

<i>Rainy River District School Board</i>	<b>SECTION 8</b> <i>Finance</i>
<b>CONTRACTED SERVICES</b>	<b>8.10</b>

**POLICY**

The Rainy River District School Board will hire outside contractors to provide specific and extended services as and where required.

**RATIONALE**

There are occasions when outside services are required.

**IMPLEMENTATION** - n/a

**GUIDELINES**

- 1.1 Any and all long-term service contracts shall fall under the jurisdiction of this policy.
- 1.2 Each of these contracts shall be obtained through the Tender Process as outlined in Policy 8.09, items 2.1 to 2.8 inclusive.
- 1.3 Each of these contracts will be for a defined period of up to five years. At the end of the contract term, these contracts will be retendered.
- 1.4 Termination of Contract - These contracts may be terminated by either party.
  - i) by mutual agreement
  - ii) failure to successfully fulfil the duties as outlined in the contract
- 1.5 Retendering
  - i) The selected contractor shall be approved by the Board of Trustees.
  - ii) At the completion of each contract or upon failure to fulfil a contract (as stated in Item 1.4), this/these contract(s) shall be retendered.
  - iii) All prospective contractors shall be given a maximum of forty-five (45) days written notice informing them of their success or failure in securing the contract.

<u>CROSS REFERENCE</u> Policy #8.09 - Purchasing	<u>Date Approved</u> January 8, 2008  <u>Board Motion</u> #103  <u>Review Prior to</u> 2012	<u>LEGAL/MINISTRY OF EDUCATION REFERENCE</u>
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