

Santa Rosa County
School District



"A Tradition of Excellence"

Travis Fulton
NIGP-CPP, CPPB, CPCP
Director of Purchasing and Contract Administration
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May 13, 2021

Dr. Karen Barber
Superintendent of Schools
6032 Highway 90
Milton, Florida 32570

Dear Dr. Barber,

Please inform the Board of the exceed the limit purchase(s) listed on the attached sheet. This is in compliance with School Board Policy 7.70 (2).

Sincerely,

Travis Fulton

TF/bdg
Att: 3

DISTRICT 1
Linda Sanborn

DISTRICT 2
Elizabeth Hewey

DISTRICT 3
Carol Boston

DISTRICT 4
Charles Elliott

DISTRICT 5
Wei Ueberschaer

Vendor	Amount	P.O. #	Purchase	Requested by / Dept.	Justification
Sniffen & Spellman PA	\$70,000.00	731104	School Board and District Legal Services for Fiscal Year 2020-2021	Susan McCole, Assistant Superintendent of Finance	Exempt per 287.057(3)(E)(4) Legal Services

**State Tax Exemption #**

858012622341C0

Federal Employer Identification #

596000845

**SANTA ROSA COUNTY
SCHOOLS****Purchase Order**Blanket - PO SNIFFEN &
SPELLMAN**PO# 731104**

07/28/2020

Vendor (V000018977)

Show P.O. Number on all shipping containers,
packing lists, correspondences, and invoices.☐ Checked box indicates order must be fully received and invoiced by 06/30/2021.
Cancellations must be in writing. No backorders without buyer approval.**Ship To****FINANCE**5086 CANAL STREET
MILTON, FL 325706706SNIFFEN & SPELLMAN PA
123 N MONROE STREET
TALLAHASSEE, FL 32301**Bill To**SCHOOL BOARD LEGAL FEES
5086 CANAL STREET
MILTON, FL 32570
850-983-5018

Item #	Description	Quantity	UOM	Unit Price	Amount
	BLANKET PO TO SNIFFEN & SPELLMAN PA FOR FY 2020-21 DISTRICT AND SCHOOL BOARD LEGAL SERVICES EXEMPT PER 287.057 (3) (E) (4)	30000		1.00	30,000.00
	increased po per request 02/19/2021 bdg	1		20,000.00	20,000.00
	increased po per request 04/09/2021 bdg	1		20,000.00	20,000.00
Total					70,000.00

Fund	Function	Object	Facility	Project	Program	Amount
100	7100	310	9032	902		25,871.17
100	7100	314	9032	902		44,128.83

Cindy Lambeth
Purchasing Manager**Comments for vendor:****Terms & Conditions:**

- Do not exceed quantities or price without prior approval.
- No substitutions without prior approval.
- Purchase Order void if not filled within 60 days.
- Payment will not be made until an order is completed in full.
- Payment will be made only to the vendor listed above.
- Collect shipments will be refused.
- Termination per 2 CFR Appendix II to Part 200(B) and Florida Statute 287.058 for contracts exceeding \$10,000: a. The School Board may terminate an agreement, in part or in whole, for its convenience or the failure of the vendor to fulfill contractual obligations. The School Board shall terminate by delivering to the vendor a written Notice of Termination specifying the nature, extent and effective date of the termination. Upon receipt of the notice, the vendor shall: i. Immediately discontinue all services affected (unless the notice directs otherwise). ii. Deliver to the School Board all information, papers, reports and other materials accumulated or generated in performing the contract, whether completed or in progress. b. If the termination is for the convenience of the School Board, the School Board shall only be liable for payment for services rendered before the effective date of the termination. c. If the termination is due to the failure of the vendor to fulfill its obligations under the contract, The School Board may: i. Require the vendor to deliver any work described in the Notice of Termination ii. Take over and prosecute the same to completion by contract or otherwise and the vendor shall be liable for any additional cost incurred by the School Board. iii. Withhold any payments to the vendor for purpose of set-off or partial payment, as the case may be, of amounts owed by the School Board to the vendor. d. In the event of termination for cause, the School Board shall be liable to the vendor for reasonable costs incurred by the vendor before the effective date of the termination. Any dispute shall be decided by the School Board's Director of Purchasing and Contract Administration.
- The Jessica Lunsford Act: The Santa Rosa County School District reserves the right to refuse to accept services from any personnel deemed by the Santa Rosa County School District to be unqualified, disorderly, or otherwise unable to perform assigned work. This law, effective September 1, 2005, affects your business if you, your employees or your agents will have access to school grounds when students are present, have direct contact with students or have access to or control of school funds. A copy of House Bill 1877, which was approved by the Governor on May 2, 2005 (Chapter 2005-28, L.O.F., section 21) may be found by accessing the following link on the internet:
http://laws.flrules.org/files/Ch_2005-028.pdf. The requirements of this new law must be met in order for the School Board to continue working with you. The implementation procedures for this new law, as well as the amendment of July 2007, are posted on our website, at:
<http://srcsdhumanresources.weebly.com/jessica-lunsford.html>
- It is a condition of this Purchase Order that the vendor will comply with all Federal, State and Local laws, ordinances and rules, including but not

limited to self-reporting if listed on the Federal Suspension and Debarment list and if convicted of Public Entity Crimes.