



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:
EE-14.

MEETING DATE: 2019-12-10 10:05 - School Board Operational Meeting

AGENDA ITEM: ITEMS

CATEGORY: EE. OFFICE OF STRATEGY & OPERATIONS

DEPARTMENT: Procurement & Warehousing Services

Special Order Request
 Yes No

Time

Open Agenda
 Yes No

TITLE:
Recommendation to Approve Agreement - FY20-090 - Istation Dual Language Program

REQUESTED ACTION:
Approve the recommendation for the above agreement. Contract Term: December 10, 2019 through November 30, 2020, 1 Year; User Department: Bilingual/ESOL Award Amount: \$151,250; Awarded Vendor(s): Imagination Station, Inc. d/b/a Istation; Small/Minority/Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:
Istation provides computer-based instruction and assessments in Reading and Writing in Spanish for Pre-k to 5th-grade students. The Agreement will provide a curriculum that maintains an interdisciplinary focus incorporating science content and writing instruction into the program. This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel. PENDING

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 \$151,250. The funding source will come from Title III, Part A 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) Program Overview (4) Memo to Revise

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

SOURCE OF ADDITIONAL INFORMATION:	
Name: Victoria Saldala	Phone: 754-321-2589
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

Signature
Maurice Woods
12/6/2019, 4:45:59 PM


Approved In Open Board Meeting On: **DEC 10 2019**
By:
School Board Chair


THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ROBERT W. RUNCIE
SUPERINTENDENT OF SCHOOLS

December 6, 2019

TO: School Board Members

FROM: Maurice L. Woods 
Chief Strategy & Operations Officer

VIA: Robert W. Runcie 
Superintendent of Schools

SUBJECT: **REVISION TO EE-14, RECOMMENDATION TO APPROVE AGREEMENT
– FY20-090 – I-STATE DUAL LANGUAGE PROGRAM, FOR THE
DECEMBER 10, 2019, SCHOOL BOARD OPERATIONAL MEETING**

Attached is a revision to EE-14, Recommendation to Approve Agreement – FY20-090 – I-STATE Dual Language Program, for the December 10, 2019, School Board Operational Meeting.

Exhibits:

- Added agreement
- Executive Summary – *removed and added new language to page 2*
- Financial Analysis Worksheet – *revised spend reporting*

RWR/MLW:bm
Attachments

cc: Senior Leadership Team

EXECUTIVE SUMMARY

Recommendation to Approve Agreement FY20-090 – Istation Dual Language Program

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the agreement between Imagination Station, Inc. d/b/a Istation, and The School Board of Broward County, Florida (SBBC), for one (1) year starting December 10, 2019 through November 30, 2020. This Agreement will facilitate the collaboration between SBBC and Istation to build students' Spanish language acquisition and foundational digital literacy skills through their software programs.

The spending authority being requested is \$151,250.

Goods/Services Description

Responsible: Bilingual/ESOL

The Bilingual/ESOL Department is seeking to expand usage of Istation to include all K-6 Dual Language Spanish learners. The program is aligned with the Florida and WIDA Standards.

Program Goal: *Istation Reading en Español* is a Spanish reading curriculum and instruction, providing authentic Spanish literacy instruction and intervention. Built by Spanish-language educators, the engaging computer-adaptive activities assess learners' literacy skills in Spanish before students are seamlessly placed in high-interest, interactive online instruction. Students watch video tutorial lessons and answer corresponding interactive questions in the following areas: Book and Print Awareness, Listening Comprehension, Phonological Awareness, Writing Conventions, Syllabic, Letter Writing and Spelling, Vocabulary Development, Word Analysis, Reading Comprehension, Making Connections Across Text, Text Fluency, and Genre Study Questions.

Student Experience: Upon logging in for the first time, students complete a Spanish reading and literacy assessment. Istation then pairs the student with an appropriate curriculum based on skill-level. Students follow animated characters and narrators through lesson tutorials. After each lesson, they answer interactive questions as they advance levels. Students are routed through reteach lessons, and teachers receive instant reports to monitor student progress. Each Priority Report directs teachers to specific, skills-based, small-group lessons for targeted intervention.

Teacher Experience: Teachers can download corresponding classroom lesson plans, whole group, small group, or individualized Tier 1, Tier 2, or Tier 3 lessons based on students' performance, leveled guided reading books, and other resource dashboard materials. From their reporting dashboard, teachers can monitor progress reports, pull data reports, and generate graphic data of student progress and performance.

School-to-Home Connection Families and guardians have 24-7 access to easy-to-use supplemental home instruction outside traditional school settings.

Implementation: Currently, Broward County Public Schools Dual Language Program uses Sistema de Evaluación de la Lectura (SEL), a comprehensive Spanish assessment system that is meaningfully linked to classroom instruction and includes the components found in the Benchmark Assessment System. However, SEL only covers grades kindergarten through second grade making it challenging to track student Spanish proficiency beyond second grade. Istation provides crucial data about Dual Language students to assist teachers with individualized Spanish Language instruction in the areas of Book and Print Awareness, Listening Comprehension, Phonological Awareness, Writing Conventions, Syllabic, Letter Writing and Spelling, Vocabulary Development, Word Analysis, Reading Comprehension, Making Connections Across Text, Text Fluency, and Genre Study Questions.

Suggested Usage: thirty-forty (30-40) minutes per week.

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**Procurement Method
 Responsible: PWS**

Pursuant to Purchasing Policy 3320, Section II, H, and the Department of Education, Rule 6A-1.012, 11(b), Florida Administrative Code as authorized by Section 1010.04(4)(a), Florida Statutes, the requirement for requesting competitive solicitation for commodities or contractual services from three (3) or more sources is hereby waived as for the SBBC’s purchase of copyrighted materials purchased directly from a recognized educational institution.

~~The Bilingual/ESOL Department was introduced to the Spanish component of Istation when the District, in a free resource introduced to all Florida districts as part of a State grant. The Bilingual/ESOL Department was introduced to the Spanish component of Istation when the District was included in a State grant that made the resource free to all Florida Districts. The grant is no longer funded, and as a result, the department is purchasing this for the schools using Title III, Part A Grant. At this time, Bilingual/ESOL Department has not encountered other software programs whose intent is to provide authentic Spanish reading curriculum and instruction in multiple grades.~~

**Financial Impact
 Responsible: PWS and Bilingual/ESOL**

The total spending authority being requested is \$151,250 and will be funded from Title III, Part A Grant. Thirty-eight (38) schools will receive a full year subscription of Istation Español for participating students and teachers. (Elementary Dual Language Schools and four (4) Dual Language Middle Schools, 6th grade)

Name of Elementary Schools	Number of Licenses	Cost per School
Bethune	80	\$2,160
Boulevard Heights	280+	\$7,700
Broadview	181	\$4,887
Chapel Trail	180	\$4,860
Coral Cove	160	\$4,320
Country Isles	144	\$3,888
Cypress	163	\$4,401
Dolphin Bay	137	\$3,699
Driftwood	105	\$2,835
Eagle Point	280+	\$7,700
Eagle Ridge	157	\$4,239
Everglades	174	\$4,698
Flamingo	70	\$1,890
Gator Run	191	\$5,157
Gulfstream Academy of Hallandale Beach K-8	280+	\$7,700
Hollywood Hills	145	\$3,915
Indian Trace	280+	\$7,700
Hunt	37	\$ 999
Lakeside	280+	\$7,700
Manatee Bay	280+	\$7,700
Margate	131	\$3,537
Meadowbrook	200	\$5,400
Mirror Lake	72	\$1,944
Oakland Park	112	\$3,024
Pompano Beach	96	\$2,592
Ramblewood	180	\$4,860
Riverglades	112	\$3,024
Sawgrass	157	\$4,239

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Sea Castle	108	\$2,916
Silver Lakes	120	\$3,240
Silver Palms	280+	\$7,700
Stirling	115	\$3,105
Tamarac	280+	\$7,700
Watkins	139	\$3,753
Westchester	201	\$5,427
Name of Middle Schools (6th grade only)	Number of Licenses	Cost per School
Apollo	25	\$ 675
Glades	25	\$ 675
Gulfstream Academy of Hallandale Beach K-8	Included in ES	\$ 0
Tequesta Trace	25	\$ 675
Subtotal		\$162,634
Less Discount		(\$11,384)
Total Price		\$151,250

Previous Purchases

In 2018/2019, Bilingual/ESOL purchased Istation Español licenses for Elementary Dual Language schools and one (1) middle school. Every year as schools matriculate to the next grade level; numbers increase; in addition, three (3) sixth-grade middle schools were added.

School Year	Per Unit Cost	Total Cost
2019/2020	\$27.00	\$151,250
2018/2019	\$27.00	\$ 99,866

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



Istation Español

Delivering the Data Schools Need to Drive Intervention and Instruction

A Comprehensive System Built for Educators

Working together - Istation Español's assessments and instruction provide the data to support instructional decision making, feedback for students, and target areas for improvement. Istation Español's web-based educational technology can help teachers:

- Prioritize critical interventions.
- Identify students for small-group instruction.
- Select from targeted, teacher-led lessons.
- Compile skill strengths and weaknesses.

Formative Assessments (Pre-K – 5th Grade)

Designed specifically for Spanish literacy by Spanish language educators, normed Istation's Indicators of Progress (ISIP™) measure student growth with engaging, computer-adaptive diagnostic and screening programs.

Students begin with an assigned set of grade-based assessments. More or less challenging subtest will be added based on each student's estimated overall reading ability score.

Grade/Level Starting Points	ISIP Lectura Temprana					ISIP Lectura Avanzada	
	Pre-K	K	1st	2nd	3rd	4th	5th
Listening Comprehension	X	X					
Phonological Awareness	X	X	X				
Writing Conventions			X	X	X		
Vocabulary	X	X	X	X	X	X	X
Reading Comprehension		X	X	X	X	X	X
Spelling			X	X	X	X	X
Text Fluency				X	X	X	X

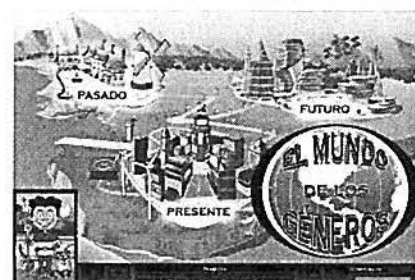
Adaptive Curriculum

Perfect for all bilingual implementations, including dual-language models, Istation Español is different from a translated literacy program that has been transadapted from English to Spanish.

Learning is enhanced through purposeful activities with Latin culture and literature. Plus, explicit and direct lessons give students targeted intervention and instruction that identifies needs and adjusts to each student's abilities.

Reading Curriculum and Content Areas

Reading Instruction	Literature Sources and Genres
<ul style="list-style-type: none"> - Syllabic and Phonemic Awareness - Vocabulary and Concept Development - Reading Comprehension - Text Fluency - Note- and test-taking skills - Characteristics of Genres - Compare and Contrast - Characterization - Theme - Author's Purpose - Author's Perspective 	<ul style="list-style-type: none"> - Fiction: <ul style="list-style-type: none"> • Historical Fiction • Realistic Fiction • Adapted Fables and Folklore • Poetry and Drama - Nonfiction: <ul style="list-style-type: none"> • Expository • Persuasive • Informative • Literary Nonfiction
Reading Instruction in the Content Area of Science	Discover "World of Genres" for Lectura Avanzada
<ul style="list-style-type: none"> - Earth Science - Space Science 	<ul style="list-style-type: none"> -Fiction: <ul style="list-style-type: none"> • Plays • Myths and Legends • Poetry (lyric and free verse) • Realistic Fiction -Nonfiction: <ul style="list-style-type: none"> • Biographies • Autobiographies • Informative Articles • Persuasive Text • Speech



AGREEMENT

THIS AGREEMENT is made and entered into as of this 10th day of December, 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

IMAGINATION STATION, INC.

(hereinafter referred to as "*Istation*"),
whose principal place of business is
8150 North Central Expressway, Suite 2000, Dallas, TX 75206

WHEREAS, *Istation* provides computer-based instruction and assessments in reading and writing in Spanish for pre-k to 5th grade students. *Istation* reading offers a collection of research based instructional tools for targeted instruction and intervention; and

WHEREAS, the Agreement will provide curriculum that maintains an interdisciplinary focus incorporating science content and writing instruction into the program. The program is available to students on web browsers, apple devices, and Chromebooks; and

WHEREAS, Rule 6A-1.012, 11(b), and 14, Florida Administrative Code and School Board Policy 3320, Section II.H, authorizes the purchase of any type of copyrighted materials, instructional materials and computer software without competitive solicitations.

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 upon execution of all parties and conclude on November 30, 2020.

2.02 **Scope of Services**. *Istation* shall provide five thousand six hundred ninety-one (5,691) *Istation* Reading en Espanol Student Licenses assigned to the following thirty-eight (38) Broward County School District campuses, see **Attachment A**.

2.03 **Cost of Services.** SBBC shall pay *Istation*, upon approval of this Agreement, One Hundred Fifty-One Thousand, Two Hundred Forty-Nine Dollars and 62/100 Cents (\$151,249.62), after receipt of an appropriate invoice for *Istation* Reading en Espanol Student Licenses, see **Attachment A.**

2.04 **SBBC Disclosure of Education Records.**

(a) SBBC will provide *Istation*, the education records listed in this section for the following purposes:

- 1) to create unique accounts for each student user to access the software program.
- 2) to create reports for teachers and administrators to guide instruction based on assessment reports.
- 3) analysis/reporting of demographic information.

(b) SBBC will provide *Istation*, through our integration software program, the education records below:

- 1) Student first and last name
- 2) Student identification number
- 3) Teacher name
- 4) Teacher School email
- 5) School Identification number
- 6) Grade level
- 7) Gender
- 8) Race
- 9) Ethnicity

(c) *Istation* is considered a "school official" with a legitimate educational interest to receive the aforementioned types of information from SBBC student education records for the purposes listed above. Pursuant to the Family Educational Rights and Privacy Act (FERPA), 34 CFR 99.31(a)(1), these records may be provided without prior parental consent. Prior written consent of the parent or student age 18 or over is needed for any types or purposes of disclosures of education records beyond those listed above.

(d) The requirements of this section shall supersede any uses of student information as listed in *Istation's* privacy policies.

2.05 **Istation Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, *Istation* 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) *Istation* 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 *Istation's* Records by SBBC.** *Istation* 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 *Istation's* 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 *Istation* 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 *Istation'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 *Istation* pursuant to this Agreement.

(b) **Notice of Inspection.** SBBC's agent or its authorized representative shall provide *Istation* 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 *Istation'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 *Istation* 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 *Istation's* 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 *Istation* in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be

paid by *Istation*. If the audit discloses billings or charges to which *Istation* is not contractually entitled, *Istation* 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, *Istation* 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 *Istation* 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 *Istation* pursuant to this Agreement and such excluded costs shall become the liability of *Istation*.

(g) Inspector General Audits. *Istation* 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: *Director, Bilingual/ESOL Department*
The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

To *Istation*: *Chief Executive Officer*
Imagination Station, Inc.
8150 North Central Expressway, Suite 2000
Dallas, TX 75206

2.08 Background Screening. *Istation* shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) 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 *Istation* or its personnel providing any services under the conditions described in the previous sentence. *Istation* 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 *Istation* and its personnel. The parties agree that the failure of *Istation* 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. *Istation* 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 *Istation'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. *Istation* 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, *Istation* 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. *Istation* 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 *Istation* does not transfer the public records to SBBC. Upon completion of the Agreement, *Istation* shall transfer, at no cost, to SBBC all public records in possession of *Istation* or keep and maintain public records required by SBBC to perform the services required under the Agreement. If *Istation* transfers all public records to SBBC upon completion of the Agreement, *Istation* shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If *Istation* keeps and maintains public records upon completion of the Agreement, *Istation* 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 *Istation*: *Istation* 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 *Istation*, its agents, servants or employees; the equipment of *Istation*, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of *Istation* or the negligence of *Istation'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 *Istation*, SBBC or otherwise.

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

(a) **General Liability.** *Istation* 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.** *Istation* 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.** *Istation* 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.** *Istation* 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 *Istation* 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 *Istation* to remedy any deficiencies. *Istation* 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.** *Istation* 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.

2.15 **Incorporation by Reference.** Attachment A attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

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) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) 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) 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) 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

By 
Donna P. Korn, Chair

ATTEST:


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:



Digitally signed by Kathelyn Jacques-Adams, Esq. - kathelyn.jacques-adams@gbrowardschools.com
Reason: Imagination Station, Inc.
Date: 2019.12.06 11:57:36 -05'00'

Office of the General Counsel

FOR ISTATION:

(Corporate Seal)

ATTEST:

IMAGINATION STATION, INC.

By Monika Flood

Name Monika Flood

Title CFO

_____, Secretary

-or-
Stephan Bauer
Witness

Witness

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 Texas

COUNTY OF Dallas

The foregoing instrument was acknowledged before me this 5 day of December, 2019 by Monika Flood of Istation, on behalf of the corporation/agency.

Name of Person
Name of Corporation or Agency
He/She is personally known to me or produced personally known to me as identification and did/did not first take an oath. personally known to me as Type of Identification

My Commission Expires:
May 16, 2021

Mary Elaine Nigo
Signature - Notary Public

Mary Elaine Nigo
Printed Name of Notary

129425763
Notary's Commission No.

(SEAL)



Attachment A



Every Student Deserves to Feel Powerful!

Discover hidden strengths with dynamic intervention and instruction.

Quote Q-11912-1

Prepared For:
Broward County Public Schools
600 SE 3RD Ave FI 10TH
Fort Lauderdale, FL
33301-3125

Your Istation Partner:

Adam Cohn
Account Executive
acohn@istation.com
(954) 579 - 6970



8150 North Central Expressway, Suite 2000
 Dallas, TX 75206
 Phone: 1-866-883-READ (7323)
 Email: orders@istation.com

Quote: Q-11912-1
 Prepared For: Broward County Public Schools
 Expires On: 9/30/2019

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions.

IE.Student - Istation Reading en Español
 (Student Account)

Subscription Term: 10/1/2019 - 9/30/2020
 Quantity: 5,691 Student Licenses across 38 campuses

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
25	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Apollo Middle School	\$675.00
80	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Bethune Mary M Elementary School	\$2,160.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Boulevard Heights Elementary	\$7,700.00
181	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Broadview Elementary School	\$4,887.00
180	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Chapel Trail Elementary School	\$4,860.00
160	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Coral Cove Elementary School	\$4,320.00
144	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Country Isles Elementary School	\$3,888.00
163	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Cypress Elementary School	\$4,401.00
137	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Dolphin Bay Elementary School	\$3,699.00
105	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Driftwood Elementary School	\$2,835.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Eagle Point Elementary School	\$7,700.00
157	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Eagle Ridge Elementary School	\$4,239.00
174	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Everglades Elementary School	\$4,698.00
70	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Flamingo Elementary School	\$1,890.00
191	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Gator Run Elementary School	\$5,157.00

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
25	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Glades Middle School	\$675.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Gulfstream Academy of Hallandale Beach	\$7,700.00
145	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Hollywood Hills Elementary School	\$3,915.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Indian Trace Elementary School	\$7,700.00
37	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	James S Hunt Elementary School	\$999.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Lakeside Elementary School	\$7,700.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Manatee Bay Elementary School	\$7,700.00
131	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Margate Elementary School	\$3,537.00
200	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Meadowbrook Elementary School	\$5,400.00
72	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Mirror Lake Elementary School	\$1,944.00
112	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Oakland Park Elementary School	\$3,024.00
96	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Pompano Beach Elementary School	\$2,592.00
180	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Ramblewood Elementary School	\$4,860.00
112	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Riverglades Elementary School	\$3,024.00
157	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Sawgrass Elementary School	\$4,239.00
108	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Sea Castle Elementary School	\$2,916.00
120	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Silver Lakes Elementary School	\$3,240.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Silver Palms Elementary School	\$7,700.00
115	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Stirling Elementary School	\$3,105.00
1	Istation Reading en Español	10/1/2019	12	9/30/2020	Tamarac Elementary School	\$7,700.00

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	LIST PRICE
25	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Tequesta Trace Middle School	\$675.00
139	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Watkins Elementary School	\$3,753.00
201	IE.Student - Istation Reading en Español (Student Account)	10/1/2019	12	9/30/2020	Westchester Elementary School	\$5,427.00
IE.Student - Istation Reading en Español (Student Account) TOTAL:						\$162,634.00

SUBTOTAL:	\$162,634.00
DISCOUNT:	(\$11,384.38)
TAX (if applicable):	
CUSTOMER TOTAL:	\$151,249.62