to move forward with the purchase order pending Board approval took the following factors into consideration:

- The basis for the emergency is the need for instructional materials to provide to students for home-based education the week of April 13, 2020
- Selection of vendor was made based on written quotations from five vendors based on lowest cost and availability as it was impractical to perform a sealed solicitation process (RFP/IFB) to meet this immediate need
- There will be a motion to waive the requirements of Governing Board policy IJJ Text/Supplementary Materials Selection, Adoption and Purchase
- If the Board does not approve, the return policy from the vendor allows the District to return this material

I have determined that the emergency nature of COVID19 pandemic allows for the pre-ordering of this material pending Governing Board approval at the April 7, 2020 meeting.

**Signature:** *Kevin Startt* **Date** 4/3/2020

Kevin Startt, CPPO, CPPB

Director of Purchasing