



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](mailto:fultont@santarosa.k12.fl.us)  
Website: <https://sites.santarosa.k12.fl.us/purchasing/>

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April 7, 2022

Dr. Karen Barber  
Superintendent of Schools  
6032 Highway 90  
Milton, FL 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.: 7

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
Young Philosophers Society	\$63,447.22	732842	Educational & Behavior Analysis svcs as needed for 2021-2022 school year.	Debbie Anderson, Exceptional Student Education Director/ESE Department	Exempt per F.S. 287.057(3)(e)(6) services provided to persons with mental or physical disabilities by not-for-profit corporations.
Focus School Software	\$151,850.00	732864	FOCUS ERP Annual Maintenance & Hosting (Year 4)	Susan McCole, Asst. Superintendent of Finance/Finance	Exempt per DOE 6A-1.012(14) Information Technology
Coastal Connections Academy	\$53,392.56	732895	Esser II allocation; FY 2021-22 & FY 2022-23	Patti McKnight, Federal Programs Director/Federal Programs	Exempt per 2 CFR 200.320 (C)(4) Procurement by noncompetitive proposals. Listed in the Grant.



**State Tax Exemption #**  
858012622341C0  
**Federal Employer Identification #**  
596000845

**SANTA ROSA COUNTY  
SCHOOLS**  
**Purchase Order**  
Blanket - Young Philosophers  
Society

**PO# 732842**  
02/28/2022  
Vendor (V000020896)

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

**Order Contact:** Katrina Ellyson  
**Center/School Contact:** Wendi Wood

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

YOUNG PHILOSOPHERS SOCIETY  
P.O. BOX 259  
SHALIMAR, FL 32579

**Ship To**  
ESE SERVICES  
6032 HIGHWAY 90  
MILTON, FL 32570

**Bill To**  
ESE SERVICES  
6032 HIGHWAY 90  
MILTON, FL 32570  
850-983-5150

Item #	Description	Quantity	UOM	Unit Price	Amount
1	Provide Educational and Behavior Analysis services for students in Santa Rosa School District as needed for 2021-2022 school year. Services provided by the Contractor and authorized by the Board shall be compensated at the following rates: Administrative Fees \$126.39/student, Assessments/Evaluations \$722.21/student, Curriculum/labs/technology \$1805.56/student, Specialized Instruction \$7222.22/student, Parent support/Training \$1805.56/student, Behavior Management/Crisis Team Tier 1 - \$18055.56, Tier 2- \$22027.78, Contract valid 2/22/2022-5/25/2022 Timesheets to be submitted and maintained on file at DAD Center.	1	ea	63,447.22	63,447.22
<b>Total</b>					63,447.22

Fund	Function	Object	Facility	Project	Program	Amount
100	5200	310	9001	955	254	31,723.61
100	5200	310	9001	955	255	31,723.61

Cindy Norton  
Deputy Director of Purchasing and  
Contract Administration

**Comments for vendor:**

**Terms & Conditions:**

- Do not exceed quantities or price without prior approval.
- No substitutions without prior approval.
- 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](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>

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 - PO for Focus  
School Software

**PO# 732864**

03/04/2022

Vendor (V000020890)

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.

FOCUS SCHOOL SOFTWARE  
475 CENTRAL AVENUE  
ST PETERSBURG, FL 33701

**Ship To**  
FINANCE  
5086 CANAL STREET  
MILTON, FL 325706706

**Bill To**  
FINANCE  
5086 CANAL STREET  
MILTON, FL 325706706  
850-983-5018

Item #	Description	Quantity	UOM	Unit Price	Amount
	FOCUS ERP ANNUAL MAINTENANCE based on 30,370 students	30370		4.50	136,665.00
	FOCUS HOSTING based on 30,370 students	30370		0.50	15,185.00
<b>Total</b>					<b>151,850.00</b>

Fund	Function	Object	Facility	Project	Program	Amount
100	7501	369	9023	902		151,850.00

Cindy Norton  
Deputy Director of Purchasing and  
Contract Administration

**Comments for vendor:**

Maintenance fee for Year 4

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- 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](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>

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**State Tax Exemption #**  
858012622341C0  
**Federal Employer Identification #**  
596000845

**SANTA ROSA COUNTY  
SCHOOLS**  
**Purchase Order**  
Blanket - Coastal Connections  
Esser II

**PO# 732895**  
03/28/2022  
Vendor (V073307461)

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

**Order Contact:** Stephanie Hail  
**Center/School Contact:** Stephanie Hail

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

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

**Ship To**  
FEDERAL PROGRAMS  
6032 HIGHWAY 90  
MILTON, FL 32570

**Bill To**  
FEDERAL PROGRAMS  
6032 HIGHWAY 90  
MILTON, FL 32570  
850-983-5001

Item #	Description	Quantity	UOM	Unit Price	Amount
	FY 2021-2022 and FY 2022-2023: Esser II allocation for Coastal Connections	1	each	53,392.56	53,392.56
<b>Total</b>					53,392.56

Fund	Function	Object	Facility	Project	Program	Amount
443	5100	394	8004	4125B	101	15,163.85
443	6400	394	8004	4125B		7,901.00
443	5100	394	8004	4125B	102	15,163.85
443	5100	394	8004	4125B	103	15,163.86

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Deputy Director of Purchasing and  
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- When contract is federally funded, retention of all required records is to be for three years after grantees or sub grantees make final payments and all other pending matters are closed in accordance with 2 CFR 200.333.
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