



HADDON TOWNSHIP BOARD OF EDUCATION

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0177. PROFESSIONAL SERVICES (M)

In accordance with N.J.A.C. 6A:23A-5.2, the Board of Education adopts this Policy and its strategies to minimize the cost of professional services.

The Board of Education will establish annually prior to budget preparation a maximum dollar limit for each type of professional service. In the event it becomes necessary to exceed the established maximum dollar limit for the professional services, the Superintendent of Schools shall recommend to the Board of Education an increase in the maximum dollar amount. Any increase in the maximum dollar amount shall require formal Board action.

Contracts for professional services will be issued by the Board in a deliberative and efficient manner that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement. This may include, but is not limited to, issuance of such contracts through a Request for Proposals (RFP) based on cost and other specified factors. The School Business Administrator/Board Secretary will develop a calendar for the issuance of Request for Proposals for the key professional services of solicitor, auditor, and banking services, at least once every five years. The RFPs will be scheduled such that no more than one service will be reviewed annually unless the School Business Administrator/ Board Secretary determines the need to do so, and will be issued in time for review prior to the Board's annual reorganization meeting. In the event that the Superintendent's final recommendation cannot be made at the reorganization meeting, the contract of the prior year's professional may, by mutual agreement, be continued on a month to month basis until a final decision is made by the Board. Contracts for professional services shall be limited to non-recurring or specialized work for which the district does not possess adequate in-house resources or in-house expertise to conduct.

Nothing in this Policy or N.J.A.C. 6A:23A-5.2 shall preclude the Board from complying with the requirements of any statute, administrative code, or regulation for the award of professional services contracts.

N.J.A.C. 6A:23A-5.2

Adopted: November 20, 2008

Revised: March 25, 2010

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