Monday, May 18, 2026

CSD Service Agreement / Memorandum Of Agreement (MOA)

Created by the CSD school/department, signed by the contractor/service provider, and submitted to CSD Purchasing Dept for execution. Upon completion, the Service Agreement (SA) will be assigned an SA number that should be referenced on any invoices for payment. A separate purchase order is not needed. Invoices submitted under this SA need to be approved ("ok to pay") by Superintendent or designee to ensure payment is appropriate for the work performed.

Service Agreement # (Contract #) SA-1021

Board Approval Pending Board Approval

Submitter Name/Point of Contact Andrew Polland

Submitter Email apolland@chathamsd.org

Submission Date Wednesday, May 13, 2026

Is this being paid for with a grant? No - General Funds (Fund 100)

Account Code (you may add another row if you want the cost split between two account codes)

Fund	Site	Function	Program	Object
100 - General Fund	067 - Klukwan			

This Service Agreement is between Chatham School District and the below-named Service Provider.

Start Date Thursday, April 1, 2027

End Date Friday, December 31, 2027

Service Provider Name (Last, First or Vendor/Business) Panhandle Fire Protection

Service Provider Email Address Levi@panhandlefireprotection.com

Service Provider Phone Number (907) 738-1789

Service Provider AK Business License # 2125962

Social Security/Tax ID Number 844989212

Mailing Address 4520 Klondike Way
Juneau, AK, 99801

OFFICE OF THE INSPECTOR GENERAL EXCLUSION CHECKING

We are required by law to ensure that none of our vendors appear on the Office of the Inspector General's Exclusion List. If they appear on this list, they are excluded from receiving payment with federal funds.

Please visit the website: https://exclusions.oig.hhs.gov/?AspxAutoDetectCookieSupport=1

Then acknowledge that you performed the search before submitting this form.

Terms and Conditions Accepted

The Service Provider Agrees to the following Statement of Work (SOW):

Statement of Work - Detailed description of services and/or subject matter (additional information may be added as an attachment)

"We propose hereby to replace the wet sprinkler system that froze and broke in the Klukwan Gym. We will replace the 3” backflow and all piping, hangers, fittings, and sprinkler heads downstream, except the fire department connection."

Sprinkler system will be tested for pressure and receive an current inspection tag.

Payment Terms

Payment will be due upon completion of project.

Annual Contract Amount (not to exceed)	92814.00	**Payment Frequency**	Annually - One Time

PAYMENT AND FINANCIAL REQUIREMENTS

1. Payment for Educational Services Provided - Grantee shall pay Service Provider directly for educational services provided to Students based on one or more invoices that are submitted to Chatham School District.
2. Federal Requirements - To the extent this Contract is funded in whole or in part with Federal award funds, Contractor agrees to comply with all applicable requirements of 2 CFR Part 200 (Uniform Guidance) and other applicable Federal statutes, regulations, and award terms and conditions. Required contract provisions set out in 2 CFR Part 200, Appendix II are incorporated into this Contract as applicable.

GENERAL CONTRACT PROVISIONS/CONDITIONS

1. All associated costs, not limited to fees and reimbursables, must be included in the Service Agreement. All Service Agreements require prior School Board approval before the Contractor provides any service.
2. The account to be charged must be determined and approved by the individual with budget authority before submission of the Service Agreement to the Superintendent.
3. Before the starting date of the contracted services and/or activities, the Contractor and Chatham School District must sign the Service Agreement. The Contractor is not to be given a notice to proceed unless all the appropriate parties have signed the Service Agreement.
4. The Contact Person must approve for payment of all contractor invoices and receipt documentation before submission for payment to Accounts Payable.
5. When the Service Agreement involves travel paid by Chatham School District; a Travel Authorization must accompany any invoice.
6. Any Chatham School District employee who authorizes services before the required approvals may be subject to disciplinary action up to and including termination.
7. Termination. The District may terminate this Contract for cause and for convenience as required by applicable Federal requirements, including written notice, opportunity to cure when appropriate, and settlement of allowable costs/obligations incurred through the termination date.

8.

Remedies. The District may pursue administrative, contractual, or legal remedies in instances where Contractor violates or breaches this Contract, including remedies for noncompliance with Federal requirements.

CONTRACTOR/PROVIDER RESPONSIBILITIES (AS APPLICABLE)

1. Check the Service Agreement for contents and completeness. If the terms are agreeable, sign the agreement. It will be routed on to the next reviewer for approval.
2. The Contractor/Provider shall submit an invoice with the appropriate documentation (copies of airline tickets, hotel bills, etc.) to the Contact Person (Andrew Polland) for approval of payment.
3. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor. A W-9 must be on file with Chatham School District or submitted with this Service Agreement. No W-9, backup withholding of Federal taxes will be withheld per the percent required – presently 29%.
4. The Contractor must provide proof of any liability insurance coverage required on this Service Agreement.
5. To the extent allowed by law, the Contractor shall indemnify, defend, and hold Chatham School District harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.
6. By signing this agreement, the Contractor/Provider accepts the conditions and provisions contained within this document. Any changes in the terms of this Service Agreement must be on an Service Agreement Amendment before any services are performed. The Service Agreement Amendment must be approved by all parties.
7. Access and Records - Contractor shall maintain all records sufficient to document costs and compliance under this Contract and shall provide the District, the pass-through entity, the Federal awarding agency, the Comptroller General of the United States, and their authorized representatives access to such records and financial statements as necessary for audits, examinations, excerpts, and transcripts. Contractor shall retain records for the period required by applicable Federal requirements (including any extensions due to litigation, claims, or audit)
8. EEO (Construction only) - For construction contracts exceeding $10,000, Contractor shall comply with Executive Order 11246 and implementing regulations requiring nondiscrimination and affirmative action.
9. Davis-Bacon - When required by the Federal award/program, Contractor shall comply with Davis-Bacon prevailing wage requirements and related Department of Labor regulations.
10. Anti-Kickback - When applicable, Contractor shall comply with the Copeland "Anti-Kickback" Act and related requirements.
11. Anti-Lobbying - For contracts exceeding $100,000, Contractor shall comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352), including required certifications and disclosures.
12. Rights to Inventions - If this Contract involves work subject to Federal patent rights provisions, Contractor shall comply with the applicable patent rights requirements referenced in Appendix II.
13. Recovered Materials - Contractor shall comply with applicable requirements for procurement of recovered materials and recycled content products.
14. Debarment and Suspension - Contractor certifies that neither it nor its principals are suspended, debarred, or otherwise excluded from participation in Federal assistance programs and agrees to comply with applicable debarment and suspension regulations and award terms. (District may verify via SAM.gov.)
15. Student Privacy - Service Provider shall comply with all applicable Federal, State, local, and Tribal laws protecting student privacy, which may include the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 C.F.R. Part 99) and 25 C.F.R. Part 43. More information about FERPA is available online at: https://studentprivacy.ed.gov.
16. Non-Discrimination - Service Provider shall comply with all applicable Federal, State, Tribal, and local non-discrimination laws and requirements with regard to Students who receive or will receive

services under this Agreement. Prohibited discrimination includes, but is not limited to, discrimination on the basis of race, color, national origin, religion, sex, or disability.

17. Tribal Affiliation - Service Provider shall not discriminate among Eligible Indian Students on the basis of affiliation with a particular Tribe.

TERMINATION

1. Noncompliance - Grantee may terminate this Agreement if it determines Service Provider has not complied or is unable to comply with the provisions of this Agreement.
2. Inadequate Student Progress - Grantee may terminate this Agreement if it determines that Students are not making achieving or making adequate progress toward the Student Progress Goal[s].
3. Below Minimum Capacity - Service Provider may terminate this Agreement if it serves less than the minimum number of students, or does not provide the services outlined above.
4. Mutual Consent - This Agreement may be terminated by mutual agreement of Grantee and Service Provider.
5. Notice - If Grantee or Service Provider seek to terminate this Agreement for any reason authorized by this Agreement, it must notify the other party in writing at least [enter number] days prior to termination.

Flow Activity History

Actor	Actions	Date
Start Point	Form **Submitted**	Monday, May 18, 2026
dlangford@chathamsd.org	Approve	Monday, May 18, 2026
Notification	undefined Step - Reminder Email sent to mshatswell@chathamsd.org	Tuesday, May 19, 2026
Notification	undefined Step - Reminder Email sent to mshatswell@chathamsd.org	Wednesday, May 20, 2026
Notification	undefined Step - Reminder Email sent to mshatswell@chathamsd.org	Thursday, May 21, 2026
Christina Ferguson christinaf@serrc.org	Approval flow is canceled.	Friday, August 14, 2026