

APPROVED

200032



CONTRACT REVIEW FORM

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED
DO NOT PLACE ITEM ON AGENDA
UNTIL REVIEW IS COMPLETED

Date Submitted: 7/15/19

Name of Contract Initiator: Michael Wingate
 Telephone Number: [Redacted] Email: michael.wingate@myoreclay.net

School/Department Submitting Contract: CI

Vendor Name: Orange Park Medical Center (180261)

Contract Title: CCSB and OPINC Partnership 2019-2020 Memorandum/Understanding

Contract Type: New Renewal Amendment Extension
 Date Original Contract Approved: _____ Prior Year's Pricing: _____

Contract Term: 1-year
 Renewal Option(s): NOTE REDUCTION in COST

Contract Cost: -0- Payment Schedule (Monthly? Upon delivery? When Finished?):

Funding Source: N/A

Strategic Plan Tie-in Explanation:

SBAO RECEIVED 7/16/19

Pre-Approved by Superintendent or Designee? Yes _____ No _____

Additional Information: OPINC donate to CCSB money and "In-kind" services, for this year, they have reduced the amount of money from \$25,000 to \$10,000, but increased the "In-kind" services.

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE:

- Completed Contract Review Form
- SBAO Template Contract or other Contract
- SIGNED Addendum A (if not an SBAO Template Contract)*

*This Statement MUST BE included in the body of the Contract: "The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:

COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.
 General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.
 Auto Liability = \$3,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).
 Workers' Compensation = \$100,000 Minimum

[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

REVIEWED BY:	PLEASE ADDRESS COMMENTS BELOW:
School Board Attorney:	
Review Date: 7/26/19	Approved [Signature]
Other Department: Purchasing	Cost (Money for District)
Review Date: 7-16-2019	
Other Department:	
Review Date:	

RECEIVED

JUL 16 2019

PURCHASING

CCSB and OPMC Partnership

2019-2020

Memorandum of Understanding

Statement:

This Memorandum of Understanding, created by the Clay County School Board (CCSB) and Orange Park Medical Center (OPMC), renews the Partnership Program between our two organizations for the purpose of promoting and supporting community partnerships at school and district-based events during the 2019-20 school year.

Abstract:

The Clay County School Board and Orange Park Medical Center have partnered to support the school district for the purpose of creating quality events and promoting community partnerships. The CCSB and OPMC financial partnership addresses the following:

- Clay County Math Field Day
- Clay Rotary Science and Engineering Fair
- Clay County Elementary Track Meet
- Clay County Art Show
- Clay County Athletic Physicals and High School Athletic Programs
- Clay county TOY/SREY
- Clay County STEM Programs and Robotics
- Hospital field trips
- Teachers, Staff, Athletic Directors, School Nurses education seminars for in-service or other training meetings:
 1. Concussions
 2. Stop the Bleed
 3. Mental Health
 4. Allergies & Asthma (October 4th – School Nurses for CE credit) – Being coordinated with Kristin Riebe
 5. Any additional topics by request

Project Goal:

To support community partnerships within the Clay County School Board district and improve community awareness.

OPMC Commitment:

- Financial support in the sum of \$10,000.00

- OPMC shall provide, when feasible, pediatric giveaways as an in-kind donation to CCSB when requested by the Superintendent's office. Pediatric giveaways shall be used at school district events.

Financial Agreement: Partnership Agreement with Orange Park Medical Center for the 2019-2020 school year for \$10,000, payable in 5 monthly installments of \$2,000.00 beginning no later than December 1, 2019.

District Commitment:

The District is devoted to supporting the development of community partnerships to promote school and school-related event capacity.

- Each event, as much as possible, will include "Orange Park Medical Center", name in any advertisement (newspapers) and logo on fliers/handouts that are distributed. Public relations at CCSB will provide this information to local media.
- OPMC may set up a table/tent at the event and distribute information/materials to attendees.
- CCSB will be responsible for creating a banner to be displayed at sponsored events.

Estimated Amounts	Event	Deliverables	Timeline
IN-KIND	Hospital Field Trips	<ul style="list-style-type: none"> • OPMC will host hospital field trips for 4 schools, 5th graders only. Schools TBD. 	2019-20
\$1000	Clay County TOY/SREY	<ul style="list-style-type: none"> •OPMC, although not a sponsor, will be allowed to distribute information at the Clay County TOY/SREY and have their organization listed with other organizations in the event program. 	Winter 2019-20
\$1000	STEM Programs and Robotics	<ul style="list-style-type: none"> •Provide funding to be used for purchase of supplies for STEM programs. •OPMC shall be included as a sponsor for the Clay County Robotics Competition. 	Ongoing 2019-20
\$2500	Clay County Math Field Day	<ul style="list-style-type: none"> • Advertisement for OPMC in newspaper/schools 	Spring 2020

\$5000	Clay Rotary Science and Engineering Fair	<ul style="list-style-type: none"> • Advertisement for OPMC in newspaper/schools • Banner with name displayed at event (approx. 1250-1500 in attendance) • Distribution of appropriate items to students at event with name/log • Availability of Booth at event for various tests/screening, etc. 	November 2019- May 2020
\$2000 First Aid In-Kind	Clay County Elementary Track Meet	<ul style="list-style-type: none"> • Advertisement for OPMC through newspaper/schools • Banner with name displayed at event (approx. 1250-1500 in attendance) • Distribution of appropriate items to students at event with name/logo • Availability of Booth at event for various tests/screenings, etc. 	Spring 2020
\$2000	Clay County Art Show	<ul style="list-style-type: none"> • Advertisement for OPMC in newspaper/schools • Banner with name displayed at event (approx. 300 students/mall traffic) 	Spring 2020
IN-KIND	Employee Education for in-services or other training meetings	<ul style="list-style-type: none"> • Presentations to school nurses, athletic directors, staff, teachers and counselors on various topics. • Topics to include concussions, mental health, allergies and asthma and various additional topics by request. 	2019-2020
IN-KIND	Giveaways	<ul style="list-style-type: none"> • OPMC shall provide, when feasible, pediatric giveaways as in-kind donation to CCSB when requested by the Superintendent's office. Pediatric giveaways shall be used at school district events. 	2019-2020
IN-KIND	Stop the Bleed	Multiple sessions "Stop the Bleed" training provided to staff and students by Orange Park Medical Center Trauma Team	Ongoing 2019-2020
IN-KIND	Concussion Talk	Presentation to Athletic Directors and Coaches by Trauma physicians from Orange Park Medical Center	TBD
IN-KIND	Mental Health Talk	Presentation to school nurses and counselors by behavioral health physicians from Orange Park Medical Center	TBD

Remaining funds will be designated based on District's assignment.

Witness my hand this _____ day of _____, 2019

Orange Park Medical Center

School Board of Clay County, Florida

Chris Glenn
Chief Financial Officer

Carol Studdard
Clay County School Board Chair

Attest:

Addison G. Davis
Clay County School District Supt.