

**Delaware Department of Education
Limited Service Contract**

C20-155

The Delaware Department of Education and Insight Education Group
hereafter referred to as DDOE and Consultant, mutually agree to the following conditions of employment in a consulting capacity.

1. CONSULTANT Jason Culbertson culbertson@insighteducationgroup.com

Name	Street	City	Email	State	Zip	Phone Number
16130 Ventura Blvd. Ste.300		Encino	CA	91436	800-935-7022	

2. FEDERAL EIN OR EMPLOYEE ID OR FSF VENDOR ID: _____

3. DUNS NUMBER: _____

4. DOES INDIVIDUAL RECEIVE A STATE OF DE PAYCHECK? Yes No

5. IF RETIRED FROM STATE OF DELAWARE, DATE RETIRED: _____

6. DELAWARE GENERAL BUSINESS LICENSE NUMBER 2015602084

7. COMPENSATION AND/OR OTHER EXPENSES TO BE PAID (List estimated expense of each item).
\$ Total contract for 1 year \$22,400.00

August 1, 2019- July 31, 2020- Provide 416 hours of support and 30 hours of development-total \$22,400.00 to be invoiced quarterly for \$5,600.00 on the following schedule, October 30, 2019, January 30, 2020, April 30, 2020, July 31, 2020. No other expenses will be paid. Payment/s to be made upon submission of invoice and deliverables met. This Agreement may be terminated by either party upon thirty (30) days written notice to the other party. In the event of termination, Consultant shall not incur any new obligations and shall cancel as many outstanding obligations as possible. DDOE shall allow full credit to Consultant for any non-cancelable obligations properly incurred by Consultant prior to termination.

8. CHARACTERISTICS OF EMPLOYMENT: Contract terminates 7/31/20. (MOB)
Insight Education Group will provide continued support by hosting the DPAS II Teacher evaluation credentialing assessment platform, providing any maintenance or development to the platform, and staffing to support users and provide weekly reporting of activity.

DDOE Certified Staff coordinating this activity: Melissa Oates

Workgroup Director Initials: (Signature)

Ex: FY-Fund Type-Dept. Id-Operating Unit-Appro.
Funding Source: Fiscal Year: 2019-2020 Dept. ID: 950205/950104 Operating Unit: 95011500, 9501600, 95011510
 Appropriation: 05225, 05300 Appropriation Name: Prof. Acct. IAF, DOE Operation
 Finance Director or Designee Initials: (Signature)

The Delaware Department of Education hereby certifies that:

- The work cannot be performed effectively and more appropriately by regular employees of the Department.
- Consultants will perform purely advisory work, rather than operational functions.
- The appointee clearly has the high level of expertise required to serve as a consultant.
- The compensation is appropriate and justifiable in terms of the qualifications and duties of the appointee.
- The appointee is not employed beyond the time limits prescribed by law, and other applicable rules and regulations.

(MOB)
(Signature)

The rights and obligations of each party to this agreement shall not be effective unless and until the provisions of the contract have been approved and a valid executed purchase order has been approved by the Secretary of Finance. (As per the Attorney General's Office.)

The Consultant hereby certifies: It is understood that in the performance of the services herein provided for, Consultant shall be, and is, an independent contractor, and is not an agent or employee of DDOE or the State of Delaware and shall not represent itself as such. By signing this contract, any individual, business, organization, corporation, consortium, partnership, joint venture, or any other entity including subcontractors certify they are not currently debarred or suspended by another governmental entity.

If placed on the debarment or suspension list, the vendor must immediately notify the Delaware Department of Education.

BY: (Signature)
Associate Secretary, Operations Support (or Designee)

7/10/19
Date

**Delaware Department of Education
Limited Service Contract**

Associate Secretary, Operations Support (or Designee)



Team Associate Secretary



Consultant

Date



Date

7/16/19

Date