



# Monroe County School District

Superintendent of Schools  
Mark T. Porter

## Board Rationale

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**File #:** 1920600

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Approval of contract ESE Dept: Brenda Ewer, Occupational Therapist

### BACKGROUND INFORMATION

In accordance with Florida Administrative Code, certain students have been evaluated and as an outcome, an appropriate Individual Educational Plan (IEP) has been developed as required. MCSD student's IEP may determine that these students require educationally relevant occupational therapy that includes a prescribed plan of care through their Individual Educational Plan. (IEP)

### BUDGET INFORMATION

Item Budgeted? [Yes]

Total Cost: \$ \_59,500\_

Budget Coding: \_\_0110.5200.0310.0143.0001\_\_

Requisition Attached? [Yes]

### CONTRACT INFORMATION

Contract with: \_\_Brenda Ewer, OT\_\_

Contract value: \$ \_59,500\_ NTE

Budget coding: \_0110.5200.0310.0143.0001\_\_

Contract Originator: Dr. Lesley Thompson, Director Exceptional Student Education x53378

Board Meeting Date: June 9, 2020

### RECOMMENDATION

Approval of the contract for Brenda Ewer, OT



# Monroe County School District

Superintendent of  
Schools  
Mark T. Porter

## Master

File Number: 1920600

File ID: 1920600

Type: Agenda Item

Status: Agenda Ready

Version: 1

Vendor:

Action By: School Board

File Created: 05/26/2020

Subject:

Final Action:

Title:

### Internal Notes:

### Sponsors:

Effective Date:

**Attachments:** Rationale Ewer, Brenda Ewer Contract 2 of 3 Signed 2020-2021, Brenda Ewer original contract and 1 of 3, Brenda Ewer Business Disclosure Signed 2020-2021, Brenda Ewer Insurance 2020-2021, Brenda Ewer Requisition for 2020-2021

**Enactment Number:**

### Recommendation:

Expiration Date:

**Entered by:** Catherine.Kanagy@KeysSchools.com

Expiration Date:

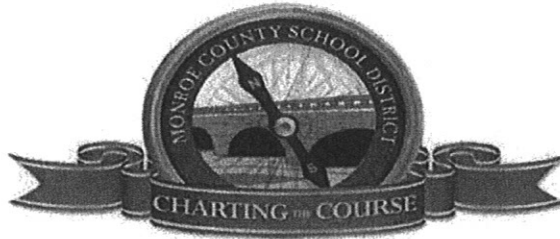
### Related Files:

### Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	5/26/2020	Lesley Thompson	Approve	5/28/2020
1	3	6/2/2020	Dirk Smits	Approve	5/29/2020
1	4	6/3/2020	Suanne Lee	Approve	6/3/2020
1	5	6/4/2020	James Drake	Approve	6/4/2020
1	6	6/4/2020	Ramon Dawkins	Approve	6/5/2020
1	7	6/5/2020	Theresa Axford	Approve	6/5/2020

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Rev 6.3.2019

## CONTRACT RENEWAL WITH ADDENDUM

THIS CONTRACT RENEWAL is made and entered into the date last written below, by and between The School Board of Monroe County, Florida ("School Board"), and Brenda Ewer, Occupational Therapist ("Contractor"), in order to renew the agreement ("Original Contract") between the parties dated 8-14-2018 (original contract date), a copy of which is attached hereto and incorporated by reference.

1. Contractor will exercise the 2 of 3 renewal options in accordance with the terms of the Original Contract, thereby creating a renewed contract ("Renewed Contract").
2. The Renewed Contract shall commence on 8-13-2020 and expire on 6-4-2021.
3. The following terms of the Original Contract are hereby agreeably modified:

Paragraph 3 of Original Contract, titled "Compensation", is hereby changed and shall now read as follows: School Board shall pay Contractor the sum of \$59,500NTE to provide said goods services pursuant to this contract/Hourly compensation of services rendered of the sum of \$63.00 per hour.

The contractor will submit an invoice for payment on a monthly basis with documentation of services provided to the office of Exceptional Student Education, 255 Crane Blvd, Sugarloaf Key, FL 33042

4. All other terms and conditions of the Original Contract shall remain in full force and effect.
5. Contractor's obligations to maintain insurance remains in effect as evident by the updated copy attached.
6. Contractor hereby certifies that the Relationship Disclosure Affidavit and Debarment Certification as submitted as attachments to the Original contract have remained unchanged or has submitted new documents as necessary.

NOTE: A copy of the original contract must accompany this renewal.

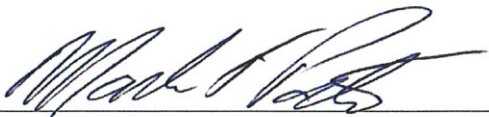
IN WITNESS WHEREOF, the parties have executed this Contract Renewal on this 19<sup>th</sup> day of

May, 2020 . June 9, 2020  
Mindy Com

SIGNATURE OF CHAIRPERSON OF THE BOARD (CONTRACTS OVER \$25,000)

June 9, 2020

DATE



SIGNATURE OF SUPERINTENDENT

June 9, 2020

DATE



SIGNATURE OF CONTRACTOR/REPRESENTATIVE

5/19/20

DATE

Brenda Ewer, Occupational Therapist

PRINT NAME AND TITLE





# Monroe County School District

Superintendent of Schools  
Mark T. Porter

## Legislation Text

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File #: 1819-0319, Version: 1

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### TITLE

Approval of contract renewal with Brenda Ewer, ESE OT (Upper Keys)

### BACKGROUND INFORMATION

In accordance with Rule 61-6-0331, Florida Administrative Code, certain students have been evaluated and as an outcome, an appropriate Individual Educational Plan (IEP) has been developed as required. The student IEP may determine that these certain students require educationally relevant Occupational Therapy.

### BUDGET INFORMATION

Item Budgeted? Yes

Total Cost: \$59,500

Budget Coding: 0110.5200.0310.0143.0001

Requisition Attached? Yes

### CONTRACT INFORMATION

Contract with: Brenda Ewer, Occupational Therapy Services

Contract value: \$59,000

Budget coding: 0110.5200.0310.0143.0001

Contract Purpose / Description: Occupational Therapy Services

Contract Originator: Dr. Lesley Thompson, 53378, ESE Department

Board Meeting Date: June 25, 2019

### RECOMMENDATION

Approval of contract renewal with Brenda Ewer, ESE OT (Upper Keys)



# Monroe County School District

Superintendent of  
Schools  
Mark T. Porter

## Master

File Number: 1819-0319

File ID: 1819-0319

Type: Agenda Item

Status: Agenda Ready

Version: 1

Vendor:

Action By: School Board

File Created: 06/17/2019

Subject:

Final Action:

Title: Approval of contract renewal with Brenda Ewer, ESE OT (Upper Keys)

### BACKGROUND INFORMATION

In accordance with Rule 61-6-0331, Florida Administrative Code, certain students have been evaluated and as an outcome, an appropriate Individual Educational Plan (IEP) has been developed as required. The student IEP may determine that these certain students require educationally relevant Occupational Therapy.

### BUDGET INFORMATION

Item Budgeted? Yes  
Total Cost: \$59,500  
Budget Coding: 0110.5200.0310.0143.0001  
Requisition Attached? Yes

### CONTRACT INFORMATION

Contract with: Brenda Ewer, Occupational Therapy Services  
Contract value: \$59,000  
Budget coding: 0110.5200.0310.0143.0001

Contract Purpose / Description: Occupational Therapy Services

Contract Originator: Dr. Lesley Thompson, 53378, ESE Department

Board Meeting Date: June 25, 2019

### RECOMMENDATION

Internal Notes:

Sponsors:

Effective Date:

**Attachments:** Brenda Ewer Renewal Contract 1 of 3 2019-2020  
updated NTE \$59,500 signed, Brenda Ewer Personal  
Business affidavit 2019-2020, Brenda Ewer Insurance  
2019-2020, Brenda Ewer requisition for 2019-2020,  
Brenda Ewer Contract 2018-2019 Signed Original

**Enactment Number:**

**Recommendation:**

**Entered by:** Catherine.Kanagy@KeysSchools.com

**Expiration Date:**

**Expiration Date:**

### Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/18/2019	Lesley Thompson	Approve	6/19/2019
1	2	6/18/2019	Gaelan Jones	Approve	6/19/2019
1	3	6/19/2019	Suanne Lee	Approve	6/19/2019
1	4	6/20/2019	James Drake	Approve	6/20/2019
1	5	6/21/2019	Ramon Dawkins	Approve	6/21/2019
1	6	7/2/2019	Theresa Axford	Approve	6/24/2019

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	School Board	07/23/2019					





Rev 11.7.2017

### CONTRACT RENEWAL

THIS CONTRACT RENEWAL is made and entered into the date last written below, by and between The School Board of Monroe County, Florida ("School Board"), and Brenda Ewer, Occupational Therapist ("Contractor"), in order to renew the agreement ("Original Contract") between the parties dated 8-14-2018 (original contract date), a copy of which is attached hereto and incorporated by reference.

1. Contractor will exercise the 1<sup>st</sup> of 3 renewal options in accordance with the terms of the Original Contract, thereby creating a renewed contract ("Renewed Contract").
2. The Renewed Contract shall commence on 8-14-2019 and expire on 5-29-2020.
3. All other terms and conditions of the Original Contract shall remain in full force and effect. The following terms of the Original Contract are hereby agreeably modified:  
Paragraph 3 of Original Contract, titled "COMPENSATION", is hereby changed and shall now read as follows: School Board shall pay Contractor the sum of \$59,500 NTE to provide said goods services pursuant to this contract/Hourly compensation of services rendered of the sum of \$63.00 per hour, not to exceed 25 hours per week. The contractor will submit an invoice for payment on a monthly basis with documentation of services provided to the office of Exceptional Student Education, 255 Crane Blvd, Sugarloaf Key, FL 33042
4. Contractor's obligations to maintain insurance remains in effect as evident by the updated copy attached.
5. Contractor hereby certifies that the Relationship Disclosure Affidavit and Debarment Certification as submitted as attachments to the Original contract have remained unchanged or has submitted new documents as necessary.

NOTE: A copy of the original contract must accompany this renewal.

IN WITNESS WHEREOF, the parties have executed this Contract Renewal on this 23<sup>rd</sup> day of

July, 2019

Ron Ewert  
SIGNATURE OF CHAIRPERSON OF THE BOARD (CONTRACT OVER \$25,000)

July 23, 2019

DATE

Mark P. [Signature]  
SIGNATURE OF SUPERINTENDENT

July 23, 2019

DATE

Brenda Ewer, OTR/L  
SIGNATURE OF CONTRACTOR/REPRESENTATIVE

6/15/19  
DATE

Brenda Ewer, OTR/L  
PRINT NAME AND TITLE

**MONROE COUNTY SCHOOL DISTRICT  
BUSINESS/PERSONAL RELATIONSHIP DISCLOSURE AFFIDAVIT**

I, Brenda Ewer, of the City/Township/Parrish of Tavernier, State of FL, and according to law on my oath, and under penalty of perjury, depose and say that;

1) I am the authorized representative of the company or entity making a proposal for a project described as follows:

Name of company/vendor: Brenda Ewer, OT/IL

Nature of services presently being offered to School District: Occupational Therapy

2) ☒ I have (OR) ☐ I have not at any time prior to this application, had a business relationship with any employee or board member of the School District of Monroe County, Florida.

IF YOU ANSWER I HAVE: Please list details of the relationship including the employee or board member's name with whom you have done business, the type of work that was performed and the years worked. I worked for the school district as the OT for the Upper Keys from 2002-2009 and 2/17-5/17 and 8/18-5/19.

3) ☐ I have (OR) ☒ I DO NOT have a personal relationship (this includes family) with an employee of OR a board member of the School District of Monroe County, Florida.

IF YOU ANSWER I HAVE: Please list details of the relationship including the employee(s) or board member(s) name with whom you are related, and your ties to that person (spouse, mother, brother, cousin, or related by marriage, partners, etc.)

The statements contained in this affidavit are true and correct, and made with full knowledge that The School Board of Monroe County, Florida, relies upon the truth of the statements contained in this affidavit in awarding contracts for the subject project. I hereby agree to keep the School District of Monroe County, Florida, informed of any change to the information contained herein. I further understand and agree that discovery of any undisclosed relationship can and will lead to termination of any ongoing contracts, and may potentially lead to me being banned from conducting future business with the school district.

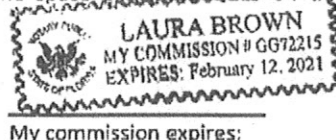
6/13/19  
Date

Brenda Ewer  
(Signature of Authorized Representative)

STATE OF Florida  
COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Brenda Ewer who, ☒ being personally known, ☐ or having produced \_\_\_\_\_ as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 13 day of June 2019.

Laura Brown  
NOTARY PUBLIC



My commission expires:





HEALTHCARE PROVIDERS SERVICE  
ORGANIZATION PURCHASING GROUP



Certificate of Insurance

OCCURRENCE POLICY FORM

Print Date: 2/05/2019

Producer Branch Prefix Policy Number Policy Period  
018098 970 HPG 0844695799 from 01/31/19 to 01/31/20 at 12:01 AM Standard Time

Named Insured and Address:

Brenda K Ewer  
Po Box 1551  
Tavernier, FL 33070-1551

Program Administered by:

Healthcare Providers Service Organization  
1100 Virginia Drive, Suite 250  
Fort Washington, PA 19034  
1-800-982-9491  
www.hpsso.com

Medical Specialty:

Occupational Therapist

Code:

80721

Insurance is provided by:

American Casualty Company of Reading, Pennsylvania  
333 S. Wabash Avenue, Chicago, IL 60604

Excludes Cosmetic Procedures

Professional Liability \$1,000,000 each claim \$3,000,000 aggregate

Your professional liability limits shown above include the following:

- \* Good Samaritan Liability
- \* Malpractice Liability
- \* Personal Injury Liability
- \* Sexual Misconduct Included in the PL limit shown above subject to \$25,000 aggregate sublimit

Coverage Extensions

License Protection	\$25,000	per proceeding	\$25,000	aggregate
Defendant Expense Benefit	\$1,000	per day limit	\$25,000	aggregate
Deposition Representation	\$10,000	per deposition	\$10,000	aggregate
Assault	\$25,000	per incident	\$25,000	aggregate
Includes Workplace Violence Counseling				
Medical Payments	\$25,000	per person	\$100,000	aggregate
First Aid	\$10,000	per incident	\$10,000	aggregate
Damage to Property of Others	\$10,000	per incident	\$10,000	aggregate
Information Privacy (HIPAA) Fines and Penalties	\$25,000	per incident	\$25,000	aggregate

Workplace Liability

Workplace Liability	Included in Professional Liability Limit shown above
Fire & Water Legal Liability	Included in the PL limit shown above subject to \$150,000 aggregate sublimit
Personal Liability	\$1,000,000 aggregate

Total: \$ 232.00

Base Premium

Premium reflects Self Employed, Full Time

Policy Forms & Endorsements (Please see attached list for a general description of many common policy forms and endorsements.)

G-121500-D	CNA80989	G-121503-C	G-121501-C	G-145184-A	G-147292-A	GSL15563
GSL15564	GSL15565	GSL17101	GSL13424	CNA80051	CNA80052	G-123846-D09
CNA81753	CNA81758	CNA82011	CNA79575	G-123828-B		

Chairman of the Board

Secretary

Keep this document in a safe place, it and proof of payment are your proof of coverage. There is no coverage in force unless the premium is paid in full. In order to activate your coverage, please remit premium in full by the effective date of this Certificate of Insurance.  
Master Policy # 188711433

G-141241-B (03/2010)

Coverage Change Date:

Endorsement Change Date:



# Purchase Requests/Orders

SIS ERP Diana Lorenz



Drafts Templates Request History

## Current Request

2019 - 2020 ▼

Look up PO #

Or Req #

### Brenda Ewer OT

Requisition #  
N/A

PO #  
N/A

Author  
Lorenz, Diana

Vendor  
V0000020456 - BRENDA K. EWER ▼

V0000020456  
BRENDA K. EWER  
P.O. BOX 1551  
TAVERNIER, FL 33070

Vendor Contact  
Diana Lorenz

Terms & Conditions  
2 ▼

Deadline Date  
06/30/2019

PO Status  
Open

Request Type  
Standard

Request Date/Status  
Draft

Order Contact  
Diana Lorenz

Center/School Contact  
0143/Diana Lorenz

Deliver To

0201 : SUGARLOAF SCHOOL ▼

### Line Items

Ref. #	Item #	Description	Qty	UOM	Unit Price	Amount	Shipping	Receivers
1	Noncap	Brenda Ewer	1.00	ea	59500.00	59500.00		
Total						59,500.00		

### Allocations

Ref. #	Fund ▼	Function ▼	Object ▼	Center ▼	Project ▼	Budgeted	Committed	Encumbered	Expended	Balance	Amount
1 ▼	0110... ▼	5200 ... ▼	310 ... ▼	0143... ▼	0001... ▼	0.00	0.00	0.00	0.00	0.00	59500.00
Total											59,500.00

### Files

(Drag files to upload)

Select



### Comments

6/17 1:56pm Lorenz, Diana: To provide educationally relevant occupational therapy services in the upper keys. 2019-2020

Post

### Comments for vendor

Submit







# Monroe County School District

Superintendent of Schools  
Mark T. Porter

## Board Rationale

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**File #:** CON 18-217

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### **TITLE**

Approval of contract with Brenda Ewer OT services for ESE department in the upper keys SY 2018-2019

### **BACKGROUND INFORMATION**

In accordance with Rule 61-6-0331, Florida Administrative Code, certain students have been evaluated and as an outcome, an appropriate Individual Educational Plan (IEP) which has been developed as required. These student IEP may determine that these certain students require educationally relevant Occupational Therapy. Each year the board assures that occupational therapy (OT), physical therapy (PT) and Speech Language Therapy (SLP) services are provided by contract with service providers.

### **BUDGET INFORMATION**

Item Budgeted? Yes

Total Cost: NTE \$55,500.00

Budget Coding: 0110.5200.0310.0143.0001

Requisition Attached? [Yes]

Contract Purpose / Description: Occupationalall Therapy Services

Contract Originator: Lesley Thompson, Director, Exceptional Student Education

Board Meeting Date: August 14, 2018

### **RECOMMENDATION**

Approval of contract with Brenda Ewer OT services for ESE department in the upper keys SY 2018-2019



# Monroe County School District

Superintendent of  
Schools  
Mark T. Porter

## Master

File Number: CON 18-217

File ID: CON 18-217

Type: Contract / MOU

Status: Consent Agenda

Version: 1

Vendor:

Action By: School Board

File Created: 08/04/2018

Subject:

Final Action:

Title: Approval of contract with Brenda Ewer OT services for ESE department in the upper keys SY 2018-2019

### Internal Notes:

### Sponsors:

Effective Date:

Attachments: Brenda Ewer Signed Original Contract and Insurance  
2018-2019, Brenda Ewer Business Relationship  
disclosure 2018-2019, Brenda Ewer Requisition  
812018

Enactment Number:

### Recommendation:

Expiration Date:

Entered by: Catherine.Kanagy@KeysSchools.com

Expiration Date:

### Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	8/7/2018	Lesley Thompson	Approve	8/8/2018
1	2	8/7/2018	Gaelan Jones	Approve	8/8/2018
1	4	8/9/2018	James Drake	Delegated	
1	5	8/9/2018	Suanne Lee	Approve	8/13/2018
1	6	8/9/2018	James Drake	Approve	8/10/2018
1	7	8/10/2018	Ramon Dawkins	Approve	8/10/2018

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	School Board	08/14/2018					



## THE SCHOOL DISTRICT OF MONROE COUNTY, FLORIDA

### Contract for Goods & Services

This Contract entered into on the date last written below, by and between:  
Brenda Ewer, Occupational Therapist (the "Contractor") and The School Board of Monroe County, Florida ("School Board" or "MCSB"), as contracting agent for the School District of Monroe County, Florida ("School District"). In consideration of the mutual covenants and benefits hereinafter set forth, the parties herein covenant and agree as follows:

#### 1. TERM

The term of this Contract shall be from: (insert dates – contract may be for a school year)

August 15, 2018 to May 31, 2019.

*This Contract may be renewed for a period that may not exceed three (3) years or the term set forth above, whichever period is longer. The compensation for the renewal term shall be determined prior to renewal of this contract and is subject to approval by the MCSB. Further, renewal of this contract is contingent upon a determination by the MCSB that the services have been satisfactorily performed, that the services are needed and upon availability of funds.*

#### 2. CONTRACTOR'S SERVICES

Contractor agrees to provide the following goods/services:

To provide educationally relevant occupational therapy services in the upper keys. For MCSD students who have been determined to be eligible for these services and have been prescribed a plan of care through their Individual Educational Plan(IEP)

If documentation of the specific goods/services is attached, said documentation is labeled as *Exhibit "A"* to this Contract and is incorporated herein by reference. In the event of a conflict between the terms of this Contract and any exhibit, the terms of this Contract shall control, unless otherwise agreed in writing as an amendment pursuant to the terms for such as provided herein.

#### 3. COMPENSATION

School Board shall pay Contractor the sum of \$ 55,500.00 (NTE-Not to exceed price) to provide said goods/services pursuant to this Contract. No payment shall be due until an invoice for the goods/services has been submitted for payment and the School Board verifies that all services have been fully and satisfactorily completed. The School Board will make diligent efforts to verify and pay



invoices within one (1) payment cycle after receipt. If alternate payment TERMS are required they must be outlined below.

Hourly compensation of services rendered of the sum of \$60.00 per hour. For student school attendance days only and not to exceed 25 hours per week. The Contractor will submit and invoice for payment on a monthly bases with documentation of services provided to the ESE office, 255 Crane Blvd, Sugarloaf Key, FL 33042

#### 4. INSURANCE

Contractor agrees to secure and maintain at all times during the term of this Contract, at Contractor's expense, insurance coverage, as laid out below, covering Contractor for all acts or omissions which may give rise to liability for services under this Contract. All Contractor staff are to be insured in minimum amounts acceptable to the Monroe County School Board and with a reputable and financially viable insurance carrier, naming The School Board of Monroe County, Florida as an additional insured. Such insurance shall not be cancelled except upon thirty (30) days written notice to the MCSB. Contractor shall provide MCSB with a certificate evidencing such insurance coverage within five (5) days after obtaining such coverage. Contractor agrees to notify MCSB immediately of any material change in any insurance policy required to be maintained by Contractor.

Contractor is required to obtain the following coverage, with documentation of having obtained such coverage being attached hereto as *Exhibit " B "*.

- ☐ General Liability Insurance  
Amount: \_\_\_\_\_
- ☒ Professional Liability Insurance  
Amount: \_\_\_\_\_
- ☐ Vehicle Liability Insurance  
Amount: \_\_\_\_\_
- ☐ Workers Compensation Insurance  
Amount: \_\_\_\_\_

#### 5. COMPLIANCE WITH LAWS AND POLICIES

Contractor agrees to comply with all current Monroe County School Board Policies and all applicable local, state and federal laws, including laws pertaining to the confidentiality of student records and public records requests. Contractor agrees that MCSB has the right to unilaterally and immediately cancel this Contract upon refusal by Contractor to allow public access to all documents, papers, letters, or other material made or received by the Contractor in conjunction with the contract, unless the records are exempt from s.24(a) of Art. I of the State Constitution and s.119.07(1). Should cancellation be necessary under this clause, MSCB is required only to provide written notice to Contractor, effective upon receipt of notice, which shall be documented.

#### 6. INDEPENDENT CONTRACTOR STATUS

The Contractor is, for all purposes arising under this Contract, an independent contractor. The

Contractor and its officers, agents or employees shall not, under any circumstances, hold themselves out to anyone as being officers, agents or employees of the School/Department. No officer, agent or employee of the Contractor or School/Department shall be deemed an officer, agent or employee of the other party. Neither the Contractor nor School/Department, nor any officer, agent or employee thereof, shall be entitled to any benefits to which employees of the other party are entitled, including, but not limited to, overtime, retirement benefits, workers compensation benefits, injury leave, or other leave benefits.

## **7. BACKGROUND CHECKS/FINGERPRINTING**

In accordance with the legislative mandate set out in sections 1012.32, 1012.465 and 435.04, Florida Statutes as well as with the requirements of HB 1877, The Jessica Lunsford Act, Contractor agrees that all of its employees and sub-contractors, including employees of sub-contractors, who provide or may provide services under this Contract have completed all background screening requirements through a Monroe County School Board designee pursuant to the above-referenced statutes. It is recognized and agreed that the provisions and exceptions relating to the dictates of The Jessica Lunsford Act, and codified at sections 1012.321, 1012.465, 1012.467 and 1012.468 of the Florida Statutes, shall apply to the requirements of this paragraph where so applicable.

Contractor agrees to bear any and all costs associated with acquiring the required background screenings. Contractor agrees to require all affected employees and sub-contractors to sign a statement, as a condition of employment with Contractor in relation to performance under this Contract, that the employee and/or sub-contractor will abide by the terms and notify Contractor/Employer of any arrest or conviction of any offense enumerated in section 435.04, Florida Statutes within forty-eight (48) hours of their occurrence. Contractor agrees to provide MCSB with a list of all employees and/or sub-contractors who have completed background screenings as required by the above-referenced statutes and that meet the statutory requirements contained therein. Contractor agrees that it has an ongoing duty to maintain and update these lists as new employees and/or sub-contractors are hired and in the event that any previously screened employee fails to meet the statutory standards. Contractor further agrees to notify MCSB immediately upon becoming aware that one of its employees or its sub-contractor's employees, who was previously certified as completing the background check, and meeting the statutory standards, is subsequently arrested or convicted of any disqualifying offense. Failure by Contractor to notify MCSB of such arrest or conviction within forty-eight (48) hours of being put on notice by the employee/sub-contractor and within 5 days of its occurrence shall constitute grounds for immediate termination of this contract by MCSB. The parties further agree that failure by Contractor to perform any of the duties described in their paragraph shall constitute a material breach of the contract entitling MCSB to terminate this Contract immediately with no further responsibility to make payment or perform any other duties under this Contract.

## **8. TERMINATION**

### **A. WITHOUT CAUSE**

This Contract may be terminated for any reason by either party upon thirty (30) days written notice to the other party at the addresses set forth below. If said Contract should be terminated as provided in this paragraph of the Contract, the MCSB will be relieved of all obligations under

said contract and the MCSB will only be required to pay that amount of the contract actually performed to the date of termination with no payment due for unperformed work or lost profits.

**B. TERMINATION FOR BREACH**

Either party may terminate this Contract upon breach by the other party of any material provision of this Contract, provided such breach continues for fifteen (15) days after receipt by the breaching party of written notice of such breach from the non-breaching party.

**C. IMMEDIATE TERMINATION BY MCSB**

School Board may terminate this Contract immediately upon written notice to Contractor (such termination to be effective upon Contractor's/Individual's receipt of such notice) upon occurrence of any of the following events:

- i. the denial, suspension, revocation, termination, restricting, relinquishment or lapse of any license or certification required to be held by the Contractor, or of any Company/Individual staff's professional license or certification in the State of Florida;
- ii. conduct by Contractor or any Company/Individual staff which affects the quality of services provided to the School Board or the performance of duties required hereunder and which would, in the School Board's sole judgment, be prejudicial to the best interests and welfare of the School Board and/or its students;
- iii. breach by Contractor or any Company/Individual staff of the confidentiality provisions of this Contract or the Family Educational Rights and Privacy Act (FERPA);
- iv. failure by Contractor to maintain the insurance required by the terms of this Contract.

**9. ASSIGNMENT**

Neither Contractor nor the Monroe County School Board may assign or transfer any interest in this Contract without the prior written consent of both parties. Should an assignment occur upon mutual written consent, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

**10. AMENDMENT**

This Contract may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by the Monroe County School Board.

**11. INDEMNIFICATION, GOVERNING LAW & VENUE**



Contractor shall indemnify and hold harmless the Monroe County School Board from and against any and all claims, liabilities, damages, and expenses, including, without limitation, reasonable attorneys' fees, incurred by the MCSB in defending or compromising actions brought against it arising out of or related to the acts or omissions of Contractor, its agents, employees or officers in the provision of services or performance of duties by Contractor pursuant to this Contract.

This Contract shall be construed in accordance with the laws of the State of Florida. Any dispute arising hereunder is subject to the laws of Florida, venue in Monroe County, Florida. The prevailing party shall be entitled to reasonable attorney's fees and costs incurred as a result of any action or proceeding under this Contract.

## **12. REPRESENTATIONS, WARRANTIES & DEBARMENT**

Contractor represents and warrants to the School Board, upon execution and throughout the term of this Contract that:

- A) Contractor is not bound by any Contract or arrangement which would preclude it from entering into, or from fully performing the services required under the Contract;
- B) None of the Contractor's agents, employees or officers has ever had his or her professional license or certification in the State of Florida, or of any other jurisdiction, denied, suspended, revoked, terminated and/or voluntarily relinquished under threat of disciplinary action, or restricted in any way;
- C) Contractor has not been convicted of a public entity crime as provided in F.S. §287.133, to wit: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid, proposal, or rely on a contract to provide any goods or services to a public entity, may not submit a bid, proposal, or rely on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list; and
- D) Contractor and Contractor's agents, employees and officers have, and shall maintain throughout the term of this Contract, all appropriate federal and state licenses and certifications which are required in order for Contractor to perform the functions, assigned to him or her in connection with the provisions of the Contract.
- E) The Vendor certifies that, neither the firm nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:
  - (i) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 29 CFR Part 93, Section 98.510, by any federal department or agency;

- (ii) Has not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (iii) Has not within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

### **13. CONFIDENTIALITY**

Contractor recognizes and acknowledges that by virtue of entering into this Contract and providing services hereunder, Contractor, its agents, employees and officers may have access to certain confidential information, including confidential student information and personal health information. Contractor agrees that neither it nor any Contractor agent, employee or officer will at any time, either during or subsequent to the term of this Contract, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the Monroe County School Board in writing, any confidential student information, personal health information or other confidential/personally identifiable information. Contractor, its agents, employees and officers shall comply with all Federal and State laws and regulations and all Monroe County School Board policies regarding the confidentiality of such information.

### **14. BILLING**

Bills for fees or compensation under this contract shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof. Further, bills for any travel expenses shall be submitted in accordance with Florida Statute §112.061 where applicable.

### **15. THIRD-PARTY BILLING AND PAYMENT**

To the extent applicable with regard to the services provided in this Contract, the Contractor shall cooperate with School Board representatives to determine the eligibility of a referred student for third-party benefits and to bill cooperatively the third-party for services provided to the referred student. Should the third-party decline to pay for billed services, or should the third-party only make partial payment for billed services, Contractor shall provide appropriate documentation to School Board and will assist the School Board in any administrative or appeals process regarding eligibility or payment as may be requested by the School Board. Contractor shall not be entitled to bill nor accept third-party payment without authorization of the School Board and Contractor agrees that School Board shall not be obligated to make any payment that exceeds the rate referred to in the paragraph governing Compensation. The Contractor shall provide service documentation in accordance with professional standards and School Board criteria as requested.

### **16. CONTRACT RECORDS RETENTION**



Pursuant to Florida Statute 119.0701, contractor agrees to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the School Board in order to perform the service.
- (b) Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) 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 contract term and following completion of the contract if the contractor does not transfer the records to the School Board.
- (d) Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

Failure of Contractor to comply with this section and F.S. §119.0701 may include, but not be limited to, the School Board holding the contractor in default, termination of the contract or legal action.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: [Records@KeysSchools.com](mailto:Records@KeysSchools.com) OR MAIL TO: MONROE COUNTY SCHOOL DISTRICT, ATTN: CUSTODIAN OF PUBLIC RECORDS, 241 TRUMBO ROAD, KEY WEST, FL 33040 OR CALL (305)293-1400).**

#### **17. ETHICS CLAUSE**

Contractor warrants that he/it has not employed, retained or otherwise had act on his/its behalf any former Monroe County School District officer or employee. For breach or violation of this provision the Monroe County School District may, in its discretion, terminate this contract without liability and may also, in its discretion, deduct from the contract or purchase price, or otherwise recover the full amount of any fee, commission, percentage, gift or consideration paid to the former Monroe County School District officer or employee.

#### **18. CONFLICT OF INTEREST**

The following provisions shall apply for conflict of interest. Any violation of these provisions by

a School District employee may be grounds for dismissal. No contract for goods or services may be made with any business organization in which the Superintendent or a School Board member has any material financial interest unless it is a single source or clear documentation exists to show that, no other supplier can provide the identical/comparable goods/service, at a lower cost to the School Board. No School Board member or officer, or School District officer or employee, may directly or indirectly purchase or recommend the purchase of goods or services from any business organization which they or their near relative have a material interest as defined by §112.313, Florida Statutes, except as allowed by DOE Interpretative Memorandum No. A-20. No School Board member, School District employee or official may receive gifts or any preferential treatment from vendors. Such members, officers, officials or employees shall not be prohibited from participating in any activity or purchasing program that is offered to all School District employees or in School District surplus sales, provided there is no preferential treatment.

#### **19. SEVERABILITY**

The parties recognize and agree that should any clause(s) herein be held invalid by a Court of competent jurisdiction, the remaining clauses shall not be affected and shall remain of full force and effect.

#### **20. COUNTERPARTS**

This Contract may be executed in one or more counterparts, all of which together shall constitute only one Contract.

#### **21. WAIVER**

A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Contract and/or the policies of the School Board does not relieve the Contractor of the indemnification provisions contained within this Contract.

#### **22. CAPTIONS**

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Contract.

#### **23. ENTIRE CONTRACT**

The parties hereto agree that this is the final Contract between the parties and supercedes any and all prior Contracts and/or assurances, be it oral or in writing.

#### **24. LIQUIDATED DAMAGES**

Contractor agrees to complete the services covered by this agreement prior to the contract expiration date listed in Section I entitled "TERMS." In the event that the services are not completed by the expiration date, Contractor hereby agrees to pay damages of no less than \$\_\_\_\_\_ per

day/week/month for each day/week/month the services remain incomplete after the expiration of the contract.

## 25. NOTICES

All notices required by this Contract, unless otherwise provided herein, by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

Monroe County School Board:  
Superintendent  
Monroe County School District  
241 Trumbo Road  
Key West, FL 33040

With a copy to District Counsel  
Vernis & Bowling of the Florida Keys, P.A.  
81990 Overseas Hwy, 3<sup>rd</sup> Floor  
Islamorada, FL 33036

Contractor:

Brenda Ewer  
P.O. Box 1551  
Tavernier, FL 33070

IN WITNESS WHEREOF, the parties have executed this Contract on this 14<sup>th</sup> day of

August, 2018

Ron E Light  
SIGNATURE OF CHAIRPERSON OF THE BOARD (CONTRACTS OVER \$25,000)

August 14, 2018  
DATE

Mark H. Hays  
SIGNATURE OF SUPERINTENDENT

August 14, 2018  
DATE

Brenda Ewer, OTH  
SIGNATURE OF CONTRACTOR/REPRESENTATIVE

7/27/2018  
DATE

Brenda Ewer, OTH  
PRINT NAME AND TITLE





HEALTHCARE PROVIDERS SERVICE  
ORGANIZATION PURCHASING GROUP

Certificate of Insurance  
OCCURRENCE POLICY FORM



Print Date: 7/20/2018

Producer Branch Prefix  
018098 970 HPG

Policy Number  
0644695799

Policy Period  
from 01/31/18 to 01/31/19 at 12:01 AM Standard Time

Named Insured and Address:

Brenda K Ewer  
Po Box 1551  
Tavernier, FL 33070-1551

Program Administered by:

Healthcare Providers Service Organization  
1100 Virginia Drive, Suite 250  
Fort Washington, PA 19034  
1-800-982-9491  
www.hpsso.com

Medical Specialty:  
Occupational Therapist

Code:  
80721

Insurance is provided by:  
American Casualty Company of Reading, Pennsylvania  
333 S. Wabash Avenue, Chicago, IL 60604

Excludes Cosmetic Procedures

Professional Liability \$1,000,000 each claim \$ 3,000,000 aggregate

Your professional liability limits shown above include the following:

- \* Good Samaritan Liability
- \* Malplacement Liability
- \* Personal Injury Liability
- \* Sexual Misconduct Included in the PL limit shown above subject to \$ 25,000 aggregate sublimit

Coverage Extensions

License Protection	\$ 25,000	per proceeding	\$ 25 000	aggregate
Defendant Expense Benefit	\$ 1 000	per day limit	\$ 25 000	aggregate
Deposition Representation	\$ 10,000	per deposition	\$ 10 000	aggregate
Assault	\$ 25,000	per incident	\$ 25 000	aggregate
Includes Workplace Violence Counseling				
Medical Payments	\$ 25,000	per person	\$ 100 000	aggregate
First Aid	\$ 10,000	per incident	\$ 10,000	aggregate
Damage to Property of Others	\$ 10,000	per incident	\$ 10 000	aggregate
Information Privacy (HIPAA) Fines and Penalties	\$ 25,000	per incident	\$ 25 000	aggregate

Workplace Liability

Workplace Liability	Included in Professional Liability Limit shown above
Fire & Water Legal Liability	Included in the PL limit shown above subject to \$150,000 aggregate sublimit
Personal Liability	\$1,000,000 aggregate

Total: \$ 232.00

Base Premium

Premium reflects Self Employed , Full Time

Policy Forms & Endorsements(Please see attached list for a general description of many common policy forms and endorsements.)

G-121500-D	CNA80989	G-121503-C	G-121501-C	G-145184-A	G-147292-A	GSL15563
GSL15564	GSL15565	GSL17101	GSL13424	CNA80051	CNA80052	G-123846-D09
CNA81753	CNA81758	CNA82011	CNA79575	G-123828-B		

  
Chairman of the Board

  
Secretary

Keep this document in a safe place it  
and proof of payment are your proof of  
coverage. There is no coverage in force  
unless the premium is paid in full in order  
to activate your coverage, please remit  
premium in full by the effective date of  
this Certificate of Insurance.  
Master Policy # 188711433

G-141241-B (03/2010)

Coverage Change Date:

Endorsement Change Date:

## PROFESSIONAL LIABILITY INSURANCE ENDORSEMENT

### Agreement to Provide Notice of Cancellation

In consideration of the premium paid, it is agreed that if the policy to which this endorsement is attached is cancelled before the expiration date, we will endeavor to mail notice to the person or entity named below. However, failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Person or Entity Name and Address: Monroe County School Board  
241 Trumbo Rd  
Key West, FL 33040

This endorsement is a part of your policy and takes effect on the effective date of your policy, unless another effective date is shown below. All other provisions of the policy remain unchanged.

Must Be Completed	
ENDT. NO.	POLICY NO.
1	644695799

Complete Only When This Endorsement Is Not Prepared with the Policy Or Is Not to be Effective with the Policy	
ISSUED TO	ENDORSEMENT EFFECTIVE DATE
Brenda K Ewer	1/31/18



**MONROE COUNTY SCHOOL DISTRICT  
BUSINESS/PERSONAL RELATIONSHIP DISCLOSURE AFFIDAVIT**

I, Brenda Ewer of the City/Township/Parrish of Tavernier, State of FL and according to law on my oath, and under penalty of perjury, depose and say that;

1) I am the authorized representative of the company or entity making a proposal for a project described as follows:

Name of company/vendor: Brenda Ewer

Nature of services presently being offered to School District: Occupational Therapy

2) ☐ I have (OR) ☒ I have not at any time prior to this application, had a business relationship with any employee or board member of the School District of Monroe County, Florida.

**IF YOU ANSWER I HAVE:** Please list details of the relationship including the employee or board member's name with whom you have done business, the type of work that was performed and the years worked. \_\_\_\_\_

3) ☐ I have (OR) ☒ I DO NOT have a personal relationship (this includes family) with an employee of OR a board member of the School District of Monroe County, Florida.

**IF YOU ANSWER I HAVE:** Please list details of the relationship including the employee(s) or board member(s) name with whom you are related, and your ties to that person (spouse, mother, brother, cousin, or related by marriage, partners, etc.) \_\_\_\_\_

The statements contained in this affidavit are true and correct, and made with full knowledge that The School Board of Monroe County, Florida, relies upon the truth of the statements contained in this affidavit in awarding contracts for the subject project. I hereby agree to keep the School District of Monroe County, Florida, informed of any change to the information contained herein. I further understand and agree that discovery of any undisclosed relationship can and will lead to termination of any ongoing contracts, and may potentially lead to me being banned from conducting future business with the school district.

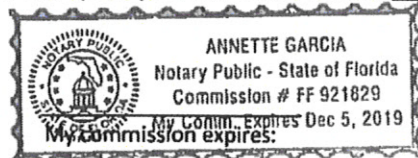
7/20/2018  
Date

Brenda Ewer  
(Signature of Authorized Representative)

STATE OF Florida  
COUNTY OF MONROE

PERSONALLY APPEARED BEFORE ME, the undersigned authority, BRENDA KAY EWER who, ☐ being personally known, ☒ or having produced EG00-071-66591-0 as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 20<sup>th</sup> day of July, 20 2018.

Annette Garcia  
NOTARY PUBLIC





Drafts Templates Request History

Current Request

2018 - 2019 ▼

Look up PO #

Or Req #

## Brenda Ewer

## Vendor

## Vendor Contact

Requisition #  
N/APO #  
N/AAuthor  
Lorenz, Diana

V0000020456 - BRENDA K . EWER ▼

V0000020456  
BRENDA K . EWER  
P.O. BOX 1551  
TAVERNIER, FL 33070

## Terms &amp; Conditions

## Deadline Date

2 ▼

07/17/2018

Request Type  
BlanketRequest Date/Status  
DraftOrder Contact  
Diana LorenzCenter/School Contact  
0143/SLS Diana

## Deliver To

0143 : EXCEPTIONAL ED DEPARTMENT ▼

## Line Items

Reference #	Item #	Description	Qty	UOM	Unit Price	Amount	Shipping	Receivers
1	Noncap	Contract for Br	1.00	ea	55500.00	55500.00	<input type="checkbox"/>	
Total						55,500.00		

## Allocations

Reference #	Fund	Function	Object	Center	Project	Budgeted	Committed	Encumbered	Expended	Balance	Amount
1 ▼	0110... ▼	5200... ▼	310... ▼	0143... ▼	0001... ▼	425,600.00	69,000.00	0.00	0.00	356,600.00	55500.00
Total											55,500.00

## Files

(Drag files to upload)

Select



## Comments

7/19/18 8:49am [Diana Lorenz](#) Brenda Ewer to provide educationally relevant Occupational Therapy services in the upper keys.

Post

## Comments for vendor

Submit



**MONROE COUNTY SCHOOL DISTRICT  
BUSINESS/PERSONAL RELATIONSHIP DISCLOSURE AFFIDAVIT**

I, Brenda Ewer, of the City/Township/Parrish of Tavernier, State of FL, and according to law on my oath, and under penalty of perjury, depose and say that;

1) I am the authorized representative of the company or entity making a proposal for a project described as follows:

Name of company/vendor: Brenda Ewer

Nature of services presently being offered to School District: Occupational Therapy

2) (CHECK ONE BOX) ☐ I have (OR) ☒ I have not at any time prior to this application, had a **business relationship** with any employee or board member of the School District of Monroe County, Florida.

**IF YOU ANSWER I HAVE:** Please list details of the relationship including the employee or board member's name with whom you have done business, the type of work that was performed and the years worked. \_\_\_\_\_

3) (CHECK ONE BOX) ☐ I have (OR) ☒ I DO NOT have a **personal relationship** (this includes family) with an employee of OR a board member of the School District of Monroe County, Florida.

**IF YOU ANSWER I HAVE:** Please list details of the relationship including the employee(s) or board member(s) name with whom you are related, and your ties to that person (spouse, mother, brother, cousin, or related by marriage, partners, etc.) \_\_\_\_\_

The statements contained in this affidavit are true and correct, and made with full knowledge that The School Board of Monroe County, Florida, relies upon the truth of the statements contained in this affidavit in awarding contracts for the subject project. I hereby agree to keep the School District of Monroe County, Florida, informed of any change to the information contained herein. I further understand and agree that discovery of any undisclosed relationship can and will lead to termination of any ongoing contracts, and may potentially lead to me being banned from conducting future business with the school district.

5/19/20  
Date

Brenda Ewer  
(Signature of Authorized Representative)

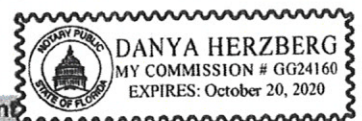
STATE OF Florida  
COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Brenda Kay Ewer who, ☐ being personally known or ☒ having produced Driver License as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 19 day of May, 2020.

Danya Herberg  
NOTARY PUBLIC

Oct 20, 2020  
My commission expires:

**INTERNAL SERVICES DIVISION**  
Purchasing | Property Control | Contract and Records Management  
241 Trumbo Road • Key West, FL 33040  
Tel. (305) 293-1400  
[www.KeysSchools.com](http://www.KeysSchools.com)







HEALTHCARE PROVIDERS SERVICE  
ORGANIZATION PURCHASING GROUP

Certificate of Insurance

OCCURRENCE POLICY FORM



Print Date: 1/25/2020

Producer Branch Prefix Policy Number Policy Period  
018098 970 HPG 0644695799 from 01/31/20 to 01/31/21 at 12:01 AM Standard Time

Named Insured and Address:

Brenda K Ewer  
Po Box 1551  
Tavernier, FL 33070-1551

Program Administered by:

Healthcare Providers Service Organization  
1100 Virginia Drive, Suite 250  
Fort Washington, PA 19034  
1-800-982-9491  
www.hpsso.com

Medical Specialty:

Occupational Therapist

Code:

80721

Insurance is provided by:

American Casualty Company of Reading, Pennsylvania  
151 N. Franklin Street Chicago, IL 60606

Excludes Cosmetic Procedures

**Professional Liability** \$1,000,000 each claim \$3,000,000 aggregate

Your professional liability limits shown above include the following:

- \* Good Samaritan Liability
- \* Malplacement Liability
- \* Personal Injury Liability
- \* Sexual Misconduct Included in the PL limit shown above subject to \$25,000 aggregate sublimit

Coverage Extensions

License Protection	\$25,000	per proceeding	\$25,000	aggregate
Defendant Expense Benefit	\$1,000	per day limit	\$25,000	aggregate
Deposition Representation	\$10,000	per deposition	\$10,000	aggregate
Assault	\$25,000	per incident	\$25,000	aggregate
Includes Workplace Violence Counseling				
Medical Payments	\$25,000	per person	\$100,000	aggregate
First Aid	\$10,000	per incident	\$10,000	aggregate
Damage to Property of Others	\$10,000	per incident	\$10,000	aggregate
Information Privacy (HIPAA) Fines and Penalties	\$25,000	per incident	\$25,000	aggregate
Media Expense	\$25,000	per incident	\$25,000	aggregate

Workplace Liability

Workplace Liability	Included in Professional Liability Limit shown above
Fire & Water Legal Liability	Included in the PL limit shown above subject to \$150,000 aggregate sublimit
Personal Liability	\$1,000,000 aggregate


Total: \$ 232.00

Base Premium

Premium reflects Self Employed, Full Time

**Policy Forms & Endorsements**(Please see attached list for a general description of many common policy forms and endorsements.)

G-121500-D	CNA80989	G-121503-C	G-121501-C	CNA94164	G-145184-A	G-147292-A
GSL15563	GSL15564	GSL15565	GSL17101	GSL13424	CNA80051	CNA80052
G-123846-D09	CNA81753	CNA81758	CNA82011	CNA89027	CNA79575	CNA89026
G-123828-B						

  
Chairman of the Board

  
Secretary

Keep this document in a safe place. It and proof of payment are your proof of coverage. There is no coverage in force unless the premium is paid in full. In order to activate your coverage, please remit premium in full by the effective date of this Certificate of Insurance.

Master Policy # 188711433

G-141241-B (03/2010)

Coverage Change Date:

Endorsement Change Date:

## POLICY FORMS & ENDORSEMENTS

The following are the policy forms and endorsements that apply to your current professional liability insurance policy.

### **COMMON POLICY FORMS & ENDORSEMENTS**

<u>FORM #</u>	<u>DESCRIPTION</u>
G-121500-D	Common Policy Conditions
CNA80989	Concealment, Misrepresentation, Fraud Condition Amendatory Endorsement - Florida
G-121503-C	Workplace Liability Form
G-121501-C	Occurrence Policy Form
CNA94164	Amendment Definition of Claim Endorsement
G-145184-A	Policyholder Notice - OFAC Compliance Notice
G-147292-A	Policyholder Notice - Silica, Mold & Asbestos Disclosure
GSL15563	Information Privacy Coverage Endorsement HIPAA Fines, Penalties & Notification Costs
GSL15564	Sexual Misconduct Sublimits of Liability Professional Liability & Sexual Misconduct Exclusion
GSL15565	Healthcare Providers Professional Liability Assault Coverage
GSL17101	Exclusion of Specified Activities Reuse of Parenteral Devices and Supplies
GSL13424	Services to Animals
CNA80051	Amended Definition of Personal Injury Endorsement
CNA80052	Distribution or Recording of Material or Information in Violation of Law Exclusion Endorsement
G-123846-D09	Florida Cancellation and Non-Renewal
CNA81753	Coverage & Cap on Losses from Certified Acts Terrorism
CNA81758	Notice - Offer of Terrorism Coverage & Disclosure of Premium
CNA82011	Related Claims Endorsement
CNA89027	Entity Exclusion Endorsement
CNA79575	Exclusion of Cosmetic Procedures
CNA89026	Media Expense Coverage
G-123828-B	Certificate Holder

**PLEASE REFER TO YOUR CERTIFICATE OF INSURANCE FOR THE POLICY FORMS & ENDORSEMENTS SPECIFIC TO YOUR STATE AND YOUR POLICY PERIOD.**

- For NJ residents: The PLIGA surcharge shown on the Certificate of Insurance is the NJ Property & Liability Insurance Guaranty Association.
- For KY residents: The Surcharge shown on the Certificate of Insurance is the KY Firefighters and Law Enforcement Foundation Program Fund and the KY LGPT is the KY Local Government Premium Tax which includes charges at a municipality and/or county level.
- For WV residents: The surcharge shown on the Certificate of Insurance is the WV Premium Surcharge.
- For FL residents: The FIGA Assessment shown on the Certificate of Insurance is the FL Insurance Guaranty Association - 2012 Regular Assessment.

Form#: G-141241-B (03/2010)  
Master Policy#: 188711433

Named Insured: Brenda K Ewer  
Policy#: 0644695799



# Purchase Requests/Orders

SIS

ERP

Diana Lorenz

Drafts Templates Request History

Current Request

2020 - 2021 ▼

Look up PO #

Or Req #

## Brenda Ewer OT

Requisition #  
N/A

PO #  
N/A

Author  
Lorenz, Diana

Vendor

V0000020456 - BRENDA K. EWER ▼

V0000020456  
BRENDA K. EWER  
P.O. BOX 1551  
TAVERNIER, FL 33070

Vendor Contact

Brenda

Terms & Conditions

▼ 1

Deadline Date

Order Contact

05262020

Center/School Contact

0143/Catherine Kanagy

PO Status  
Open

Request Type  
Blanket

Request Date/Status  
Draft

Deliver To

0201 : SUGARLOAF SCHOOL ▼

## Line Items

Import

Ref. #	Item #	Description	Qty	UOM	Unit Price	Amount	Shipping	Receivers
Total						0.00		

## Allocations

Ref. #	Fund ▼	Function ▼	Object ▼	Center ▼	Project ▼	Budgeted	Committed	Encumbered	Expended	Balance	Amount
Total										0.00	

## Files

## Comments

5/26 10:06am Lorenz, Diana: To provide educationally relevant occupational therapy services in the upper keys 2020-2021

Post

## Comments for vendor

Submit