

# CONTRACT APPROVAL REQUEST

Requestor: Carlton Hague Ext.: 2315 Date: 09/09/2021  
Print Name  
 Location: Special Services Insurance Required? \_\_\_\_\_  
Risk Manager Date

**Refer** to Contract Agreement Process Instructions for the contract destination in the Business Office.

Required Data	Complete This Column
Vendor name or name of individual with whom we are contracting.	PSESD Relife School
Vendor <b>email address, contact name</b> and <b>phone number</b> . Vendor <b>mailing address</b> (If not on contract)	Email: rreid@psed.org Contact: Reginald Reid Phone: 253-778-7900 Address: 5515 44th Street East City, State, Zip: Puyallup, WA 98371
<b>Detailed</b> description of the purpose for this contract.  <b>Answer the who, what, when and where</b>	Add a fourth slot at PSESD ReLife school to provide educational services to Bethel students that cannot currently be served by Bethel programs. Additional slot brings contract total to \$279,932. Original board approval is 2122-6098
Start date of contract.	09/01/2021
End date of contract.	08/31/2022
Contract amount including any taxes. <u>If multiple years</u> , specify the contract amount per year.	\$279,932 \$279,932
BSD department or location	Special Services
Name of the administrator responsible for the contract approval and budget.	Brian Lowney
<u>Source of funds</u> . <b>Be specific</b> (i.e. dept. budget, grant, federal, state)	Federal Special Education Funds
Expenditure budget code.  Format: 10 E 530 XXXX XX XXXX XXXX XXXX XXXX X  Example: 10 E 530 0100 27 5000 3050 3050 0000 0	10 E 530 2160 27 7790 030 030

School Level		Policy 6260  Procedure 6260PR	Department Level (Area of Responsibility)	District Level
\$0 - \$15,000	Less Than \$1,000,000		Less Than \$1,000,000	Less Than \$1,000,000
Principal	Exec. Dir. of Education	Director or Above	Superintendent/Designee	

**It is the responsibility of the budget authority to ensure there is budget capacity.**

Brian M Lowney  
**Print Name**

Brian M. Lowney  
**Signature (Administrator)**

09/09/2021  
**Date**

