



# Houghton Mifflin Harcourt

## Proposal

Prepared For

## Boone Co -New Haven Elem

8330 US Highway 42

Florence KY 41042

For the Purchase of:

## EASYCBM

Thank you for your business!

Prepared By

Anna Grehan

[anna.grehan@hnhco.com](mailto:anna.grehan@hnhco.com)

**PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.**



Cost Proposal INTRPC

**Houghton Mifflin Harcourt**

Attention:

Jennifer Melvin

[jennifer.melvin@boone.kyschools.us](mailto:jennifer.melvin@boone.kyschools.us)

**HMH Confidential and Proprietary**

Customer Experience

255 38TH Avenue, Suite L

St. Charles, IL 60174

FAX: 630-467-7192

[AssessmentsOrders@hnhco.com](mailto:AssessmentsOrders@hnhco.com)

# Boone Co -New Haven Elem

## EASYCBM

ISBN	Title	List Price	Discount %	Sale Price	Quantity	Purchase Amount	Complimentary Value
<b><u>Annual Student Licenses</u></b>							
<b>Materials and Services</b>							
1493821	easyCBM - I <i>Licenses run 7/1/2018 to 6/30/2019.</i>	\$5.00		\$5.00	200	\$1,000.00	
<b>Total for Materials and Services</b>				<b>\$1,000.00</b>			
<b><u>Total for Annual Student Licenses</u></b>				<b>\$1,000.00</b>			
<b><u>Training</u></b>							
<b>Materials and Services</b>							
1618291	9780544617025easyCBM Administration / Implementation Training 1 Hour Webinar <i>"easyCBM Administration / Implementation Webinar Training \nThis one hour required training is provided for the easyCBM district implementation team and provides an overview of the system and district features to establish district settings and rollout. This session also covers introductory information including measures and help reports and system resources Implementation considerations will be provided for use of easyCBM at the district and campus level including use of district-level reports and functionality. This training can include district or campus administrator that are responsible for the implementing the RTI/easyCBM program. Maximum participants 20."</i>	\$200.00		\$200.00	1	\$200.00	
1591242	9780544376144easyCBM Product Webinar Training 1.5 Hours Webinar <i>easyCBM Product Training Webinar This 90-minute web-based training covers a review of measures / benchmark tests, progress monitoring probes, reports, creating groups, setting interventions and goals. This basic training is typically provided for users at all levels including Building Administrators and Teachers. Required training for all initial implementations. Maximum participants 20</i>	\$200.00		\$200.00	1	\$200.00	
<b>Total for Materials and Services</b>				<b>\$400.00</b>			
<b>Gratis</b>							
1622292	9780544651173easyCBM Initial Set Up Overview Training <i>easyCBM Initial Set Up Overview Training\nThis one hour required training covers discussion of district plans for use of easyCBM, an overview of creating and uploading the 3 required .csv files, and configuring district settings within the system. On this call, the two subsequent training sessions will be scheduled. This training is provided for the easyCBM main district administrator and IT staff that will load roster files. \nLess than 5 participants per session.</i>	\$200.00		\$200.00	1		\$200.00
<b>Total for Gratis</b>							
<b>Total for Training</b>				<b>\$400.00</b>			

### Proposal Summary

<b>Subtotal Purchase Amount:</b>	<b>\$1,400.00</b>
<b>Shipping &amp; Handling (10.00%):</b>	<b>\$0.00</b>
<b>Total Cost of Proposal (PO Amount):</b>	<b>\$1,400.00</b>



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**Total Cost of Proposal (PO Amount): \$ 1,400.00**

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
  - o Point of Contact for Print materials
  - o Point of Contact for Digital materials
  - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.
 

<b>Ship to:</b>	<b>Sold to:</b>
Boone County School District	Boone County School District
8330 US Highway 42	8330 US Highway 42
Florence, KY 41042-9286	Florence, KY 41042-9286
- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Our standard shipping terms are FOB Shipping Point. The shipping term for your proposal is FOB Shipping Point.
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

**Date of Proposal: 9/11/2018**

**Proposal Expiration Date:10/26/2018**



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Requested District Abbreviation for easyCBM Web Address: \_\_\_\_\_  
(i.e., Smithfield School District = Smithfield.ga.easycbm.com)

Ordering Details

1. Complete and sign order form. By signing this form, I am agreeing to all terms and conditions of the Subscriber Agreement (next page).
2. Fax completed order form and purchase order to (866) 797-9822 or send to Customer Experience Support - Assessments, 255 38th Avenue, Suite L, St. Charles, IL 60174

For general questions and billing inquiries, call Customer Experience Support - Assessments at 1-800-323-9540.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

# Boone Co -New Haven Elem

## EASYCBM

### EASYCBM SUBSCRIBER AGREEMENT

#### Terms and Conditions of Use

EASYCBM service (the "Service") is a web-based benchmark and progress monitoring reporting service that permits school districts and agencies to enter student EASYCBM data and administrative data (collectively "Data") and generate automated reports. EASYCBM was developed by the Behavioral Research and Teaching center ("BRT") at the University of Oregon. The Riverside Publishing Company ("Riverside") is the exclusive distributor of the EASYCBM service. Upon completion of the attached Order Form, and payment to Riverside, You, as a Subscriber, hereby agree to be legally bound by the terms and conditions of this Agreement.

1. Definitions. As used in this Subscriber Agreement, the following terms shall have the meanings set forth below:

- "Agreement" means this Subscriber Agreement and the Order Form.
- "Order Form" means the order form attached to this Agreement that includes pricing and subscription information regarding Subscriber's purchase of the Service and associated training.
- "Subscriber" means the Riverside authorized purchaser of the Service who has agreed to be bound to the terms and conditions of this Agreement by signing the order form in the required field.
- "Users" means individual humans who are authorized by Subscriber to use the Service.

2. Upon payment and execution of this Agreement, Riverside grants to Subscriber, a limited, non-exclusive, revocable license to permit Users access to the Service pursuant to the terms and conditions hereunder, and the non-exclusive, non-transferable, right to do the following for non-commercial education and research purposes only: a. access the EASYCBM System; b. enter Data into the EASYCBM System; and c. generate reports using the EASYCBM System. Subscriber shall not use the EASYCBM System for any other purpose and Subscriber must contact Riverside to request permission to use the EASYCBM System in any other manner.

3. Subscriber will provide, or shall require its Users to provide, or have access to the Service through Internet connection (from the classroom, home, or wherever there is a suitable Internet connection).

4. Subscriber will designate an administrator/local site facilitator on the order form to serve as the primary contact person regarding the use of the Service (the "Administrator"). This Administrator will:

- Disseminate information to Users regarding access to and use of the Service;
- Provide subscription information, if applicable (for example, where Users are located or assigned) to Riverside; and
- Provide required account information to the Riverside Account Manager and/or Riverside Customer Support.

5. Subscriber will have an EASYCBM account established with Riverside, whereby Users, each identified by a required unique user name and password are able to log in to the Service, either through Subscriber's facilities or other sites where the Internet can be accessed. In addition, Subscriber hereby grants Riverside and its duly authorized licensees permission, to the extent that it may be required, to use the district, school or institution name in marketing and promotional materials.

6. Notwithstanding anything to the contrary in this Agreement, student records and student information shall not be considered public data and shall not be disclosed to any third party without the prior written consent of Customer; provided, however, that Riverside and the University of Oregon, including its research partners, may use such information to improve EASYCBM and for educational research purposes in a manner that does not disclose personally identifiable information and such that individual students, teachers, schools or districts may not be identified or derived.

7. Riverside will maintain and provide Subscriber with access to scoring and reporting data for the Subscriber's current contract period [typically twelve (12) months] unless limited by special promotions and limited account access based on special pricing. It is the Subscriber's responsibility, if they wish, to preserve any scoring and reporting data for their users from previous contract periods or for archive purposes in a timely manner.

8. Riverside will provide a user manual and associated guides, in electronic format available from the EASYCBM service after login, containing information on EASYCBM functionality.

9. Riverside will monitor the number of students using the system by Subscriber's Users, or number of user registrations during the subscription period, and notify the Subscriber near the end of the Agreement term of any additional Service Fees that exceed the number originally purchased by the Subscriber. In the event of an overage, a follow-up invoice will be sent to the Subscriber to reconcile with the number of students actually comprising the Subscriber's account. This invoice will be sent whether a purchase order has been received from the Subscriber or not, and whether the amount of the purchase order that is submitted by the Subscriber is correct or not. All Service Fee payments shall be due and payable, within thirty (30) days of Subscriber's receipt of the invoice from Riverside. Any payments provided by Subscriber to Riverside shall be irrevocable and shall be made in U.S. dollars. Subscriber is solely responsible for ensuring that such payments are made to Riverside in accordance with this Section 3(b).

10. Nothing contained in this Agreement shall be construed to imply a joint venture, partnership, or principal-agent relationship between the parties; and no party by virtue of this Agreement shall have any right, power, or authority to act or create any obligation, expressed or implied, on behalf of the other party.

11. Subscriber shall be solely responsible for whom it permits to be Users of the Service. Subscriber further agrees that it shall be solely responsible and liable for all Users of the Service and for any information or materials submitted to the Service via Subscriber's EASYCBM account and/or resulting from any use of a User name, User password, or any other User information associated with the Service. Subscriber understands and agrees that the Service may not be used for any other purpose, or be provided to any other party, than as described herein (including the Order Form).

12. Except as expressly permitted by this Agreement, Subscriber may not resell, LICENSE, ASSIGN or otherwise transfer this Agreement OR ITS RIGHTS OR OBLIGATIONS HEREUNDER to any PERSON OR ENTITY. Subscriber shall indemnify and hold Riverside and BRT harmless from any and all claims arising out of the use of the Service or use of the scoring or reporting to determine placement of, or grades for, students.

13. Subscriber agrees that the privacy of User information, and score data is the sole responsibility of Subscriber and its Users. User names, user identification, passwords, and scoring and reporting data are maintained by Riverside on a secure server. Riverside does not share User or Subscriber information with anyone and: (a) with respect to the User or others the User may specify, the particular User's own information only; and (b) with respect to Subscriber, Subscriber's own information and the information regarding its Users. The Subscriber acknowledges that prior to using the EASYCBM service, said Subscriber is obligated to obtain any written parental consent that may be required in accordance with Federal or state laws or school district policies, to enable Subscriber to enter data into the EASYCBM system and to permit use of the Data in accordance with the terms and conditions of this Agreement.

14. Riverside and BRT shall retain ownership of and proprietary rights, including but not limited to patent, copyright, trademark and trade secret in the EASYCBM online assessment system, including the benchmark and progress monitoring assessments, scoring guides, manuals, resources, as well as any other Riverside and/or BRT materials, software programs, and associated techniques, concepts, and methodologies that may be used to provide services under this Agreement.



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