

[Individual Contractor]

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made this 08th day of October, 2010, between the SCHOOL BOARD OF ST. LUCIE COUNTY, a district school board constituted as provided in Article IX, Section 4, of the Florida Constitution (Board), and Richard Norman (Contractor).

WITNESSETH

1. **PURPOSE.** The Board is the governing body of the School District of St. Lucie County, Florida, which District is in turn a unit of government of the State of Florida. The Contractor agrees to provide certain professional services to the Board, and the Board agrees to compensate the Contractor for such services.

2. **AGREEMENT.** The Board agrees to accept from the Contractor, and the Contractor agrees to provide to the Board, professional services subject to the following terms and conditions:

(a) The Contractor agrees to provide professional services to the Board as described in the attached Schedule. All services provided by the Contractor in accordance with this Agreement shall be performed by the Contractor.

(b) The Board agrees to pay to the Contractor for professional services provided in accordance with this Agreement, and for expenses incurred in the provision of such services, as follows: Provision of Professional Development for Manufacturing / Pre-Engineering Instructor at Treasure Coast High School to ensure continuity of curriculum, proper use of equipment, and additional instructional services.

(c) The Contractor agrees to comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes. The Contractor, all employees of the Contractor, and all other individuals acting by or on behalf of the Contractor, who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of Board funds shall, prior to providing any services under this Agreement, (i) file a complete set of fingerprints, (ii) submit to a drug screen, and (iii) receive clearance from the criminal background check and drug screening, all in the same manner as required of Board employees whose positions involve direct contact with students. Verification of compliance with these requirements shall be provided to the Contract Manager for the Board designated in paragraph 3 below. The parties agree that the failure of the Contractor to perform any of the duties described in this paragraph shall constitute a material breach of the Agreement, entitling the Board to terminate immediately with no further responsibilities or duties to perform under this Agreement. The Contractor agrees to indemnify and hold harmless the Board, its officers and employees from any liability in the form of physical or mental injury, death, or property damage resulting in the Contractor's failure to comply with the requirements of this paragraph.

3. **CONTRACT MANAGER.** The Contract Manager for the Board is Kathie Schmidt. The Contract Manager for the Contractor is the Contractor. The parties shall direct all matters arising in connection with the performance of this Agreement, other than notices, to the attention of the Contract Managers for attempted resolution or action. The Contract Managers shall be responsible for overall resolution, action, coordination, and oversight relating to the performance of this Agreement.

4. **TERM.** The term of this Agreement shall be from the date of execution by both parties through and including June 30, 2010, unless renewed in accordance with paragraph 9 below, provided, however, and notwithstanding any other provision, this Agreement may be terminated by either party with or without cause upon 30 days= written notice.

5. **CONSIDERATION.** The parties agree that the consideration for this Agreement shall be, for the Board, the professional services provided by the Contractor, and for the Contractor, the sums paid by the Board.

6. **PUBLIC RECORDS.** The Contractor shall allow public access to all documents, papers, letters, and other materials that are subject to the provisions of Ch. 119, Fla. Stat., and made or received by the Board in conjunction with this Agreement.

7. **CONTRACTOR RESPONSIBILITY.**

(a) The Contractor is an independent contractor and is not an employee or agent of the Board. Nothing in this Agreement shall be interpreted to establish any relationship other than that of an independent contractor between the Board, on the one hand, and the Contractor and his or her employees, agents, or subcontractors, on the other, during or after the performance of this Agreement. The Contractor shall take the whole responsibility and shall bear all losses resulting to him or her on account of errors or omissions.

(b) The Contractor shall comply with all applicable provisions of safety laws, rules, ordinances, regulations, and orders of duly constituted public authorities and agencies exercising regulatory authority over him or her. The Contractor assumes all risk of loss, damage, and destruction to all of his or her materials, tools, appliances, property of every description, and that of his or her respective employees or agents or subcontractors and each of their respective employees or agents, and injury to or death of his or her employees or agents, subcontractors, or their respective employees or agents, including legal fees, court costs or other legal expenses, arising out of or in connection with the performance of this Agreement.

(c) Any and all personally identifiable records of a student are confidential, and the Contractor shall access such records in the course of providing professional services under this Agreement only if and to the extent the Contractor or the Contractor=s employee has a legitimate educational interest in the information contained in such records. The

Contractor shall implement operating practices and procedures that will (i) maintain the confidentiality and assure the physical security of all student records accessed and used in the course of providing professional services under this Agreement; (ii) prohibit the release or disclosure of such records to anyone except authorized Board personnel, (iii) prevent any unauthorized access to such records, and (iv) preclude the unauthorized use, release, or disclosure of the information contained in such records.

(d) The Contractor agrees forever to save and keep harmless and fully indemnify the Board, its officers, employees, and agents of and from all losses, liabilities, damages, claims, actions, legal proceedings, settlements, judgments, recoveries, costs, and expense because of loss of, or damage to, property, or injury to or deaths of persons in any way arising out of or in connection with the performance of this Agreement and attributable to the negligence or other wrongful conduct of the Contractor or his or her employees, agents, or subcontractors, including but not limited to any loss or action resulting from the failure by the Contractor to comply with its obligations under this Agreement.

8. **INSURANCE.** The Contractor shall maintain insurance, through the term of this Agreement, as follows:

(a) Commercial General Liability Insurance, including Contractual Liability, to cover the hold harmless agreement set forth herein, with limits of not less than:

| | |
|---|-------------|
| Each occurrence | \$1,000,000 |
| Personal/advertising injury | \$1,000,000 |
| Products/completed operations aggregate | \$2,000,000 |
| General aggregate | \$2,000,000 |
| Fire damage - any 1 fire | \$100,000 |
| Medical expense - any 1 person | \$10,000 |

(b) Business Automobile Liability for any auto (all owned, hired, and non-owned autos) with limits of not less than \$1,000,000 per accident. In the event Contractor does not own any automobiles, the Board will accept proof of hired and non-owned Auto Liability only.

(c) Worker's Compensation Insurance with limits equal to Florida statutory requirements. Employer's Liability must include limits of at least \$100,000 each accident, \$100,000 each disease/employee, \$500,000 each disease/maximum.

(d) Proof of Professional Liability coverage with limits of at least \$1,000,000 each claim and in the aggregate.

(e) Certificates of all insurance shall be provided to and approved by the Contract Manager for the Board prior to the term of this Agreement commencing as provided in paragraph 4 above. The Board shall be listed as an Additional Insured under both the General Liability and Auto Liability Insurance Policies. A waiver of subrogation shall be provided

under the General Liability, Auto Liability, and Worker's Compensation Insurance Policies. Coverage applies on a primary basis.

9. **RENEWAL.** This Agreement may be renewed or extended for successive terms of one year each upon written agreement of the parties.

10. **NONDISCRIMINATION.** The Contractor covenants and agrees that he or she shall not discriminate against any employee or applicant for employment to be employed in the performance of the Agreement with respect to hiring, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment because of age, sex, or disability (except where based on a bona fide occupational qualification); or because of marital status, race, color, religion, national origin, or ancestry.

11. **AUDIT.** The Contractor agrees that until the expiration of three years after expenditure of funds under this Agreement, the Board and any of its duly authorized representatives shall have access to and the right to examine any and all directly pertinent books, documents, papers, and records of the Contractor involving transactions related to this Agreement. The Contractor agrees that payments made under this Agreement shall be subject to reduction for amounts charged that are found on the basis of audit examination not to constitute allowable fees or costs. All required records shall be maintained until an audit is completed and all questions arising from such audit are resolved, or until three years after completion of all work under this Agreement.

12. **VERIFICATION OF EMPLOYMENT STATUS.** The Contractor agrees that he or she shall bear the responsibility for verifying the employment status, under the Immigration Reform and Control Act of 1986, of all persons he or she employs in the performance of this Agreement.

13. **ASSIGNMENT.** The Contractor shall not assign this Agreement to any other person or firm without first obtaining the Board's written approval.

14. **ATTORNEYS' FEES AND COSTS.** In the event either party defaults in the performance of any of the terms, covenants, and conditions of this Agreement, the defaulting party agrees to pay all damages and costs incurred by the other party, including reasonable attorneys' fees.

15. **NOTICES.** All notices or other communications hereunder shall be in writing and shall be deemed duly given if delivered in person or sent by certified mail, return receipt requested, and addressed as follows:

If to the Board:

St. Lucie County School Board
4204 Okeechobee Road
Fort Pierce, FL 34947

If to the Contractor:

Mr. Richard Norman
1696 Carlton Drive
Greenfield, IN 46140

With copies to:

Kathie Schmidt, Director / CTE
4204 Okeechobee Road
Fort Pierce, FL 34947

With copies to:

16. **INDULGENCE NOT WAIVER.** The indulgence of either party with regard to any breach or failure to perform any provision of this Agreement shall not be deemed to constitute a waiver of the provision or any portion of this Agreement, either at the time the breach or failure occurs, or at any time throughout the term of this Agreement.

17. **ENTIRE AGREEMENT; AMENDMENT.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all prior oral or written agreements between the parties. This Agreement may only be amended by written document, properly authorized, executed, and delivered by both parties.

18. **INTERPRETATION; VENUE.** This Agreement shall be interpreted as a whole unit, and section headings are for convenience only. All interpretations shall be governed by the laws of the State of Florida. In the event it is necessary for either party to initiate legal action regarding this Agreement, venue shall be in the Nineteenth Judicial Circuit, in and for St. Lucie County, Florida, for claims under state law, and in the Southern District of Florida for claims justiciable in federal court.

IN WITNESS WHEREOF, the parties to this Agreement have set their hands and seals on the date first above-written.

ATTEST:

**SCHOOL BOARD OF ST. LUCIE
COUNTY, FLORIDA**

MICHAEL J. LANNON, Superintendent and
Ex Officio Secretary

By: _____
Print Name: _____
Chair

(Seal)

CONTRACTOR:

ATTEST:

Print Name _____
Secretary _____

By: _____
Print Name: _____
Title: _____

(Seal)

SCHEDULE OF PROFESSIONAL SERVICES

Provide Professional Development services to the Pre-Engineering/Manufacturing instructor at Treasure Coast High School. These services to include:

1. Training on existing Amatrol equipment.
2. Training on how to use and implement Amatrol projects
 - a. Hovercraft
 - b. Can Crusher
 - c. Solar Cell
 - d. Smart House
 - e. Flexible Manufacturing Workcell
 - f. Magnetic Levitation Train
 - g. Water De-Salination
 - h. Automated Drawbridge
 - i. Steam Powered Catapult
3. Training on Amatrol SkillPro Learning Management System.
4. Training on PDA (Personal Digital Assistant) use and integration with Amatrol's SkillPro Learning Management System.
5. Training on Amatrol Enterprise Systems I and II curriculum delivery
6. Lesson Plan development for Engineering Technology I & II
7. Lesson Plan development for Production Technology I & II
8. Training on SkillsUSA implementation within existing curriculum.
9. Training on Manufacturing Skill Standards Council and Manufacturing Essentials Curriculum.
10. In order to accommodate teacher and school district scheduling, all Professional Development and Training is to be started no sooner than November 15th, 2010 and completed no later than January 17th, 2011.