

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 260017
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

9/4/2025

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

☐ Must Have Board Approval over \$100,000.00

Date Submitted: 8/13/2025

Name of Contract Initiator: Kathryn Lawrence

Telephone #: 904-336-4400

School/Dept Submitting Contract: SEDNET

Cost Center # 9252

Vendor Name: Lutheran Services Florida, Inc.

Contract Title: Lutheran Services Florida Standard Contract

Contract Type: New ☒ Renewal ☐ Amendment ☐ Extension ☐ Previous Year Contract # 250036 was the last Amendment to the previous contract

Contract Term: 7/1/2025-6/30/2030

Renewal Option(s):

Contract Cost: \$1,096,668.00

☒ **BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

Funding Source: Budget Line # 100-5200510-9252-0000-1220-000-6

Funding Source: Budget Line # _____

☐ **NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

☐ **INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO**

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

- ☒ Completed Contract Review Form
- ☒ SBAO Template Contract or other Contract (NOT SIGNED by District / School)

SIGNED Addendum A (if not an SBAO Template Contract) - **When using the Addendum A, 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 = \$1,000,000 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].

State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

Release and Hold Harmless (If Applicable)

RECEIVED

By Bertha Staefe at 9:23 am, Aug 15, 2025

**AREA BELOW FOR DISTRICT PERSONNEL ONLY **

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department <div>RECEIVED By Bertha Staefe at 10:49 am, Aug 15, 2025</div>	No Cost to District. Contract is with non-profit corporation, Lutheran Services Florida who is the Managing Entity of the not to exceed \$1,096,688 that may be amended during the 5 year contract term. The District-SEDNET as the Network Service Provider will coordinate Behavioral Health Services with these funds. SEDNET is responsible for meeting all the Financial/Purchasing requirements listed in the contract.
School Board Attorney <u>JPS</u> Review Date <u>8/20/25</u>	Some of the links in the contract go to non-working webpage. <u>see above comments</u> ; legally sufficient.
Other Dept. as Necessary Review Date _____	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	<div>TENTATIVELY APPROVED</div> <div>Pending Signatures</div>