



Highline Public Schools Board Action Report

DATE: 03/09/2023

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Devin Denney, Director of Transportation; Scott Logan, Chief Operations Officer

For Introduction: March 29, 2023 For Action: April 19, 2023

I.TITLE Motion to Approve Purchase Order Increase of \$500,000 for the Annual Contract with Everdriven, LLC for 2022-23 SY

Select one: [X] New Item [] Renewed Item [] Annual Item [] Revised Item

II. WHY BOARD ACTION IS NECESSARY

Board action is necessary due to the cost of the annual contract exceeding \$250,000. We are requesting the approval of a purchase order increase for the annual contract with Everdriven, LLC in the amount of \$500,000.

III. BACKGROUND INFORMATION

Everdriven, LLC is an established vendor for the Transportation Department, who has been consistently utilized (previously DBA ALC, LLC) for McKinney Vento and Foster qualified student transportation. Our first choice in providing transportation services to district students has always been HSD drivers. However, hiring the required workforce to support standard transportation needs, in addition to McKinney Vento and Foster qualified students, has been a challenge. Federal Law requires school districts to provide transportation to foster and homeless students, to and from school, free of charge, per the McKinney-Vento Act. Thus, outside vendors have been contracted.

On October 5, 2022, the School Board approved the annual contract with Everdriven, LLC in the amount of \$500,000. Past due invoices of \$401,563.22 from the 2021-22 SY were processed, and a PO increase of \$245,000 was requested to pay current 2022-23 SY invoices. This request was approved on December 14, 2022, which brought the total contract to \$745,000. On March 6th, received invoices for the current year surpassed the purchase order total, bringing the contract to \$759,655.97.

Transportation staff request a purchase order increase of \$500,000 to support remaining transportation needs for the 2022-23 SY. This will bring the total contract for Everdriven, LLC to \$1,245,000.00.

IV. RECOMMENDED MOTION

I move that the Highline School Board approve the PO increase of \$500,000 with Everdriven, LLC, to support our Foster and McKinney Vento qualified students, bringing the contract total to \$1,245,000 for the 2022-23 SY.

V. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be \$500,0000, bringing the total contract to \$1,245,000 for the 2022-23 SY.

The revenue source for this motion is the Transportation General Fund; 990B.

Expenditure: [] One-time [] Annual

VI. APPLICABLE POLICY(S)

This action is in compliance with the following:

This action is in compliance with the following: Board Policy 8101P, Board Policy 6225.

VII. ALTERNATIVES

An alternative to approving the purchase order increase would be to discontinue utilizing Everdriven, LLC for the remainder of the school year, and utilizing other Foster and McKinney Vento transportation vendors in place. However, this action would result in our alternate vendors increasing their service, and ultimately requiring a purchase order increase to support Foster and McKinney Vento transportation needs.

VIII. COMMUNITY ENGAGEMENT

Community Engagement Required: Yes No

If yes, list community engagement conducted for this issue

IX. ATTACHMENTS