

AGREEMENT

THIS IS AN AGREEMENT, dated the 10th day of October 2023, by and between:

Suwannee County School Board (SCSB) a "public agency" as defined by Section 119.0701(1)(b), Florida Statutes

And

The Management Experts, LLC, hereinafter referred to as "Contractor" as defined by Section 119.0701(1)(a), Florida Statutes

Suwannee County School Board and the Contractor may hereinafter collectively be referred to as the "Parties". This agreement is entered into pursuant to the Liberty County Competitive Solicitation awarded to The Management Experts on August 5, 2022. Liberty County authorizes other agencies to piggyback off their procurement process, allowing third parties to make purchases from this agreement as their own agreements and task authorizations with terms and conditions being the same as said agreement.

SCSB and the Contractor, in accordance with the requirements of Section 119.0701, Florida Statutes, specifically understand, as acknowledge, and agree as follows:

The Management Experts, LLC shall comply with the public records of the State of Florida and specifically agrees to:

- i. Keep and maintain public records that ordinarily and necessarily would be required by SCSB to perform the services under this agreement.
- ii. Provide the public with access to public records on the same terms and conditions that SCSB would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and
- iv. Meet all requirements for retaining public records and transfer, at no cost, to SCSB all public records in possession of The Management Experts upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to SCSB in a format that is compatible with the information technology systems of SCSB.

Failure by The Management Experts to comply with this section and the requirements herein, specifically, failure by The Management Experts to comply with a public records request, shall constitute a material breach of this agreement by The Management Experts and shall permit SCSB to enforce all remedies available to it pursuant to this agreement or any other applicable provision of law.

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, Suwannee County School Board and the Contractor agree as follows:

WHEREAS, as of said date above, The Management Experts, LLC will become a contractor to the Suwannee County School Board; and

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements herein contained and other good and valuable consideration, the receipt of which is hereby acknowledged, it is agreed herein between the Parties hereto as follows:

ARTICLE 1

RECITALS: Each whereas clause set forth above is true and correct and herein incorporated by this reference.

ARTICLE 2
SCOPE OF SERVICES

The Management Experts, LLC agrees to hold SCSB and all funding entities harmless against all claims of whatever nature arising out of the performance of the work under this agreement to the extent allowed and required by law.

The Management Experts, LLC is bound by all applicable state and federal laws and regulations and is bound by the terms of funding agreements that SCSB utilizes for payments.

The Management Experts, LLC agrees that progress on all activities performed will be documented in reports submitted by SCSB.

The Management Experts, LLC certifies that it is a Minority Business Owner as defined in Section 288.703, Florida Statutes.

- The Management Experts shall provide contractual services to the Suwannee County School Board and other partner organizations.
- The Management Experts shall provide planning, training and exercise initiatives and other activities and initiatives deemed by Emergency Management or other partner agencies.
- The Management Experts shall provide on-site technical assistance.
- The Management Experts shall conduct meetings on behalf of SCSB.
- The Management Experts shall seek additional funding and resources to benefit the SCSB and other partner organizations.
- The Management Experts shall identify, develop, coordinate, and manage grant opportunities for SCSB and other partner organizations.
- The Management Experts shall perform outreach, public education and information initiatives including coordination of community events and forums.
- The Management Experts shall coordinate and/or provide pre and post disaster activities.
- The Management Experts shall provide additional services requested by the SCSB and other partner agencies through individual task authorizations.

ARTICLE 3
TERM OF THE AGREEMENT

This Agreement shall commence upon signatures by both parties and remain in until June 30, 2026, with the option to renew two additional terms of one year each.

Any Notice under this Agreement shall be made to:

The Management Experts, LLC
2514 Manassas Way
Tallahassee, Florida 32312

and

Chief Financial Officer
Suwannee County School Board
1740 Ohio Avenue, South
Live Oak, Florida 32064

The parties shall have the following rights

Either party may terminate this agreement for convenience upon provision of three calendar day's written notice. The depositing of a written notice into the United States Postal Service, postage prepaid, shall constitute proper delivery of such notice for determining the three-day notice provision, but the date of mailing will not be included in that calculation.

ARTICLE 4
COMPENSATION AND METHOD OF PAYMENT

Suwannee County School Board and other partner agencies agree to compensate The Management Experts, LLC through individual Task Authorizations.

The total funding amount shall not exceed the Task Order amount.

Payment shall be made only after receipt and approval of goods and services as outlined in the Scope of Work of the Task Order. Upon delivery, receipt and acceptance of each deliverable, The Management Experts shall submit an invoice to SCSB.

The Management Experts has the right to suspend services for nonpayment after notice to SCSB and for invoices outstanding after forty-five (45) days.

ARTICLE 5
GENERAL CONSIDERATIONS

Independent Contractor. This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that The Management Experts is an independent Contractor under this Agreement and not an SCSB employee for any purposes,

including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law. The Management Experts shall retain sole and absolute discretion in the judgment of the manner and means of carrying out the Contractor activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of The Management Experts, which policies of The Management Experts shall not conflict with applicable law. The Management Experts agrees that it is a separate and independent enterprise from SCSB, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between The Management Experts and SCSB and SCSB will not be liable for any obligation incurred by The Management Experts, including but not limited to unpaid minimum wages and/or overtime premiums.

Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has the full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

Governing Law and Venue. This Agreement shall be governed by the laws of the State of Florida. The exclusive venue for any dispute arising from, or related to, this contract, shall be in Suwannee County, Florida.

Extent of Agreement. This Agreement represents the entire and integrated agreement between The Management Experts and Suwannee County School Board and supersedes all prior negotiations, representations, or agreements, either written or oral.

E-Verify. Effective July 1, 2020

- A. Pursuant to Fla. Stat. § 448.095, Contractor shall use the U.S. Department of Homeland Security's E-Verify system, <https://e-verify.uscis.gov/emp>, to verify the employment eligibility of all employees **hired on or after January 1, 2021** during the term of this Agreement.
- B. Subcontractors
 - (i) Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.
 - (ii) Subcontractors shall provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Fla. Stat. § 448.095.
 - (iii) Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement.
- C. Contractor must provide evidence of compliance with Fla. Stat. § 448.095 by January 1, 2021. Evidence may consist of, but is not limited to, providing notice of Contractor's E-Verify number.
- D. Failure to comply with this provision is a material breach of the Agreement, and School Board may choose to terminate the Agreement at its sole discretion. Contractor may be liable for all costs associated with School Board securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs (if necessary).

ARTICLE 6
SPECIAL PROVISIONS, EXHIBITS AND ATTACHMENTS

Special Provisions and Exhibits. This Agreement is subject to the following provisions: The Management Experts will adhere to the RFP and the Scope of Work submitted to Liberty County.

Attachments. The following Attachments are incorporated as part of this agreement.

Fee Schedule

Required Clauses- Contract Provisions for Non-Federal Entity Contracts under Federal Awards Under 2CFR Part 200

Debarment Form

IN WITNESS OF THE FOREGOING, the Parties have set their hands the day and year first written above.

The Management Experts, LLC

Traci Buzbee

Traci Buzbee (Oct 13, 2023 14:09 EDT)

Traci Buzbee, Owner

Suwannee County School Board

Jerry Taylor

Jerry Taylor, Board Chairman

Ted L. Roush

Ted L. Roush, Superintendent of Schools

OCT 10 2023

Date

"Approved as to Form and Sufficiency

BY Leonard J. Dietzen, III

Leonard J. Dietzen, III

Rumberger, Kirk & Caldwell, P.A.

Suwannee School Board Attorney"

FEE SCHEDULE

Classification	Hourly Rate
Project Manager	\$90
Assistant Project Manager	\$75
Senior FEMA Specialist	\$50
Grant Manager	\$50
Senior Planner	\$40
Planner	\$35
Senior Inspector	\$50
Inspector/Debris Monitor	\$30
Senior Environmental Specialist	\$50
Environmental Specialist	\$35
Senior Engineer	\$185
Mid-Level Engineer	\$125
Engineer Intern	\$75
Senior Architect	\$185
Mid-Level Architect	\$125
Entry Level Architect	\$75
CADD Technician	\$45
Construction Manager	\$50
Construction Inspector	\$50
Scheduler	\$40
Cost Estimator	\$40
Project Control Specialist	\$50
Data Storage Website Manager	\$50
GIS Specialist	\$50
Financial Lead	\$65
Financial Assistant	\$45
Clerical/ Administrative Assistant	\$25
Payroll Review Clerk	\$25
Data Entry Clerk	\$25

REQUIRED CLAUSES

2 CFR, 200

Throughout the performance of any work under this Agreement, CONTRACTOR (hereinafter "CONTRACTOR") agrees to abide by the following clauses and requirements:

1. **Equal Employment Opportunity.** During the performance of this Agreement, the CONTRACTOR agrees as follows:
 - a. CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
 - b. CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
 - c. CONTRACTOR will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of CONTRACTOR's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - d. CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
 - e. CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- f. In the event of CONTRACTOR's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be

imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- g. The CONTRACTOR will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The CONTRACTOR will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event that CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.

2. Compliance with the Davis-Bacon Act and the Copeland "Anti-Kickback" Act. As required by Federal program legislation:

- a. CONTRACTOR agrees that it shall comply with the *Davis-Bacon Act* (40 USC 3141-3144 and 3146-3148) as supplemented by the Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction").
 - i. In accordance with the statute, CONTRACTOR is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, CONTRACTOR shall pay wages not less than once a week. CONTRACTOR agrees that, for any Task Order to which this requirement applies, the Contract is conditioned upon CONTRACTOR's acceptance of the wage determination.
- b. CONTRACTOR agrees that it shall comply with the *Copeland "Anti-Kickback" Act* (40 USC 3145), as supplemented by the Department of Labor regulations (29 CFR Part 3, "CONTRACTORS and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States") and are incorporated by reference into this Agreement.
 - i. Contractor. The CONTRACTOR shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this Agreement.
 - ii. Subcontracts. The CONTRACTOR or subcontractor shall insert in any subcontracts the clause above and such other clauses as the FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
 - iii. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a CONTRACTOR and subcontractor as provided in 29 C.F.R. § 5.12.

3. Compliance with the Contract Work Hours and Safety Standards Act.

- a. Overtime requirements. The CONTRACTOR or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall not require nor permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
 - b. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the CONTRACTOR and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, the CONTRACTOR and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (a) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (a) of this section.
 - c. Withholding for unpaid wages and liquidated damages. The County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed
by the CONTRACTOR or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the *Contract Work Hours and Safety Standards Act*, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such CONTRACTOR or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b) of this section.
 - d. Subcontracts. The CONTRACTOR or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (a) through (d) of this section and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime CONTRACTOR shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (a) through (d) of this section.
4. **Rights to Inventions Made Under a Contract or Agreement.** As required by Federal program legislation, CONTRACTOR agrees to comply with the requirements of 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements), and any implementing regulations issued by FEMA.
5. **Clean Air Act and Federal Water Pollution Control Act.** As required by Federal program legislation: CONTRACTOR agrees to comply with the following federal requirements:
 - a. Clean Air Act.
 - i. The CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. (2)
 - ii. The CONTRACTOR agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency

Management Agency, and the appropriate Environmental Protection Agency Regional Office.

- iii. The CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

b. Federal Water Pollution Control Act

- i. The CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- ii. The CONTRACTOR agrees to report each violation to the COUNTY and understands and agrees that the COUNTY will, in turn, report each violation as required to assure notification to State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- iii. The CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

6. Suspension and Debarment.

- a. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the CONTRACTOR is required, and will, verify that neither CONTRACTOR, its principals (defined at 2 C.F.R. § 180.995), nor its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- b. The CONTRACTOR will comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters.
- c. CONTRACTOR's certification is a material representation of fact relied upon by the COUNTY. If it is later determined that the CONTRACTOR did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to State of Florida the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- d. The CONTRACTOR agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C throughout the period this Agreement. The CONTRACTOR further agrees to include a provision requiring such compliance in its lower-tier covered transactions.

7. Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

- a. The CONTRACTOR certifies to the COUNTY that it has not and will not use Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. *The required Certification is provided as an addendum to this Agreement.*
- b. CONTRACTOR will also ensure that each tier of subcontractor(s) shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures will be forwarded from tier-to-tier up to the COUNTY.

8. **Procurement of Recovered Materials.** As required by federal program legislation, CONTRACTOR agrees to the following:
 - a. In the performance of this contract, the CONTRACTOR shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired:
 - i. competitively within a timeframe providing for compliance with the contract performance schedule;
 - ii. meeting contract performance requirements; or
 - iii. at a reasonable price.
 - b. Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.
9. **DHS Seals, Logos, and Flags.** The CONTRACTOR shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.
10. **Compliance with Federal Law, Regulations, and Executive Orders.** The CONTRACTOR acknowledges that FEMA financial assistance will be used to fund the contract only. The CONTRACTOR will comply will all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.
11. **No Obligation by Federal Government.** "The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, CONTRACTOR, or any other party pertaining to any matter resulting from the contract.
12. **Program Fraud and False or Fraudulent Statements or Related Acts.** The CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the CONTRACTOR actions pertaining to this Agreement.

Certification Regarding
Debarment, Suspension, Ineligibility
And Voluntary Exclusion

Subcontractor Covered Transactions

- (1) The prospective subcontractor, The Management Experts (TME), LLC, of the Sub-Recipient certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the Sub-Recipient's subcontractor is unable to certify the above statement, the prospective subcontractor shall attach an explanation to this form.

Subcontractor

The Management Experts, LLC

By:

Traci Buzbee

Traci Buzbee (Oct 13, 2023 14:09 EDT)

Signature

Traci Buzbee, Owner

Name and Title

2514 Manassas Way

Street Address

Tallahassee, Florida 32312

City, State, Zip

October 10, 2023

Date

**Suwannee County School Board
Public Assistance - Task Order**

Scope of Work:

The Management Experts (TME), LLC will work with the selected personnel to provide preparedness and recovery consulting services at the direction of the Suwannee County School Board for the incident designated as Hurricane Idalia.

Tasks:

- Assist personnel in developing approach for filing and tracking costs.
- Review contracts and purchasing documentation.
- Assist personnel in preparing project worksheets documentation.
- Provide procurement support.

Payment Schedule:

Suwannee County School Board agrees to compensate The Management Experts (TME), LLC for all services performed by TME, LLC to implement the above listed activities for the Suwannee County School Board.

In accordance with the rate sheet within the contract, invoices will be submitted every month with justification for activities performed. These costs will not go over 5% of your total PA claim.

IN WITNESS OF THE FOREGOING, the Parties have set their hands the day and year first written below.

The Management Experts, LLC

Traci Buzbee

Traci Buzbee (Oct 13, 2023 14:09 EDT)

Traci Buzbee, CEO
43-2116394

Suwannee County School Board

Jerry Taylor
Jerry Taylor, Board Chairman

Ted L. Roush
Ted L. Roush, Superintendent of Schools

OCT 10 2023

Date

Date: 10/10/23

"Approved as to Form and Sufficiency
BY Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

**Suwannee County School Board
Technical Assistance - Task Order**

Scope of Work:

The Management Experts (TME), LLC will work with the selected personnel to provide preparedness and recovery consulting services at the direction of the Suwannee County School Board for the incident designated as Hurricane Idalia.

Tasks:

- Provide technical assistance.
- Provide general grant management advice on all projects.
- Prepare correspondence to & from State/FEMA, as necessary.
- Attending meetings as necessary via phone/in person.
- Provide other PA services upon request from personnel.
- Complete quarterly reports and close outs on all projects.

Payment Schedule:

Suwannee County School Board agrees to compensate The Management Experts (TME), LLC for all services performed by TME, LLC to implement the above listed activities for the Suwannee County School Board.

\$15,000.00

IN WITNESS OF THE FOREGOING, the Parties have set their hands the day and year first written below.

The Management Experts, LLC

Traci Buzbee

Traci Buzbee (Oct 13, 2023 14:09 EDT)

Traci Buzbee, CEO
43-2116394

Suwannee County School Board

Jerry Taylor

Jerry Taylor, Board Chairman

Ted L. Roush

Ted L. Roush, Superintendent of Schools

OCT 10 2023

Date

Date: 10/10/23

"Approved as to Form and Sufficiency
BY *[Signature]*
Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"