RICHLAND ONE
ENGAGE • EDUCATE • EMPOWER
Procurement Services
Central Services Facility

JUSTIFICATION FOR CONTRACT BETWEEN GOVERNMENTAL AGENCIES

In accordance with the Richland County School District One Procurement Code, Provision II.B., Exemptions and Provision X., Intergovernmental Relations

A. _____ (1) proposes to contract with _____ (2)
for the following goods or services:

B. _____ (3)

_____

_____

C. The determination of "Cost Justification" for this contract: _____ (4)

_____

_____

D. Estimated Cost Savings: $_____ (5)

E. I certify that this is not a Sole Source contract.

F. **NOTE:** This contract is subject to the Drug Free Workplace Act if the stated or estimated value is fifty thousand dollars ($50,000) or more.

Value of Contract	School/Department Name and Address
Term of Contract	Authorized Signature
Approved	Director, Procurement and Warehouse Services
Date Approved	Date

NOTES:

***Ensure the information keyed in sections **A-F** correspond with the descriptions listed for numbers **1-5** (in parenthesis) under the appropriate lines. ***

(1) Requesting School/Department
(2) Governmental Agency.
(3) List items giving full description and unit price (or) a full description of the services to be performed and price.
(4) This determination must relate to cost - a breakdown of elements; how cost was determined; the price is fair and reasonable.
(5) Estimated Total Potential Cost Savings.