



Executive Summary Finance Committee Meeting

DATE: July 23, 2026

TOPIC: Purchase of Hearing Screening Equipment - Maico MA 27e Portable Pure Tone Audiometers

PREPARED BY: Jennifer Ruttkay, Director of Special Education

Recommended for:

- ☒ Action
- ☒ Discussion
- ☒ Information

Purpose/Background:

The District Legal Counsel has reviewed the Terms and Conditions for this purchase. The Agreement contains a few provisions that SD74 would typically negotiate, including the security interest (if payment is not made upfront), indemnification for legal fees, the requirement to provide a certificate of insurance, and recovery of the vendor's legal fees in the event of a dispute. However, because this is a straightforward purchase agreement for three pieces of equipment with no ongoing services or long-term relationship, these concerns present minimal risk. As a result, the quote is considered acceptable.

Each school year the District completes mandatory hearing screenings for students in PreK through third grade, in addition to transfer students, students with special needs, and students referred by a teacher. The machines that are used are calibrated each year by an outside company. The District was informed during the 2025-26 calibration that the three machines' lifespans ended and new equipment will be necessary.

Fiscal Impact:

The total cost for three new machines is \$4,899 which includes a \$300 trade-in discount.

E3 indicated via email that additional tariff charges would NOT be applied.

Recommendation:

The Finance Committee concurs with the Administration's recommendation to the Board of Education to approve the purchase of three Maico MA 27e Portable Pure Tone Audiometers from E3 Diagnostics in an amount not to exceed \$4,899.