

AGENDA

REGULAR SCHOOL BOARD MEETING

GADSDEN COUNTY SCHOOL BOARD
MAX D. WALKER ADMINISTRATION BUILDING
35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA

May 24, 2016

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

1. CALL TO ORDER
2. OPENING PRAYER
3. PLEDGE OF ALLEGIANCE
4. RECOGNITIONS

ITEMS FOR CONSENT

5. REVIEW OF MINUTES – **SEE ATTACHMENT**
 - a. April 26, 2016, 4:30 p.m. – School Board Workshop
 - b. April 26, 2016, 6:00 p.m. - Regular School Board Meeting
 - c. May 3, 2016, 2:00 p.m. – Special School Board Meeting
 - d. May 3, 2016, 4:00 p.m. - Student Hearing
 - e. May 12, 2016, 10:00 a.m. – Executive Session

ACTION REQUESTED: The Superintendent recommends approval.
6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions) **SEE PAGE #4**
 - a. Personnel 2015 – 2016

ACTION REQUESTED: The Superintendent recommends approval.
 - b. Personnel 2016 – 2017

ACTION REQUESTED: The Superintendent recommends approval.
 - c. Payroll Schedule for 2016-17 – **SEE PAGE #9**

ACTION REQUESTED: The Superintendent recommends approval.

7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

a. Curriculum Associates - **SEE PAGE #20**

Fund Source: Federal
Amount: \$336,022.07

ACTION REQUESTED: The Superintendent recommends approval.

b. Gadsden County School Board Head Start/PreKindergarten Home Instruction for Parents of Preschool Youngsters (HIPPY) Application - **SEE PAGE #32**

Fund Source:HIPPY
Amount: \$170,000.00

ACTION REQUESTED: The Superintendent recommends approval.

c. Head Start 2016 Cost-of-Living-Adjustment (COLA) - **SEE PAGE #74**

Fund Source: Head Start
Amount: \$36,758.00

ACTION REQUESTED: The Superintendent recommends approval.

d. Erate – USAC Related Contract(s) – Agreements - **SEE PAGE #82**

Fund Source: Erate/USAC & GCPS
Amount: Erate/USAC: \$434,160.00 (District: \$115,440)

ACTION REQUESTED: The Superintendent recommends approval.

8. STUDENT MATTERS – **SEE ATTACHMENT**

a. Student Expulsion – See back-up material

Case #40-1516-0071

ACTION REQUESTED: The Superintendent recommends approval.

b. Student Expulsion – See back-up material

Case #45-1516-0071

ACTION REQUESTED: The Superintendent recommends approval.

c. Student Expulsion – See back-up material

Case #48-1516-0231

ACTION REQUESTED: The Superintendent recommends approval.

d. Student Expulsion – See back-up material

Case #50-1516-0071

ACTION REQUESTED: The Superintendent recommends approval.

9. SCHOOL FACILITY/PROPERTY

- a. Real Estate Brokerage Services - **SEE PAGE #202**

Fund Source: N/A

Amount: Percentage of Sales Charged at 6%

ACTION REQUESTED: The Superintendent recommends approval.

- b. Request to Delete From Capital Assets – **SEE PAGE #204**

Fund Source: Applicable Funds

Amount: \$99,973.00

ACTION REQUESTED: The Superintendent recommends approval.

- c. Request to Delete and Dispose from Capital Assets – Furniture, Fixtures and Equipment – **SEE PAGE #206**

Fund Source: All Funds

Amount: \$252,245.41

ACTION REQUESTED: The Superintendent recommends approval.

10. EDUCATIONAL ISSUES

- a. In-Service Program for Adding on Endorsement in Florida Gifted to a Florida Educator's Certificate - **SEE PAGE #243**

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

11. FACILITIES UPDATE

12. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

13. SCHOOL BOARD REQUESTS AND CONCERNS

14. ADJOURNMENT

The School Board of Gadsden County

Reginald C. James

SUPERINTENDENT
OF SCHOOLS



"Building A Brighter Future"

35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA 32351
TEL: (850) 627-9651
FAX: (850) 627-2760
www.gcps.k12.fl.us

May 24, 2016

The School Board of
Gadsden County, Florida
Quincy, Florida 32351

Dear School Board Members:

I am recommending that the attached list of personnel actions be approved, as indicated. I further recommend that all appointments to grant positions be contingent upon funding.

Item 6A Instructional and Non-Instructional Personnel 2015-2016

Item 6B Instructional and Non-Instructional Personnel 2016-2017

The following reflects the total number of full-time employees in this school district for the 2015-2016 school term, as of May 24, 2016.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees May 2016</u>
Classroom Teachers and Other Certified	120 & 130	396.15
Administrators	110	50.00
Non-Instructional	150, 160, & 170	<u>369.00</u>
		815.15

Sincerely,

Reginald C. James
Superintendent of Schools

DISTRICT NO. 1
Havana, FL 32333
Midway, FL 32343

Steve Scott
DISTRICT NO. 2
Quincy, FL 32351
Havana, FL 32333

Isaac Simmons, Jr.
DISTRICT NO. 3
Chattahoochee, FL 323324
Greensboro, FL 32330

Charlie D. Frost
DISTRICT NO. 4
Gretna, FL 32332
Quincy, FL 32352

Roger P. Milton
DISTRICT NO. 5
Quincy, FL 32351

AGENDA ITEM 6A, INSTRUCTIONAL AND NON INSTRUCTIONAL 2015/2016**INSTRUCTIONAL**

<u>Annual</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Logan, June	JASMS	Teacher	04/29/2016
Taylor, Michelle	WGHS	Teacher	05/09/2016

NON-INSTRUCTIONAL

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Brinkley, Patricia	GBES	SFS Manager	05/02/2016
Dobbins, Rebecca	Bold Step	Education Paraprofessional	05/04/2016
Johnson, Annie	SSES	SFS Worker	05/16/2016
Thomas, Carla	SSES	Education Paraprofessional	05/09/2016

REQUESTS FOR LEAVE, RESIGNATION, TRANSFERS, RETIREMENTS, TERMINATIONS OF EMPLOYMENT:**LEAVE**

<u>Name</u>	<u>Location/Position</u>	<u>Beginning Date</u>	<u>Ending Date</u>
Hughes, Ida	GRES/Secretary	04/18/2016	06/27/2016
Pierre-Ross, Germaine	GEMS/Teacher	04/20/2016	05/25/2016
Williams, Joseph	GCA	03/11/2016	06/07/2016

RESIGNATION

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Appelo, Hannah	CES	Teacher	06/07/2016
Brandon, LaQuwana	CES	Teacher	06/07/2016
Brinkley, Patricia*	CES	SFS Worker	06/07/2016
Domen, Kevin	WGHS	Teacher	05/18/2016
Ferree, Kimberly	District	Assistant Supt/Business & Finance	05/31/2016
Williams, Tammy	ESE	Program Specialist	04/15/2016

*Resigned to accept another position within the district

D.R.O.P. RETIREMENTS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Black, Doris	ESE	Teacher	05/31/2016
Combs, Eugenia	CPA	Reading Coach	05/31/2016
Commodore, Shirley	JASMS	Teacher	05/31/2016
Hagins, Cynthia	SJES	Guidance Counselor	05/31/2016
Hannah, Denise	District	Volunteer Coordinator	05/31/2016
Herring, Ira	Transportation	Bus Aide	05/31/2016
Jackson, Catherine	JASMS	Teacher	05/31/2016
Jenkins, Robin	PreK	Teacher	05/31/2016
Jordan, Warkeen	HMS	Teacher	05/31/2016
Keaton, Diane	GWM	Teacher	05/31/2016
Kelly, Deborah	CPA	Secretary	05/31/2016
McGriff-Gibson, Mathella	HMS	Teacher	05/31/2016
Oaks, Elizabeth	SSES	Teacher	05/31/2016
Randolph, Fredrick	GTI	Teacher	05/31/2016
Smith, Carolyn	SSES	Teacher	05/31/2016
Watson, Mary	ESE	Speech/Language Pathologist	05/31/2016
White, Diane	CES	Teacher	05/31/2016
Youman, Annette	GBES	Teacher	06/07/2016

RETIREMENTS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Cummings, Bernice	Transportation	Bus Driver	05/31/2016
Edwards, Vernita	Transportation	Bus Aide	06/02/2016
Rittman, Joe	Transportation	Bus Aide	06/02/2016

Substitutes

<u>Teacher</u>	<u>SFS</u>		<u>*SFS/Custodial</u>
McClary, Tiffany	Mitchell, Derrick*	Richardson, Teecara*	
Stoll, Rebecca	Moore, Christopher*	Gunn, Alondrae	

AGENDA ITEM 6B, INSTRUCTIONAL PERSONNEL 2016/2017
PROFESSIONAL SERVICE

Achamer, Kristine	Hutley-Figgers, Latisha	Scott, Tawanda
Allen, Mark	Ivory, Dwayne	Sherman, Tammy
Allen, Sandra	Jackson, Barbara	Simmons, Peggy
Atkins, Sineaktra	Jefferson, Tracy	Simmons-Russ, Catina
Austin, Joyce	Johnson, Kendal	Smith, Peggy
Baker, Annette	Johnson, Vicki	Starks, Jeffrey
Baily, Deborah	Jones, Tanya	Stephens, Vann
Bates-Jackson, Erica	Joseph, Sandra	Suber, Alfred
Belford, Meisha	Kenon-Franklin, Bridget	Taylor, Audrey
Bell-Key, Twanda	Kindell, Andrea	Taylor, Jeanne
Boykin, Kathryn	Kirkland, Nahketah	Thomas, Linda
Brockman, Dena	Kirkland, Sarah	Touchton, Susan
Bryant, Antotinette	Lightfoot, Tomeka	Toussaint, Karen
Bryant, Pamela	Logue, Joan	Trueblood, Annie
Butler, Bridget	Madry, Cecelia	Viel, Julie
Canidate, Jacquelin	Mandela, Judith	Wade, Eileen
Chandler, Cedric	Maynor, Tamela	Walker, Faybrena
Chapmon-Thomas, Tylisa	McGlockton, Shaundra	Washington, Angela
Clark, Linda	McMillan-Gatlin, Patricia	Weeks, Dawn
Clark, Debra	McPhaul, David	Williams, Shannon
Clark, Michael	Merriex, Simon	Williams, Joseph
Coburn, Katie	Mills, Cyril	Willis, Debbie
Cooper-Maclin, Stefanie	Monroe, Janice	Wright, Jo Lynda
Davis, Pearl	Pace, Cornelius	Youmans, Mildred
Davis, Torrey	Payton, Kecia	
Denington, William	Peacock, Agnes	
Dennis, Hilary	Perkins, Beth	
Dilworth-Porter, Latasha	Peterson, Cheryl	
Falana, Kimberly	Piawah, Helen	
Farmer, Erica	Powell-Jones, Gracie	
Gearity, Linda	Presha, Renee	
Gibson, Don	Price, Carrie	
Glover, Vanessa	Redding, Sylvia	
Graf, Jeannie	Reynolds, Cynthia	
Graham, Sarah	Richardson, Chandra	
Green, Kimi	Riggins, Shulamith	
Gunn, Jeanne	Riley, Cynthia	
Harris, Ronte	Roberts, Loretta	
Harris, Robert	Robinson, Patricia	
Hatfield, Daren	Robinson, Portia	
Holmes, Cathy	Rollins, Angela	
Howard, Darrell	Rollinson, Latonya	
Hudgins, Rosa	Rosier, Carolyn	
Hunter, Cassandra	Rouse, Daphnee	
Hussein, Frederic	Samson, Marilyn	

District Personnel**Annual**

Akins, Cedric
Akins, Deborah
Alday, Shirley
Anderson, Millie
Bascom, Chinita
Beamon, Patricia
Black, Rutha
Brock, Mary
Brown-Byrd, Stephanie
Bulger, Sharon
Butler, Martha
Cherry, Avondika
Daniels, Anitria
Davis, Mary
Davis, Melanie
Ellison, Cheryl
Francis, Lealer
Garcia-Beane, Rosio
Geathers, Amanda
Hale, Desmona
Henry, Felita
Herring, Regina
Hills, Kecia
Hinson, Doris
Howell, Amy
Hutley, Carlos
Jackson, Rolanda
James, Betty
James, Bruce
Kent, Joseph
Kimble, Joann
King, Melanie
Knight, Sarah
Martin, Dana
Maxwell, Janice
McCall, Wanda
McKinnon, Caroline
McGriff-West, Anna
Milton, Paula
Robinson, Sandra
Sierra, Nancy
Suber, Angela
Thomas, Jeannette
Thomas Johnny
Thomas, Kenneth
Tillman, Montoyia
Youmans, Darlean

Location

Media and Technology
District
Business and Finance
ESE
ESE
Media/Technology
Media/Technology
ESE
Business and Finance
Personnel
Administration
ESE
ESE
Administration
School Food Service
Administration
ESE
Federal Programs
ESE
Media/Technology
ESE
ESE
ESE
ETO
Business and Finance
Media/Technology
Administration
ETO
Business and Finance
Media/Technology
Federal Programs
Staff Development
ETO
Federal Programs
ESE
Business and Finance
District
Business and Finance
School Food Service
Personnel
Personnel
ESE
Federal Programs
Media/Technology
Media/Technology
Federal Program
Media/Technology

Position

Technician
Secretary
Account Clerk
Program Specialist
Program Specialist
Administrative Assistant
Computer Programmer
Employment Specialist
Account Clerk
Secretary, Staff Development
Administrative Assistant
Program Specialist
Staff Assistant
Administrative Assistant
Coordinator, SFS
Program Assistant
Administrative Assistant
Receptionist
School Psychologist
System Support Specialist
School Psychologist
Computer Operator
Visiting Teacher
ETO Program Specialist
Personnel Specialist
Technician
Visiting Teacher
ETO Program Specialist
Inventory Control Specialist
Technology Training Specialist
Program Assistant
System Support Specialist
Program Specialist
Administrative Assistant
Employment Specialist
Account Clerk
Coordinator, Assessment
Account Clerk
Coordinator, SFS
Human Resources Specialist
Staff Development Assistant
Computer Operator
Supervisor, Title I
Network Coordinator
Technology Training Specialist
Inventory Intake Specialist
Coordinator, Technology

Hall, Bethany (PT)

Americorps

Coordinator, Americorps

District Personnel

Administration

Gay, Gerald
Harden, Carolyn
Hightower, Pink
Hopkins, Beatrice
Hunter, William
Jackson, Sylvia
Kauffman, Thomas
Mathew-Nelloms, Dionne
Mays, LaClarence
Raynak, Rose
Richardson, Curtis
Taylor, Sherrie
Thomas, Sharon
Williams, Marshall
West, Pauline
Wiggins, Sheantika

Location

District
Head Start/Pre-K
District
District
Maintenance
Gadsden Technical Institute
Business and Finance
District
Business and Finance
District
District
District
District
District
District
District

Position

Director, Transportation
Supervisor
Deputy Superintendent
Director, Americorps
Director, Facilities
Director Vocational/Adult Ed.
Interim, Asst. Supt Business and Finance
Supervisor, Curriculum and Instruction
Budget Director
Director, Federal Programs
Coordinator
Coordinator, Community in Schools
Director, ESE
Coordinator, 21st Century
Director, Personnel/Staff Development
Director, Media/Technology

District Personnel

NP

Name

Farlin, Anthony
Riggins, Larissa

Location

Media/Technology
Media/Technology

Position

Technician
Technician

NA

Name

Stevens, James

Location

Administration

Position

Custodian

**PAYROLL CHECK SCHEDULE 2016-17
GADSDEN COUNTY SCHOOL BOARD**

RUN NO.	SEND OUT TIME SHEETS	TIME SHEETS TO BE RETURNED	COMPLETE PAYROLL	PRE-NOTE DATE	PAY CHECKS ISSUED
071		NO TIME SHEETS	(DROP PAYMENTS)	NO DD	7/15/2016
072	7/8/2016	7/15/2016	7/25/2016	7/26/2016	7/28/2016
082	8/5/2016	8/12/2016	8/26/2016	8/29/2016	8/31/2016
091	8/12/2016	8/19/2016	9/6/2016	9/7/2016	9/9/2016
092	9/2/2016	9/9/2016	9/27/2016	9/28/2016	9/30/2016
101	9/9/2016	9/16/2016	10/5/2016	10/6/2016	10/10/2016
102	9/30/2016	10/7/2016	10/26/2016	10/27/2016	10/31/2016
111	10/7/2016	10/14/2016	11/7/2016	11/8/2016	11/10/2016
112	10/28/2016	11/4/2016	11/22/2016	11/28/2016	11/30/2016
121	11/4/2016	11/10/2016	12/6/2016	12/7/2016	12/9/2016
122	11/10/2016	11/22/2016	12/13/2016	12/14/2016	12/16/2016
011	11/18/2016	12/2/2016	1/5/2017	1/6/2017	1/10/2017
012	12/16/2016	1/6/2017	1/26/2017	1/27/2017	1/31/2017
021	1/6/2017	1/13/2017	2/7/2017	2/8/2017	2/10/2017
022	1/27/2017	2/3/2017	2/23/2017	2/24/2017	2/28/2017
031	2/3/2017	2/10/2017	3/7/2017	3/8/2017	3/10/2017
032	2/24/2017	3/3/2017	3/28/2017	3/29/2017	3/31/2017
041	3/3/2017	3/10/2017	4/5/2017	4/6/2017	4/10/2017
042	3/31/2017	4/7/2017	4/25/2017	4/26/2017	4/28/2017
051	4/7/2017	4/14/2017	5/5/2017	5/8/2017	5/10/2017
052	4/28/2017	5/5/2017	5/25/2017	5/26/2017	5/31/2017
061	5/5/2017	5/12/2017	6/6/2017	6/7/2017	6/9/2017
062	6/8/2017	6/15/2017	6/26/2017	6/27/2017	6/29/2017
063	5/26/2017	6/6/2017	6/26/2017	6/27/2017	6/29/2017
064		NO TIME SHEETS	6/26/2017	6/27/2017	6/29/2017

**GADSDEN COUNTY PUBLIC SCHOOLS
2016-17 TEACHERS
PAY TYPE 12**

PAY PERIOD		DAYS	REPORTS DUE	CHECKS ISSUED
8/8/2016	8/19/2016	10	8/19/2016	9/9/2016
8/22/2016	9/16/2016	20	9/16/2016	10/10/2016
9/19/2016	10/14/2016	20	10/14/2016	11/10/2016
10/17/2016	11/10/2016	19	11/10/2016	12/9/2016
11/14/2016	12/2/2016	13	12/2/2016	1/10/2017
12/5/2016	1/13/2017	19	1/13/2017	2/10/2017
1/17/2017	2/10/2017	19	2/10/2017	3/10/2017
2/13/2017	3/10/2017	20	3/10/2017	4/10/2017
3/20/2017	4/14/2017	20	4/14/2017	5/10/2017
4/17/2017	5/12/2017	20	5/12/2017	6/9/2017
5/15/2017	6/6/2017	16	6/9/2017	6/29/2017

196

TEACHERS WILL RECEIVE THEIR LAST TWO (11TH & 12TH) CHECKS ON

6/29/2017

NON-PAID HOLIDAYS

- Nov. 11
- Nov. 24-25
- Dec. 21-31
- Jan. 2
- Jan.16
- Mar. 13-17

PAID HOLIDAYS

- Sept. 5
- Nov. 21-23
- May. 29
- June. 6

**GADSDEN COUNTY PUBLIC SCHOOLS
2016-17 PARA PROFESSIONALS
PAY TYPE 15**

PAY PERIOD		DAYS	REPORTS DUE	CHECKS ISSUED
8/8/2016	8/12/2016	5	8/12/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	20	11/4/2016	11/30/2016
11/7/2016	11/18/2016	9	11/22/2016	12/16/2016
11/28/2016	1/6/2017	19	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	20	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	5/19/2017	10	5/19/2017	6/9/2017
5/22/2017	6/5/2017	10	6/9/2017	6/29/2017
		191		

PARA PROFESSIONALS WILL RECEIVE THEIR LAST CHECK ON

6/29/2017

NON-PAID HOLIDAYS

- Sept. 5
- Nov. 11
- Nov. 21-15
- Dec. 19-30
- Jan. 2
- Jan.16
- Mar. 13-17
- May. 29

**GADSDEN COUNTY PUBLIC SCHOOLS
2016-17 12 MONTH EMPLOYEES
PAY TYPES 20 & 22**

PAY PERIOD		DAYS	REPORTS DUE	CHECKS ISSUED
7/1/2016	7/15/2016	10	7/15/2016	7/28/2016
7/18/2016	8/12/2016	20	8/12/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	20	11/4/2016	11/30/2016
11/7/2016	11/22/2016	11	11/22/2016	12/16/2016
11/28/2016	1/6/2017	22	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	20	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	6/30/2017	39	6/15/2017	6/29/2017

240

12 MONTH EMPLOYEES WILL RECEIVE THEIR LAST CHECK ON

6/29/2017

NON-PAID HOLIDAYS

July. 4
 Sept. 5
 Nov. 11
 Nov. 23-25
 Dec. 22-30
 Jan. 2
 Jan.16
 Mar. 13-17
 May. 29

GADSDEN COUNTY PUBLIC SCHOOLS

2016-17 11 MONTH EMPLOYEES

PAY TYPE 25 ASSISTANT CUSTODIANS & 11 MONTH SECRETARIES

PAY TYPE 35 ASSISTANT PRINCIPALS, PSYCHOLOGISTS & THERAPIES

PAY PERIOD		DAYS	REPORTS DUE	CHECKS ISSUED
8/1/2016	8/12/2016	10	8/12/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	20	11/4/2016	11/30/2016
11/7/2016	11/22/2016	11	11/22/2016	12/16/2016
11/28/2016	1/6/2017	22	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	20	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	6/26/2017	35	6/15/2017	6/29/2017

216

PAY TYPES 25'S & 35'S WILL RECEIVE THEIR LAST (12TH) CHECK ON

6/29/2017

NON-PAID HOLIDAYS

Sept. 5
Nov. 11
Nov. 23-25
Dec. 22-30
Jan. 2
Jan.16
Mar. 13-17
May. 29

**GADSDEN COUNTY PUBLIC SCHOOLS
 2016-17 VISITING TEACHERS/SOCIAL WORKERS
 PAY TYP 30**

PAY PERIOD	DAYS	REPORTS DUE	CHECKS ISSUED	
8/8/2016	8/12/2016	5	8/12/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	20	11/4/2016	11/30/2016
11/7/2016	11/18/2016	9	11/22/2016	12/16/2016
11/28/2016	1/6/2017	19	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	20	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	5/19/2017	10	5/19/2017	6/9/2017
5/22/2017	6/7/2017	12	6/9/2017	6/29/2017

193

VISITING TEACHERS/SOCIAL WORKERS WILL RECEIVE THEIR LAST CHECK ON 6/29/2017

NON-PAID HOLIDAYS

- Sept. 5
- Nov. 11
- Nov. 21-15
- Dec. 19-30
- Jan. 2
- Jan.16
- Mar. 13-17
- May. 29

**GADSDEN COUNTY PUBLIC SCHOOLS
 2016-17 10 MONTH EMPLOYEES
 PAY TYPE 38**

PAY PERIOD		DAYS	REPORTS DUE	CHECKS ISSUED
8/8/2016	8/12/2016	5	8/12/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	20	11/4/2016	11/30/2016
11/7/2016	11/18/2016	9	11/22/2016	12/16/2016
11/28/2016	1/6/2017	19	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	20	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	5/19/2017	10	5/19/2017	6/9/2017
5/22/2017	6/9/2017	14	6/9/2017	6/29/2017

195

10 MONTH EMPLOYEES WILL RECEIVE THEIR LAST CHECK ON 6/29/2017

NON-PAID HOLIDAYS

- Sept. 5
- Nov. 11
- Nov. 21-15
- Dec. 19-30
- Jan. 2
- Jan.16
- Mar. 13-17
- May. 29

**GADSDEN COUNTY PUBLIC SCHOOLS
2016-17 FOOD SERVICE WORKERS
PAY TYPE 40**

PAY PERIOD	PAY PERIOD	DAYS	REPORTS DUE	CHECKS ISSUED
8/12/2016	8/12/2016	1	8/15/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	19	11/4/2016	11/30/2016
11/7/2016	11/18/2016	9	11/22/2016	12/16/2016
11/28/2016	1/6/2017	18	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	19	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	5/19/2017	10	5/19/2017	6/9/2017
5/22/2017	6/2/2017	9	5/31/2017	6/29/2017

183

FOOD SERVICE WORKERS WILL RECEIVE THEIR LAST CHECK ON

6/29/2017

NON-PAID HOLIDAYS

Sept. 5
Oct. 14
Nov. 11
Nov. 21-25
Dec. 19-30
Jan. 2
Jan. 3
Jan.16
Mar. 10
Mar. 13-17
May. 29

**GADSDEN COUNTY PUBLIC SCHOOLS
2016-17 FOOD SERVICE MANAGERS
PAY TYPE 42**

PAY PERIOD	DAYS	REPORTS DUE	CHECKS ISSUED	
8/11/2016	8/12/2016	2	8/15/2016	8/31/2016
8/15/2016	9/9/2016	19	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	19	11/4/2016	11/30/2016
11/7/2016	11/18/2016	9	11/22/2016	12/16/2016
11/28/2016	1/6/2017	18	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	19	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	5/19/2017	10	5/19/2017	6/9/2017
5/22/2017	6/5/2017	10	5/31/2017	6/29/2017

185

FOOD SERVICE MANAGERS WILL RECEIVE THEIR LAST CHECK ON

6/29/2017

NON-PAID HOLIDAYS

- Sept. 5
- Oct. 14
- Nov. 11
- Nov. 21-25
- Dec. 19-30
- Jan. 2
- Jan. 3
- Jan.16
- Mar. 10
- Mar. 13-17
- May. 29

**GADSDEN COUNTY PUBLIC SCHOOLS
2016-17 BUS DRIVERS
PAY TYPE 50**

PAY PERIOD		DAYS	REPORTS DUE	CHECKS ISSUED
8/15/2016	8/15/2016	1	8/15/2016	8/31/2016
8/16/2016	9/9/2016	18	9/9/2016	9/30/2016
9/12/2016	10/7/2016	20	10/7/2016	10/31/2016
10/10/2016	11/4/2016	19	11/4/2016	11/30/2016
11/7/2016	11/18/2016	9	11/22/2016	12/16/2016
11/28/2016	1/6/2017	18	1/6/2017	1/31/2017
1/9/2017	2/3/2017	19	2/3/2017	2/28/2017
2/6/2017	3/3/2017	20	3/3/2017	3/31/2017
3/6/2017	4/7/2017	19	4/4/2017	4/28/2017
4/10/2017	5/5/2017	20	5/5/2017	5/31/2017
5/8/2017	5/19/2017	10	5/19/2017	6/9/2017
5/22/2017	5/31/2017	7	5/31/2017	6/29/2017
		180		

BUS DRIVERS WILL RECEIVE THEIR LAST CHECK ON

6/29/2017

NON-PAID HOLIDAYS

Sept. 5	Labor Day
Oct. 14	
Nov. 11	Veteran's Day
Nov. 21-25	Thanksgiving
Dec. 19-30	Winter Break
Jan. 2	New Year's Day
Jan. 3	
Jan.16	Martin L. King Jr. Day
Mar. 10	
Mar. 13-17	Spring Break
May. 29	Memorial Day

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7a

DATE OF SCHOOL BOARD MEETING: May 24, 2016

TITLE OF AGENDA ITEM: Curriculum Associates

DIVISION: Federal

 This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

For Disclosure Purposes:

Curriculum Associates (i-Ready) is licensed adaptive e-learning system that has been previously approved by the Board to support the district adopted textbook (basal) programs. In September 2014, the Board approved a major investment in this e-Learning system and its respective consumable materials. The district also invested heavily in professional development for teachers and school administrators to properly implement the program and analyze diagnostic results. The implementation of this initiative is well under way and is producing results in academic proficiency in both reading and math.

With the new Florida Standards, there have been several new additions to the consumables of the program, especially the addition of Writing materials to help implement the new focus of Florida Standards. As the Florida Department of Education has been enhancing its resources through CPalms for the new Florida Standards, i-Ready has also been adding lexile and quantile measures to their resources that reflect what FDOE is recommending for benchmark instruction and program foci. The additional resources being requested at this time will be used after the state assessment for the remainder of the school year and into the summer to further implement a targeted data-driven, differentiated program of instruction for children who still need more help in academic areas. I-Ready provides reliable growth metrics that optimize administrative decision making for long-term performance improvements at the school level.

This is an expansion of the current agreement with Curriculum Associates. Curriculum Associates has been vetted and approved through the purchasing processes of several school districts in Florida. It is allowable for any district to 'piggy-back' on another district's public competitive purchasing process. Components reviewed by other districts in their competitive process included company profile; courseware; subject diagnostics; progress monitoring; technical support and system management. Responses were evaluated; awards were made in district Board meetings. Gadsden is able to link to these competitive proposals and awards by districts such as Seminole County, Hillsborough County, Miami-Dade County, and Sarasota County to adopt this product. Those bid processes established the company's competitiveness in price and its ability to identify resources that are intellectually copyrighted and unique to the e-learning system that allowed the other large school districts to identify them as sole source.

This vendor has already been presented to the Board for exceeding the \$15,000 purchasing threshold for prior purchases. Several purchase orders are being requested because funding is coming from several projects that are focusing on different strategies for improving student proficiency.

FUND SOURCE: Federal
AMOUNT: \$ 336,022.07
PREPARED BY: Rose Raynak
POSITION: Director of Federal Programs

2016 MAY -9 AM 11:27
GADSDEN SCHOOL BOARD
OFFICE OF ASSISTANT
SUPERINTENDENT

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____
CHAIRMAN'S SIGNATURE: page(s) numbered _____

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7b

DATE OF SCHOOL BOARD MEETING: May 24, 2016

TITLE OF AGENDA ITEM: Gadsden County School Board Head Start/Prekindergarten
Home Instruction for Parents of Preschool Youngsters (HIPPY) Application

DIVISION: Head Start

 This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

Gadsden County School Board Head Start/Prekindergarten

Home Instruction for Parents of Preschool Youngsters (HIPPY) Application

FUND SOURCE: HIPPY

AMOUNT: \$170,000

PREPARED BY: Carolyn Harden

POSITION: Head Start/Prekindergarten Program Director

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered N/A

CHAIRMAN'S SIGNATURE: page(s) numbered

REVIEWED BY: Laurie Hall, Administrative Assistant

2016 MAY 11 PM 4:21
GADSDEN SCHOOL BOARD
OFFICE OF ASSISTANT
SUPERINTENDENT

Gadsden County Schools Head Start/Pre-Kindergarten Program

I. COVER SHEET

1. Program Name: HIPPY – Gadsden County
Program Administrator: Carolyn Harden
Mailing Address: Gadsden County Head Start/Pre-K
35 Martin Luther King (MLK) Jr. Blvd.
Quincy, FL 32351
Email Address: hardenc@gcpsmail.com
Phone: (850) 627-3861
FAX: (850) 627-8790

2. HIPPY Service Area: Town Seats of Gadsden County –
Chattahoochee, Greensboro, Gretna,
Havana, Midway and Quincy – Located in
the Florida Panhandle

3. Anticipated Target Population: 80 Children

4. One (1) Full-time HIPPY Coordinator will be employed for Gadsden
County.

5. Authorized Signatures: Roger Milton,
Gadsden School Board Chairman
35 MLK Jr. Blvd.
Quincy, FL 32351
Email: miltonr@gcpsmail.com
Phone: (850) 627-9651
FAX: (850) 627-2760

Carolyn Harden, Head Start/Pre-K Director
35 MLK Jr. Blvd.
Quincy, FL 32351
Email: hardenc@gcpsmail.com
Phone: (850) 627-3861
FAX: (850) 627-8790

6. Accounts Payable: Kim Ferree, Assistant Superintendent,
Business & Finance
35 MLK Jr. Blvd.
Quincy, FL 32351
Email: ferreek@gcpsmail.com
Phone: (850) 627-9651, ext. 1222
FAX: (850) 627-2760

Gadsden County Schools Head Start/Pre-Kindergarten Program

- I. The Service Area: Gadsden County, located in the Florida Panhandle, is a small rural district with 100% of its school population participating in the National School Lunch Program. Within Florida, 48.2% of three and four-year old children did not attend any type of pre-school program as identified by American Fact Finder Community Facts, 2014; these numbers are reflected in rural, isolated districts such as Gadsden County. Moreover, Gadsden County's pre-school enrollment statistics are linked to limited access to public transportation. Gadsden reported 35.2% of its families living below the 200% poverty level, directly affecting the increased number of students not enrolled in pre-school programs.
Data Source(s):
US Census Bureau, 2014 American Community Survey, Community Facts, 2009-2014.
Data collected and disseminated by: American Fact Finder,
<<http://factfinder2.census.gov/>>, (7 July 2015).

Annie E. Casey Foundation, Kids Count Data Center, Families in Poverty, 2010-2014
Data collected and disseminated by Annie E. Casey Foundation,
<datacenter.kidscount.org/>, (7 July 2015).
- II. The Gadsden County School Board Head Start Program's mission is to build a brighter future where children enter school emotionally, physically, socially, and intellectually ready to learn; fully recognizing the crucial role of the parents as their child's primary teacher. Head Start's mission will align to the mission of HIPPY to enable Gadsden County to attain its goals through leadership and support services, maximization of resources, linkage of schools, and facilitation of communication across other agencies. The HIPPY Program will be under the Elementary Education Department to ensure and widen the spectrum for collaboration throughout the District. An emphasis will be placed on ensuring our children with special needs are included. The program will collaborate with the Florida Diagnostic Learning Resources System (FDLRS) and the Early Learning Coalition to identify three and four-year old children receiving Voluntary Pre-K (VPK) services.
- III. HIPPY staff will participate in the Head Start monthly staff meetings (conducted at the Head Start/Pre-K main office) to disseminate information to the entire staff and to identify potential programs available to the HIPPY participants within the town seats of Gadsden County, Florida.
- IV. To implement and operate the program we will employ One (1) Full-Time Coordinator and Seven (7) Home Visitors. Referrals from The Early Learning Coalition, FDLRS, Head Start/Pre-K staff, child care providers, social service agencies, medical providers, and parents will assist the program in serving its anticipated target population of 80 children.

Anticipated obstacles have not been identified.

The current HIPPY coordinator for Gadsden County will continue to operate as the coordinator for Gadsden County Head Start HIPPY. Home Visitor positions will be filled

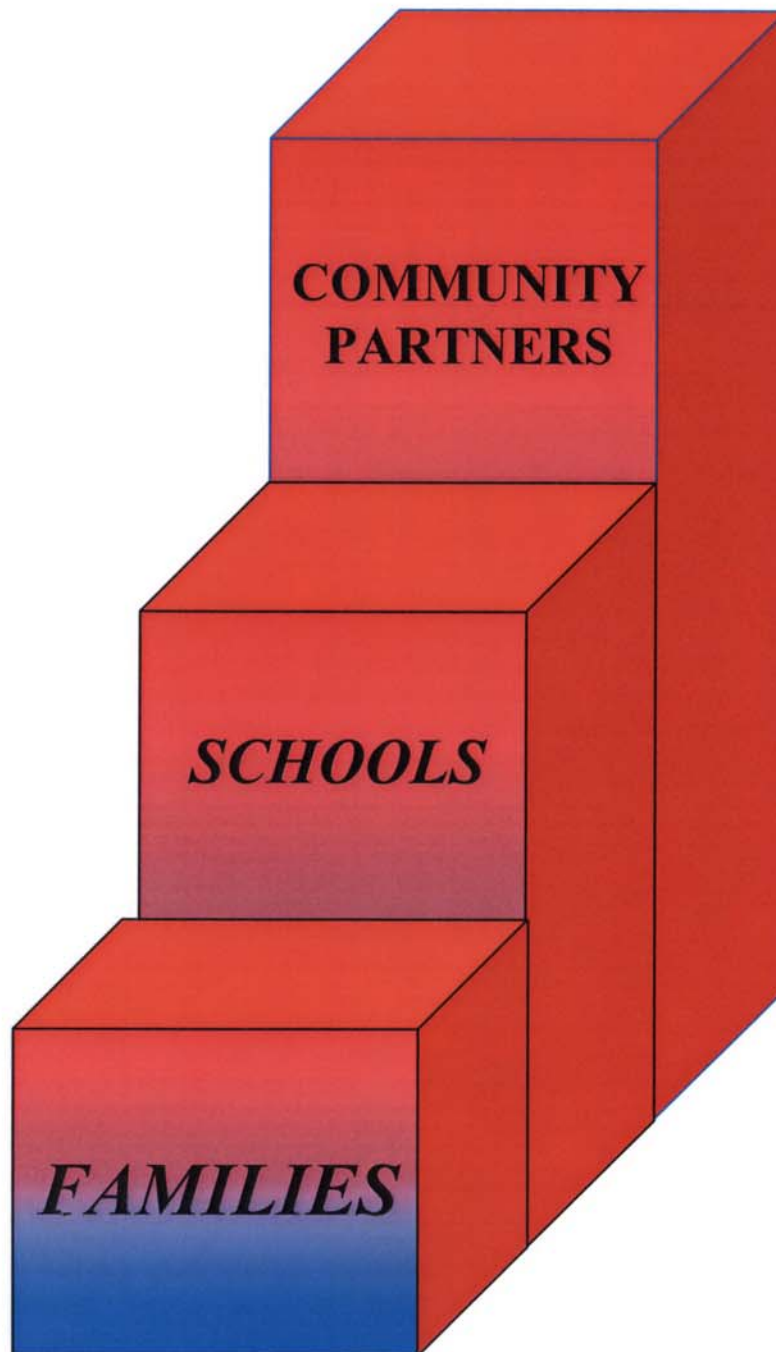
Gadsden County Schools Head Start/Pre-Kindergarten Program

once the proposal is funded, The Gadsden County Head Start Advisory Group will also serve as the HIPPIY Advisory Group. Members of the advisory group will include Head Start management, staff, teachers, parents and community partners/representatives.

Gadsden County Head Start has a long-standing history of collaborative relationships with agencies to provide needed services for members of this community.

- V. At this time, there are no plans to implement a research project beyond the scope of regular reporting, unless requested by the University of South Florida; the Gadsden County Head Start Program would, then, support this endeavor.

*Head Start & Gadsden County Schools
2015 Community Assessment*



PREFACE

This assessment was prepared on behalf of the Gadsden County Head Start Program. The information compiled in this report was taken from Gadsden County Community Partners and Agencies to include the Gadsden County Public Health Department, Gadsden County Public Library, Head Start, Healthy Start, The Dick Howser Center, Early Steps, the Gadsden County Exceptional Student Education Department and the Florida Department of Education. The Gadsden County Head Start Program would like to express its sincere appreciation to all these partners and agencies that assist in providing a Head Start for all Gadsden County eligible families.

TABLE OF CONTENTS

1.	EXECUTIVE SUMMARY	4
	1.1 Introduction	
	1.2 Methodology	
	1.3 Summary Findings	
2.	GADSDEN COUNTY'S PROFILE	7
	2.1 Demographics	
	2.2 Economics	
	2.3 Education	
	2.4 Health	
	2.5 Well-Being	
3.	HEAD START PROGRAM DESCRIPTION	13
	3.1 Program Services	
	3.2 Program Partners	
	3.3 Head Start Community Collaborators	
4.	HEAD START ASSESSMENT	21
	4.1 Family input into the community assessment process	
	4.2 Results of the Head Start Family Survey	
	4.3 Analysis of the Family Input	
5.	CONCLUSIONS AND CONSIDERATIONS	25

APPENDICIS

EXECUTIVE SUMMARY

Every three years and in accordance with Head Start Performance Standard 1305.3, all Head Start grantees are required to conduct a comprehensive assessment of the strengths and needs of its service. This community assessment examines how the parents of Head Start eligible children view educational and social service needs provided to their children, and the feasibility of current service delivery strategies that may assist Gadsden County Head Start in its commitment to continually deliver high quality services. This community assessment provides information regarding eligible Head Start children and families in Gadsden County to include:

1. Demographic data describing estimated number, racial, and ethnic composition;
2. Other child development and child care programs in the service area that serve Head Start eligible children, describes publicly funded state and local preschool programs;
3. The number of children age four and younger with disabilities in the service area, the types of disabilities and the relevant services provided to these children by community agencies;
4. The education, health, nutrition, and social service needs of Head Start eligible children and their families in the service area;
5. Family and institutionally defined education, health, nutrition, and social service needs of Head Start eligible children and their families; and
6. Identification, availability, and accessibility of community resources that could be used to address the needs of Head Start eligible children and their families.










This report is organized, in part, according to the assessment objectives and future consideration based on summary findings.

METHODOLOGY

This community assessment process included the following phases:

- 1) A review of extant databases describing Gadsden County demographics and the characteristics of participating Head Start families. Data collected included population, economy, poverty, education, health, and social well-being.
- 2) A review and description update of community education, health, nutrition, and social service programs serving the Early Head Start population was conducted. Information was gathered from a wide variety of resources, including state agencies and local programs providing services in the county.
- 3) A survey of Head Start participating families. Participants were asked to respond to a series of questions concerning their use of programs and services in the community, their needs for certain types of services, and their satisfaction with community services and the services of the Head Start program.

SUMMARY FINDINGS

-  US Census data estimated Gadsden County's 2013 population at about 46,281, a 3.3% decrease since 2010. It remains one of the least densely populated in the state, with an average of 93.1 people per square mile, compared to the rest of Florida with a density of 350.6 people per square mile.
-  Gadsden County is the only Florida County where a majority of the population is black. Gadsden County's population is 55.4% black. The remainder of the county's population is 42.1% white, 10.3% of Hispanic ethnicity, and less than 2% other.
-  According to the Office of Economic and Demographic Research, In-county job and career opportunities have realized a, increase in employment opportunities. The 2014 average annual rate of unemployment was 8.5%, down 2.0% since 2010. The average per capita income in 2014 was \$33,317, compared to the State's average of \$44,803.
-  During 2011-2013 and according to the American Community Survey (ACS), the poverty rate for all ages, calculated at or below the Federal poverty level, for the county was 26.5%; 40.8% were under the age of 18 and the calculated number of birth to five children in households was 33.3%.
-  Florida Department of Education reports reveal that the Gadsden School District has shown improvement in its performance standards since 2010-2011 despite having one of the lowest graduation rates in the State. During 2013-2014 Gadsden's Federal Graduation Rate was 56.0%.
-  Gadsden County was designated "a "Medically Underserved Area" (MUA) by the federal government, with professional and health care shortages in primary care, dental care, and mental health care. Given the MUA designation, the County reopened its medical center and now offers routine and emergency healthcare services.
-  The 2014 Florida Vital Statistics Report reveals that from 2012-2014 there were 1622 reported and residential live births or 11.2% of births per 1000 population. Gadsden's birth rate to teens 15 to 19 was 20.14% per 1000 births, compared to the State rate of 11.9%. Birth to unwed mothers was at a rate of 68.7% compared to the State rate of 47.9%. Less than 1.0% of mothers in Gadsden County are uninsured. The rate of Gadsden county births covered by Medicaid was 73.5% compared to the State rate of 50.9%.
-  In 2014, the rate of domestic violence in Gadsden County was lower in reported offenses with 444.9 arrests per 100,000 people. Gadsden also reported a rate of 415.8 arrests per 100,000 for violent crimes, compared to the State's current rate of 466.8 arrests per 100,000 people.
-  According to the estimates conducted for the 2014 community assessment, there are currently an estimated 2,900 three and four- year-olds eligible for Head Start. However, it is probable that the number of eligible three to five-year-olds in

Gadsden County is significantly greater than the numbers presented in local, state and federal databases.

During 2013-2014 there were 805 children receiving services by disability and exceptionality in Gadsden County. The county served 93 three to five-year olds who were speech and/or language Impaired and who were developmentally delayed. Of those students with disabilities, 37 received Head Start services.

2. GADSDEN COUNTY'S PROFILE

Gadsden County is a sparsely populated, mostly agricultural area comprised of 528.49 square miles of which 516.13 square miles is land and 12.35 square miles is water, and is located in the Big Bend region of Northwest Florida. Six communities comprise the county's population, the largest being the county seat of Quincy, followed by Chattahoochee, Havana, Gretna, Midway, and Greensboro. Many residents live in remote areas where location and transportation create barriers to accessing services. Due to the unique characteristics of impoverishment and underdevelopment of Gadsden County it has been designated a Medically Underserved Area by the federal government with health care shortages in primary care, dental care and mental health care.

Population

Any discussion involving Florida must consider the effects of the state's rapid growth. As of July 2014 Florida's population was 19.9 million, making it the third largest state and accounting for less than six percent of the country's population.

Gadsden County, on the other hand, grew by an average of less than one percent per year over the past two decades. According to the July 2014 Census data, Gadsden County's population was 46,281, making it the 43rd most populated county in the state and accounting for 0.2% of the states total population. The county remains one of the least densely populated in the state, with an average of 90 people per square mile, compared to the state average of 350 people per square mile. As indicated in the 2014 Census data, the population of Gadsden County was comprised of 55.4% African Americans, 42.1% Caucasian, 10.3% Hispanic and less than 2% other. Gadsden County is the only county in Florida where a majority of the population is made up of African-Americans. Hispanics are the fastest growing population in Florida and since the 2000 Census; the percent of Hispanics exceeded the percent of African Americans in the state's population. The growth of the Hispanic population, in and around the Gadsden County town of Greensboro, is due to a reliance on migrant workers to harvest seasonal crops in this area of the county.

Economy

Employment: While limited employment opportunities exist in the county, Gadsden's Annual Unemployment Averages, according to the US Department of Labor, Bureau of Labor Statistics have shown a decrease from 11.1% in July of 2012 to 8.5% in July of 2014. Despite these decreases, Gadsden County's 2014 annual average unemployment rate of 8.0% continues to exceed the State's average annual unemployment rate of 6.3% and the Nation's average annual unemployment rate of 6.2%.

Earning Potential: Given the limited job opportunities and wage earning potential in Gadsden County, more than half of the county's employed residents travel to neighboring counties to work. In 2014, the average weekly salary in Gadsden County was \$661 compared to the State's weekly salary of \$991. Additionally, 2014 published

data from the Florida Legislature Office of Economic and Demographic Research, Gadsden County's per capita personal income was \$33,317 per year, compared to the State's average per capita personal income of \$44,803.

Poverty: According to the US Census Data and the American Community Survey Five-year Estimates, during 2009-2013, 26.5% of all Gadsden County individuals lived below the federal poverty level compared to the State rate of 15.6%. Of all Gadsden county individuals living in poverty, 40.8% were children, compared to Florida's 23.3% of children living in poverty. In 2013, 33.3% of female-headed households with children under six lived in poverty compared to the state rate of 31.5%. The poverty rate of female head-of-household is especially significant in light of Gadsden County's high rate of births to unmarried mothers. The percent of unmarried mothers in Gadsden County was 68.7%% from 2012-2014; significantly exceeding the State's rate of 47.9% by 20.8%.

Homelessness:

To be homeless is a challenge and the inability for children to regularly attend school as a result of homelessness is an increasing problem, nation-wide. In an effort to ensure the enrollment, attendance, and success of homeless children and youth in school, the McKinney-Vento Act of 1987 was enacted in 2012. According to this Act "Homelessness" is not only defined by living in places not meant for housing or in abandoned buildings and cars; it extends to "doubling up" with family members as a result of hard economic times or living in motels and hotels for lack of suitable housing. During the 2012-2013 school year, Florida Department of Education data indicated that Gadsden County reported 586 students as homeless. Most cases (89%) of homelessness were the result of students sharing housing with others due to loss of home or other economic hardships. Other homeless students (6%) reported living in cars, parks or campgrounds. To address the issue of homelessness in Gadsden County, the Gadsden County School Board Homeless Program was established.

Education

Public Education

During 2014-2015, Gadsden County had a K-12 public school enrollment of 5,940 of which 12.0% qualified for disability services and of which 489 were enrolled in Pre-Kindergarten. The county's racial demographics in public schools were significantly different than the state as a whole; Gadsden County's total enrolled population is 96.7% minority, with 75.0% of students being Black, 3.0% White, 19.0% Hispanic and 2.0% other. Statewide, the racial composition of minority students attending public schools was 59.8% with 40.0% White, 23.0% Black, 31.0% Hispanic, and 6.0% Other. All of the County's public schools qualified for free lunch as a result of a Direct Certification Determination from the State.

The challenges associated with children and families living in poverty are reflected in the educational outcomes of the county's students. High school graduation rate is defined as the percentage of students who enter a high school as 9th graders, then graduate four years later. During 2013-2014, Gadsden's graduation rate declined to 56.0% from 58.3% in the previous year, compared to the State's slight increase to

76.1% from 75.6% in the previous year. The county's dropout rate decreased to 4.9% compared to the State rate of 1.9%. Both the County's and the State's dropout rates decreased from the previous year.

Maternal Education

Research has shown that there is a causal link between low educational attainment and single mothers in poverty. During 2012-2014, 26.0% of Gadsden county mothers older than 18 years of age and without a high school diploma exceeded the State rate of 13.0%. Gadsden County also ranks among the highest in births to unwed mothers by 69.0% compared to the State average of 48%.

School District Performance

While experiencing gains in student performance, Gadsden continues to fall short when compared to the State average. The Florida Comprehensive Assessment Test (FCAT) is a state-mandated test that measures skills in math, reading, writing, and science for public school students in grades 3 through 10. The Florida Department of Education annually grades schools with a letter grade – A, B, C, D, and F – using a point system based upon student FCAT scores. The grade also includes how much progress is made in a year and how many students perform at or above grade level.

Since the implementation of the FCAT in 1999, students in Gadsden County schools have consistently made gains despite having fallen short of expected student performances in math and reading. Gadsden County's overall performance during the 2013-2014 school year has declined from the 2010-2011 school year. Of the 24 academic sites in the county, 13 receive school grades; five schools received an "A", one school received a "B", one school received a "C", four schools received a "D" and two schools received a failing grade – "F". Of the nine elementary schools, to include the combination charter school and magnet school, six earned at least a grade of "C" with four schools receiving an "A", one school receiving a "B", one school receiving a "C", two schools receiving a "D" and one school receiving an "F". Florida Standards Assessment (FSA) was implemented in 2014-2015 and will replace FCAT.

Additionally, the performance of the county's schools is, in part, attributed to the challenges of recruiting and maintaining qualified teachers. The county's average teacher salary of \$36,420 falls approximately \$11,530 below the 2014-2015 state teacher average of \$47,950.

Health

Gadsden County has been designated as a Medically Underserved Area by the federal government, with health care shortages in primary care, dental care, and mental health care. There are no obstetrical physicians in the county. The majority of deliveries take place in neighboring Leon County primarily at the non-profit Tallahassee Memorial Regional Medical Center and the Tallahassee Capital Regional Medical Center. There is one pediatrician in the county, located with a family practice group. There are no

dentists in the county serving children less than three years of age. Health care services, however, are offered by the following programs/facilities:

1. **The Gadsden County Health Department** provides prenatal care, Healthy Start Services, WIC, immunizations, well-baby check-ups, and Medicaid Early Periodic Screening, Diagnosis and Treatment (EPSDT), and health education on a variety of health topics.
2. The newly reopened **Capital Regional Medical Center Gadsden Memorial Campus** now offers Emergency healthcare services that are available 24/7. The center is staffed with nearly 40 experienced emergency room physicians as well as nurses and technicians who are highly trained in providing emergency care, and is equipped with state of the art medical technology, lab services, and radiology including x-ray and CT and Ultrasound.
3. **Gadsden Medical Center** offers clinical services for general primary medical care, diagnostic laboratory, screenings , non-emergency medical services, voluntary family planning, immunizations, well child services, gynecological care, preventive dental, referrals to mental health, substance abuse and specialty services, and non-clinical services for case management, health education, outreach, and translation

Health Statistics

Maternal and Child Health Indicators

Infant mortality is one of the leading measures of the health and social conditions of a community. According to State Department of Health statistics, Gadsden County consistently ranks among the highest in the state on these indicators. It is generally acknowledged that one contributing factor to the county's high rates is the percentage of non-whites living in the county.

The 2014 Florida Vital Statistics report revealed that the State's infant mortality rate was 6.1 per 1000 live births while Gadsden County's infant mortality rate was 11.7 per thousand live births. Low birth weight rates (infants born weighing less than 2,500 grams) in Gadsden County were 12.5 compared to the State rate of 8.6. Very low birth weight (infants born weighing less than 1,500 grams) was 2.1 compared to the State rate of 1.6. The county's pregnancy rate per 1000 unwed mothers was 69.0 compared to the State rate of 48.0. Repeat births to mothers whose ages were 15-19 was 19.4 compared to the State rate of 16.6. Furthermore, birth to mothers who did not receive a high school diploma is 28.1, exceeding the State rate of 14.2.

Immunization Rates

2014 Florida Vital Statistics report that 92.8% of all children statewide had the required immunizations at kindergarten entry. For Gadsden County's public and private schools, 98.6% of all children were immunized at kindergarten entry, earning the county one of the highest kindergarten immunization rates in the state. These high rates of immunizations in the county's young children are reflective of the positive working relationship between the Head Start programs, families, and community health providers.

Nutrition

According to Florida Department of Health 2013 Florida Behavioral Risk Factor Surveillance System (BRFSS) Data Report, Gadsden County exceeds State levels in key behavioral risk factors. Leading factors include overweight/obese at 75.2% compared to the state of 62.8%, hypertension at 47.9% compared to the state at 34.6%, high cholesterol at 37.4% higher than the state average of 33.4% and sedentary lifestyles of 37.4% compared to the state average of 27.7%. Subsequently, diabetes is linked with excessive weight and obesity, and presents a serious chronic health issue. Despite these challenges, respondents reported regular health maintenance to include diabetes self-management, monitoring and education, regular mammograms for women over 40, and sigmoidoscopy and colonoscopy screenings for adults over 50. These statistics have tremendous implications for the Head Start programs in the county, resulting in the District's collaborative efforts with state agencies and federally funded programs to provide health and nutrition education for Head Start and Early Head Start families.

Public Assistance

Given the implications linked to Gadsden County's high rates of unemployment, poverty and educational achievement, there is a reliance on Federal and Other Public Assistance Programs, especially among female-headed households with children under the age of five. Programs offered to Gadsden County residents include, but are not limited to:

- TANF - Temporary Assistance for Needy Families
- SSI- Supplemental Security Income
- SNAP - Supplemental Nutrition Assistance Program
- WIC – Supplemental Nutrition Program for Women, Infants and Children
- Medicaid/Children Health Insurance Program (CHIP)

During the 2012-2014, 6,167 persons were eligible to receive WIC services and 78.5% were served. During the 2013-2014 school year, 213 Head Start families participated with the WIC Program.

Well-being

Child Abuse and Neglect

Very young children are totally dependent on adults for their care and protection. Sometimes families, due to a combination of stressors, are at greater risk of abusing or neglecting their youngest children. According to the 2014 Florida Child Abuse Death Review, 102 children died of abuse and/or neglect. From the period January 1, 2014 through December 31, 2014, the leading cause of the 102 verified child deaths reviewed was unsafe sleep environments 27 children (26%); followed by inflicted trauma 24 children (24%) and then drowning 22 children (22%). Of the 102 cases reviewed of children five years and under who died, 86(84%) were three years of age and under. Of the 102 cases reviewed in 2014, there were no child deaths reported for Gadsden County.

Domestic Violence

Children living in homes with domestic violence are at greater risk for abuse and pregnant women living in a violent household are more likely to have a poor birth outcome. According to the Florida Department of Law Enforcement Statistics Gadsden County exceeds the State in domestic violence offenses. In 2013, Gadsden's county reported 277 domestic violence offenses. The confirmed incidence was 582.1 per population of 100,000 as compared to the state rate of 559.2 per population of 100,000. Gadsden realized a 47.3% increase from the previous year in the incidence of reported domestic violence when compared to the state's less than 1.0% decrease. It should be noted that these rates are only reported offenses. Many survivors of domestic violence do not report their abusers.

Mental Health

Families living in poverty are at higher risk of stress and depression. According to the Centers for Disease Control and Prevention (CDC), approximately 11-18% of all women who give birth will experience some degree of Post-Partum depression. In an initiative to improve the health of mothers and infants by reducing adverse outcomes resulting from pregnancy, the Pregnancy Risk Assessment Monitoring System (PRAMS) was implemented. PRAMS, a surveillance project of the CDC and state health departments, collects state-specific, population-based data on maternal attitudes and experiences before, during, and shortly after pregnancy. PRAMS 2011 Data Report revealed that 65.6% of new moms reported feeling sad and/or depressed; and 4.3% reported receiving counseling for depression or anxiety. For Gadsden County, less than 36 (5.5%) mothers who reported feelings of depression and anxiety received counseling.

Juvenile Justice

Low-income families with adolescent children face special challenges. Youth, who have experienced school failure or who have troubled family lives, are at risk for delinquent behavior. Gadsden County's juvenile delinquency rate has steadily declined since 2009-2010 by 36%. According to the Florida Department of Education and the Florida Department of Juvenile Justice, during the 2013-2014 school term, there were three (3) school arrests in Gadsden County, a 77% decrease from the previous year. In 2013-2014 there was a total of 178 youth arrests, 145 were male and 33 were female. Of these, 91% were black, 6 % were white and 3 % were Hispanic. These rates increased by 8% from the previous year compared to the State declining rate of 8%. Of those arrests, 6 Gadsden County juveniles, ages 10-17, were referred for adult transfer, but only received juvenile sanctions.

3. DESCRIPTION OF THE HEAD START PROGRAMS IN GADSDEN COUNTY

3.1 Head Start

The Florida State University Center for Prevention and Early Intervention Policy was funded in 1996, to provide a Head Start program in Gadsden County, under the second wave of Head Start expansion. As a result of an additional competitive expansion grant in 2000, today the program has a total enrollment of 319 of which 259 are federally funded.

Head Start is a center based program, which offers home visits and monthly Socializations for eligible families. The center-based program provides full-day, year-round programming for toddlers whose parents meet federal Head Start guidelines. The goals of the program are to improve developmental outcomes for children, enhance the ability of parents to raise their children, and increase opportunities for family self-sufficiency. These goals are accomplished by providing intensive child development and family support during a time considered to be one of the most critical in a child's language, cognitive, emotional and physical development.

Head Start

Since 1985, the Gadsden County School Board has been the grantee for the Head Start program in this county. The program is available in eight sites across the county and has served 319 three and four year olds from 300 families in 2013-2014. Through the blending of other funding sources, including Head Start, Title I, School Readiness, and Pre-kindergarten special education funding, the school district provides services to 489 three and four-year-olds. Children receive a 6-hour/day program for 180 days/year. Children with the most intensive needs receive comprehensive services through the Head Start program. To ensure continuity for families and children, the program prioritizes Head Start children to transition into Kindergarten, following a kindergarten readiness screener.

Annual Head Start Program Information Reports

Each year, Head Start and Early Head Start grantees are required to submit an annual end of the year Program Information Report (*PIR*) to the Administration for Children and Families. The *PIR* is an important source of comprehensive data on programs at the nation, regional and program levels. The report includes information about children served, staffing, program services and activities, and other selected areas of importance.

Head Start 2014-2015 PIR Data

The Gadsden Head Start program served a total of 298 children from 283 families in the 2014-2015-program year. In this group, 118 were three year olds and 180 were four year olds. Of the 298 children, 237 were eligible based on income (below 100% of the federal poverty level). An additional 15 children were in families receiving public and/or cash assistance through the Temporary Assistance for Needy Families (*TANF*) program. While three families experienced homelessness, eligibility was not determined based on homelessness. Children enrolled by ethnicity who were of Hispanic or Latino

origin was 13.0%. The racial make-up of enrolled students included 86.0% African/American, 2.0% Bi-Racial, and 12.0% White. Of the participating children, 34 were determined to have a disability. These children received services for speech or language impairment. Of the 298 children enrolled, 52 had parents or guardians with less than a high school education; 75 children were in two-parent families; and 208 were in single-parent families. 46 of the 75 two-parent families had at least one employed parent or guardian; and 7 families have at least one parent in job training or school. In the 208 single-parent families, 100 parent/guardians were employed, 108 were not working, and 39 families had at least one parent in job training or school. 182 families in the preschool Head Start program were reported as receiving services or education through the Women, Infants and Children (WIC) program.

Profile of a Head Start Family in Gadsden County

According to PIR data from each program, a typical Gadsden County Early Head Start or Head Start adult program participant is African-American, unmarried, and has less than a high school education. Such a profile puts the family in a high-risk situation. Other factors such as domestic violence, poverty, mental health or substance abuse issues, unemployment or underemployment, and lack of transportation exacerbate a situation that is already taxing for adults and may be traumatic for children. A typical Head Start or Early Head Start child is African/American, living with a single parent, with income at or below 100% of the federal poverty level, and enrolled in Medicaid. The services typically utilized by a Head Start or Early Head Start family include crisis intervention, adult, health, and parenting education and transportation assistance.

Father or Other Male Involvement

While the Early Head Start and Head Start programs consistently indicate some father or other male involvement, it is reported that 19% participate. The 2014-2015 Head Start program's PIR reported fathers/father figures of 53 enrolled children participated in program-sponsored activities, a significant decline from previous years.

School Readiness Indicators

As part of the Head Start Bureau's initiative to evaluate the accomplishments of Head Start children, the Florida Kindergarten Readiness Screener (FLKRS) uses the Early Childhood Observation System (ECHOS) and the Broad Screen/Progress Monitoring portion of the Florida Assessments for Instruction in Reading (FAIR). The ECHOS™ portion of the FLKRS provides an overview of development in seven domains: *Language and Literacy, Mathematics, Social and Personal Skills (Approaches to Learning), Science, Social Studies, Physical Development and Fitness Creative Arts.* The Broad Screen consists of *Letter Naming and Phonemic Awareness tasks.* The maximum readiness rate is 200. Readiness screening is required for each child entering kindergarten and Gadsden County screens all children entering kindergarten using these two instruments.

In school year, 2013-2014, the Gadsden County School Board evaluated 510 children entering kindergarten using FLKRS. ECHOS results indicated that 98.0% of all children in the district were ready to enter kindergarten, meaning they were consistently demonstrating or emerging progressing. The results for FAIR indicated than 68.0% of

children entering kindergarten were “Ready” or indicating a “Probability of Reading Success at or above grade level at the end of their kindergarten year. Gadsden County has realized a decrease in its preparedness of children ready to enter Kindergarten.

3.2 Other Programs Serving the Head Start Population in Gadsden County

Migrant Education Programs

Several agencies provide early care and education services for children of migrant families in the county; however the two Head Start programs serve relatively few of these families. Many formerly migrant Hispanic families in the county work seasonally and many fall into the “working poor” category, thereby excluding them from qualifying for Head Start under the federal poverty income eligibility guidelines. Redlands Christian Migrant Association operates a migrant Head Start program in Greensboro. The Panhandle Area Education Cooperative (PAEC) operates a migrant program for school-aged migrant children and adults.

Early Care and Education Programs

Quality childcare is essential for all children, especially those who are living in unstable conditions and are at-risk of developmental delay and later school failure. Unfortunately, in Gadsden County, as in many other communities across the state and around the nation, quality childcare is in short supply, especially for our youngest children.

The Gadsden County Early Learning Coalition is the state-sanctioned organization in the county, which coordinates publicly funded State and local preschool programs, including the federal subsidized child care program. The Gadsden County Early Learning Coalition serves children in center-based group care settings, public school pre-kindergarten programs, and family child care homes. In addition, Gadsden County Schools serves three and four year olds in its Head Start program, and four year olds in its Title I program. The FSU Early Head Start program serves infants and toddlers in a center-based group care setting and through its community partnership at the Dick Howser Center for Childhood Services.

Infant Toddler Care

When it comes to group care for infants and toddlers, quality services are almost totally lacking in Gadsden County, in both, child care centers, and family child care homes. Only 40% of the county’s child care centers offer care for infants under 12 months. Of the providers that do provide care for young infants, the quality of that care is very poor.

Note: It should be acknowledged that the Dick Howser Center, contracted services site of the FSU Early Head Start and Head Start Program, rated “excellent,” a score indicating “high quality personalized early care and education,” and the highest rating possible on the ITERS. It was the only child care center receiving this score in the county.

Disability Services

Early Intervention Program (Part C Services)

Children identified with a disabling condition during their first two years can often overcome long-term effects with early and intensive intervention services.

Approximately 5% of Florida's infants and toddlers under age three are eligible for disability services under the federal Part C program. Following the state rate, the incidence of Part C-eligible children in Gadsden County represents at least 5% of the population under three. Since 1998, the Early Head Start program has maintained an enrollment of between 20 - 30% Part C-eligible children each program year, with about half of these being identified after enrolling in Early Head Start. During 2011-2012, 103 Gadsden County children received services through the Part C Early Intervention Program, Early Steps. The presenting problems of these young children included developmental delays, speech and language delays, and conditions related to prematurity.

Statewide, referrals to Early Steps come from hospital Neonatal Intensive Care Units (NICUs), private physicians, and community agencies such as Early Head Start, Healthy Families and Healthy Start, hospital and private physicians. Statewide, referrals from a parent or family member are the most common referral source (28%). Referral sources are similar in Gadsden County and also include Child Find and private child care providers.

For Gadsden County the most commonly used services are care coordination, evaluations, medical/health care, and therapy. Also in Gadsden County, 8% of Early Steps children receive transportation services.

Center-based services for infants and toddlers with disabilities in Gadsden County are scarce. The only childcare center serving infants and toddlers with disabilities is the Dick Howser Center for Childhood Services, which contracts with both, the Early Head Start, and Head Start programs. The Dick Howser Center also contracts with the school district's exceptional child education department for slots for disabled children under the age of two years.

Pre-kindergarten Programs (Part B Services)

Each year, both the Early Head Start and Head Start programs enroll children with special needs. In 2012-2013, no children, participating in Early Head Start met the criteria for Part C developmental delay. In 2012-2013, 30 children or 10% of Head Start enrollees were children with special needs. Speech or language impairments and developmental delays are the most prevalent diagnosed disabilities for children enrolled in Early Head Start and Head Start.

Each spring when Gadsden County's pre-kindergarten registration is held, children are screened for health and developmental concerns. Both Early Head Start and the school district's Child Find participate in this process. For those children previously served through Early Head Start, Healthy Start, and/or Healthy Families, special needs have already been identified.

Home-based Services

There are three programs in Gadsden County that offer home visiting service options, primarily targeting pregnant women, and families with infants and/or toddlers. These include Early Head Start, Healthy Start, and Healthy Families Gadsden. Deliberate

steps have been taken by the directors and staffs of these programs to ensure that services are not duplicated and that maximum use is made of available resources. The programs have formed the Gadsden County Home-Visiting Partnership. This collaborative partnership formalized efforts through regular case staffing meetings. Healthy Start provides preliminary screening and referrals. Once a family is referred, Healthy Families Gadsden provides comprehensive family assessments that produce valuable needs-based information to ensure that families are matched with the home visiting program and service which best suits their needs.

Healthy Start

Funded through state and federal resources, Healthy Start provides primary screening for infants and pregnant women at high-risk of poor birth or developmental outcomes. Though Healthy Start screens are supposed to be offered to all pregnant women in Florida, most of the women who receive Healthy Start home visiting services are African-American, unmarried, and have not completed education at the high school level. Healthy Start services include psychosocial assessment, childbirth education, mental health counseling, breastfeeding education and support, and parenting support.

Healthy Families-Gadsden

Funded through state resources, Healthy Families-Gadsden is a home visitation program that serves pregnant women, infants and families at risk of abusing or neglecting their children. Eligibility is based upon a comprehensive family assessment of risk for abuse and domestic violence. Service intensity and duration is based upon needs identified in the family's risk assessment. Referrals must be made before an infant is three months of age and parenting education and support services may continue until the child is five years of age.

In addition to the services described above, Early Head Start and Head Start families often receive parenting services and health education from other agencies. Other programs and services for which families may be referred include: adult education, substance abuse treatment, crisis intervention, child support assistance, and transportation disadvantaged system. These services are discussed in the next section under community collaboration. The services may, or may not, be available in Gadsden County but can be accessed in neighboring Tallahassee, the state's capital. The need to travel to Tallahassee to access some services may contribute to low utilization rates for certain families.

3.3 COMMUNITY COLLABORATION IN GADSDEN COUNTY

To gather additional input, a series of individual interviews were conducted from April through June of 2008 with community stakeholders. Through individual interviews, information was gathered concerning the types and availability of programs and services for the population targeted by the Head Start and Early Head Start programs in Gadsden County. Stakeholders were asked to discuss the services provided by their agency or program, the extent to which Head Start families utilized the agencies' services, the ways in which their agencies collaborated with the Head Start programs, how collaboration might be improved, strengths and weaknesses of the programs, and new ideas for partnerships.

The data gathered from these follow-up interviews further emphasize and reiterate the importance of community collaboration and effectiveness to realize improvements in childcare, training and education.

Administration for Children's Services (ACS) State and Local Solutions manages the Gadsden County Early Learning Coalition childcare subsidies for financially eligible working parents in Gadsden County under the umbrella of Workforce Development, Florida's welfare reform effort. ACS also manages the Child Care Resource and Referral network for the coalition. ACS would like to strengthen their contact with family members, not merely with children who may be eligible for a child care subsidy. Partnership with Head Start programs will enhance efforts to work with families as a whole, in terms of training, employment, and economic development.

Child Find provides screening for children who are suspected of having a developmental delay or handicapping condition. The function was turned over to the district's pre-kindergarten office at the end of the school year. Child Find staff requests additional outreach and better collaboration efforts with all programs serving young children and their families in Gadsden County, including both Head Start programs.

Community Based Care (CBC) is new in Gadsden County and to the region. This agency is part of the state's new initiative for privatizing and managing the Foster Care and Protective Services programs in the county. *Some families served by the Head Start programs may also be clients of CBC, so this will be an important linkage.* The Community Based Care case manager participated in the stakeholder discussion and expressed eagerness to learn more about the Head Start programs in the county and is ready to become involved in the interagency network and partnerships.

Early Intervention Program (EIP) is managed by a community-based organization providing services to children with special needs who meet the eligibility requirements for Part C federal funding. EIP works closely with Early Head Start to serve children to age three. Parental involvement is strong within and between the agencies. EIP provides additional assistance to low-functioning parents (i.e., making appointments, follow-up phone calls). Early Head Start and EIP work closely to transition their families to other programs. Roles and responsibilities are outlined in an interagency agreement. From EIP, EHS children may transition to the Department of Children and Families for supplemental support from Developmental Disabilities services, and to the Head Start program for three and four year olds or to the school district's preschool program for

children with special needs. EIP reports strong collaboration with Child Find, Gadsden County Schools, and the Head Start programs. The partnership is enhanced through regular meetings that provide the opportunity for team-based case management. As a result, fewer families fall through the cracks and follow-up with families is simplified. These meetings also offer opportunities to learn and understand each agency's programs, resources, and priorities.

Florida Department of Children and Families is the state agency responsible for child protective investigations, developmental services, foster care, and public assistance programs including food stamps. Linkages between the Head Start programs and the services offered through this state agency are mainly through referrals and annual child abuse and neglect training provided for the programs.

Gadsden County Cooperative Extension Services serves families through parenting classes with information about child development, nutrition, food preparation, home safety, and money management. The Extension Service collaborates with the Early Learning Coalition to provide training for prospective child care employees, and also provides in-service and CEUs through the University Of Florida. The agency's Family and Consumer Coordinator serves on the Early Head Start and Head Start Policy Council and the Early Head Start Family and Community Partnerships Coordinator serves on the advisory council for the Extension Office. The Office also partners with the Health Department (WIC) to provide nutrition education to participants of the Head Start programs. The office reports they are currently working to expand the nutrition program into the schools for first and second grades. This would facilitate a continuation of nutrition education after children transition from the pre-k programs.

Gadsden County Health Department is funded through state and federal sources and provides prenatal care, Healthy Start Services, WIC, immunizations, well-baby check-ups, and Medicaid Early Periodic Screening, Diagnosis and Treatment (EPSDT). Training is provided for Head Start and Early Head Start teachers and paraprofessionals in administering medications, child health, and universal precautions for preventing illnesses. Health Department staff serves on the Health Advisory Committees for both Head Start programs. The immunization nurse and Early Head Start Health and Home Based Services Coordinator are currently exploring ways to provide immunizations on-site at the EHS program office. The department noted that more attention and better efforts are needed to provide health and nutrition information in Spanish well as English. Concerns were expressed regarding the availability of services related to domestic violence in the county. It was also noted that the Tallahassee Pediatric Foundation is working with physicians in the area who need additional information and education about children's social development.

Gadsden County Schools Homeless Program – A homeless initiative was established by the Gadsden County School Board to address its increasing homeless population with special emphasis on Pre-K-12 students and their families. The initiative provides basic necessities such as food, clothing, toiletries, school supplies, assistance with temporary housing, and transportation for enrolled Pre-K-12 students to and from

school. The program also provides referrals for other services to include GED preparation, family planning, mental health and domestic violence services.

Healthy Families - Gadsden is a community-based non-profit home visitation program serving families at risk of abuse or neglect. Healthy Families - Gadsden, Early Head Start, and Healthy Start are all joint partners in the Gadsden County Home-Visiting Partnership. Healthy Families Gadsden reports a very good working relationship between their program and the Early Head Start program. The program office is located in the same building as the Early Head Start program office, which facilitates communication, joint training, as appropriate. Healthy Families - Gadsden agrees with the health department that there is a need for some additional resources targeted to the Hispanic community. They report an attempts to focus efforts on this population have not been successful.

Healthy Start is administered through the Gadsden County Health Department and provides psychosocial assessment, childbirth education, mental health counseling, breastfeeding education and support, and parenting support for pregnant women and new mothers. *Healthy Start staff work closely* with Early Head Start and Head Start to coordinate services, make referrals for EHS home-based services for pregnant women, and transition families as openings occur. They are a joint-partner in the Gadsden Home Visiting Partnership. Healthy Start reports working well with all community-based agencies to coordinate services for high-risk infants and their mothers. Many Early Head Start and Head Start families have been Healthy Start participants. Early Head Start home visitors help families locate and access services.

Refuge House is a non-profit community-based organization providing services to victims of domestic violence and their families. Offers shelter for battered women and their children and individual and group counseling. The program works well with Early Head Start and Head Start and has participated on the Early Head Start Policy Council. Even though information concerning the identification of individuals and families served by Refuge House is confidential, staff confirms that some Head Start or Early Head Start families have been recipients of their services. Refuge House indicates an interest in increased collaboration between their agency and Head Start and Early Head Start. Their interest stems from a desire to provide information and services to Head Start families experiencing domestic violence, with special emphasis on children in violent homes. Current activities focus on information and assistance to adults, rather than children.

4. HEAD START ASSESSMENT

4.1 Family Input into the Community Assessment Process

To gather descriptive information about the education, health, nutrition, and social service needs of Head Start eligible children and their families, families were invited to participate in the community assessment process. Using a survey instrument, which the respective Policy Councils helped develop, families were asked to respond to a series of questions concerning their satisfaction with the program and the impact the program was having on their children and their families.

In addition, families were given a list of possible current and on-going needs a family might experience and asked to indicate which statements described a need that could be attributed to their family. Broad topics covered in the list included: pregnancy issues, infant care, child health and development, family development, and parent involvement. Surveys for the preschool Head Start program were made available to parents at all three and four year old Head Start program sites. Surveys for the Early Head Start program were mailed out to all families, and then followed-up by Home Visitors for children and families served through the home-based option. The Parent and Community Partnerships Coordinator followed-up with families of children served in the center-based program option.

4.2 Head Start Family Survey

As a follow-up to the original parent surveys, families were extremely positive about their levels of satisfaction with the Head Start and Early Head Start programs. Families expressed appreciation for the ways in which family services were presented and discussed during home visits and how communication with the Head Start staff was open, friendly and positive. Families were also in agreement in their appreciation for staff being respectful of their customs and culture and of speaking their language. Families were very positive about how the program staff had helped them prepare for next transition to Head Start and kindergarten. Results further revealed that the efforts of Head Start Program continued to improve and established positive relationships between the Program and the families.

Also, as part of the survey process, parents were asked to identify areas in which they would like additional support from the Head Start program or other community agencies. It should be noted that "getting my child's father involved with the program", once again, was not given a high priority on the survey and is probably a reflection of the high rate of single mothers enrolled in the program. The survey data showed that at least 80% of Early Head Start families (20 of 25) indicated needs falling into the following combined categories:

Child Health and Development

- What to expect from the Early Head Start program next year (16)
- How children think, grow, develop, and learn (11)
- What my child should be eating, or not eating (8)
- My child's allergies, asthma, or other special health conditions (17)

- My child's behavior (20)
- Toilet training my child (8)
- Toys and books for my child (12)

Family Development and Parent Involvement

- Managing my money each month (12)
- Adult Education (16)
- Job training (19)

Head Start Family Survey

Parents of children enrolled in the Head Start program had opportunities to respond to their survey instrument at a county-wide parent training held April of 2014, as well as through the sites where their children attended the program. A total of 115 survey responses were received representing respondents from five program sites at the April event.

All respondents were quite positive about their levels of satisfaction with the program, as well as the impact the program was having on their children and their families. Respondents indicated that both they and their children liked their classroom teacher and looked forward to going to school. They also were unanimous in their appreciation for the staff speaking their language and respecting their customs and culture. They agreed that staff treated them with respect, acknowledged their strengths, and that the things they were learning were helping them make positive changes in their lives.

Five respondents had concerns for how well informed they were about what was going on with their child; three indicated concern for the program helping them take better care of their families through goal setting and communication; three respondents were not satisfied with the ways in which the teacher was helping them learn the best ways for care for their child's health, nutrition, and physical development.

The top five items Head Start program respondents identified as unmet needs include the following in order of priority:

1. Volunteering in my child's classroom (20)
2. How to get my GED, How to get a job (16)
3. Making my home safe for my child, Getting child support, what my responsibilities are as a parent in this program (18)
4. How to get my child to behave (20)
5. What to expect next year (18)

In an effort to provide continuous feedback and in response to the results of this survey, follow-up interviews were conducted between June and October of 2012 during regularly scheduled parent trainings and home visits. Families revealed that they were increasingly satisfied with the exposure, trainings and positive efforts of the Head Start coordinators, faculty and staff to address their needs and concerns. It was also noted that The Male Involvement Program had addressed the "getting my child's father

involved in the program" survey question and was becoming more involved in Head Start programs and activities. As a result, the "getting my child's father involved in the program" is no longer rated in the top 10 responses. Despite the increase in male involvement, more participation is needed.

4.3 Analysis of Family Input

Families participating in Head Start program are very satisfied with the services they receive and the program's impact on their lives and the lives of their children. They comment freely about the additional skills, services, and understandings they would like to acquire. Information gleaned from the surveys may be the impetus for new or expanded services and partnerships with other community providers. Suggestions follow.

Implications for Family Involvement Service Planning for Gadsden's Head Start and Early Head Start Programs

1. Programs should strengthen efforts in recruiting family volunteers for their classrooms. 25 Head Start respondents indicated this need and, 18 preschool Head Start survey respondents indicated a willingness to volunteer and/or a need to have information about how to arrange volunteer experiences.
2. Low-income families who are trying to make ends meet, experience tremendous stress, and may be at increased risk of domestic violence. Help with stress management was indicated as a need by 17 Head Start parents. Also, the health department's mental health services for pregnant and postpartum women should continue to be utilized and expanded, if possible.
3. Information on GED classes and how to find a job was indicated on 16 Head Start parent surveys. Partnerships with the area vocational/technical schools and the satellite site for Tallahassee Community College are viable options.
4. Respondents from both programs indicated several areas of need concerning specific topics in child development. These should be reviewed with staff, and the strategies currently used to address these topics should be evaluated with appropriate adjustments made in the content, timing, and/or delivery of the information. Special emphasis on family literacy and the importance of reading to young children should continue.

5. CONCLUSION AND CONSIDERATIONS

Gadsden County remains an area of great need. The most significant predictors of risk for poor child and family outcomes are still present in the county. These include high rates of poverty, limited health care access, and low educational attainment for large portions of the population. These indicators, along with county's rural character, contribute to the consistently high incidence of health, education, and social problems.

Summary of Community Collaboration Efforts

Gadsden County presents a complicated array of economic, education, and social challenges, many of which fall far beyond the scope of the county's Head Start and Early Head Start programs. However, community agencies in the county have a long history of collaboration and partnership dating back to the mid-1980s with the Florida Department of Education's first community interagency collaboration grants to the school district. The current Head Start director coordinated these initial interagency grants to bring together local service providers working with young children and their families. Although agency staffs have changed over the years, the core commitment of agencies to work together has been sustained. At the direct-service level, staffs know each other, and sometimes collaboration happens out of necessity – due to the scarcity of resources – rather than as a result of formal written partnerships.

It should be noted that the county's Head Start and Early Head Start programs serve as model comprehensive programs for service delivery to families with young children and provide leadership roles on the school readiness coalition, the pre-kindergarten interagency council and within various local collaborative groups serving this population. Indeed, the 2009-2010 community assessment was a collaborative effort between the Gadsden County School Readiness Coalition, now the Early Learning Coalition, and the County's Head Start and Early Head Start programs.

Enhanced Community Planning and Collaboration

1. The Home Visiting Partnership between Head Start, Early Head Start, Healthy Start and Healthy Families-Gadsden is an exemplary model and a demonstration of the community's commitment to share scarce resources and coordinate services. These efforts should continue.
2. Child Find efforts have been strengthened and place more emphasis on communication with other agencies and various childcare providers in the community. Significant numbers of children screened during the Spring Pre-kindergarten registration this year had health or developmental concerns. The transfer of the Child Find function from the current organizational structure to the school district's Pre-kindergarten and Head Start program has helped to remedy this issue. Additionally, Child find has partnered with Healthy Start, Healthy Families-Gadsden, the health department, private physicians, and child care providers to receive referrals of all children under age five.

3. The Gadsden Pre-Kindergarten Interagency Council and The Early Learning Coalition meetings offer opportunities for networking and cross-training for front line administrative staff

APPENDIX A: MAPS

- Map 1: Florida Map by Counties
- Map 2: Gadsden County Map

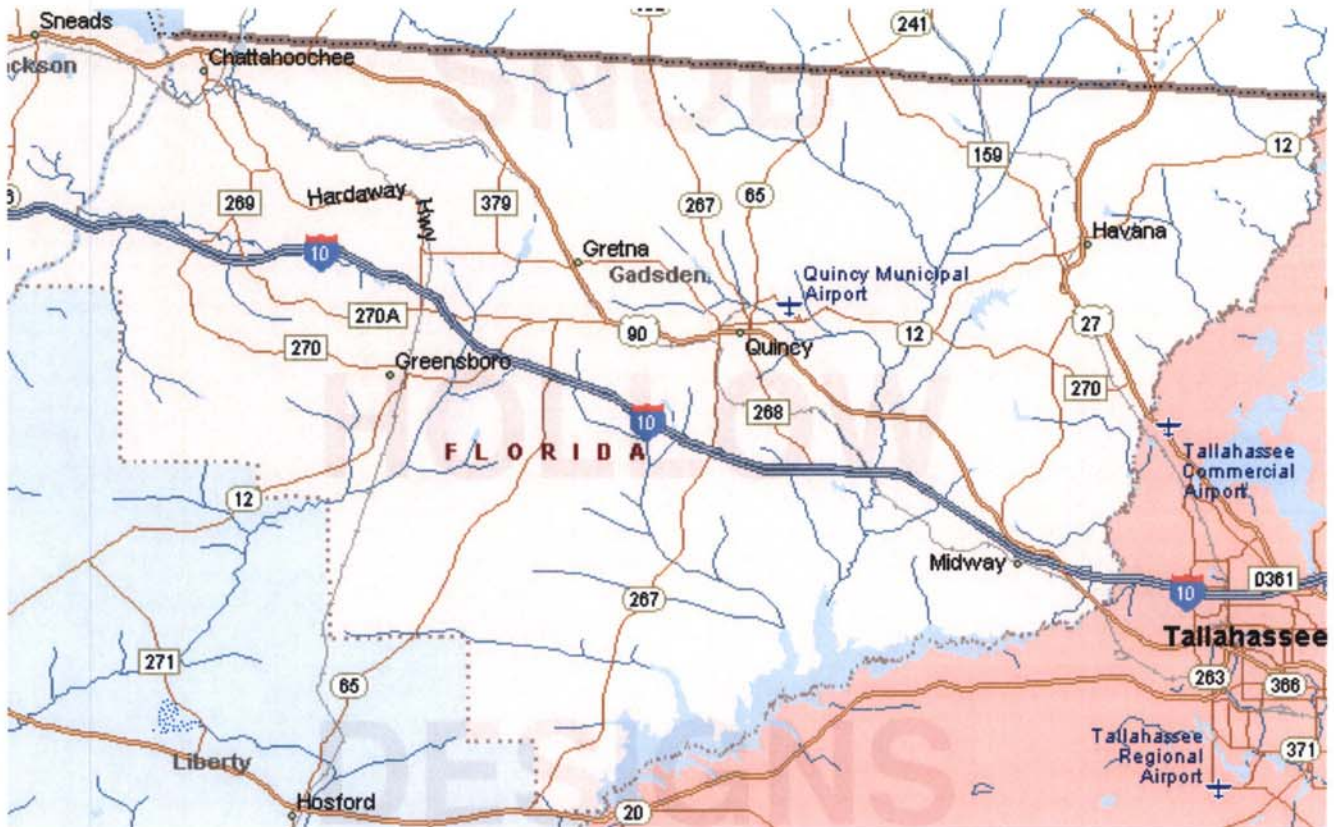
APPENDIX B: TABLES

- Table 1: Gadsden County Population, 2014
- Table 2: Economic Performance Indicators, 2013-2014
- Table 3: Educational Indicators, 2013-2014
- Table 4: Gadsden County: Children with Disabilities, 2014

Map 1 - Florida



Map 2 – Gadsden County



APPENDIX B:

This Page Intentionally Left Blank

Table 1 - Gadsden County Population, 2014

Population	Gadsden County	State	% Change from 2010	
	2014	2014	County	State
Total	46,281	19,893,297	(3.3)	4.0
Under five (5) years old	2,910	1,094,131	6.3	5.5
By Race			%	
White	17,902	15,236,665	6.2	3.1
Black	25,952	3,322,181	(0.6)	0.7
Hispanic or Latino	4,648	4,694,818	0.8	1.1
American Indian/Alaska Native	48	79,573	0.3	0.1
Asian	209	537,119	0.2	0.3
Native Hawaiian/Pacific Islander	10	19,893	0.0	0.0
Reporting two or more races	670	377,973	(0.2)	(0.6)

Table 2 - Economic Performance Indicators, 2013-2014

Employment Statistics	Gadsden County	State
Labor Force	17,094	11,876,298
Unemployment Rate	8.5	6.2
Per Capita Personal Income	\$33,314	\$44,803
Poverty Rate	26.5	16.3

Table 3 – Educational Indicators, 2013 -2014

Indicators	Gadsden County	State
Enrollment	6,010	2,720,074
Head Start Enrollment	530	56,136
% Free and Reduced Lunch	*	54.0
% Students with Disabilities	11.5	12.0
% Students with Disabilities ages 3-5	**	**
Graduation Rate	56.0	76.1
Dropout Rate	4.9	1.9

*: All Gadsden County students were eligible to receive free lunch due to a Direct Certification determination from FLDOE

**: 2013-2014 Data Unavailable

Table 4 – Gadsden County: Children with Disabilities, 2014

Disability	Children with Disabilities	Age				
		1	2	3	4	5
Speech Impaired		*	*	*	13	18
Language Impaired		*	*	*	*	*
Developmentally Delayed		*	*	15	21	*
Specific Learning Disability		*	*	*	*	*
Autism Spectrum Disorder		*	*	*	*	*
Intellectual Disability		*	*	*	*	*
Total Disabilities	93	*	*	20	40	33

*: Indicates student counts < 10.

Gadsden County Schools Head Start/Pre-k

2016-2017 HIPPY BUDGET

LOCAL PERSONNEL

Coordinator

Salary: \$35,182

Fringe Benefits: \$5,600

Home Visitors (7)

Salary \$62,105

Fringe Benefits: \$9,937

Other: Director

Salary \$3,000

Family Services Coordinator

Salary \$2,000

Fringe Benefits: \$800

Total Personnel Costs: \$118,624

OTHER DIRECT COSTS

Travel expenses for Pre-Service for Coordinator \$2,500

Travel expenses for Biennial Conference \$3,500

Travel expenses for Regional Conferences \$2,900

Rent N/A

Utilities \$2,440

Insurance N/A

Telephone \$1,200

Postage		\$350
General Office Supplies		\$500
Local Travel		\$14,000
Supplies etc. for Group Meetings and Field Trips		\$12,000
Miscellaneous Program Supplies (paste, paper, scissors, crayons, etc.)		\$3,536
Copying		\$4,200
Indirect Costs:	\$170,000 x 2.5 =	\$4,250
Total Annual Budget		\$170,000



Chief Executive Officer
Matt Guse

Executive Committee
Monesia T. Brown
Chair

Kim Kelling Engstrom
Vice Chair

Linda Nelson
Secretary

Jeremy Cohen
Treasurer

Board Members

- Josh Aubuchon
- Kim Barnhill
- Christian Caballero
- Paul Dyal
- Eduardo GonzalezLoumiet
- Carolyn Harden
- Jeanne Martin
- Dr. Luisa Martin-Humes
- Jim McShane
- Jeanna Olson
- Tara Orłowski
- Maria Pouncey
- Natasha Simon
- Janice Sumner
- Angel Trejo
- Daniel Wagnon

May 10, 2016

Florida HIPPY
USF
13301 Bruce Downs Blvd.
Tampa, FL. 33612

To Whom It May Concern:

The Early Learning Coalition of the Big Bend writes this letter in support of the Gadsden County Schools Head Start/Prekindergarten Home Instruction for Parents of Preschool Youngsters (HIPPY) program. We understand there is funding for HIPPY services to be coordinated with the local Early Learning Coalition of the Big Bend Region.

This is an opportunity to collaborate to ensure that our most vulnerable families receive services to improve parenting and school readiness of their children. The HIPPY program provides an opportunity to serve families with children most at risk of not being kindergarten ready.

Sincerely,

Matt Guse
Chief Executive Officer





FLORIDA HEAD START ASSOCIATION, INC.

EXECUTIVE COMMITTEE

- **PRESIDENT**
Eric B. Scott
- **VICE PRESIDENT**
Aletha Johnson
- **TREASURER**
Rebecca Henderson
- **SECRETARY**
Indra Font

BOARD MEMBERS

- **DIRECTORS AFFILIATE GROUP**
Heidi Rand
Sharon Gaskin
- **STAFF MEMBERS AFFILIATE GROUP**
Mary Williams
- **PARENTS AFFILIATE GROUP**
Nicole Bruce
Victoria Paskins
Berekia Lafaille
- **FRIENDS AFFILIATE GROUP**
Phyllis Kalifeh
Louis Finney, Jr.

CONTACT INFORMATION

- **Mailing Address**
Florida Head Start Association, Inc.
1700 N. Monroe Street, Suite 11-148
Tallahassee, FL 32303
- **Telephone:**
8850-694-6477
- **Email:**
info@flheadstart.org
- **Web Address:**
www.FLHeadStart.org

May 11, 2016

Florida HIPPY
USF
13301 Bruce Downs Blvd.
Tampa, FL 33612

To Whom It May Concern:

The Florida Head Start Association writes this letter in support of the Gadsden County Schools Head Start/Prekindergarten Home Instruction for Parents of Preschool Youngsters (HIPPY) program. We understand there is funding for HIPPY services to be coordinated with the local Gadsden County Head Start Program.

This is an opportunity to collaborate to ensure that our most vulnerable families receive services to improve parenting and school readiness of their children. The HIPPY program provides an opportunity to serve families with children most at risk of not being kindergarten ready.

Sincerely,

Eric B. Scott
President, FHSA

EXCELLENCE ~ ADVOCACY ~ LEADERSHIP



Date: 05/09/16

Florida HIPPY
USF
13301 Bruce Downs Blvd.
Tampa, FL 33612

To Whom It May Concern:

The Children Are Our Future, Inc. writes this letter in support of the Gadsden County Schools Head Start/Prekindergarten Home Instruction for Parents of Preschool Youngsters (HIPPY) program. We understand there is funding for HIPPY services to be coordinated with the local Children Are Our Future, Inc.

This is an opportunity to collaborate to ensure that our most vulnerable families receive services to improve parenting and school readiness of their children. The HIPPY program provides an opportunity to serve families with children most at risk of not being kindergarten ready. If additional information is needed, please feel free to contact my office at 850-264-1518

Sincerely,

Sherrie Taylor

Program Director

P.O. Box 1602 | Quincy, Florida 32353 | Phone: 850.264.1518

MAILING ADDRESS P. O. BOX 1602, QUINCY, FLORIDA 32353
EMAIL: SHERRIETAYLOR1957@GMAIL.COM

PHONE: 850-616-5040



Carolyn Harden

288 Geneva Circle, Quincy, Florida 32351

850 627-3861

hardenc@gmail.com

OBJECTIVE

To establish and maintain collaborative relationships within professional environments that foster commitments to the social, emotional, physical and educational growth of pre-kindergarten children and their families.

EDUCATION

2003-2004

Nova University – M.S. (Leadership & Supervision)

3301 College Avenue
Fort Lauderdale, FL 33314

1978-1982

Florida A&M University – B.S. (Social Work)

1700 Lee Hall Drive
304 Foote-Hilyer
Tallahassee, Florida 32307

EXPERIENCE

1982 –Present

Gadsden County Head Start/Pre-Kindergarten

Director

- Coordinate and supervise HS/Pre-K staff in implementing federal, state and local program mandates
- Oversee allocation and distribution of Program funding
- Attend federal, state and local conferences to ensure program integrity
- Collaborate with District's Superintendent and other administrative staff to successfully implement the program into the District's elementary schools
- Collaborate with community partners to promote and enhance program success

Disabilities Transition Coordinator

- Coordinated trainings to enhance the professional growth of HS/Pre-K staff
- Conducted regular meetings to determine classroom needs of staff and students within the program
- Established positive relationships with the parents of children enrolled in the program
- Assisted in recruitment and retention of certified and highly qualified staff
- Collaborated with other program staff to address the educational, behavioral and emotional growth of the students

Family Services Coordinator

- Conducted parent interviews to determine the needs of the children and their families
- Scheduled periodic visits to the homes of children enrolled in the program
- Maintained a database of children enrolled in the program and their families to include demographics, medical histories, educational attainment and work histories

- Coordinated family workshops to assist in addressing concerns and needs of the families
- Collaborated with community partners to provide needed services for enrolled children and their families

Paraprofessional

- Assisted classroom teacher in delivering instruction to pre-k students
- Assisted teacher in preparation of materials needed to deliver instruction
- Maintained a safe and secure classroom learning environment
- Established and maintained positive relationships with parents during classroom visits and scheduled activities
- Maintained student portfolios/records to display and track student progress

**PROFESSIONAL
AFFILIATIONS**

- National Head Start Association
- Region IV Head Start Association
- Florida Head Start Association
- Florida A&M University Alumni Association

REFERENCES AVAILABLE UPON REQUEST

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7c

DATE OF SCHOOL BOARD MEETING: May 24, 2016

TITLE OF AGENDA ITEM: Head Start 2016 Cost-of-Living-Adjustment (COLA)

DIVISION: Head Start

This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

Approval of Head Start 2016 Cost-of-Living-Adjustment (COLA)

FUND SOURCE: Head Start

AMOUNT: \$36,758

PREPARED BY: Carolyn Harden

POSITION: Head Start/Prekindergarten Program Director

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered N/A

CHAIRMAN'S SIGNATURE: page(s) numbered

REVIEWED BY: Laurie Hall, Administrative Assistant

2016 MAY 11 PM 4: 21
GADSDEN SCHOOL BOARD
OFFICE OF ASSISTANT
SUPERINTENDENT

Narrative

2016 Cost-Of-Living-Adjustment Funds

On December 18, 2015, President Obama signed Public Law 114-113, Consolidated appropriations Act 2016, which contains an increase of approximately \$570 million for programs under the Head Start Act for Fiscal Year (FY) 2016. A portion of the increase provides a cost-of-living adjustment (COLA) of 1.8 percent, to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs.

The Gadsden County Head Start staff is paid according to the Gadsden County School District's salary schedule. Since there will be raises for teachers during the 2016-2017 school year, this would be the opportune time to use the COLA funds to increase the hourly rate of pay for all Head Start employees. To give Head Start staff a cost-of-living increase at this time, will keep Head Start salaries in line with similar positions in surrounding counties (wage comparability study attached).

The balance of the COLA funds will be used to offset higher operating costs within the program. The Gadsden County Head Start program would like to use the additional funds to cover the increased cost of utilities and fuel. The price of utilities and fuel has fluctuated over the past year, therefore causing a great need for our program to increase the funds in our utilities and fuel budget.

The Gadsden County Head Start program staff will continue to ensure that all Head Start children have a brighter future. Your prompt attention to, and approval of this request, will be greatly appreciated.

Budget:

1.8% hourly rate increase: \$21,531

Fringe Benefits: \$6,494

Increase funds in Utilities: \$4,197

Increase funds in Fuel Budget: \$3,000

Indirect Cost: \$1,536

Total Cost: \$36,758

Cost-of-Living-Adjustment (COLA) Request

Fiscal year 2016

Cost-Of-Living-Adjustment:

BUDGET:

1.8% hourly rate increase:	\$21,531
Fringe Benefits:	\$6,494
Increase funds in Utilities:	\$4,197
Increase funds in Fuel Budget:	\$3,000
Indirect Cost:	\$1,536
Total Cost:	\$36,758

In-Kind Matching Funds:

In-Kind provided by the State of Florida Voluntary Prekindergarten Program.

Funding for 4 Head Start children	\$9190
-----------------------------------	--------

Gadsden County School Board

Review/Approval of the 2016 Cost-of-Living-Adjustment (COLA) Funds

The Gadsden County School Board reviewed and approved the 2016 Cost-of-Living-Adjustment (COLA) Funding request on _____.

Roger Milton, Board Chairperson

Date

**DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 CERTIFICATION AND REQUEST FOR AUTHORIZED INDIRECT COST RATE
 PLAN A**

I certify that the information contained herein has been prepared in accordance with the instructions issued by the State of Florida Department of Education, conforms with the criteria in 2 CFR 200, and is correct to the best of my knowledge and belief. No costs other than those incurred by this agency have been included in the indirect cost rate application. The same costs that have been treated as indirect costs have not been and will not be claimed as direct costs, and similar types of costs have been accorded consistent treatment. All expenditures detailed on the application form have been made, and records supporting them have been maintained and are available for audit.

We hereby apply for the following indirect cost rate:

Federal Programs - Restricted with Carry Forward <u>4.18%</u>	Federal Programs - Unrestricted with Carry Forward <u>21.63%</u>
---	--


I further certify that all data on this form are referenced to the District Superintendent's Annual Financial Report to the Florida Commissioner of Education, ESE 145, and other pertinent financial records, for Fiscal Year 2013-2014, in conformance with the manual, Financial and Program Cost Accounting and Reporting for Florida Schools, and that all General Fund and Special Revenue Funds expenditures have been used.

 _____ Signature of District Superintendent <u>2/16/15</u> _____ Date Signed	 _____ Signature of Finance Officer <u>2/16/15</u> _____ Date Signed
--	--

Your proposal has been accepted and the following rate approved:

Federal Programs - Restricted with Carry Forward <u>4.18%</u>	Federal Programs - Unrestricted with Carry Forward <u>21.63%</u>
---	--

These rates become effective *July 1, 2015, and remain in effect until June 30, 2016*, and will apply to all eligible federally assisted programs as

 _____ Signature of Comptroller, Florida Department of Education	<u>2/23/15</u> _____ Date Signed
---	--

Florida Head Start Wage and Fringe Benefits Comparability Study

January 2015



Table 7A. Average Salaries and Wages offered to Employees by Position Across Organization Types

	School District		Community Action Agency		Single Purpose Agency	
	Range	Median	Range	Median	Range	Median
Salaried						
Director	\$66,000 to \$110,000	\$85,000	\$73,000 to \$150,000	\$85,000	\$50,000 to \$125,000	\$75,000
CFO ¹	\$44,000 to \$125,000	\$60,000	\$59,000 to \$115,000	\$65,000	\$42,000 to \$110,000	\$67,000
Asst. Director	\$35,000 to \$62,000	\$56,000	\$59,000 to \$80,000	\$60,000	\$26,000 to \$95,000	\$38,000
Education Mgr.	\$34,000 to \$80,000	\$48,000	\$36,000 to \$63,000	\$40,000	\$29,000 to \$60,000	\$42,000
Disabilities Mgr.	\$20,000 to \$58,000	\$44,000	\$35,000 to \$53,000	\$36,000	\$25,000 to \$46,000	\$36,000
Health Mgr.	\$25,000 to \$51,000	\$41,000	\$41,000 to \$63,000	\$43,000	\$15,000 to \$63,000	\$36,000
Family Eng. Mgr.	\$34,000 to \$58,000	\$44,000	\$36,000 to \$52,000	\$39,000	\$25,000 to \$68,000	\$41,000
Hourly						
Lead Teacher	\$15.50 to \$32.50	\$23.00	\$10.50 to \$12.00	\$11.00	\$11.50 to \$18.00	\$14.00
Teacher's Aide	\$11.50 to \$16.00	\$13.50	\$11.00 to \$17.50	\$15.50	\$9.50 to \$17.00	\$11.00
Family Adv.	\$11.50 to \$33.00	\$15.50	\$13.50 to \$20.00	\$15.50	\$12.50 to \$18.50	\$13.50

¹One outlier (\$25,000) was dropped.



SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7d

DATE OF SCHOOL BOARD MEETING: May 24, 2016

TITLE OF AGENDA ITEM: Erate- USAC Related Contract(s)-Agreements

DIVISION: Technology Department

 This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

Board approval is requested for the agreements to provide telecommunications services and support. Attached is a proposed agreement to provide Telecommunication (Landline Voice, Wide Area Network) and Data Services (Broadband Internet Access) from TDS Telecom. The TDS Telecom proposed agreement proposes a 1 calendar year contract beginning on July 1, 2016 and ending June 30, 2017. The proposal also provides for a voluntary extension of services upon the anniversary date if both parties agree. The voluntary extension is renewable for one (1) year increment for to a total of four years. Either party may opt out after year one. Maximum length of proposed agreement is 5 years. Also attached is a one year contract for Intra-Tech Alliance and Allied TeK. All of the agreement(s)/contracts are Erateable and will be reimbursable based on the USAC schedule. Internet and Wide Area Network is 90%; Phone is 50%; Internal Connections 85%. Intra-Tech Alliance and Allied Tek will provide Internal Connections.

FUND SOURCE: Erate/USAC & GCPS

AMOUNT: Erate/USAC: \$434,160.00 (District: \$115,440)

PREPARED BY: John Thomas

POSITION: Network Coordinator

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

6 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

REVIEWED BY: _____

CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2016-2017

Service Provider "TDS Telecom"

School District "Gadsden County Schools"

Company Name: TDS Telecom
Contact Name: Matthew Kircher
SPIN:143001441
Address:525 Junction Road
City, State, Zip: Madison, WI 53717
Phone Number: 912-882-1467

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as described on the attachment to this letter as part of the E-Rate Year 2016 effort. Provider was selected based on Provider's response to Applicant's RFP or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services based upon Provider's proposal.

The purchase and providing of the eligible equipment and services described are expressly subject to, and conditioned on, satisfaction of all of the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on July 1, 2016 and shall terminate on June 30, 2017. There will also be 4 one-year contract extensions available, which will go into effect upon agreement of both parties.

Total costs of the goods and services shall not exceed \$ 471,117.60. (SLD Pre-Discounted Amount).

For Service Provider:

For Applicant:

SPIN: 143001441

Signature: 

Signature: _____

Printed Name: James W. Butcher

Print Name: _____

Title: Group President of

Title: _____

Marketing, Sales & Customer Operations

Date: March 29, 2016 4/5/2016

Date: March 29, 2016

CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2016-2017

Intra-Tech Alliance "Provider"

Gadsden County Schools "Applicant"

Company Name: Intra-Tech Alliance
Contact Name: Stephen Gauss
SPIN: 143019937
Address: 1808 Aaron Rd
City, State, Zip: Tallahassee, FL 32303
Phone Number: 850-567-6911

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as described on the attachment to this letter as part of the E-Rate Year 2016 effort. Provider was selected based on Provider's response to Applicant's RFP or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services based upon Provider's proposal.

The purchase and providing of the eligible equipment and services described are expressly subject to, and conditioned on, satisfaction of all of the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on July 1, 2016 and shall terminate on June 30, 2017. Total costs of the goods and services shall not exceed \$84,000 (SLD Pre-Discounted Amount).

For Service Provider:

For Applicant:

SPIN: 1430169937

Signature: 

Signature: _____

Printed Name: Stephen Gauss

Print Name: _____

Title: President

Title: _____

Date: 5/24/2016

Date: May 24, 2016

CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2016-2017

Applied Comm-Tek "Provider"

Gadsden County Schools "Applicant"

Company Name: Applied Comm-Tek
Contact Name: William Mapoles
SPIN: 143007415
Address: 113 South Monroe St
City, State, Zip: Tallahassee, FL 32351
Phone Number: 850-508-1641

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as described on the attachment to this letter as part of the E-Rate Year 2016 effort. Provider was selected based on Provider's response to Applicant's RFP or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services based upon Provider's proposal.

The purchase and providing of the eligible equipment and services described are expressly subject to, and conditioned on, satisfaction of all of the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on July 1, 2016 and shall terminate on June 30, 2017. Total costs of the goods and services shall not exceed \$20,000 (SLD Pre-Discounted Amount).

For Service Provider:

For Applicant:

SPIN: 143007415

Signature: _____

Signature: _____

Printed Name: _____

Print Name: _____

Title: _____

Title: _____

Date:

Date: May 24, 2016

Official use only

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699042523

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: 127617

470 Information

470#: 160018708

471 Information

471#: 161022320
SPIN: 143001441 Quincy Telephone Company (Florida)
Service Type: Voice

Status: **Wave:** **FCDL Date:**

Status Memo:

Service Start Date (471): **Service Start Date (486):**

Current Commitment: **Payment Mode:**

Disbursed Amount:* **Undisbursed:**

Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$7,100.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$85,200.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$7,100.00	
Estimated Annual Cost:	\$85,200.00	
Discount Percent:	50 %	
Requested Amount:	\$42,600.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699042530

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: [127617](#)

470 Information

470#: 160018708

471 Information

471#: 161022320
SPIN: [143000677](#) Verizon Wireless (Cellco Partnership)
Service Type: Voice
Status: **Wave:** **FCDL Date:**
Status Memo:
Service Start Date (471): **Service Start Date (486):**
Current Commitment: **Payment Mode:**
Disbursed Amount:* **Undisbursed:**
Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$3,000.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$36,000.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$3,000.00	
Estimated Annual Cost:	\$36,000.00	
Discount Percent:	50 %	
Requested Amount:	\$18,000.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)
 © 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699042532

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: 127617

470 Information

470#: 160018708

471 Information

471#: 161022320
SPIN: 143001442 GTC, Inc.
Service Type: Voice
Status: **Wave:** **FCDL Date:**
Status Memo:
Service Start Date (471): **Service Start Date (486):**
Current Commitment: **Payment Mode:**
Disbursed Amount:* **Undisbursed:**
Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$1,000.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$12,000.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$1,000.00	
Estimated Annual Cost:	\$12,000.00	
Discount Percent:	50 %	
Requested Amount:	\$6,000.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)
 © 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699042535

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: 127617

470 Information

470#: 160018708

471 Information

471#: 161022320
SPIN: 143001192 AT&T Corp.
Service Type: Voice
Status: **Wave:** **FCDL Date:**
Status Memo:
Service Start Date (471): **Service Start Date (486):**
Current Commitment: **Payment Mode:**
Disbursed Amount:* **Undisbursed:**
Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$1,000.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$12,000.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$1,000.00	
Estimated Annual Cost:	\$12,000.00	
Discount Percent:	50 %	
Requested Amount:	\$6,000.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)
 © 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699042542

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: 127617

470 Information

470#: 160018708

471 Information

471#: 161022320
SPIN: 143001441 Quincy Telephone Company (Florida)
Service Type: Data Transmission and/or Internet Access
Status: **Wave:** **FCDL Date:**
Status Memo:
Service Start Date (471): **Service Start Date (486):**
Current Commitment: **Payment Mode:**
Disbursed Amount:* **Undisbursed:**
Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$5,200.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$62,400.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$5,200.00	
Estimated Annual Cost:	\$62,400.00	
Discount Percent:	90 %	
Requested Amount:	\$56,160.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)
 © 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699042547

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: 127617

470 Information

470#: 160018708

471 Information

471#: 161022320
SPIN: 143001441 Quincy Telephone Company (Florida)
Service Type: Data Transmission and/or Internet Access
Status: **Wave:** **FCDL Date:**
Status Memo:
Service Start Date (471): **Service Start Date (486):**
Current Commitment: **Payment Mode:**
Disbursed Amount:* **Undisbursed:**
Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$28,000.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$336,000.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$28,000.00	
Estimated Annual Cost:	\$336,000.00	
Discount Percent:	90 %	
Requested Amount:	\$302,400.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 1699073095

FY: 2016

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** School District
Billed Entity: 127617

470 Information

470#: 160018708

471 Information

471#: 161034820
SPIN: 143004824 BellSouth Telecommunications, LLC
Service Type: Voice

Status: **Wave:** **FCDL Date:**

Status Memo:

Service Start Date (471): **Service Start Date (486):**

Current Commitment: **Payment Mode:**

Disbursed Amount:* **Undisbursed:**

Last Date of Service: **Last Date to Invoice:**

	Original Request	Original Commitment
Total Monthly Cost:	\$500.00	
Total Ineligible Monthly Cost	\$0.00	
Months of Service:	12	
Annual Recurring Charges:	\$6,000.00	
Estimated One Time Cost:	\$0.00	
Total One Time Ineligible Cost:	\$0.00	
Total One Time Cost:	\$0.00	
Estimated Monthly Cost:	\$500.00	
Estimated Annual Cost:	\$6,000.00	
Discount Percent:	50 %	
Requested Amount:	\$3,000.00	

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777016

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019087 Applied Com Tek LLC
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$6,596.85 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$7,761.00	\$7,761.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$7,761.00	\$7,761.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$7,761.00	\$7,761.00
Discount Percent:	85 %	85 %
Requested Amount:	\$6,596.85	\$6,596.85

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777023

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: [127617](#)

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: [143019087](#) Applied Com Tek LLC
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$3,712.80 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$4,368.00	\$4,368.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$4,368.00	\$4,368.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$4,368.00	\$4,368.00
Discount Percent:	85 %	85 %
Requested Amount:	\$3,712.80	\$3,712.80

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777026

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019087 Applied Com Tek LLC
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$7,245.40 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$8,524.00	\$8,524.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$8,524.00	\$8,524.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$8,524.00	\$8,524.00
Discount Percent:	85 %	85 %
Requested Amount:	\$7,245.40	\$7,245.40

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)
 © 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777031

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: [127617](#)

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: [143019937](#) Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$1,654.95 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$1,947.00	\$1,947.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$1,947.00	\$1,947.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$1,947.00	\$1,947.00
Discount Percent:	85 %	85 %
Requested Amount:	\$1,654.95	\$1,654.95

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777041

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019937 Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave:** 37 **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$29,750.00 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$35,000.00	\$35,000.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$35,000.00	\$35,000.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$35,000.00	\$35,000.00
Discount Percent:	85 %	85 %
Requested Amount:	\$29,750.00	\$29,750.00

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777046

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019937 Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$1,326.00 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$1,560.00	\$1,560.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$1,560.00	\$1,560.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$1,560.00	\$1,560.00
Discount Percent:	85 %	85 %
Requested Amount:	\$1,326.00	\$1,326.00

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777050

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019937 Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$4,028.15 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$4,739.00	\$4,739.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$4,739.00	\$4,739.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$4,739.00	\$4,739.00
Discount Percent:	85 %	85 %
Requested Amount:	\$4,028.15	\$4,028.15

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777053

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019937 Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$1,654.95 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$1,947.00	\$1,947.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$1,947.00	\$1,947.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$1,947.00	\$1,947.00
Discount Percent:	85 %	85 %
Requested Amount:	\$1,654.95	\$1,654.95

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777061

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019937 Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$16,745.00 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$19,700.00	\$19,700.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$19,700.00	\$19,700.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$19,700.00	\$19,700.00
Discount Percent:	85 %	85 %
Requested Amount:	\$16,745.00	\$16,745.00

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

E-RATE CENTRAL

Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

- Home
- E-Rate Consulting
- Application Tips
- Forms Rack
- State Information
- E-Rate Forum
- Resources & Archives
- Contact Us

Wednesday, May 11, 2016

FRN: 2777062

FY: 2015

Basic Information

Applicant: GADSDEN COUNTY SCHOOL DISTRICT **Type:** DISTRICT
Billed Entity: 127617

470 Information

470#: 947690001283956

471 Information

471#: 1021016
SPIN: 143019937 Intratech Alliance Corp.
Service Type: INTERNAL CONNECTIONS
Status: FUNDED **Wave: 37** **FCDL Date:** 2/22/2016
Status Memo:
Service Start Date (471): 7/1/2015 **Service Start Date (486):** 7/1/2015
Current Commitment: \$7,435.80 **Payment Mode:** NOT SET
Disbursed Amount:* \$0.00 **Undisbursed:**
Last Date of Service: **Last Date to Invoice:** 1/28/2017

	Original Request	Original Commitment
Total Monthly Cost:	\$0.00	\$0.00
Total Ineligible Monthly Cost	\$0.00	\$0.00
Months of Service:	12	12
Annual Recurring Charges:	\$0.00	\$0.00
Estimated One Time Cost:	\$8,748.00	\$8,748.00
Total One Time Ineligible Cost:	\$0.00	\$0.00
Total One Time Cost:	\$8,748.00	\$8,748.00
Estimated Monthly Cost:	\$0.00	\$0.00
Estimated Annual Cost:	\$8,748.00	\$8,748.00
Discount Percent:	85 %	85 %
Requested Amount:	\$7,435.80	\$7,435.80

* It is possible that an authorization for an amount was approved, but no disbursement has yet been made for that amount. If you have questions about an amount, please contact the service provider on that FRN.

[Last Update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved



Dedicated to Simplifying
the E-rate Program for
Schools and Libraries

[Home](#) |
 [E-Rate Consulting](#) |
 [Application Tips](#) |
 [Forms Rack](#) |
 [State Information](#) |
 [E-Rate Forum](#) |
 [Resources & Archives](#) |
 [Contact Us](#)

Wednesday, May 11, 2016

FY: [1998](#) | [1999](#) | [2000](#) | [2001](#) | [2002](#) | [2003](#) | [2004](#) | [2005](#) | [2006](#) | [2007](#) | [2008](#) | [2009](#) | [2010](#) | [2011](#) | [2012](#) | [2013](#) | [2014](#) | [2015](#) | [2016](#) | [All](#) [\[Print Version \]](#)

E-Rate Organizer Utilization Summary Chart

Applicant: GADSDEN COUNTY SCHOOL DISTRICT

Billed Entity: 127617

FY	Req. FRNs	Funded FRNs	486 on File	Requested Amount	Committed Priority 1	Committed Priority 2	Total Committed	Total Disbursed	Remaining Balance	Util. %
2016	7	0	0	\$434,160.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
2015	34	34	34	\$1,547,874.39	\$835,560.00	\$712,226.75	\$1,547,786.75	\$5,338.54	\$1,542,448.21	0%
2014	14	5	5	\$7,627,668.82	\$1,005,953.90	\$0.00	\$1,005,953.90	\$623,185.14	\$382,768.76	62%
2013	23	15	15	\$6,915,144.64	\$1,008,475.81	\$0.00	\$1,008,475.81	\$955,669.71	\$52,806.10	95%
2012	15	12	12	\$999,723.78	\$659,246.57	\$0.00	\$659,246.57	\$615,964.79	\$43,281.78	93%
2011	22	21	21	\$2,625,899.83	\$1,151,367.48	\$1,027,580.40	\$2,178,947.88	\$1,370,534.74	\$808,413.14	63%
2010	18	18	18	\$592,379.77	\$480,063.47	\$109,161.70	\$589,225.17	\$588,934.68	\$290.49	100%
2009	16	13	13	\$445,978.19	\$254,539.28	\$88,991.44	\$343,530.72	\$343,530.70	\$0.02	100%
2008	22	20	20	\$784,675.39	\$530,624.22	\$239,016.58	\$769,640.80	\$732,726.75	\$36,914.05	95%
2007	17	14	14	\$1,592,023.08	\$186,416.56	\$363,792.34	\$550,208.90	\$508,105.44	\$42,103.46	92%
2006	18	17	17	\$681,924.74	\$214,401.11	\$392,909.93	\$607,311.04	\$558,191.94	\$49,119.10	92%
2005	19	19	19	\$738,078.47	\$170,982.47	\$567,096.00	\$738,078.47	\$736,812.50	\$1,265.97	100%
2004	15	14	13	\$312,462.95	\$201,059.33	\$96,124.61	\$297,183.94	\$251,514.15	\$45,669.79	85%
2003	16	13	13	\$275,100.82	\$121,163.87	\$145,152.02	\$266,315.89	\$207,851.52	\$58,464.37	78%
2002	20	19	19	\$694,798.03	\$128,576.46	\$503,417.06	\$631,993.52	\$621,619.02	\$10,374.50	98%
2001	25	24	23	\$344,411.97	\$166,456.08	\$173,602.74	\$340,058.82	\$300,504.89	\$39,553.93	88%
2000	35	28	28	\$858,482.26	\$145,409.59	\$671,070.51	\$816,480.10	\$800,778.97	\$15,701.13	98%
1999	39	37	35	\$800,704.83	\$138,387.52	\$624,512.86	\$762,900.38	\$646,287.51	\$116,612.87	85%
1998*	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%

Service Legend: Priority 1 includes Telecomm, Internet Access, and Voice Services; Priority 2 includes Internal Connections, Maintenance and Managed Internal Broadband Service

*Recurring service funding for FY 1998 was expanded from twelve to eighteen months to align original requests with the new fiscal funding year ending June 30, 1999.

[Last update: 5/11/2016]

[Contact Us](#) | [Privacy Policy](#) | [Disclaimer](#) | [Site Map](#) | [Search Our Site](#)

© 1998-2016 CentralEd™ All Rights Reserved

Request for Board approval for contracts

GADSDEN COUNTY SCHOOL DISTRICT

E-Rate Bid Response

Page ___ of _____

Funding Year: 2016-17 **Allowable Contract Date: July 1, 2016- June 30, 2017**

Form 470 No.: _____

Vendor Response Information						
Form 470 Service or Function*	FRN**	Date	Contact Type	Vendor	SPIN	Comments
CATEGORIES						
Telecommunications Services						
Hosted VoIP telephone service voice/fax		N/A		** TDS Telecommunications (Quincy Telephone)	143001441	<i>Proposed 1 year Contract w/4 years voluntarily extension</i>
Voice Services for Chattahoochee Area		N/A		** GTC, Inc (DBA Fairpoint Communications)	143001442	<i>DMS Erate Service Provided</i>
Voice Services for Havana Areas		N/A		** AT&T Corp.	143001192	<i>DMS Erate Service Provided</i>
Cellular Service		N/A		** Verion Wireless (Cellco Partnership)	143000677	<i>Current service; DMS/State of Florida Contract; Funding decreased by 20% per year until it reaches 0%; no more bundling</i>
Internet Access						
Internet Service Provider (ISP)		N/A		** TDS Telecommunications (Quincy Telephone)	143001441	<i>Proposed 1 year Contract w/4 years voluntarily extension</i>
Internal Connections						
Managed Internal Broadband Services						
Switches, Routers (All schools)				IntraTech Alliance	143019937	
Basic Maintenance of Internal Connections						
Network infrastructure: wiring services (All schools)				Applied Communications	143019087	

Notes:
 * Include every service listed on the Form 470. If a service is split into separate FRNs, insert additional lines.
 ** Enter FRN number after Form 471 application is filed and funding request numbers are assigned.
 *** An existing service provider can be considered a bidder based on current rates and services. If an existing vendor does not submit a new bid, enter "N/A" in the Date column, and "Existing Provider" in the Comments column.

Annual contract
Under current contract

Select TDS Company:

1. **Agreement.** This Telecommunications Service Agreement (“Agreement”) is between Quincy Telephone Company (“TDS”) with its principal office at 107 W. Franklin St., P.O. Box 189 Quincy, FL 32351-0189 and Gadsden County School District with its office at 35 Martin Luther King Jr. Blvd, Quincy, FL 32351 (“Customer”).

The Customer hereby agrees to purchase from TDS and TDS agrees to sell the Services (“Services”) identified in this Agreement or any future Amendments agreed to by the parties pursuant to the terms and conditions set forth herein. Amendments are included herein by reference as integral parts of this Agreement. If Customer wishes to change the Services or add additional Services, Customer and TDS shall execute an Amendment describing such changes or additions. Unless specifically set forth on any Amendment, if the terms of any documents incorporated by reference are inconsistent with this Agreement, the terms of this Agreement will control. Customer agrees that the TDS Internet Services Terms of Service, Internet Network Management, Privacy Policy, and Acceptable Use Policy [together referred to as the “TDS Internet Terms of Service”] as stated on www.tdsbusiness.com will apply to any internet Services provided under this Agreement. The TDS Internet Terms of Service are included herein by reference as integral parts of this Agreement. Further, Customer also agrees to accept the TDS End User License Agreement (for email service) if Customer chooses to use TDS-provided email service. Customer acknowledges certain duties and obligations of TDS under this Agreement may be performed by certain affiliates of TDS.

2. **Service Installation: Customer Requirements and Responsibilities.** TDS shall only be responsible for bringing the lines ordered by Customer to the Customer designated demarcation point at Customer’s premises where TDS equipment terminates. In no event shall TDS be responsible for connecting, installing or wiring past the demarcation point. Customer agrees and acknowledges that it shall be Customer’s sole responsibility to provide and arrange for all necessary wiring and equipment required to extend dial tone including phone system programming and any other related wiring or work required to implement the Services. At the time of service installation and during maintenance and repair, Customer agrees to provide at no charge, access to any equipment, a telephone, a safe working environment and adequate storage space for a reasonable quantity of replacement parts, electrical power to operate the Services and adequate space in Customer’s premises to house any equipment used in connection with provision of the Services, and shall take all other actions reasonably required for the performance of Services by TDS under this Agreement. TDS is not responsible for any long distance charges associated with the use of dial-up Internet services. Customer is responsible for the security of all passwords, equipment or systems that allow access to the Services provided by TDS. Customer acknowledges that they are responsible for actions on their account performed by others who have acquired Customer’s passwords or access to Customer’s equipment or systems with or without Customer’s knowledge and Customer agrees to pay any charges that are incurred regardless of any claim the Customer may have against third parties based on unauthorized access to Customer’s passwords, equipment or systems. Customer is also responsible for providing to TDS accurate, specific address and location information for all TDS telephone numbers provided (including any and all changes to such information) so that 911 calls can be properly directed to the appropriate PSAP (public safety answering point). If Customer moves the location of its voice service without the approval of TDS, then 911 calls may not transmit any information, or may otherwise send incorrect address information and/or be directed to the incorrect emergency services provider, which may result in a delay or failure of emergency services being dispatched to Customer’s location.

3. **Billing.** Compensation to be paid by Customer to TDS for Services provided under this Agreement shall be established at the rate and terms provided in this Agreement and by local tariff, where applicable. The Customer agrees to pay TDS the contract amount committed to under this Agreement. All invoices are due within 30 days from date of invoice. If allowed under applicable tariff, a late charge of 1-1/2% per month, or the highest permissible amount chargeable by law, whichever is less, may be charged on any unpaid balance owed to TDS which remains unpaid for 30 days or more after the date of the invoice. In the event that any action taken by any legislative, judicial or regulatory body, or any underlying services provider that TDS utilizes to deliver the Services, directly or indirectly causes a reduction in revenue or an increase in expenses with respect to the provision of the Services, TDS shall have the right to increase the amount of Recurring Charges set forth in this Agreement upon 30 days notice. Customer shall have the right to terminate this Agreement within 30 days of notice of the change in such Recurring Charges. Customer agrees that any unlimited service is being provided based on reasonable usage, and that use of the service for auto dialers, long distance dialup access to the Internet or other information services, call centers, certain switching applications or other high volume calling applications is not permitted and will entitle TDS to terminate the Service upon written notice of the violation. TDS reserves the right to monitor Customer’s usage to determine compliance with these limitations. Bundled prices represented on this Agreement may be billed separately on Customer’s bill. The separate pricing may not be used with any other product or bundled products. It is the Customer’s responsibility to review the monthly invoices for accurate representation of charges. Disputes concerning the accuracy of any invoice that has been paid must be brought in writing within three (3) months of the due date of the invoice.

4. **Warranty.** TDS WARRANTS THAT THE SERVICES SHALL BE PERFORMED IN A GOOD AND WORKMANLIKE MANNER. EXCEPT WITH RESPECT TO THE FOREGOING WARRANTY, TDS IS PROVIDING ALL SERVICES TO THE CUSTOMER “AS IS” AND TDS MAKES NO WARRANTY AS TO THE CONTINUOUS OPERATION OF THE SERVICE OR ANY SPECIFIC FEATURE OF THE SERVICE. ALL WARRANTIES, EXPRESS OR IMPLIED INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING BY STATUTE, OPERATION OF LAW, COURSE OF DEALING OR PERFORMANCE, OR USAGE OF TRADE ARE DISCLAIMED. TDS DOES NOT WARRANT THAT THE SERVICES OR RELATED PRODUCTS WILL MEET YOUR REQUIREMENTS OR PREVENT UNAUTHORIZED ACCESS TO YOUR COMPUTERS, NETWORK, SERVERS AND OTHER EQUIPMENT OR TO ANY DATA, INFORMATION OR FILES ON ANY OF THEM. CONNECTIONS (SYNC-RATES) ARE RATE ADAPTIVE AND MAY BE LOWER DUE TO THE LENGTH AND CONDITION OF THE LINE. ACTUAL THROUGHPUT MAY BE LOWER DUE TO INTERNET CONGESTION, NETWORK UTILIZATION, PROTOCOL OVERHEADS OR OTHER FACTORS, WHICH CAN NOT BE CONTROLLED BY TDS. IN THE EVENT OF A POWER OUTAGE AT CUSTOMER’S LOCATION OR IF CUSTOMER’S BROADBAND SERVICE IS DOWN, SERVICES THAT ARE NOT LINE-POWERED (SUCH AS managedIP) WILL NOT OPERATE AND CUSTOMER WILL NOT HAVE ACCESS TO EMERGENCY SERVICES SUCH AS 911.

5. **Limitation of Liability.** TDS SHALL NOT BE LIABLE IN CONTRACT OR IN TORT, INCLUDING NEGLIGENCE, OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHATSOEVER INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR REVENUE, LOSS OF THE USE OF THE SERVICE, LOSS OF DATA, CUSTOMER'S INABILITY TO USE THE SERVICE, INTERRUPTIONS OR CLAIMS BY THIRD PARTIES. THE PARTIES AGREE THAT TO THE EXTENT PERMITTED BY APPLICABLE LAW, FOR DISPUTES RELATED TO THE ACCURACY OF INVOICES, THE MAXIMUM CREDIT OR REFUND A CUSTOMER MAY RECEIVE SHALL NOT EXCEED THE AMOUNTS ACTUALLY PAID TO TDS OVER THE MOST RECENT THREE MONTH PERIOD FOR THE SPECIFIC SERVICES IN DISPUTE; FOR ALL OTHER CLAIMS TDS LIMITS LIABILITY RELATED TO THE PROVISION OF SERVICES TO THE AMOUNT PAID BY CUSTOMER IN THE PREVIOUS TWELVE (12) MONTHS FOR SERVICES GIVING RISE TO, OR WHICH ARE THE SUBJECT OF, THE CLAIM WHETHER SUCH CLAIM ALLEGES BREACH OF CONTRACT, OR TORTIOUS CONDUCT INCLUDING, BUT NOT LIMITED TO, NEGLIGENCE OR ANY OTHER THEORY. TDS SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO CUSTOMER FOR ANY OMISSION OR ERROR WITH RESPECT TO CUSTOMER'S TELEPHONE DIRECTORY LISTINGS.

NO ACTION, REGARDLESS OF FORM, ARISING OUT OF THE PROVISION OF SERVICES OR ITS PERFORMANCE MAY BE BROUGHT BY CUSTOMER MORE THAN SIX (6) MONTHS AFTER THE CAUSE OF ACTION HAS ACCRUED.

6. **Insecurity of the Internet. CONNECTION TO THE INTERNET CREATES INSECURITY.** Security and disruption problems are inherent in the Internet. The very openness of the Internet creates risks that the Internet is insecure, and vulnerable to both intentional and unintentional disruption. Security breaches can occur for technical and other reasons, and, despite the implementation of security measures, we cannot guarantee that our networks are not vulnerable to unauthorized and illegal access, computer viruses and other disruptive problems. Our ability to provide our services depends in part on the reliability of the Internet and the networks of our partners, and our services can also be negatively affected by limitations inherent in the technology infrastructure supporting the Internet and the internal networks of Internet users. Customer must provide adequate information security for their own networks by using appropriately complex passwords, firewalls, and updated anti-virus and anti-spyware software. Availability of Internet service varies and speeds advertised may not be available at all service addresses. Certain speeds are only offered in areas served by TDS Fiber. Actual speeds experienced by customers vary and are not guaranteed. Speed ranges advertised are expressed as "up to" to represent network capabilities between customer location and the TDS network. Speeds vary due to factors, including: distance from switching locations and external/internal network conditions.

7. **Default.** An event of default ("Event of Default") shall occur upon the occurrence of all or any one of the following events: (a) the Customer does not pay when due any invoice; (b) the Customer ceases doing business as a going concern; (c) the Customer makes an assignment for the benefit of its creditors or admits in writing to its inability to pay its debts as they become due; (d) the Customer files, or has filed against it, a petition in bankruptcy or for its reorganization, arrangement, composition or readjustment under any state insolvency law or the Customer liquidates all or a substantial part of its assets not in the ordinary course of its business, dissolves or takes other similar action; or (e) the Customer shall default in the performance of any of its obligations to TDS or any assignee arising under this Agreement, or any other agreement between the Customer and TDS and such default is not cured within 30 days of TDS providing notice of same, unless prohibited by relevant federal, state or local law. *(There is no discussion of potential default by TDS)*

8. **Remedies.** Upon the occurrence of an Event of Default, unless prohibited by relevant federal, state or local law, TDS may, at its option and without notice or demand *(seems to be in conflict with paragraph 7 which gives 30 days to cure)*, exercise all or any one or more of the following remedies: (a) declare immediately due and payable all invoices and all other sums due, including termination charges, or to become due hereunder or under any other agreement between the Customer and TDS; (b) terminate all of its obligations arising under this Agreement, and any other agreement between Customer and TDS; (c) enter the premises where any of TDS' equipment is located and repossess all or any part of the equipment; (d) offset any amounts due TDS under this Agreement against any amounts TDS or any of its affiliates owes the Customer (or the Customer's affiliates) under any other agreement; or (e) exercise all other legal and equitable remedies which TDS may have. The foregoing remedies shall be deemed cumulative and may be exercised successively or concurrently as permitted by law. *(There is no discussion of remedies for GCSB in the event of default by TDS)*

Formatted: Highlight

9. **Interruption of Services.** For any interruption of Service that is not due to negligence or non-compliance with any term or condition of this Agreement by Customer or the failure of operation or malfunction of facilities, power or equipment provided by the Customer, Customer will be entitled to a credit against the monthly Recurring Charge for such Service. Service will be deemed to be interrupted from the time TDS receives notice from Customer that the Service is not working until the time the Service is working. Unless provided otherwise by law or tariff, credits shall be calculated on the basis of a 30-day month and shall be credited upon Customer request against the monthly Recurring Charge for such Service as follows:

- First 30 minutes: none
- 30 minutes to 3 hours: 1/10 day
- Each additional 3 hour period (or fraction thereof): 1/5 day

If the duration of the outage is more than 24 hours, then the credit shall be the daily pro-rated amount of the Customer's monthly Recurring Charge for the applicable Service for each day thereafter, in an aggregate amount not to exceed the monthly Recurring Charge for such Service. Credits under this provision shall be the Customer's sole remedy and TDS' sole liability for any Service outage.

10. **Support.** The following outlines TDS support boundaries and procedures for TDS Internet connectivity and access.

- 10.1 **Warranty.** Internet access equipment and/or Polycom® telephone sets purchased or leased from TDS is fully supported per the manufacturer's warranty period (individual manufacturer's warranties vary; check specific manufacturer for the warranty period). Extended warranty support programs may be available through TDS. Equipment leased or purchased from third party vendors, including vendors recommended by *(there is missing information here)*, are *not* supported by TDS.

10.2 Boundaries.

- 10.2.1 Purchased Equipment from TDS – The boundary is the Ethernet port on the router. Please note that the inside wiring between the Network Interface Device (NID) and the equipment is not supported.
- 10.2.2 Customer Provided Equipment – The boundary is the Network Interface Device (NID). When TDS is able to verify circuit integrity the support boundary is met.
- 10.2.3 NOTE: Firewalls, Virtual Private Networks (VPN) and network management are beyond the support boundaries provided by TDS for dedicated Internet services.

10.3 Activation.

- 10.3.1 Equipment Purchased from TDS – Customer is responsible for the configuration of equipment purchased from TDS.
- 10.3.2 Customer Provided Equipment – Configuration and installation of equipment not purchased or leased from TDS is the Customer’s responsibility. TDS will provide the Customer with a list of relevant IP addresses for use in the configuration of the Customer’s equipment. However, it is the Customer’s responsibility to configure the equipment.
- 10.3.3 Limits – Activation is limited according to the boundaries listed in section 10.3.1 and 10.3.2 above.

10.4 Help Desk. Technical support is available **only through the TDS Help Desk.**

10.5 Unsupported Routers. Routers not purchased through TDS are unsupported. **TDS will not provide support services for unsupported routers.**

11. Term and Termination. *(There is no set term set out in the document, i.e. 1 year, etc.)*

- 11.1 TDS will provide Customer with the Services pursuant to the rates, terms and conditions specified herein, commencing on the latter of the requested service date or the day following the date in which TDS notifies Customer that the Service is ready for use (“Service Commencement Date”). Unless specifically exempted, Services shall be subject to all general regulations applicable to the provision of Service and rates charged for such Service by TDS and stated in its general tariff including late payment charges, termination charges, and related expenses. Upon any termination of the Services herein, Customer shall return all TDS-owned equipment in good working condition to TDS, or Customer will be responsible for the full cost of the equipment. Customer is responsible for any damage to equipment provided by TDS.
- 11.2 Customers who terminate Service prior to the expiration of the applicable **Service Term (as stated above, this needs to be defined)** shall be liable for the repayment of any promotional credits, discounts or fee waivers including but not limited to installation fee waivers and for reimbursement of any special construction or non-recurring charges for Services or related facilities requested by Customer. **Unless otherwise set forth under applicable tariff, if Customer terminates Service prior to expiration of the applicable Service Term, Customer shall pay an early termination fee equal to: (a) the difference between the amount billed Customer under this Agreement for the Services up to the date of termination, and the amount that would have been billed had the Customer been billed at the rate applicable under an agreement which had a term equal to the term between the effective date of this Agreement and the termination date; plus (b) the full purchase price of any equipment as shown above, minus the amounts already paid on a per month basis up to the date of termination.** In addition, specifically with regard to Call Recording Services, Customer shall pay an early termination fee equal to 50% of the contracted monthly recurring charges for such Call Recording Services for each month remaining on the initial term. If there is a partial cancellation, any volume discounts going forward will be applied based only on the remaining volume. *(Why is there only a penalty for early cancellation by the customer and no reciprocal penalty for early cancellation by TDS)* Either party may cancel this Agreement without liability in the event TDS is prohibited from providing service or if any material rate or term contained herein is substantially changed by final order of a court, administrative agency, or other body of competent jurisdiction. Termination charges will not apply if the Customer replaces the Service with a new contract with a term equal to or greater than the original term with a minimum commitment equal to at least 75% of the original commitment level under this Agreement. Each Service designation is deemed a separate service and cancellation of any single service shall not affect the other services ordered by Customer in this Agreement.
- 11.3 This Agreement shall remain effective until terminated in accordance with the provisions set forth herein.

Deleted: At the expiration of any Service Term, this Agreement shall continue in effect with respect to the Service on a month-to-month basis until canceled by either party on 30 days written notice; provided, however that the charges for the Service during any renewal period shall be at the then-current monthly rate charged by TDS for such Service

Formatted: Highlight

Formatted: Highlight

Deleted: Customer agrees that the foregoing early termination fees are fair and reasonable and that TDS’s provision of the Services would not be commercially viable but for these Customer commitments.

12. Subsequent Additions/Deletions. For each new product or service added to this Agreement after a 60-day grace period, installation charges will apply. Installation charges for advanced business products will be quoted at the time of request on an individual case basis. Subsequent feature deletions, after a 60-day grace period, will be assessed a service order charge per account. Any preferred customer discounts, volume discounts or promotional discounts are subject to change if Customer deletes services from the original service agreement. Any adjustments in special discounts will be quoted at the time of the request on an individual case basis.

13. Special Construction. Where facilities are not available or if equipment, new facilities or changes to existing facilities are required for the provision of additional services, a special construction charge will apply in addition to the monthly service charge. Customer may be required to pay additional charges or to contract for Services beyond the normal service term, or both.

14. Insurance. Each party shall maintain Commercial Workers’ Compensation Insurance as required by law and Commercial General Liability Insurance with a minimum combined single limit of \$1,000,000 per occurrence covering personal injury and property damage.

15. MISCELLANEOUS.

15.1 **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State where the Services are performed (without giving effect to conflicts of law). (How is the state where services are performed defined?)

15.2 **ATTORNEY'S FEES AND COSTS:** In any action by a party to enforce its rights hereunder, the non-prevailing party shall pay the prevailing party's cost and expenses (including reasonable attorney's fees).

15.3 **EXTRAORDINARY CIRCUMSTANCES:** TDS shall not be liable for any failure to perform its obligations under this Agreement to the extent such failure is due to "Force Majeure" which cannot be overcome by due diligence. Force Majeure includes, but is not limited to, acts of God, strike, lockout or other interference with work, war, declared or undeclared, blockade, disturbance, lightning, fire, earthquake, storm, flood, explosion, network or other telecommunications failures, including suppliers, inability or delay in obtaining governmental or quasi-governmental approvals, consents, permits, licenses and any other cause whether of the kind specified above or otherwise which is not reasonably within the control of TDS. (Insert a provision requiring notice to the Customer in the event of the occurrence of "Force Majeure")

15.4 **ENTIRE AGREEMENT:** This Agreement, and any Amendments, Addenda, and Statements of Work, together with any applicable tariffs, shall constitute the entire Agreement between Customer and TDS notwithstanding inconsistent or additional terms and conditions in Customer's purchase orders or other documents submitted to TDS. Any and all representations, promises, warranties or statements by TDS's agent(s) that differ in any way from the terms and conditions of this Agreement shall have no force or effect. This Agreement shall at all times be subject to such modifications as a PSC/PUC and/or the FCC may, from time to time, require under their respective jurisdictions and otherwise, this Agreement may be amended only by a written instrument executed by both parties.

15.5 **CUSTOMER REPRESENTATIONS:** The Customer represents that the person signing this Agreement on behalf of the Customer is a duly authorized representative of the Customer and has the authority to execute this Agreement on the Customer's behalf.

15.6 **SEVERABILITY AND SURVIVAL OF TERMS:** Any term or condition of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability, without invalidating any of the remaining terms or conditions of the Agreement. The following provisions shall survive any termination or expiration of this Agreement: Disclaimer of Warranties (in Section 4), Limitation of Liability (Section 5) and the Miscellaneous provisions (Section 15).

15.7 **ASSIGNMENT:** Neither party may assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other party, and any such attempted assignment shall be void, except that TDS may assign this Agreement, or any of its rights or obligations hereunder in the event of any corporate reorganization, or to any subsidiary or affiliate, any purchaser of all or substantially all of the assets of TDS, or any entity with which or into which TDS may merge or consolidate, without the consent of Customer upon written notice to Customer.

15.8 **TAXES:** In addition to the payments required hereunder, Customer shall pay all sales, use, transfer and other taxes whether federal, state or local, however designated, which are levied or imposed by reason of the transactions contemplated by this Agreement excluding, however, any income taxes on fees paid to TDS by Customer.

15.9 **WAIVER:** A failure of either party to exercise any right provided for herein, shall not be deemed to be a waiver of any right hereunder.

15.10 **ELECTRONIC DOCUMENTS:** TDS hereby gives notice of its right to convert this Agreement to electronic format and retain this Agreement solely in an electronic format. TDS may provide this Agreement in electronic form or may provide a reproduction of this Agreement from its electronic copy in the event of any dispute regarding the rights and obligations of the parties under this Agreement. The parties agree that any document in electronic format or any document reproduced from an electronic format shall not be denied legal effect, validity, or enforceability and shall meet any requirement to provide an original or hard copy.

If switching to TDS Long Distance, Customer is responsible for cancellation of current long distance carrier service.

Customer initials _____

If switching to TDS provided data service, Customer is responsible for cancellation of current data service.

Customer initials _____

Authorization:

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written below.

Gadsden County School District

TDS

Customer Name

By:

Signature – Authorized Representative

By:

Signature – Authorized Representative

Matthew T Kircher

Print Name

Print Name

Sr Account Manager

Title

Title

Date

Date



Telecommunications Service Agreement

Customer Information - Service Address

Ordered By / Title John Thomas
 Business Name Gadsden County School District
 Street 35 Martin Luther King Jr. Blvd
 City, State, Zip Quincy, FL 32351

Main Yellow Pages Heading On File
 Phone: 850-627-9651
 Email: thomasi@gcpsmail.com

managedIP Hosted Deployment Type (if applicable): Standard Managed
 Multiple Locations: YES See Attached Additional Service Locations Addendum(s)

Billing Information Same As Above
 Bill to Company _____ Billing Contact Name _____
 Address _____ Phone _____
 City, State, Zip _____

Quantity Ordered	Description of Services / Equipment	Term	Monthly Recurring Charge		Non-Recurring Charge	
			Unit	Total	Unit	Total
1	1G MetroE WAN - 631 S Stewart St, Quincy, FL 32351	12 months	\$1,275.00	\$1,275.00		
1	1G MetroE WAN - 1830 W King St, Quincy, FL 32351	12 months	\$1,275.00	\$1,275.00		
1	1G MetroE WAN - 559 Greensboro Hwy, Greensboro, FL 32351	12 months	\$1,275.00	\$1,275.00		
1	1G MetroE WAN - 1400 W King St, Quincy, FL 32351	12 months	\$1,275.00	\$1,275.00		
1	1G MetroE WAN - 200 Providence Road, Quincy, FL 32351	12 months	\$1,275.00	\$1,275.00		
1	1G MetroE WAN - 335 Maple St., Chattahoochee, FL 32324	12 months	\$3,100.00	\$3,100.00		
1	1G MetroE WAN - 27001 Blue Star Hwy, Havana, FL 32333	12 months	\$3,500.00	\$3,500.00		
1	1G MetroE WAN - 500 W King St, Quincy, FL 32351	12 months	\$1,005.00	\$1,005.00		
1	1G MetroE WAN - 201 Martin Luther King Jr Blvd, Quincy, FL 32351	12 months	\$1,005.00	\$1,005.00		
1	1G MetroE WAN - 706 MLK Jr Blvd, Gretna, FL 32332	12 months	\$1,005.00	\$1,005.00		
1	1G MetroE WAN - 4463 Bainbridge Hwy, Quincy, FL 32351	12 months	\$1,005.00	\$1,005.00		
1	1G MetroE WAN - 1210 Kemp Road, Havana, FL 32333	12 months	\$7,000.00	\$7,000.00		
1	1G MetroE WAN - 749 S Stewart St, Quincy, FL 32351	12 months	\$1,675.00	\$1,675.00		
1	1G MetroE WAN - 35 Martin Luther King Jr Blvd, Quincy, FL 32351	12 months	\$1,675.00	\$1,675.00		
1	1G SDI Internet Circuit	12 months	\$5,000.00	\$5,000.00		
Effective 7/1/2016						
<ul style="list-style-type: none"> managedIP Hosted, SIP, PRI and Essentials locations must have a minimum of lines/stations. If a location falls below the minimum requirement, the service will be canceled and cancellation charges will apply. FCC/911/USF/Federal and State taxes, Administrative Fee and Additional Directory Listing charges* apply and are not included in the Totals below. Local usage charges apply if applicable. If Customer chooses TDS as its long distance provider, TDS will block international calling unless specifically identified in the Description of Services/Equipment section of this Agreement. 						

Customer Initials: _____ Date: _____ *Total: \$32,345.00 *Total: \$0.00

Select TDS Company:

1. **Agreement.** This Telecommunications Service Agreement ("Agreement") is between Quincy Telephone Company ("TDS") with its principal office at 107 W. Franklin St., P.O. Box 189 Quincy, FL 32351-0189 and Gadsden County School District with its office at 35 Martin Luther King Jr. Blvd, Quincy, FL 32351 ("Customer").

The Customer hereby agrees to purchase from TDS and TDS agrees to sell the Services ("Services") identified in this Agreement or any future Amendments agreed to by the parties pursuant to the terms and conditions set forth herein. Amendments are included herein by reference as integral parts of this Agreement. If Customer wishes to change the Services or add additional Services, Customer and TDS shall execute an Amendment describing such changes or additions. Unless specifically set forth on any Amendment, if the terms of any documents incorporated by reference are inconsistent with this Agreement, the terms of this Agreement will control. Customer agrees that the TDS Internet Services Terms of Service, Internet Network Management, Privacy Policy, and Acceptable Use Policy [together referred to as the "TDS Internet Terms of Service"] as stated on www.tdsbusiness.com will apply to any internet Services provided under this Agreement. The TDS Internet Terms of Service are included herein by reference as integral parts of this Agreement. Further, Customer also agrees to accept the TDS End User License Agreement (for email service) if Customer chooses to use TDS-provided email service. Customer acknowledges certain duties and obligations of TDS under this Agreement may be performed by certain affiliates of TDS.

2. **Service Installation: Customer Requirements and Responsibilities.** TDS shall only be responsible for bringing the lines ordered by Customer to the Customer designated demarcation point at Customer's premises where TDS equipment terminates. In no event shall TDS be responsible for connecting, installing or wiring past the demarcation point. Customer agrees and acknowledges that it shall be Customer's sole responsibility to provide and arrange for all necessary wiring and equipment required to extend dial tone including phone system programming and any other related wiring or work required to implement the Services. At the time of service installation and during maintenance and repair, Customer agrees to provide at no charge, access to any equipment, a telephone, a safe working environment and adequate storage space for a reasonable quantity of replacement parts, electrical power to operate the Services and adequate space in Customer's premises to house any equipment used in connection with provision of the Services, and shall take all other actions reasonably required for the performance of Services by TDS under this Agreement. TDS is not responsible for any long distance charges associated with the use of dial-up Internet services. Customer is responsible for the security of all passwords, equipment or systems that allow access to the Services provided by TDS. Customer acknowledges that they are responsible for actions on their account performed by others who have acquired Customer's passwords or access to Customer's equipment or systems with or without Customer's knowledge and Customer agrees to pay any charges that are incurred regardless of any claim the Customer may have against third parties based on unauthorized access to Customer's passwords, equipment or systems. Customer is also responsible for providing to TDS accurate, specific address and location information for all TDS telephone numbers provided (including any and all changes to such information) so that 911 calls can be properly directed to the appropriate PSAP (public safety answering point). If Customer moves the location of its voice service without the approval of TDS, then 911 calls may not transmit any information, or may otherwise send incorrect address information and/or be directed to the incorrect emergency services provider, which may result in a delay or failure of emergency services being dispatched to Customer's location.

3. **Billing.** Compensation to be paid by Customer to TDS for Services provided under this Agreement shall be established at the rate and terms provided in this Agreement and by local tariff, where applicable. The Customer agrees to pay TDS the contract amount committed to under this Agreement. All invoices are due within 30 days from date of invoice. If allowed under applicable tariff, a late charge of 1-1/2% per month, or the highest permissible amount chargeable by law, whichever is less, may be charged on any unpaid balance owed to TDS which remains unpaid for 30 days or more after the date of the invoice. In the event that any action taken by any legislative, judicial or regulatory body, or any underlying services provider that TDS utilizes to deliver the Services, directly or indirectly causes a reduction in revenue or an increase in expenses with respect to the provision of the Services, TDS shall have the right to increase the amount of Recurring Charges set forth in this Agreement upon 30 days notice. Customer shall have the right to terminate this Agreement within 30 days of notice of the change in such Recurring Charges. Customer agrees that any unlimited service is being provided based on reasonable usage, and that use of the service for auto dialers, long distance dialup access to the Internet or other information services, call centers, certain switching applications or other high volume calling applications is not permitted and will entitle TDS to terminate the Service upon written notice of the violation. TDS reserves the right to monitor Customer's usage to determine compliance with these limitations. Bundled prices represented on this Agreement may be billed separately on Customer's bill. The separate pricing may not be used with any other product or bundled products. It is the Customer's responsibility to review the monthly invoices for accurate representation of charges. Disputes concerning the accuracy of any invoice that has been paid must be brought in writing within three (3) months of the due date of the invoice.

4. **Warranty.** TDS WARRANTS THAT THE SERVICES SHALL BE PERFORMED IN A GOOD AND WORKMANLIKE MANNER. EXCEPT WITH RESPECT TO THE FOREGOING WARRANTY, TDS IS PROVIDING ALL SERVICES TO THE CUSTOMER "AS IS" AND TDS MAKES NO WARRANTY AS TO THE CONTINUOUS OPERATION OF THE SERVICE OR ANY SPECIFIC FEATURE OF THE SERVICE. ALL WARRANTIES, EXPRESS OR IMPLIED INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING BY STATUTE, OPERATION OF LAW, COURSE OF DEALING OR PERFORMANCE, OR USAGE OF TRADE ARE DISCLAIMED. TDS DOES NOT WARRANT THAT THE SERVICES OR RELATED PRODUCTS WILL MEET YOUR REQUIREMENTS OR PREVENT UNAUTHORIZED ACCESS TO YOUR COMPUTERS, NETWORK, SERVERS AND OTHER EQUIPMENT OR TO ANY DATA, INFORMATION OR FILES ON ANY OF THEM. CONNECTIONS (SYNC-RATES) ARE RATE ADAPTIVE AND MAY BE LOWER DUE TO THE LENGTH AND CONDITION OF THE LINE. ACTUAL THROUGHPUT MAY BE LOWER DUE TO INTERNET CONGESTION, NETWORK UTILIZATION, PROTOCOL OVERHEADS OR OTHER FACTORS, WHICH CAN NOT BE CONTROLLED BY TDS. IN THE EVENT OF A POWER OUTAGE AT CUSTOMER'S LOCATION OR IF CUSTOMER'S BROADBAND SERVICE IS DOWN, SERVICES THAT ARE NOT LINE-POWERED (SUCH AS managedIP) WILL NOT OPERATE AND CUSTOMER WILL NOT HAVE ACCESS TO EMERGENCY SERVICES SUCH AS 911.

5. **Limitation of Liability.** TDS SHALL NOT BE LIABLE IN CONTRACT OR IN TORT, INCLUDING NEGLIGENCE, OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHATSOEVER INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR REVENUE, LOSS OF THE USE OF THE SERVICE, LOSS OF DATA, CUSTOMER'S INABILITY TO USE THE SERVICE, INTERRUPTIONS OR CLAIMS BY THIRD PARTIES. THE PARTIES AGREE THAT TO THE EXTENT PERMITTED BY APPLICABLE LAW, FOR DISPUTES RELATED TO THE ACCURACY OF INVOICES, THE MAXIMUM CREDIT OR REFUND A CUSTOMER MAY RECEIVE SHALL NOT EXCEED THE AMOUNTS ACTUALLY PAID TO TDS OVER THE MOST RECENT THREE MONTH PERIOD FOR THE SPECIFIC SERVICES IN DISPUTE; FOR ALL OTHER CLAIMS TDS LIMITS LIABILITY RELATED TO THE PROVISION OF SERVICES TO THE AMOUNT PAID BY CUSTOMER IN THE PREVIOUS TWELVE (12) MONTHS FOR SERVICES GIVING RISE TO, OR WHICH ARE THE SUBJECT OF, THE CLAIM WHETHER SUCH CLAIM ALLEGES BREACH OF CONTRACT, OR TORTIOUS CONDUCT INCLUDING, BUT NOT LIMITED TO, NEGLIGENCE OR ANY OTHER THEORY. TDS SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO CUSTOMER FOR ANY OMISSION OR ERROR WITH RESPECT TO CUSTOMER'S TELEPHONE DIRECTORY LISTINGS.

NO ACTION, REGARDLESS OF FORM, ARISING OUT OF THE PROVISION OF SERVICES OR ITS PERFORMANCE MAY BE BROUGHT BY CUSTOMER MORE THAN SIX (6) MONTHS AFTER THE CAUSE OF ACTION HAS ACCRUED.

6. **Insecurity of the Internet. CONNECTION TO THE INTERNET CREATES INSECURITY.** Security and disruption problems are inherent in the Internet. The very openness of the Internet creates risks that the Internet is insecure, and vulnerable to both intentional and unintentional disruption. Security breaches can occur for technical and other reasons, and, despite the implementation of security measures, we cannot guarantee that our networks are not vulnerable to unauthorized and illegal access, computer viruses and other disruptive problems. Our ability to provide our services depends in part on the reliability of the Internet and the networks of our partners, and our services can also be negatively affected by limitations inherent in the technology infrastructure supporting the Internet and the internal networks of Internet users. Customer must provide adequate information security for their own networks by using appropriately complex passwords, firewalls, and updated anti-virus and anti-spyware software. Availability of Internet service varies and speeds advertised may not be available at all service addresses. Certain speeds are only offered in areas served by TDS Fiber. Actual speeds experienced by customers vary and are not guaranteed. Speed ranges advertised are expressed as "up to" to represent network capabilities between customer location and the TDS network. Speeds vary due to factors, including: distance from switching locations and external/internal network conditions.

7. **Default.** An event of default ("Event of Default") shall occur upon the occurrence of all or any one of the following events: (a) the Customer does not pay when due any invoice; (b) the Customer ceases doing business as a going concern; (c) the Customer makes an assignment for the benefit of its creditors or admits in writing to its inability to pay its debts as they become due; (d) the Customer files, or has filed against it, a petition in bankruptcy or for its reorganization, arrangement, composition or readjustment under any state insolvency law or the Customer liquidates all or a substantial part of its assets not in the ordinary course of its business, dissolves or takes other similar action; or (e) the Customer shall default in the performance of any of its obligations to TDS or any assignee arising under this Agreement, or any other agreement between the Customer and TDS and such default is not cured within 30 days of TDS providing notice of same, unless prohibited by relevant federal, state or local law. (There is no discussion of potential defaults by TDS)

8. **Remedies.** Upon the occurrence of an Event of Default, unless prohibited by relevant federal, state or local law, TDS may, at its option and (without notice or demand) (Seems to be in conflict with paragraph 7 which gives 30 days to cure defaults), exercise all or any one or more of the following remedies: (a) declare immediately due and payable all invoices and all other sums due, including termination charges, or to become due hereunder or under any other agreement between the Customer and TDS; (b) terminate all of its obligations arising under this Agreement, and any other agreement between Customer and TDS; (c) enter the premises where any of TDS' equipment is located and repossess all or any part of the equipment; (d) offset any amounts due TDS under this Agreement against any amounts TDS or any of its affiliates owes the Customer (or the Customer's affiliates) under any other agreement; or (e) exercise all other legal and equitable remedies which TDS may have. The foregoing remedies shall be deemed cumulative and may be exercised successively or concurrently as permitted by law. (There is no discussion of remedies for GCSB in the event of default by TDS)

Formatted: Highlight

9. **Interruption of Services.** For any interruption of Service that is not due to negligence or non-compliance with any term or condition of this Agreement by Customer or the failure of operation or malfunction of facilities, power or equipment provided by the Customer, Customer will be entitled to a credit against the monthly Recurring Charge for such Service. Service will be deemed to be interrupted from the time TDS receives notice from Customer that the Service is not working until the time the Service is working. Unless provided otherwise by law or tariff, credits shall be calculated on the basis of a 30-day month and shall be credited upon Customer request against the monthly Recurring Charge for such Service as follows:

- First 30 minutes: none
- 30 minutes to 3 hours: 1/10 day
- Each additional 3 hour period (or fraction thereof): 1/5 day

If the duration of the outage is more than 24 hours, then the credit shall be the daily pro-rated amount of the Customer's monthly Recurring Charge for the applicable Service for each day thereafter, in an aggregate amount not to exceed the monthly Recurring Charge for such Service. Credits under this provision shall be the Customer's sole remedy and TDS' sole liability for any Service outage.

10. **Support.** The following outlines TDS support boundaries and procedures for TDS Internet connectivity and access.

- 10.1 **Warranty.** Internet access equipment and/or Polycom® telephone sets purchased or leased from TDS is fully supported per the manufacturer's warranty period (individual manufacturer's warranties vary; check specific manufacturer for the warranty period). Extended warranty support programs may be available through TDS. Equipment leased or purchased from third party vendors, including vendors recommended by (there is missing information here), are **not** supported by TDS.

- 10.2 Boundaries.
 - 10.2.1 Purchased Equipment from TDS – The boundary is the Ethernet port on the router. Please note that the inside wiring between the Network Interface Device (NID) and the equipment is not supported.
 - 10.2.2 Customer Provided Equipment – The boundary is the Network Interface Device (NID). When TDS is able to verify circuit integrity the support boundary is met.
 - 10.2.3 NOTE: Firewalls, Virtual Private Networks (VPN) and network management are beyond the support boundaries provided by TDS for dedicated Internet services.
- 10.3 Activation.
 - 10.3.1 Equipment Purchased from TDS – Customer is responsible for the configuration of equipment purchased from TDS.
 - 10.3.2 Customer Provided Equipment – Configuration and installation of equipment not purchased or leased from TDS is the Customer’s responsibility. TDS will provide the Customer with a list of relevant IP addresses for use in the configuration of the Customer’s equipment. However, it is the Customer’s responsibility to configure the equipment.
 - 10.3.3 Limits – Activation is limited according to the boundaries listed in section 10.3.1 and 10.3.2 above.
- 10.4 Help Desk. Technical support is available **only through the TDS Help Desk.**
- 10.5 Unsupported Routers. Routers not purchased through TDS are unsupported. **TDS will not provide support services for unsupported routers.**

11. Term and Termination. (There is no set term set out in the document, i.e. 1 year, etc.)

- 11.1 TDS will provide Customer with the Services pursuant to the rates, terms and conditions specified herein, commencing on the latter of the requested service date or the day following the date in which TDS notifies Customer that the Service is ready for use (“Service Commencement Date”). Unless specifically exempted, Services shall be subject to all general regulations applicable to the provision of Service and rates charged for such Service by TDS and stated in its general tariff including late payment charges, termination charges, and related expenses. Upon any termination of the Services herein, Customer shall return all TDS-owned equipment in good working condition to TDS, or Customer will be responsible for the full cost of the equipment. Customer is responsible for any damage to equipment provided by TDS.
- 11.2 Customers who terminate Service prior to the expiration of the applicable Service Term (as stated above, this needs to be defined) shall be liable for the repayment of any promotional credits, discounts or fee waivers including but not limited to installation fee waivers and for reimbursement of any special construction or non-recurring charges for Services or related facilities requested by Customer. Unless otherwise set forth under applicable tariff, if Customer terminates Service prior to expiration of the applicable Service Term, Customer shall pay an early termination fee equal to: (a) the difference between the amount billed Customer under this Agreement for the Services up to the date of termination, and the amount that would have been billed had the Customer been billed at the rate applicable under an agreement which had a term equal to the term between the effective date of this Agreement and the termination date; plus (b) the full purchase price of any equipment as shown above, minus the amounts already paid on a per month basis up to the date of termination. In addition, specifically with regard to Call Recording Services, Customer shall pay an early termination fee equal to 50% of the contracted monthly recurring charges for such Call Recording Services for each month remaining on the initial term. If there is a partial cancellation, any volume discounts going forward will be applied based only on the remaining volume. (Why is there only a penalty for early cancellation by the customer and no reciprocal penalty for early cancellation by TDS) Either party may cancel this Agreement without liability in the event TDS is prohibited from providing service or if any material rate or term contained herein is substantially changed by final order of a court, administrative agency, or other body of competent jurisdiction. Termination charges will not apply if the Customer replaces the Service with a new contract with a term equal to or greater than the original term with a minimum commitment equal to at least 75% of the original commitment level under this Agreement. Each Service designation is deemed a separate service and cancellation of any single service shall not affect the other services ordered by Customer in this Agreement.
- 11.3 This Agreement shall remain effective until terminated in accordance with the provisions set forth herein.

Deleted: At the expiration of any Service Term, this Agreement shall continue in effect with respect to the Service on a month-to-month basis until canceled by either party on 30 days written notice; provided, however that the charges for the Service during any renewal period shall be at the then-current monthly rate charged by TDS for such Service.

Formatted: Highlight

Formatted: Highlight

Deleted: Customer agrees that the foregoing early termination fees are fair and reasonable and that TDS’s provision of the Services would not be commercially viable but for these Customer commitments

12. Subsequent Additions/Deletions. For each new product or service added to this Agreement after a 60-day grace period, installation charges will apply. Installation charges for advanced business products will be quoted at the time of request on an individual case basis. Subsequent feature deletions, after a 60-day grace period, will be assessed a service order charge per account. Any preferred customer discounts, volume discounts or promotional discounts are subject to change if Customer deletes services from the original service agreement. Any adjustments in special discounts will be quoted at the time of the request on an individual case basis.

13. Special Construction. Where facilities are not available or if equipment, new facilities or changes to existing facilities are required for the provision of additional services, a special construction charge will apply in addition to the monthly service charge. Customer may be required to pay additional charges or to contract for Services beyond the normal service term, or both.

14. Insurance. Each party shall maintain Commercial Workers’ Compensation Insurance as required by law and Commercial General Liability Insurance with a minimum combined single limit of \$1,000,000 per occurrence covering personal injury and property damage.

15. MISCELLANEOUS.

15.1 **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State where the Services are performed (without giving effect to conflicts of law). (How is the State where services are performed defined?)

15.2 **ATTORNEY'S FEES AND COSTS:** In any action by a party to enforce its rights hereunder, the non-prevailing party shall pay the prevailing party's cost and expenses (including reasonable attorney's fees).

15.3 **EXTRAORDINARY CIRCUMSTANCES:** TDS shall not be liable for any failure to perform its obligations under this Agreement to the extent such failure is due to "Force Majeure" which cannot be overcome by due diligence. Force Majeure includes, but is not limited to, acts of God, strike, lockout or other interference with work, war, declared or undeclared, blockade, disturbance, lightning, fire, earthquake, storm, flood, explosion, network or other telecommunications failures, including suppliers, inability or delay in obtaining governmental or quasi-governmental approvals, consents, permits, licenses and any other cause whether of the kind specified above or otherwise which is not reasonably within the control of TDS. (Insert a provision requiring notice to the Customer in the event of the occurrence of "Force Majeure".)

15.4 **ENTIRE AGREEMENT:** This Agreement, and any Amendments, Addenda, and Statements of Work, together with any applicable tariffs, shall constitute the entire Agreement between Customer and TDS notwithstanding inconsistent or additional terms and conditions in Customer's purchase orders or other documents submitted to TDS. Any and all representations, promises, warranties or statements by TDS's agent(s) that differ in any way from the terms and conditions of this Agreement shall have no force or effect. This Agreement shall at all times be subject to such modifications as a PSC/PUC and/or the FCC may, from time to time, require under their respective jurisdictions and otherwise, this Agreement may be amended only by a written instrument executed by both parties.

15.5 **CUSTOMER REPRESENTATIONS:** The Customer represents that the person signing this Agreement on behalf of the Customer is a duly authorized representative of the Customer and has the authority to execute this Agreement on the Customer's behalf.

15.6 **SEVERABILITY AND SURVIVAL OF TERMS:** Any term or condition of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability, without invalidating any of the remaining terms or conditions of the Agreement. The following provisions shall survive any termination or expiration of this Agreement: Disclaimer of Warranties (in Section 4), Limitation of Liability (Section 5) and the Miscellaneous provisions (Section 15).

15.7 **ASSIGNMENT:** Neither party may assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other party, and any such attempted assignment shall be void, except that TDS may assign this Agreement, or any of its rights or obligations hereunder in the event of any corporate reorganization, or to any subsidiary or affiliate, any purchaser of all or substantially all of the assets of TDS, or any entity with which or into which TDS may merge or consolidate, without the consent of Customer upon written notice to Customer.

15.8 **TAXES:** In addition to the payments required hereunder, Customer shall pay all sales, use, transfer and other taxes whether federal, state or local, however designated, which are levied or imposed by reason of the transactions contemplated by this Agreement excluding, however, any income taxes on fees paid to TDS by Customer.

15.9 **WAIVER:** A failure of either party to exercise any right provided for herein, shall not be deemed to be a waiver of any right hereunder.

15.10 **ELECTRONIC DOCUMENTS:** TDS hereby gives notice of its right to convert this Agreement to electronic format and retain this Agreement solely in an electronic format. TDS may provide this Agreement in electronic form or may provide a reproduction of this Agreement from its electronic copy in the event of any dispute regarding the rights and obligations of the parties under this Agreement. The parties agree that any document in electronic format or any document reproduced from an electronic format shall not be denied legal effect, validity, or enforceability and shall meet any requirement to provide an original or hard copy.

If switching to TDS Long Distance, Customer is responsible for cancellation of current long distance carrier service.

Customer initials _____

If switching to TDS provided data service, Customer is responsible for cancellation of current data service.

Customer initials _____

Authorization:

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written below.

Gadsden County School District

TDS

Customer Name

By: _____

By: _____

Signature – Authorized Representative

Signature – Authorized Representative

Print Name

Matthew T Kircher

Print Name

Title

Sr Account Manager

Title

Date

Date



Addendum
***managedIP* Hosted Statement of Work**

ADDENDUM NUMBER 001
to the
TELECOMMUNICATIONS SERVICE AGREEMENT
between
TDS AND Gadsden County School District
DATED

This Addendum Number 001 (“Addendum”), is made and entered into _____, by and between TDS and Gadsden School District (“Customer”). In the event of any conflict between the terms of this Addendum and the Telecommunications Service Agreement (“Agreement”) between TDS and Customer dated _____, the terms of this Addendum will supersede the terms of the Agreement and will be controlling. Except as expressly modified herein, the Agreement shall otherwise remain unmodified and in full force and effect. Except as otherwise set forth herein, capitalized terms shall have the definitions assigned to them in the Agreement.

This Addendum applies to the TDS *managedIP* Hosted voice service. However, note that the Standard Deployment, Managed Deployment and IP Address Information sections in this Addendum provide different terms for the service, depending on which *managedIP* Hosted voice service is selected by Customer (as indicated in the Agreement). As used in this Addendum, “Standard Deployment” is defined as Customer-provided and managed router and switch at the service address without TDS technical support, “Managed Deployment” is defined as TDS-provided and managed router and switch at the service address with TDS technical support, “Dedicated Internet” is defined as symmetrical or asymmetrical data access provided by TDS (TDS T1, DSL, PON, SDI, & Fiber), “High Speed Internet” delivery is defined as asymmetrical data access provided by TDS over Comcast Business Class Internet, and “Bring Your Own Bandwidth” is defined as symmetrical or asymmetrical data access provided by the Customer.

Customer and TDS agree to modify the Agreement as set forth below:

Statement of Work – Standard Deployment

TDS Responsibilities – Standard Deployment

1. Design and initially configure the *managedIP* stations and optional features as purchased by the Customer.
2. Configure and install Internet services, if and as purchased by the Customer from TDS.
3. TDS is not responsible for any cabling or wiring connecting one switch to another switch.
4. Administrator Training - Two to three days prior to implementation, a TDS representative will work with the designated Administrator to conduct training on setting up your *managedIP* service. This will include up to two (2) hours of live online training time at no additional charge. At this time, TDS will provide your Administrator with an “End User Implementation Packet” to distribute to all users prior to the day of implementation.
5. End User Training - TDS will have a representative available after the service implementation to conduct a group employee review of the telephones and discuss the “End User Implementation Packet”. During this time, the TDS representative will be available to address any employee questions regarding the toolbar, unified communications applications and/or the web portal. This will include up to two (2) hours of live online training per location at no additional charge. Additional training can be available at an hourly rate as requested by the Customer.

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

Customer Responsibilities – Standard Deployment

1. Unpack, assemble, program and install devices and equipment.
2. Directly connect the IP telephones to the Customer-managed LAN switch and verify that each IP telephone has registered to the *managedIP* Application and is able to place outgoing calls to receive incoming calls to/from the Public Switched Telephone Network (PSTN).
3. Contact other Service Provider(s) (if other than TDS) to determine whether you have any contractual liabilities. TDS assumes no liabilities associated with your current provider(s).
4. Provide a single contact to participate in meetings, program gathering and trouble-resolution.
5. Provide a single point of contact to assist with data information gathering.
6. Provide a single point of contact that will serve as Company Administrator. The role of the Administrator includes:
 - a) Attending the Administrator Training and providing all final documentation on Auto Attendant recordings, telephone number assignments and routing of Hunt Groups.
 - b) Leading and coordinating the group employee End User Training process
 - c) Resetting Web Portal and Voice Portal passwords for all users (when required)
 - d) Populating and maintaining basic Profile information for users (e.g., first/last names)
 - e) Initial and ongoing configuration of all group services including Auto Attendants, Hunt Group services, Account/Authorization Codes, and any other customer-configurable services subscribed to.
 - f) Assistance to users with user-configurable changes.
7. Administrator and End User Training - It is your company Administrator's role to take the lead in setting up the system to your business needs and coordinating the end user implementation. Their role also includes:
 - a) Attend Administrative training 2-3 days prior to implementation of *managedIP* services.
 - b) Distribute the "End User Implementation Packets" to all end users and assist in getting each user ready for the implementation.
 - c) Schedule the Group End User Meeting with all employees, at which time the TDS representative will be available for questions.
 - d) The Administrator is the main contact for all employees during and after the transition to *managedIP*.
8. Customer assumes responsibility for the installation of the *managedIP* - Assistant toolbar and unified communications clients on any workstations or devices requiring the application. Customer is responsible for maintaining any Customer-owned hardware and software in compliance with the *managedIP* clients and applications compatibility requirements.
9. Configure and install Internet services, if purchased by the Customer from alternative access vendor.
10. The telephones provided with the *managedIP* service come with an approximately 7 foot Ethernet cable, commonly used for the connection between the phone and the PC. Customer is responsible for providing all Ethernet patch cables used to connect the Polycom phones to the Ethernet wall jacks and then directly to the TDS switch(es) in the phone room.
11. Ensure that all patch cables used for *managedIP* Ethernet traffic are Category 5e or better, rated and tested at 100mbps or better, with male RJ45 connectors crimped on both ends. Customer is advised to have spare Ethernet cables to replace any failing cables or existing cables that do not accommodate station connectivity (length) requirements.
12. In the event of a facility conversion for an existing TDS *managedIP* customer, new telephones shall not be provided unless requested and purchased by Customer as set forth the Agreement, but rather the telephones provided with any such existing *managedIP* service will be converted to the new access service.
13. Notify alarm company (if applicable) of your intent to switch local carriers and coordinate any action required.
14. Customer is responsible for the installation and verifying compatibility of any Customer-owned headsets, microphones, video cameras, or other devices that may be used with the TDS-provided IP telephones and unified communications application soft phone. Customer is responsible for providing Internet bandwidth equal to or greater than the maximum number of concurrent voice calls PLUS standard data use; where each call uses approximately 100 kbps of bandwidth. Not having adequate bandwidth to meet the foregoing requirements could result in poor call quality.

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

15. Polycom telephone sets purchased from TDS have a 12 month warranty. If a device is deemed defective within warranty period, TDS will provide a replacement unit free of charge. After the 12 month warranty period, TDS will replace telephone sets at standard rates.
16. Configure the Internet services for use with individual PCs or a local area network (LAN).
17. In addition to bandwidth requirements to support concurrent calls, Customer must ensure there is adequate bandwidth available to support VoIP and video calling usage requirements (VoIP calls require approximately 100kbps of bandwidth and video calls require approximately 1.5mbps of bandwidth).
18. Customer is responsible for complying with all requirements, including all state and federal laws, statutes, and regulations, relating to privacy or call recording or otherwise arising out of the use of any call recording equipment provided, and will defend, indemnify, and hold TDS harmless from any and all liabilities, costs, and expenses (including reasonable attorney fees) arising from or related to any violation of such requirements. TDS is not responsible for meeting compliance with any such requirements, including without limitation any FCC and state requirements for call recording.

Location Requirements – Standard Deployment

1. TDS will reuse (unless otherwise reflected in this Statement of Work) existing cabling & wiring infrastructure that conforms to the technical requirements outlined in the Customer Responsibilities section above. TDS will not physically install cabling or infrastructure hardware that does not meet the technical requirements. Any existing cabling not suitable for transmission must be replaced at the Customer's expense prior to the installation of Service. The integrity and condition of the Customer's data network infrastructure, including (but not limited to) the structured cabling system (including CAT5 wiring, patch panels, Ethernet patch cables, data jacks etc.) and LAN switches, are the sole responsibility of the Customer.
2. Customer will ensure that connectivity from the LAN switch(es) to the IP telephone are direct Ethernet connections. TDS does not allow or support any switches, hubs, or other devices between the data switch and individual IP telephones as this could result in voice quality issues and/or phone inoperability.
3. Network infrastructure issues which delay service installation may jeopardize the due date and/or result in the cancellation of the Customer order and the assessment of any waived installation fees. TDS is not responsible for service-impacting issues that occur as a result of Customer's data network infrastructure problems.
4. Any additional labor required to interface with other vendors and/or construction-related delays not factored into this Statement of Work may be billable on a Time and Material basis.
5. For IP deployment, any TDS labor incurred and attributed to Network/LAN performance issues may be billed accordingly unless a full Network Assessment has been performed and all issues are resolved to TDS' standards and satisfaction prior to implementation.

Statement of Work – Managed Deployment

TDS Responsibilities – Managed Deployment

1. Unpack, assemble, program and install devices and equipment as listed on the Agreement.
2. If necessary, extend the Internet demarcation point in the building to where the TDS router will be installed if the Internet connection is a T-1 or bonded T-1s from TDS.
3. IP telephones will be directly connected to the TDS-managed LAN switch and TDS technician will verify that each IP telephone has registered to the *managedIP* Application and is able to place outgoing calls and receive incoming calls to/from the Public Switched Telephone Network (PSTN).

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

4. Provide support to the demarcation point, which shall be defined as the primary or first switch provided by TDS on the Customer's network. TDS is not responsible for any cabling or wiring connecting one switch to another switch.
5. Design and initially configure the *managedIP* stations and optional features as purchased by the Customer.
6. Configure and install Internet services, if and as purchased by the Customer from TDS.
7. Configure and install the TDS-managed Data Router.
8. Configure and install the TDS-managed LAN Switch(es).
9. Configure and install the TDS-managed transport aggregation equipment, if applicable.
10. Product availability is not guaranteed and installation timeframes may vary per location, depending upon available facilities. TDS will inform Customer within 10 business days after order submission is complete if there are product availability issues or installation timeframe conflicts.
11. Identify fax, modem and alarm circuits that are not connected to the *managedIP* service.
12. Install required analog/fax line with other *managedIP* services making cross-connect(s) and termination(s) with any existing inside-cabling.
13. Remove all debris associated with installation (boxes, wire, etc.).
14. Administrator Training - Two to three days prior to implementation, a TDS representative will work with the designated Administrator to conduct training on setting up your *managedIP* service. This will include up to two (2) hours of live online training time at no additional charge. At this time, TDS will provide your Administrator with an "End User Implementation Packet" to distribute to all users prior to the day of implementation.
15. End User Training - TDS will have a representative available after the service implementation to conduct a group employee review of the telephones and discuss the "End User Implementation Packet". During this time, the TDS representative will be available to address any employee questions regarding the toolbar, unified communications applications and/or the web portal. This will include up to two (2) hours of live online training per location at no additional charge. Additional training can be available at an hourly rate as requested by the Customer.

Customer Responsibilities – Managed Deployment

1. Contact other Service Provider(s) (if other than TDS) to determine whether you have any contractual liabilities. TDS assumes no liabilities associated with your current provider(s).
2. Provide a single contact to participate in meetings, program gathering and trouble-resolution.
3. Provide a single point of contact to assist with data information gathering.
4. Provide a single point of contact on the day of implementation and have the data integrator available. If a Customer contact or data integrator responsible for the Customer's LAN is not available on the day of implementation, TDS will have the right to delay the Customer implementation and assess any waived installation fees.
5. If the installation date is rescheduled for any of the reasons identified below within three (3) business days of the original installation date, TDS will charge the Customer \$250.00 of the waived installation fee.
 - a) Customer did not give TDS access to the building
 - b) Customer has not completed the work identified on the Site Readiness Checklist by the due date
 - c) Customer's IT vendor needed for the installation is not on site or ready for the installation
 - d) Customer is not ready for TDS to complete the installation for any other reason
6. Provide a single point of contact that will serve as Company Administrator. The role of the Administrator includes:
 - g) Attending the Administrator Training and providing all final documentation on Auto Attendant recordings, telephone number assignments and routing of Hunt Groups.
 - h) Leading and coordinating the group employee End User Training process
 - i) Resetting Web Portal and Voice Portal passwords for all users (when required)
 - j) Populating and maintaining basic Profile information for users (e.g., first/last names)
 - k) Initial and ongoing configuration of all group services including Auto Attendants, Hunt Group services, Account/Authorization Codes, and any other customer-configurable services subscribed to.

Unauthorized disclosure prohibited.



Addendum

managedIP Hosted Statement of Work

- l) Assistance to users with user-configurable changes.
7. Administrator and End User Training - It is your company Administrator's role to take the lead in setting up the system to your business needs and coordinating the end user implementation. Their role also includes:
 - e) Attend Administrative training 2-3 days prior to implementation of *managedIP* services.
 - f) Distribute the "End User Implementation Packets" to all end users and assist in getting each user ready for the implementation.
 - g) Schedule the Group End User Meeting with all employees, at which time the TDS representative will be available for questions.
 - h) The Administrator is the main contact for all employees during and after the transition to *managedIP*.
8. Customer assumes responsibility for the installation of the *managedIP* - Assistant toolbar and unified communications clients on any workstations or devices requiring the application. Customer is responsible for maintaining any Customer-owned hardware and software in compliance with the *managedIP* clients and applications compatibility requirements.
9. Configure and install Internet services, if purchased by the Customer from alternative access vendor.
10. If Internet service is from an access vendor other than TDS, the Customer must provide an RJ45 Ethernet handoff from the ISP device or the Customer router to the TDS CPE router.
11. Provide publicly routable IP addresses that are from the same subnet.
 - o A single IP address from a /30 block will be used for TDS voice service. There will be no usable IP addresses for the Customer's data service via the TDS router.
 - o IP addresses from a /29 or /28 block must be consecutive.
 - o IP addresses from a /27, /26 or /24 block do not need to be consecutive.
12. If the Customer has a router between the TDS CPE router and the ISP device, that router cannot block or filter any ports.
13. Customer-provided Internet shall be accessible in the same physical room as the TDS equipment without barriers.
14. Provide unrestricted access to all areas where equipment is to be installed.
15. Identify equipment locations, cabling summary, floor plans and end user information.
16. Provide equipment room that meets manufacturer power, grounding, space and environmental specifications.
17. Provide a 2' x 2' wall space or 12" of rack space (19" width minimum) to mount the TDS-owned router and switch(es).
18. Provide a dedicated quad AC outlet and ensure it is available within 4 feet of the TDS wall board or rack space.
19. Provide uninterrupted power source ("UPS"), battery backup, or other power source to supply power backup to *managedIP* data router, data switch(es), and/or TDS transport aggregation equipment if backup power and continued operation of *managedIP* services is required in case of commercial power failure.
 - o If the TDS transport aggregation equipment is located in separate area (away from router/switch), an additional battery back-up will be required for this device.
20. The telephones provided with the *managedIP* service come with an approximately 7 foot Ethernet cable, commonly used for the connection between the phone and the PC. Customer is responsible for providing all Ethernet patch cables used to connect the Polycom phones to the Ethernet wall jacks and then directly to the TDS switch(es) in the phone room.
21. Ensure that all patch cables used for *managedIP* Ethernet traffic are Category 5e or better, rated and tested at 100mbps or better, with male RJ45 connectors crimped on both ends. Customer is advised to have spare Ethernet cables to replace any failing cables or existing cables that do not accommodate station connectivity (length) requirements.
22. In the event of a facility conversion for an existing TDS *managedIP* customer, new telephones shall not be provided unless requested and purchased by Customer as set forth the Agreement, but rather the telephones provided with any such existing *managedIP* service will be converted to the new access service.
23. Uninstall, disconnect, and remove any Customer Premises Equipment (CPE) provided by other vendor(s) that will be abandoned at the time of *managedIP* implementation.
24. Notify alarm company (if applicable) of your intent to switch local carriers and coordinate any action required.

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

25. Customer is responsible for the installation and verifying compatibility of any Customer-owned headsets, microphones, video cameras, or other devices that may be used with the TDS-provided IP telephones and unified communications application soft phone. Customer is responsible for providing Internet bandwidth equal to or greater than the maximum number of concurrent voice calls PLUS standard data use; where each call uses approximately 100 kbps of bandwidth. Not having adequate bandwidth to meet the foregoing requirements could result in poor call quality.
26. Reconfigure any existing data networking equipment for compatibility and integration to the *managedIP* services.
27. Polycom telephone sets purchased from TDS have a 12 month warranty. If a device is deemed defective within warranty period, TDS will provide a replacement unit free of charge. After the 12 month warranty period, TDS will replace telephone sets at standard rates and may charge premise visit charge if telephone is delivered to Customer location.
28. During installation, PC's and/or other data terminal equipment may be powered down if the TDS installer will be placing an IP phone at a data jack/port that will be used for both the phone and the computer equipment (i.e., the data switch on the back of the IP phone will be used).
29. Configure the Internet services for use with individual PCs or a local area network (LAN).
30. In addition to bandwidth requirements to support concurrent calls, Customer must ensure there is adequate bandwidth available to support VoIP and video calling usage requirements (VoIP calls require approximately 100kbps of bandwidth and video calls require approximately 1.5mbps of bandwidth).
31. Customer is responsible for complying with all requirements, including all state and federal laws, statutes, and regulations, relating to privacy or call recording or otherwise arising out of the use of any call recording equipment provided, and will defend, indemnify, and hold TDS harmless from any and all liabilities, costs, and expenses (including reasonable attorney fees) arising from or related to any violation of such requirements. TDS is not responsible for meeting compliance with any such requirements, including without limitation any FCC and state requirements for call recording.

Location Requirements – Managed Deployment

1. TDS will reuse (unless otherwise reflected in this Statement of Work) existing cabling & wiring infrastructure that conforms to the technical requirements outlined in the Customer Responsibilities section above. TDS will not physically install cabling or infrastructure hardware that does not meet the technical requirements. Any existing cabling not suitable for transmission must be replaced at the Customer's expense prior to the installation of Service. The integrity and condition of the Customer's data network infrastructure, including (but not limited to) the structured cabling system (including CAT5 wiring, patch panels, Ethernet patch cables, data jacks etc.) and LAN switches, are the sole responsibility of the Customer.
2. Customer will ensure that connectivity from the TDS-provided LAN switch(es) to the IP telephone are direct Ethernet connections. TDS does not allow or support any switches, hubs, or other devices between the TDS-provided data switch and individual IP telephones as this could result in voice quality issues and/or phone inoperability.
3. Network infrastructure issues which delay service installation may jeopardize the due date and/or result in the cancellation of the Customer order and the assessment of any waived installation fees. TDS is not responsible for service-impacting issues that occur as a result of Customer's data network infrastructure problems.
4. Any additional labor required to interface with other vendors and/or construction-related delays not factored into this Statement of Work may be billable on a Time and Material basis.
5. For IP deployment, any TDS labor incurred and attributed to Network/LAN performance issues may be billed accordingly unless a full Network Assessment has been performed and all issues are resolved to TDS' standards and satisfaction prior to implementation.

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

6. Customer's choosing to have TDS provide the default gateway and DHCP services will be assigned the standard TDS network assignment/IP address space. It is the Customer's responsibility to make any accommodations for this, including updating any static IP addresses used in the Customer LAN/WAN (e.g., printer).
7. Customer "demarcation" – TDS shall only be responsible for network connectivity to the Customer's demarcation point up to any active port(s) on the TDS-managed LAN switch. In no event shall TDS be responsible for network connectivity beyond this point. Customer agrees and acknowledges that it shall be the Customer's sole responsibility to provide and arrange for all necessary cabling and equipment required to extend data network connectivity beyond the TDS-managed data switch. Telephones that register when connected directly to a TDS-managed switch port, but do not work properly when connected to Customer's network cabling infrastructure or wall jack will be considered successfully installed and will be left with the Customer on the day of installation for Customer's placement upon correction of network and/or other issue(s).

Non TDS Services – Standard and Managed Deployment

- TDS will provide reasonable assistance and support to other vendors hired to install other services or equipment not provided by TDS. TDS will have no responsibility for any such services or equipment. The terms of this Statement of Work and TDS's service terms, including any indemnities, limitations of liability and associated waiver of damages, shall also apply to TDS's affiliates, agents, employees, officers, contractors, vendors, suppliers and licensors, and such parties are express third-party beneficiaries of these terms. For the elimination of doubt, Customer is not a third-party beneficiary of any agreements between TDS and its suppliers, vendors, or licensors with relation to the services provided hereunder by third parties.

e911 Terms – Standard and Managed Deployment

Customer agrees to inform all users of TDS *managedIP* phone service of the potential complications arising from the delivery of emergency services when dialing 911. Specifically, Customer acknowledges and agrees to inform all employees, guests and other third persons who may use TDS *managedIP* phone service of the limitations detailed below associated with TDS *managedIP* phone service.

Customer acknowledges and agrees that the 911 services associated with TDS *managed IP* phone service are different from those offered by traditional telephone services.

1. **911 service will NOT work if Customer experiences a power outage or an outage or any network disruption. Outages in electricity and problems with internet connections, including network congestion, will disrupt any TDS *managedIP* phone service and Customer will not be able to use it for 911 emergency calling.**
2. **If Customer has a service outage due to a suspension of the account due to billing issues or for any other reason, Customer will not be able to use TDS *managedIP* phone service for any calls, including for emergency service or 911 calls.**
3. **911 Services will only be available in the location associated with the particular telephone number assigned to the Customer. For Basic 911 Services or E911 to be accurately routed to the appropriate emergency call center, the Customer must provide a TDS assigned or ported telephone number as the call-back telephone number for all 911 calls.**
4. **Customer may not be able to reach the correct emergency service if an incorrect service address is registered by Customer. Customer further acknowledges that failure to provide a correct physical address in the correct format may cause all Basic 911 Service or E911 calls to be routed to the incorrect local emergency**

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

service provider. Furthermore, Customer recognizes that use of TDS *managedIP* phone service from a location other than the location to which such service was ordered, i.e., the “primary registered address,” may result in Basic 911 Service or E911 calls being routed to the incorrect local emergency service provider.

5. Customer may not be able to reach the correct emergency services if the phone is moved to a location different from the address initially registered. It is important that Customer register the correct location every time equipment associated with your TDS *managedIP* phone service is moved. If the TDS *managedIP* phone service equipment is moved to another location without reregistering, when Customer dials 911, the caller may not be able to reach any emergency personnel. Even if the caller does reach emergency personnel, it may not be the emergency personnel near the actual location and this emergency personnel may not be able to transfer the call or respond to the emergency.
6. **CUSTOMER ACKNOWLEDGES AND AGREES THAT** on a phone with a “shared call appearance” (“SCA”), the emergency services personnel responding to a 911 call may see the physical address of the main location associated to the account and not the actual location where the SCA line is selected. Customer needs to assure the use of the “main line” for accessing 911 in areas where a phone with a SCA line is in service.
7. TDS *managedIP* phone service will only be used for business, non-residential purposes and if this situation ever changes the Customer will discontinue the use of TDS *managedIP* phone service.
8. **TDS WILL PROVIDE CUSTOMER WITH WARNING LABELS REGARDING THE LIMITATIONS OR UNAVAILABILITY OF 911 EMERGENCY DIALING NOTED ABOVE. CUSTOMER AGREES TO PLACE A LABEL ON AND/OR NEAR EACH TELEPHONE OR OTHER CUSTOMER PREMISE EQUIPMENT ON WHICH THE SERVICES MAY BE UTILIZED. IF ADDITIONAL LABELS ARE REQUIRED, CUSTOMER MAY REQUEST THEM FROM TDS.**

Service and Support – Standard and Managed Deployment

TDS takes great pride in the level of support we provide our customers. A Project Coordinator will be assigned to your installation. This person will be your primary contact to insure that your service is delivered on time and as specified in this Statement of Work. The Project Coordinator will provide a limited number of free hours of training as outlined above. Any additional required training hours will be billed at a per hour rate and approved by you prior to scheduling the training activities.

After your installation, specialized representatives are equipped to answer any questions regarding your new system. They are a single point of contact for additional products and services such as: additions to your system, Internet, Local Phone Service, Long Distance, Conferencing Solutions and Data needs.

IP Address Information

DEDICATED INTERNET (TDS T1, DSL, PON, SDI, & Fiber) (this section is applicable if Dedicated Internet is a service being provided to Customer (as listed in the Agreement))

- Static IP addresses from other ISPs will not be transferable to TDS *managedIP* Internet service. New TDS static IP(s) will be assigned and the Customer’s equipment may need to be reconfigured.

Unauthorized disclosure prohibited.



Addendum *managedIP* Hosted Statement of Work

- TDS will assign the IP addresses that will be used by the Customer to configure their internal (LAN) facing Ethernet ports on their equipment based on the conditions defined in the above bullet.

HIGH SPEED INTERNET (Comcast Cable) and BRING-YOUR-OWN-BANDWIDTH (Customer-Provided) (this section is applicable if High Speed Internet (as listed in the Agreement) or Bring-Your-Own-Bandwidth is a service being provided to Customer)

- The Customer will provide TDS a public static IP address within the Customer’s usable IP subnet to manage TDS’ *managedIP* equipment.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed and do each hereby warrant and represent that their respective signatory whose signature appears below has been and is on the date set forth below duly authorized to execute this Addendum.

TDS

Gadsden School District

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

Unauthorized disclosure prohibited.



TDS[®] Solution –Bid 2

New 10G WAN Pricing

Specially Prepared

for



"Building A Brighter Future"

Gadsden County Schools



Gadsden County Schools Quincy, FL



"Building A Brighter Future"

February 12, 2016

Telecommunications Services *Response to Request for Proposal*

Matthew Kircher
Quincy Telephone Company
Account Manager
Kingsland, GA
(912) 882-1467 Phone

Tab 1	TDS Company Overview
Tab 2	Vendor Information
Tab 3	Telecommunication Services – Project Overview and Pricing
Tab 4	Internet Access – Project Overview and Pricing
Tab 5	Wide Area Network – Project Overview and Pricing
Tab 6	Submittal Requirement Forms
Tab 7	Telecommunications Standard Agreement, Service Level Agreement (Internet), E-rate Addendum



Tab 1

TDS Company Overview

TDS Overview



TDS Headquarters – Madison, WI

TDS Telecom

TDS Telecom, the seventh largest local exchange telephone company in the U.S, is a wholly owned subsidiary of Telephone and Data Systems, Inc. TDS Telecom provides 1.2 million connections to high-speed Internet, phone and TV entertainment services to customers in more than 150 rural, suburban, and metropolitan communities. TDS Telecom offers businesses advanced solutions, including: VoIP (*managed*IP Hosted) phone service, high-speed Internet, fiber optics, data networking and hosted-managed services. Visit tdstelecom.com or tdsbusiness.com.

TDS Telecom, headquartered in Madison, Wis., operates OneNeck[®] IT Solutions LLC and TDS Baja Broadband LLC and BendBroadband. Combined, the company employs more than 3,300 people.

Telephone and Data Systems, Inc

Telephone and Data Systems, Inc., (NYSE: TDS), a Fortune 1000[®] company, provides wireless; cable and wireline broadband, TV and voice; and hosted and managed services to approximately 6 million customers nationwide through its business units U.S. Cellular, TDS Telecommunications, OneNeck[®] IT Solutions LLC, and BendBroadband. Founded in 1969 and headquartered in Chicago, TDS employs 10,600 people. Visit teldata.com for investment information and more.



Fast Facts

- Fortune® 1000 Company
- 5.9 million customers nationwide
- Founded in 1969
- Traded on the New York Stock Exchange
- Ticker symbols: TDS, USM

At TDS, our mission is to provide outstanding communications services to our customers and meet the needs of our shareholders, our people and our communities.

Our Companies

Wireless



- Unmatched benefits and industry-leading innovations designed to elevate the customer experience
- J.D. Power and Associates Customer Champion
- 4.7 million customers in 23 states

uscellular.com

Wireline



- Residential services including high-speed Internet, phone and TV entertainment
- Business communication solutions, including *managedIP* Hosted phone service, dedicated high-speed Internet, and hosted-managed services
- 1.1 million connections in rural, suburban, and metropolitan communities

tdstelecom.com
tdsbusiness.com

Hosted and Managed Services



- End-to-end IT solutions for mid-market and enterprise companies
- Cloud and hosting solutions, ReliaCloud™ enterprise cloud services, managed services, ERP application management, professional services, IT hardware
- Tier 3 data centers in Arizona, Colorado (July 2015), Iowa, Oregon, Minnesota, and Wisconsin

oneneck.com

Cable



- Residential and commercial video, high-speed Internet, voice, and data services

bajabroadband.com



- Residential and commercial broadband, fiber, video, and voice services
- TV programming and advertising services through Zolo Media

bendbroadband.com



We're investing to build our businesses for the long term, and returning value to our shareholders.

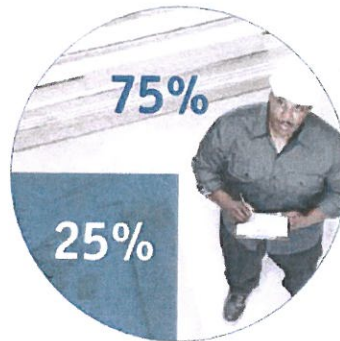
Capital Allocation Strategy

Investing for our future

Over the next several years, we expect to allocate approximately 75 percent of our available resources to build and strengthen our cable and hosted and managed services businesses through attractive acquisition opportunities.

Returning value to our shareholders

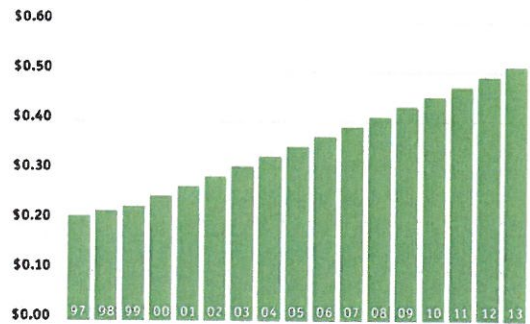
At the same time, we plan to return approximately 25 percent of our available resources to our shareholders, through cash dividends and share repurchases.



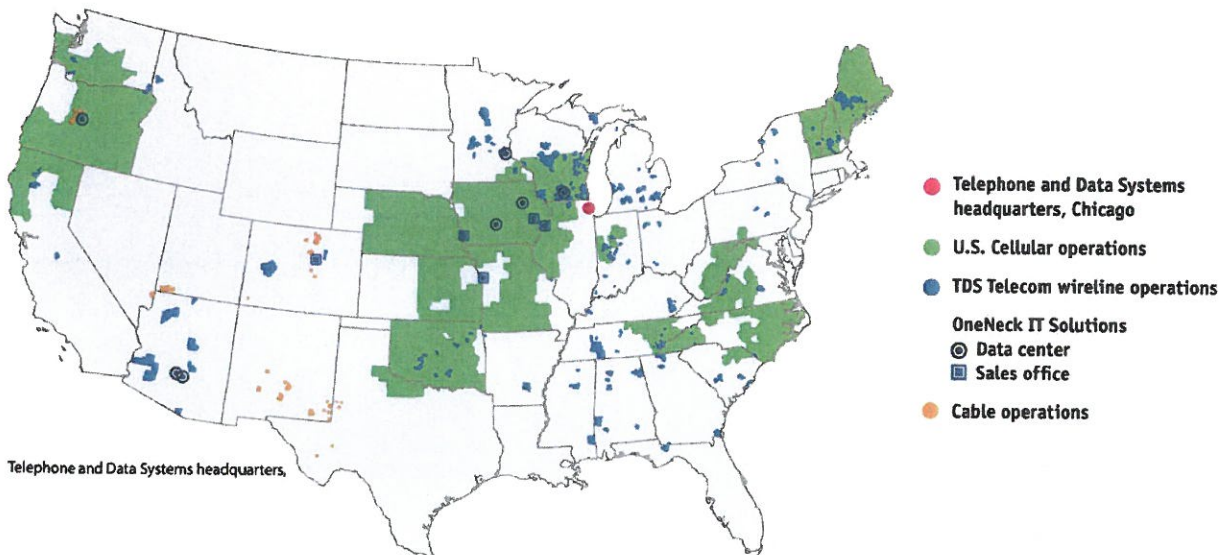
TDS Annual Dividend Per Share

40 years of consecutive dividend increases

We are proud to have increased our annual dividend for 40 consecutive years—an achievement accomplished by only a handful of companies.



Serving Customers Nationwide

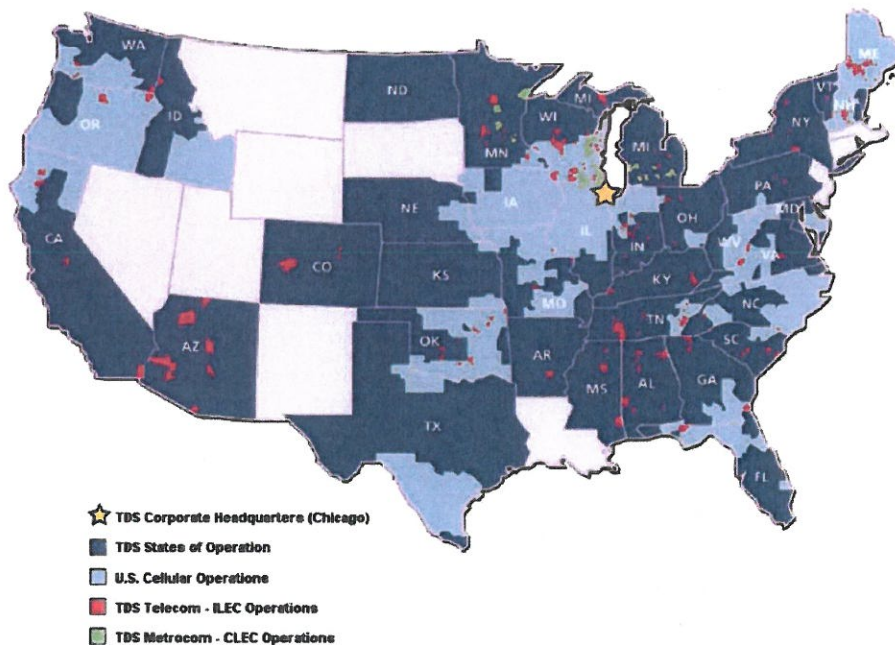


Experience

TDS has delivered *managedIP* Hosted since 2007. We have more than 6,000 TDS *managedIP* Hosted customers across the country, which is an indicator of the quality of our hosted VoIP service. In addition, the number of loyal customers reveals our dedication to customer service.

We deliver our *managedIP* solution via the Broadsoft platform. BroadSoft is the leading, worldwide innovator of residential and business Voice over IP (VoIP) applications. For over 10 years, BroadSoft has been at the forefront of IP technology, helping to advance the convergence of voice, video and data. TDS also provides and maintains industry-leading Cisco routers and switches.

One reason customers like TDS *managedIP* hosted so well is that we use the service company-wide, which means before we provide new features and enhancements, we conduct robust testing. Our own employees test and use the service. This rigorous process makes new feature rollouts more seamless to your IT professionals, teachers and administrators. The IT staff can be more confident that the risk of challenges with new functionality is minimized.



Partners and Performance

TDS® achieves prestigious Polycom® Choice Partner— Platinum status for the sixth year in a row

August 26, 2015

TDS Telecom (TDS), an industry leader in providing VoIP services for businesses, announced it has achieved Platinum level status in the Polycom Choice Partner program by Polycom, Inc. (Nasdaq: PLCM) for the sixth year in a row. TDS joins a select group of Polycom hosted Voice over Internet Protocol (VoIP) service providers in achieving the Platinum designation.

Polycom Choice Partners must demonstrate best-of-class service and solutions to qualify. Customers can be confident that as a Polycom Choice Partner, TDS has the expertise to handle all their project needs, from concept to installation through ongoing support and management.

TDS Vice President of Marketing and Product Development Shane West says, "To win this prestigious award for a sixth consecutive year is truly remarkable. TDS' partnership with Polycom means so much to our organization, employees and of course our customers."

TDS, the seventh largest local exchange telephone company in the U.S., has more than 1 million customer connections in service and 3,300 employees. TDS offers businesses the latest communication solutions, including: VoIP (*managedIP Hosted*), dedicated high-speed Internet, and hosted-managed services.

"TDS continues to achieve record success in providing an outstanding end-to-end hosted VoIP solution to its customers. Polycom is proud to be an integral element in this solution. With its focus on being a 'best-in-class' partner, TDS will continually succeed in helping customers solve their business issues," said Shawn Puddester, Polycom vice president of North America Sales, Global Cloud & Service Provider Solutions.

Polycom's Choice Partner Program is the winner of CRN Magazine's 5-Star Partner Program Award. The program emphasizes skills development and specialization. It provides the tools for partners to demonstrate excellence in delivering communication solutions and an outstanding customer experience. Polycom Choice Partners are part of the Polycom Partner Network, a diverse group of organizations who embrace and extend Polycom's open, standards-based collaboration solutions and together deliver the most complete collaboration solutions available to more than 400,000 Polycom customers.

Through the Polycom Partner Network, technology providers, ISVs, solution advisors, integrators, service providers, and other valued partners can easily address the multi-faceted needs of today's organizations that are using secure video, voice and content collaboration solutions to improve productivity, engagement, time to market, business continuity, as well as for unique applications across vertical industries.

Get more details about TDS and its Hosted VoIP solution, including what customers are saying about it, at tdsvoip.com.



June 4, 2014

TDS Telecom
525 Junction Road
Madison, WI 53717

To Whom It May Concern,

BroadSoft is the leading provider of software and services that enable mobile, fixed-line and cable service providers to offer Unified Communications over their Internet Protocol network. The Company's core communications platform enables the delivery of a range of enterprise and consumer calling, messaging and collaboration communication services, including private branch exchanges, video calling, text messaging and converged mobile and fixed-line services. BroadSoft is proud to support TDS Telecom in their efforts to providing the latest communication solutions, including VoIP (*managed*IP Hosted) phone service and hosted-managed services.

TDS Telecom was one the early providers to partner with BroadSoft. Our strong relationship over the past eight years allows me to confidently recommend TDS's services, as they work towards delivering a superior and comprehensive range of options to your business.

Thank you and best regards,

A handwritten signature in blue ink, appearing to read "Tom Ruth", is written over a light blue horizontal line.

Tom Ruth
BroadSoft
RVP North America, Carrier
truth@broadsoft.com

Dedicated to Service

Customer Service and Support

TDS provides wide-ranging support and is dedicated to customer service and customer satisfaction levels. When you become a TDS customer, a Project Consultant from the local sales office is assigned to work with you during service implementation. They will assist you in identifying the appropriate department and administrative contacts to properly coordinate trainings and set target dates for installation/cut-over. In addition, they will set project milestones and create a two-way communication flow that meets the requirements and expectations of your organization.

Experience and Support of Local Personnel

In the event that TDS resources are needed, we have numerous Field Service Technicians with fully equipped vehicles in the area. TDS has an extensive number of staff who are trained and experienced in installing and delivering TDS managedIP Hosted and other TDS services.

In addition, TDS uses the managedIP Hosted platform, so we are well versed in the service and how it can transform an organization. We have years of experience in providing hosted VoIP to customers, and our experienced and skilled team is available 24 hours a day, 7 days a week, and 365 days a year to support you with managedIP Hosted.

Service Assurance

For service issues, contact our Customer Repair team who:

- Answers 70 percent of calls within 30 seconds or less
- Resolves more than 65% of service calls on the first contact
- Dispatches calls to the appropriate team for advances or field troubleshooting if not resolved
- Triage troubles and works them based on the severity level of the issue that is reported

Severity level categories:

Severity Level	Business Hours (8 a.m. – 5 p.m.)	Non-Business Hours	Example (not inclusive)
Critical	4 Hours	8 Hours	All services are unavailable
High	8 Hours	16 Hours	Voice and/or Data service is in a degraded state (intermittent service or voice down or data down)
Medium	24 Hours	36 Hours	Service impacting but not impacting call processing or IP stability
Low	72 Hours	72 Hours	Single Station/line issue, calling features, or loose wiring/jack

* Resolution commitment times are only if TDS is responsible for the trouble from end to end. We do not offer guarantees or credits if these commitment times are not met.

Service Assurance Escalation Process

1st Level Escalation - If a ticket is opened and you are not satisfied with how the trouble was handled or is being handled, (time for resolution, updates, or anything else not meeting your expectations), please ask to speak to a Senior Repair Advisor. A Senior Advisor will take ownership of the issue, investigate and take appropriate action to ensure timely follow-up and resolution.

2nd Level Escalation - If you have worked with a 1st level Senior Advisor and are not satisfied with the handling or resolution of a trouble, our designated Supervisor on Duty should be engaged. The Supervisor On Duty is available for issues that need escalated attention and is available 24x7x365. Please ask to speak with the Supervisor on Duty when utilizing a 2nd level escalation.

3rd Level Escalation - If you have worked with a 2nd level Supervisor and are not satisfied with resolution or handling of a trouble, please request to engage a Customer Repair Manager. The Repair Manager will review the situation and initiate contact with you. The Customer Repair Manager will ensure the appropriate teams are engaged and necessary steps are in place to ensure timely resolution and follow-up.

4th Level Escalation - If you have worked with a Repair Manager and are not satisfied with resolution or handling of the situation, they will engage the Director of Service Assurance, who will undertake all appropriate measures to resolve the issue.

Training

Our team of experienced staff will train you to make the most of *managedIP* Hosted. TDS provides comprehensive training for all end users and administrators.

Up to 4 hours of Administrator training will be provided and 2 hours of End User training at no additional cost. We provide the materials for both training sessions and supply a recorded video for new employees and/or for employees who were not able to attend the session.

If additional training is requested, the *managedIP* Implementation team is available at a rate of \$60/hour. Because of the quality of the training and the ease of using our *managedIP* service, we have found that our customers require less training than we have seen through our experience with standard phone systems.

TDS also offers a *managedIP* User Group in which tips and tricks are communicated on an ongoing basis to help users maximize their *managedIP* Hosted experience. In addition, a *managedIP* Administrator User Group is available to inform the Administrators about new features and functionality that are continually being launched so your system is current with the latest communication trends.

TDS also provides a support site that both users and Administrator can find detailed, easy-to-follow user guides, videos and training resources at their fingertips 24x7x365.

The screenshot shows the 'managedIP Hosted' support site. At the top, there is a logo for 'TDS managedIP' and a 'Technical Support 1-866-950-5815' link. Below the logo, there is a 'web Portal Login' button. The main content area is divided into several sections:

- Users**:
 - Quick Start User Guide
 - WebPortal Video
- Administrators**:
 - User Guide
 - Training Video
 - Configuration Video
- Toolbar**:
 - Compatibility Requirements
 - Download
 - Install Guide (Eron Version)
 - Install Guide (Legacy Version)
 - Tutorial Video
- Applications**:
 - Call Center, Call Recording, Receptionist and more
- Phone & Feature Guides**:
 - Polycom**:
 - Polycom VVX Series (All Models)**:
 - Quick Start
 - Detailed Guide
 - Polycom VVX Expansion Module**:
 - Quick Start
 - Polycom SoundPoint IP (All Models)**:
 - Quick Start
 - Polycom All**:
 - Manufacture Phone Guides
 - Random Device Upgrade Process**:
 - Alternative Options
 - Features**:
 - Remote Teleworker**:
 - End User Training Guide
 - Quick Start
 - Set-Up Guide
 - Status Connect**:
 - Quick Start
 - Calling Features**:
 - Detailed Guide
 - Feature Access Code (FAC) Guide
 - Analog ATA Guide

Learn more by visiting the **managedIP** support site at

<http://support.tdsmanagedip.com/hosted/>



Tab 2

Vendor Information

Vendor Information

The following information is **REQUIRED** for all vendors

- I. Please provide the following information as part of your application. (GCPS reserves the right to reject any and all applications from vendors that omit this information from the application.)

1. What is your previous experience with E-rate supported services?

TDS has actively participated in the E-rate program since the program began in 1997. Hundreds of our school and library customers throughout the United States receive E-rate funding annually. We have a dedicated TDS E-rate Customer Care team who assists school and library customers with E-rate issues throughout the funding year. Schools and libraries can contact E-rate Customer Care via a toll-free number and special email box. TDS also provides E-rate information on our website to help our customers who participate in the E-rate program (www.tdsbusiness.com/E-rate).

2. What is the previous amount that you have had funded in Telecommunications, Internet Access and Internal Connections, and/or basic Maintenance sections?

TDS participates in the E-rate program each year and supports hundreds of schools and libraries in the process. This amounts to millions of dollars in E-rate funding each funding year. All categories of funding have been included in customer funding requests.

3. What assistance can you provide during the Program Integrity Assurance (PIA) and Item 25 review as pertains to the delivery of eligible services awarded to your company?

TDS has frequently assisted schools and libraries during the Program Integrity Assurance and Item 25 review in a number of ways. We have assisted customers by providing billing information, outlining components of certain products/services that are eligible for E-rate funding (such as certain components of hosted VoIP), and explaining how certain features work and are configured. Our E-rate Customer Care Team and Account Managers have collaborated with customers, USAC PIA Reviewers and E-rate consultants to provide information needed for the review process.

4. What documentation and backup materials can you provide in the event that an appeal either the SLD or the FCC is necessary?

There have been a number of circumstances in which USAC or a customer has requested additional information or documentation for an appeal. TDS is pleased to provide assistance, billing records, product documentation and other information when needed. In fact, one appeal we provided documentation for was accepted by USAC and the funding request was approved. This resulted in hundreds of additional dollars being reimbursed to the school each month during the funding year.

5. What experience have you had in assisting customers in filing for extensions and substitutions?

The TDS E-rate Customer Care team has served as an advocate and liaison with USAC for discussing potential service substitutions and extensions on numerous occasions. Although TDS is unable to complete E-rate forms for customers due to E-rate rules, we provide information customers use to seek extensions and substitutions. At times during the funding year, TDS has also sent email reminders about upcoming E-rate due dates to help customers minimize the possibility of missed form submission deadlines.

II. According to the Universal Service program to qualify as a participant:

1. The vendor must:

- a. Apply for a Service Provider Identification Number (SPIN)

Our Service Provider Identification Number for Gadsden County Schools is 143001441.

- b. Agree that the school's portion of the contract is subject to the availability of the discount to the schools on a yearly basis.

Agree

- c. Separate ineligible services and equipment from eligible services and equipment and include start and completion dates for the work on each invoice.

TDS will comply with E-rate guidance about selected eligible services from TDS E-rate Customer Care. Please note that USAC makes the final decision on which products, services, and components are eligible for E-rate funding. Our knowledge of eligibility is based upon information that USAC will provide to us.

- d. Agree to assist the GCSD in resolving administrative issues that arise from the Universal Service program.

The TDS E-rate Customer Care Team is committed to helping the GCSD if administrative issues arise from the Universal Service program, as permitted by E-rate rules.

- e. Provide resumes(s) for your E-rate Project Executive. The resume must reflect 3-5 years of successful E-rate project management with school districts of comparable enrollment.

Kay Midthun

16 years of Telecommunications experience, 13 years of E-Rate experience

Associate Manager Commercial Promotions
E-rate Project Executive 2002 - Present
TDS Telecom
Madison, Wisconsin

Manage national E-rate program for all TDS locations in the United States. Serve as an advocate for school and library customers with USAC and E-rate consultants. Manage E-rate Customer Care team, develop company E-rate policies and procedures, and develop continuous improvements and processes

for the E-rate program within the organization. Provide leadership in development of staff, and creation of E-rate communication, web content and resources for customers. Support TDS Account Managers and Commercial Sales with E-rate issues and inquiries. Work with Product Management and Product Development teams to identify product/service components that may be eligible for added E-rate funding through communication with reviewers and USAC representatives.

2. The Vendor submitting a proposal involving equipment (switches, routers, telephones, servers, etc.) must have no less than two full-time certified professionals on staff and a certified professional must complete installation.

TDS can comply with this.

3. The Vendor submitting a proposal involving equipment (switches, routers, telephones, servers, etc.) must provide "help-desk" assistance by a qualified technician between 8 a.m. and 4 p.m. EST via a toll free telephone number.

TDS has a 24x7x365 coverage and network operations center for customer support.

4. The Vendor must be able to provide on-line remote support assistance to customer.

TDS has a Network Operation Center and an active help desk available 24x7x365.

5. The Vendor must be able to provide on-site management/maintenance service with a response time of three hours or less.

TDS has local field service technician personnel who will comply with the service level agreement agreed to by both parties.

6. The Vendor must provide evidence of at least 5 years of experience in integration and installation of telecommunications services.

TDS - A Local Company

Quincy Telephone has provided communication services to Gadsden County for over 100 years. We have worked with the county to provide the services at the levels that they have desired all along that timeline. We appreciate serving Gadsden County and look forward to our joint, continued success. Broadband services are an integral part to the continued development of the county and TDS.

TDS agrees with the desires of the County Schools and looks forward to continued seamless partnership for existing services under contract and/or upgraded services. We will provide a project manager for any upgrade process, as well as access to skilled network engineers and outside plant engineers and technicians.

7. Proof of the above qualifications and evidences of the above must be part of the RFP.

As stated earlier in the RFP, Quincy Telephone has been in the area for over 100 years.

8. The Vendor must be completely and solely responsible for the transportation and completion of all repairs to the equipment from and to the original location and coordinate all warranty repairs.

TDS can comply with this.

9. If equipment that is under warranty is not operational because of defects at any time after receipt of the product by the GCSD, the vendor will provide replacement equipment until the defective equipment is repaired or replaced.

TDS can comply with this.

10. The Vendor will designate a Liaison or Project Manager within the Vendor's firm with whom all concerns and issues will be addressed.

TDS can comply with this.

11. The Vendor will provide the GCSD with alternative methods of contact other than the telephone (i.e., cell phones, pager or email addresses).

TDS can comply with this.

12. The Vendor will make certain that its employees, agents, volunteers and contractors, who may have contact with students, are in compliance with Florida's Jessica Lunsford Act.

TDS currently complies with this and will continue to do so.

13. In the event that the GCSD determines in good faith that a Vendor's employee is not conducting himself/herself in a professional manner, the Media & Technology Director will contact the Vendor with respect to such conduct and will act in accordance with the appropriate Sections of the signed Services Agreement. (See Personnel Disqualification)

TDS agrees to this.

14. All communications from an awarded Vendor to the GCSD shall be directed to the Director of Instructional Media & Technology or his/her designee. No other employee of the GCSD will be authorized to operate under the terms of any agreement resulting from this RFP.

TDS will comply with this.

15. The successful Vendor shall comply with all Federal, State, and Local laws, ordinances, regulations and Gadsden County School Board rules and policies pertaining to work for the school district, and shall, at its expense, obtain any permits that may be required.

TDS will comply with this.

16. The Vendor will not discriminate or permit discrimination against any person because of race, color, religion, sex or national origin. In the event of such discrimination, the GCSD may, in addition to any other rights available under this RFP, at law or in equity, terminate the Vendor.

TDS will comply with this.

17. The Vendor and all subcontractors agrees to preserve the confidential nature of confidential, nonpublic information disclosed to it by the GCSD in the course of this RFP. During the performance of this project, the Vendor may be exposed to data of a confidential or which it gains access to in the course of this contract.

TDS will comply with this.

18. All proposals shall specify in detail, what information and/or documentation contained within the proposal is considered confidential or proprietary information by the Vendor.

TDS will comply with this.

19. Regardless of cause, late proposals will not be accepted and will automatically be disqualified from further consideration. It shall be the Vendor's sole risk to assure delivery to the designated contract at the designated time.

TDS will comply with this.

20. Should the vendor require a subcontractor for purposes of the work/services as part of this RFP, they must declare in the RFP the name of the subcontractor and their address and telephone number. GCSD reserves the right to reject any subcontractor without explanation or recourse by the vendor or subcontractor. Neither party to the contract shall assign the contract or sublet it as a whole without the consent of Gadsden County School Board, nor shall the vendor assign any monies due or to become due to him without written consent of the School Board.

TDS will comply with this.

21. All new vendors (those who have never held a contract with the Instructional Media & Technology Department) will be required to furnish evidence that they maintain permanent places of business of a type and nature compatible with their proposal and are in all respects competent and an eligible Vendor to fulfill the terms of this request. GCSD may make such investigation as deemed necessary to determine the ability of the Vendor to provide the items required and reserves the right to reject and Vendor's proposal if evidence fails to indicate the Vendor is qualified to provide the items on this request.

GCSD is currently in contract with TDS through 2016, and we will continue to comply with this.

22. Vendors must provide evidence of successful past performance in providing turnkey network integration in the commercial and/or private market place during the last five years. Depending on the area of service, the Vendor must provide evidence of his ability to provide the following examples of services:

- Network Integration (both LAN and WAN)
- Network Engineering
- Inside and Outside cabling if submitting a proposal for infrastructure and/or Local
- Area Network Maintenance
- Microsoft/Novell LAN Installation and Management
- PBX installation, integration, and maintenance if submitting a proposal
- involving telephone systems

The submission of a minimum of three references with contact name, county/school name or company name, address phone number, and a brief description of the work performed in paragraph form will be applicable for this section of the RFP.

Here are three of our many references for the services requested in this RFP:

Leslie County Board of Education

Harold D. Morgan
606-672-1710
harold.morgan@leslie.kyschools.us

Camden County Schools

John Bailey
912-729-8325
jbailey@camden.k12.ga.us

North Chicago Community High School District 187

Alexander DiMare
224-213-0244
adimare@d187.org

23. Personnel Qualifications

- a. The CONTRACTOR agrees to provide personnel who are citizens or local resident aliens of the United States or have been granted authorization to seek employment in this country by the United State Immigration and Naturalization Service.

TDS will comply with this.

- b. The CONTRACTOR agrees to provide personnel of good moral character.

TDS will comply with this.

- c. The CONTRACTOR agrees to provide only personnel who have met the Level 2 screening requirements of Section 1012.465-468, Florida Statutes.

TDS will comply with this.

- d. All personnel furnished by the CONTRACTOR must meet or exceed current Finger print requirements set forth by the AGENCY to comply with the Jessica Lunsford Act and Safe Schools.

TDS currently complies with this and will continue to do so.

- e. The CONTRACTOR or subcontractor agrees to pay all cost for personnel to meet the requirements of Section 1012.32 (3)(2) and (b), Florida Statutes. The Contractor will also pay the cost for ID Badges which meets the District requirements.

TDS will comply with this.

24. Employment Verification (E-Verify) Pursuant to State of Florida Executive Order Number 11-116, CONTRACTOR is required to utilize the U.S. Department of Homeland Security's E-Verify system to verify eligibility of all new employees by the CONTRACTOR to work in the U.S. during the contract term. CONTRACTOR shall include in related subcontracts a requirement that subcontractors performing work or providing services pursuant to the Contract utilize the E-Verify system to verify the eligibility of all new employees hired by the subcontractor to work in the U.S. during the Contract term.

TDS will comply with this.

25. Personnel Disqualifications

The CONTRACTOR agrees not to assign personnel on Gadsden School District premises who have:

- More than three (3) misdemeanor convictions.
TDS will comply with this.
- Any felony conviction for which a violent crime against another person has been committed.
TDS will comply with this.
- One (1) or more felony conviction none less than (3) three years old.
TDS will comply with this.
- One or more misdemeanor/felony convictions of domestic violence.
TDS will comply with this.
- Are currently listed as a respondent in any injunction for protection and, furthermore anyone who has been convicted for repeatedly violating an injunction for protection.
TDS will comply with this.
- Are being or have been investigated administratively or criminally for child abuse/sex offenses or who has any such administrative or criminal adjudication.
TDS will comply with this.
- Are being investigated administratively or criminally for aged person or disabled adult abuse or who has any such administrative adjudication.
TDS will comply with this.
- Been convicted of cruelty to animals.
TDS will comply with this.
- A specified mental illness involving pedophilia and abuse of children or any other diagnosis that could reasonably be expected to pose a danger to children.
TDS will comply with this.
- Have failed to pay court ordered child support and currently have a writ of attachment or listed state owned debt for failure to pay child support.
TDS will comply with this.

- Shown them to be a chronic or habitual user of alcoholic beverages, or abusing lawfully prescribed drugs to the extent their faculties are impaired or any illegal drugs.
TDS will comply with this.

26. Insurance Coverage: Within ten (10) days after the execution of the contract and prior to commencing any work under this contract, the Proposer (CONTRACTOR) shall furnish evidence of insurance to the School Board (AGENCY). Submitted evidence of coverage shall demonstrate strict compliance to all requirements listed on the attached sheet "Insurance Requirements". CONTRACTORS shall be responsible for maintaining the required levels of coverage during the term of contract.

TDS will comply with this.

1. Liability:

- The AGENCY shall not assume any liability for the acts, omissions or negligence of the CONTRACTOR, its agents, servants, and employees; no shall the CONTRACTOR disclaim its own negligence to the AGENCY or any third party to the extent authorized by Section 768.28, Florida Statutes.

TDS will comply with this.

- Purchase of comprehensive general liability coverage set out as follows:
 - a. Contractors Comprehensive General Liability coverage, bodily injury and property damage in the amount of \$1,000,000.00 per occurrence combined single limit.

TDS will comply with this.

- b. Automobile liability coverage, bodily injury and property damage in the amount of \$500,000.00 each occurrence, combined single limit.

TDS will comply with this.

CONTRACTOR shall name the AGENCY and each individual School Board Member and the Superintendent as an additional insured on any such policy against any and all losses, claims, damages or injury arising out of any claim involving the providing of or alleged failure to provide contact security services or adequate security services.

TDS will comply with this.

- Further, CONTRACTOR agrees to completely indemnify and hold harmless the AGENCY against any liability or expense arising out of any losses, claims, damages or injury resulting from any intentional acts or any negligent acts or omission of CONTRACTOR, its agents or employees in the performance of this contract. CONTRACTOR or insures agrees to pay the AGENCY'S cost and fees for any case falling within the scope of this Article.

TDS will comply with this.

Vendor Liaison

The Vendor will designate a Vendor Liaison (Project Executive) within the Vendor's firm with whom all concerns and issues will be addressed.

TDS will comply with this.



Tab 3

Telecommunications Services – Project Overview and Pricing

Telecommunications Services - Project Overview and Pricing

Telecommunications Services

Quote Hosted VOIP telephone service for voice services to all district sites listed below. Quote one-time costs separately from monthly costs. The number of users is listed for each site. All quotes will be considered equally. Note that the district already made a substantial investment in the purchase of Polycom telephone handsets (model Sound point IP 450, 550 & 650) and therefore compatibility with our Polycom handsets will be an additional selection criterion. Hosted VOIP telephone service for voice/fax services to school sites in the following communities:

School/Site	Address	Number of Handsets	
Carter-Paramore Academy	631 S. Stewart St Quincy, FL 32351	87	Please see detailed pricing on attached spreadsheet
George Munroe Elementary School	1830 W. King St Quincy, FL 32351	90	
St. John Elementary	4463 Bainbridge Hwy Quincy, FL 32351	40	
Chattahoochee Elementary	335 Maple St. Chattahoochee, FL 32324	35	
Greensboro Elementary	559 Greensboro Hwy Greensboro, FL 32351	47	
Stewart Street Elementary	749 S. Stewart St. Quincy, FL 32351	90	
East Gadsden High School	27001 Blue Star Hwy Havana, FL 32333	111	
Gretna Elementary	706 MLK Jr. Blvd Gretna, FL 32332	40	
West Gadsden High School	200 Providence Rd Quincy, FL 32351	62	
Havana Magnet School	1210 Kemp Road Havana, FL 32333	101	
Gadsden Elementary Magnet School	500 West King St Quincy, FL 32351	46	
James A Shanks Middle School	1400 West King St. Quincy, FL 32351	67	
Gadsden Technical Institute	201 Martin Luther King Jr Blvd Quincy, FL 32351	31	
District Office	35 Martin Luther King Jr Blvd Quincy, FL 32351	87	

The School District currently uses Polycom Soundpoint IP Phones 450, 550, and 650. The District has no intentions of changing from those handsets; please make that a consideration when responding. We need a feature rich solution which will allow the District to have as much control as possible. Some but not all features needed:

- Browser based Dashboard/Control Panel
- Voicemail
- Conferencing
- Ability to access voicemail outside of the LAN/WAN
- Ability to edit, change or assign extensions on the fly
- Ability to assign designated numbers
- Unified email to phone
- Paging
- Caller ID
- Forwarding to any designated number
- Call Reject
- Call back upon busy
- Auto Attendant
- Custom Call Routing
- Minimum 3000 minutes local and long distance per month per user

Cellular-Mobile

Gadsden County School District is requesting proposals to support cellular wireless services, for up to 50 phones for use throughout the Gadsden County School District. These services need to be under one master billing account. The district currently has phone/wireless equipment already in use. We need to maintain the cellular numbers we currently have in service and have the option to increase the number of lines available. Any additional numbers needed must be able to be added to our current services. Unlimited services will be given special consideration. We prefer yearly contractual services, but will consider a multi-year contract. This is not a guarantee or commitment to contract with a different vendor, but is being utilized to find the most advantageous solution for our district.

TDS will not be bidding on this part of the proposal.

	Location	Address	RFP QTY	Station Cost (Current Premium QTY's Included)	Standard and Fiber Switches Existing	WAN 1G	WAN 10G	Internet 500M	Internet 1G	Internet (QTY 2) 1G
1	Carter-Parramore Academy (CPA)	631 S Steart St, Quincy, FL 32351	87	\$3,052.65	\$900.75	\$1,275.00	\$1,675.00			
2	Chattahoochee Elementary	335 Maple St., Chattahoochee, FL 32324	35	\$1,227.25	\$773.50	\$3,100.00	Not Available			
3	East Gadsden High	27001 Blue Star Hwy, Havana, FL 32333	111	\$3,891.45	\$2,928.25	\$3,500.00	Not Available			
4	Gadsden Elementary Magnet	500 W King St, Quincy, FL32351	46	\$1,627.70	\$433.50	\$1,005.00	\$1,405.00			
5	Gadsden Technical Institute	201 Martin Luther King Jr Blvd, Quincy, FL 32351	31	\$1,087.45	\$453.75	\$1,005.00	\$1,405.00			
6	George W. Munroe Elementary	1830 W King St, Quincy, FL 32351	90	\$3,153.50	\$1,894.50	\$1,275.00	\$1,675.00			
7	Greensboro Elementary	559 Greensboro Hwy, Greensboro, FL 32351	47	\$1,650.65	\$1,034.00	\$1,275.00	\$1,675.00			
8	Gretna Elementary	706 MLK Jr Blvd, Gretna, FL 32332	40	\$1,406.00	\$1,114.00	\$1,005.00	\$1,405.00			
9	Havana Magnet	1210 Kemp Road, Havana, FL 32333	101	\$3,537.95	\$2,308.00	\$7,000.00	Not Available			
10	James A Shanks Middle	1400 W King St, Quincy, FL 32351	67	\$2,353.65	\$1,107.00	\$1,275.00	\$1,675.00			
11	St Johns Elementary	4463 Bainbridge Hwy, Quincy, FL 32351	40	\$1,406.00	\$1,134.00	\$1,005.00	\$1,405.00			
12	Stewart Street Elementary	749 S Stewart St, Quincy, FL 32351	90	\$3,157.50	\$987.25	\$1,675.00	\$2,075.00			
13	West Gadsden High	200 Providence Road, Quincy, FL 32351	62	\$2,174.90	\$2,247.75	\$1,275.00	\$1,675.00			
14	District Office	35 Martin Luther King Jr Blvd, Quincy, FL 32351	87	\$3,064.65	\$807.25	\$1,675.00	\$2,075.00	\$3,000	\$5,000	\$8,000
Total Voice mIP Hosted Station				\$32,791.30	\$18,123.50	\$27,345.00	*\$18,145.00			
Total Voice mIP Hosted Switch				\$18,123.50						
Total Voice mIP Hosted Including Station & Switch				\$50,914.80						
TDS mIP Hosted Volume Discount				-\$35,000.00						
TDS Anchor Tenant Discount				-\$9,000.00						
Total Voice mIP Hosted Including Anchor Tenant				\$6,914.80						

Notes:

Pricing is based on a 60 month Term

The WAN Network supports 10G

The LAN Switches will support 1G

* -Total does not include locations where 10G is not currently available



Tab 4

Internet Access-Project Overview and Pricing

Internet Access - Project Overview and Pricing

Internet Access

Requesting proposals to provide Internet Access up to 2 GB services for all facilities within the District with the administrative hub and initial Internet access point located at the Gadsden County School District 35 Martin Luther King Jr. Blvd Quincy FL 32351. Prices should be quotes @ 500mb increments. The proposal must include services required to deliver full E-rate eligible ISP services to support the current bandwidth (500mb). Student testing is web based and bandwidth quoted should be symmetrical. The Gadsden County School District currently leases services for Internet Access services/data transmission services for the following eligible locations:

School/Site	Address		
Carter-Paramore Academy	631 S. Stewart St Quincy, FL 32351		Please see detailed pricing on attached spreadsheet
George Munroe Elementary School	1830 W. King St Quincy, FL 32351		
St. John Elementary	4463 Bainbridge Hwy Quincy, FL 32351		
Chattahoochee Elementary	335 Maple St. Chattahoochee, FL 32324		
Greensboro Elementary	559 Greensboro Hwy Greensboro, FL 32351		
Stewart Street Elementary	749 S. Stewart St. Quincy, FL 32351		
East Gadsden High School	27001 Blue Star Hwy Havana, FL 32333		
Gretna Elementary	706 MLK Jr. Blvd Gretna, FL 32332		
West Gadsden High School	200 Providence Rd Quincy, FL 32351		
Havana Magnet School	1210 Kemp Road Havana, FL 32333		
Gadsden Elementary Magnet School	500 West King St Quincy, FL 32351		
James A Shanks Middle School	1400 West King St. Quincy, FL 32351		
Gadsden Technical Institute	201 Martin Luther King Jr Blvd Quincy, FL 32351		
District Office	35 Martin Luther King Jr Blvd Quincy, FL 32351		

District Offices (Internet Service is currently provided by FIRN2 and TDS)
This site serves as the central location for Internet Access for all of the eligible sites listed above. These eligible sites currently have fiber connections to the district office that are dedicated to Data Services rated at 500MB with TDS and 4 T1 lines with FIRN for all schools. An SLA will be required for selected vendor.

	Location	Address	RFP QTY	Station Cost (Current Premium QTY's Included)	Standard and Fiber Switches Existing	WAN 1G	WAN 10G	Internet 500M	Internet 1G	Internet (QTY 2) 1G
1	Carter-Parramore Academy (CPA)	631 S Steart St, Quincy, FL 32351	87	\$3,052.65	\$900.75	\$1,275.00	\$1,675.00			
2	Chattahoochee Elementary	335 Maple St., Chattahoochee, FL 32324	35	\$1,227.25	\$773.50	\$3,100.00	Not Available			
3	East Gadsden High	27001 Blue Star Hwy, Havana, FL 32333	111	\$3,891.45	\$2,928.25	\$3,500.00	Not Available			
4	Gadsden Elementary Magnet	500 W King St, Quincy, FL32351	46	\$1,627.70	\$433.50	\$1,005.00	\$1,405.00			
5	Gadsden Technical Institute	201 Martin Luther King Jr Blvd, Quincy, FL 32351	31	\$1,087.45	\$453.75	\$1,005.00	\$1,405.00			
6	George W. Munroe Elementary	1830 W King St, Quincy, FL 32351	90	\$3,153.50	\$1,894.50	\$1,275.00	\$1,675.00			
7	Greensboro Elementary	559 Greensboro Hwy, Greensboro, FL 32351	47	\$1,650.65	\$1,034.00	\$1,275.00	\$1,675.00			
8	Gretna Elementary	706 MLK Jr Blvd, Gretna, FL 32332	40	\$1,406.00	\$1,114.00	\$1,005.00	\$1,405.00			
9	Havana Magnet	1210 Kemp Road, Havana, FL 32333	101	\$3,537.95	\$2,308.00	\$7,000.00	Not Available			
10	James A Shanks Middle	1400 W King St, Quincy, FL 32351	67	\$2,353.65	\$1,107.00	\$1,275.00	\$1,675.00			
11	St Johns Elementary	4463 Bainbridge Hwy, Quincy, FL 32351	40	\$1,406.00	\$1,134.00	\$1,005.00	\$1,405.00			
12	Stewart Street Elementary	749 S Stewart St, Quincy, FL 32351	90	\$3,157.50	\$987.25	\$1,675.00	\$2,075.00			
13	West Gadsden High	200 Providence Road, Quincy, FL 32351	62	\$2,174.90	\$2,247.75	\$1,275.00	\$1,675.00			
14	District Office	35 Martin Luther King Jr Blvd, Quincy, FL 32351	87	\$3,064.65	\$807.25	\$1,675.00	\$2,075.00	\$3,000	\$5,000	\$8,000
Total Voice mIP Hosted Station				\$32,791.30	\$18,123.50	\$27,345.00	*\$18,145.00			
Total Voice mIP Hosted Switch				\$18,123.50						
Total Voice mIP Hosted Including Station & Switch				\$50,914.80						
TDS mIP Hosted Volume Discount				-\$35,000.00						
TDS Anchor Tenant Discount				-\$9,000.00						
Total Voice mIP Hosted Including Anchor Tenant				\$6,914.80						

Notes:

Pricing is based on a 60 month Term

The WAN Network supports 10G

The LAN Switches will support 1G

* -Total does not include locations where 10G is not currently available



Tab 5

Wide Area Network – Project Overview and Pricing

Wide Area Network – Project Overview and Pricing

Wide Area Network

Quote WAN service to connect all district sites listed below to the head end site located at 35 Martin L. King, Jr. Blvd, Quincy, FL. Quote both 1 gig and 10 gig WAN services. E-rate defines this service as Leased Lit Fiber which means the vendor will construct a fiber cable network and terminate the fiber into vendor-owned routers at each site.

The cost of this service shall be presented as a monthly cost over a 3 or 5 year time period. Pricing must delineate development “one-time” costs as well as recurring monthly costs.

The proposed lease is to include any and all subsequent charges, including but not limited to, tariffs from utility companies for use of poles, licenses and permits to perform work, and other expenses, which may be incurred.

All costs must be provided in an itemized format outlining bandwidth provided. Proposers will be responsible for accurately providing all costs.

A minimum of Layer 3 Switching Services are required to provide routing and limiting protocol transmission between eligible sites where needed.

SLD regulations require that the telecommunications provider must own this hardware.

Qualified Technical Support staff must be assigned to support this project. The Network proposed should facilitate and support reliable and cost effective connection to the Internet, and be able to handle any routing or equipment issues that are required to connect to the Internet.

In order to assess the vendor’s ability to provide WAN services necessary to meet District needs, the response to this RFP must address the “development process”. Describe in detail how your WAN solution actually provides the services described.

This description should include, but not be limited to:

1. Site survey components and findings

10G Upgrade will require WAN Customer Premise Equipment (CPE) upgrade.

2. Transport alternatives considered and explanation of solution(s) selected

Existing fiber transport will be used.

3. Anticipated time requirements to obtain permits, certifications, etc.

Because TDS is already the service provider for Gadsden County Schools, permits and certifications have already been obtained.

4. Anticipated time to install services solution.

90 -120 days.

5. Use of subcontractors for cable and electronics installation, etc.

Installation will only require local TDS technicians.

6. A project management and implementation plan that includes a timeline outlining the completion of the network for each building.

Once service is engineered for CPE replacements, schedule will be worked out by TDS and customer.

7. A network design showing available bandwidth between locations.

The Contractor is responsible for becoming familiar with the conditions at each work site and allowing for them in the proposal.

See attached.

Any permits and inspections required for the proper installation of the specified project shall be furnished and coordinated by the contractor at his sole expense.

TDS will comply.

All network cutover work must be performed after normal school hours or on weekends to avoid disruption to students and staff. All work areas and materials must be secured and a safe environment maintained for students and staff.

TDS will comply.

The completed installation must be inspected and approved in accordance with all state and local codes and requirements.

TDS will comply.

All Contractors shall carry Worker's Compensation Insurance, in addition to Public Liability Insurance. Verification of this insurance must accompany the vendor's proposal.

TDS will comply.

The contractor shall remove from the premises any resultant debris and return the surrounding areas to previous condition.

TDS will comply.

A Company Profile is required detailing years in business, number of employees, certifications, and service center locations. Provide at least 3 references of similar projects.

See Tab 1 for TDS Company Profile which details years in business, number of employees and service center locations. References are located in Tab 2 Vendor Information.

Certification must be indicated that the vendor is a telecommunications provider at the time the bid is submitted under local PUC regulations.

TDS is a telecommunications provider under local PUC regulations.

"Secure Services" – The School District requires its wide area network be secure. The vendor must document how the services being proposed will provide security measures to ensure the integrity of sensitive student and personnel data that will be transported across the wide area network.

Since a fiber based connected network is the current service provided by TDS for the schools, it presents less security issues than a VPN network or any network which relies solely on the public internet for transport. Fiber is much like current copper networks (such as T1's) which are dedicated to a specific customer. Since it is not a wireless solution or public internet solution, common security breach practices such as "packet sniffing" or the WEP (wireless encryption) "snort" issues, cannot take place. One would have to either have access to the Telco central office or the school main computers, both of which would have physical security measures in place. Also, if someone would to try and access the fiber, any attempt would create a break in the fiber and thus render it useless (until such time as the fiber would be repaired/fused).

As a telecommunications company maintaining critical customer data, it is imperative that TDS Telecom have a network security solution in place that can prevent hackers from breaking into the network and obtaining customer information.

"Reliable Services" – The School District requires that the wide area network be reliable. The vendor must document how they, as a company, can provide 24/7 reliability. This documentation should also include:

i. A toll free number that is monitored 24/7 for the district network manager to use to report problems.

TDS has a 24x7x365 Network Operations Center and Help Desk for network issues related to the fiber plant and also their data centers. We do use network management software and a trouble tracking and ticketing system for logical and consistent troubleshooting.

A toll free number is available for the school to initiate any trouble calls.

ii. A single contact person who will be responsible for working with the district network manager to resolve all problems.

Matthew Kircher is your TDS Account Manager. He can be reached at (912) 882-1467 and matthew.kircher@tdstelecom.com.

iii. Assurances that the vendor will maintain backups of configurations and spare equipment for reliability.

Each of our TDS Central Offices has backup power resources. Any lack of power or power outage could affect fiber terminations. This is also the reason that we decided to "hub" the equipment in our Central Office, in order to provide an additional layer of reliability and security. Since we are classified as "utility" we have more regulations for this type of backup service than most companies.

"End-to-End Services" – The vendor must provide, install, and configure leased equipment for each school site and the district office that is necessary for the use of these services. For this proposal, the vendor shall provide the District with

i. A description of the equipment that will be installed to include Make, Model, Electronic Specifications. Manufacturer's spec sheets are preferred.

ii. Cost for the installation and configuration of this equipment must be listed as a "onetime, non-recurring cost" in the proposal.

N/A

iii. MUST be compatible with existing network hardware and configuration.

Comply

Installation Requirements

The successful proposer must be able to integrate and support all WAN components between district locations and provide a single handoff to the District at each location. The successful proposal will be for a solution networked to specific locations within each site and contained in a wall mounted, secure, box.

TDS currently has a WAN infrastructure in place that supports, powers, and is compatible with each school's local area network, the district's centralized wide area network equipment, and Florida Department of Education's FIRN network.

The District and successful vendor must mutually agree on the implementation schedule. Failure to meet the timelines agreed upon may result in a penalty equal to 0.10% per day reduction in the total contract value for each day the provider fails to deliver the procured services from the date said same service became due. Please provide a copy of all necessary contracts in your bid response. Also provide diagrams of proposed WAN in Visio or similar format.

Contracts are located in Tab 7, a diagram of proposed WAN is located in Tab 5.

As required by the School & Libraries Corporation, the Vendor will provide a statement that the following is true:

The service provider will install equipment on the premises of the eligible sites as a part of their provision of eligible telecommunication services. The equipment will be considered part of the provision of end-to-end telecommunication services (not as Internal Connections).

TDS agrees to comply with the above statement.

The Instructional Technology Department is not seeking a wireless alternative solution to the wide area network, but one can be submitted for consideration. The district owns ITFS towers at all sites, but the condition and heights of these towers may not prove to be of the quality needed for a secure, stable wireless network.

TDS will not be proposing an alternative wireless solution to the district's WAN.

A multi-year contract (Max 3 years) may be submitted if there is a clause that allows the School District the right to end the contract if E-rate funds become unavailable. An SLA will be required for selected vendor.

Gadsden County School District is currently committed to a five-year Telecommunications Service Agreement which expires in 2016.

	Location	Address	RFP QTY	Station Cost (Current Premium QTY's Included)	Standard and Fiber Switches Existing	WAN 1G	WAN 10G	Internet 500M	Internet 1G	Internet (QTY 2) 1G
1	Carter-Parramore Academy (CPA)	631 S Steart St, Quincy, FL 32351	87	\$3,052.65	\$900.75	\$1,275.00	\$1,675.00			
2	Chattahoochee Elementary	335 Maple St., Chattahoochee, FL 32324	35	\$1,227.25	\$773.50	\$3,100.00	Not Available			
3	East Gadsden High	27001 Blue Star Hwy, Havana, FL 32333	111	\$3,891.45	\$2,928.25	\$3,500.00	Not Available			
4	Gadsden Elementary Magnet	500 W King St, Quincy, FL32351	46	\$1,627.70	\$433.50	\$1,005.00	\$1,405.00			
5	Gadsden Technical Institute	201 Martin Luther King Jr Blvd, Quincy, FL 32351	31	\$1,087.45	\$453.75	\$1,005.00	\$1,405.00			
6	George W. Munroe Elementary	1830 W King St, Quincy, FL 32351	90	\$3,153.50	\$1,894.50	\$1,275.00	\$1,675.00			
7	Greensboro Elementary	559 Greensboro Hwy, Greensboro, FL 32351	47	\$1,650.65	\$1,034.00	\$1,275.00	\$1,675.00			
8	Gretna Elementary	706 MLK Jr Blvd, Gretna, FL 32332	40	\$1,406.00	\$1,114.00	\$1,005.00	\$1,405.00			
9	Havana Magnet	1210 Kemp Road, Havana, FL 32333	101	\$3,537.95	\$2,308.00	\$7,000.00	Not Available			
10	James A Shanks Middle	1400 W King St, Quincy, FL 32351	67	\$2,353.65	\$1,107.00	\$1,275.00	\$1,675.00			
11	St Johns Elementary	4463 Bainbridge Hwy, Quincy, FL 32351	40	\$1,406.00	\$1,134.00	\$1,005.00	\$1,405.00			
12	Stewart Street Elementary	749 S Stewart St, Quincy, FL 32351	90	\$3,157.50	\$987.25	\$1,675.00	\$2,075.00			
13	West Gadsden High	200 Providence Road, Quincy, FL 32351	62	\$2,174.90	\$2,247.75	\$1,275.00	\$1,675.00			
14	District Office	35 Martin Luther King Jr Blvd, Quincy, FL 32351	87	\$3,064.65	\$807.25	\$1,675.00	\$2,075.00	\$3,000	\$5,000	\$8,000
Total Voice mIP Hosted Station				\$32,791.30	\$18,123.50	\$27,345.00	*\$18,145.00			
Total Voice mIP Hosted Switch				\$18,123.50						
Total Voice mIP Hosted Including Station & Switch				\$50,914.80						
TDS mIP Hosted Volume Discount				-\$35,000.00						
TDS Anchor Tenant Discount				-\$9,000.00						
Total Voice mIP Hosted Including Anchor Tenant				\$6,914.80						

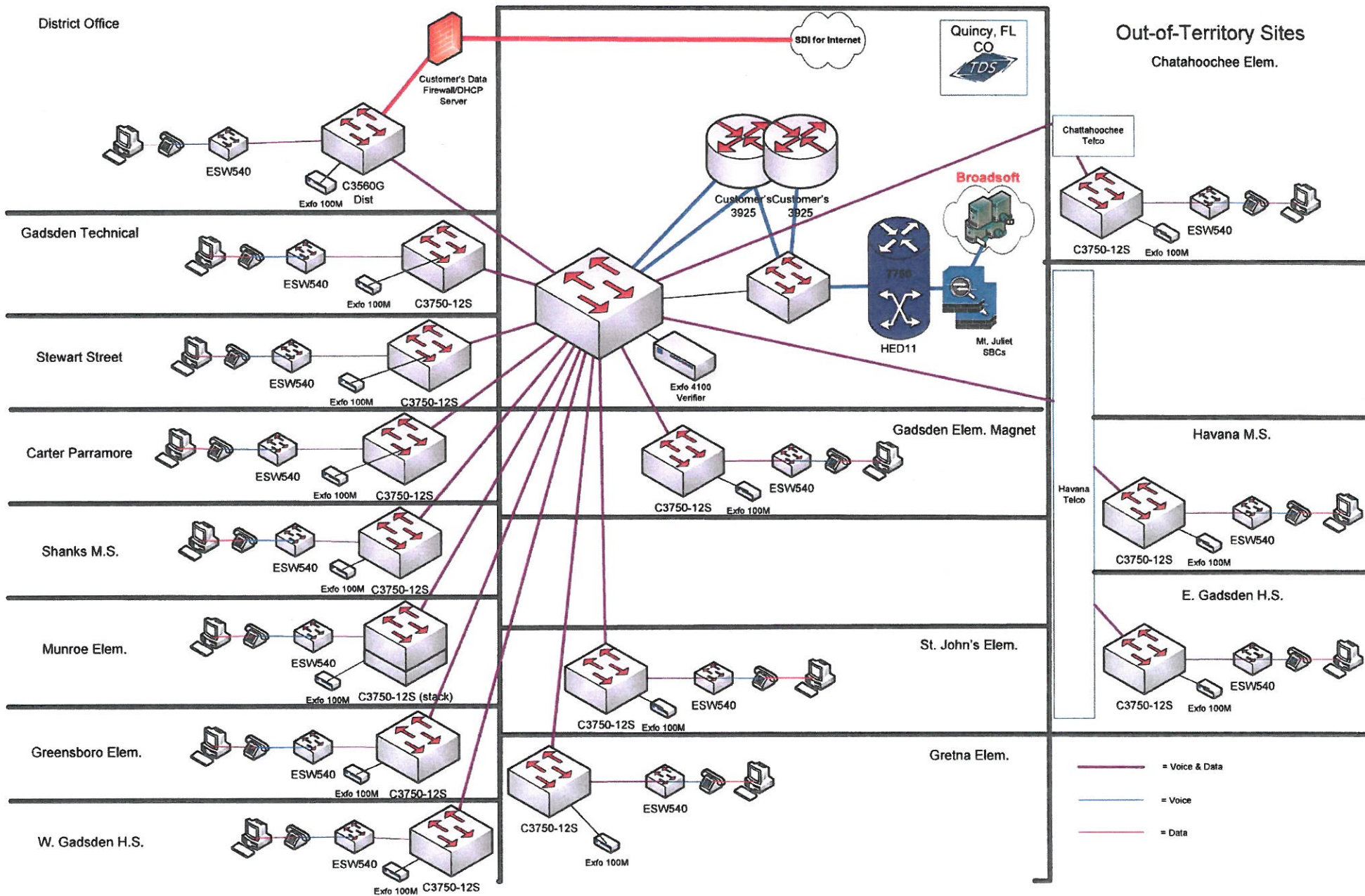
Notes:

Pricing is based on a 60 month Term

The WAN Network supports 10G

The LAN Switches will support 1G

* -Total does not include locations where 10G is not currently available





"Building A Brighter Future"

REQUEST FOR PROPOSAL (RFP) & PROPOSAL ACKNOWLEDGEMENT

Posting Date: **January 13, 2016** Purchasing Contact: **Shirley Alday (aldays@gcpsmail.com)**

RFP TITLE: **Telecommunication Services
Internet Access
Wide Area Network** RFP NUMBER: **2016-16-01**

RFP OPENING AND TIME: **February 12, 2016@ 2:00 P.M. EST**

NOTE: PROPOSALS RECEIVED AFTER THE OPENING DATE AND TIME WILL NOT BE ACCEPTED.

The School Board of Gadsden County, Florida, (the Board) solicits your company to submit a proposal on the above referenced goods or services. All terms, specifications and conditions set forth in this request are incorporated by this reference into your response. Proposals will not be accepted unless all conditions have been met. All proposals must have an authorized signature in the space provided below. All proposals must be sealed and received in the School Board District's Office at 35 Martin Luther King Jr. Blvd Quincy, Florida, by the "RFP Opening Date & Time" referenced above. All envelopes containing sealed proposals must reference the "RFP Title", "RFP Number" and the "RFP Opening Date & Time". The School District is not responsible for lost or late delivery of Proposals by the U.S. Postal Service or other delivery services used by the Proposer. Proposals may not be withdrawn for a period of ninety (90) days after the bid opening unless otherwise specified.

THE FOLLOWING MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE PROPOSER.

Company Name: _____

Mailing Address: _____

City, State, ZIP _____

Federal Employer's Identification Number (FEIN) _____

SPIN Number: _____ Dunn & Bradstreet# _____

Telephone Number _____ EXT _____ FAX _____

Email _____

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER PROPOSER SUBMITTING A PROPOSAL FOR THE SAME MATERIALS, SUPPLIES, EQUIPMENT OR SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFP AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFP FOR THE PROPOSER.

AUTHORIZED SIGNATURE

TYPED OR PRINTED NAME

TITLE

DATE

BID IDENTIFICATION LABEL

NOTICE TO ALL BIDDERS: A label has been provided to properly identify your bid. Place the Bid in a sealed envelope , type name and address of the bidder on the label and affix the lable to the front og the envelope.

The Superintendent's office is open 8am-5pm, Monday through Friday. If you hand deliver a proposal, a representative will be avaiable to time/date your submittal during these hours.

Cut out the label below and attach it to your envelop.

Sealed Bid- DO NOT OPEN	Sealed Bid- DO NOT OPEN
Bid Title: Telecommunications Services	
Internet Access	
Wide Area Network	
Bid Number: 2016-16-01	
Bid Opening: Date <u>February 12, 2016</u> Time <u>1400 hours /2:00pm</u>	
From: _____	
Address: _____	
Deliver to: School Board of Gadsden County Attn: Purchasing/Finance Department 35 Martin Luther King Jr. Blvd Quincy, FL 32351	
Sealed BID- DO NOT OPEN	Sealed Bid- DO NOT OPEN

Introduction

The Gadsden County School District is seeking proposals for E-rate 2015 Funding Year (**July 1, 2016 to June 30, 2017**).

The selected vendor shall guarantee that the costs quoted are all inclusive. The vendor shall agree that if reduced rates for selected services become available during the life of the contract, the lower rates will apply under the contract in force. The maximum price for any higher rate is capped at the proposal rate.

The district reserves the right to reject any and all proposals and to make any and all purchases to the best interest and advantage of the district; however, price will be the greatest determining factor in vendor selection.

From the time of receipt of this Request for Proposal (RFP) until the announcement of contract award(s), vendors are strongly cautioned to limit **any** communications with the district to the person(s) identified as the district contact(s). Any attempt to circumvent the bidding process by contacting other personnel at the district or the schools directly may result in the disqualification of the vendor.

Any questions concerning this E-rate proposal should be addressed via email to:

erate@gcpsmail.com

John Thomas, District Network Coordinator

Sheantika Wiggins, Director of Instructional Media & Technology

In the event the Gadsden County School District begins to experience budget restraints, or the E-rate program is cancelled, the Gadsden County School District reserves the right to re-negotiate with the selected vendors. This may also include canceling services and /or scaling back on services, equipment, or bandwidth. The Gadsden County School District reserves that the billable services approved for funding shall not begin until July 1, 2016.

The Gadsden County School District (GCSD) is submitting a Form 470 to the School & Libraries Corporation (E-rate Program) that will cover the following eligible sites:

1. Carter-Parramore Academy (CPA)
 - a. Hope Academy (located on CPA's campus)
 - b. Gadsden Central Academy (located on CPA's campus)
2. Chattahoochee Elementary School
3. East Gadsden High School
4. Gadsden Elementary Magnet School
5. Gadsden Technical Institute
6. George W. Munroe Elementary School
7. Greensboro Elementary School
8. Gretna Elementary School
9. Havana Magnet School
10. James A. Shanks Middle School
11. St. John Elementary School
12. Stewart Street Elementary School
13. West Gadsden High School

Objective

To identify qualified Vendors to provide Telecommunications, Internet Access, and Wide Area Network Connections for E-rate funding year 2016. Contracts must be signed for E-rate eligible services on or before March 26, 2016.

Proposal Sections

This RFP is requesting Fixed Price proposals on the following sections of services. Respondents may elect to limit their proposals to a single service within any Section, or multiple services within any or all sections.

- Telecommunications Services
- Internet Access (IA)
- Wide Area Network (WAN)

Scope of Work

This RFP outlines the Scope of Work for each of the three (3) proposal sections referenced above. Each service proposed is to be priced separately with all E-rate ineligible items identified. Services may be awarded to multiple vendors.

Telecommunications Services

Quote Hosted VOIP telephone service for voice services to all district sites listed below. Quote one-time costs separately from monthly costs. The number of users is listed for each site. All quotes will be considered equally. Note that the district already made a substantial investment in the purchase of Polycom telephone handsets (model Sound point IP 450, 550 & 650) and therefore compatibility with our Polycom handsets will be an additional selection criterion. Hosted VOIP telephone service for voice/fax services to school sites in the following communities:

School/Site	Address	Number of Handsets	
Carter-Paramore Academy	631 S. Stewart St Quincy, FL 32351	87	
George Munroe Elementary School	1830 W. King St Quincy, FL 32351	90	
St. John Elementary	4463 Bainbridge Hwy Quincy, FL 32351	40	
Chattahoochee Elementary	335 Maple St. Chattahoochee, FL 32324	35	
Greensboro Elementary	559 Greensboro Hwy Greensboro, FL 32351	47	
Stewart Street Elementary	749 S. Stewart St. Quincy, FL 32351	90	
East Gadsden High School	27001 Blue Star Hwy Havana, FL 32333	111	
Gretna Elementary	706 MLK Jr. Blvd Gretna, FL 32332	40	
West Gadsden High School	200 Providence Rd Quincy, FL 32351	62	
Havana Magnet School	1210 Kemp Road Havana, FL 32333	101	
Gadsden Elementary Magnet School	500 West King St Quincy, FL 32351	46	
James A Shanks Middle School	1400 West King St. Quincy, FL 32351	67	
Gadsden Technical Institute	201 Martin Luther King Jr Blvd Quincy, FL 32351	31	
District Office	35 Martin Luther King Jr Blvd Quincy, FL 32351	87	

Long Distance services for all schools and the district office. (Quote in-state, out-of- state, & rounding-up policy).

The School District currently uses Polycom Soundpoint IP Phones 450, 550, and 650. The District has no intentions of changing from those handsets; please make that a consideration when responding. We need a feature rich solution which will allow the District to have as much control as possible. Some but not all features needed:

- Browser based Dashboard/Control Panel
- Voicemail
- Conferencing
- Ability to access voicemail outside of the LAN/WAN
- Ability to edit, change or assign extensions on the fly
- Ability to assign designated numbers
- Unified email to phone
- Paging
- Caller ID
- Forwarding to any designated number
- Call Reject
- Call back upon busy
- Auto Attendant
- Custom Call Routing
- Minimum 3000 minutes local and long distance per month per user

Selection Criteria VoIP Services

Costs	30%
Compatibility with District Handsets	25%
Quality of Proposal (Features)	25%
Previous Vendor Experience	20%

Cellular-Mobile

Gadsden County School District is requesting proposals to support cellular wireless services, for up to 50 phones for use throughout the Gadsden County School District. These services need to be under one master billing account. The district currently has phone/wireless equipment already in use. We need to maintain the cellular numbers we currently have in service and have the option to increase the number of lines available. Any additional numbers needed must be able to be added to our current services. Unlimited services will be given special consideration. We prefer yearly contractual services, but will consider a multi-year contract. This is not a guarantee or commitment to contract with a different vendor, but is being utilized to find the most advantageous solution for our district.

Selection Criteria Cell-Mobile

Costs	40%
Portability of Existing Numbers	25%
Unlimited Services (Data, Voice, Text)	25%
Length of Contract	10%

Internet Access

Requesting proposals to provide Internet Access up to 2 GB services for all facilities within the District with the administrative hub and initial Internet access point located at the Gadsden County School District 35 Martin Luther King Jr. Blvd Quincy FL 32351. Prices should be quotes @ 500mb increments. The proposal must include services required to deliver full E-rate eligible ISP services to support the current bandwidth (500mb). Student testing is web based and bandwidth quoted should be symmetrical. The Gadsden County School District currently leases services for Internet Access services/data transmission services for the following eligible locations:

School/Site	Address		
Carter-Paramore Academy	631 S. Stewart St Quincy, FL 32351		
George Munroe Elementary School	1830 W. King St Quincy, FL 32351		
St. John Elementary	4463 Bainbridge Hwy Quincy, FL 32351		
Chattahoochee Elementary	335 Maple St. Chattahoochee, FL 32324		
Greensboro Elementary	559 Greensboro Hwy Greensboro, FL 32351		
Stewart Street Elementary	749 S. Stewart St. Quincy, FL 32351		
East Gadsden High School	27001 Blue Star Hwy Havana, FL 32333		
Gretna Elementary	706 MLK Jr. Blvd Gretna, FL 32332		
West Gadsden High School	200 Providence Rd Quincy, FL 32351		
Havana Magnet School	1210 Kemp Road Havana, FL 32333		
Gadsden Elementary Magnet School	500 West King St Quincy, FL 32351		
James A Shanks Middle School	1400 West King St. Quincy, FL 32351		
Gadsden Technical Institute	201 Martin Luther King Jr Blvd Quincy, FL 32351		
District Office	35 Martin Luther King Jr Blvd Quincy, FL 32351		

District Offices (Internet Service is currently provided by FIRN2 and TDS)
This site serves as the central location for Internet Access for all of the eligible sites listed above.

These eligible sites currently have fiber connections to the district office that are dedicated to Data Services rated at 500MB with TDS and 4 T1 lines with FIRN for all schools. An SLA will be required for selected vendor.

Selection Criteria Internet Access

Costs	40%
Bandwidth Capacity to and from District	30%
Symmetrical	20%
Response time to outages	10%

Wide Area Network

Quote WAN service to connect all district sites listed below to the head end site located at 35 Martin L. King, Jr. Blvd, Quincy, FL. Quote both 1 gig and 10 gig WAN services. E-rate defines this service as Leased Lit Fiber which means the vendor will construct a fiber cable network and terminate the fiber into vendor-owned routers at each site.

The cost of this service shall be presented as a monthly cost over a 3 or 5 year time period. Pricing must delineate development "one-time" costs as well as recurring monthly costs.

The proposed lease is to include any and all subsequent charges, including but not limited to, tariffs from utility companies for use of poles, licenses and permits to perform work, and other expenses, which may be incurred.

All costs must be provided in an itemized format outlining bandwidth provided.

Proposers will be responsible for accurately providing all costs.

A minimum of Layer 3 Switching Services are required to provide routing and limiting protocol transmission between eligible sites where needed.

| SLD regulations require that the telecommunications provider must own this hardware.

Qualified Technical Support staff must be assigned to support this project.

The Network proposed should facilitate and support reliable and cost effective connection to

the Internet, and be able to handle any routing or equipment issues that are required to connect to the Internet.

In order to assess the vendor's ability to provide WAN services necessary to meet District needs, the response to this RFP must address the "development process". Describe in detail how your WAN solution actually provides the services described. This description should include, but not be limited to:

1. Site survey components and findings
 2. Transport alternatives considered and explanation of solution(s) selected
 3. Anticipated time requirements to obtain permits, certifications, etc.
 4. Anticipated time to install services solution.
 5. Use of subcontractors for cable and electronics installation, etc.
-
6. A project management and implementation plan that includes a timeline outlining the completion of the network for each building.
 7. A network design showing available bandwidth between locations.

The Contractor is responsible for becoming familiar with the conditions at each work site and allowing for them in the proposal.

Any permits and inspections required for the proper installation of the specified project shall be furnished and coordinated by the contractor at his sole expense.

All network cutover work must be performed after normal school hours or on weekends to avoid disruption to students and staff. All work areas and materials must be secured and a safe environment maintained for students and staff.

The completed installation must be inspected and approved in accordance with all state and local codes and requirements.

All Contractors shall carry Worker's Compensation Insurance, in addition to Public Liability Insurance. Verification of this insurance must accompany the vendor's proposal.

The contractor shall remove from the premises any resultant debris and return the surrounding areas to previous condition.

A Company Profile is required detailing years in business, number of employees, certifications, and service center locations. Provide at least 3 references of similar projects.

Certification must be indicated that the vendor is a telecommunications provider at the time the bid is submitted under local PUC regulations.

"Secure Services" – The School District requires its wide area network be secure. The vendor must document how the services being proposed will provide security measures to ensure the integrity of sensitive student and personnel data that will be transported across the wide area network.

"Reliable Services" – The School District requires that the wide area network be reliable. The vendor must document how they, as a company, can provide 24/7 reliability. This documentation should also include:

- i. A toll free number that is monitored 24/7 for the district network manager to use to report problems.
- ii. A single contact person who will be responsible for working with the district network manager to resolve all problems.
- iii. Assurances that the vendor will maintain backups of configurations and spare equipment for reliability.

"End-to-End Services" – The vendor must provide, install, and configure leased equipment for each school site and the district office that is necessary for the use of these services. For this proposal, the vendor shall provide the District with

- i. A description of the equipment that will be installed to include Make, Model, Electronic Specifications. Manufacturer's spec sheets are preferred.
- ii. Cost for the installation and configuration of this equipment must be listed as a "onetime, non-recurring cost" in the proposal.
- iii. MUST be compatible with existing network hardware and configuration.

Installation Requirements

The successful proposer must be able to integrate and support all WAN components between district locations and provide a single handoff to the District at each location. The successful proposal will be for a solution networked to specific locations within each site and contained in a wall mounted, secure, box.

The District and successful vendor must mutually agree on the implementation schedule. Failure to meet the timelines agreed upon may result in a penalty equal to 0.10% per day reduction in the total contract value for each day the provider fails to deliver the procured services from the date said same service became due.

Please provide a copy of all necessary contracts in your bid response. Also provide diagrams

of proposed WAN in Visio or similar format.

As required by the School & Libraries Corporation, the Vendor will provide a statement that the following is true:

The service provider will install equipment on the premises of the eligible sites as a part of their provision of eligible telecommunication services. The equipment will be considered part of the provision of end-to-end telecommunication services (not as Internal Connections).

The Instructional Technology Department is not seeking a wireless alternative solution to the wide area network, but one can be submitted for consideration. The district owns ITFS towers at all sites, but the condition and heights of these towers may not prove to be of the quality needed for a secure, stable wireless network.

A multi-year contract (Max 3 years) may be submitted if there is a clause that allows the School District the right to end the contract if E-rate funds become unavailable. An SLA will be required for selected vendor.

WAN Service Selection Criteria

Costs	40%
Quality of the Proposal	30%
Compatibility	20%
References	10%

Vendor Information

The following information is REQUIRED for all vendors.

- I. **Please provide the following information as part of your application. (GCPS reserves the right to reject any and all applications from vendors that omit this information from the application.)**
 1. What is your previous experience with E-rate-supported services?
 2. What is the previous amount that you have had funded in Telecommunications, Internet Access and Internal Connections, and/or basic Maintenance sections?
 3. What assistance can you provide during the Program Integrity Assurance (PIA) and Item 25 review as pertains to the delivery of eligible services awarded to your company?
 4. What documentation and backup material can you provide in the event that an appeal either the SLD or the FCC is necessary?
 5. What experience have you had in assisting customers in filing for extensions and substitutions?

- II. According to the Universal Service program to qualify as a participant:
 1. The vendor must:
 - a. Apply for a Service Provider Identification Number (SPIN)
 - b. Agree that the school's portion of the contract is subject to the availability of the discount to the schools on a yearly basis.

- c. Separate ineligible services and equipment from eligible services and equipment and include start and completion dates for the work on each invoice.
 - d. Agree to assist the GCSD in resolving administrative issues that arise from the Universal Service program.
 - e. Provide resume(s) for your E-rate Project Executive. The resume must reflect 3-5 years of successful E-rate project management with school districts of comparable enrollment.
2. The Vendor submitting a proposal involving equipment (switches, routers, telephones, servers, etc.) must have no less than two full-time certified professionals on staff and a certified professional must complete installation.
 3. The Vendor submitting a proposal involving equipment (switches, routers, telephones, servers, etc.) must provide "help-desk" assistance by a qualified technician between 8 a.m. and 4p.m. EST via a toll free telephone number.
 4. The Vendor must be able to provide on-line remote support assistance to customer.
 5. The Vendor must be able to provide on-site management/maintenance service with a response time of three hours or less.
 6. The Vendor must provide evidence of at least 5 years of experience in integration and installation of telecommunications services.
 7. Proof of the above qualifications and evidences of the above must be part of the RFP.
 8. The Vendor must be completely and solely responsible for the transportation and completion of all repairs to the equipment from and to the original location and coordinate all warranty repairs.
 9. If equipment that is under warranty is not operational because of defects at any time after receipt of the product by the GCSD, the vendor will provide replacement equipment until the defective equipment is repaired or replaced.
 10. The Vendor will designate a Liaison or Project Manager within the Vendor's firm with whom all concerns and issues will be addressed.
 11. The Vendor will provide the GCSD with alternative methods of contact other than the telephone (i.e., cell phones, pager or email addresses).
 12. The Vendor will make certain that its employees, agents, volunteers and contractors, who may have contact with students, are in compliance with Florida's Jessica Lunsford Act.

13. In the event that the GCS D determines in good faith that a Vendor's employee is not conducting himself/herself in a professional manner, the Media & Technology Director will contact the Vendor with respect to such conduct and will act in accordance with the appropriate Sections of the signed Services Agreement. (See Personnel Disqualification)
14. All communications from an awarded Vendor to the GCS D shall be directed to the Director of Instructional Media & Technology or his/her designee. No other employee of the GCS D will be authorized to operate under the terms of any agreement resulting from this RFP.
15. The successful Vendor shall comply with all Federal, State, and Local laws, ordinances, regulations and Gadsden County School Board rules and policies pertaining to work for the school district, and shall, at its expense, obtain any permits that may be required.
16. The Vendor will not discriminate or permit discrimination against any person because of race, color, religion, sex or national origin. In the event of such discrimination, the GCS D may, in addition to any other rights available under this RFP, at law or in equity, terminate the Vendor.
17. The Vendor and all subcontractors agrees to preserve the confidential nature of confidential, nonpublic information disclosed to it by the GCS D in the course of this RFP. During the performance of this project, the Vendor may be exposed to data of a confidential or which it gains access to in the course of this contract.
18. All proposals shall specify in detail, what information and/or documentation contained within the proposal is considered confidential or proprietary information by the Vendor.
19. Regardless of cause, late proposals will not be accepted and will automatically be disqualified from further consideration. It shall be the Vendor's sole risk to assure delivery to the designated contact at the designated time.
20. Should the vendor require a subcontractor for purposes of the work/services as part of this RFP, they must declare in the RFP the name of the subcontractor and their address and telephone number. GCS D reserves the right to reject any subcontractor without explanation or recourse by the vendor or subcontractor. Neither party to the contract shall assign the contract or sublet it as a whole without the consent of Gadsden County School Board, nor shall the vendor assign any monies due or to become due to him without written consent of the School Board.
21. All new vendors (those who have never held a contract with the Instructional Media & Technology Department) will be required to furnish evidence that they maintain permanent places of business of a type and nature compatible with their proposal and are in all respects competent and an eligible Vendor to fulfill the terms of this request. GCS D may make such investigation as deemed necessary to determine the ability of the Vendor to provide the items required and reserves the right to reject any Vendor's proposal if evidence fails to indicate the Vendor is qualified to provide the items on this request.

22. Vendors must provide evidence of successful past performance in providing turnkey network integration in the commercial and/or private market place during the last five years. Depending on the area of service, the Vendor must provide evidence of his ability to provide the following examples of services:
- Network Integration (both LAN and WAN)
 - Network Engineering
 - Inside and Outside cabling if submitting a proposal for infrastructure and/or Local
 - Area Network Maintenance
 - Microsoft/Novell LAN Installation and Management
- PBX installation, integration, and maintenance if submitting a proposal
- involving telephone systems

The submission of a minimum of three references with contact name, county/school name or company name, address phone number, and a brief description of the work performed in paragraph form will be applicable for this section of the RFP.

23. Personnel Qualifications

- a. The CONTRACTOR agrees to provide personnel who are citizens or local resident aliens of the United States or have been granted authorization to seek employment in this country by the United States Immigration and Naturalization Service.
 - b. The CONTRACTOR agrees to provide personnel of good moral character.
 - c. The CONTRACTOR agrees to provide only personnel who have met the Level 2 screening requirements of Section 1012.465-468, Florida Statutes.
 - d. All personnel furnished by the CONTRACTOR must meet or exceed current Finger print requirements set forth by the AGENCY to comply with the Jessica Lunsford Act and Safe Schools.
 - e. The CONTRACTOR or subcontractor agrees to pay all cost for personnel to meet the requirements of Section 1012.32(3)(2) and (b), Florida Statutes. The Contractor will also pay the cost for ID Badges which meets the District requirements.
24. Employment Verification (E-Verify) Pursuant to State of Florida Executive Order Number 11-116, CONTRACTOR is required to utilize the U. S. Department of Homeland Security's E-Verify system to verify eligibility of all new employees by the CONTRACTOR to work in the U. S. during the contract term. CONTRACTOR shall include in related subcontracts a requirement that subcontractors performing work or providing services pursuant to the Contract utilize the E-Verify system to verify the eligibility of all new employees hired by the subcontractor to work in the U. S. during the Contract term.

25. Personnel Disqualifications

The CONTRACTOR agrees not to assign personnel on Gadsden School District premises who have:

- More than three (3) misdemeanor convictions.

- Any felony conviction for which a violent crime against another person has been committed.
- One (1) or more felony conviction none less than (3) three years old.
- One or more misdemeanor/felony convictions of domestic violence.
- Are currently listed as a respondent in any injunction for protection and, furthermore anyone who has been convicted for repeatedly violating an injunction for protection.
- Are being or have been investigated administratively or criminally for child abuse/sex offenses or who has any such administrative or criminal adjudication.
- Are being investigated administratively or criminally for aged person or disabled adult abuse or who has any such administrative adjudication.
- Been convicted of cruelty to animals.
- A specified mental illness involving pedophilia and abuse of children or any other diagnosis that could reasonably be expected to pose a danger to children.
- Have failed to pay court ordered child support and currently have a writ of attachment or listed state owned debt for failure to pay child support.
- Shown them to be a chronic or habitual user of alcoholic beverages, or abusing lawfully prescribed drugs to the extent their faculties are impaired or any illegal drugs.

26. Insurance Coverage: Within ten (10) days after the execution of the contract and prior to commencing any work under this contract, the Proposer (CONTRACTOR) shall furnish evidence of insurance to the School Board (AGENCY). Submitted evidence of coverage shall demonstrate strict compliance to all requirements listed on the attached sheet "Insurance Requirements". CONTRACTORS shall be responsible for maintaining the required levels of coverage during the term of contract.

1. Liability:

- The AGENCY shall not assume any liability for the acts, omissions or negligence of the CONTRACTOR, its agents, servants, and employees; no shall the CONTRACTOR disclaim its own negligence to the AGENCY or any third party to the extent authorized by Section 768.28, Florida Statutes.
- Purchase of comprehensive general liability coverage set out as follows:
 - a. Contractors Comprehensive General Liability coverage, bodily injury and property damage in the amount of \$1,000,000.00 per occurrence combined single limit.
 - b. Automobile liability coverage, bodily injury and property damage in the amount of \$500,000.00 each occurrence, combined single limit.

CONTRACTOR shall name the AGENCY and each individual School Board Member and the Superintendent as an additional insured on any such policy against any and all losses, claims, damages or injury arising out of any claim involving the

providing of or alleged failure to provide contact security services or adequate security services.

- Further, CONTRACTOR agrees to completely indemnify and hold harmless the AGENCY against any liability or expense arising out of any losses, claims, damages or injury resulting from any intentional acts or any negligent acts or omissions of CONTRACTOR, its agents or employees in the performance of this contract. CONTRACTOR or insures agrees to pay the AGENCY'S cost and fees for any case falling within the scope of this Article.

Vendor Liaison

The Vendor will designate a Vendor Liaison (Project Executive) within the Vendor's firm with whom all concerns and issues will be addressed.

Method of Payment(s)

A portion of the procurement addressed in this RFP may be eligible for federal E-rate funds under the Telecommunications Act of 1996. The Gadsden County School District is applying for applicable funding and, if awarded E-rate funds, the selected vendor or vendors will receive payment of completed, approved services within thirty (30) days of invoicing.

Prices quoted shall be all inclusive and represent complete installation and integration at the designated site(s). The vendor is responsible for all parts, software, labor and all other associated equipment necessary to completely install, test, and request for completion approval by the Gadsden County School District.

A Vendor providing awarded services will submit invoices showing Purchase Order number and costs breakdown. Vendor invoices shall contain only charges for those services that are **completed** and completion approved by the GCSD. Invoices must include copies of time sheets for the billed week and they must be signed by the Director of Instructional Media & Technology. Invoices will be paid within thirty (30) days of receipt of the Vendor's invoice. All invoices will be subject to approval from the Instructional Media & Technology Department.

All invoices should be submitted to:

The School Board of Gadsden County
Accounts Payable
35 Martin Luther King Jr. Blvd
Quincy, FL 32351

If the Gadsden County School District is denied by the SLD the award of requested discounts or any portion thereof, then GCSD reserves the right to void the selected vendor(s) proposal(s) and contract(s), and so choose not to pursue any agreement. The GCSD will not be held liable for any express or implied guarantees.

It is recommended that vendors visit the Gadsden County Public Schools webpage for additional detailed information regarding the district and the individual schools - <http://www.gcps.k12.fl.us>.
Email ALL questions to erate@gcpsmail.com

This RFP and Answers to Vendor Questions can be found at:
<http://www.gcps.k12.fl.us>

Vendors must submit their proposals so that all eligible equipment is separated and priced from all ineligible, but necessary, equipment.

Financing

After notification of award, the Vendor will receive a purchase order for the products and service for which the Vendor will be responsible as a result of the RFP. This purchase order will show the amount that is the responsibility of the local school system. In the contents of the purchase being issued will be a Contingency Clause paragraph which states that the purchase order that is being issued is contingent on the FCC Fund Administrator approving the Contract for Universal Services Funding and adequate funding from grants or other funds of revenue. The purchase order shall also include the amount of funds that the FCC Fund Administrator will be required to pay based on the schools E-rate percentage. This purchase order will constitute a contingent contract between **The Gadsden County School Board** and The Vendor. After notification by the School and Libraries Division (FCC Fund Administrator) of the acceptance of the Universal Services Contract, the contingency will be removed and the purchase order will become legal and binding contract between **The Gadsden County School Board** and The Vendor. The purchase order will be the document used to determine the status of the contract and will determine the amount of payment by the school system and the FCC Fund Administrator.

Neither party to the contract shall assign the contract or sublet it as a whole without the consent of the Board, nor shall The Vendor assign any monies due or to become due to him without written consent of the Board. In return for the installation and implementation of the products and services as specified by The Board shall pay The Vendor full within thirty days from the installation completion. The Board agrees to work jointly and cooperatively with The Vendor completing any and all paperwork necessary and required for the reimbursement of The Vendor by the FCC Fund Administrator.

Warranty

The Vendor shall fully warrant all items and services provided under this RFP against defects in material and workmanship for a minimum of three years or greater as provided by the equipment manufacturer's warranty. Warranty information should be submitted per an equipment basis in the Bid Proposal. Should any defects in workmanship or material, excepting ordinary wear and tear or abuse, appear during the warranty period, the manufacturer or his representative shall repair or replace such items at no cost to the Gadsden County School District.

Price Quotations

Price quotations are to include the furnishing of all materials, software, equipment, maintenance, shipping cost, delivery, installation, and the provisions of all labor and services necessary or proper for the completion of the work except as may be otherwise expressly provided in the contract documents. The **Gadsden County School Board** will not be liable for any costs beyond those proposed herein and awarded. The Vendor shall include all application cost in the price quotation. In case of discrepancy in computer proposal prices, the unit price shall govern and the total price shall be revised accordingly.

Variation in Quantities and Configuration

Equipment and service capacity requirements are the best estimate currently available. The **Gadsden County School Board** reserves the right to modify quantity and configuration requirements. The Vendor agrees to sell the Gadsden County School District the revised quantity of items at the unit price as stated in the RFP regardless of quantity changes.

Termination of Services

- Should Vendor fail to perform fully, faithfully and promptly any obligation owed to the **Gadsden County School Board**, the school district may consider the breach material and may terminate any agreement resulting from this RFP.
- The performance of work under any agreement resulting from this RFP may be terminated by the **Gadsden County School Board** in whole, or from time to time in part, whenever the GCSD shall determine that such termination is in the best interest of GCSD. The Vendor will be compensated only for services performed before the specified date of termination.
- If the **Gadsden County School Board** fails to appropriate funds or if funds are not otherwise made available for continued payment of any agreement resulting from this RFP, the agreement shall be canceled automatically as of the beginning of the fiscal period for which funds were not appropriated or otherwise made available. The Vendor will be compensated only for services performed before the specified date of termination.

FINANCIAL CONSEQUENCES

In accordance with subsection 287.058(1)(h), Florida Statutes, the Eligible Users must apply financial consequences if the Contractor fails to perform in accordance with the Contract and resulting Service Level Agreement (SLA). Service Level Agreements will include financial consequences for non-performance.

PUBLIC RECORDS

All documents prepared pursuant to this AGREEMENT are subject to Florida's Public Records Law. Refusal of the CONTRACTOR to allow public access to such records shall constitute grounds for cancellation of this AGREEMENT.

AUDIT AND INSPECTION RIGHTS

The CONTRACTOR shall maintain any file(s) relevant to this AGREEMENT, available for inspection by the AGENCY, documenting all costs and fees incurred in connection with this AGREEMENT. The files(s) shall be maintained for a period of FOUR (4) years from the final payment by the AGENCY under this Agreement, audit or cause to be audited, those books and records of CONTRACTOR which are related to CONTRACTOR'S performance under this Agreement. CONTRACTOR agrees to maintain all such books and records at its principal office or location.

The agency may, at reasonable times during the term hereof, inspect CONTRACTORS facilities and perform such inspections, as the AGENCY deems reasonably necessary, to determine whether the required to be provided by CONTRACTOR under this Agreement conform to the terms hereof and/or the

terms of the Solicitation of Documents, if applicable. Contractor shall make available to the AGENCY all reasonable facilities and assistance to facilitate the performance of inspections by AGENCY representatives. All inspections shall be subject to, and made in accordance with, the provisions as same may be amended and supplemented, from time to time.

AMENDMENTS

Any changes must be mutually agreed upon and incorporated in written amendments to this AGREEMENT.

INDEPENDENT CONTRACTOR

The CONTRACTOR, and any of its employees, agents, or assigns, is independent contractors and not employees or agents of the AGENCY.

COMPLIANCE WITH LAWS

The Contractor shall comply with all laws, rules, codes, ordinances, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and authority. Chapter 287, Florida Statutes, and Rule 60A, Florida Administrative Code, govern the Contract. The Contractor shall comply with section 274A of the Immigration and Nationality Act, the Americans with Disabilities Act, and all prohibitions against discrimination on the basis of race, religion, sex, creed, national origin, handicap, marital status, or veteran's status. Violation of any applicable laws, roles, codes, ordinances or licensing requirements will be grounds for Contract termination.

PUBLIC ENTITY CRIMES

A bidder must submit in bidding packet the completed SWORN STATEMENT AS TO CRIMES AGAINST A PUBLIC ENTITY form. A bidder, person, or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity for the construction or repair of a public building or public work, may not submit bids or leases of real property to a public entity, may not be awarded or perform work as a contractor or supplier, sub-contractor 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 Florida Statutes, Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

CONFLICT OF INTEREST

The award hereunder is subject to the provisions of Chapter 112 Florida Statutes. All bidders must disclose the name of any company owner, officer, director or agent who is an employee of the School District and/or is an employee of the School District and owns, directly or indirectly, an interest of five percent or more of the company.

TERMINATION/DEFAULT

The School District may terminate all or any part of a subsequent award by giving notice of default to Bidder, if Bidder:

- Refuses or fails to deliver the goods or services within the time specified
- Fails to comply with any of the provisions of this Bid or so fails to make progress as to endanger performances hereunder or
- Becomes insolvent or subject to proceedings under any law relating to bankruptcy, insolvency or relief of debtors.

In the event of termination for default, the School Board's liability will be limited to the payment for goods and services delivered and accepted as of the date of termination.

FUNDING OUT, TERMINATION and CANCELLATION

Florida School Laws prohibits School Boards from creating obligations on anticipation of budgeted revenues from one fiscal year to another without year-to-year extension provisions in the agreements. It is necessary that fiscal funding out provisions be included in all bids in which the terms are for periods of longer than one year. Therefore, this funding out provision is an integral part of this bid and must be agreed to by all bidders.

CONVENIENCE

The School Board may terminate for its convenience at any time, in whole or in part any subsequent award. In which event of termination for convenience, the School Boards sole obligations will be to reimburse Bidder for:

- Those goods or services actually shipped/performed and accepted up to the date of termination and
 - Costs incurred by bidder for unfinished goods, which are specifically for the School Board and which are not standard products of the Bidder, as of the date of termination, and a reasonable profit thereon.
- In no event is the School Boards responsible for loss of anticipated or will reimbursement exceed the Bid value.

DRUG-FREE WORKPLACE

Whenever two or more Bids are equal with respect to price, quality and service, a Bid received from a business that certifies that is has implemented a drug-free workplace program as defined by Florida Statutes Section 287.087, will be given preference in the award process.

REQUIREMENTS FOR PERSONNEL ENTERING DISTRICT PROPERTY

All personnel entering District property must meet the requirements of Sections 1012.465 and 1012.467, Florida Statutes.

PROTEST AND DISPUTES

Any person who is adversely affected by the terms, conditions and specifications contained in this solicitation, including any provisions governing the methods for ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract shall file a notice of protest in writing within 72 hours (Saturdays, Sundays and State holidays excluded) after the posting of the solicitation or decision or intended decision. FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED HEREIN SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER CHAPTER 120, FLORIDA STATUES.

WITHDRAWAL OF PROPOSALS

A written request for withdrawal, signed by the vendor, may be considered if received by the AGENCY within 72 hours of the proposal opening time and date indicated. A request received in accordance with this provision may be granted upon proof of the impossibility to perform based upon an obvious error on the part of the vendor.

ACCEPTANCE/REJECTION OF PROPOSALS AND WAIVER OF MINOR IRREGULARITIES

Proposal Deadline

Replies must be received by the AGENCY no later than the date and time set. Any reply submitted shall remain a valid offer for at least 90 days after the proposal submission date. No changes, modifications, or additions to the proposals submitted after the deadline for proposal opening has passed will be accepted by or be finding on the AGENCY.

Receipt Statement

Proposals not received at either the specified place, or by the specified date and time, or both, will be rejected and returned unopened to the CONTRACTOR by the AGENCY. The AGENCY will retain one unopened original for use in the event of a dispute.

Right to Reject or to Waive Minor Irregularities Statement

The AGENCY reserves the right to reject any and all replies or to waive minor irregularities when to do so would be in the best interest of the AGENCY. Minor irregularity is defined as a variation from the Request for Proposal terms and a condition which does not affect the price of the proposal, or give the CONTRACTOR an advantage or benefit not enjoyed by other CONTRACTORS, or does not adversely impact the interest of the AGENCY.

Responding to the RFP

This RFP contains the instructions governing the proposals to be submitted and a description of the mandatory requirements. An Evaluation Committee will determine fulfillment of all proposal requirements of the RFP. Responses that do not meet all requirements listed in this RFP may be subject to point reductions during the evaluation process or may be deemed non-responsive.

Vendors shall promptly notify the Gadsden County School Board of any inconsistency or error, which they may discover upon examination of this RFP. Interpretations, corrections, or changes made to the RFP in any other manner will not be binding, and the vendor shall not rely upon such interpretation, corrections, or changes. Addendum will be made by the GCSD. Addenda will be issued as expeditiously as possible via the District's web site at www.gcps.k12.fl.us. It is the vendor's responsibility to check the website and to determine whether all addenda have been received.

Vendors requiring clarification or additional explanations of any section or sections contained in this RFP may contact via email to: erate@gcpsmail.com

John Thomas, District Network Coordinator
Sheantika Wiggins, Director of Instructional Media & Technology
Gadsden County School District
35 Martin Luther King Jr. Blvd
Quincy, FL 32351

Any major omission of required information or inaccurate information provided in the proposal may result in the Vendor considered being out of compliance with the RFP requirements.

The Gadsden County School Board may choose not to evaluate or disqualify any proposals that are difficult to read, are difficult to understand, and are missing any required information.

Any Vendor who submits a proposal agrees that:

- a. The proposal is based upon an understanding of the specifications and requirements described in this RFP.
- b. Any costs associated with developing and delivering responses to this RFP are entirely the responsibility of the Vendor.
- c. All materials submitted in response to this RFP become the property of the Gadsden County School Board.
- d. An individual authorized to legally submit the proposal must sign the proposal in ink.

The proposal must detail all costs associated with providing the proposed services. The proposal must include a separate rate schedule or quote for each Section of services being proposed. All costs for proposed services must be reflected in the cost submitted in the proposal. There can be no additional line item costs or any additional charges above the price indicated on the proposal for each item.

Omissions

Omissions in the proposal of any provision herein described shall not be construed as to relieve the vendor of any responsibility or obligation to the complete and satisfactory delivery, operation, and support any and all equipment or services.

The Gadsden County School Board anticipates that the proposal submission review and evaluation process for this RFP will take place according to the following general schedule:

Schedule of Events:

The following is the required schedule of events for the RFP process. This schedule may change depending on the results of the responses and a final schedule will be established prior to contract with the successful vendor.

RFP Posting

<http://www.gcps.k12.fl.us>

January 13, 2016

Proposal Submission Deadline

February 12, 2016

2:00 p.m.

Bid Opening(s)

Gadsden County School District
Instructional Media & Technology Center
35 Martin Luther King, Jr. Blvd
Quincy, FL 32351

February 12, 2016

2:00 p.m. EST

Contract Award Date

Pending School Board approval

Service Start Date

July 1, 2016

RFP Evaluation Methods and Matrix

1. The Evaluation Committee will separate proposals into "responsive" and "non-responsive" proposals. Non-responsive proposals will be eliminated from further consideration. The Evaluation Committee will evaluate the remaining proposals based on evaluation criteria stated in this RFP. The GCSD reserves the right in its sole discretion to reject all proposals and re-issue another RFP.
2. The Gadsden County School District may at its discretion and at no fee to the GCSD, invite any Vendor to appear for questioning during RFP evaluation period for the purpose of clarifying statements in the response.
3. The Gadsden County School District reserves the right to accept or reject all proposals of sections thereof and when the rejection is in the best interest of the GCSD. The GCSD reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms that the Vendor can propose.
4. The GCSD reserves the right to reject any or all proposals, any part or parts thereof a proposal, waive any technicalities, increase or reduce quantities, make modifications to specifications, and award any or the entire contract in a manner that is in the best interest of the Gadsden County School District. Contracts will be awarded to the highest ranked Vendor determined to be in the best interest of the Gadsden County School District.

Vendors will be rated on how well they met each factor. The entries for all factors are then totaled for each vendor. The winning bidder is the one with the highest number of total points. Only E-rate eligible products and services will be evaluated, per E-rate rule.

MINORITY-OWNED FIRM OR COMPANY

I (we) do hereby certify that my (our) business qualifies as a minority-owned firm or company. Please check one of the following applicable:

- _____ Black
- _____ Hispanic
- _____ American Indian-Alaskan Native
- _____ Female
- _____ Physically or Mentally Disability
- _____ Asian-Pacific Islander

Manual Signature: _____ Date: _____
Typed Signature: _____
Name of Business: _____
Address: _____

Non-Minority Firm or Company

I (we) do hereby certify that my (our) business qualifies as a Non-Minority-owned firm or company.

Manual Signature: _____ Date: _____
Typed Signature: _____
Name of Business: _____
Address: _____

NOTE: Pursuant to section 289.094, Florida Statutes, it is unlawful for any individual to falsely represent any entity as a minority-owned firm or company for purpose of qualifying for certification as such an enterprise under any program, which, in compliance with federal law, is design to assist minority-owned firms or companies in receipt of contracts for the provision of goods and services.

NOTE: THIS CERTIFICATION MUST BE SIGNED AND RETURNED WITH YOUR BID IN ORDER FOR YOUR BID TO BE VALID.

SWORN STATEMENT: UNDER SECTION 287.133(3)(a) FLORIDA STATUTES ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract No. _____ for _____
2. This sworn statement is submitted by _____
(Name of entity submitting sworn statement)

whose business address is _____ and (if applicable) its Federal Employer Identification Number (FEIN) is _____ (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

3. My name is _____ and my relationship to the entity name above is _____

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract of goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

A predecessor or successor of a person convicted of a public entity crime; or
An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agencies that are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint ventures with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies].

- Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with an convicted of a public entity crimes subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND [Please indicate which additional statement applies].
- There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. [Please attach a copy of the final order].
- The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. [Please attach a copy of the final order].
- The person or affiliate has not been placed on the convicted vendor list. [Please describe any action taken by or pending with the Department of General Services].

Signature

Date

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

[Name of individual signing]

who, after first being sworn by me,

affixed his/her signature in the space provided above on this _____ day of _____, 20_____.

NOTARY PUBLIC

My commission expires: _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION

INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing *Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510 Participants responsibilities*. The regulations were published as **Part IV of the January 30, 1989, Federal Register (pages 4722-4733)**.

***** BEFORE COMPLETING CERIFICATION, READ INSTRUCTIONS ON NEXT PAGE *****

- (1) The Prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency.

- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attached an explanation to this proposal.

Organization Name _____

Names and Titles of Authorized Representative(s)

Signature(s) _____

Date _____

INSTRUCTIONS FOR DEBARMENT CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out herein in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", "voluntarily exclude", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions", without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may, but is not required to check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction may pursue available remedies, including suspension and/or debarment.

DRUG FREE WORKPLACE CERTIFICATION FORM

In accordance with Florida Statute 287.087, preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids are equal with respect to price, quality and service are received by the State or by any political subdivision for the procurement of commodities or contractual services; a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the work place, the business's policy of maintaining a drug-free work-place, any available drug counseling, rehabilitation, and employee assistance programs and penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1) notify employees that as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any convictions of, or plea of guilty or nolo-contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program is such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Vendor's Signature

CONFLICT OF INTEREST FORM

I HEREBY CERTIFY that

1. I, (*printed name*) _____, am
the
(*Title*) _____ and the duly authorized representative of the firm of
(*Firm Name*) _____ whose address is

Address _____ *City* _____ *State* _____ *Zip Code* _____
and that I possess the Legal authority to make this affidavit on behalf of myself and the firm for which I
am acting;
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or
apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
3. This Bid Submittal is made without prior understanding, agreement, or connection with any corporation,
firm, or person submitting a bid for the dame services, and is in all respects fair and without collusion or
fraud.

EXCEPTIONS to items above (List):

Signature: _____

Printed Name _____

Firm Name: _____

Date: _____

STATE OF _____

COUNTY OF _____

Sworn to and subscribed before me this _____ day of _____,
20_____, by

_____, who is personally known to me or who has
produced

_____ as identification.

Notary Public – State of

Type or print name:

Commission No.:

(Seal)

Commission Expires:

HOLD HARMLESS AGREEMENT

Return this page ONLY if claiming exception from the Worker's Compensation Insurance Requirement

I, _____ am the owner of _____, an incorporated/unincorporated business operating in the State of Florida. As such, I am bound by all laws of the State of Florida, including but not limited to those regarding the workers' compensation law.

I hereby affirm that the above named business employs fewer than four employees, including myself, and therefore, the business is exempt from the statutory requirement for worker's compensation insurance for its employees.

On behalf of the business, and its employees, I hereby agree to indemnify, keep and hold harmless the School Board of Gadsden County, Florida, its agents, officials and employees, against all injuries, deaths, losses, damages, claims, liabilities, judgments, cost and expenses, direct, indirect or consequential (including, but not limited to, fees and charges, liabilities, judgments, costs and expenses, direct, indirect or consequential (including, but not limited to, fees and charges of attorneys and other professionals) arising out of our contract with the School Board, whether or not it shall be alleged or determined that the act was caused by intention or through negligence or omission of the School Board or their employees, or their subcontractors or their employees. The named business shall pay all charges of attorneys and all costs and other expenses incurred in connection with the indemnity provided herein, and in any judgment shall be rendered against the school Board in any action indemnified hereby, the named business shall at its own expense, satisfy and discharge the same. The foregoing is not intended nor should it be construed as, a waiver of sovereign immunity of the SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA, UNDER Section 768.28, Florida Statutes.

Signature:

Printed Name

Firm Name:

Date:

STATE OF _____

COUNTY OF _____

Sworn to and subscribed before me this _____ day of _____, 20_____, by

_____, who is personally known to me or who has produced

_____ as identification.

Notary Public – State of

Type or print name:

Commission No.:

(Seal) _____
Commission Expires:

Vendor Acknowledgment and Approval

Complete and return for Bid to be considered. Use BID/RFP Label provided (page 2).

Additional Bid Submittal Requirements:

A. Bankruptcy/Litigation

Is your company in the process of any bankruptcy proceedings as herein described?

YES [] NO []

Is your company involved in any litigation as herein described?

YES [] NO []

B. Have you supplied all the Submittal Requirements outlined below?

- Completed Invitation To Bid cover page
- Minority-Owned Firm or Company
- Public Entity Crimes
- Drug Free Certification
- Debarment Certification
- Conflict of Interest form
- Contact Information
- Litigations/Bankruptcy

The School Board reserves the right to reject any or all proposals, to waive informalities, and to accept all or any part of any proposal as they may deem to be in the best interest of the School Board.



2573 Barrington Circle • Tallahassee, FL 32308
Office: 850.329.7000 • Fax: 850.329.7252

REQUEST FOR QUALIFICATIONS

RFQ 1617-04

FORM 00425

TERMS OF PAYMENT FOR REAL ESTATE SERVICES

(TO BE COPIED BY THE BIDDER ON THEIR LETTERHEAD AND SUBMITTED)

TO: Gadsden County School Board
35 Martin Luther King Jr. Blvd.
Quincy, Florida 32351

FROM: Prime South Properties
Fezler, Russell & Ferrie, Inc.
GAY P. STEFFEN Vendor ID: _____

Office: 850 329-7000

Cell: 850 519-2701

E-mail: gaysteffen@gmail.com

Gentlemen:

I have received the Request for Qualification Document entitled "REAL ESTATE BROKERAGE SERVICES" dated 5-6-2016 as prepared by Gadsden County Schools. I have also received the following addenda numbers _____, _____, _____, _____, _____, and have included their provisions in my proposal. I have examined all the proposal documents and become familiar with the sites. I formally submit the following terms of payment for consideration.

Terms of Sale:

Total percentage of sales charged to GCS: 6 %

Percentage offered to buyer's agent: 3 % (note: this percentage is deducted from total)

Exceptions: _____

Reimbursable: COST OF SPECIAL ADVERTISING AND SIGNS OF REQUEST BY GADSDEN COUNTY SCHOOL BOARD.

Term of Purchase: Describe the purchase process and terms involved. GCSB AGREE TO PAY 6% Brokerage Fee unless property listed Brokerage fee IS PAID BY SELLER.

I (We), the undersigned, hereby certify that I (We) have carefully examined the foregoing Proposal after the same was completed and have verified each item placed thereon; and I (We) agree to indemnify, defend and save harmless, GADSDEN COUNTY SCHOOL BOARD and their agents, against any cost, damage or expense which it may incur or be caused by an error in my (our) preparation of same.

In witness whereof the Bidder has hereunto set his signature and affixed his seal this 5 day of May, A.D., 20 16.

Kathy Smith Bidder

Gay P. Steffen Realtor

Authorizing signature



JERI NASH
MY COMMISSION # EE 875922
EXPIRES: February 19, 2017
Bonded Thru Budget Notary Services

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9b

DATE OF SCHOOL BOARD MEETING: May 24, 2016

TITLE OF AGENDA ITEMS: Request to Delete from Capital Assets

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

In accordance with Sections 274.04, 274.05 and 274.06, Florida Statutes, Board approval is requested to delete \$99,973.00 plus applicable depreciation from the Motor Vehicle Capital Assets. This action is required based on the information received from the Director of Transportation.

VIN #	Purchase Price	Miles	Property Tag #	Vehicle #
1. 1HVBBAAN8YH290918	51,416.00	185175	200139	00-64
2. 1HVBBAAN3YH314428	48,557.00	151387	200728	00-107

REVENUE: **Applicable Funds**

AMOUNT: **\$99,973. 00**

PREPARED BY: **Bruce James **

POSITION(s): **Coordinator Safety & Inventory**

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS	ACQRED	INVTY	DISPD G
00200139	5000015	BUSES		1HVBBAAN8YH290918		00 9003	00 0000 G 07	031400	111615 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG OWN		FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000400	INTERNATIONAL			O			51,416.00 10
		VEH: 00-64	TAG: 120533	TITLE:				TOTAL	51,416.00
		COM: SPARE (WRECKED -TOTAL LOST)							
00200176	5000015	BUSES		1HVBBAAN3YH314428		00 9003	00 0000 G 07	031400	090915 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG OWN		FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000400	INTERNATIONAL			O			48,557.00 10
		VEH: 00-107	TAG: 120351	TITLE:				TOTAL	48,557.00
		COM: SPARE (WRECKED -TOTAL LOST)							
00200213	5000015	BUSES		1HVBBAAN02H536819		02 9003	00 0000 G 07	030602	120515 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG OWN		FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000400	INTERNATIONAL			O			51,106.00 10
		VEH: 02 85	TAG: 198462	TITLE:				TOTAL	51,106.00
		COM: SPARE							
00200267	5000015	BUSES		1HVBBAAN6YH290917		00 9003	00 0000 G 07	031400	021116 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG OWN		FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000400	INTERNATIONAL			O			51,416.00 10
		VEH: 00-30	TAG: 120532	TITLE:				TOTAL	51,416.00
		COM: SPARE TRADE FOR FORD EXPLORE SHERIFF							
				REQ 01	TOTAL			4 ITEMS	202,495.00 COST
									99,973.00

Submitted 3/29/16
 Board Agenda

Submitted 3/29/16
 Board Agenda

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9c

DATE OF SCHOOL BOARD MEETING: **May 24, 2016**

TITLE OF AGENDA ITEMS: Request to Delete and Dispose from Capital Assets – Furniture, Fixtures and Equipment

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:


In accordance with Sections 274.04, 274.05 and 274.06, Florida Statutes, Board approval is requested to delete \$252,245.41 from the Capital Assets General Ledger, to be sold and disposed of with a Recycling Company.

Center	Amount	Center	Amount	Center	Amount
0041 - \$	1,040.00	0051 - \$	4,619.21	0061 - \$	15,812.95
0071 - \$	30,610.14	0091 - \$	94,280.45	0101 - \$	3,447.20
0141 - \$	0.00	0151 - \$	4,431.80	0171 - \$	2,366.75
0191 - \$	2,503.00	0201 - \$	8,254.12	0211 - \$	0.00
0231 - \$	2,051.43	0245 - \$	0.00	9001 - \$	56,780.14
9003 - \$	0.00	9004 - \$	900.91	9020 - \$	0.00
9026 - \$	1,935.76	9027 - \$	23,211.55	9106 - \$	0.00

See Attached – Fixed Asset Verification Documents

REVENUE: All Funds

AMOUNT: \$252,245.41

PREPARED BY: Bruce James 

POSITIONS: Coordinator Safety & Inventory

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY DISPD	G
00020764	4200002	STEAMER		N/V	N/V	0151	1 43	G 07 010188 100410 011316	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O			3,500.00 7	
		COM: GROEN STEAMER						TOTAL 3,500.00	
00020954	4080100	TELEVISIONS		N/V	N/V	0091	6 31	G 07 010100 070715	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					O			7	
		COM: MAGNAVOX TV						TOTAL .00	
00023168	4090300	REFRIGERATOR		NOT VISIBLE	NOT VI	0211	3 49	F 07 010104 083115	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000000014	AMANA		000001 O			7	
		COM: AMANA REFRIG.						TOTAL .00	
00023383	4200012	PREP TABLE		N/V	N/V	0091	5 2	G 07 010195 070715	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					O			15	
		COM: STAINLESS PREP TABLE						TOTAL .00	
00024064	4160400	MISC FURNITURE		N/A	OAK	0091	00 38	G 07 010100 070715	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O			10	
		COM: PLAY PEN						TOTAL .00	
00024065	4160400	MISC FURNITURE		N/A	OAK	0091	00 38	G 07 010100 070715	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O			10	
		COM: PLAY PEN						TOTAL .00	
00024747	4330000	TYPEWRITERS		11-HG851	1500	0051	1 110	G 07 010102 100115	Y
		VDR: V999999999	VENDOR PRIOR TO TERMS		PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000002096	IBM		000001 O			575.00 7	
		COM: IBM WHEELWRITER						TOTAL 575.00	

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTY	DISPD G
00025141	4160400	MISC FURNITURE		N/A	OAK	0091 98 11	G	07 010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				000001		O			10
		COM: PLAY PEN						TOTAL	.00
00025410	4160400	MISC FURNITURE		N/A	OAK	0091 98 11	G	07 010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				000001		O			10
		COM: PLAY PEN						TOTAL	.00
00025777	4110300	PRINTERS		01A4024		12		9001 MX 66 F 07 010100	083109 041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000002096	IBM	000001		O			11,933.00 5
		COM: IBM PRINTER						TOTAL	11,933.00
00025860	4330000	TYPEWRITERS		11KV988		1500		0091 6 31A G 07 010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000002096	IBM	000001		O			575.00 7
		COM: IBM WHEEL WRITER						TOTAL	575.00
00025933	4060100	FILES AND CABINETS		NOT VISIBLE	FIRE K			9001 MX 57 G 07 010190	041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				000001		O			930.00 10
		COM: FIREPROOF FILE CABINET						TOTAL	930.00
00026899	4090400	FREEZER		YM0345MXJWQ		NOT VI		0091 5 2 G 07 010193	101210 070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				000001		O			32,500.00 7
		COM: WALK-IN FREEZER						TOTAL	32,500.00
00027952	4110300	PRINTERS		123334		4247-0		9001 MX 66 G 07 010101	083109 041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000002096	IBM	000001		O			5
		COM: IBM PRINTER (IN WAREHOUSE)						TOTAL	.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTY	DISPD G
00028040	4040000	ATHLETIC EQUIPMENT		N/V	N/V	0071 4 453	G	07 010105	050216 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
						O			10
		COM: RIFTON WHEELCHAIR						TOTAL	.00
00028645	4110300	PRINTERS		2301RMR	6MP	9027 5 20	G	07 010102	011416 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000016	HEWLETT-PACKARD		000001	O			575.00 5
		COM: HP LASERJET PRNT						TOTAL	575.00
00028689	4080100	TELEVISIONS		821-64250173	A32B4W	0091 4 25	G	07 010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000030	ZENITH		000001	O			7
		COM: ZENITH TV						TOTAL	.00
00029389	4060100	FILES AND CABINETS		NOT VISIBLE	TENNSC	9001 MX 57	G	07 010199	041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			900.00 10
		COM: HERRING HALL FIREPROOF FILE						TOTAL	900.00
00030441	4100000	COMMUNICATION EQUIPMENT		NOT VISIBLE	HC12	0091 6 34B	G	07 010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			5
		COM: PDI SUPREME SERIES						TOTAL	.00
00030541	4050000	AUDIO-VISUAL EQUIPMENT		1	SRVS20	9001 MX 77	G	07 010100	041416 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			7
		COM: JVC DVD RECORDER						TOTAL	.00
00030810	4110101	DESKTOP COMPUTER		702CW61	GX280	9001 MX 27	G	07 010106 082709	041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL		000001	O			5
		COM: DELL CPU						TOTAL	.00

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00031383	4110101	DESKTOP COMPUTER		HZGQN11	GX240	0071 2 200	G	07 010103	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			832.00 5
		COM: DELL CPU						TOTAL	832.00
00031385	4110101	DESKTOP COMPUTER		1VGQN11	GX240	0071 4 443	G	07 010103	050216 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			832.00 5
		COM: DELL CPU						TOTAL	832.00
00031484	4110101	DESKTOP COMPUTER		H3CQN11	GX260	0071 7 712	G	07 010104	050216 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			829.00 5
		COM: DELL CPU						TOTAL	829.00
00031518	4110300	PRINTERS		JPGGJ78393	2200D	0051 1 110	F	07 010102	100115 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000016	HEWLETT-PACKARD	000001		O			660.00 5
		COM: HP LASERJET PRNT						TOTAL	660.00
00031527	4110101	DESKTOP COMPUTER		9RQV211	GX260	0071 8 830	G	07 010104	042816 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			829.00 5
		COM: DELL CPU						TOTAL	829.00
00031650	4110104	ALPHA CART		N/A	N/A	0051 3 322	G	07 010106	100115 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				000001		O			7
		COM: ALPHA CART						TOTAL	.00
00032070	4110101	DESKTOP COMPUTER		D01B031	GX260	0071 7 716	G	07 010104	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			829.00 5
		COM: DELL CPU						TOTAL	829.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTY	DISPD G
00032108	4110101	DESKTOP COMPUTER		B20B031	GX260	0071	1 123 G 07	010104	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			829.00 5
		COM: DELL CPU						TOTAL	829.00
00032250	4200007	STACKED OVEN		ZBLODFG-100	NOT VI	0091	5 2 G 07	010193 101210	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			8,675.00 7
		COM: BLOGETT OVEN						TOTAL	8,675.00
00032274	4110101	DESKTOP COMPUTER		3B7R131	GX270	0071	6 625 G 07	010105	050216 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			949.00 5
		COM: DELL CPU						TOTAL	949.00
00032302	4110101	DESKTOP COMPUTER			GX260	0071	2 208 F 07	010103	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			.00 5
		COM: DELL CPU						TOTAL	.00
00032526	4100000	COMMUNICATION EQUIPMENT		N/V	N/V	0091	6 34 G 07	010100	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL				O			.00 5
		COM: AUDIO ENAHNCEMENT						TOTAL	.00
00032607	4110102	LAPTOP COMPUTER		BT6SN41	C400	0071	4 418 G 07	010104	041316 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			.00 5
		COM: DELL LAPTOP						TOTAL	.00
00032726	4110101	DESKTOP COMPUTER		BQGOJ41	GX270	0201	4 12 G 07	010105 100109	102215 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			949.01 5
		COM: DELL CPU						TOTAL	949.01

-FA NUM-	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00032879	4110101	DESKTOP COMPUTER		CYTJN41	GX270	0201 5 36	G	07 010102	102215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001	O				949.01 5
		COM: DELL CPU						TOTAL	949.01
00033151	4110101	DESKTOP COMPUTER		2QLKG61	GX280	0071 2 208	G	07 010106	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001	O				1,200.00 5
		COM: DELL CPU						TOTAL	1,200.00
00033199	4110101	DESKTOP COMPUTER		BQLKG61	GX280	0041 3 7	G	07 010105	102215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001	O				1,040.00 5
		COM: DELL CPU						TOTAL	1,040.00
00033228	4050100	PROJECTORS		FWDGZ00177F	EMP-SI	0071 2 208	G	07 010104	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000024	EPSON	000001	O				.00 7
		COM: EPSON PROJECTOR						TOTAL	.00
00033277	4110101	DESKTOP COMPUTER		DCPQZ41	GX270	0071 1 123	G	07 010105	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001	O				1,173.00 5
		COM: DELL CPU						TOTAL	1,173.00
00033749	4100000	COMMUNICATION EQUIPMENT		CAT0923X04X	3500	9001 MX 68	G	07 010103 031212	042416 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000124	CISCO	000001	O				850.00 5
		COM: CATALYST CISSCO						TOTAL	850.00
00033824	4110101	DESKTOP COMPUTER		DDL5691	GX520	0191 4 31	G	07 010106	090215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138	DELL	000001	O				829.00 5
		COM: DELL CPU						TOTAL	829.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00033829	4110101	DESKTOP COMPUTER		HCL5691	GX520	0191 2 16	G	07 010106	090215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			829.00 5
		COM: DELL CPU						TOTAL	829.00
00033864	4110101	DESKTOP COMPUTER		GRNTK91	XPS600	9001 MX 77	E	07 010100	100215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			.00 5
		COM: DELL CPU						TOTAL	.00
00034642	4110101	DESKTOP COMPUTER		5FZXF81	GX620	9001 99 38A	G	07 041506 042110	120415 Y
		VDR: VD04220000	DELL MARKETING LP	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			1,573.00 5
		COM: DELL CPU						TOTAL	1,573.00
00034675	4300000	TELEVISIONS/MONITORS		NDHFS61D001462	F199	9004 1C	G	07 010199	042816 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				000001		O			.00 5
		COM: NORWOOD FLAT SCREE						TOTAL	.00
00034727	4110101	DESKTOP COMPUTER		8QIF491	GX520	9026 99 3	E	07 010106	111815 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			1,108.00 5
		COM: DELL CPU						TOTAL	1,108.00
00034752	4020000	AIR CONDITIONERS		QT2823715	ACE 18	0091 99 22	E	07 090107	070715 Y
		VDR: VS18600000	STEWART TV & APPLIANCES	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000100	WHIRLPOOL	167725	000001	O		110-0091-641	500.00 15
		COM: A/C						TOTAL	500.00
								CUR VALUE	272.25
00034817	4110101	DESKTOP COMPUTER		9H9JG81	GX620	0201 99 26	E	07 010106	041416 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			1,108.00 5
		COM: DELL CPU						TOTAL	1,108.00

-FA NUM-	CODE-----	CLASSIFICATION-----	DESCRIPTION	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00034819	4120000	COPIER		OD5030		0071	2 200 E 07	010100	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL		000001	O			5
		COM: DELL LASER COPIER						TOTAL	.00
00034837	4300000	TELEVISIONS/MONITORS		OT613346633614		9001	MX 78 E 07	010100	041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL		000001	O			5
		COM: DELL MONITOR 20"						TOTAL	.00
00034845	4110101	DESKTOP COMPUTER		JHX14B1	GX600	9001	MX 76 E 07	010106	100215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL		000001	O			5
		COM: DELL CPU						TOTAL	819.00
									819.00
00034847	4080100	TELEVISIONS		NOT VISIBLE	NOT VI	9001	MX 81 E 07	010103	041316 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			7
		COM: SAMSUNG TV 42						TOTAL	1,000.00
									1,000.00
00034849	4050000	AUDIO-VISUAL EQUIPMENT			8800	9001	MX 31 G 07	010104	070115 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			7
		COM: SANYO TRANSCRIBER						TOTAL	.00
00034947	4110101	DESKTOP COMPUTER		DT9CT31	GX270	0061	9 906 G 07	010105	102615 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL		000001	O			5
		COM: DELL CPU (21ST CCLC)						TOTAL	.00
00035037	4050102	SMART BOARD		NOT VISIBLE	NOT VI	0245	12 24 G 07	010107 092109	102215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			7
		COM: WHITE BOARD						TOTAL	.00

-FA NUM-	CODE-----	CLASSIFICATION-----	DESCRIPTION	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS	ACQRED	INVTRY	DISPD G
00035087	4110101	DESKTOP COMPUTER		3DR9M71	GX280	0171 2 15	G 07	010106 041910	102215 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			1,200.00 5
		COM: DELL CPU						TOTAL	1,200.00
00035151	4160400	MISC FURNITURE			N/A	9001 MX 69	E 07	092606	041916 Y
		VDR: VG03660000	GAYLORD BROTHERS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				167031	000001	O		420-9001	1,175.00 10
		COM: WORKSTATION 39/CHERRY						TOTAL	1,175.00
								CUR VALUE	254.59
00035154	4080100	TELEVISIONS		F346CA048	27R411	0091 4 28	E 07	010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000046	RCA		000001	O			.00 7
		COM: RCA TV 27						TOTAL	.00
00035157	4080100	TELEVISIONS		V5191092197565	DS2742	0091 6 31	G 07	010101	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			.00 7
		COM: RCA TV						TOTAL	.00
00035162	4080100	TELEVISIONS		V9180340731372	DS2538	0091 3 20	G 07	010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			.00 7
		COM: SANYO TV						TOTAL	.00
00035171	4080100	TELEVISIONS		36490048	C25A24	0091 2 10	E 07	010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000030	ZENITH		000001	O			.00 7
		COM: ZENITH TV						TOTAL	.00
00035174	4160200	DESKS		N/A	CHERRY	0091 2 11	G 07	010101	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				000001		O			.00 10
		COM: L-SHAPE DESK						TOTAL	.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00035179	4080100	TELEVISIONS		23040302	B25A11	0091	6 34	G 07 010101	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000030	ZENITH		000001	O			7
		COM: ZENITH TV						TOTAL	.00
00035182	4080100	TELEVISIONS		V9180340731372	DS2538	0091	8 2	G 07 010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			7
		COM: SANYO TV						TOTAL	.00
00035183	4080100	TELEVISIONS		V5191092997556	DS2742	0091	8 4	E 07 010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			7
		COM: SANYO TV						TOTAL	.00
00035189	4080100	TELEVISIONS		V5191092997562	DS2742	0091	8 5	E 07 010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			7
		COM: SANYO TV						TOTAL	.00
00035196	4080100	TELEVISIONS		V5161092197510	DS2742	0091	7 51F	G 07 010100	070115 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000031	SANYO		000001	O			7
		COM: SANYO TV 27						TOTAL	.00
00035202	4080100	TELEVISIONS		E9AA10789	PVM255	0091	7 52	G 07 010101	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000019	PANASONIC		000001	O			7
		COM: PANSONIC TV						TOTAL	.00
00035209	4110102	LAPTOP COMPUTER		LV-ANH74	1S1844	9001	MX 42B	P 07 101106	041416 Y
		VDR: VC00220000	CDW GOVERNMENT, INC.	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000002096	IBM	168392	000001	O		420-9001	755.00 5
		COM: IBM LAPTOP - (RITTMAN)						TOTAL	755.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00035245	4050000	AUDIO-VISUAL EQUIPMENT		AISB14092	PV DV1	0091	6 34B G 07	010102	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000019 PANASONIC		000001		O			7
		COM: PANASONIC PALMREADER						TOTAL	.00
00035246	4080000	CAMERAS		94275	MVC-FD	0091	6 34 G 07	010104	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000021 SONY		000001		O			7
		COM: SONY DIGITAL CAMERA						TOTAL	.00
00035249	4080100	TELEVISIONS		021-023040330	B25A11	0091	7 51 G 07	010101	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000030 ZENITH		000001		O			7
		COM: ZENITH TV						TOTAL	.00
00035368	4110101	DESKTOP COMPUTER		D1V05C1	GX520	0071	4 425 E 07	121206	050216 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		168925	000001	O		420-0071	829.00 5
		COM: DELL CPU						TOTAL	829.00
00035369	4110101	DESKTOP COMPUTER		4ZT05C1	GX520	0071	4 415 E 07	121206	042716 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		168925	000001	O		420-0071	829.00 5
		COM: DELL CPU						TOTAL	829.00
00035371	4110101	DESKTOP COMPUTER		B0V05C1	GX520	0071	3 310 E 07	121206	041316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		168925	000001	O		420-0071	829.00 5
		COM: DELL CPU						TOTAL	829.00
00035372	4110101	DESKTOP COMPUTER		CZT05C1	GX520	0071	3 310 E 07	121206	041316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		168925	000001	O		420-0071	829.00 5
		COM: DELL CPU						TOTAL	829.00

-FA NUM-	CODE-----	CLASSIFICATION-----	DESCRIPTION	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N	DS	ACQRED INVTRY	DISPD G
00035383	4110101	DESKTOP COMPUTER		90V05C1	GX520	0071	4 425	G 07 121206 052410	050216 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		168925	000001	O		420-0231	829.00 5
		COM: DELL CPU						TOTAL	829.00
00035479	4120000	COPIER		K4655500106	2075	0041	12	G 07 010103	091515 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			5
		COM: RICOH COPIER						TOTAL	.00
00035510	4110300	PRINTERS		Q1951200125	CL2000	0051	2 200	G 07 010105	100115 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			5
		COM: RICOH PRINT						TOTAL	.00
00035597	4080001	CAMCORDER		H6HK00072R	AG-DVC	0071	10 1012	E 07 081606 060710	050216 Y
		VDR: VM02370000 MARKERTEK		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000019 PANASONIC		167838	000001	O		110-0071	1,088.74 7
		COM: PANASONIC CAMCORDER						TOTAL	1,088.74
00035612	4080100	TELEVISIONS		Y6856VKY943673K	SCD353	9001	MX 78	G 07 010100	041416 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			7
		COM: SAMSUNG VIDEO						TOTAL	.00
00035683	4050100	PROJECTORS		510914057	XR20X	0071	10 1012	G 07 010105	032616 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000035 SHARP			000001	O			525.00 7
		COM: SHARP PROJECTOR						TOTAL	525.00
00035721	4110300	PRINTERS		CNDC5CF1SD		0071	3 310	G 07 070504	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000016 HEWLETT-PACKARD			000001	O			5
		COM: HP PRINTER (21ST CCLC)						TOTAL	.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00035729	4080100	TELEVISIONS		F346CA04R	24R411	0071 10 1003	G	07 010104	050216 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000046	RCA	000001		O			7
		COM: RCA TV						TOTAL	.00
00035730	4080100	TELEVISIONS		F346CA03V	24R411	0071 10 1004	G	07 010104	050216 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000046	RCA	000001		O			7
		COM: RCA TV						TOTAL	.00
00035860	4110101	DESKTOP COMPUTER		3KL3VC1	GX745	9001 MX 60	G	07 010107	041916 Y
		VDR: VD04220000	DELL MARKETING LP	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	000001		O			5
		COM: DELL CPU						TOTAL	.00
00035868	4110101	DESKTOP COMPUTER		6LL3VC1	GX745	9027 5 20	G	07 052207 050914	011416 Y
		VDR: VD04220000	DELL MARKETING LP	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	170326	000001	O		420-9027	941.80 5
		COM: DELL CPU						TOTAL	941.80
00035918	4110101	DESKTOP COMPUTER		1HPRYC1	GX745	0191 1 1	E	07 052107 070810	073015 Y
		VDR: VD04220000	DELL MARKETING LP	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	170563	000001	O		420-0061	845.00 5
		COM: DELL CPU						TOTAL	845.00
00035922	4110101	DESKTOP COMPUTER		2MPRYC1	GX745	9001		E 07 052107 070810	051016 Y
		VDR: VD04220000	DELL MARKETING LP	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	170563	000001	O		420-0061	845.00 5
		COM: DELL CPU						TOTAL	845.00
00035928	4110101	DESKTOP COMPUTER		HGPRYC1	GX745	9001		E 07 052107 070810	073015 Y
		VDR: VD04220000	DELL MARKETING LP	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL	170563	000001	O		420-0061	845.00 5
		COM: DELL CPU						TOTAL	845.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N	DS	ACQRED INVTRY	DISPD G
00035929	4110101	DESKTOP COMPUTER		CPPRYC1	GX745	0061		E 07 052107 070810	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		170563	000001	O		420-0061	845.00 5
		COM: DELL CPU (M&T CAGE)						TOTAL	845.00
00035940	4110101	DESKTOP COMPUTER		JMPRYC1	GX745	0071	1 127	E 07 052107 070810	042716 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		170563	000001	O		420-0061	845.00 5
		COM: DELL CPU						TOTAL	845.00
00035979	4110102	LAPTOP COMPUTER		BGRFYC1	131L	0071	10 1012	E 07 052407	050216 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		170545	000001	O		420-0071	830.88 5
		COM: DELL LAPTOP						TOTAL	830.88
00036101	4110101	DESKTOP COMPUTER		38Y8VC1	PRECIS	0201	4 10B	E 07 080108	073015 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		170341	000001	O			2,600.44 5
		COM: DELL CPU						TOTAL	2,600.44
00036108	4110101	DESKTOP COMPUTER		J7Y8VC1	PRECIS	9001	MX 81	E 07 110108	041316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138 DELL		170341	000001	O			2,600.44 5
		COM: DELL CPU 390						TOTAL	2,600.44
								CUR VALUE	173.39
00036144	4110102	LAPTOP COMPUTER		L3HW638	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036146	4110102	LAPTOP COMPUTER		L3LA780	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00

-FA NUM-	CODE-----	CLASSIFICATION-----	DESCRIPTION	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00036147	4110102	LAPTOP COMPUTER		L3GY594	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036148	4110102	LAPTOP COMPUTER		L3KP569	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036149	4110102	LAPTOP COMPUTER		L3NT418	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036150	4110102	LAPTOP COMPUTER		L3NT423	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036151	4110102	LAPTOP COMPUTER		L3NT408	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036152	4110102	LAPTOP COMPUTER		L3KZ142	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00
00036153	4110102	LAPTOP COMPUTER		L3NT410	768	9027	5 20	G 07 071107 050914	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
				170527	000001	O		420-9027	1,283.00 5
		COM: LENOVO LAPTOP						TOTAL	1,283.00

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	CNTR	DP	BLDG	FM	N	DS	ACQRED	INVTY	DISPD	T
00036155	4110102	LAPTOP COMPUTER		L3GY606	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		
00036156	4110102	LAPTOP COMPUTER		L3HW630	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		
00036157	4110102	LAPTOP COMPUTER		L3NT411	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		
00036158	4110102	LAPTOP COMPUTER		L3HW649	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		
00036159	4110102	LAPTOP COMPUTER		L3NT420	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		
00036160	4110102	LAPTOP COMPUTER		L3KD229	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		
00036161	4110102	LAPTOP COMPUTER		L3HW646	768	9027	5	20	G	07	071107	050914	041416	Y		
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN						FND-CNTR-PROJECT	AMOUNT	LIF	
				170527	000001	O							420-9027	1,283.00	5	
		COM: LENOVO LAPTOP											TOTAL	1,283.00		

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00036164	4110102	LAPTOP COMPUTER		JDXX5D1	D830	9001	MX 84	E 07 071107	041316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		170945	000001	O		420-9001	1,298.00
		COM: DELL LAPTOP (SEE J. HILTON)						TOTAL	1,298.00
00036212	4110101	DESKTOP COMPUTER		4L4MD41	GX745	9001		E 07 071607	051016 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		170896	000001	O		420-0061	861.80
		COM: DELL CPU						TOTAL	861.80
00036217	4400202	DEFIBRILLATOR		4008808	AED G3	9001	MX 24A	G 07 010104 082609	120415 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		COM: POWERHEART DEFIBRILLATOR			000001	O		TOTAL	1,595.00
00036223	4050000	AUDIO-VISUAL EQUIPMENT		354237030	300AE	9001	MX 84	E 07 071807	041316 Y
		VDR: VF07550000 FLORIDA MICRO, LLC.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		COM: DOCUMENT READER		170959	000001	O		420-9001	619.33
								TOTAL	619.33
								CUR VALUE	88.45
00036229	4050000	AUDIO-VISUAL EQUIPMENT		336267040	300AE	9001	MX 84	E 07 071807	041316 Y
		VDR: VF07550000 FLORIDA MICRO, LLC.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		COM: DOCUMENT READER		170959	000001	O		420-9001	619.33
								TOTAL	619.33
								CUR VALUE	88.45
00036387	4110101	DESKTOP COMPUTER		DXB4JD1	GX745	0071	8 805	E 07 090407	042816 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		171472	000001	O		376-0071	.00
		COM: DELL CPU						TOTAL	.00
00036410	4110101	DESKTOP COMPUTER		2XB4JD1	GX745	0151	1 1C	E 07 090407 060310	102215 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		171472	000001	O		376-0151	931.80
		COM: DELL CPU						TOTAL	931.80

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00036419	4110101	DESKTOP COMPUTER		JWB4JD1	GX745	0201 1 OFC E 07		090407	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL		171472	000001	O		376-0201	931.80 5
		COM: DELL CPU						TOTAL	931.80
00036421	4110101	DESKTOP COMPUTER		20H82B1	GX620	9001 MX 23 E 07		010107	090215 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL			000001	O			5
		COM: DELL CPU						TOTAL	.00
00036486	4110101	DESKTOP COMPUTER		2CS4MD1	GX745	0101 7 24 E 07		082807	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL		171601	000001	O		376-0101	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036556	4110101	DESKTOP COMPUTER		CHTGRD1	GX745	0201 1 OFC E 07		100207	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL		171729	000001	O		376-0201	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036578	4110101	DESKTOP COMPUTER		DFK4SD1	GX745	0051 2 212A E 07		101007 062510	102215 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL		171864	000001	O		376-0051	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036603	4110101	DESKTOP COMPUTER		CBK4SD1	GX745	0101 7 28 E 07		101007 061615	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL		171864	000001	O		376-0101	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036618	4110101	DESKTOP COMPUTER		76VRGC1	GX745	0231 1 47 E 07		101107 052615	050916 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000138 DELL		169469	000001	O		110-0231	1,209.68 5
		COM: DELL CPU						TOTAL	1,209.68

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00036670	4110300	PRINTERS		G7J488896	MFC-84	0071	5 519	E 07 102407	042816 Y
		VDR: VP00095000 PC NATION		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000091 BROTHER'S		172092	000001	O		110-0071	5
		COM: BROTHERS COP/FX/SCN						TOTAL	.00
00036742	4110101	DESKTOP COMPUTER		2T3V1F1	GX745	0101	7 28	E 07 112707 061615	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		172376	000001	O		376-0101	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036760	4110101	DESKTOP COMPUTER		8R3V1F1	GX745	0101	7 28	E 07 112807 061615	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		172376	000001	O		376-0101	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036808	4110101	DESKTOP COMPUTER		2FJV1F1	GX745	9001	MX 70	E 07 112807	041916 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		MFG: M000000138 DELL		172375	000001	O		376-0041	861.80 5
		COM: DELL CPU						TOTAL	861.80
00036835	4080100	TELEVISIONS		QNE072711048	N2635	9001	MX 78	E 07 113007	041416 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		COM: VIEWSONIC TV		172559	000001	O		376-9001	1,912.22 7
								TOTAL	1,912.22
								CUR VALUE	91.10
00036867	4300000	TELEVISIONS/MONITORS		711MXHB0K569	26LC7D	9026	99 3	E 07 012408	111815 Y
		VDR: VS18600000 STEWART TV & APPLIANCES		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		COM: LG FLAT SCREEN 26"		172669	000001	O		420-9026	.00 5
								TOTAL	.00
00036868	4090300	REFRIGERATOR				0061	12 1201	E 07 011508 070810	083115 Y
		VDR: VV00200000 VALIANT EQUIPMENT COMPANY, LLC		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT	LIF
		COM: TRAUlsen REFRIG		172176	000001	O		376-0061	2,567.95 7
								TOTAL	2,567.95
								CUR VALUE	183.42

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	CNTR	DP	BLDG	FM	N	DS	ACQRED	DATES	INVTY	DISPD	T
00036878	4110101	DESKTOP COMPUTER		3NJRQF1	GX755	9001		MX	51		F	07	022808		041916	Y	
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
		MFG: M000000138 DELL		173163	000001	O								420-9001	881.30	5	
		COM: DELL CPU (LEALER FRANCIS HM USE)												TOTAL	881.30		
00036939	4100000	COMMUNICATION EQUIPMENT		TNV98F72C7C34	3C1060	0091		6	34A		E	07	051308		070715	Y	
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
				173301	066419	O								376-9001	1,296.75	5	
		COM: NBX V3000 ANALOG SYS												TOTAL	1,296.75		
00036945	4290200	MISC SHOP/VOC EQUIPMENT		TLP98L7B2E0FF	3C1060	0231		1	17G		E	07	051308		080515	Y	
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
				173301	000001	O								376-9001	841.75	7	
		COM: GTW CHASSIS 1PWR												TOTAL	841.75		
														CUR VALUE	100.22		
00036965	4100000	COMMUNICATION EQUIPMENT		YEEF8SK44780	3CR175	0071		8	803		E	07	051308		050216	Y	
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
				173301	000001	O								376-9001	1,166.75	5	
		COM: 3COM SWITCH												TOTAL	1,166.75		
00036968	4100000	COMMUNICATION EQUIPMENT		YEEF8SKF44280	3CR175	0071		3	302		E	07	051308		042716	Y	
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
				173301	000001	O								376-9001	1,166.75	5	
		COM: 3COM SWITCH												TOTAL	1,166.75		
00036969	4100000	COMMUNICATION EQUIPMENT		YEEF8AK6592C0	3CR175	0071		3	343		E	07	051308		042716	Y	
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
				173301	000001	O								376-0071	1,166.75	5	
		COM: 3COM SWITCH												TOTAL	1,166.75		
00036972	4110101	DESKTOP COMPUTER		9ZZ8BG1	GX755	9001		99	31		E	07	052008		100215	Y	
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN							FND-CNTR-PROJECT	AMOUNT	LIF	
		MFG: M000000138 DELL		173824	000001	O								420-0231	795.10	5	
		COM: DELL CPU												TOTAL	795.10		

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00036978	4100000	COMMUNICATION EQUIPMENT		TLP98K7G2C7AD	3C1060	0071 4 5	E 07	051308	050216 Y
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM 173301	CHECK 000001	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
								376-9001 841.75 7	
		COM: GTW CHASSIS 1PWR						TOTAL 841.75	
								CUR VALUE 360.75	
00036998	4100000	COMMUNICATION EQUIPMENT		YEEF8GK971700	3CR175	9027	G 07	051308	041416 Y
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM 173301	CHECK	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
								341-9001-1109990 1,166.75 5	
		COM: 3COM SWITCH (N RM 69 4 REPAIR-STEPHEN						TOTAL 1,166.75	
00037026	4110101	DESKTOP COMPUTER		C9FMM01	GX150	0071 4 443	G 07	010102	050216 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000000138 DELL			000001			TOTAL .00	5
		COM: DELL CPU							
00037027	4110101	DESKTOP COMPUTER		80405C1	GX520	0071 4 412	E 07	111506	050216 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 168925	CHECK 000001	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000000138 DELL						420-0071 829.22 5	
		COM: DELL CPU						TOTAL 829.22	
00037097	4110102	LAPTOP COMPUTER		W884900M5LA	A1304	9001 MX 81	G 07	121208	041316 Y
		VDR: VA10350000 APPLE COMPUTER INC		PO NUM 175052	CHECK 065970	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000000002 APPLE COMPUTER						420-9001-4222492 2,386.00 5	
		COM: APPLE LAPTOP S. BRIDGES						TOTAL 2,386.00	
								CUR VALUE 198.85	
00037106	4110101	DESKTOP COMPUTER		F7Y8VC1	PRECIS	0071 3 305	E 07	120108	042716 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 170341	CHECK 000001	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000000138 DELL						TOTAL 2,600.44	5
		COM: DELL CPU - MICHELLE TAYLOR (HOME USE)							
00037128	4110101	DESKTOP COMPUTER		5DLCJG1	GX760	0201 3 26	E 07	021809	102615 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 175421	CHECK 000001	OLG O	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
		MFG: M000000138 DELL						420-0245 854.06 5	
		COM: DELL CPU						TOTAL 854.06	

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS	ACQRED	INVTRY	DISPD G
00037147	4100000	COMMUNICATION EQUIPMENT		9RXFA9N21A480	4500	0091 8 8A	G 07 120108		070715 Y
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM 175237	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							110-0091	2,337.40	5
		COM: 3 COM SWITCH 24 PRT (TEACHER PLANING)					TOTAL	2,337.40	
00037149	4100000	COMMUNICATION EQUIPMENT		N/A	4500	0091 4 29	G 07 120108		070715 Y
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM 175237	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							110-0091	2,337.40	5
		COM: 3 COM SWITCH 24 PRT					TOTAL	2,337.40	
							CUR VALUE	1,869.92	
00037154	4100000	COMMUNICATION EQUIPMENT		9RXFA9N211B100	5500G	0091 6 34A	G 07 060108		070715 Y
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES		PO NUM 173769	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							341-0091-0999	3,637.40	5
		COM: 3COM SWITCH					TOTAL	3,637.40	
00037231	4400200	MEDICAL EQUIPMENT		200820743	0297	0071 1 107	G 07 111708	062413	042716 Y
		VDR: VS21400000 MEDICAL EQUIPMENT SALES, INC.		PO NUM 175064	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							110-0071-1108500	1,311.76	7
		COM: BLOOD PRESSURE & TEMP MCH					TOTAL	1,311.76	
							CUR VALUE	249.90	
00037261	4200007	STACKED OVEN		072709RA046B	DFG100	0091 5 2	G 07 081209	101210	070715 Y
		VDR: VC05590000 CENTRAL RESTAURANT PRODUCTS		PO NUM 176495	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							433-0091-433710S	12,205.50	7
		COM: BLODGETT STACK OVEN 2ND S#072709RA045					TOTAL	12,205.50	
							CUR VALUE	3,632.72	
00037302	4110101	DESKTOP COMPUTER		GBX3VK1	GX760	0051 8 805	G 07 090209	102009	042816 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 176705	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							110-0245-1105320	773.41	5
		COM: DELL CPU					TOTAL	773.41	
							CUR VALUE	25.80	
00037305	4110101	DESKTOP COMPUTER		19X3VK1	GX760	0071 7 713	G 07 090209	102009	042816 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 176705	CHECK OLG OWN O		FND-CNTR-PROJECT-----AMOUNT LIF		
							110-0245-1105320	773.41	5
		COM: DELL CPU					TOTAL	773.41	
							CUR VALUE	25.80	

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY DISPD	G
00037306	4110101	DESKTOP COMPUTER		52X3VK1	GX760	0071 7 713	G	07 090209 102009 042616	Y
		VDR: VD04220000 DELL MARKETING LP						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN	110-0245-1105320	773.41 5
				176705		O		TOTAL	773.41
		COM: DELL CPU						CUR VALUE	25.80
00037339	4110300	PRINTERS		4GBWNC1	3115CN	9001 MX 60	G	07 091409 082515	Y
		VDR: VD04220000 DELL MARKETING LP						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN	110-9001-1109990	899.00 5
				176712	070865	O		TOTAL	899.00
		COM: DELL						CUR VALUE	29.97
00037345	4100000	COMMUNICATION EQUIPMENT		YEEF8KK9CE740	4500	0171 2 9C	G	07 052108 100715	Y
		VDR: VH06760000 HAYES E-GOVERNMENT RESOURCES						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN	341-0171-1109990	1,166.75 5
				173769		O		TOTAL	1,166.75
		COM: 3COM SWITCH 26PT							
00037346	4290000	SHOP/VOCATIONAL EQUIPMENT		10470100	WP2500	0071 5 517	G	07 092209 060710 041316	Y
		VDR: VH12740000 HD SPLY FACIL MAINT,LTD						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN		7
				176422		O		TOTAL	.00
		COM: WORK PRO PRESSURE WASHER							
00037357	4180001	POSTER MAKER		MY96Q13058	3336A	9001 MX 77	G	07 101709 041416	Y
		VDR: VC00220000 CDW GOVERNMENT, INC.						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN	378-9001-0999	1,749.00 5
				177026		O		TOTAL	1,749.00
		COM: HP POSTER MAKER						CUR VALUE	87.45
00037358	4180001	POSTER MAKER		8M98F12508	3336A	0051 2 211	G	07 101709 012116	Y
		VDR: VC00220000 CDW GOVERNMENT, INC.						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN	378-0051-0999	1,749.00 5
				177026		O		TOTAL	1,749.00
		COM: HP POSTER MAKER						CUR VALUE	87.45
00037359	4180001	POSTER MAKER		8M98FI1104	3336A	0071 2 210	G	07 101709 062413 032616	Y
		VDR: VC00220000 CDW GOVERNMENT, INC.						FND-CNTR-PROJECT-----AMOUNT LIF	
				PO NUM	CHECK	OLG	OWN	378-0071-0999	1,749.00 5
				177026		O		TOTAL	1,749.00
		COM: HP POSTER MAKER						CUR VALUE	87.45

-FA NUM-	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00037436	4110101	DESKTOP COMPUTER		G6510L1	GX760	0201 5 32	G	07 100909	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 177040	CHECK OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF 378-0201-1109990 5	
		COM: DELL CPU						TOTAL .00	
00037441	4110101	DESKTOP COMPUTER		F8510L1	GX760	0201 4 9	G	07 100909	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 177040	CHECK OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF 378-0201-1109990 5	
		COM: DELL CPU						TOTAL .00	
00037482	4130000	CUSTODIAL/MAINTENANCE EQUIPMENT		10480915	2500	0101		G 07 110109	041316 Y
		VDR: VH12740000 HD SPLY FACIL MAINT,LTD		PO NUM 176422	CHECK 071101 OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF 110-0101-1109990 7	
		COM: PRESSURE WASHER						TOTAL .00	
00037483	4130000	CUSTODIAL/MAINTENANCE EQUIPMENT		10480916	2500	0041 15	G	07 110109	041316 Y
		VDR: VH12740000 HD SPLY FACIL MAINT,LTD		PO NUM 176422	CHECK 071101 OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF 110-0041-1109990 7	
		COM: PRESSURE WASHER						TOTAL .00	
00037525	4110101	DESKTOP COMPUTER		92HWFK1	GX760	9027 5 20	G	07 111609	011316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 177092	CHECK OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF 110-9027-1104540 5	
		COM: DELL CPU						TOTAL .00	
00037530	4050100	PROJECTORS		9504527FJ	400	0071 3 314	G	07 112309	041316 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.		PO NUM 177344	CHECK OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF 420-0071-4221201 7	
		COM: NEC PROJECTOR						TOTAL .00	
00037579	4200013	MILK BOX				0071 5 500	G	07 010105	042816 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN O			FND-CNTR-PROJECT-AMOUNT LIF	
		COM: MILK BOX						TOTAL .00	

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00037637	4110101	DESKTOP COMPUTER		84WQDK1	GX760	0071 1 114	G	07 100909	042716 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				177040		O		378-0071-1109990	5
		COM: DELL CPU						TOTAL	.00
00037643	4110102	LAPTOP COMPUTER		767WZK1	5500	9001 MX 42B	G	07 010710	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				176996	071368	O		432-9008-43630S5	982.36 5
		COM: DELL LAPTOP (BENITA RITTMAN)						TOTAL	982.36
								CUR VALUE	98.24
00037654	4110101	DESKTOP COMPUTER		JZ410L1	GX760	0071 1 124	G	07 110509	042716 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				177040	071368	O		378-0071-0999	5
		COM: DELL CPU						TOTAL	.00
00037742	4050100	PROJECTORS		AMNC42301845	X2	0071 3 310	G	07 010108	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
						O			7
		COM: INFOCUS PROJECTOR (21ST CCLC)						TOTAL	.00
00037773	4110102	LAPTOP COMPUTER		DF1H4M1	LAT Z	9001 MX 81	G	07 042010	041316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				178052	074595	O		432-9001-431210S	1,902.40 5
		COM: DELL LAPTOP						TOTAL	1,902.40
								CUR VALUE	665.84
00037824	4290000	SHOP/VOCATIONAL EQUIPMENT		1017956833	2600	0171 9	G	07 051110	041316 Y
		VDR: VL05830000 LOWE'S HOME CENTERS INC		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				176366		O		110-0171-1109990	7
		COM: TROY BUILT PRESSURE WASHER						TOTAL	.00
00037845	4110101	DESKTOP COMPUTER		3DMD5M1	GX780	9026 99 3	G	07 040510	111815 Y
		VDR: VD04200000 DELL ELECTRONICS, INC.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				177795	074288	O		420-9026-1105610	827.76 5
		COM: DELL CPU MIDWAY-HEAD START						TOTAL	827.76
								CUR VALUE	124.17

-FA NUM-	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T	
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G	
00037850	4110102	LAPTOP COMPUTER		Z0J6000TV	MACPRO	9001	MX 81	G 07 052410	041316 Y	
		VDR: VA10350000 APPLE COMPUTER INC								
		COM: APPLE LAPTOP (S. BRIDGES)								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				178117	075497	O		420-9001-4212100	2,246.00	5
								TOTAL	2,246.00	
								CUR VALUE	823.56	
00037934	4110102	LAPTOP COMPUTER		6GVPQM1	E6410	9001	MX 1	G 07 080210	081715 Y	
		VDR: VD04220000 DELL MARKETING LP								
		COM: DELL LAPTOP (REGINALD JAMES)								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				178600	076247	O		110-9001-1104220	1,045.66	5
								TOTAL	1,045.66	
								CUR VALUE	226.56	
00037982	4110101	DESKTOP COMPUTER		4C7J5N1	E5510	0071	1 127	G 07 090210	041316 Y	
		VDR: VD04220000 DELL MARKETING LP								
		COM: DELL LAPTOP (DEBRA STAFFORD)								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				178702	076466	O		420-0071-4221212	896.28	5
								TOTAL	896.28	
								CUR VALUE	717.03	
00037993	4110101	DESKTOP COMPUTER		7ZTFPM1	GX380	0071	5 519	G 07 091510	042816 Y	
		VDR: VD04220000 DELL MARKETING LP								
		COM: DELL CPU								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				020229	077457	O		410-0071-0701	.00	5
								TOTAL	.00	
00037994	4110101	DESKTOP COMPUTER		7ZTNPM1	GX380	9001	MX	G 07 091510	102215 Y	
		VDR: VD04220000 DELL MARKETING LP								
		COM: DELL CPU								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				020229	077457	O		410-0041-0701	.00	5
								TOTAL	.00	
00037996	4110101	DESKTOP COMPUTER		7ZVPPM1	GX380	0211	5	G 07 091510	041916 Y	
		VDR: VD04220000 DELL MARKETING LP								
		COM: DELL CPU								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				020229	077457	O		410-0211-0701	.00	5
								TOTAL	.00	
00037997	4110101	DESKTOP COMPUTER		7ZVLPM1	GX380	0201	2 43	G 07 091510	041916 Y	
		VDR: VD04220000 DELL MARKETING LP								
		COM: DELL CPU								
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT	LIF
				020229	077457	O		410-0201-0701	.00	5
								TOTAL	.00	

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00038140	4070000	SCANNER		206035	6130	9001	MX 65	G 07 110310	041916 Y
		VDR: VC00220000	CDW GOVERNMENT, INC.						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179069	077285	O		432-9001-432260S	947.43 5
		COM: FIJITSU	SCANNER/PRINTER					TOTAL	947.43
								CUR VALUE	252.63
00038160	4110300	PRINTERS		53XTTH1	3115CN	9001	MX 62	G 07 110410	030816 Y
		VDR: VD04220000	DELL MARKETING LP						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179261	078099	O		420-9001-4221210	966.62 5
		COM: DELL	COLOR PRINTER					TOTAL	966.62
								CUR VALUE	257.77
00038171	4110101	DESKTOP COMPUTER		5CGLKN1	GX380	0071	8 820	G 07 112010	042816 Y
		VDR: VD04220000	DELL MARKETING LP						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179070	077592	O		420-0071-4212691	5
		COM: DELL	CPU					TOTAL	.00
00038183	4110101	DESKTOP COMPUTER		5CYJKN1	GX380	9001	MX 65	G 07 112010	042616 Y
		VDR: VD04220000	DELL MARKETING LP						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179070	077592	O		420-0071-4212691	5
		COM: DELL	CPU (S. GAUSS REPAIR RM 65)					TOTAL	.00
00038205	4110101	DESKTOP COMPUTER		5DFKKN1	GX380	0071	4 451	G 07 112010	050216 Y
		VDR: VD04220000	DELL MARKETING LP						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179070	077592	O		420-0071-4212691	5
		COM: DELL	CPU					TOTAL	.00
00038218	4110101	DESKTOP COMPUTER		BT1JKN1	GX380	0071	1 129	G 07 112010	042716 Y
		VDR: VD04220000	DELL MARKETING LP						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179070	077592	O		420-0071-4212691	5
		COM: DELL	CPU					TOTAL	.00
00038380	4110101	DESKTOP COMPUTER		CD719P1	GX380	9001	MX 59	G 07 011811	041916 Y
		VDR: VD04220000	DELL MARKETING LP						
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				179727	079261	O		110-9001-1104520	5
		COM: DELL	CPU					TOTAL	.00

-FA NUM-	CODE-----	CLASSIFICATION-----	DESCRIPTION	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS	ACQRED	INVTY	DISPD G
00038620	4110101	DESKTOP COMPUTER		F8XYBP1	GX380	9001	MX 65	G 07 112010	042616 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					179070 077592 0			420-0071-432261S	5
		COM: DELL CPU (S. GAUSS REPAIR RM 65)						TOTAL	.00
00038631	4110101	DESKTOP COMPUTER		9SGZCP1	GX380	9004		G 07 030811	102215 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					180023 080677 0			110-9001-1109990	900.91 5
		COM: DELL CPU (PROPERTY CAGE)						TOTAL	900.91
								CUR VALUE	300.32
00038649	4110101	DESKTOP COMPUTER		5CBLKN1	GX380	0041	2	G 07 112010	100215 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					179070 077592 0			420-0071-432261S	5
		COM: DELL CPU						TOTAL	.00
00038720	4110101	DESKTOP COMPUTER		9930YFQ1	GX380	0245	14 18	G 07 052311 062811	050916 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					199755	0		420-0245-4216111	5
		COM: DELL CPU						TOTAL	.00
00038723	4110101	DESKTOP COMPUTER		930XFQ1	GX380	0245	14 18	G 07 052311	050916 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					179975	0		420-0245-4216111	5
		COM: DELL CPU						TOTAL	.00
00038725	4110101	DESKTOP COMPUTER		92X1GQ1	GX380	0245	14 18	G 07 052311 062811	050916 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					179975	0		420-0245-4216111	5
		COM: DELL CPU						TOTAL	.00
00038732	4110101	DESKTOP COMPUTER		92ZXFQ1	GX380	0245	14 18	G 07 052311 062811	050916 Y
		VDR: VD04220000 DELL MARKETING LP			PO NUM CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					179975	0		420-0245-4216111	5
		COM: DELL CPU						TOTAL	.00

-FA NUM-	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00038739	4110101	DESKTOP COMPUTER		92XYWFQ1	GX380	0245 14 18	G 07	052311 062811	050916 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 179975	CHECK OLG OWN O			FND-CNTR-PROJECT-420-0245-4216111	AMOUNT LIF 5
		COM: DELL CPU						TOTAL	.00
00038749	4110300	PRINTERS		CNJLB08087	CM3530	9001 MX 2	G 07	060611	042716 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 180573	CHECK 081827	OLG OWN O		FND-CNTR-PROJECT-110-9001-1109990	AMOUNT LIF 5
		COM: DELL COLOR PRINTER						TOTAL	2,844.00
								CUR VALUE	1,090.22
00038751	4110101	DESKTOP COMPUTER		7020HQ1	GX380	9001 MX 70	G 07	053111	041916 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 180558	CHECK 081834	OLG OWN O		FND-CNTR-PROJECT-110-9001-1109990	AMOUNT LIF 5
		COM: DELL CPU						TOTAL	.00
00038802	4050301	BLINDS, CUTAINS		N/A	N/A	0091 5 1	G 07	063011	070715 Y
		VDR: VR07600000 THOMAS ROLLINS		PO NUM 180526	CHECK OLG OWN O			FND-CNTR-PROJECT-395-0091-1109990	AMOUNT LIF 7
		COM: BLINDS						TOTAL	2,633.00
								CUR VALUE	1,473.25
00038825	4110101	DESKTOP COMPUTER		BC4JZQ1	GX380	9001 MX 52	G 07	081711	041416 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 180737	CHECK 082602	OLG OWN O		FND-CNTR-PROJECT-432-9001-43630S5	AMOUNT LIF 5
		COM: DELL CPU GX380 (SHARON THOMAS HM USE)						TOTAL	.00
00038832	4110101	DESKTOP COMPUTER		BC7GZQ1	GX380	0071 4 451	G 07	081711	050216 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM 180737	CHECK 082602	OLG OWN O		FND-CNTR-PROJECT-432-9001-43630S5	AMOUNT LIF 5
		COM: DELL CPU GX380						TOTAL	.00
00038895	4050102	SMART BOARD		SB58-111110	5B58	0071 4 421	G 07	010104	042716 Y
		VDR: V9999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN O			FND-CNTR-PROJECT-432-0071	AMOUNT LIF 5
		COM: SMART BOARD						TOTAL	.00

-FA NUM-	CODE-----	CLASSIFICATION-----	DESCRIPTION	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00038966	4110000	COMPUTER EQUIPMENT		AF5A73C800000377		0071 3 332 G 07 012312		012312	042816 Y
		VDR: VB10250000 BRAINCHILD CORP.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				181603		O		420-0071-4210220	5
		COM: KINEO ANDRIOD						TOTAL	.00
00038967	4110000	COMPUTER EQUIPMENT		4F13670800000107		0071 3 332 G 07 012312		012312	042816 Y
		VDR: VB10250000 BRAINCHILD CORP.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				181603		O		420-0071-4210220	5
		COM: KINEO ANDRIOD						TOTAL	.00
00038968	4110000	COMPUTER EQUIPMENT		B75A73C80000020D		0071 3 332 G 07 012312		012312	042816 Y
		VDR: VB10250000 BRAINCHILD CORP.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				181603		O		420-0071-4210220	5
		COM: KINEO ANDRIOD						TOTAL	.00
00038970	4110000	COMPUTER EQUIPMENT		OF1367800000276		0071 3 332 G 07 012312		012312	042816 Y
		VDR: VB10250000 BRAINCHILD CORP.		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				181603		O		420-0071-4210220	5
		COM: KINEO ANDRIOD						TOTAL	.00
00039072	4110101	DESKTOP COMPUTER		8DCSHS1		GC390		020612	100215 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				182027		O		420-0041-4212610	5
		COM: DELL CPU GX390						TOTAL	.00
00039210	4110102	LAPTOP COMPUTER		G17B4S1		E5520		032712	041316 Y
		VDR: VD04220000 DELL MARKETING LP		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				181931	087208	O		379-9001-0999	999.40 5
		COM: DELL LAPTOP						TOTAL	999.40
								CUR VALUE	732.90
00039301	4110102	LAPTOP COMPUTER		C02HH2FTDV7P		A1286		052512	041316 Y
		VDR: VA10350000 APPLE COMPUTER INC		PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----AMOUNT LIF	
				182386	087183	O		110-9001-1109990	2,828.00 5
		COM: IMAC LAPTOP (SONJA BRIDGES)						TOTAL	2,828.00
								CUR VALUE	2,168.11

-FA NUM-	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS	ACQRED	INVTY	DISPD G
00039564	4110101	DESKTOP COMPUTER		J1H4KS1	790	9001	MX 77A	G 07 062912	041416 Y
		VDR: VD04220000 DELL MARKETING LP							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				181931	087208	O		379-9001-0999	1,147.64 5
		COM: DELL DESKTOP						TOTAL	1,147.64
								CUR VALUE	669.46
00039822	4110101	DESKTOP COMPUTER		B3SZLS1	GX390	0041	7 7	G 07 042512	100215 Y
		VDR: VD04220000 DELL MARKETING LP							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				182360	087208	O		420-0041-4221220	5
		COM: DELL CPU 390						TOTAL	.00
00039969	4110102	LAPTOP COMPUTER		4C2D9W1	E5430	9001	MX 84	G 07 010913	082015 Y
		VDR: VD04220000 DELL MARKETING LP							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				184056	011213	O		434-0071-434R631	841.74 5
		COM: DELL LAPTOP (HOLD)						TOTAL	841.74
								CUR VALUE	589.22
00040459	4070000	SCANNER		601171	6230	9001	MX 23	G 07 052913	041916 Y
		VDR: VC00220000 CDW GOVERNMENT, INC.							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
				184842	094446	O		379-9001-0999	1,325.57 7
		COM: FUJITSU SCANNER						TOTAL	1,325.57
								CUR VALUE	1,104.63
00100117	4080100	TELEVISIONS		33300922	B25A10	9001	MX 65	G 07 010102 083109	042616 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS							
		MFG: M000000030 ZENITH							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
					000001	O			7
		COM: ZENITH TV 25						TOTAL	.00
00100230	4110000	COMPUTER EQUIPMENT		10P1353	7208	9001	MX 67	G 07 010102	041916 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS							
		MFG: M000002096 IBM							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
					000001	O			5
		COM: IBM TAPE BACK-UP						TOTAL	.00
00100233	4110000	COMPUTER EQUIPMENT		1320292		9001	MX 67	G 07 010103 083109	041916 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS							
		MFG: M000002096 IBM							
				PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
					000001	O			5
		COM: IBM TAPE BACK-UP						TOTAL	.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00100312	4100000	COMMUNICATION EQUIPMENT				9001	MX 31	G 07 100201	041916 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			5
		COM: BOGEN INTERCOM SYST						TOTAL	.00
00100754	4080100	TELEVISIONS		321-32230949	C27A25	0071	3 303	G 07 010104	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000030	ZENITH		000001	O			7
		COM: ZENITH TV						TOTAL	.00
00100933	4110101	DESKTOP COMPUTER		EGLGT	GX1	0071	3 311	G 07 010102	042716 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000138	DELL		000001	O			5
		COM: DELL CPU						TOTAL	1,598.00
00101509	4100000	COMMUNICATION EQUIPMENT		251041855	N/A	0071	8 830	G 07 010104	042816 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000124	CISCO		000001	O			5
		COM: SWITCH CISCO						TOTAL	.00
00101819	4080100	TELEVISIONS		321-35201106	C27A25	0071	4 453	G 07 010104	050216 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
		MFG: M000000030	ZENITH		000001	O			7
		COM: ZENITH TV						TOTAL	.00
00105370	4100000	COMMUNICATION EQUIPMENT		NOT VISIBLE	60M	0091	6 34B	G 07 010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			5
		COM: PDI MODULATOR						TOTAL	.00
00105372	4050102	SMART BOARD		SB680-111130		0091	6 38	G 07 010105	051016 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT-----	AMOUNT LIF
					000001	O			7
		COM: SMART BOARD (M&T CAGE)						TOTAL	1,399.00

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00105680	4080000	CAMERAS		559563	MVC-FD	0091 6 34	G 07	010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000021	SONY	000001		O			7
		COM: SONY DIGITAL CAMERA						TOTAL	.00
00105693	4200300	MISC LUNCHROOM EQUIPMENT		NOT VISIBLE	NOT VI	0091 5 2	G 07	010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		COM: CASH DRAW		000001		O		TOTAL	.00
00105746	4100000	COMMUNICATION EQUIPMENT				0091 8 A	G 07	010102	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		COM: BAYNETWORK (TEACHER PLANNING RM)		000001		O		TOTAL	.00
00105807	4160200	DESKS				0091 7 52	E 07	010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		COM: L-SHAPE DESK		000001		O		TOTAL	.00
00105824	4080100	TELEVISIONS		23040266	B25A1	0091 3 19	G 07	010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000030	ZENITH	000001		O		TOTAL	.00
		COM: ZENITH TV							
00105988	4160400	MISC FURNITURE		N/A	OAK	0091 00 39	G 07	010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		COM: PLAY PEN		000001		O		TOTAL	.00
00105998	4160400	MISC FURNITURE		N/A	OAK	0091 00 39	G 07	010100	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		COM: PLAY PEN		000001		O		TOTAL	.00

-FA NUM-	CODE	-----CLASSIFICATION-----	-----DESCRIPTION-----	---SERIAL NUMBER---	--MODEL-- NUMBER	---LOCATION----	C	-----DATES-----	T
						CNTR DP BLDG FM N DS		ACQRED INVTRY	DISPD G
00107028	4290200	MISC SHOP/VOC EQUIPMENT		N/A	N/A	0071 1 107 F 07		010104	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O				7
		COM: DETECTO SCALE						TOTAL	.00
00107114	4100000	COMMUNICATION EQUIPMENT		N/V	517EPS	0071 1 142 G 07		010103	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					O				5
		COM: DC OUTPUT						TOTAL	.00
00107183	4160400	MISC FURNITURE		N/A	N/A	0071 1 101 G 07		010104	042716 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O				10
		COM: WOOD WRK STATION						TOTAL	.00
00200529	4200002	STEAMER		C10102MC	CC20-E	0191 3 45A G 07		010190	011316 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					O				10
		COM: GROEN STEAMER						TOTAL	.00
00200578	4200009	SERVING LINE		E95C0899	50CFME	0141 3 310 G 07		010188 090810	011316 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O				7
		COM: COLORPNT FOOD WARM						TOTAL	.00
00200606	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2 G 07		010193 101210	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O				7
		COM: STAINLESS STEEL SINK						TOTAL	699.00
00200607	4200011	DISHWASHER		78128	DLD2	0091 5 2 G 07		010193 101210	070715 Y
		VDR: V999999999 VENDOR PRIOR TO TERMS		PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT-----AMOUNT LIF	
					000001 O				7
		COM: CHAMPION DISHWASHER						TOTAL	5,200.00

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTY	DISPD G
00200608	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
				000001	O				580.00 7
		COM: STAINLESS STEEL TABLE						TOTAL	580.00
00200610	4200015	WARMER		19530V436	NOT VI	0091 5 2	G	07 010193 053111	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
				000001	O				3,174.00 7
		COM: VICTORY WARMING CABN						TOTAL	3,174.00
00200611	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2	G	07 010193 053111	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
				000001	O				580.00 7
		COM: STAINLESS STEEL TABLE						TOTAL	580.00
00200612	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2	G	07 010193 053111	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
				000001	O				1,341.00 7
		COM: STAINLESS COUNTER						TOTAL	1,341.00
00200613	4200012	PREP TABLE		C-36-NU	NOT VI	0091 5 2	G	07 010193 053111	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
				000001	O				1,341.00 7
		COM: STAINLESS COUNTER						TOTAL	1,341.00
00200615	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
				000001	O				580.00 7
		COM: STAINLESS STEEL TABLE						TOTAL	580.00
00200877	4200015	WARMER		S02022	HA1750	0091 5 2	G	07 010195	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK OLG OWN			FND-CNTR-PROJECT	AMOUNT LIF
					O				10
		COM: SANI SERV WARMER						TOTAL	.00

FA NUM	CODE	CLASSIFICATION	DESCRIPTION	SERIAL NUMBER	MODEL NUMBER	LOCATION	C	DATES	T
						CNTR DP BLDG FM N DS		ACQRED INVTY	DISPD G
00200889	4090300	REFRIGERATOR		103420707M	60B	0071 5 500	G	07 010105	100715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
						O			7
		COM: SHELLYGLASS COOLER						TOTAL	.00
00200937	4200005	TILTING KETTLE		NOT VISIBLE	AH/1-4	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
					000001	O			1,075.00 7
		COM: GROEN KETTLE						TOTAL	1,075.00
00200938	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
					000001	O			580.00 7
		COM: STAINLESS STEEL TABLE						TOTAL	580.00
00200941	4200004	SLICER		11-346-177	1712	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000034	HOBART		000001	O			2,193.00 7
		COM: HOBART SLICER						TOTAL	2,193.00
00200942	4200003	MIXER		11-1041-184	H-600T	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000034	HOBART		000001	O			6,000.00 7
		COM: HOBART 60 QRT MIXER						TOTAL	6,000.00
00200943	4200018	VERTICLE CUTTER MIXER		56-862-757	84145	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
		MFG: M000000034	HOBART		000001	O			2,261.00 7
		COM: HOBART VCM						TOTAL	2,261.00
00200945	4200012	PREP TABLE		NOT VISIBLE	NOT VI	0091 5 2	G	07 010193 101210	070715 Y
		VDR: V999999999	VENDOR PRIOR TO TERMS	PO NUM	CHECK	OLG	OWN	FND-CNTR-PROJECT	AMOUNT LIF
					000001	O			580.00 7
		COM: STAINLESS STEEL TABLE						TOTAL	580.00



SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 10a

DATE OF SCHOOL BOARD MEETING: May 24, 2016

TITLE OF AGENDA ITEM: In-service Program for Adding an Endorsement in **Florida Gifted** to a Florida Educator's Certificate

DIVISION: Human Resources

PURPOSE AND SUMMARY OF ITEM:

The primary objective of this program is to make available to practicing educators those courses which will provide for them the skills and competencies to teach gifted education. This program will meet the Gifted Endorsement requirements for State Board Rule 6A-4.01791 through in-service training.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Pauline West

POSITION: Human resources Director/Staff Development Coordinator

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

____ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

REVIEWED BY: _____

GAUSDEN SCHOOL BOARD
OFFICE OF ASSISTANT
SUPERINTENDENT
2016 MAY 16 PM 2:08

The School Board of Gadsden County



"Building a Brighter Future"

Reginald C. James
SUPERINTENDENT
OF SCHOOLS

35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA 32351
TEL: (850) 627-9651
FAX: (850) 627-2760
www.gcps.k12.fl.us

May 16, 2016

Superintendent James,

I am requesting board approval of the Florida Gifted Add-on Endorsement Plan.

The plan was revised by PAEC and approved by the Department of Education. There is a requirement that all member districts approve the plan.

I am including the approval page for you and the board's chairperson signatures.

Sincerely,

Pauline West
Human Resources Director/
Staff Development Coordinator

DISTRICT NO. 1
HAVANA, FL 32333
MIDWAY, FL 32343

Steve Scott
DISTRICT NO. 2
QUINCY, FL 32351
HAVANA, FL 32333

Isaac Simmons, Jr.
DISTRICT NO. 3
CHATTAHOOCHEE, FL 32324
GREENSBORO, FL 32330

Charlie D. Frost
DISTRICT NO. 4
GRETNA, FL 32332
QUINCY, FL 32352

Roger P. Milton
DISTRICT NO. 5
QUINCY, FL 32351

BOARD MEETS FOURTH TUESDAY OF EACH MONTH
EQUAL OPPORTUNITY EMPLOYER

The School Board of Gadsden County



"Building a Brighter Future"

Reginald C. James
SUPERINTENDENT
OF SCHOOLS

35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA 32351
TEL: (850) 627-9651
FAX: (850) 627-2760
www.gcps.k12.fl.us

In-service Program

For Adding an endorsement in

FLORIDA GIFTED

Professional Development Center
Panhandle Area Educational Consortium
753 West Boulevard
Chipley, Florida 32428
(850) 638-6131

Recommended to the Gadsden District School Board on May 24, 2016

Superintendent

Approved by the Gadsden District School Board on May 24, 2016

Chairman of the Board

DISTRICT NO. 1
HAVANA, FL 32333
MIDWAY, FL 32343

Steve Scott
DISTRICT NO. 2
QUINCY, FL 32351
HAVANA, FL 32333

Isaac Simmons, Jr.
DISTRICT NO. 3
CHATTAHOOCHEE, FL 32324
GREENSBORO, FL 32330

Charlie D. Frost
DISTRICT NO. 4
GRETNA, FL 32332
QUINCY, FL 32352

Roger P. Milton
DISTRICT NO. 5
QUINCY, FL 32351

BOARD MEETS FOURTH TUESDAY OF EACH MONTH
EQUAL OPPORTUNITY EMPLOYER

INSERVICE PROGRAM
FOR ADDING AN ENDORSEMENT IN
FLORIDA GIFTED
TO A FLORIDA EDUCATOR'S CERTIFICATE

Developed by the
Panhandle Area Educational Consortium
Professional Development Center
753 West Boulevard
Chipley, Florida 32428
Phone: (850) 638-6131

Revised April 2016

I. TITLE

In-service Program for adding an endorsement in Florida Gifted

II. RATIONALE/PURPOSE

The responsibility of providing a Florida Gifted program prompts the Panhandle Area Educational Consortium, on behalf of its member school districts, to make available to practicing educators those courses which will provide for them the skills and competencies necessary to teach gifted education curricula.

Specialization requirements for the Florida Gifted endorsement, as specified in Florida State Board of Education Rule 6A-4.01791, are:

- I.** A bachelor's or higher degree with certification in an academic class coverage, and
- II.** Fifteen (15) semester hours in gifted education to include three (3) semester hours in each area specified below:
 - a. Nature and needs of gifted students to include student characteristics; cognitive, social, and emotional needs; and history and current research;
 - b. Curriculum and instructional strategies for teaching gifted students to include modification of curriculum content, instructional process, student products, and learning environment;
 - c. Guidance and counseling of gifted students to include motivation, self-image, interpersonal skills, and career options for gifted students;
 - d. Educating special populations of gifted students such as minorities, underachievers, handicapped, economically disadvantaged, and highly gifted to include student characteristics and programmatic adaptations; and
 - e. Theory and development of creativity to include elements of creativity such as fluency, flexibility, originality, and elaboration.
- III.** This rule shall take effect July 1, 1992.

Specific Authority 1001.02, 1012.55, 1012.56 FS. Law Implemented 1001.02, 1012.54, 1012.55, 1012.56 FS. History—New 7-1-92.

III. PROGRAM OBJECTIVE

The primary objective of this program is to make available to practicing educators those courses which will provide for them the skills and competencies to teach gifted education. This program will meet the Gifted Endorsement requirements for State Board Rule 6A-4.01791 through in-service training.

The specific competencies to be gained by the teachers are identified in the in-service components within the proposal. See Appendix A.

IV. ADMISSION REQUIREMENTS

Certified teachers who plan to add the endorsement to their current certificate.

In recognition of the fact that teachers may desire to take courses from multiple providers while working to earn the Florida Gifted Endorsement, credit for completed coursework will be accepted by PAEC and the participant's professional development director under the following conditions:

1. Participant obtains approval to register for the course, PRIOR to enrolling, from the PAEC Program Consultant and/or the participant's district professional development director
2. The course is taught by an instructor who meets the Instructor Qualifications as listed in section VIII.
3. The course provider provides authentic transcript of completed coursework with authorized signature affixed
4. The provider is able to provide a course description and completion requirements, upon request.

Note: Acceptance of coursework completion under conditions stated above shall go into effect on October 1, 2010. Those who completed coursework prior to October 1, 2010 shall be "grandfathered" in and receive credit as long as work was done no earlier than 2000. Credit awarded from different providers prior to January 1, 2000 will not be accepted.

V. PROGRAM REQUIREMENTS

Individuals endeavoring to add the Florida Gifted Endorsement to the Florida Educator's Certificate must earn a total of 300 in-service points (equivalent to 15 credit hours of college credit) by successfully completing the prescribed set of in-service components included in this program.

Candidates for the Florida Gifted Endorsement must earn the 300 total points by completing a specified number of points in each area as follows:

1. 60 points – Curriculum Development for the Gifted
2. 60 points – Theory and Development of Creativity
3. 60 points – Education of Special Populations of Gifted Students
4. 60 points - Guidance and Counseling for the Gifted Student
5. 60 points – Nature and Needs of Gifted Students

These in-service points may be earned under the following components of the District's Master In-service Plan:

1. Component # 2-106-540 - Curriculum Development for the Gifted
2. Component # 2-106-543 - Theory and Development of Creativity
3. Component # 2-106-512 – Education of Special Populations of Gifted Students
4. Component # 2-106-542 - Guidance and Counseling for the Gifted Student
5. Component # 2-106-511 - Nature and Needs of Gifted Students

Successful completed college work may be transferred into this endorsement program. Courses to be transferred must be equivalent to the number of credits listed in Section II - Rationale, and must match the content in the components listed in the In-service Components of this document. Candidates for the Florida Gifted Endorsement must complete and submit a written request to the district's Professional Development director with a current teacher certificate showing a bachelor's or higher degree with certification in another area. An official college transcript must be forwarded to the district's Professional Development director if the applicant is transferring college course credit.

A district-level program specialist or program director will be designated by the superintendent to review the requests and assess the appropriateness of each transfer into the endorsement program. The director of Professional Development will also review and act on each of the requests for transfer of credit.

In recognition of the fact that teachers may desire to take courses from multiple providers while working to earn the Florida Gifted Endorsement, credit for completed coursework other than college or through PAEC will be accepted under the guidance of the PAEC Professional Development Center Advisory Council and the PAEC course instructor.

VI. PROGRAM COMPLETION/CERTIFICATION PROCEDURE

Successful completion of **at least 300** in-service points consistent with the program requirements section of this document and other prerequisites, as indicated by district in-service records, shall constitute program completion. A designated PAEC representative will verify course completion by signing the Verification of Completion form and returning it to the District office. The participant's district office will submit completed documentation to the Florida Department of Education.

For participants that choose to take online courses for inservice credit, verification of completion will be recorded in an electronic systems database for reporting purposes.

VII. PROGRAM EVALUATION

To the satisfaction of the instructor, each participant will:

1. Complete assigned activities
2. Demonstrate increased competency on at least 80% of the objectives as determined by a pre- and post-assessment or by other valid means of measurement, in compliance with Florida Statutes and Rules

VIII. REQUIRED INSTRUCTOR QUALIFICATIONS

Instructors used in the training of certified educators in the Florida Gifted Endorsement are as follows:

1. Bachelor's degree or higher in the area of Gifted/ESE education
2. Three (3) years of successful experiences in teaching Gifted/ESE education (preferred)
3. Knowledge of Florida Department of Education requirements regarding Gifted/ESE education
4. Knowledge of the Florida Department of Education requirements for Gifted Add-on Endorsement program

IX. ADVISEMENT

1. Component information for each course is provided on the PAEC website
2. The District Director of Professional Development will sign an application form for each individual identifying the need for the participant

X. MANAGEMENT

1. District Director of Professional Development:

The Director of Professional Development Services is designated by the Superintendent of Schools for monitoring the implementation of the Florida Gifted Endorsement Program and has the responsibility for submitting an evaluation transfer credit, and coordinating the delivery of the program's in-service components.

2. Master In-service Plan:

The Florida Gifted Add-On Endorsement Program is a part of the District's Master In-service Plan.

3. Records:

- a. Participant - The district will maintain a file on each program participant containing performance, advisement, transfer, component completion, and all other necessary data. Records are also maintained through the PAEC ePDC
- b. Component - The district will maintain a file for each component offered containing performance and other evaluative data, instructor personnel data, and other necessary information.
- c. Program - District records will be in compliance with the standards of the add-on endorsement program and applicable state board rules.

XI. PROGRAM MANAGEMENT FORMS

A set of forms has been prepared to facilitate the management of the program for adding the Florida Gifted Endorsement to a Florida Educator's Certificate. These forms are located in Appendix B of this document.

XII. IN-SERVICE COMPONENTS

The Master In-service Plan components that have been developed for use in this endorsement program are implemented to include:

1. A list of competencies to be attained by each participant.
2. The assessment procedure to be followed in the attainment of competencies and the associated criteria for successful component completion.

Included in Appendix A of this document is a set of components that will be offered to meet the requirements established for the program.

XIII. SCHOOL BOARD APPROVAL

The completed School Board approval form is found in Appendix B.

Appendix A
COMPONENTS

FLORIDA GIFTED ENDORSEMENT

Instructional Strand:	Program Area Specialization Competencies
Component Title:	Curriculum Development for the Gifted
Identifier Number:	2-106-540
Number of Points:	60
Target Group:	Teachers Assigned Out-of-Field in Gifted and Other Certified Personnel

Description of Activity

This component is designed for educators holding valid teaching certificates to develop and demonstrate the ability to plan and implement curriculum appropriate for gifted students. Training under this component may be delivered by the distance learning process through instructional television and *electronic* professional development connections (ePDC) system, face-to-face sessions, and/or Adobe Connects.

General Objectives

This module infuses the NAGC-CEC Teacher Preparation Standards in Gifted Education (2007) in its objectives, as presented by the National Association of Gifted and Talented Children and the Council for Exceptional Children.

Participants will be able to demonstrate modifications in the content, process, product, affect, and learning environment of classroom and curricula as they relate to gifted students. Ultimately, course participants will design units of instruction that are powerful, aligned, engaging, authentic, and challenging.

Specific Objectives

1. Identify characteristics of students identified as gifted with a focus on the implications for learning and curricular issues.
2. Justify the need to differentiate or adapt instruction to respond to the needs of the student who is gifted.
3. Demonstrate understanding of terminology used in the development of curriculum for students who are gifted, including such terms as acceleration, enrichment, and differentiation.
4. Demonstrate knowledge of the role of current state/national standards of the general education curriculum and the implications for the education of students who are gifted.
5. Demonstrate knowledge of the Florida's Frameworks for K-12 Gifted Learners and the ability to use them to guide planning instruction and assessment.
6. Demonstrate knowledge of the national teacher preparation standards in gifted education.
7. Demonstrate knowledge of the principles of differentiation for students who are gifted.
8. Appreciate the role of assessment as an instructional strategy.
9. Demonstrate the ability to evaluate models for teaching gifted curriculum.
10. Develop an understanding of the issues of equity and excellence as they related to students who are gifted.
11. Demonstrate knowledge of research-based, effective instructional strategies and the role of the teacher in implementing these strategies.

12. Demonstrate the ability to identify and select challenging, multicultural gifted curriculum and appropriate instructional strategies.
13. Identify the impact of Response to Intervention (RtI) as it pertains to students who are gifted.
14. Demonstrate awareness and knowledge of appropriate resources and materials for developing curriculum and facilitating learning for students who are gifted.
15. Develop a basis for the evaluation of technical, physical, and human resources to facilitate student achievement.
16. Demonstrate the ability to match instructional strategies and materials to individual needs of students.
17. Demonstrate the ability to develop a unit of instruction aligning curricular components—including objectives, introduction, teaching strategies, learning activities, products, resources, and assessments—to meet the cognitive and affective needs of students who are gifted.
18. Demonstrate knowledge of a continuum of services to support the needs and interests of students who are gifted.
19. Demonstrate the ability to identify student outcomes, evaluate student progress, and develop an appropriate Educational Plan (EP).
20. Demonstrate the ability to effectively communicate and work in partnerships with students, families, and school personnel in the interest of students who are gifted.
21. Demonstrate understanding of terminology related to differentiated assessment strategies.
22. Identify various types of assessment strategies used before, during and after instruction that provide evidence of student growth and understanding.
23. Justify the need to differentiate assessment in order to respond to the needs of the student who is gifted.
24. Use alternative assessments and technologies to evaluate student learning.
25. Establish criteria to evaluate the effectiveness of the gifted programs at local, district, and state levels based on research-based, valid approaches.
26. Identify area in which to assess gifted programs based on the parameters defining gifted services as set by state and national standards, laws, rules, and policies.
27. Identify areas in which to assess gifted programs based on the unique needs of students who are gifted.
28. Identify effects of culture and environment as well as family and key stakeholders in gifted programming.

Evaluation

To the satisfaction of the consultant, each individual will:

1. Complete assigned activities.
2. Demonstrate increased competency on at least 80% of the objectives as determined by a pre- and post- assessment or by other valid means of measurement, in compliance with Section 231.608(1), Florida Statutes and Rule 6A-5.07(5), FAC

In addition, each individual will complete an evaluation of the effectiveness of both component and consultant.

**DISTRICT MASTER INSERVICE PLAN
ADD-ON TRAINING COMPONENT
FLORIDA GIFTED ENDORSEMENT**

Instructional Strand:	Program Area Specialization Competencies
Component Title:	Theory and Development of Creativity for the Gifted
Identifier Number:	2-106-543
Number of Points:	60
Target Groups:	Teachers Assigned Out-of-Field in Gifted and Other Certified Personnel

Description of Activity

This component is designed for educators holding valid teaching certificates to develop and demonstrate knowledge of attitudes and strategies that develop the creative process in gifted students. Training under this component may be delivered by the distance learning process through instructional television, *electronic* professional development connections (ePDC) system, face-to-face sessions, and/or Adobe Connects online sessions.

General Objectives

The course will provide an overview of the theory, research, practical strategies and resources on creativity, with an emphasis on classroom applications in the gifted classroom.

Specific Objectives

1. Identify the role that creativity plays in personal development.
2. Describe the impact of creativity on personal growth and self-actualization.
3. Identify the elements of creativity.
4. State several definitions of creativity and compare and contrast these definitions.
5. Identify contemporary and historical examples of people who have demonstrated creativity in various domains and cultural settings.
6. Identify myths and misunderstandings associated with creativity.
7. State several definitions of creativity and compare and contrast these definitions.
8. Identify specific personal, socio-cultural and educational experiences and opportunities that facilitate/inhibit the development of creativity.
9. Examine and analyze the dynamics of individual creativity and collaborative creativity.
10. Demonstrate an understanding of the elements of creative thinking (e.g., fluency, flexibility, originality, and elaboration).
11. Identify critical points in the development of creativity from early childhood through adulthood.
12. Identify controversies concerning the nature of creativity to understand why a universally accepted definition of creativity has not been attained.
13. Identify cognitive and personal characteristics associated with creativity across cultures and throughout time.
14. Recognize how culture, economics, environment, and time impact the expression of creativity.
15. Understand the role of assessment in determining creativity and the use of tests and inventories.

16. Describe, compare, and evaluate different instruments for measuring creativity.
17. Identify ways to establish a classroom environment that fosters the development and expressions of creativity.
18. Consider role of emotion, physical aspects, exploration/discovery, experimentation, unpredictability, and ambiguity in creativity.
19. Analyze the creative learning environment from 3 perspectives: personal, sociocultural, educational.
20. Describe the importance, implications, and benefits of creative thinking for students in today's schools and society.
21. Examine organizational and managerial structures and practices that facilitate/inhibit the development and expression of creativity.
22. Discuss the nature of innovation and the process of change relative to creative outcomes.
23. Identify examples of how creative thinking can be used to address problems in society.
24. Identify tools for generating ideas and focusing thought with overview of relevant programs.
25. Identify programs or curricula that can serve as initiatives for fostering creativity (Odyssey of the Mind, Future Problem Solving, Invent America, Artifacts Box, mentoring, SCAMPER).
26. Demonstrate an understanding of the process of invention and identify the steps of moving from an idea through the patent process.
27. Discuss the value of creativity in an era of educational accountability.
28. Examine the role of self-assessment, including portfolio development, in the evaluation of creative processes and products.
29. Describe characteristics and appropriate criteria used to assess creative outcomes and products.
30. Develop plans to integrate creativity within and across the content areas focusing on process and product.
31. Design and implement a personal plan for establishing a classroom environment to nurture and develop creativity.
32. Create pathways/opportunities for developing individual student creativity (mentorship, community resources, contests, clubs, special lessons/classes, dual enrollment, distance learning).

Evaluation

To the satisfaction of the consultant, each individual will:

1. Complete assigned activities.
2. Demonstrate increased competency on at least 80% of the objectives as determined by a pre- and post-assessment or by other valid means of measurement, in compliance with Section 231.608(1), Florida Statutes and Rule 6A-5.075(5), FAC

In addition, each individual will complete an evaluation of the effectiveness of both component and consultant.

**DISTRICT MASTER INSERVICE PLAN
ADD-ON TRAINING COMPONENT
FLORIDA GIFTED ENDORSEMENT**

Instructional Strand:	Program Area Specialization Competencies
Component Title:	Educating Special Population of Gifted Students
Identifier Number:	2-106-541
Number of Points:	60 – DOE Approval through 06/30/16
Target Group:	Teachers Assigned Out-of-Field in Gifted and Other Certified Personnel

General Objectives

This component is designed for educators holding valid teaching certificates to develop and demonstrate the knowledge of the special populations of gifted and identify appropriate identification, and techniques for educating special populations of gifted students.

Specific Objectives

1. Examine the nature of giftedness in relation to multicultural principles and underserved populations.
2. Acquire knowledge of diversity focus of national standards in gifted education.
3. Justify the need to modify and differentiate the curriculum in terms of the needs of these special populations.
4. Examine personal cultural competencies.
5. Within the broad spectrum of giftedness in the general population, identify sub groups and underserved populations.
6. Understand the learning needs and challenges of diverse types of gifted students.
7. Identify the unique needs of gifted girls, culturally diverse, rural, disabled, underachieving, highly gifted, young gifted students, and disadvantaged gifted.
8. Examine challenges of finding gifted students from underserved populations.
9. Justify the need to modify and differentiate the curriculum in terms of the needs of these special populations.
10. Demonstrate knowledge of Plan B State Board of Education Rules, 6A-6.03019, Special Instructional Programs for Students Who Are Gifted.
11. Demonstrate knowledge of alternative assessments and non-traditional screening and evaluation appropriate for use with students from special populations.
12. Match appropriate screening and identification procedures with the needs of the special populations.
13. Understand the impact of global diversity issues in education of gifted students from diverse ethnic perspectives.
14. Examine the rights and perspectives of diverse ethnic religions of gifted students and first amendment issues.
15. Identify the characteristics of specific ethnic groups of gifted students.
16. Develop an awareness of and demonstrate teaching strategies for addressing the needs of specific ethnic groups.

17. Understand the characteristics and needs of linguistic minority gifted students.
18. Appreciate and incorporate the cultural and linguistic perspectives of gifted students who are bilingual or multilingual into curriculum.
19. Examine policies and procedures for working with gifted LEP (Limited English Proficient) or ELL (English Language Learners) students.
20. Examine ways to identify high potential linguistic minority students.
21. Identify strategies to effectively work with linguistically diverse students and those who are classified as LEP or as ELL students.
22. Examine the impact of cultural, ethical, and educational norms and expectations on underachievement in gifted students.
23. Understand the individual characteristics, attitudes, and circumstances that can affect the achievement of a gifted student from diverse populations.
24. Explore ways to identify gifted students from special populations who are unsuccessful in school.
25. Examine the characteristics and needs of these students.
26. Identify strategies to assist these students.
27. Clarify and define diverse types of exceptional gifted students.
28. Demonstrate knowledge, characteristics, and needs of students who are both gifted and hearing impaired/ deaf, visually impaired/blind, and orthopedically disabled.
29. Identify the reasons that gifted students with disabilities are underrepresented in gifted programs.
30. Discuss strategies and programming needs for gifted students who are twice – exceptional.
31. Identify ADD and ADHD.
32. Identify the differences and similarities between the ADD /ADHD and giftedness.
33. Identify Asperger’s Syndrome and its occurrence in gifted students.
34. Examine the characteristics and needs of these students.
35. Discuss classroom strategies for creating a classroom supportive of gifted students with behavioral / emotional disorders.
36. Define the types of gifted learning disabled students.
37. Describe the procedures for identifying a gifted learning disabled student.
38. Understand program designs for gifted students with learning disabilities.
39. Identify and plan instructional strategies for teachers of gifted learning disabled students.
40. Identify and describe low socio-economic status populations that are underserved.
41. Examine the nature of giftedness as masked by socio-economic and educational disadvantages.
42. Identify inhibiting socio-economic factors that have prevented services for low income gifted children who have had inadequate learning opportunities.
43. Identify key research on identification of disadvantaged students from underserved populations. Examine alternative, contextual or process – oriented forms of assessment as promising ways to identify low-income gifted students.
44. Examine methods and strategies that challenge the unique needs of disadvantaged gifted children.
45. Research promising programs and services for poor gifted.
46. Examine methods and strategies that challenge the unique needs of disadvantaged gifted children.

47. Research promising programs and services for poor gifted children that would accommodate their unique needs for skill – development, exposure to relevant experiences, mentoring opportunities, and access to resources in the community.
48. Identify and describe the impact of non-traditional experiences, values, and cultural expectations on the development and educational experiences of gifted students.
49. Identify the unique characteristics and needs of gifted students from diverse family structures.
50. Identify strategies for stimulating personal growth of students from diverse families.
51. Identify community support systems for diverse families of gifted students.
52. Examine concepts of age – appropriate development in relation to concepts of giftedness.
53. Understand the needs and characteristics of very young gifted students.
54. Examine ways to identify very young gifted students in early childhood education and support their educational and personal needs.
55. Understand the needs and characteristics of highly gifted students.
56. Identify problems and challenges and present options for developing skills in highly gifted students.
57. Examine exemplary practices and programs for meeting the needs of the highly gifted student.
58. Examine gender stereo-typing and prejudice that impacts gifted girls; boys; and lesbian, gay, bisexual, transgender students.
59. Examine the impact of culture and ethnicity on gender expectations for gifted students from minority groups.
60. Demonstrate knowledge of how gender issues can affect achievement and aspirations of gifted students.
61. Explore the contribution of mentorships in their education.
62. Identify and describe criteria of effective programs.
63. Examine theories of giftedness in the socio-cultural perspective in relation to goals for gifted programs.
64. Identify instructional methods that accommodate the needs of special populations.
65. Identify key research on programs for special populations.
66. Communicate and consult with school personnel to evaluate effectiveness of programs in local schools /districts.

Evaluation

To the satisfaction of the consultant, each individual will:

1. Complete assigned activities.
2. Demonstrate increased competency on at least 80% of the objectives as determined by a pre- and post-assessment or by other valid means of measurement, in compliance with Section 231.608(1), Florida Statutes and Rule 6A-5.075(5), FAC

In addition, each individual will complete an evaluation of the effectiveness of both component and consultant.

**DISTRICT MASTER INSERVICE PLAN
ADD-ON TRAINING COMPONENT
FLORIDA GIFTED ENDORSEMENT**

Instructional Strand:	Program Area Specialization Competencies
Component Title:	Nature and Needs of Gifted Students
Identifier Number:	2-106-511
Number of Points:	60
Target Group:	Teachers Assigned Out-of-Field in Gifted and Other Certified Personnel

Description of Activity

This component is designed for educators holding valid teaching certificates to develop and demonstrate knowledge of cognitive, social, and emotional characteristics common to individuals who are gifted along with strategies that can be used to meet the academic needs of different categories of students who are gifted. Training under this component may be delivered by the distance learning process through instructional television, *electronic* professional development connections (ePDC) system, face-to-face sessions, and/or online Adobe Connects.

General Objectives

The *Nature and Needs of the Gifted Students* module provides an overview of gifted education on the national, state, and local level. Cognitive, social, and emotional characteristics common to individuals who are gifted are identified, along with strategies that can be used to meet the academic needs of different categories of students who are gifted.

Specific Objectives

1. Identify and describe cognitive and affective behaviors, which lead to referrals to screening and testing for giftedness.
2. Identify the role that creative thinking/process/products play in the identification of giftedness.
3. Identify characteristics of giftedness and discuss the needs and problems associated with these characteristics.
4. Demonstrate understanding of the difference between potential vs. performance as it relates to giftedness.
5. Understand the relationship between high academic achievement and giftedness.
6. Compare and contrast the theories of intelligence that pertain to gifted education.
7. Develop an awareness of existence of special populations.
8. Identify the incidence of identified gifted students at the local, state, and national levels. Discuss how the prevalence of gifted students varies based on various definitions of giftedness in terms of culture, socio-economic level, location, and other factors.
9. Identify emerging national and state trends in the identification of students who may be gifted.
10. Demonstrate understanding of major historical and contemporary trends that influence gifted education.
11. Demonstrate knowledge of the changing nature of state and national definitions of gifted.
12. Develop an awareness of existence of special populations.

13. Describe how gifted education is organized at the state and local levels.
14. Describe traditional/alternative assessment instruments/techniques used to screen and identify students who are gifted. Discuss the advantages and disadvantages of these instruments/techniques.
15. Define the criteria for gifted eligibility and placement.
16. Identify the laws that directly impact gifted students and programs in Florida, including the relationship between ESE and gifted programs.
17. Understand the relationship between gifted programming and identification criteria.
18. Identify and interpret current research findings and recommendations that impact gifted education, e.g. NAGC Program Standards.
19. Explain the referral and identification process in your district. Consider the roles of students, parents, and school personnel.
20. Describe different types of service delivery models for gifted programs.
21. Discuss the relationship of the level of need to placement in a continuum of services.
22. Describe how gifted services differ from general education services with regard to curriculum, instruction, assessment, conceptual orientation, grouping and environment.
23. Discuss the advantages and disadvantages of labeling gifted students.
24. Recognize the implications of cultural and socioeconomic differences on programming.
25. Identify the social and emotional needs of gifted students and discuss their implications in determining services.
26. Demonstrate knowledge of normal and advanced (typical and atypical) child development.
27. Exhibit an understanding of the procedural safeguards for students who are gifted.
28. Understand the role of the parent, teacher and student in the advocacy process.
29. Recognize the need for and benefits of parent involvement in the delivery of gifted program services.
30. Understand the positive and negative perceptions of various stakeholders regarding gifted education and compare to the perspectives presented in the federal report, National Excellence: A Case for Developing America's Talent.
31. Describe the characteristics of an effective teacher of the gifted.

Evaluation

To the satisfaction of the consultant, each individual will:

1. Complete assigned activities.
2. Demonstrate increased competency on at least 80% of the objectives as determined by a pre- and post-assessment or by other valid means of measurement, in compliance with Section 231.608(1), Florida Statutes and Rule 6A-5.075(5), FAC.

In addition, each individual will complete an evaluation of the effectiveness of both component and consultant.

**DISTRICT MASTER INSERVICE PLAN
ADD-ON TRAINING COMPONENT
FLORIDA GIFTED ENDORSEMENT**

Instructional Strand:	Program Area Specialization Competencies
Component Title:	Guidance and Counseling for the Gifted Student
Identifier Number:	2-106-542
Number of Points:	60
Target Group:	Teachers Assigned Out-of-Field in Gifted and Other Certified Personnel

Description of Activity

This component is designed for educators holding valid teaching certificates to develop and demonstrate knowledge of the social and emotional development of gifted students. Training under this component may be delivered by the distance learning process through instructional television, *electronic* professional development connections (ePDC) system, face-to-face sessions, and/or Adobe Connects.

General Objectives

The *Guidance and Counseling for the Gifted* module provides an overview of the theory, research, practical strategies, and resources on guidance and counseling, with an emphasis on classroom application in the gifted classroom.

Specific Objectives

1. Identify common attitudes, biases, and pre-conceived expectations held about gifted children by teachers, parents, age-related peers, and throughout American society.
2. Identify multiple ways attitudes and myths affect the everyday lives of gifted children, and impact educational services available to them.
3. Identify at least 5 current definitions of giftedness. Note the impact each definition has in school, home, and society at large.
4. Attain a developmental understanding of gifted individuals across the life span from infancy to adulthood incorporating a holistic perspective.
5. Describe how the interaction between the environment and innate capabilities affects productivity throughout life.
6. Understand the inner experience of children who are gifted.
7. Become familiar with Dabrowski's Theory of Positive Disintegrations and the importance of Developmental Potential and Overexcitabilities.
8. Become cognizant of personality variables that affect the social and emotional well-being of gifted children.
9. Understand strengths and vulnerabilities of a gifted individual that originates from within the self.
10. Understand vulnerabilities that are due to another's reaction to giftedness.
11. Understand vulnerabilities that are due to a specific circumstance.
12. Realize that, by definition, a person who has an IQ four or more standard deviations above the norm will have greater difficulty finding peers and will be misunderstood by others.

13. Recognize that a person with an IQ four or more standard deviations above the norm is as holistically different from the norm as a person with an IQ four more standard deviations below the norm is holistically different from the norm.
14. Understand that any grouping of traits for profoundly gifted individuals is merely for convenience of presentation.
15. Describe the different social and emotional needs of gifted students from special population. Include gender, ethnicity and culture, socio-economic status, twice exceptional and under-achieving students.
16. Realize the need for additional or different assessment tools to identify special population students.
17. Learn how to recognize, understand, and support gifted children with multiple differences.
18. Identify risk factors and resiliency as related to students who are gifted.
19. Enumerate what you can do as a teacher to help students at risk.
20. List symptoms in children and adults of addiction and physical or sexual abuse.
21. Read Templeton National Report on Acceleration: *A nation deceived: How schools hold back America's brightest students*.
22. Understand two categories of acceleration- grade based and subject based- and list acceleration options.
23. Recognize home-schooling as a positive option for some gifted students and families.
24. Be aware of myths, fears, and expectations of teachers and administrators that hold back students and the research that responds to these concerns.
25. Understand the need for supportive services for gifted individuals due to the complexity and sensitivity of their nature.
26. Recognize that a counselor, therapist, or psychologist must be amply educated in gifted field so not to misdiagnosis common characteristics of gifted individuals as pathology.
27. Realize counseling provides empathy and partnership in times of need.
28. Identify activities and resources to assist students who are gifted in planning for further education, career, or life choices.
29. Recognize that guidance and career counseling support gifted individuals in decision-making for positive life choices.
30. Help students develop social skills and inspire leadership.
31. Support gifted children's experience of global interconnectedness and personal responsibility to take action.
32. Realize that a primary need in life is to belong.
33. Help gifted children to understand that their profound sensitivity and empathy can be channeled to help humankind.
34. Recognize that perceptivity, empathy, ethics, values, integrity, and leadership are related.
35. Acquire and refine the knowledge and skills needed to advocate for gifted learners.
36. Identify how parent, teacher, and educational advocates can positively affect gifted services and programming.
37. Identify advocacy issues, needs, resources, educational laws, skills, and strategies.
38. Support the necessity of self-advocacy by gifted students.
39. Understand that gifted children naturally have unique needs that parents are challenged to address daily.

40. Recognize that parents of gifted children need guidance and support to respond suitably to additional needs and demands.
41. Realize that parents of gifted children may experience isolation from other parents due to lack of understanding societal expectations and myths; completion; lack of acceptance that gifted children have special needs.
42. Understand the significance of quote from Mr. Rogers: "The best thing parents can do for children is listen to them."
43. Realize a person can be emotionally or spiritually gifted and not intellectually gifted, or intellectually gifted and not emotionally or spiritually gifted.

Evaluation

To the satisfaction of the consultant, each individual will:

1. Complete assigned activities.
2. Demonstrate increased competency on at least 80% of the objectives as determined by a pre and post-assessment or by other valid means of measurement, in compliance with Section 231.608(1), Florida Statutes and Rule 6A-5.075(5), FAC

In addition, each individual will complete an evaluation of the effectiveness of both component and consultant.

INSTRUCTOR QUALIFICATIONS

Instructors used in the training of certified educators in the Florida Gifted Endorsement are as follows:

1. Bachelor's degree or higher in the area of Special Ed/Gifted Ed
2. Five (5) years of successful experiences in Special Ed/Gifted Ed preferred.
3. Knowledge of state requirements regarding Special Ed/Gifted Ed

Appendix B

FORMS

**FLORIDA GIFTED ENDORSEMENT
ADD-ON ENDORSEMENT APPLICATION FORM (Form A)**

NAME _____ SSN _____

SCHOOL _____ DISTRICT _____

I am planning to add Florida Gifted Endorsement to my current Florida teaching certificate. I understand that I will need to complete the five courses covering the topics prescribed by the State Board of Education Rule 6A-4.0131. I also understand that I am responsible for verification of college credits, when appropriate. To receive credit for components, I understand that I must earn the full 60 points available for each component.

I have completed the following activities (give dates) which I believe should be considered within this program:

Please give a brief statement of your reason(s) for pursuing this endorsement.

Signature

Date

Position

**Please note:*

Applicants must return this completed form to the District Professional Development Director. District Professional Development Director must send a copy of this form to the PAEC Professional Development Center.

**VERIFICATION OF POINTS
 APPLICABLE TOWARD ADD-ON CERTIFICATION
 FLORIDA GIFTED ENDORSEMENT (Form B)**

1. Name _____
2. School _____
3. Social Security No. _____ 4. Points on file: _____

- (1) _____ Curriculum Development for the Gifted
(60 points minimum)
- (2) _____ Theory and Development of Creativity
(60 points minimum)
- (3) _____ Educating Special Population of Gifted Students
(60 points minimum)
- (4) _____ Guidance and Counseling for the Gifted Student
(60 points minimum)
- (5) _____ Nature and Needs of Gifted Students
(60 points minimum)

College courses may be substituted for any of the above components for which the course descriptions match the _____ County Master In-service Plan Components.

6. Verification of Requirements:

<u>Points Required</u>	<u>Points Verified</u>		<u>Deficiency</u>	<u>District Initials</u>
Requirement #1 Min. 60				
Requirement #2 Min. 60				
Requirement #3 Min. 60				
Requirement #4 Min. 60				
Requirement #5 Min. 60				

Total Required 300 Hours

 Date Program Coordinator for Professional Development, PAEC

FOR _____ DISTRICT OFFICE of CERTIFICATION USE ONLY

Status of Application:

_____ Send to Florida Dept. of Education _____ Returned for Additional Verification

Date _____ By _____

FLORIDA GIFTED ENDORSEMENT
_____ COUNTY ENDORSEMENT
TRANSFER OF COLLEGE CREDIT (Form C)

1. Name _____
2. School _____ District _____
3. Social Security No. _____ 4. DOE No. _____

The attached college transcripts are submitted as part of the Florida Gifted endorsement program. These courses meet the requirements of the following component(s) in the approved _____ County program for Florida Gifted endorsement.

Program area:

Component # and Title	College Course Title
1) _____	_____
2) _____	_____
3) _____	_____

FOR DISTRICT OFFICE of CERTIFICATION USE ONLY

No. Points Approved _____ No. Points Not Approved _____

COMMENTS:

Date

District Professional Development Director

**Please note:*

Professional Development Directors must submit a copy of this form to the PAEC Professional Development Center.

Inservice Program
For Add-On Endorsement
In the Area of
FLORIDA GIFTED

Professional Development Center
Panhandle Area Educational Consortium
753 West Boulevard
Chipley, Florida 32428
(850) 638-6131

Recommended to the _____ District School Board on _____, 20__

Superintendent

Approved by the _____ District School Board on _____, 20__

Chairman of the Board