



January 11, 2016

Dear Mr. Edwards

The undersigned, as Respondent, has submitted the attached Proposal Statement in response to a Request for Proposals (RFP), issued by the Brick Township Board of Education ("Board"), dated 1/12/2016, in connection with the Board's need for a Provider of **Substitute Paraprofessional Services**.

Insight Workforce Solutions, LLC ("IWS") HEREBY STATES:

1. The Proposal Statement contains accurate, factual and complete information.
2. IWS agrees (agrees) to participate in good faith in the procurement process as described in the RFP and to adhere to the Board's procurement schedule.
3. IWS acknowledges that all costs incurred by it (them) in connection with the preparation and submission of the Proposal Statement and any proposal prepared and submitted in response to the RFP, or any negotiation which results there from shall be borne exclusively by the Respondent.
4. IWS hereby declares (declare) that the only persons participating in this Proposal Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Proposal Statement or in any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals, but only if acceptable to the Board. IWS declares that this Proposal Statement is made without connection with any other person, firm or parties who has submitted a Proposal Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.
5. IWS acknowledges and agrees that the Board may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the Board shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFP.

6. IWS acknowledges that the provision of Special Education Auditing Services must comply with all applicable affirmative action and similar laws. Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws.

7. IWS submits a proposal for fixed fees, including out of pocket expenditures, as follows:

	<u>Amount to be Paid to Substitute</u>	+	<u>Placement Fee</u>	=	<u>Total Daily Fee</u>
Full Day Substitute	\$75.00	+	\$23.87	=	\$98.87
Half Day Daily Substitute	\$37.50	+	\$11.43	=	\$48.93

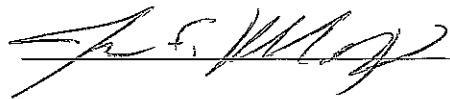
8. IWS agrees, that if selected by the Board, to perform services outlined in RFP. (Name of Respondent) further agrees that if at any time during the period covered by this RFP, the Respondent is unable or unwilling to perform said services, that the Board may utilize the next available responsible Respondent, and (Name of Respondent) will reimburse the Board any cost difference between fee that would have been paid and the cost paid by the Board.

9. IWS agrees to defend, indemnify and hold the Brick Township Board of Education harmless with respect to any claim for injury to person or property arising out of acts of (Name of Respondent), its subsidiaries, parents, agents, principals or employees.

10. IWS agrees that the services are being delivered and are intended to be performed in the State of New Jersey and shall be constructed and enforced in accordance with the laws of that State.

11. IWS agrees that the services may be terminated by the Board by giving the respondent 30 days advance written notice.

(Respondent shall sign and complete the space provided below. If a joint venture, appropriate officers of each company shall sign.)



Joseph Kelley, President

Insight Workforce Solutions LLC

Dated: 1/11/2016

* If a joint venture, partnership or other formal organization is submitting a Proposal Statement, each participant shall execute this Letter of Intent.

To be completed and signed below.

Return With Proposal

NON-COLLUSION AFFIDAVIT