Center for Technology and Education

AGREEMENT FOR CONTRACTED SERVICES

This **AGREEMENT FOR CONTRACTED SERVICES**, is effective as of July 1, 2011 through June 30, 2012, by and between the **Center for Technology and Education**, Florida, hereinafter referred to as the "Center" and the ESOL Online Consortium, hereinafter referred to as the "Consortium", is as follows:

1) a. **This contract is for professional, technical, or personnel services.**

   b. **Contact Information**

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2) a. **The Center shall provide the following services:**

Implementation of online delivery services for courses developed to meet state mandated ESOL competencies for education professionals. **Fees will be $185.00 per participant for 60 hour courses and $75.00 for 18 hour courses.** 20% of the fee for each participant will be reserved for the ESOL Consortium to defray update and editing costs and any other projects they wish to undertake as a Consortium. **The Center will retain $50.00 of the 60-hour course fee and $15.00 of the 18-hour course fee.** This will cover course update and maintenance services as well as the Center's fee for administering all courses statewide. The remainder of the participant fee will cover program expenses. **Unexpended dollars will revert to the ESOL Consortium each year.**

The schedule for updates and maintenance of courses will be determined by the Consortium. The digital content of the course will be packaged in a Common Cartridge Format when a course or an update is complete. The format will be delivered on a CD in a zipped folder. The electronic manifest will be a standard format that can be understood by any learning platform or repository that implements Common Cartridge import. Several major learning platforms support Common Cartridge creation in addition to import. Angel, Blackboard and Moodle all support Common Cartridge format. The package of course materials will be reusable and editable with Angel, Blackboard, Moodle and several other Learning Management Systems.

The Center will not be responsible for the upload of the course into Sarasota's and Seminole's courseware; however, the Center will ensure that the course is delivered in a format that will allow Sarasota and Seminole to upload the course(s) into their courseware. In addition, the Center will provide any Consortium district direct download access from its server.

Detailed list of courses and guidelines for the services are contained in the document entitled ESOL Online course updates and maintenance guidelines.

b. **The Consortium shall furnish data, information, workspace, equipment, etc., to the Project as follows:**

Course content contact; final proofreading; (for Hillsborough, Pasco, and Pinellas) access to Districts' servers for upload of courses; for Sarasota and Seminole- specifications for format of CD for delivery of courses; marketing of courses at conferences attended by Consortium members; a consolidated list of any changes or revisions requested by Consortium members and of feedback from districts' facilitators.

c. **The Center shall furnish data, information, workspace, equipment, etc., to the Project as follows:**

Server; broadband services; 1000 First Class licenses and renewals; web and firewall services; clerical, and technical support; quarterly email marketing to statewide ESOL and Staff Development contacts; course moderators; program management.

3)   The Center shall maintain such records and accounts as are deemed necessary to assure proper accounting for all funds and performance under this Contract.

4)   The Center's services under this contract are for the 2011-2012 school year.

5)   The Center shall report quarterly to the Consortium a full financial report for ESOL Online courses delivered by the Center, including but not limited to all income and expenditures such as: total fees generated; fees paid to the Center; 20% of fees allocated to the Consortium; actual program costs; and expenditures designated by the member districts to be charged against the Consortium's allocations.

6)   The Consortium retains any and all rights to the course content and design.

7)   This Contract shall take effect upon the date signed and approved by the member districts' school board for services provided beginning July 1, 2011 and continuing through June 30, 2012. The Contract shall be reviewed to consider renewal for a period of one calendar year to commence July 1 of each year.

8)   Other Provisions:
        No additional provisions at this time.

9)   Specific Consortium member provisions:

Signed:

Center For Technology and Education

_____   _____
Jack Davis, Executive Director   Date

ESOL Online Consortium Member district

_____   _____ _____
                                                        Chair

Approved for Legal Content
June 14, 2011, by Matthews, Eastmoore,
Hardy, Crauwels & Garcia, Attorneys for
The School Board of Sarasota County, Florida
Signed: _____ASH_