



Monroe County School District

Superintendent of Schools
Theresa Axford

Board Rationale

File #: 2021336

TITLE

Approve Contract Addendum to Renewal 2 of 3 with Princeton Staffing Solution

BACKGROUND INFORMATION

This contract is to provide educationally relevant Sign Language/Speech therapy services in the Upper Keys for Monroe County School students. Original contract approved 2/12/2019.

BUDGET INFORMATION

Item Budgeted? YES

Total Cost: \$116,200.00

Budget Coding: __0110.5200.0310.0143.0001

Requisition Attached? Yes

CONTRACT INFORMATION

Contract with: __Princeton Staffing Solution

Contract value: \$116,200.00

Budget coding: __0110.5200.0310.0143.0001

Contract Purpose / Description: __To provide educationally and federally mandated relevant services to students with identified disabilities. __

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

Board Meeting Date: February 23, 2021

RECOMMENDATION

Approve contract Addendum renewal 2 of 3 with Princeton Staffing Solution



Monroe County School District

Superintendent of
Schools
Theresa Axford

Master

File Number: 2021336

File ID: 2021336

Type: Agenda Item

Status: Agenda Ready

Version: 1

Vendor:

Action By: School Board

File Created: 02/01/2021

Subject:

Final Action:

Title:

Internal Notes:

Sponsors:

Effective Date:

Attachments: Rationale - Approve Contract Addendum Renewal 2 of 3 with Princeton Staffing Solution, Princeton Staffing Solutions Addendum Feb 2021, Princeton Staffing Contract Renewal_May 19 2020 signed for addendum, Princeton Addendum Requisition to po 27528, Princeton client conformation addendum Feb 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	2/3/2021	Lesley Thompson	Approve	2/3/2021
1	2	2/11/2021	Gaelan Jones	Approve	2/4/2021
Notes: Per C. Kanagy, client confirmation document reflects only part of services being provided by vendor. Other services provided through end of term: June 4, 2021					
1	3	2/11/2021	Austin Tran	Approve	2/12/2021
1	4	2/11/2021	Suanne Lee	Approve	2/12/2021
Notes: Note: Staff does not have the authority to enter into contracts prior to board approval to pay. Please take items to the board prior to signing for services.					
1	5	2/11/2021	Harry Russell	Approve	2/12/2021
1	6	2/11/2021	Beverly Anders	Approve	2/12/2021
1	7	2/11/2021	Frannie Herrin	Approve	2/12/2021

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:



Monroe County School District

Superintendent of
Schools
Theresa Axford

Master

File Number: 2021336



Contract Addendum
Rev 11.7.2017

CONTRACT ADDENDUM

THIS CONTRACT ADDENDUM is made and entered into the date last written below, by and between The School Board of Monroe County, Florida ("School Board"), and Princeton Staffing Solutions ("Contractor"), in order to modify a term or terms of the agreement ("Original Contract") between both parties dated May 19, 2020 (original contract date).

1. The following terms of the Original Contract are hereby agreeably modified:

Paragraph 2 of Original Contract, titled "Contracted Services", is hereby changed and shall now read as follows: To provide educationally relevant therapies and support in American Sign Language/ Speech Therapy in Monroe County Schools. All contracted staff who provide therapy must be Florida certified. Paragraph 3: of Original contract, titled "Compensation" is hereby changed and shall now read as follows: School board shall pay Contractor an additional sum of \$14,365.00. NTE the updated full contract amount of \$116,200.00

2. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Contract Addendum on this 23rd day of February, 2021 -

John R. Doherty
SIGNATURE OF CHAIRPERSON OF THE BOARD (CONTRACTS OVER \$25,000)

02/23/2021

DATE

Therese Oxford
SIGNATURE OF SUPERINTENDENT

02/23/2021

DATE

Adam Shuman
SIGNATURE OF CONTRACTOR/REPRESENTATIVE

2/1/21

DATE

Adam Shuman Director of Marketing
PRINT NAME AND TITLE



Monroe County School District

Superintendent of Schools
Mark T. Porter

Board Rationale

File #: 1920537

TITLE

Approve Contract Renewal 2 of 3 with Princeton Staffing Solution

BACKGROUND INFORMATION

This contract is to provide educationally relevant therapy services in the Upper Keys for Monroe County School students. Original contract approved 2/12/2019. This is renewal 2 of 3.

BUDGET INFORMATION

Item Budgeted? YES

Total Cost: \$101,835

Budget Coding: __0110.5200.0310.0143.0001

Requisition Attached? Yes

CONTRACT INFORMATION

Contract with: __Princeton Staffing Solution

Contract value: \$101,835

Budget coding: __0110.5200.0310.0143.0001

Contract Purpose / Description: __To provide educationally and federally mandated relevant services to students with identified disabilities. __

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

Board Meeting Date: May 19, 2020

RECOMMENDATION

Approve contract renewal 2 of 3 with Princeton Staffing Solution



Monroe County School District

Superintendent of
Schools
Mark T. Porter

Master

File Number: 1920537

File ID: 1920537

Type: Agenda Item

Status: Consent Agenda

Version: 1

Vendor:

Action By: School Board

File Created: 05/01/2020

Subject:

Final Action:

Title:

Internal Notes:

Sponsors:

Effective Date:

Attachments: Princeton Staffing Renewal Contract (2 of 3),
Princeton Cert of Insurance 2020, Princeton
Business Disclosure 2020, Princeton Staffing
Requisition 2020-2021, Princeton Staffing Solutions
Original contract 10.8.19

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	5/8/2020	Lesley Thompson	Approve	5/5/2020
1	2	5/8/2020	Gaelan Jones	Approve	5/11/2020
1	3	5/8/2020	Suanne Lee	Approve	5/11/2020
1	4	5/11/2020	James Drake	Approve	5/11/2020
1	5	5/11/2020	Ramon Dawkins	Approve	5/12/2020
1	6	5/13/2020	Theresa Axford	Approve	5/12/2020

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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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 Princeton Staffing Solutions ("Contractor"), in order to renew the agreement ("Original Contract") between the parties dated 2-12-2019 (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 August 13, 2020 and expire on 6-4-2021.
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 \$101,835.00 NTE to provide said goods services pursuant to this contract/Hourly compensation of services rendered of the sum of \$73.00 per hour. The contractor will submit an invoice for payment on a weekly basis with documentation of services provided to the office of Exceptional Student Education, 255 Crane Blvd, Sugarloaf Key, FL 33042.0
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 19th day of May, 2020.

Mindy Korn

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

May 19, 2020
DATE

Mark P. [Signature]

SIGNATURE OF SUPERINTENDENT

May 19, 2020
DATE

Adam Shanon
SIGNATURE OF CONTRACTOR/REPRESENTATIVE

4/30/20
DATE

Adam Shanon Director of Marketing



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/27/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Odell Studner Group, LLC 200 North Warner Road, Suite 450 King of Prussia PA 19406	CONTACT NAME: Nick Laky PHONE (A/C, No, Ext): 484-582-6033 E-MAIL ADDRESS: nlaky@odellstudner.com FAX (A/C, No): 484-586-3982																					
INSURED Innovative Employee Solutions 9665 Granite Ridge Drive Suite 420 San Diego CA 92123	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Zurich American Insurance Company</td><td>16535</td></tr><tr><td>INSURER B:</td><td>American Guarantee & Liability Insurance Company</td><td>26247</td></tr><tr><td>INSURER C:</td><td>Federal Insurance Company</td><td>20281</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Zurich American Insurance Company	16535	INSURER B:	American Guarantee & Liability Insurance Company	26247	INSURER C:	Federal Insurance Company	20281	INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Zurich American Insurance Company	16535																				
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INSURER C:	Federal Insurance Company	20281																				
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** 111480234**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PRA969940308	1/1/2020	1/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PRA969940308	1/1/2020	1/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			UMB946750908	1/1/2020	1/1/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A			WC343477019	1/1/2020	1/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A C C	Professional Liability Crime - Third Party Cyber Liability			PRA969940308 82433942 82433942	1/1/2020 1/1/2020 1/1/2020	1/1/2021 1/1/2021 1/1/2021	Occ \$ 1,000,000 \$ 1,000,000 \$ 2,000,000 Agg \$ 3,000,000 \$10,000 ded. \$25,000 retention

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability \$3MM Aggregate Limit effective 5/9/2019

CERTIFICATE HOLDER**CANCELLATION**

Monroe County School District
241 Trumbo Road
Key West FL 33040

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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

I, Adam Shuman, of the City/Township/Parrish of Boca Raton, State of Florida, 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: Princeton Staffing Solutions
Nature of services presently being offered to School District: Speech Language Pathology

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.

9/24/19
Date

[Signature]
(Signature of Authorized Representative)

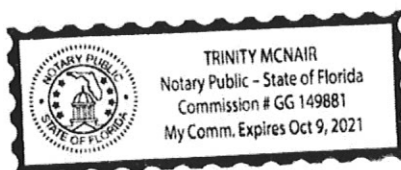
STATE OF Florida
COUNTY OF Palm Beach

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Adam Shuman who, ☐ being personally known, ☒ or having produced Florida Driver's Lic. as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 24th day of September 20 19.

[Signature]
NOTARY PUBLIC

Oct. 9, 2021
My commission expires:

Rev 4.25.2018





Drafts Templates Request History **Current Request**

2019 - 2020

Look up PO #

Or Req #

Princeton Staffing - SLP KLS

Requisition #
N/A

PO #
N/A

Author
Lorenz, Diana

Vendor

V0000021907 - INNOVATIVE EMPLOYEE SOLUTIONS, I... ▼

V0000021907
INNOVATIVE EMPLOYEE SOLUTIONS, INC.
9665 GRANITE RIDGE DRIVE SUITE 420
SAN DIEGO, CA 92123

Vendor Contact

Adam Shuman

Terms & Conditions

▼ ?

Deadline Date

05/01/2020

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

Import

Ref. #	Item #	Description	Qty	UOM	Unit Price	Amount	Shipping	Receivers
1	Noncap	Princeton Co	1.00	ea	101835.00	101835.00	<input type="checkbox"/>	
Total						101,835.00		

Allocations

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

Files

Comments

5/1 8:41am Lorenz, To provide educationally relevant therapy
Diana services in the Upper Keys for MCSD

Post

Comments for vendor

Submit





Monroe County School District

Superintendent of Schools
Mark T. Porter

Legislation Text

File #: CON 1920016, **Version:** 1

TITLE

Approval of contract renewal 1 of 3 with Princeton Staffing Solutions (ESE Department)

BACKGROUND INFORMATION

To provide educationally relevant therapy services in the Upper Keys for Monroe County School students.

BUDGET INFORMATION

Item Budgeted? Yes

Total Cost: \$NTE \$77,745.00

Budget Coding: 0110.5200.0310.0143.0001

Requisition Attached? Yes

CONTRACT INFORMATION

Contract with: Princeton Staffing Solution

Contract value: \$77,745.00

Budget coding: 0110.5200.0310.0143.0001

Contract Purpose / Description: To provide educationally relevant therapy service

Contract Originator: Dr. Lesley Thompson, x53378, ESE Department district wide

Board Meeting Date: October 8, 2019

RECOMMENDATION

Approval of contract renewal 1 of 3 with Princeton Staffing Solutions (ESE Therapy)



Monroe County School District

Superintendent of
Schools
Mark T. Porter

Master

File Number: CON 1920016

File ID: CON 1920016

Type: Contract / MOU

Status: Passed

Version: 1

Vendor:

Action By: School Board

File Created: 09/25/2019

Subject:

Final Action: 10/08/2019

Title: Approval of contract renewal 1 of 3 with Princeton Staffing Solutions (ESE Department)

BACKGROUND INFORMATION

To provide educationally relevant therapy services in the Upper Keys for Monroe County School students.

BUDGET INFORMATION

Item Budgeted? Yes

Total Cost: \$NTE \$77,745.00

Budget Coding: 0110.5200.0310.0143.0001

Requisition Attached? Yes

CONTRACT INFORMATION

Contract with: Princeton Staffing Solution

Contract value: \$77,745.00

Budget coding: 0110.5200.0310.0143.0001

Contract Purpose / Description: To provide educationally relevant therapy service

Contract Originator: Dr. Lesley Thompson, x53378, ESE Department district wide

Board Meeting Date: October 8, 2019

RECOMMENDATION

Internal Notes:

Sponsors:

Effective Date:

Attachments: ContractRenewal, BusinessDisclosure, Princeton Staffing Solutions Original Contract_2.12.2019 (003),

Enactment Number:

Princeton Staffing SLP KLS requisition 9-19-2019,
Princeton Contract Renewal Insurance 9-19-2019,
CandidateConfirmationRobinSickles

Recommendation:

Entered by: Catherine.Kanagy@KeysSchools.com

Expiration Date:

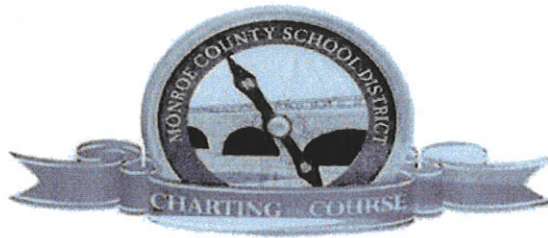
Expiration Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	9/25/2019	Lesley Thompson	Approve	9/27/2019
1	3	10/2/2019	Dirk Smits	Approve	9/30/2019
1	4	10/2/2019	Suanne Lee	Approve	10/3/2019
Notes: Change title from "approve contract" to "approve contract renewal 1 of 3". 10/2/19					
1	5	10/3/2019	James Drake	Approve	10/3/2019
1	6	10/3/2019	Ramon Dawkins	Approve	10/4/2019
1	7	10/4/2019	Theresa Axford	Approve	10/4/2019

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	School Board	10/08/2019	approved				Pass
	Action Text: This Contract / MOU was approved.						
1	School Board	10/08/2019					



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 Princeton Staffing Solutions ("Contractor"), in order to renew the agreement ("Original Contract") between the parties dated 2-12-2019 (original contract date), a copy of which is attached hereto and incorporated by reference.

1. Contractor will exercise the 1 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 October 9, 2019 and expire on May 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 \$77,745.00 NTE to provide said goods services pursuant to this contract/Hourly compensation of services rendered of the sum of \$73.00 per hour. The contractor will submit an invoice for payment on a weekly 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 8th day of

October, 2019

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

October 8, 2019
DATE

[Signature]
SIGNATURE OF SUPERINTENDENT

October 8, 2019
DATE

[Signature]
SIGNATURE OF CONTRACTOR/REPRESENTATIVE

9/24/19
DATE

Adam Shumon Dir. of Marketing
PRINT NAME AND TITLE

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

Boca Raton Adam Shuman of the City/Township/Parrish of Florida, State of Florida, 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: Princeton Staffing Solutions
Nature of services presently being offered to School District: Speech Language Pathology

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.

9/24/19
Date

[Signature]
(Signature of Authorized Representative)

STATE OF Florida
COUNTY OF Palm Beach

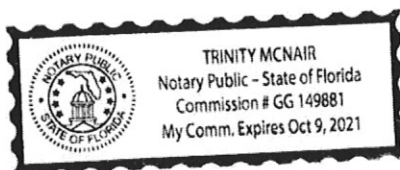
PERSONALLY APPEARED BEFORE ME, the undersigned authority, Adam Shuman who, ☐ being personally known, ☒ or having produced Florida Driver's Lic. as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 24th day of September 2019.

[Signature]
NOTARY PUBLIC

Oct. 9, 2021
My commission expires:

Rev 4.25.2018

Page 1 of 1





Monroe County School District

Superintendent of Schools
Mark T. Porter

Board Rationale

File #: 1819-0044

TITLE

Approval of Contract with Princeton Staffing Solutions

BACKGROUND INFORMATION

To provide educationally relevant Occupational Therapy services in the Lower Keys for Monroe County School students

BUDGET INFORMATION

Item Budgeted? [Yes]

Total Cost: \$ _NTE \$37,000

Budget Coding: __0110.5200.0310.0143.0001

Requisition Attached? [Yes]

CONTRACT INFORMATION

Contract with: _Princeton Staffing Solutions

Contract value: \$ _NTE \$37,000

Budget coding: _0110.5200.0310.0143.0001

Contract Purpose / Description: _Occupational Therapy services for MCSD

Contract Originator: Dr. Lesley Thompson, 53378, ESE Department - District wide

Board Meeting Date: February 12, 2019

RECOMMENDATION

Approval of Contract with Princeton Staffing Solutions

THE SCHOOL DISTRICT OF MONROE COUNTY, FLORIDA

Contract for Goods & Services

This Contract entered into on the date last written below, by and between: Princeton Staffing Solutions (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)

February 19, 2019 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 lower 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 \$ **NTE 37,000.00** (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 \$73.00 per hour. For student school attendance days only and not to exceed 37.5 hours per week. The Contractor will submit an invoice for payment on a weekly basis 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 reply 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) 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:

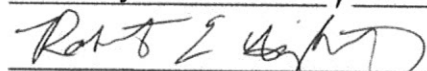
Monroe County School Board:
Superintendent
Monroe County School District
241 Trumbo Road
Key West, FL 33040

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

Contractor:
Princeton Staffing Solutions
301 Yamato Road Suite 1240
Boca Raton, FL 33431 Vendor 21907

IN WITNESS WHEREOF, the parties have executed this Contract on this 12th day of

February, 2019.



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



SIGNATURE OF SUPERINTENDENT



SIGNATURE OF CONTRACTOR/REPRESENTATIVE

Adam Shuman Dir. of Marketing

PRINT NAME AND TITLE

February 12, 2019
DATE

February 12, 2019
DATE

1/23/19
DATE

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

I, Adam Shuman, of the City/Township/Parrish of Boca Raton, State of Florida, 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: Princeton Staffing Solutions
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.

1/23/19
Date

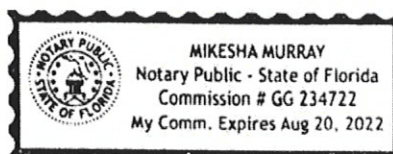
[Signature]
(Signature of Authorized Representative)

STATE OF Florida
COUNTY OF Palm Beach

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Adam A Shuman who, being personally known, or having produced FL 550001853440 as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 23rd day of January, 2019.

[Signature]
NOTARY PUBLIC

August 20th 2022
My commission expires:





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/23/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Odell Studner Group, LLC 200 North Warner Road, Suite 450 King of Prussia PA 19406	CONTACT NAME: Elizabeth Clarke PHONE (A/C, No, Ext): 484-586-3926 E-MAIL ADDRESS: eclarke@odellstudner.com FAX (A/C, No): 484-586-3982														
INSURED Innovative Employee Solutions 9665 Granite Ridge Drive Suite 420 San Diego CA 92123	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Zurich American Insurance Co</td><td>16535</td></tr><tr><td>INSURER B : American Guarantee & Liab Ins.</td><td>26247</td></tr><tr><td>INSURER C : Federal Insurance Company</td><td>20281</td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Zurich American Insurance Co	16535	INSURER B : American Guarantee & Liab Ins.	26247	INSURER C : Federal Insurance Company	20281	INSURER D :		INSURER E :		INSURER F :	
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INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:** 1648419327**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PRA969940307	1/1/2019	1/1/2020	<table><tr><td>EACH OCCURRENCE</td><td>\$1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$1,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000	MED EXP (Any one person)	\$10,000	PERSONAL & ADV INJURY	\$1,000,000	GENERAL AGGREGATE	\$2,000,000	PRODUCTS - COMP/OP AGG	\$2,000,000		\$
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	\$																				
A	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A			WC343477018	1/1/2019	1/1/2020	<table><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$1,000,000</td></tr></table>	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		E.L. EACH ACCIDENT	\$1,000,000	E.L. DISEASE - EA EMPLOYEE	\$1,000,000	E.L. DISEASE - POLICY LIMIT	\$1,000,000						
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A C C	Professional Liability Crime - Third Party Cyber Liability			PRA969940307 82433942 82433942	1/1/2019 1/1/2019 1/1/2019	1/1/2020 1/1/2020 1/1/2020	<table><tr><td>Occ \$ 1,000,000</td><td>Agg \$ 2,000,000</td></tr><tr><td>\$1,000,000</td><td>\$10,000 ded.</td></tr><tr><td>\$2,000,000</td><td>\$25,000 retention</td></tr></table>	Occ \$ 1,000,000	Agg \$ 2,000,000	\$1,000,000	\$10,000 ded.	\$2,000,000	\$25,000 retention								
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\$2,000,000	\$25,000 retention																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDERMonroe County School District
241 Trumbo Road
Key West FL 33040**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



PRINCETON
STAFFING SOLUTIONS

301 Yamato Road Suite 1240 Boca Raton, FL 33431

CANDIDATE CONFIRMATION

<u>DATE:</u>	1/18/2019
<u>ATTENTION:</u>	Catherine Kanagy
<u>PHONE:</u>	305-293-1400
<u>EMAIL:</u>	Catherine.Kanagy@KeysSchools.com
<u>CANDIDATE:</u>	Kathy Gonyer
<u>FACILITY:</u>	Monroe County School District
<u>CITY, STATE:</u>	Key West, FL
<u>SPECIALTY:</u>	Occupational Therapist
<u>START DATE:</u>	2/25/2019
<u>END DATE:</u>	5/31/2019
<u>HOURLY RATE:</u>	\$73.00
<u>OVERTIME RATE:</u>	\$109.50
<u>CONTRACT WEEKLY HOURS:</u>	37.5
<u>OFF DATES:</u>	School Approved Calender Days

Candidate/client must provide a 30 day notice to terminate contract without cause.

Valid pending approval of facility agreement

MCSD does not pay beyond 37.5 hours per week

IN WITNESS WHEREOF, and intending to be legally bound thereby, the signed parties below.

Name: _____

Title: _____

Its: _____



Drafts Templates Request History

Current Request

2018 - 2019

Look up PO #

Or Req #

Princeton Staffing - OT

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

Vendor

V0000021907 - INNOVATIVE EMPLOYEE SOLUTIONS

V0000021907
INNOVATIVE EMPLOYEE SOLUTIONS
3.01 YAMATO ROAD SUITE 1240
BOCA RATON, FL 33431Vendor Contact
Diana Lorenz

Terms & Conditions

2

Deadline Date
01/22/2019PO Status
OpenRequest Type
StandardRequest Date/Status
DraftOrder Contact
Diana LorenzCenter/School Contact
0143/SLS

Deliver To

0143 : EXCEPTIONAL ED DEPARTMENT

Line Items

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

(Drag files to upload)

Select



Comments

1/22 11:21am Lorenz, Diana: Princeton Staffing Solutions to provide educationally relevant Occupational Therapy services in the lower keys.

Post

Comments for vendor

Submit



Drafts Templates Request History

Current Request

2019 - 2020

Look up PO #

Or Req #

Princeton Staffing SLP KLS

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

Vendor

V0000021907 - INNOVATIVE EMPLOYEE SOLUTIONS

V0000021907
INNOVATIVE EMPLOYEE SOLUTIONS
3.01 YAMATO ROAD SUITE 1240
BOCA RATON, FL 33431Vendor Contact
AdamTerms & Conditions
2Deadline Date
09/19/2019PO Status
OpenRequest Type
StandardRequest Date/Status
DraftOrder Contact
Catherine KanagyCenter/School Contact
0143/Diana Lorenz

Deliver To

Line Items

Ref. #	Item #	Description	Qty	UOM	Unit Price	Amount	Shipping	Receivers
1	Noncap	Contracted The	1.00	ea	77745.00	77745.00		
Total						77,745.00		

Allocations

Ref. #	Fund	Function	Object	Center	Project	Budgeted	Committed	Encumbered	Expended	Balance	Amount
1	0110...	5200...	310...	0143...	0001...	448,004.00	0.00	247,901.50	4,536.00	195,566.50	77745.00
Total											77,745.00

Files

Comments

9/19 11:58am Lorenz, Contracted therapy for SWD students.
Diana

Post

Comments for vendor

Submit



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/23/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Odell Studner Group, LLC 200 North Warner Road, Suite 450 King of Prussia PA 19406	CONTACT NAME: Elizabeth Clarke PHONE (A/C, No, Ext): 484-586-3926 E-MAIL ADDRESS: eclarke@odellstudner.com FAX (A/C, No): 484-586-3982																					
INSURED Innovative Employee Solutions 9665 Granite Ridge Drive Suite 420 San Diego CA 92123	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Zurich American Insurance Co</td><td></td><td>16535</td></tr><tr><td>INSURER B : American Guarantee & Liab Ins.</td><td></td><td>26247</td></tr><tr><td>INSURER C : Federal Insurance Company</td><td></td><td>20281</td></tr><tr><td>INSURER D :</td><td></td><td></td></tr><tr><td>INSURER E :</td><td></td><td></td></tr><tr><td>INSURER F :</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A : Zurich American Insurance Co		16535	INSURER B : American Guarantee & Liab Ins.		26247	INSURER C : Federal Insurance Company		20281	INSURER D :			INSURER E :			INSURER F :		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A : Zurich American Insurance Co		16535																				
INSURER B : American Guarantee & Liab Ins.		26247																				
INSURER C : Federal Insurance Company		20281																				
INSURER D :																						
INSURER E :																						
INSURER F :																						

COVERAGES**CERTIFICATE NUMBER:** 1648419327**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PRA969940307	1/1/2019	1/1/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PRA969940307	1/1/2019	1/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$0			UMB946750907	1/1/2019	1/1/2020	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	WC343477018	1/1/2019	1/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A C C	Professional Liability Crime - Third Party Cyber Liability			PRA969940307 82433942 82433942	1/1/2019 1/1/2019 1/1/2019	1/1/2020 1/1/2020 1/1/2020	Occ \$ 1,000,000 \$1,000,000 \$2,000,000 Agg \$ 2,000,000 \$10,000 ded. \$25,000 retention

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**Monroe County School District
241 Trumbo Road
Key West FL 33040

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



PRINCETON
STAFFING SOLUTIONS

301 Yamato Road Suite 1240 Boca Raton, FL 33431

CANDIDATE CONFIRMATION

<u>DATE:</u>	9/25/2019
<u>ATTENTION:</u>	Catherine Kanagy
<u>PHONE:</u>	305-293-1400
<u>EMAIL:</u>	Catherine.Kanagy@KeysSchools.com
<u>CANDIDATE:</u>	Robin Sickles
<u>FACILITY:</u>	Monroe County School District
<u>CITY, STATE:</u>	Key West, FL
<u>SPECIALTY:</u>	Speech Language Pathologist
<u>START DATE:</u>	11/1/2019
<u>END DATE:</u>	5/29/2020
<u>HOURLY RATE:</u>	\$73.00
<u>OVERTIME RATE:</u>	\$109.50
<u>CONTRACT WEEKLY HOURS:</u>	37.5
<u>OFF DATES:</u>	School Approved Calender Days

Candidate/client must provide a 30 day notice to terminate contract without cause.

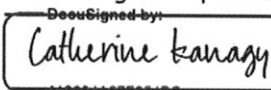
MCSD does not pay beyond 37.5 hours per week

Billing for student attendance days only

IN WITNESS WHEREOF, and intending to be legally bound thereby, the signed parties below.

Name: Catherine Kanagy

Title: ESE Program Specialist

Its: 
416004A27F6348C...



Drafts Templates Request History

Current Request

2020 - 2021

Look up PO #

Or Req #

Princeton Staffing Addendum

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

Vendor

V0000020344 - PRINCETON STAFFING SOLUTIONS, LLC

V0000020344
PRINCETON STAFFING SOLUTIONS
301 YAMATO ROAD SUITE 1240
BOCA RATON, FL 33431Vendor Contact
AdamTerms & Conditions
1Deadline Date
02/02/2021PO Status
OpenRequest Type
StandardRequest Date/Status
DraftOrder Contact
Catherine KanabyCenter/School Contact
0143/Diana Lorenz

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

2/2 1:48pm [Lorenz, Diana](#): Addendum to existing purchase order 27528 to provide American Sign Language Speech Therapy

Post

Comments for vendor

Submit



PRINCETON
STAFFING SOLUTIONS

301 Yamato Road Suite 1240 Boca Raton, FL 33431

CANDIDATE CONFIRMATION

<u>DATE:</u>	1/8/2021
<u>ATTENTION:</u>	Catherine Kanagy
<u>PHONE:</u>	305-293-1400
<u>EMAIL:</u>	Catherine.Kanagy@KeysSchools.com
<u>CANDIDATE:</u>	Josephina Yopez
<u>FACILITY:</u>	Monroe County School District
<u>CITY, STATE:</u>	Key West, FL
<u>SPECIALTY:</u>	American Sign Language Instructor
<u>ORIGINAL END DATE:</u>	1/29/2021
<u>UPDATED END DATE:</u>	4/30/2021
<u>HOURLY RATE:</u>	\$60.00
<u>OVERTIME RATE:</u>	N/A
<u>CONTRACT WEEKLY HOURS:</u>	Up to and not to exceed 8 hours per week
<u>OFF DATES:</u>	School Approved Calender Days

Candidate/client must provide a 30 day notice to terminate contract without cause.
Valid pending approval of facility agreement ***Virtual Position so no travel or additional expenses will be billed***

IN WITNESS WHEREOF, and intending to be legally bound thereby, the signed parties below.

Name: Catherine Kanagy

Title: ESE Program Specialist

Its: Catherine Kanagy

418804A27F854BC...