

Santa Rosa County
School District



"A Tradition of Excellence"

Travis Fulton
NIGP-CPP, CPPB, CPCP
Director of Purchasing and Contract Administration
6544 Firehouse Road, Milton, Florida 32570-3411
Phone: (o)850-983-5130
(c)850-380-0278
E-mail: fultont@santarosa.k12.fl.us
Website: <https://sites.santarosa.k12.fl.us/purchasing/>

January 18, 2022

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

Dear Dr. Barber,

Notification to the Board of the execution of non-competitively sourced contracts that were above the prescribed threshold established by School Board Policy 7.70(2).

Sincerely,

Travis Fulton

TF/DLC
Att: 9

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	\$100,000.00	732236	Increase \$50,000.00 for School Board Legal Services, Fiscal Year 2021-2022	Susan McCole/Director of Finance	Exempt per F.S. 287.057 (3)(E)(4) Legal Services
Partners Managing General	\$1,000,000.00	732694	Monthly Stop Loss Premiums, Jan. 2022 - Jun. 2022	Pamela Smith/Director of Risk Management	Exempt per FS 287.057 (3) (E) (5) Health Services
Florida Virtual School	\$145,474.00	732699	Web Based Student Services (2021-2022)	Laura Austin/Principal Santa Rosa Online	Exempt per DOE 6A-1.012(11)(B) Educational Services
Coastal Connections Academy	\$2,539,050.20	732700	July - November FY 2022 Payments	Mike Thorpe/Assistant Superintendent of Instructional Services	Exempt per DOE 6A-1.012 (11)(B) recognized educational institution
Coastal Connections Academy	\$507,810.04	732707	December FY 2020 Payment	Mike Thorpe/Assistant Superintendent of Instructional Services	Exempt per DOE 6A-1.012 (11)(B) recognized educational institution



State Tax Exemption #
858012622341C0
Federal Employer Identification #
596000845

**SANTA ROSA COUNTY
SCHOOLS**
Purchase Order
Blanket - po for Sniffen &
Spellman

PO# 732236

07/21/2021

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 06/30/2022.
Cancellations must be in writing. No backorders without buyer approval.

Ship To
FINANCE
5086 CANAL STREET
MILTON, FL 325706706

SNIFFEN & 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
	School Board Legal Services for fiscal year 2021-2022	50000		1.00	50,000.00
	Increase per request 12/08/2021 DLC	50000		1.00	50,000.00
Total					100,000.00

Fund	Function	Object	Facility	Project	Program	Amount
100	7100	314	9032	902		100,000.00

Cindy Norton
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 of 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>
- (Service proposals only) Insurance required to be carried shall include (for specific limits contact Risk Management at (850) 983-5006): a. The Company shall furnish proof of the following insurance to the Board by Certificate of insurance. b. The Certificate of Insurance shall state that the School Board, including its agents and employees, are additional insureds under the policy or policies. c. Workers' Compensation Insurance. d. Comprehensive General Liability Insurance. e. Business Automobile Liability.
- 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.



State Tax Exemption #
858012622341C0
Federal Employer Identification #
596000845

**SANTA ROSA COUNTY
SCHOOLS**
Purchase Order
Blanket - Stop Loss Premiums

PO# 732694
12/06/2021
Vendor (V000020690)

Show P.O. Number on all shipping containers,
packing lists, correspondences, and invoices.

Center/School Contact: Gwynn Sauls

☐ Checked box indicates order must be fully received and invoiced by 06/30/2022.
Cancellations must be in writing. No backorders without buyer approval.

PARTNERS MANAGING GENERAL
11811 N TATUM BLVD
SUITE 3078
PHOENIX, AZ 85028

Ship To
RISK MANAGEMENT
6032 HWY 90
MILTON, FL 32570

Bill To
RISK MANAGEMENT
6032 HWY 90
MILTON, FL 32570
850-983-5007

Item #	Description	Quantity	UOM	Unit Price	Amount
	Monthly Stop Loss Premiums January 2022 - June 2022 Exempt Per FS 287.057 (3) (E) (5) Health Services Prior PO #732158	1000000		1.00	1,000,000.00
Total					1,000,000.00

Fund	Function	Object	Facility	Project	Program	Amount
712	9900	390	9024	712		1,000,000.00

Cindy Norton
Deputy Director of Purchasing and
Contract Administration

Comments for vendor:

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State Tax Exemption #
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**SANTA ROSA COUNTY
SCHOOLS**
Purchase Order
Standard - FLVS 2021-22
Cycle 1 Invoice

PO# 732699

12/08/2021

Vendor (V000018511)

Show P.O. Number on all shipping containers,
packing lists, correspondences, and invoices.

Order Contact: Susan Huffines
Center/School Contact: 9038

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Cancellations must be in writing. No backorders without buyer approval.

FLORIDA VIRTUAL SCHOOL
2145 METROCENTER BLVD
SUITE 100
ORLANDO, FL 32835

Ship To
PRINCIPAL OF VIRTUAL SCHOOL
5330 BERRYHILL ROAD
MILTON, FL 32570

Bill To
PRINCIPAL OF VIRTUAL SCHOOL
5330 BERRYHILL ROAD
MILTON, FL 32570
850-981-7860

Item #	Description	Quantity	UOM	Unit Price	Amount
	Student Services (all web based). Services including online curriculum for the fiscal year 2021-2022.	145474		1.00	145,474.00
Total					145,474.00

Fund	Function	Object	Facility	Project	Program	Amount
100	5100	369	7004	956	101	13,889.00
100	5100	369	7004	956	102	38,372.00
100	5100	369	7004	956	103	93,213.00

Cindy Norton
Deputy Director of Purchasing and
Contract Administration

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- 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 of 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.
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**State Tax Exemption #**

858012622341C0

Federal Employer Identification #

596000845

**SANTA ROSA COUNTY
SCHOOLS****Purchase Order**Standard - July - Nov Pmt
Coastal Connections FY22**PO# 732700**

12/08/2021

Vendor (V073307461)

Show P.O. Number on all shipping containers,
packing lists, correspondences, and invoices.**Order Contact:** VWilliamson
Center/School Contact: 8004☐ Checked box indicates order must be fully received and invoiced by 06/30/2022.
Cancellations must be in writing. No backorders without buyer approval.COASTAL CONNECTIONS ACADEMY
182 N PALAFOX ST
SUITE 200
PENSACOLA, FL 32502**Ship To**COASTAL CONNECTIONS ACADEMY
6032 HWY 90
MILTON, FL 32570**Bill To**COASTAL CONNECTIONS ACADEMY
6032 HWY 90
MILTON, FL 32570

Item #	Description	Quantity	UOM	Unit Price	Amount
1	Coastal Connections July, August, September, October and November FY 22 payments	1	1	2,539,050.20	2,539,050.20
Total					2,539,050.20

Fund	Function	Object	Facility	Project	Program	Amount
100	5100	393	8004	104	101	20,813.27
100	5100	393	8004	185	102	20,537.48
100	5100	393	8004	148	103	40,873.78
100	5100	393	8004	11205	101	139,138.95
100	5100	393	8004	924	102	2,317,686.72

Cindy Norton
Deputy Director of Purchasing and
Contract Administration**Comments for vendor:****Terms & Conditions:**

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- 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 of 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.
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8. (Service proposals only) Insurance required to be carried shall include (for specific limits contact Risk Management at (850) 983-5006): a. The Company shall furnish proof of the following insurance to the Board by Certificate of insurance. b. The Certificate of Insurance shall state that the School Board, including its agents and employees, are additional insureds under the policy or policies. c. Workers' Compensation Insurance. d. Comprehensive General Liability Insurance. e. Business Automobile Liability.
9. 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.



State Tax Exemption #
858012622341C0
Federal Employer Identification #
596000845

**SANTA ROSA COUNTY
SCHOOLS**
Purchase Order
Standard - Coastal
Connections Dec pmt. FY22

PO# 732707

12/13/2021

Vendor (V073307461)

Show P.O. Number on all shipping containers,
packing lists, correspondences, and invoices.

Order Contact: VWilliamson
Center/School Contact: 8004/VWilliamson

☐ Checked box indicates order must be fully received and invoiced by 06/30/2022.
Cancellations must be in writing. No backorders without buyer approval.

COASTAL CONNECTIONS ACADEMY
182 N PALAFOX ST
SUITE 200
PENSACOLA, FL 32502

Ship To
COASTAL CONNECTIONS ACADEMY
6032 HWY 90
MILTON, FL 32570

Bill To
COASTAL CONNECTIONS ACADEMY
6032 HWY 90
MILTON, FL 32570

Item #	Description	Quantity	UOM	Unit Price	Amount
1	Coastal Connections December payment FY22	1		507,810.04	507,810.04
Total					507,810.04

Fund	Function	Object	Facility	Project	Program	Amount
100	5100	393	8004	924	102	463,537.34
100	5100	393	8004	104	101	4,162.65
100	5100	393	8004	185	102	4,107.50
100	5100	393	8004	11205	101	27,827.79
100	5100	393	8004	148	103	8,174.76

Cindy Norton
Deputy Director of Purchasing and
Contract Administration

Comments for vendor:

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