



# Commonwealth of Kentucky

## CONTRACT

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**Document Description:**

Striving Readers Comprehensive Literacy Grant

**Cited Authority:**

FAP111-44-00

Memorandum of Agreement

**Reason for Modification:****Issuer Contact:****Name:**

Vickie Terry

**Phone:**

502-564-1979

**E-mail:**

Vickie.Terry@education.ky.gov

**Vendor Name:**

LIVINGSTON COUNTY BOARD OF EDUCATION

127 EAST ADAIR STREET

PO BOX 219

SMITHLAND

KY 42081

**Vendor No.**

KY0035619

**Vendor Contact****Name:**

JILL DUNCAN

**Phone:**

502-988-3263

**E-mail:**

JILL.DUNCAN@LIVINGSTON.KYSCHOOLS.US

Effective From: 7/1/18

Effective To: 6/30/19

Line Item	Delivery Date	Quantity	Unit	Description	Unit Price	Contract Amount	Total Price
1		0.00000		Striving Readers Comprehensive Literacy Grant	\$0.00	\$250,000.00	\$250,000.00

**Extended Description:**

Contract Period: July 1, 2018 - June 30, 2019

MUNIS#: 466E AWARD#: S371C170016 CFDA#: 84.371C 100% Federal Accounting Template: E71337

The district will implement the Striving Readers Comprehensive Literacy Grant to assist them and their participating partners in developing and implementing a comprehensive and integrated literacy plan for Birth through Grade 12.

Method of Payment: Quarterly cost reimbursement based on MUNIS expenditure report consistent with the approved budget and the District Expense Report. A final expenditure report and District Expense Report must be submitted by September 30, 2019.

This contract authorizes funding for the contract period based upon the availability of funds.

**Shipping Information:**

KDE - Division of Financial Management  
300 Sower Blvd, 5th Floor, CSW

**Billing Information:**

KDE - Division of Financial Management  
300 Sower Blvd, 5th Floor, CSW

Frankfort KY	Frankfort KY
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<b>TOTAL CONTRACT AMOUNT:</b>	<b>\$250,000.00</b>
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## **Memorandum of Agreement Terms and Conditions**

Revised April 25, 2018

This Memorandum of Agreement (MOA) is entered into, by and between the Commonwealth of Kentucky, Kentucky Department of Education (KDE) ("the Commonwealth") and Livingston County Board of Education ("the Contractor") to provide subgrants to local school districts to assist them and their participating partners in developing and implementing a comprehensive and integrated literacy plan for Birth through Grade 12. The initial MOA is effective from July 1, 2018 through June 30, 2019.

### **Scope of Services:**

The Striving Readers Comprehensive Literacy grant will offer subgrants to local school districts to assist them and their participating partners in developing and implementing a comprehensive and integrated literacy plan for Birth through Grade 12. The plan must include:

\*Each of the components of effective literacy instruction (reading, writing, speaking, and listening) at each range of the Birth to Grade 12 continuum (Early Childhood, Elementary, Middle/High School) in all content areas

\*Evidence of professional learning opportunities and job-embedded supports in literacy, including instructional strategies for learners with special needs (e.g., English Language Learners, Special Education, acceleration opportunities, birth-age 5)

\*Integration of technology and Universal Design for Learning (UDL) principles

\*Use of data to inform instruction, intervention, accommodations, professional learning, and program improvement

\*An assessment system (i.e., valid and reliable screening, diagnostic, and progress monitoring) aligned with state standards

### **Goals & Deliverables**

Districts must agree to:

\*Commit to Striving Readers Comprehensive Literacy Program assurances.

\*Support participating schools and early education partners through technical assistance that demonstrates a commitment to improving the literacy achievement of all learners particularly disadvantaged learners.

\*Provide time for teachers and partners to attend professional learning opportunities directed at supporting the literacy plan, improving literacy achievement, and accelerating literacy performance.

\*Implementation of an approved comprehensive and coherent literacy program or programs that serves Birth to Grade 12 and includes each of the components of effective literacy instruction. Ensure the



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program or programs align across and within all bands of the Birth to Grade 12 continuum (i.e., comprehensive literacy instruction).

\*Professional learning opportunities in literacy aligned to the selected literacy program(s), including instructional strategies for learners with special needs (e.g., English Language Learners, Special Education, acceleration opportunities, birth-age 5).

\*Implementation of one or more interventions that align to the proposed comprehensive literacy program as well as professional learning for the intervention(s).

**Pricing:**

Schools	North Livingston Elem., South Livingston Elem., Livingston Co. Middle, Livingston Central High
MUNIS CODE	
0100 Salaries	\$60,300
0200 Benefits	\$20,725
0300 Professional Services	\$45,000
0400 Purchased Property Services	
0500 Other Purchased Services	\$3,700
0600 Supplies	\$36,775
0700 Property	\$83,500
0800 Miscellaneous	
0900 Other – Indirect Cost	
<b>TOTAL</b>	<b>\$250,000</b>

**NOTE: The budget is preliminary and final approval will be granted by the Striving Readers Comprehensive Literacy Program Director.**

Method of Payment: Quarterly cost reimbursement based on MUNIS expenditure report consistent with the approved budget and the District Expense Report. A final expenditure report and District Expense Report must be submitted by September 30, 2019.

Remit all invoices, bills, or requests for payment to: Vickie Terry Division of Budgets and Financial Management, Kentucky Department of Education, 300 Sower Boulevard, Frankfort, KY 40601 or email to vickie.terry@education.ky.gov.

**Applicable for federal funds:**

Section 75.563 of EDGAR states indirect cost is limited to 8% for grants programs that has a statutory requirement contain supplement-not-supplant provisions or the grantee shall use a restricted indirect cost rate computed under 34 CFR 76.564 through 76.569.

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### **Choice of Law and Forum**

The laws of the Commonwealth of Kentucky shall govern all questions as to the execution, validity, interpretation, construction, and performance of this agreement or any of its terms.

Any suit, action or other proceeding regarding the execution, validity, interpretation, construction, or performance of this agreement shall be filed in the Franklin Circuit Court of the Commonwealth of Kentucky.

### **Requirements for Reporting to Kentucky Teachers Retirement System:**

Please note that, if contractor is a current retiree of the Kentucky Teachers Retirement System (KTRS), or proposes to use a current or potential retiree of KTRS to perform any work under any contract, this may have an adverse impact upon retirement benefits for that retiree. This would occur, regardless of whether a contract is awarded to the individual directly, or to another legal entity for which the individual works.

Accordingly, if a contractor proposes to use such individuals to perform the work, the contractor is strongly encouraged to check with KTRS to determine what requirements apply, before entering into a contract. The KTRS help desk number is 1-800-618-1687.

Furthermore, as a condition of any successful contract award, any information on such retirees (as defined and required by KTRS) must be submitted prior to any services being performed by said individuals under this contract.

As a firm condition of this contract, any contractor agrees to be financially responsible for any failure by such current or potential retirees to properly report information concerning their retirement status, during the life of any contract awarded.

### **Federal Funding Accountability and Transparency Act Compliance (applicable for federal)**

For agreements that include Federal funds, the Second Party shall comply with the Federal Funding Accountability and Transparency Act (FFATA or Transparency Act - P.L.109-282, as amended by section 6202(a) of P.L. 110-252), including registration of a Data Universal Numbering System (DUNS) identifier number if the amount of Federal funds awarded to the Second Party is \$25,000 or more. Details on how to register and acquire a DUNS number are available at <http://fedgov.dnb.com/webform>, and are free for all entities required to register for grant awards under these provisions. The Second Party must disclose to KDE the names of the top five executives and total compensation to each, if:

\*More than 80% of the Second Party's annual gross revenues originate from the federal government (directly or indirectly through the state), and those revenues are greater than \$25,000,000 annually, and

\*Compensation information is not already available to the public.

This contract authorizes funding for the contract period based upon the availability of funds.

The Kentucky Department of Education reserves the right to withhold or cease funding for non-performance, or breach, during the life of the contract, if it is in the best interest of the Commonwealth to do so.



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## Memorandum of Agreement Standard Terms and Conditions

### **1.00 Cancellation clause:**

The state agency shall have the right to terminate and cancel this contract at any time not to exceed thirty (30) days' written notice served on the Contractor by registered or certified mail.

### **2.00 Funding Out Provision:**

The state agency may terminate this agreement if funds are not appropriated to the contracting agency or are not otherwise available for the purpose of making payments without incurring any obligation for payment after the date of termination, regardless of the terms of the agreement. The state agency shall provide the Contractor thirty (30) calendar days written notice of termination of the agreement due to lack of available funding.

### **3.00 Reduction in Contract Worker Hours:**

The Kentucky General Assembly may allow for a reduction in contract worker hours in conjunction with a budget balancing measure for some professional and non-professional service contracts. If under such authority the agency is required by Executive Order or otherwise to reduce contract hours, the agreement will be reduced by the amount specified in that document.

### **4.00 Access to Records:**

The state agency certifies that it is in compliance with the provisions of KRS 45A.695, "Access to contractor's books, documents, papers, records, or other evidence directly pertinent to the contract." The Contractor, as defined in KRS 45A.030(9), agrees that the contracting agency, the Finance and Administration Cabinet, the Auditor of Public Accounts, and the Legislative Research Commission, or their duly authorized representatives, shall have access to any books, documents, papers, records, or other evidence, which are directly pertinent to this agreement for the purpose of financial audit or program review. The Contractor also recognizes that any books, documents, papers, records, or other evidence, received during a financial audit or program review shall be subject to the Kentucky Open Records Act, KRS 61.870 to 61.884. Records and other prequalification information confidentially disclosed as part of the bid process shall not be deemed as directly pertinent to the agreement and shall be exempt from disclosure as provided in KRS 61.878(1)(c).

### **5.00 Effective Date:**



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All Memorandum of Agreements are not effective until the Secretary of the Finance and Administration Cabinet or his authorized designee has approved the agreement and until the agreement has been submitted to the government contract review committee. However, in accordance with KRS 45A.700, memoranda of agreement in aggregate amounts of \$50,000 or less are exempt from review by the committee and need only be filed with the committee within 30 days of their effective date for informational purposes.

KRS 45A.695(7) provides that payments on personal service contracts and memoranda of agreement shall not be authorized for services rendered after government contract review committee disapproval, unless the decision of the committee is overridden by the Secretary of the Finance and Administration Cabinet or agency head, if the agency has been granted delegation authority by the Secretary.

#### **6.00 Violation of tax and employment laws:**

KRS 45A.485 requires the Contractor and all subcontractors performing work under the agreement to reveal to the Commonwealth, prior to the award of a contract, any final determination of a violation by the Contractor within the previous five (5) year period of the provisions of KRS chapters 136, 139, 141, 337, 338, 341, and 342. These statutes relate to corporate and utility tax, sales and use tax, income tax, wages and hours laws, occupational safety and health laws, unemployment insurance laws, and workers compensation insurance laws, respectively.

To comply with the provisions of KRS 45A.485, the Contractor and all subcontractors performing work under the agreement shall report any such final determination(s) of violation(s) to the Commonwealth by providing the following information regarding the final determination(s): the KRS violated, the date of the final determination, and the state agency which issued the final determination.

KRS 45A.485 also provides that, for the duration of any contract, the Contractor and all subcontractors performing work under the agreement shall be in continuous compliance with the provisions of those statutes, which apply to their operations, and that their failure to reveal a final determination as described above, or failure to comply with the above statutes for the duration of the agreement shall be grounds for the Commonwealth's cancellation of the agreement and their disqualification from eligibility for future state contracts for a period of two (2) years.

[Check box section below need only be included for Contractors that are quasi-governmental entities or 501(c)3 non-profit entities.]



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Contractor must check one:

\_\_\_\_\_ The Contractor has not violated any of the provisions of the above statutes within the previous five (5) year period.

\_\_\_\_\_ The Contractor has violated the provisions of one or more of the above statutes within the previous five (5) year period and has revealed such final determination(s) of violation(s). Attached is a list of such determination(s) , which includes the KRS violated, the date of the final determination, and the state agency which issued the final determination.

#### **7.00 Discrimination:**

This section applies only to agreements disbursing federal funds, in whole or part, when the terms for receiving those funds mandate its inclusion. Discrimination (because of race, religion, color, national origin, sex, sexual orientation, gender identity, age, or disability) is prohibited. During the performance of this agreement, the Contractor agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, national origin, sex, sexual orientation, gender identity or age. The Contractor further agrees to comply with the provisions of the Americans with Disabilities Act (ADA), Public Law 101-336, and applicable federal regulations relating thereto prohibiting discrimination against otherwise qualified disabled individuals under any program or activity. The Contractor agrees to provide, upon request, needed reasonable accommodations. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, national origin, sex, sexual orientation, gender identity, age or disability. 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 compensations; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

In all solicitations or advertisements for employees placed by or on behalf of the Contractor, the Contractor will, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age or disability.

The Contractor will send to each labor union or representative of workers with which he/ she has a collective bargaining agreement or other contract or understanding, a notice



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advising the said labor union or workers' representative of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. 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.

The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965 as amended, and of the rules, regulations and relevant orders of the Secretary of Labor.

The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended, and by the 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.

In the event of the Contractor's noncompliance with the nondiscrimination clauses of this agreement or with any of the said rules, regulations or orders, this agreement may be cancelled, 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 No. 11246 of September 24, 1965, as amended, and such other sanctions may be imposed and remedies invoked as provided in or as otherwise provided by law.

The Contractor will include the provisions of paragraphs (1) through (7) of section 202 of Executive Order 11246 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 No. 11246 of September 24, 1965, as amended, 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 a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

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## Approvals

This agreement is subject to the terms and conditions stated herein. By affixing signatures below, the parties verify that they are authorized to enter into this agreement and that they accept and consent to be bound by the terms and conditions stated herein. In addition, the parties agree that (i) electronic approvals may serve as electronic signatures, and (ii) this agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

### 1st Party:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Charles L. Harman, III

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Director, Div. of Budgets & Financial Management

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

### 2nd Party:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Victor Zimmerman

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

### Other Party:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

### Approved as to form and legality:

\_\_\_\_\_  
Approved in eMARS

\_\_\_\_\_  
Kentucky Department of Education Attorney

### Applicable for federal funds:

DUNS# 040426900

*Include Data Universal Numbering System (DUNS) identifier number if the amount of Federal funds awarded to the Second Party is \$25,000 or more. (See Federal Funding Accountability and Transparency Act Compliance section)*