

**STANDARD CERTIFICATION DECLARATION FOR AN Extraordinary
Unspecifiable Service**

TO: Members of the Governing Body
FROM: Dr. Maria J. Ortiz, Assistant Superintendent
DATE: April 21, 2025

SUBJECT: This is a contract for Harvard Pre-College Program

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firm: Harvard University

Cost: \$133,800

Duration: 6.21.25-8.9.25

Purpose: Summer Pre-College Experience

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

1. **Provide a clear description of the nature of the work to be done.**
Harvard Summer School has multiple college programs for high school students. The 2-week pre-college program is a residential program where high school students take an intensive non-credit college level course on the Harvard campus. The 4-week secondary school program is an accelerated for credit experience offered in an on campus residential format. The 7-week secondary school program is an immersive, for credit experience. Students will get a true feel for college as you explore how a topic of interest could translate into a future career.
2. **Describe in detail why the contract meets the provisions of the statute and rules:**
Harvard summer school offers 300+ courses with 69% of students from the United States. More than 71 counties are represented and 31% of the student body is comprised of international students. In addition, The program is fully immersive and residential. Harvard offers a broader range of niche, academically rigorous courses designed by top-tier faculty.
3. **The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:**
The Harvard Summer School makes Harvard's academic resources—a distinguished faculty, well-equipped laboratories, fine museums, and a world-class university library—available to students of many ages, backgrounds, and nationalities through an intensive summer session of liberal arts courses in Cambridge and overseas. Taking a Harvard Summer School course gives students access to Harvard's powerful academic resources and campus facilities. That includes libraries, museums, labs, and athletic facilities.
4. **Describe the informal solicitation of quotations:**
The vendors Harvard University and Columbia University were engaged for proposals. Harvard's residential summer programming cost varied from \$4,050 to \$14,950. Columbia's summer residential programming cost varied from \$2,815 to \$12,765 per student.
5. **I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.**

Respectfully,

Name

(Signature)

Title Assistant Superintendent

(Original to be retained by governing body's Clerk with the affirmed copy of the resolution; signed duplicate to be kept by appropriate official.)