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**CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET**

**Approval of Cafeteria Bids and Intergovernmental Agreement with Longview School District No. 122**

**DATE:** August 19, 2025

**PRESENTOR:** Dr. Danielle Hudson, Superintendent

**POLICY ISSUE/ SITUATION:**

The Clatskanie School District participates in a cooperative purchasing arrangement with Longview School District No. 122 through an intergovernmental agreement. Under this agreement, Longview conducts the bidding process for cafeteria products, including paper products, produce, supplemental food, and dairy, on behalf of both districts.

For the 2025–26 school year, Longview School District completed the bid process in compliance with applicable procurement laws and has awarded contracts for these categories to the lowest responsive and responsible bidders. By participating in this cooperative purchasing program, Clatskanie School District benefits from increased purchasing power, reduced administrative burden, and competitive pricing.

School Board approval is required to:

1. Approve the four bids for paper products, produce, supplemental food, and dairy.
2. Authorize continuation of the intergovernmental agreement with Longview School District No. 122 to purchase these items on behalf of Clatskanie School District.

**RECOMMENDATION:**

The administration recommends that the School Board approve the four cafeteria bids for paper products, produce, supplemental food, and dairy, and authorize the Superintendent to execute the intergovernmental agreement with Longview School District No. 122 for the 2025–26 school year.

**DOCUMENT(S):**

Intergovernmental Agreement with Longview School District No. 122

Bid Award Summaries:

1. Paper Products
2. Produce
3. Supplemental Food
4. Dairy