



North Slope Borough School District
P.O. Box 169, Utqiagvik, AK 99723
Memorandum of Agreement



Contractor: Nannut Qaqisaurajat, LLC Purchase Order # _____

Address: 1111 E Center Street Springfield UT 84663
City State Zip

801 491-7160 Gregorymortensen@hotmail.com
 Area Code Phone # E-mail Address:

The contractor is required to hold and provide a certificate of insurance that is current for the term of the contract for the following:

General Liability Insurance Professional liability / Errors & Omissions Background Check Complete

Federal ID # 88-2423072 Or Soc. Sec. #: _____ Alaska Business License # 10197564

07/01/2024 08/15/2024 W-9 Attached W-9 Submitted Previously
 Start Date: (mmddyy) End Date: (mmddyy)

Contractor
 Agrees To:

Description	Estimated % Complete By August 15, 2024
Viva Challenge (Backend, Desktop & iPad)	100%
Viva Challenge (Internet)	100%
Report running screen for teachers	100%
Report running screen for admins, including teacher easy login number by name	100%
When update field that contains an Iñupiaq character, update all corresponding fields in Ivalu correctly.	100%
Update current VIVA internet page to interact with new Ivalu internet page	100%
Fix so when user logs in, they are added or updated correctly in Ivalu	100%
Update easy login to work in portrait mode and enter key work for Kiita button	100%
Add second grade classes to easy login	100%
Immiugniq unit images on home page display show correct images (Create trigger and rerun initialization script.)	100%
Select dialect ability in the settings menu.	100%
Add the Iñupiaq written description in the student's dialect to lesson 1, in addition to the English description.	100%
Admin Report: Ivalu Mastery by Unit	100%
Admin Report: Verbal Mastery by Unit	100%
Admin Report: Ivalu Gains Points Averages	100%

3. The contractor agrees that all work products created in the course of the agreement remain the property of NSBSD.
4. The Contractor agrees to uphold confidentiality of all parties associated with this Agreement as outlined in NSBSD Board Policy, State, and Federal laws.
5. Contractor agrees to provide the necessary information to allow NSBSD to complete a district-approved background check of Contractor. Passing of the background check is contingent to the execution of this agreement. NSBSD reserves the right to request a background check at any time throughout this agreement.
6. Contractor will follow the professional code of ethics as defined by National Standards and the State of Alaska Code of Ethics for their area of certification and/or licensing.
7. In accordance with the payment terms set forth on page 1, the Contractor shall submit an invoice with the appropriate documentation (copies of airline tickets, hotel bills, etc.) to the Contact Person for approval of payment. This Purchase Order number must be on the invoice.
8. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor.
9. A W-9 must be on file with the NSBSD Business Office or submitted with this MOA. If no W-9 is provided, backup withholding of Federal taxes will be withheld as required under federal law, which is presently 29%.
10. The Contractor must provide proof that all required certificates of insurance listed on page 1 of this MOA are current for the term of the contract.
11. The contractor must maintain a current Alaska Business License for the term of the contract.
12. To the extent allowed by law, the Contractor shall indemnify, defend, and hold the NSBSD harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.

C – GENERAL TERMS

1. This contract may be terminated by either party with a 30-day written notice.
2. Contractor, is an independent contractor. As an independent contractor, Contractor shall have no right or authority to (a) assume or create any obligation of the District; (b) accept service of legal process addressed or intended for the District; or (c) bind the District in any manner whatsoever. Contractor shall not be treated as an employee for purposes of employment taxes, income tax withholding, or employee benefits. Contractor is solely responsible for the payment of all applicable federal and state self-employment and income taxes (including without limitation FICA and Social Security).
3. This MOA shall be governed by Alaska law.

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.

Any changes in the terms of this MOA must be on an ADDENDUM FROM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.

Director of Finance, NSBSD

Finance Director’s Signature

Date (mmddyy)

Superintendent, NSBSD

Superintendent’s Signature

Date (mmddyy)

Contractor

Contractor’s Signature

Date (mmddyy)

Routing: Dir. Fin. Svcs. Supt Contractor Contact Person Admin. Svcs. Dept.