

JEFFERSON COUNTY PUBLIC SCHOOLS
CONTRACT FOR THE PROCUREMENT OF PROFESSIONAL SERVICES

THIS CONTRACT FOR PROCUREMENT OF PROFESSIONAL SERVICES (hereinafter "Contract") is entered into between the JEFFERSON COUNTY BOARD OF EDUCATION (hereinafter "Board"), a political subdivision of the Commonwealth of Kentucky, with its principal place of business at 3332 Newburg Road, Louisville, Kentucky 40218 and Best College Match Foundation (hereinafter "Contractor"), with its principal place of business at 9462 Brownsboro Road #301, Louisville, KY 40241

WITNESSETH:

WHEREAS, the Board desires to procure the particular services of Contractor, which are more fully defined below; and

WHEREAS, Contractor has held itself out to be competent and capable of performing the services contracted for herein;

NOW, THEREFORE, in consideration of the mutual promises and agreements hereinafter set forth, the Board and Contractor (hereinafter "Parties") agree as follows:

ARTICLE I

Entire Agreement; Amendments

This Contract is the entire agreement between the Parties and supersedes any and all agreements, representations and negotiations, either oral or written, between the Parties before the effective date of this Contract. This Contract may not be amended or modified except in writing as provided in Article VIII. This Contract is supplemented by the Board's Procurement Regulations currently in effect (hereinafter "Regulations") that are incorporated by reference into and made a part of this Contract. In the event of a conflict between any provision of this Contract and any provisions of the Regulations, the Regulations shall prevail.

ARTICLE II

Services

Contractor agrees to perform the following services (hereinafter "Services") of a quality and in a manner that is within the highest standards of Contractor's profession or business. The Services are as follows:

The Best College Match Scholars Program (BCM) is a college coaching and preparation initiative designed to provide student participants with the background, understanding, and insights necessary to create a personalized Best College Match plan for college success upon completion. The Best College Match Scholars Program is designed for students who want additional college coaching support to help make their college aspirations a reality.

BCMF will provide a structured college and career readiness program designed to support McKinney-Vento students in grades 8–12 as they prepare for postsecondary opportunities.

The program will serve a cohort of up to twenty-five (25) students and will focus on developing the academic, financial, and life-readiness skills necessary for a successful transition beyond high school.

Through group sessions, individual coaching, and family engagement, students will develop the skills and knowledge necessary to create their Best College Match Plan for post-secondary success. The M.A.T.C.H. pillars guide the program framework:

- Mastery of Self-Awareness – Developing resilience, self-advocacy, and reflection practices that help students navigate instability.
- Academic Proficiencies – Strengthening study habits, organization, and time management with access to comparable services guaranteed under McKinney-Vento.
- Targeted College and Career Exploration – Exploring colleges, technical programs, and career pathways, with consideration for school stability and transitions.
- Choosing the Best Financial Path – Learning financial aid basics, completing the FAFSA (including independent status for unaccompanied youth), and researching scholarships and funding sources.
- Honing Life Skills – Building practical skills such as communication, budgeting, and balancing responsibilities to prepare for life after high school.

Through these pillars, students will participate in structured sessions focused on:

- postsecondary planning and career exploration
- scholarship and financial aid preparation
- FAFSA awareness and financial literacy
- leadership development and self-advocacy
- goal setting and personal growth

Additional program components include:

Student Success Sessions

BCMF will facilitate interactive sessions designed to support student preparation for postsecondary education and career pathways. These sessions provide structured guidance on goal setting, college exploration, financial planning, scholarship preparation, and life-readiness skills.

Family Engagement Sessions

BCMF will facilitate a family engagement workshop designed to support parents and guardians in understanding the college planning process, financial aid opportunities, and ways to support their students' transition after high school.

Student Panel and Career Exposure

BCMF will facilitate a student panel session featuring current college students and young professionals who will share their experiences navigating college pathways, scholarships, and career development.

D.O.R.M.S. Postsecondary Transition Sessions

In addition, during the 2026–2027 school year, the Best College Match Foundation (BCMF) will facilitate two D.O.R.M.S. sessions to support students and families in preparing for postsecondary success.

Parent Session: Parents and guardians will participate in an engaging and informative workshop led by college access professionals. This session will provide practical guidance on the college planning process, financial aid awareness, and strategies families can use to support students through the transition from high school to postsecondary education.

Student Panel: Students will participate in a live panel discussion featuring college service providers and professionals who will answer questions related to college admissions, financial aid, campus life, and available student support services. The panel will provide students with firsthand insights into the expectations and opportunities associated with postsecondary education.

These D.O.R.M.S. sessions will be inclusive of McKinney-Vento-eligible students and their families and will provide guidance that aligns with federal protections and practical support to promote student stability and long-term postsecondary success.

Program Collaboration and Coordination

BCMF will collaborate with JCPS staff, including McKinney-Vento program staff and school counselors, to coordinate scheduling, student participation, and program implementation. Program Deliverables

Services will be delivered through a combination of structured group sessions, student coaching, family engagement programming, and post-secondary transition preparation activities conducted during the contract period.

The Contractor will provide the following deliverables:

- Facilitation of structured student sessions aligned with the MATCH Framework
 - Facilitation of family engagement programming designed to support parents and guardians in the college planning process
 - Facilitation of postsecondary transition preparation sessions, including D.O.R.M.S. programming
 - Coordination and collaboration with JCPS staff to support participating students
 - Summary reporting of program activities and participation at the conclusion of the program
- Contractor communication with students will occur during scheduled program activities or through district staff and will comply with applicable district policies regarding student communication and supervision.

ARTICLE III
Compensation

The Board shall pay Contractor the total amount stated below (hereinafter "Contract Amount"). The Contract Amount shall be paid in a lump sum upon completion of the Services, unless a schedule of progress payments is stated below. The Contract Amount shall be for total performance of this Contract and includes all fees, costs and expenses incurred by Contractor including but not limited to labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs and other costs, unless otherwise stated below. To receive payment, Contractor must submit an itemized invoice or invoices. If progress payments are authorized, each invoice must specify the actual work performed. If payment of costs or expenses is authorized, receipts must be attached to the invoice.

Contract Amount:	<u>Not to exceed \$30,000</u>
Progress Payments (if not applicable, insert N/A):	N/A
Costs/Expenses (if not applicable insert N/A):	N/A
Fund Source:	<u>DV12009 0339 024MD</u>

ARTICLE IV
Term of Contract

Contractor shall begin performance of the Services on July 22, 2026, and shall complete the Services no later than June 30, 2027, unless this Contract is modified as provided in Article VIII.

ARTICLE V
Performance of Services by Contractor

The Services shall be performed by Contractor, and in no event shall Contractor subcontract with any other person to aid in the completion of the Services without the prior written approval of the Contract Administrator defined below.

Contractor shall appoint one person who shall be responsible for reporting to the Board on all Services performed under the terms of this Contract and who shall be available for consultation with the Contract Administrator.

Contractor is an independent contractor, not an employee. Contractor is responsible for the payment of all federal, state and local payroll taxes and providing unemployment insurance and workers compensation coverage to Contractor's employees. Contractor shall provide all equipment, materials and supplies necessary for the performance of the Services.

Contractor shall at all times during the term of this Contract comply with all applicable laws, regulations, rules and policies. Contractor shall obtain and keep in force all licenses, permits and certificates necessary for the performance of the Services.

Contractor agrees to hold harmless, indemnify, and defend the Board and its members, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any

person, firm, or corporation, including the Contractor himself, in connection with the performance of this Contract. Contractor also agrees to hold harmless, indemnify, and defend the Board and its members, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to Contractor in connection with the performance of this Contract. This provision survives termination of this Contract.

Unless waived in writing by the Chief Finance Officer, Contractor shall maintain during the term of this Contract policies of primary insurance covering the following risks and in at least the following amounts: commercial general liability, including bodily injury, property damage, personal injury, products and completed operations, and contractual, \$1,000,000; and automobile liability, \$1,000,000. Contractor shall furnish to the Contract Administrator certificates of insurance evidencing this coverage and naming the Board as an additional insured. Additionally, Contractor shall maintain workers compensation coverage with limits required by law; and professional errors and omissions coverage with minimum approved amount of \$10,000.00. ~~limits of \$1,000,000.~~ Contractor shall furnish certificates of insurance evidencing this coverage to the Contract Administrator.

ARTICLE VI

Equal Opportunity

During the performance of this Contract, Contractor agrees that Contractor shall not discriminate against any employee, applicant or subcontractor because of race, color, national origin, age, religion, marital or parental status, political affiliations or beliefs, sex, sexual orientation, gender identity, gender expression, veteran status, genetic information, disability, or limitations related to pregnancy, childbirth, or related medical conditions.

ARTICLE VII

Prohibition of Conflicts of Interest

It shall be a breach of this Contract for Contractor to commit any act which is a violation of the provisions of Article XI of the Regulations entitled "Ethics and Standards of Conduct," or to assist or participate in or knowingly benefit from any act by any employee of the Board which is a violation of such provisions.

ARTICLE VIII

Changes

The Board and Contractor may at any time, by mutual agreement set forth in a written addendum, make changes in the definition of the Services; the scope of the Services; and the Contract Amount. The Contract Administrator and Contractor may, at any time, by mutual agreement set forth in a written addendum, make changes in the time within which the Services are to be performed; the schedule of Progress Payments; and mutual Termination of the Contract.

ARTICLE IX

Termination for Convenience of the Board

The Board may terminate this Contract in whole or in part at any time by giving written notice to Contractor of such termination and specifying the effective date thereof, at least thirty (30) days before the specified effective date. The Board shall compensate Contractor for Services satisfactorily performed through the effective date of termination.

ARTICLE X Termination for Default

The Board may, by written notice of default to Contractor, terminate the whole or any part of this Contract, if Contractor breaches any provision of this Contract, or so fails to make progress as to endanger performance of this Contract, and in either of these circumstances, does not cure the breach or failure within a period of five (5) days after receipt of notice specifying the breach or failure. In the event of termination for default, the Board may secure the required services from another contractor. If the cost to the Board exceeds the cost of obtaining the Services under this Contract, Contractor shall pay the additional cost. The rights and remedies of the Board provided in this Article shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

ARTICLE XI Disputes

Any differences or disagreements arising between the Parties concerning the rights or liabilities under this Contract, or any modifying instrument entered into under Article VIII of this Contract, shall be resolved through the procedures set out in the Regulations.

ARTICLE XII Contractor's Work Product

Unless waived in writing by the Contract Administrator, the Board shall retain ownership in and the rights to any reports, research data, creative works, designs, recordings, graphical representations or other works of a similar nature (hereinafter "Works") produced or delivered by Contractor under this Contract. Contractor agrees that the Works are "works for hire" and Contractor assigns all right, title and interest in the Works to the Board.

Any reports, information, data, etc. given to or prepared or assembled by Contractor under this Contract shall not be made available to any individual or organization by Contractor without the prior written approval of the Board. Provided, nothing in this Article may be used to violate the provisions of any Kentucky or Federal statute or regulation which requires reporting of information.

Additional Intellectual Property Clarification

Notwithstanding the foregoing, any pre-existing intellectual property, program frameworks, curriculum materials, training materials, methodologies, or program models developed by the Contractor prior to the execution of this Contract, including but not limited to the Best College Match Scholars Program and the MATCH Framework, shall remain the property of the Contractor.

Use of such materials during the performance of this Contract shall not transfer ownership of the Contractor's intellectual property to the Board.

The Board may use materials provided under this Contract for internal educational purposes related to the program described in this Contract. The Board shall not reproduce, distribute, publish, or otherwise use the Contractor's proprietary materials outside the scope of this Contract without the prior written consent of the Contractor.

ARTICLE XIII
Contract Administrator

The Board hereby appoints Delquan Dorsey as Contract Administrator for the purposes of daily administrative decision-making pertaining to the Contract. If Contractor and the Contract Administrator disagree on any circumstance or set of facts pertaining to the administration or execution of this Contract, the Board shall resolve the matter after notification by either the Contract Administrator or the Contractor in the manner prescribed by the Regulations. As necessary, the Contract Administrator may appoint a successor to serve as Contract Administrator through written notice to the Contractor and the Chief Finance Officer. If at any time the Contract Administrator is no longer in the employment of the Board, the Board's Chief Financial Officer shall appoint a new Contract Administrator and provide notice of that appointment to Contractor.

ARTICLE XIV
Right to Audit

The Board shall have the right to inspect and audit all accounting reports, books or records which concern the performance of the Services. Inspection shall take place during normal business hours at Contractor's place of business. Contractor shall retain all records relating to the performance of this Contract for five (5) years after the end of the term of this Contract.

ARTICLE XV
Miscellaneous

- A. All Articles shall be construed as read, and no limitation shall be placed on any Article by virtue of its descriptive heading.
- B. Any notices or reports by one Party to the other Party under this Contract shall be made in writing, to the address shown in the first paragraph of this Contract, or to such other address as may be designated in writing by one Party to the other. Notices shall be effective when received if personally delivered, or three days after mailing if mailed.
- C. If any part of this Contract is held to be void, against public policy or illegal, the balance of this Contract shall continue to be valid and binding.
- D. This Contract shall be governed and construed in accordance with the laws of the Commonwealth of Kentucky.
- E. No delay or omission by either Party in exercising any right under this Contract shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of this Contract.
- F. At all times during the term of this Contract, Contractor shall comply with the Family Educational Rights and Privacy Act of 1974. If Contractor has access to student records, Contractor shall limit its employees' access to those records to persons for whom access is essential to perform this Contract.
- G. If this Contract requires Contractor and/or any employees of Contractor access to school grounds on a regularly scheduled and continuing basis for the purpose of providing services directly to a student or students, all individuals performing such services under this Contract are required to submit per KRS 160.380 to a national and state criminal history background check by the Department of

Kentucky State Police and the Federal Bureau of Investigation and have a letter, provided by the individual, from the Cabinet for Health and Family Services stating no administrative findings of child abuse or neglect found through a background check of child abuse and neglect records maintained by the Cabinet for Health and Family Services.

- H. Contractor shall be in continuous compliance with the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that apply to the Contractor or subcontractor for the duration of this Contract and shall reveal any final determination of a violation by the Contractor or subcontractor of the preceding KRS Chapters.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract to be effective as of July 22, 2026.

Contractor's Social Security Number or Federal Tax ID Number:

JEFFERSON COUNTY BOARD OF BEST COLLEGE MATCH FOUNDATION
EDUCATION

By: _____

Dr. H. Brian Yearwood

Title: Superintendent

By:  _____

Greg and Opal Dawson

Title: Owner/Founder

Cabinet Member: John Marshall

JM
(Initials)

Jefferson County Public Schools

NON-COMPETITIVE DETERMINATION EXPLANATION

Describe how you determined that competitive vendor selection is not feasible?

Documentation requirement for all noncompetitive D&F transactions, including contracts and purchases of products at any dollar amount: Requisitioner must document how they determined that the vendor qualified for noncompetitive purchasing. This explanation may include documenting the efforts to find other vendors who provide a similar service/product and/or a list of services/products reviewed and the specific attribute that made the selected service/product distinctly different. This documentation must be attached to contracts during the routing process and attached to the requisition for purchases of all services/products using noncompetitive purchasing.

Requirement for all purchases of \$50,000 or more: Requisitioner must include evidence of cost center approval. This may be accomplished by attaching the Requisition to Purchase form to the Munis requisition or by attaching an approval email from the cost center head. Document negotiation efforts to receive the best price for the service/products being procured.

What specific criteria/criterion is/are necessary for this product or service? To successfully serve this specific cohort of up to twenty-five (25) JCPS students in grades 8–12, the vendor must meet the following mandatory criteria:

- **Specialized Legal & Financial Expertise:** Direct alignment with McKinney-Vento federal protections, specifically regarding postsecondary transitions, scholarship sourcing for homeless youth, and specialized FAFSA navigation for unaccompanied or unstable student populations.
- **Proprietary Framework Integration:** Implementation of the holistic M.A.T.C.H. pillars (Mastery of Self-Awareness, Academic Proficiencies, Targeted College and Career Exploration, Choosing the Best Financial Path, and Honing Life Skills) designed to build resilience and self-advocacy alongside academic prep.
- **Targeted Transitional Programming:** Provision of the specialized D.O.R.M.S. Postsecondary Transition Sessions, which run parallel tracks for parents/guardians and students, featuring active college service providers and young professionals.
- **Collaborative District Infrastructure:** A service model designed to integrate directly with JCPS McKinney-Vento program staff and school counselors to manage logistics, student supervision, and district communication compliance seamlessly.

What steps did you take (i.e. research) to determine this was the only vendor available? A review of available educational consulting firms and standard college access vendors was conducted. While alternative vendors offer general college preparation, SAT/ACT prep, or broad career exploration, none possess a turn-key, structured curriculum explicitly dedicated to the intersection of college readiness and housing instability/McKinney-Vento compliance.

Furthermore, the M.A.T.C.H. framework is the proprietary intellectual property of Greg and Opal Dawson's *Best College Match Foundation*. No other vendor can legally or operationally deliver these specific, structured student success sessions, family workshops, and peer panels. Because BCMF is uniquely positioned to deliver this trauma-informed, federally-aligned programming without requiring the district to expend additional resources building a custom framework from scratch, they were determined to be the sole viable vendor capable of fulfilling these specific criteria for this initiative.