

DEP CONTRACT NO. SW347  
CHANGE ORDER NO. 01

CONTRACTOR

The School Board of Brevard County, Florida (BPS)  
2700 Judge Fran Jamieson Way  
Viera, Florida 32940

DEP Contract No. SW347 as entered into on the 3<sup>rd</sup> day of March, 2021, is hereby revised as follows:

1. Phase 1 of the Scope of Work is revised to reflect the March 3, 2021, effective date by moving the January due dates to March for respective deliverables.
2. Phase 2 of the Scope of Work is revised to accommodate the March 3, 2021 effective date by moving the April due date for respective deliverables to March.

All other terms and conditions of the Agreement shall remain unchanged.

SCHOOL BOARD OF BREVARD COUNTY

STATE OF FLORIDA DEPARTMENT  
OF ENVIRONMENTAL PROTECTION

\_\_\_\_\_  
Contractor Contract Manager

\_\_\_\_\_  
DEP Contract Manager

Date: \_\_\_\_\_

\_\_\_\_\_  
Signatory Authority, DEP Office or Division  
Or designee

Date: \_\_\_\_\_

LIST OF ATTACHMENTS/EXHIBITS INCLUDED AS PART OF THIS CHANGE ORDER

<u>Specific Type</u>	<u>Letter/Number</u>	<u>Description</u>
Attachment	3-A	Updated Scope of Work

## Attachment 3-A

### Key Deliverables for Updating K-12 Recycling Curriculum

#### Objective:

The Florida Department of Environmental Protection (FDEP) will work with the Florida Department of Education (FDOE) to develop a request for proposal to update the Solid Choices K-12 curriculum content to address the significant number of new waste reduction and recycling processes and technologies implemented in the state of Florida over the last 10 years; including the incorporation of the Next Generation Sunshine State Standards (NGSSS) and web based technology.

#### Existing Curriculum:

The Solid Choices curriculum was developed as a result of the 1988 Solid Waste Management Act whereas Section 404.714(5)(b), F.S. mandated that solid waste management instruction be provided at both the elementary and secondary levels of our public schools.

In 2010, Section 403.7032(4)(b) also directed FDEP to develop a comprehensive recycling program designed to achieve a 75% recycling rate through programs to educate students in grades K-12 in the benefits of, and proper techniques for recycling and programs to educate and train the public in proper recycling efforts.

Solid Choices: Thinking, Learning, and Making Choices about Solid Waste and Solid Choices: Ounce of Prevention consists of two instructional modules, one for K-2 and one for grades 3-5. Each module is made up of five lessons. These modules are designed to integrate solid waste management into school curriculum. The lessons use solid waste management as a focal point for existing instruction in areas such as language arts, math, science, and social studies; for addressing the Florida State Standards; and for preparing students for standardized testing.

The FDEP's Office of Environmental Education, which was originally responsible for the development of Solid Choices, was closed in 2000. It is only available now in scanned pages saved as a PDF on the FDEP Recycling webpage.

#### Key Deliverables

Scope: Update and Expand the K-12 Solid Choices Recycling Curriculum and Teachers Guide Required: ADA Compliant and translated into Spanish

5. Lesson introductions and tutorials for implementation
  6. Publish curriculum
  7. Provide training for FDEP and Florida K-12 Educators.
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**PHASE 1 - Curriculum Writing**

**March 2021**

Grade band team leaders select content writers from throughout the state of Florida.

Team leads will submit a list to the FDOE project manager by 3/20/2021.

Team leads will create a virtual collaboration space (Google, Microsoft, etc.) and invite team members to the space where the project will be created collaboratively.

Team leads will share the virtual collaboration space with the FDOE project manager.

Grade band teams will create a project outline that includes the NGSSS benchmarks and a description of how recycling will be integrated into those benchmarks.

Team leads will submit a project outline to the FDOE project manager.

Team leads and FDOE Science Content Specialist will identify the core components for each of the grade band curriculum modules and create a template.

Team leads will submit the list of core components to the FDOE project manager.

**March 2021 -**

**June 2021**

Team leads will hold virtual meetings with team members to work on the project collaboratively.

Team leads will submit the participation list from each virtual meeting. (ongoing)

**March 2021**

Each grade band team will create a draft of a lesson using the aforementioned template for one lesson plan.

Team leads will submit a draft lesson to the FDOE project manager and FDOE will hold a virtual meeting to provide feedback on the drafts.

**March 2021 -**

**April 2021**

Grade band teams will write lessons that integrate recycling content into the existing NGSSS benchmarks using the aforementioned template in the virtual collaboration space.

Team leads will submit the completed lessons to the FDOE project manager at the end of April.

**May 2021**

Team leads will identify graphic design needs and create a list of requests.

Team leads will submit a list of graphic design needs to the FDOE project manager.

**DELIVERABLE(S):**

K-12 recycling curriculum aligned to the Next Generation Sunshine State Standards

A teacher's guide with aligned professional development for implementation with fidelity

**Budget:**

\$5,000 stipend per team leader x 4 leads (primary, intermediate, middle, high)=

**\$20,000**

\$7,500 stipend per content expert x 22 content experts= **\$165,000**

Primary (K-2) = 5 content experts

Elementary (3-5) = 5 content experts

Middle (6-8)= 6 content experts

High (9-12)=6 content experts

**\$185,000.00**

**PHASE 2 - Content Review and Revision Process**

**April 2021**

Team leads will identify the graphic designer(s).  
Team leads will submit the name(s) of the graphic designer(s) to the FDOE project manager.  
Team leads will identify content reviewers from throughout the state of Florida.  
Team leads will also submit a feedback form for content reviewers to use when providing feedback on the lessons.  
Team leads submit a list of content reviewers and a project feedback form to the FDOE project manager.

**May 3th, 2021 -**

**May 14th, 2021**

Content reviewers will receive the lessons and feedback form to be used when providing specific critiques and suggestions for each lesson.  
The completed feedback forms will be submitted to the team leads and the FDOE project manager.

**May 17th, 2021 -**

**May 28th, 2021**

Content writers evaluate the content reviewer’s feedback and make necessary corrections to the lessons. Content writers submit a final draft of the lessons to the team leads.  
Content writers will submit the finalized lessons to team leads for final approval.

**Early June 2021**

Team leads will review the final draft lessons for final approval.  
Team leads submit the finalized and approved lessons to the FDOE project manager.  
Finalization meeting: Team leads, FDOE Science Content Specialist, and the FDOE project manager will meet virtually to review and finalize the lessons in order to ensure a quality product.

**DELIVERABLE(S):**

Review Rubric developed and utilized in review by content experts.  
Completion of assigned reviews.  
After final revisions and formatting, curriculum is published for public access.

**Budget:**

\$5,000 stipend per team leader x 4 leads (primary, intermediate, middle, high) =

**\$20,000**

\$2,500 stipend per content expert x 22 teacher experts = **\$55,000**

Primary (K-2) = 5 content experts

Elementary = 5 content experts

Middle = 6 content experts

High = 6 content experts

**\$75,000.00**

**PHASE 3 - PD Development & Teacher Training**

All requests for reimbursement of travel expenses shall be in accordance with Section 112.061, F.S. Supporting documentation of travel costs will also be included in the invoices requesting reimbursement of travel expenditures.

**May 2021**

Team leads will identify the professional development facilitators to present for the Florida STEAMposium.

Team leads will submit a list of professional development facilitators to the FDOE project manager.

Team leads will work with the professional development facilitators to develop the professional development content.

Team leads will submit the grade band presentations to the FDOE project manager.

**June 22nd 2021 -**

**June 24th 2021**

Professional development facilitators will present at the Florida STEAMposium event.

Content writers will facilitate professional development at the Florida STEAMposium.

Team leads and professional development facilitators will record the delivery of the professional development.

Team leads will submit a recording of the delivery of the professional development to the FDOE project manager.

**DELIVERABLE(S):**

Content for professional development of K-12 educators.

Presentations completed at the 2021 Florida STEAMposium.

Provide training for FDEP.

**Budget:**

\$5,000 stipend per team leader x 4 leads (primary, intermediate, middle, high) = \$20,000

\$500 stipend per content expert (presentation development) x 13 experts = \$6,500

\$500 stipend per content expert (facilitation) x 13 experts = \$6,500

Total: **\$33,000**

**Travel to STEAMposium:**

Hotel (3 nights, 17 people, \$150 per) = \$7,650

Per Diem (5 days, 17 people at \$36 per) = \$3,060

Fuel (1 trip, 17 cars, \$50 per) = \$850

Car Rental (17 cars, 4 days, at \$35 per day) = \$2,380

STEAMposium Presenter Registration fee \$50 x 17 = \$850

Total: **\$14,790**

**Session Materials:**

9 sessions (4 elementary, 2 middle, 3 high) x \$100 = **\$900**

**Participant Implementation Materials:**

9 sessions (4 elementary, 2 middle, 3 high) x 30 participants x \$50= **\$13,500**

**\$62,190.00**

<p><b>PHASE 4 - Providing Access to ELL Students &amp; Digital Learners</b>  <b>June 30th, 2021 - September 30th, 2021</b>  Team leads will oversee the translation of the lessons into Spanish for English for Speakers of other Languages (ESOL) students.  Team leads will submit the completed translated versions of the lessons to the FDOE project manager.  Team leads will oversee the creation of the outline and script for the virtual recycling lesson modules. Content developers with familiarity using the Articulate program owned by the FDOE will create the virtual tutorial modules.  Team leads will review the completed virtual modules before submitting them to the FDOE project manager.  <b>DELIVERABLE(S):</b>  Digital lessons based upon completed Phase I curriculum; including interactive content and videos.  Library of curriculum for sharing across social media accounts.  Translated Phase I curriculum, including digital resources, to Spanish.  Publish digital and translated curriculum for public access by September 30, 2021.  <b>Budget:</b>  \$5,000 stipend per team leader x 4 leads (primary, intermediate, middle, high) = <b>\$20,000</b>  <b>Digital Design:</b>  \$5,000 Lead Digital Designer (Quality Control Assurance)  \$1,500 Storyboard Developer x 8 content experts = 12,000  \$1,000 Instructional Designer x 8 content experts = 8,000  Total: <b>\$25,000</b>  <b>Translation to Spanish:</b>  \$1000 per Translator x 10 (K-2, 3-5, 6-8, 9-12) = <b>\$10,000</b></p>	<b>\$55,000.00</b>
<p><b>Supplies and Printing</b>  <b>January 2021 - June 2021</b>  Purchases may include the following:  Consumable materials for lesson development  (i.e. lab materials for model development and/or pursuing an engineering design activity)  Non-consumable materials for lesson development  (i.e. digital scales, test tubes, beakers)</p>	<b>\$2,810.00</b>
<p>400,000 x 5% (Brevard)</p>	<b>\$20,000.00</b>
<p><b>Budget Total:</b></p>	<b>\$400,000.00</b>

The Department of Education's (DOE) Project Manager will review all documentation to verify that it meets the DOE statewide standard criteria for approving the deliverables before sending an email describing and approving the deliverables to the Department's Contract Manager. The Department's Contract Manager will send DOE project manager an email providing final approval of the deliverables advising the Contractor to submit an invoice for approved deliverables. These emails must be included in invoices requesting payment from the Department.

Financial Consequences for Nonperformance.

- a. **Withholding Payment.** In addition to the specific consequences explained in the Scope of Work and/or Special Terms and Conditions, the State of Florida (State) reserves the right to withhold payment when the Contractor has failed to perform/comply with provisions of this Contract. None of the financial consequences for nonperformance in this Contract, as more fully described in the Scope of Work, shall be considered penalties.
- b. **Corrective Action Plan.** If the Contractor fails to correct all the deficiencies in a rejected deliverable within the specified timeframe, the Department may, in its sole discretion, request that a proposed Corrective Action Plan (CAP) be submitted by the Contractor to the Department. The Department request that the Contractor specify the outstanding deficiencies in the CAP. All CAPs must be able to be implemented and performed in no more than sixty (60) calendar days.
  - i. The Contractor shall submit a CAP within ten (10) calendar days of the date of the written request from the Department. The CAP shall be sent to the Contract Manager for review and approval. Within ten (10) calendar days of receipt of a CAP, the Department shall notify the Contractor in writing whether the proposed CAP has been accepted. If the CAP is not accepted, the Contractor shall have ten (10) calendar days from receipt of the Department letter rejecting the proposal to submit a revised proposed CAP. Failure to obtain the Department approval of a CAP as specified above may result in the Department's termination of this Contract for cause as authorized in this Contract.
  - ii. Upon the Department's notice of acceptance of a proposed CAP, the Contractor shall have ten (10) calendar days to commence implementation of the accepted plan. Acceptance of the proposed CAP by the Department does not relieve the Contractor of any of its obligations under the Contract. In the event the CAP fails to correct or eliminate performance deficiencies by Contractor, the Department shall retain the right to require additional or further remedial steps, or to terminate this Contract for failure to perform. No actions approved by the Department or steps taken by the Contractor shall preclude the Department from subsequently asserting any deficiencies in performance. The Contractor shall continue to implement the CAP until all deficiencies are corrected. Reports on the progress of the CAP will be made to the Department as requested by the Department's Contract Manager.
  - iii. Failure to respond to a Department request for a CAP or failure to correct a deficiency in the performance of the Contract as specified by the Department may result in termination of the Contract.