



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 8.1c

Meeting Date: March 6, 2025

Subject: Approval of Unauthorized Vendor Payments

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve the attached list of vendor payments

Background/Rationale: Business Services has established a new procedure for transparency and approval of unauthorized contracts. An unauthorized contract is a vendor providing services without an approved contract and is unable to meet district minimum requirements.

Financial Considerations: See attached.

LCAP Goal(s): Goal 1 – Graduation Outcomes, Goal 2 – Academic Outcomes, and Goal 3 – Welcoming and Safety Outcomes

Documents Attached:

1. List of unauthorized vendor payments

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent



Sacramento City Unified School District
Business Services

Unauthorized Vendor Payment Approval

The following “Unauthorized Vendors” cannot receive an approved Purchase Order (PO) due to a lack of meeting district minimum requirements. The following list of payments due are for services performed without approval. Vendors have submitted invoices and are seeking payment for amounts listed.

Board Date: 03.06.25

#	School Site/ Department	Requisition Number	Vendor ID#	Reason	Amount Due
1	Special Education	SA25-00802	124465	Ceasing services; did not properly engage with labor partners prior to services starting.	\$452.00
2	Special Education	SA25-00775	125900	Ceasing services; did not properly engage with labor partners prior to services starting.	\$149,467.73
3	Special Education	SA25-00746	310513	Ceasing services; did not properly engage with labor partners prior to services starting.	\$1,369,890.89
4	Special Education	SA25-00801	316219	Ceasing services; did not properly engage with labor partners prior to services starting.	\$92.50
5	Special Education	SA25-00800	316220	Ceasing services; did not properly engage with labor partners prior to services starting.	\$206.00
6	Special Education	SA25-00805	316220	Ceasing services; did not properly engage with labor partners prior to services starting.	\$6,722.00
7	Special Education	SA25-00758	316339	Ceasing services; did not properly engage with labor partners prior to services starting.	\$221,874.62
8	Special Education	SA25-00770	316339	Ceasing services; did not properly engage with labor partners prior to services starting.	\$776,563.50
Total Unauthorized Contracts					\$2,525,269.24