

Note: Decentralized bids or contracts resulting from decentralized bids not to exceed \$50,000

Type of Action Requested (check one)  New  Extension  Amendment  Change Order

Project Amount: \$80,000 (SBAC pays City) Anticipated Start Date: 8/1/2014

Department Name: Gainesville Police Departments

Project Manager: James Albright Phone Number: 334-2442

Account No.: Funding Source:  City Funds  Other

Subcontractor Opportunities:  Yes  No Provide Other source:

Contractor/Vendor: School Board of Alachua County

Project Description: MOU for Teachers at Reichert House

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**PROJECT APPROVED FOR PROCESSING**

As Project Manager, the City's liaison, you are responsible for monitoring the project. Including, visibly verifying progress and completion is in accordance with the project specifications.

Project Manager: [Signature] / Date: 9/23/14  
Department Head: [Signature] / Date:

Leadership Team, Executive Team or Charter Officer: / Date:

**SIMULTANEOUS PROJECT REVIEW**

The requested reviewers are noted by an "X" below. Each should complete his/her review and return the project comments directly to the Department. Note: Review and subsequent approval is required of the City Attorney and Risk Manager for all projects. Allow a minimum of three days for Department review.

**REVIEWER COMMENTS**

The attached project has been reviewed by me and approved As Drafted OR Subject To modifications as noted.

Reviewing Office	As Drafted	Subject To	Signature	Date
<input checked="" type="checkbox"/> City Attorney (As to form and legality)	<input checked="" type="checkbox"/>		[Signature]	9/25/14
<input checked="" type="checkbox"/> Risk Manager (Risk/Insurance Coverage)			[Signature]	emailed review request on 9/23/14 - no response recd
<input type="checkbox"/> Grants (If grant)				
<input type="checkbox"/> Fleet (vehicles or related)				
<input type="checkbox"/> Facilities Mgmt (vertical structures)				
<input type="checkbox"/> IT (software/hardware)				

Notification of project (i.e. bid being processed by Department) to Small Business Procurement Program Coordinator (excludes contracts)

Department shall determine that all items marked "subject to" are cleared before final submission of the project below.

To Contractor for Signature Date: Received From Contractor Date:  
To City Attorney Date: From City Attorney Date:  
To City Manager Date: From City Manager Date:

City Commission Approval: (\$50,000 and above)  Yes  No Date Approved: City Commission approval is not required<sup>(5)</sup>  
(5) Provide Purchasing Policy exception section (i.e. Sec 7.1(c))

Purchasing Policy 7.1: Every purchase of an item of supplies, materials, equipment, contractual services, or extension(s) to existing contracts costing in excess of \$50,000 shall require the approval of the City Commission, except... (see Purchasing Policy for exceptions).

**PROJECT APPROVED FOR EXECUTION:**

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[Signature] / 9/25/14 City Attorney Date  
[Signature] / 9-29-14 City Manager or Designee Date

Print on five part NCR paper - White (original) for final execution; Yellow for City Attorney; Pink for Risk; Green for SBPP; Goldenrod for file or others as needed.

**MEMORANDUM OF SUPPORT AND UNDERSTANDING  
BETWEEN  
THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA  
AND  
THE CITY OF GAINESVILLE  
FOR  
TEACHERS AT REICHERT HOUSE**

**THIS AGREEMENT**, made and entered into this August 12, 2014, by and between THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA, (hereinafter referred to as the "School Board"), a qualified Local Educational Agency, and the CITY OF GAINESVILLE (hereinafter referred to as the "City"):

**WITNESSETH:**

**WHEREAS**, the School Board and City desire to work in concert to provide teachers to the Reichert House – an afterschool program designed for Alachua County youth in need of assistance, ages 12-17;

**NOW THEREFORE**, the School Board shall provide **reimbursement** of salary expense for up to three (3) teachers performing educational services at the Reichert House, up to \$30/hour (which includes any benefits being paid by the City) for up to 4 hours/day for 180 instructional days during the school year. This is approximately \$64,800. Reimbursement also will be provided for up to 35 days in the summer for up to 4 hours/day, up to 3 teachers. Summer reimbursement will cost approximately \$12,600.

The School Board will require timesheets, signed by each employee and supervisor, with teacher hours worked each week for auditing purposes and for processing the reimbursements. Invoices for reimbursements will be submitted by the City monthly. The **maximum reimbursement amount shall not exceed \$80,000.00**.

**EARLY TERMINATION:** This agreement may be terminated, by either party, upon 30-days written notice to the following:

**If to School Board:**

Everett W. Caudle, Director  
Project and Staff Development  
620 East University Avenue  
Gainesville, FL 32601

**If to the City:**

Tony R. Jones, Chief of Police  
Gainesville Police Department  
PO Box 1250  
Gainesville, FL 32627

**IN WITNESS WHEREOF**, we, the undersigned, do hereby declare our commitment and support to implement up to three (3) teachers at the Reichert House during August 1, 2014 through July 31, 2015 and the parties have caused this Agreement to be signed by their duly authorized officers.

**The School Board of Alachua County**

**The City of Gainesville**

Gunnar F. Paulson 9-2-14  
Gunnar F. Paulson, Chair Date

Russ Blackburn 9-29-14  
Russ Blackburn, City Manager Date

Owen A. Roberts 9-2-14  
Owen A. Roberts, Ph.D. Date  
Superintendent of Schools

Tony R. Jones 9/25/14  
Tony R. Jones, Chief. Date  
Gainesville Police Department

[Signature]  
Approved as to form and Legality,  
Attorney

[Signature]  
Approved as to Form and Legality,  
Attorney