

Amendment 1 to Contract for Services Agreement

Institution/Organization ("SPONSOR") SANTA ROSA COUNTY SCHOOL BOARD 6032 Hwy. 90 Milton, FL 32570	UNIVERSITY OF WEST FLORIDA ("UNIVERSITY") Acting for and on behalf of The University of West Florida Board of Trustees, a public body corporate 11000 University Parkway Pensacola FL 32514-5750 FID #: 59-2976783	
Subaward Period of Performance 07/01/2018 – 06/30/2019	Amendment No. 1	Award Funding Action(s) Original Award \$147,890 Amendment 1: <u>\$ 23,845</u> Total Award: \$171,735
Project Title Santa Rosa Tutoring/Mentoring 2018-2019		UWF Grant Number: 215061

Amendment(s) to Original Terms and Conditions

This amendment applies to the Contract for Services Agreement originally dated August 16, 2018, and any subsequent amendments entered into by Sponsor and the University of West Florida for the period of performance and the amount(s) shown above. The purpose of this Amendment is to:

1. Award \$23,845 in additional funds
2. Amend Total award to \$171,735
3. Delete Attachment 1 and replace it with the attached Revised Attachment 1
 - a. Increase the number of tutoring hours per week from 164 to 191 as shown on the Revised Attachment 1
 - b. Increase the total cost per week from \$3,772 to \$4,393 as shown on the Revised Attachment 1

Except as expressly modified by this Amendment 1, all other terms and conditions of the original Contract for Services Agreement shall remain in full force and effect.

By Authorized Official of SPONSOR:

Tim Wyrosdick
Superintendent of Schools

Date

By Authorized Official of UNIVERSITY:

DocuSigned by:

Matthew Schwartz

03/08/2019

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Matthew Schwartz, Ph.D.
Interim Assistant Vice President
Research Administration

Date

Approved for form and legality:

DocuSigned by:

Carolyn Eaton

03/08/2019

University Counsel

**AMENDMENT 1
REVISED ATTACHMENT 1
SCOPE OF WORK AND COMPENSATION**

This is a fixed price contract in an amount not to exceed \$171,735 to cover salaries, expenses and other costs associated with the “Santa Rosa Tutoring/Mentoring 2018-2019” as shown on the following University proposal and/or quotation.

The following deliverable items are due pursuant to the timetable identified below. The numbered invoice for each report or deliverable shall be sent concurrent with the period of performance corresponding to the deliverable on the due date shown.

REPORT/DELIVERABLE	DATE DUE	AMOUNT
Quarterly Report of Hours Worked by Mentor/Tutor Students	By 15 th of the month following the end of each quarter	Costs incurred not to exceed total of \$171,735

University’s Tasks:

The University will supply personnel to accomplish the scope of work at the price in the proposal/cost quotation as shown below.

Project Description

The University of West Florida will provide student research assistants to conduct early reading intervention tutoring, mentoring, and research activities agreed upon by the principal investigators (technical contacts as shown in Attachment 2). Student hours are estimated to be 191 hours per week for a total of 39 weeks to be consistent with the University’s 9-month academic year calendar (08/08/2018 to 05/07/2019). In addition, the University will assign a liaison to provide supervision of the students for assigned activities and administrative support. Total costs per hour of student research assistants and administrative support time inclusive of all salary, fringe and administrative costs is \$23.00 per hour. Additional hours may be added in increments of 10 as an option at the same cost per hour.

Costs are estimated at \$23.00/hour x 191 hours per week x 39 weeks for a not-to-exceed amount of \$171,735. Funding may be provided in multiple purchase orders as required by schools at the discretion of the District. Costs will be billed at the hourly rate for actual hours worked under each funding authorization.

To be eligible for employment or assignment to this project, students must meet the minimum qualifications of paraprofessional, as required by NCLB (2 years of college-level preparation, an A.A. degree, or passing a “rigorous exam”) and all UWF personnel must comply with the Santa Rosa County School District procedures for Fingerprint Procedures for Contract Vendors under the Jessica Lunsford Act as amended July 1, 2007 incorporated here as Attachment 4 and included in its entirety. Each tutor will be responsible for paying the required fee for the fingerprinting costs as a condition of employment.

REVISED ATTACHMENT 1 (continued)

DESCRIPTION	HOURLY RATE	FRINGE @ 9.85%	SALARY & FRINGE COSTS	ADMINIS- TRATIVE COST @ 15%	TOTAL COSTS PER HOUR	TOTAL FOR 191 HOURS PER WEEK	TOTAL FOR 39 WEEKS NOT TO EXCEED
Student Tutors estimated to be between 10-30 hours per week.	\$18.20	\$1.80	\$20.00	\$3.00	\$23.00	\$4,393	\$171,735

NOTES: Costs are estimated for a total cost of \$23 per hour for 191 hours per week for a period of 39 weeks for a total cost not-to-exceed \$171,735. Invoices will provide breakdown of actual hours worked during billing period. Sponsor and University will review number of remaining hours authorized on a quarterly basis when invoices are submitted and adjust by a modification to this Agreement if required. Total cost of tutoring is not to exceed \$171,735 unless this contract is amended by both parties.