



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	2019-11-06 10:05 - School Board Operational Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request	
<input type="radio"/> Yes	<input checked="" type="radio"/> No
Time	
Open Agenda	
<input checked="" type="radio"/> Yes	<input type="radio"/> No

ITEM No.:
EE-7.

TITLE:
Direct Negotiation Agreement - FY20-148 - Title I Bookroom Collections - New and Upgrades

REQUESTED ACTION:
Approve the recommendation of the above agreement. Contract Term: November 6, 2019 through October 31, 2020, 1 Year; User Department: Early Learning & Language Acquisition (ELLA) Award Amount: \$1,853,612; Awarded Vendor(s): Scholastic, Inc.; Small/Minority/Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:
This request is to approve the Direct Negotiation for Title I Bookroom Collections - New and Upgrades for Title 1 Schools with Scholastic, Inc. The total purchase of \$1,853,612 is funded through the Title I Grant. Through this purchase, Title I schools will be provided resources to enrich Tier I and increase student access to a wide variety of complex and rigorous text supporting student interest, conceptual topics of study, text structure, student reading levels, text type, and genre. Resources, tiered according to need include full bookroom collections for new Title I Schools (2018-2019) and upgraded bookroom resources for schools participating in the 2017 resource allocation. This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction
 Goal 2: Safe & Supportive Environment
 Goal 3: Effective Communication

FINANCIAL IMPACT:
The estimated financial impact to the District will be \$1,853,612. The funding source will come from the Title I Grant.. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

EXHIBITS: (List)
(1) Executive Summary (2) Financial Analysis Worksheet (3) Agreement

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Dr. Lori Canning	Phone: 754-321-1953
Name: Mary C. Coker	Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: **NOV 06 2019**
By: *Heather P. Brinkworth*
School Board Chair

Signature
Maurice Woods
10/30/2019, 4:28:05 PM

EXECUTIVE SUMMARY

Direct Negotiation Agreement FY20-148 – Title 1 Bookroom Collection (New and Upgrades)

Introduction

Responsible: Procurement & Warehousing (PWS)

This request is to approve the Agreement between Scholastic, Inc. commencing on November 6, 2019 through October 31, 2020. The initiative is aligned with the District's Strategic Plan Campaigns of Student Experience (Achievement & Equity and College, Career, & Life Readiness) and Student Experiences for all Prevention, Intervention, & Assistance and Social-Emotional Learning.

The previous agreement was approved by the School Board on May 2, 2017, commencing on May 3, 2017, and concluded on April 1, 2018, or when complete funding was exhausted, with an approved spending authority of \$4,000,000. This Agreement purchased bookroom collections for one hundred and four (104) Title 1 Schools. The total spending authority being requested is \$1,853,612.

Goods/Services Description

Responsible: Early Learning & Language Acquisition

With this new allocation, resources will be tiered according to school need and include full bookroom collections for new Title 1 Schools (2018-2019) and upgraded bookroom resources for schools participating in the 2017 resource allocation.

Bookroom upgrades will include:

- seven hundred and eighty (780) books: twenty-six (26) levels, A–Z [one hundred and thirty (130) titles, six (6) copies each] pre-packed and stickered
- one hundred and thirty (130) Short Reads packs: twenty-six (26) levels, A–Z [six (6) copies each, housed in one (1) folder; one hundred and thirty (130) folders total]
- Teaching cards for every title; ten (10) per level
- Bookroom Accelerator access for grades K–6

The bookroom upgrade will provide schools with additional books to support alignment to standards and content areas, greater diversity in complex text types, text levels, and content connections, as well as increased opportunities for text integration (Guided Reading, Small Group, Read Alouds, Shared Reading, Independent Reading, Book Clubs, and Research). In addition, schools will receive Short Reads Fiction (in addition to the current non-fiction Short Reads). With the upgraded Bookroom 4.0, the Online Bookroom Accelerator will provide educators with 24/7 access to the bookroom resources, including the ability to search all titles by content, standard, comprehension skill, phonics, and word study skill, and level, as well as aligned lesson cards, implementation guide, and professional learning videos.

The purpose of this Agreement is to effectively implement the Broward Literacy Framework, where teachers and students must have access to a wide variety of rigorous text supporting student interest, conceptual topics of study, reading levels, text structure, text type, and genre. The text must be available for teachers to support grade-level instruction and students' instructional, independent, and stretch levels across different contexts of reading, including read-aloud, guided reading shared reading, and independent reading.

Access to books can be optimized through the school library, classroom libraries, and a centralized school-based bookroom. A centralized bookroom can provide teachers the opportunity to physically see the literacy continuum through levels A-Z, spark professional conversations about reading instruction and assessment, and deepen the school-wide vision of reading development.

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Through a centralized bookroom, schools can maximize their resources and time as they open opportunities for teachers and students to interact with a variety of levels and texts. Variety is essential as different text types, formats, and genres make different demands on readers. Exposure to a variety of books helps readers build a flexible reading process and deepen their strategic actions.

Classrooms comprising of an extensive range of high-quality diverse literature, both fiction and nonfiction, coupled with a reader-text match, support for motivation and text choice, time for students to interact with texts across different contexts, literacy integrated across content-area curriculum and data-driven reading instruction, are a school's best opportunity to meet the challenges of the Florida Standards. Through this purchase, Title I schools will be provided resources to enrich Tier I instruction and increase student access to a wide variety of complex, diverse, and rigorous text supporting student interest, conceptual topics of study, text structure, student reading levels, text type, and genre.

Professional development and ongoing support for the bookroom collections, including access of texts, implementation across a variety of contexts, instructional strategies, and resources are provided through the Broward County Public Schools Literacy and Elementary Learning Departments, along with support from the Office of School Performance & Accountability and Student Support Initiatives. Bookroom texts are included in the Responsive Literacy Instruction, Balanced Literacy Instruction, and Small Group Instruction Professional Learning Courses, as well as in work with Literacy Coaches during ongoing meetings, boosters, and monthly Skype sessions. Guidance for bookroom collection texts and resources are incorporated into the Elementary Learning Curriculum (posted on Canvas), and resources will be updated with the approval of the upgrades.

Procurement Method
Responsible: PWS

According to Purchasing Policy 3320, Part 2, H: "The requirement of requesting competitive solicitations from three (3) or more sources is hereby waived as authorized by chapter 6A-1.012 (F.A.C.) State Board of Education Administrative rules for the purchase of educational services and any type of copyrighted materials."

Financial Impact
Responsible: PWS and Early Learning & Language Acquisition

The requested spending authority for the one (1) year agreement will be \$1,853,612, as detailed below. Funding will be made available through the Title I Grant.

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Savings

After negotiation and cooperation from Scholastic, a thirty (30) percent discount for Bookroom Upgrades and thirty-six (36) percent discount on New Bookrooms was agreed upon as detailed below:

Bookroom Upgrades						
Description	Qty	List (Regular) Price	SBBC Price	Extended List (Regular) Price	SBBC Discounted Price	Savings
Leveled Bookroom 4.0 K-6 Conversion Kit	118	\$ 11,993.00	\$ 9,445.95	1,415,174.00	\$ 1,114,622.10	\$ 300,551.90
Leveled Bookroom 4.0 K-3 Conversion Kit	2	\$ 9,132.00	\$ 6,165.10	18,264.00	\$ 12,330.20	\$ 5,933.80
Custom Collection Text Types: Levels	2	\$ 5,338.03	\$ 3,236.36	10,676.06	\$ 6,472.72	\$ 4,203.34
Shipping and Handling		\$ 102,008.25	\$ 56,671.25	102,008.25	\$ 56,671.25	\$ 45,337.00
Subtotal (A)				\$ 1,444,114.00	\$ 1,190,096.00	\$ 356,026.00
SAVINGS		30%				
New Bookrooms						
Description	Qty	List (Regular) Price	SBBC Price	Extended List (Regular) Price	SBBC Discounted Price	Savings
Leveled Bookroom 4.0 Grades K-6	16	\$ 52,660.00	\$ 39,495.00	\$ 842,560.00	\$ 631,920.00	\$ 210,640.00
Shipping and Handling		\$ 56,872.80	\$ 31,596.00	\$ 56,872.80	\$ 31,596.00	\$ 25,276.80
Subtotal (B)				\$ 899,432.80	\$ 663,516.00	\$ 235,916.80
SAVINGS		36%				
Total (A) + (B) - Requested Award Amount					\$ 1,853,612.00	

The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.



PROCUREMENT & WAREHOUSING SERVICES

FINANCIAL ANALYSIS WORKSHEET

BID INFORMATION			
New Bid # (Ex: 10-004R):	FY20-148	Preparation Date:	October 17, 2019
Previous Bid # (Ex: 10-004R):	57-119E	Buyer/PA:	Lucy Gonzalez
New Bid Award Total:	\$1,853,612	Bid Title:	Title I Bookroom Collections - New and Upgrades
Previous Award Total:	\$4,000,000		
Bid Type:	NEW BID		
Previous Bid Term (Start Date):	5/3/2017	New Bid Term (In Months):	12
Previous Bid Term (End Date):	4/1/2018	# of Months Into Bid:	29

SPEND REPORTING	
Purchase Order(s) Spend:	\$3,980,381
P Card Purchases:	\$0
Total Invoiced-to-Date Amount (PO + Pcard Purchases):	\$3,980,381
Average Monthly Expenditure:	\$137,255
Unused Authorized Spending:	\$19,619
Est. Forecasted Spend (For Entire Bid Term):	

VENDOR INFORMATION		
Awarded Vendors:	M/WBE Status (If applicable):	Spend:
109161-SCHOLASTIC INC READING COUNTS		\$ 3,980,381
	PO VENDOR SPEND:	\$ 3,980,381
	P-CARD SPEND:	\$ -
	TOTAL SPEND:	\$ 3,980,381

NOTES (Type Below):

Default Funding Source*		Department/School & Sign-off Information*	
Cost Center	2640098300	Name (First & Last)	Lori Canning
Fund	4230	Title	Executive Director
Functional Area	5102000000000000	Department/School Name	Early Learning Language Acquisition
Commitment Item	55160000	Sign-off provided by	Ella Toney-Fullard

*To ensure accuracy, please type in or select from the menu for the Default Funding Source and Department Information (No hand written information)

Data Source: SAP and Works (Bank of America system) Prepared on: 10/20/2019

All information included in this summary is based on the preparation date listed above and may change at any time beyond that date.

AGREEMENT

THIS AGREEMENT is made and entered into as of this 6th day of November, 2019, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

SCHOLASTIC INC.
(hereinafter referred to as "VENDOR"),
whose principal place of business is
557 Broadway, New York NY 10012.

WHEREAS, the SBBC is in need of leveled book room books and books for classroom libraries and has selected the VENDOR to provide such products; and

WHEREAS, VENDOR is willing to provide such products to the SBBC; and

WHEREAS, the SBBC and VENDOR desire to memorialize the terms and conditions of their agreement; and

WHEREAS, the SBBC Purchasing Policy 3320 Section 2(H) states "the requirement of requesting competitive solicitations from three or more sources is hereby waived as authorized by Rule 6A-I.012, Florida Administrative Code State Board of Education Administrative rules for the purchase of educational services and any type of copyrighted materials;" and

WHEREAS, the products being purchased subject to this Agreement are copyrighted Materials.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on November 6, 2019 and conclude on October 31, 2020.

2.02 **Description of Goods or Services Provided.** VENDOR shall the following goods and/or services:

(a) Full bookroom collections for new Title 1 Schools
 (b) Upgraded bookroom resources for schools participating in the 2017 resource allocation. Bookroom upgrades will include:

- 1) 780 books: 26 levels, A–Z (130 titles, 6 copies each) pre-packed and stickered
- 2) 130 Short Reads packs: 26 levels, A–Z (6 copies each, housed in 1 folder; 130 folders total)
- 3) Teaching cards for every title; 10 per level
- 4) Bookroom Accelerator access for grades K-6

(c) The bookroom upgrade will provide schools with additional books to support alignment to standards and content areas, greater diversity in complex text types, text levels, and content connections, as well as increased opportunities for text integration (Guided Reading, Small Group, Read Alouds, Shared Reading, Independent Reading, Book Clubs, and Research). In addition, schools will receive Short Reads Fiction (in addition to the current non-fiction Short Reads). With the upgraded Bookroom 4.0, the Online Bookroom Accelerator will provide educators with 24/7 access to the bookroom resources, including the ability to search all titles by content, standard, comprehension skill, phonics and word study skill, and level, as well as aligned lesson cards, implementation guide, and professional learning videos.

2.03 **Cost of Services.** SBBC shall pay the VENDOR for products that it delivers to SBBC as detailed below. The total amount shall not exceed One Million Eight Hundred Fifty-Three Thousand Six Hundred and Twelve Dollars and 00/100 Cents (\$1,853,612.00), which also includes shipping and handling.

Bookroom Upgrades			
Description	Qty	SBBC Price	Total
Leveled Bookroom 4.0 K-6 Conversion Kit	118	\$ 9,445.95	\$ 1,114,622.10
Leveled Bookroom 4.0 K-3 Conversion Kit	2	\$ 6,165.10	\$ 12,330.20
Custom Collection Text Types: Levels	2	\$ 3,236.36	\$ 6,472.72
Shipping and Handling		\$ 56,671.25	\$ 56,671.25
Subtotal (A)			\$ 1,190,096
New Bookrooms			
Description	Qty	SBBC Price	SBBC Discounted Price
Leveled Bookroom 4.0 Grades K-6	16	\$ 39,495.00	\$ 631,920.00
Shipping and Handling		\$ 31,596.00	\$ 31,596.00
Subtotal (B)			\$ 663,516
Total (A) + (B) Cost of Services			\$ 1,853,612

2.04 **SBBC Disclosure of Education Records.** Although no student education records shall be disclosed pursuant to this Agreement, should VENDOR come into contact with education records during the course of contracted responsibilities, these records are confidential and protected by the Family Educational Rights and Privacy Act (FERPA) and state laws and may not be used or re-disclosed. Any use or re-disclosure may violate applicable federal and state laws.

2.05 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, the VENDOR shall:

- 1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;
- 2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;
- 3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;
- 4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;
- 5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;
- 6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;
- 7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;
- 8) prepare and distribute, at its own cost, any and all required breach notifications, under

federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

- 9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;
- 10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and
- 11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) The VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.06 Inspection of VENDOR'S Records by SBBC. The VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDOR applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of The VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of

the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to the VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide the VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to the VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by the VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by the VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by the VENDOR. If the audit discloses billings or charges to which the VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of the VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.07 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC: Superintendent of Schools
The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

With a Copy to: Executive Director, Early Learning Language Acquisition

The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

To VENDOR: Scholastic, Inc.
557 Broadway
New York, NY 10012
Attn: General Counsel

With a Copy to: Vice President of Operations
Scholastic, Inc.
90 Old Sherman Turnpike
Danbury CT 06810

2.08 **Background Screening.** VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (a) are to be permitted access to school grounds when students are present, (b) will have direct contact with students, or (c) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.09 **Public Records.** The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. VENDOR shall keep and maintain public records required by SBBC to perform the services required under this Agreement. Upon request from SBBC's custodian of public records, VENDOR shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. VENDOR shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement's term and following completion of the Agreement if VENDOR does not transfer the public records to SBBC. Upon completion of the Agreement, VENDOR shall transfer, at no cost, to SBBC all public records in possession of VENDOR or keep and maintain public records required by SBBC to perform the services required under the Agreement. If VENDOR transfers all public records to SBBC upon completion of the Agreement, VENDOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If VENDOR keeps and maintains public records upon completion of the Agreement, VENDOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.10 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: The VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by the VENDOR, SBBC or otherwise.

2.11 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) Auto Liability. VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) Acceptability of Insurance Carriers. The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) Verification of Coverage. Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) Required Conditions. Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.
- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.12 Equal Opportunity Provision. The parties agree that no person shall be subjected to discrimination because of age, race, color, disability, gender identity, gender expression, marital status, national origin, religion, sex or sexual orientation in the performance of the parties' respective duties, responsibilities and obligations under this Agreement.

2.13 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.14 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) calendar days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) calendar day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) calendar days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) calendar days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party

contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of such articles or sections of this Agreement, nor in any way affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall a lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.


IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:


Robert W. Runcie, Superintendent of Schools

By 
Heather P. Brinkworth, Chair

Approved as to Form and Legal Content:



Digitally signed by Kathelyn
Jacques-Adams, Esq. -
kathelyn.jacques-
adams@gbrowardschools.com
Reason: Scholastic Inc.
Date: 2019.10.28 09:53:06 -04'00'

Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

SCHOLASTIC INC.

ATTEST:

By *Toni Abrahams*

_____, Secretary

Name Toni Abrahams

Title VP of Operations

-or-

S. Bignell
Witness Sharilynne Bignell

Kimberly Sussman
Witness Kimberly Sussman

The Following Notarization is Required for Every Agreement Without Regard to Whether the Party Chose to Use a Secretary's Attestation or Two (2) Witnesses.

STATE OF CT

COUNTY OF Fairfield

The foregoing instrument was acknowledged before me this 25th day of October, 2019.

by Toni Abrahams of Scholastic Inc., on behalf of the
Name of Person Name of Corporation or Agency
corporation/agency. He/She is personally known to me or produced Drivers License
as identification and did/did not first take an oath. Type of Identification

My Commission Expires: 8/31/2023



(SEAL)

S. Bignell
Signature – Notary Public

Sharilynne Bignell
Printed Name of Notary

N/A
Notary's Commission No.