



THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FLORIDA

DEPARTMENT OF EXCEPTIONAL STUDENT EDUCATION
3378 FOREST HILL BOULEVARD, A-203
WEST PALM BEACH, FL 33406

(561) 434-8626 FAX: (561) 434-8384

RUSSELL FELDMAN
EXECUTIVE DIRECTOR

ARTHUR C. JOHNSON, Ph.D.
SUPERINTENDENT

RECEIVED
DEC 14 2004
BY LEGAL SERVICES

MEMORANDUM

December 14, 2004

TO: Sharon Swan, Director
Purchasing Department

Bertie Staefe, Technician
Purchasing Department

FROM: Russell Feldman, Executive Director
Exceptional Student Education

SUBJECT: Confirming Contract with Florida Realtime Reporting

A student at Spanish River High School was recently placed in the Deaf/Hard of Hearing program due to recent onset severe hearing loss. The IEP Team has recommended Communication Access Realtime Translation (CART) services for her during academic classes. This service is available to begin December 13, 2004 through Florida Realtime Reporting. There are no active contracts that can provide this specialty service.

The fee for service is \$ 100.00 per hour and the student requires 4 hours of CART service per day. The IEP team anticipates needing this service for the rest of the school year. The contract will be for the amount of \$ 40,800.00 to include services through the end of the school year. A confirming contract is needed because services for this student must begin as soon as possible and the item cannot go to the Board until February 16, 2004.

The contractor will submit weekly time sheets, approved by the school-based administrator, to Sue Alex, Program Planner for speech, language and deaf/hard of hearing. These time sheets will be used to verify the incoming invoice from Florida Realtime Reporting. Please contact Sue Alex at PX 48066 if you have any questions.

RF:SA:jb M5037/04-05

Attachments

c: Janice Cover
Andy Binns
Karen Brazier
Sue Alex