

Exhibit A

**AGREEMENT BETWEEN THE POLK REGIONAL WATER COOPERATIVE AND
TINKER, LLC, FOR WATER CONSERVATION EDUCATION PROGRAM MATERIAL AND SERVICES**

This Agreement is made as of this ____ day of _____, 2026, by and between Tinker, LLC, a California limited liability company with a principal address 160 Alamo Plaza Unit 177, Alamo, CA 94507, hereinafter referred to as "Vendor," and the Polk Regional Water Cooperative, an interlocal entity organized under sections 163.01 and 373.713, Florida Statutes, with a principal address of 330 West Church Street, Bartow, FL 33830, hereinafter referred to as "PRWC." In consideration of the mutual benefits, terms, and conditions hereinafter specified, the Parties agree as set forth below.

WHEREAS, the PRWC seeks to procure a vendor to provide a water-conservation education program for elementary schools within PRWC member utility service areas that are participating in the PRWC Conservation Implementation Agreement executed on July 24, 2024, and

WHEREAS, the Vendor is the only known vendor capable of providing the specialized services required to administer the PRWC's Water Conservation Education Program; and

WHEREAS, the Vendor is the original creator and copyright holder of the proprietary digital-hybrid program model and all related instructional materials, which are supplied directly by the developer; and

WHEREAS, based on the information provided to PRWC staff and contractors, the Vendor has been deemed a single source to provide and manage the program; and

WHEREAS, the Vendor will directly coordinate all water-conservation education programming with the participating elementary schools; and

WHEREAS, the PRWC desires to engage Vendor to provide the goods and services described in the Vendor Quote and Scope of Services attached hereto as **Exhibit A** (the "Goods and Services") over a multi-year period; and

WHEREAS, the Vendor has agreed to provide the Goods and Services in accordance with the terms and conditions set forth herein and the attached quote.

NOW THEREFORE, for and in consideration of the mutual covenants and promises as hereinafter set forth and of the faithful performance of such covenants and conditions, the PRWC and Vendor do hereby agree as follows:

1. **GOODS AND SERVICES:** Vendor shall provide all equipment, materials, tasks, and labor necessary to provide the Goods and Services as described in the quote attached hereto as **Exhibit A** and incorporated into this Agreement by reference. Vendor shall provide all Goods and Services and perform any Services diligently, carefully, and thoroughly consistent with good business practice. Time shall be of the essence concerning all matters outlined in this Agreement. Vendor shall warrant that the Services are free from improper workmanship and defective materials for a period of two years following completion of the Services.

2. **COMMENCEMENT OF SERVICES, TERM, RENEWALS:**

a) Work under this Agreement shall commence upon the PRWC giving written notice to proceed to the Vendor along with a purchase order. The Vendor shall complete all Services in

accordance with the schedule set forth in **Exhibit A**. Time is of the essence for the Vendor's performance of the duties, obligations, and responsibilities required by this Agreement.

- b) This Agreement shall be for an initial term of two (2) years, commencing upon full execution, ("Initial Term"), unless otherwise terminated or extended as provided in this Agreement.
- c) The PRWC reserves the right to renew the Agreement for one (1) additional one-year renewal term(s) (each an "Extension Term") on the same terms and conditions stated in this Agreement, subject to Vendor's satisfactory performance as determined by the PRWC, determination by the PRWC that renewal will be in the best interest of the PRWC, and confirmation that continued contracting with Vendor serves the PRWC's needs. The Initial Term and any Extension Term(s) are collectively referred to as the "Term."

3. **FEE:** As compensation for Goods provided and Services rendered by Vendor to the PRWC shall pay the Vendor an annual amount not to exceed \$118,000.00 ("Fee"). Fees shall be charged in accordance with the Fee Schedule attached hereto as **Exhibit A**, and as specified in the quote. The Fee shall be the sole compensation paid to Vendor in connection with the rendition of the Goods and Services and the performance of any and all of its other obligations under this Agreement and shall include any out-of-pocket or other expenses, including travel expenses, incurred by Vendor.

4. **NOTICES:** All Notices to the PRWC shall be in writing by email and certified mail return receipt requested, or customarily used overnight transmission with proof of delivery, sent to:

PRWC:

Eric DeHaven, Executive Director
Polk Regional Water Cooperative
330 West Church Street,
Bartow, FL 33830
ericdehaven@prwcwater.org

Copy:

Edward de la Parte, PRWC Attorney
101 E. Kennedy Blvd., Suite 3100
Tampa, FL 33602
edelaparte@dgfirm.com

Vendor:

Tinker, LLC
P.O. Box 177
Alamo, CA 94507
Telephone: 925-208-4497
Email: joe.thrasher@tinkerprograms.com

5. **INVOICES AND PAYMENT:** Invoices must identify the PO number and should be emailed and mailed to:

Eric DeHaven, Executive Director
Polk Regional Water Cooperative
330 West Church Street,
Bartow, FL 33830
ericdehaven@prwcwater.org

Invoices shall show the nature of the service and date(s) of service. Invoices based on hourly rates shall show the actual hours worked, the person performing Services, the nature of the service, hourly rate, and

date(s) of service. Invoices may be submitted in accordance with the schedule specified in **Exhibit A**; however, all Services provided before September 30th of any given year must be invoiced by September 30th of that year. Vendor shall provide a W-9 with the first invoice.

Payment shall only be made for Services actually performed pursuant to this Agreement. The fee shall be paid based on receipt of a proper invoice.

Payment will be made within 45 days of receipt of a proper invoice in accordance with the Local Government Prompt Payment Act, Section 218.70, et al., Florida Statutes. No payment made under this Agreement shall be conclusive evidence of the performance of this Agreement by Vendor, either wholly or in part, and no payment shall be construed to be an acceptance of or to relieve Vendor of liability for the defective, faulty, or incomplete rendition of the Services.

6. **TAX EXEMPT:** Prices applicable to the PRWC do not include applicable state and local sales, use, and related taxes. The PRWC is exempt from state and local sales and use taxes and shall not be invoiced for the same. Upon request, the PRWC will provide the Vendor with proof of tax-exempt status.

7. **SOVEREIGN IMMUNITY:** Nothing in this Agreement or herein shall be considered or construed to waive the PRWC's rights and immunities under common law or section 768.28, Florida Statutes, as may be amended.

8. **ATTORNEY'S FEES:** If either Party sues to enforce the Agreement, each Party shall bear its own attorney's fees and court costs.

9. **PUBLIC RECORDS:** The PRWC is a public agency subject to Chapter 119, Florida Statutes. The Vendor shall comply with Florida's Public Records Law. Specifically, the Vendor shall:

- a) Keep and maintain public records required by the PRWC to perform the service;
- b) Upon request from the PRWC's custodian of public records, provide the PRWC with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Fla. Stat. or as otherwise provided by law;
- c) Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, Vendor shall destroy all copies of such confidential and exempt records remaining in its possession once the Vendor transfers the records in its possession to the PRWC; and
- d) Upon completion of the contract, the Vendor shall transfer to the PRWC, at no cost to the PRWC, all public records in the Vendor's possession. All records stored electronically by the Vendor must be provided to the PRWC, upon request from the PRWC's custodian of public records, in a format compatible with the PRWC's information technology systems.

IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (863) 248-7388, RECORDSCUSTODIAN@PRWCWATER.ORG, 330 W. CHURCH STREET, BARTOW, FLORIDA 33830.

10. **VENUE, JURISDICTION, WAIVER OF JURY TRIAL**

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Any legal action, suit, or proceeding arising out of or relating to this Agreement shall be instituted in the appropriate state court in Polk County, Florida, and each Party irrevocably submits to the exclusive jurisdiction of such court in any such action, suit, or proceeding. Any disputes that arise between the parties regarding the performance of this Agreement and cannot be resolved through negotiations shall be submitted to a court of competent jurisdiction exclusively in Polk County, Florida. This Agreement shall be construed under Florida Law. THE PARTIES HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVE ANY RIGHT THEY MAY HAVE TO A TRIAL BY JURY WITH RESPECT TO ANY LITIGATION OR LEGAL PROCEEDING RELATED TO THIS AGREEMENT OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (WHETHER VERBAL OR WRITTEN), OR ACTIONS OF EITHER PARTY. THIS PROVISION IS A MATERIAL INDUCEMENT FOR THE PARTIES TO ENTER INTO THIS AGREEMENT.

11. **TERMINATION FOR CONVENIENCE:** The PRWC may terminate this Agreement for convenience upon fourteen (14) calendar days of written notice. In this event, the Vendor shall be compensated for Services performed through the termination date.

12. **TERMINATION FOR CAUSE:** In addition to all other remedies available to the aggrieved Party, this Agreement shall be subject to cancellation by either Party for cause, should the other Party neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) calendar days after receipt by the defaulting Party of written notice of such neglect or failure.

13. **INDEMNIFICATION:** Vendor shall indemnify and hold harmless the PRWC and its elected and appointed officers, member governments, agents, assigns and employees, consultants, separate Vendors, any of their subcontractors, or sub-subcontractors (collectively, "Indemnified Party"), from and against claims, demands, or causes of action whatsoever, and the resulting losses, damages, costs, and expenses, including but not limited to attorneys' fees, including paralegal expenses, liabilities, damages, orders, judgments, or decrees, sustained by the Indemnified Party arising out of or resulting from (A) Vendor's performance or breach of Agreement, (B) acts or omissions, negligence, recklessness, or intentional wrongful conduct by Vendor's, its agents, employees, subcontractors, participants, and volunteers, and (C) Vendor's failure to take out and maintain insurance as required under this Agreement. Vendor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits, or actions of any kind or nature against an Indemnified Party, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon. The obligations of this section shall survive indefinitely regardless of the termination of the Agreement. If considered necessary by the PRWC, any sums due the Vendor under this Agreement may be retained by the PRWC until all claims subject to this indemnification obligation have been settled or otherwise resolved. Any amount withheld shall not be subject to payment of interest by the PRWC.

14. **INSURANCE:** Vendor shall maintain, at all times, in force during the contract period the insurance as specified with an insurer licensed to do business in the State of Florida; rated "A VIII" or better by A.M. Best Rating Company for Class VIII financial size category. PRWC must be named as an additional insured with respect to liability arising from all work being performed for PRWC, for Automobile and General Liability policies of insurance. The certificate holder must be PRWC. Workers' Compensation Insurance is required to provide statutory benefits, including those that may be required by any applicable federal statute. Any sole proprietor or partner actively engaged in the construction industry, and any corporate officer of a construction or non-construction industry corporation who elects to be exempt from the provisions of the workers' compensation law must provide either a workers' compensation exemption certificate (construction industry) or a letter stating the exemption status and number of employees (non-

construction industry). For non-exempt vendors, Employers Liability in the amount of \$1,000,000. Commercial General Liability Insurance \$1,000,000 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including the following coverages: Completed Operations, Broad Form CG. Comprehensive Automobile Liability Insurance \$1,000,000; combined single limit of liability for bodily injuries, death and property damage resulting from any one occurrence, including all owned, hired and non-owned vehicles. The general liability and worker's compensation policies shall contain a waiver of subrogation in favor of PRWC. An original certificate of insurance must be on file in with PRWC before a purchase order will be issued.

15. **LIMITATION OF LIABILITY:** Notwithstanding any provision of the Agreement to which it is applicable, the PRWC shall not be liable or responsible to Vendor beyond the amount remaining due to Vendor under the Agreement, regardless of whether said liability be based in tort, contract, indemnity or otherwise; and in no event shall the PRWC be liable to Vendor for punitive or exemplary damages or lost profits or consequential damages.

16. **INDEPENDENT CONTRACTOR:** The Agreement does not create an employee/employer relationship between the Parties. The Parties intend that the Vendor is an independent contractor pursuant to the Agreement and shall not be considered the PRWC's employee for any purpose. Vendor shall not have the right to bind the PRWC to any obligation not expressly undertaken by the PRWC under this Agreement.

17. **COMPLIANCE WITH LAWS:** Vendor hereby warrants and agrees that at all times material to the Agreement, Vendor shall perform its obligations in compliance with all applicable federal, state, and local laws, rules, and regulations, including section 501.171, Florida Statutes. Non-compliance may constitute a material breach of the Agreement.

18. **ASSIGNMENT:** If this Agreement and any interests granted herein shall be assigned, transferred, or otherwise encumbered under any circumstances by Vendor, Vendor must gain prior written consent from the PRWC thirty (30) business days before such transfer. For purposes of this Agreement, any company ownership change shall constitute an assignment that requires the PRWC's approval. Notwithstanding the foregoing, Vendor may, without the PRWC's consent, assign this Agreement in whole or in part as part of a corporate reorganization, consolidation, merger, or sale of substantially all of its assets related to this Agreement. Vendor shall provide the PRWC with written notice of any such corporate reorganization, consolidation, merger, or sale of substantially all of its assets related to this Agreement within thirty (30) calendar days of such event.

19. **NO LIEN.** The Vendor shall not at any time permit any lien, attachment, or any other encumbrance under the laws of the State of Florida, or otherwise, by any person or persons whomsoever to be filed or recorded against the PRWC, against any PRWC property or money due or to become due for any work done or materials furnished under this Agreement by Vendor.

20. **AGREEMENT SUBJECT TO FUNDING:** The Agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been approved by the PRWC Board of Directors as provided in its annual budget for the fiscal years of this Agreement and is subject to termination based on lack of funding.

21. **NON-EXCLUSIVE:** This Agreement is non-exclusive. The PRWC may retain additional entities to perform the same or similar work.

22. **REPRESENTATION OF AUTHORITY:** Vendor represents and warrants that this Agreement constitutes the legal, valid, binding, and enforceable obligation of Vendor and that neither the execution nor performance of this Agreement constitutes a breach of any agreement that Vendor has with any third

party or violates applicable law. Vendor further represents and warrants that execution of this Agreement is within Vendor's legal powers, and each individual executing this Agreement on behalf of Vendor is duly authorized by all necessary and appropriate action to do so on behalf of Vendor and does so with full legal authority.

23. **RIGHTS IN DOCUMENTS AND WORK:** Any and all videos, photographs, documents, materials, data, or other work created by Vendor in connection with performing the Services, whether finished or unfinished ("Documents and Work"), shall be owned by the PRWC, and Vendor hereby transfers to the PRWC all right, title, and interest, including any copyright or other intellectual property rights, in or to the Documents and Work. Upon completion of this Agreement, the Documents and Work shall become the property of the PRWC and shall be delivered by Vendor to the PRWC within seven (7) days after completion. Any compensation due to Vendor may be withheld until all Documents and Work are received as provided in this Agreement. Vendor shall ensure that the requirements of this section are included in all agreements with all subcontractor(s).

24. **THIRD-PARTY BENEFICIARIES:** The Parties acknowledge that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a right or claim against either of them based upon this Agreement.

25. **MATERIALITY AND WAIVER OF BREACH:** Each requirement, duty, and obligation set forth in this Agreement was bargained for at arm's length and is agreed to by the Parties. Each requirement, duty, and obligation set forth in this Agreement is substantial and important to the formation of this Agreement, and each is, therefore, a material term. The PRWC's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach shall not be deemed a waiver of any subsequent breach and shall not be construed as a modification of this Agreement. To be effective, any waiver must be in writing and signed by an authorized signatory of the Party granting the waiver.

26. **COUNTERPARTS AND MULTIPLE ORIGINALS:** This Agreement may be executed in multiple originals and may be executed in counterparts, whether signed physically or electronically. Each of these shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

27. **FORCE MAJEURE:** Neither Party shall be liable for any failure or delay in performing its obligations under this Agreement if such failure or delay is caused by force majeure events beyond the reasonable control of such Party, including but not limited to acts of God, hurricane, tornado, fire, flood, earthquake, explosion, war, terrorism, riot, civil disorder, act of any government body, or other similar causes. The Party affected by such force majeure event shall notify the other Party within a reasonable time of the commencement and termination of the force majeure event. The time for performance shall be extended for a period equal to the duration of the force majeure event, provided that if such period exceeds sixty (60) consecutive days, either Party may terminate this Agreement upon written notice to the other Party.

28. **NON-DISCRIMINATION:** Vendor and any subcontractors shall not discriminate on the basis of race, color, sex, religion, national origin, disability, age, marital status, political affiliation, sexual orientation, pregnancy, or gender identity and expression in the performance of this Agreement.

29. **ENTIRE AGREEMENT:** This Agreement supersedes all prior and contemporaneous negotiations, understandings, and agreements, written or oral, between the parties. This Agreement may not be modified except by the parties' mutual agreement set forth in writing and signed by the parties.

30. **SEVERABILITY:** If any provision of this Agreement or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

31. **AMENDMENTS:** No amendment, modification, or alteration of the terms of this Agreement shall be binding unless the same is in writing, dated subsequent to the date hereof, and duly executed by the Parties.

32. **HEADINGS:** The headings contained in this Agreement are for the convenience of reference only and shall not affect the interpretation of this Agreement.

33. **NO CONSTRUCTION AGAINST DRAFTER:** The Parties acknowledge that they have both participated in the negotiation and preparation of this Agreement. Accordingly, this Agreement shall not be construed more strictly against either Party, regardless of which Party was responsible for its preparation.

34. **ANTI-HUMAN TRAFFICKING:** On or before the effective date of this Agreement, Vendor shall provide the PRWC with an affidavit attesting that the Vendor does not use coercion for labor or services, in accordance with Section 787.06(13), Florida Statutes.

35. **DISCRIMINATORY VENDOR AND SCRUTINIZED COMPANIES LISTS; COUNTRIES OF CONCERN.** Vendor represents that it has not been placed on the "discriminatory vendor list" as provided in Section 287.134, Florida Statutes, and that it is not a "scrutinized company" pursuant to Sections 215.473 or 215.4725, Florida Statutes. Vendor represents and certifies that it is not, and for the duration of the Term will not be, ineligible to contract with the PRWC on any of the grounds stated in Section 287.135, Florida Statutes. Vendor represents that it is and will remain in compliance with Section 286.101, Florida Statutes, for the duration of the Term.

36. **VERIFICATION OF EMPLOYMENT ELIGIBILITY.** Vendor represents that Vendor and each subcontractor have registered with and use the E-Verify system maintained by the United States Department of Homeland Security to verify the work authorization status of all newly hired employees in compliance with the requirements of Section 448.095, Florida Statutes, and that entry into this Agreement will not violate that statute. If Vendor violates this section, the PRWC may immediately terminate this Agreement for cause, and Vendor shall be liable for all costs incurred by the PRWC due to the termination.

37. **PUBLIC ENTITY CRIME ACT:** Vendor represents that it is familiar with the requirements and prohibitions under the Public Entity Crime Act, Section 287.133, Florida Statutes, and represents that its entry into this Agreement will not violate that Act. Vendor further represents that there has been no determination that it committed a "public entity crime" as defined by Section 287.133, Florida Statutes, and that it has not been formally charged with committing an act defined as a "public entity crime" regardless of the amount of money involved or whether Vendor has been placed on the convicted vendor list.

38. **ENTITIES OF FOREIGN CONCERN:** The provisions of this section apply only if Vendor or any subcontractor will have access to an individual's personal identifying information under this Agreement. Vendor represents and certifies: (i) Vendor is not owned by the government of a foreign country of concern; (ii) the government of a foreign country of concern does not have a controlling interest in Vendor; and (iii) Vendor is not organized under the laws of and does not have its principal place of business in, a foreign

country of concern. On or before the effective date, Vendor and any subcontractor that will have access to personal identifying information shall submit to the PRWC executed affidavit(s) under penalty of perjury, in a form approved by the PRWC attesting that the entity does not meet any of the criteria in Section 287.138(2), Florida Statutes. Compliance with the requirements of this section is included in the requirements of a proper invoice for purposes of Section 6. Terms used in this section that are not otherwise defined in this Agreement shall have the meanings ascribed to such terms in Section 287.138, Florida Statutes.

(Signatures on following page)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year set forth below.

POLK REGIONAL WATER COOPERATIVE

By: _____
_____, Chairman

Date: _____

ATTEST:

By: _____
_____, Secretary

APPROVED AS TO FORM AND CORRECTNESS:

Edward P. de la Parte, Legal Counsel

TINKER, LLC

By: _____

Date: _____

EXHIBIT A
VENDOR QUOTE AND SCOPE OF SERVICES

1) Vendor Responsibilities

Tinker, LLC (“Vendor”) shall be fully responsible for providing all labor, materials, administration, coordination, logistics, and expertise necessary to deliver the Water Conservation Education Program. Responsibilities include, but are not limited to, the following:

a) End-to-End Program Implementation

- i) Teacher Recruitment and Follow-Up for Polk County Public School District Elementary schools within the PRWC member utility service areas that are participating in the PRWC Conservation Implementation Agreement executed on July 24, 2024.
 - (1) Identify, contact, and enroll eligible 5th-grade teachers.
 - (2) Conduct routine follow-up to ensure participation and provide support.
- ii) Classroom Lessons and Activities
 - (1) Deliver curriculum and lesson plans aligned with applicable educational standards.
 - (2) Ensure activities meet the learning objectives of the Water Conservation Education Program.
- iii) Material Logistics and Delivery
 - (1) Package and deliver all water conservation kits and instructional materials directly to participating teachers.
 - (2) Ensure timely and complete distribution of all program materials.
- iv) d. Program Data Collection and Analysis
 - (1) Collect program participation data, teacher feedback, engagement metrics, and kit utilization results.
 - (2) Analyze data to evaluate program performance and effectiveness.
- v) Monthly Progress Reporting
 - (1) Provide monthly written reports summarizing program implementation, data collected, challenges, outreach status, and achievements.
- vi) Final Program Report
 - (1) Deliver a comprehensive final report at the conclusion of the program, including participation metrics, outcomes analysis, and recommendations.

b) Program Materials

Vendor shall produce, print, assemble, and deliver all program materials, including:

- i) **Printed Teacher Guide** – One (1) per participating teacher
- ii) **Printed Student Workbooks** – One (1) per student
- iii) **Water Conservation Kits** – One (1) per participating teacher and one (1) per student, containing:
 - (1) Bathroom sink aerator (1.0 GPM)

- (2) Sand Shower timer (branded with PRWC logo)
- (3) Toilet leak detection tablet (2 pack)
- (4) Direct print reusable tote bag
- (5) Sprinkler Gauge
- (6) Teflon Tape
- (7) Toothbrush (customized with turn off the tap message)
- (8) Seeds (Florida-friendly plant with customization: link to UF/IFAS Polk Extension)
- (9) Magnet (irrigation monthly check-up list)

c) Compliance and Program Standards

- i) Ensure all program materials and instructional content meet educational requirements and utility conservation objectives.
- ii) Maintain all proprietary rights, copyrights, and program models necessary for program delivery.
- iii) Provide professional and timely communication with PRWC staff or designee throughout the project term.

2) PRWC Responsibilities

The PRWC shall support the program by providing oversight, timely coordination, and internal alignment as follows:

a) 2.1 Program Monitoring and Feedback

- i) Monitor vendor performance throughout the contract term.
- ii) Provide timely feedback, clarifications, and approvals needed for program continuity.
- iii) Ensure internal processing of vendor invoices is completed promptly.

b) PRWC-Provided Information

- i) Provide the vendor with relevant program-related information upon request, branding guidelines and any PRWC-specific conservation messaging.
- ii) Support communication with local schools or district partners, if needed, to ensure smooth implementation.

3) Budget Table

	Rate	Quantity*	Estimated Budget
End to End Program Services	\$12.75 per participant	4,000	\$ 51,000.00
Program Materials	\$14.00 per participant	4,000	\$ 56,000.00
Shipping	\$2.75 per participant	4,000	\$ 11,000.00
Lump Sum Total			\$ 118,000.00

**Budget includes all applicable costs including end-to-end implementation, taxes and shipping.*