



**FULTON
COUNTY**

CONTRACT DOCUMENTS

FOR

REQUEST FOR PROPOSAL 24RFP013124C-MH

2024 ARPA CONSOLIDATED COMMUNITY SERVICES PROGRAM

FOR

DEPARTMENT OF COMMUNITY DEVELOPMENT

OF

FULTON COUNTY, GEORGIA

American Rescue Plan Act
Subrecipient Contract between Fulton County
and The Giving Kitchen Initiative Inc.

This **SUBRECIPIENT CONTRACT** (“Contract”) is made by and between **Fulton County, Georgia**, a political subdivision of the State of Georgia (“Fulton County”), by and through its Department of Community Development (“Community Development”), and **The Giving Kitchen Initiative Inc.** (“Subrecipient”) as a nonprofit, tax exempt 501(c) (3) within the State of Georgia (hereinafter collectively referred to as the “Parties”).

WHEREAS, a world-wide emergency has arisen with respect to a novel coronavirus known as SARS-CoV-2 (“COVID-19”), which has rapidly spread throughout the world and is now having an unprecedented adverse impact on the citizens and communities throughout Fulton County, Georgia, among others; and

WHEREAS, On March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds, which together make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program; and

WHEREAS, on June 26, 2024, the Fulton County Board of Commissioners (“Board”) accepted as a part of the Fulton County Operational report the allocation of \$250,000.00 in American Rescue Plan Act (“ARPA”) funding (Agenda Item #24-0432) to fund eligible, unfunded 2024 Consolidated Community Services Program (“CCSP”) recommended agencies (Agenda Item #24-0350).; and

WHEREAS, Giving Kitchen's mission is to provide emergency financial assistance and community resources to food service workers in crisis. There are hundreds of thousands of food service workers in Fulton County working paycheck-to-paycheck. When they experience an injury, illness, home disaster or death of a loved one and cannot work, they are at immediate risk of utility disconnection, eviction and homelessness. Giving Kitchen keeps the lights on, the water flowing and a roof over the heads of our clients, while also providing connective services to other agencies within our Stability Network.; and

WHEREAS, in 2024, Subrecipient was selected through a competitive application process for a funding award to provide services and programs to the citizens of Fulton County, and it has

shown that it is capable of providing these services efficiently; and

WHEREAS, Fulton County desires to engage Subrecipient to render certain services hereinafter described herein, which is to be wholly or partially financed by ARPA funding; and

WHEREAS, Subrecipient desires to render such services in connection with the project as a subrecipient of the ARPA allocation, in compliance with all obligations required by this designation; and

WHEREAS, the Board finds that allocating ARPA funding to Subrecipient will allow this entity to provide assistance and services to Fulton County residents in the ARPA eligible use category(ies) of: 0.0(“Eligible Use”); and

WHEREAS, the Parties deem it to be in the best interest of both parties to enter into this Contract under the terms, obligations and conditions expressed herein.

NOW THEREFORE, in consideration of the mutual benefits to both Parties, it is hereby agreed as follows:

ARTICLE I. PURPOSE AND RELATIONSHIP

1. Purpose. This Contract describes the way in which the Parties will use the ARPA funding allotment in responding to the economic and public health impacts of COVID-19 and efforts to contain impacts on the communities, residents, and businesses in Fulton County.

2. Independent Contractor. The relationship of Subrecipient to Fulton County is that of an independent contractor and not of an employee/employer. Neither this Contract, nor any activities described herein, shall be construed as creating a partnership, joint venture, franchise, agency, or other such relationship, and neither Party shall have the right, power, or authority to obligate or bind the other party in any manner whatsoever, without the other party’s prior written consent. It is expressly understood that any individual performing services under this Contract on behalf of Subrecipient shall not be deemed to be an employee or independent contractor of Fulton County, and such individual shall not be entitled to tax withholding, workers’ compensation, unemployment compensation or any employee benefits, statutory or otherwise, from Fulton County. Subrecipient agrees that it is solely responsible for the reporting and payment of income, social security and other employment taxes due to the proper taxing authorities with respect to such personnel. Subrecipient agrees to indemnify, defend and hold harmless Fulton County and its directors, officers, employees and agents from and against any and all costs, losses, damages, liabilities, expenses, demands and judgments, including court costs and attorney’s fees, relating to

the reporting and payment of income, social security and other employment taxes and the provision of employee benefits with respect to such individual performing services under this Contract on behalf of Subrecipient. This provision shall survive the expiration or termination of this Contract.

ARTICLE II. AWARD AND SCOPE OF SERVICES

1. Term. This Contract is effective from January 1, 2024 through December 31, 2024.
2. Award. ARPA funding in the amount of **\$25,000.00** (“Award Amount”) will be provided by Fulton County to Subrecipient to provide support through the Eligible Use for individuals/families who reside in Fulton County, with such services provided for the period January 1, 2024 through December 31, 2024.
3. Disbursement. Fulton County will disburse the Award Amount in one installment upon execution of this Contract. All invoices subsequently submitted to verify services rendered are subject to review and approval by the Finance Department-Accounts Payable Division.
4. Scope of Services. Subrecipient will provide support for individuals/families who reside in Fulton County for the purpose of the Eligible Use, in the Award Amount in accordance with the scope of services described in Schedule 1 hereto (the “Scope of Services”). Subrecipient shall spend the Award Amount for the purposes described in Scope of Services, unless other direct changes are agreed to in writing in advance by Fulton County. In no event will Fulton County be obligated for providing any funding above the total amount of the Award Amount.

Subrecipient agrees that only five percent of the Award Amount may be used for administrative purposes. ARPA funding must be used for an “Eligible Use Category” cost/service for Subrecipient’s client.

5. Right to Recovery. Use of grant funds for any costs not approved by this Contract may be subject to reimbursement to Fulton County.

ARTICLE III. REPORTING

1. Maintenance of Records. Subrecipient shall maintain a financial management system and financial records and shall administer funds received pursuant to this Contract in accordance with all applicable federal and state requirements. Subrecipient shall adopt such additional financial management procedures as may from time to time be prescribed by Fulton County if required by applicable laws, regulations, or guidelines from its federal and state government

funding sources. Subrecipient shall maintain detailed, itemized documentation and records of all income received and expenses incurred pursuant to this Contract.

Subrecipient must maintain all records, books, papers, and other documents related to its performance of the Scope of Services for a period of five years following the termination of this Contract or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit, or other inquiry involving this Contract. Such records shall include the full name of individuals served with ARPA funding and where applicable the date of birth, gender, race, and ethnicity of individual receiving assistance. Subrecipient shall make all records, books, papers, and other documents that relate to this Contract available at all reasonable times for inspection, review, and audit by the authorized representatives of Fulton County and the federal government, if so requested.

During the term of this Contract, the Parties shall comply will Federal and State laws and regulations regarding confidentiality of participant records and information.

2. Financial Reports. Subrecipient will submit a close out report of assistance provided to citizens from the allotment provided by Fulton County. Fulton County will provide the performance template and due date to the Subrecipient, and the Subrecipient shall submit the reports electronically. The Subrecipient shall register and maintain an updated profile with SAM.gov. The County reserves the right to impose additional reporting requirements based on the amount and nature of the award by providing these requirements to the Subrecipient in the County's discretion.

3. Limitations on Expenditures. Subrecipient shall not be reimbursed or otherwise compensated for any expenditures incurred or services provided prior to the Effective Date or following the earlier of the expiration or termination of this Contract. Fulton County shall only reimburse Subrecipient for documented expenditures incurred during the Contract Term that are: (i) reasonable and necessary to carry out the Scope of Services; (ii) documented by contracts or other evidence of liability consistent with established Fulton County and Subrecipient procedures; and (iii) incurred in accordance with all applicable requirements for the expenditure of funds payable under this Contract.

Any item of expenditure by Subrecipient under the terms of this Contract which is found by auditors, investigators, and other authorized representatives of Fulton County or the federal government to be improper, unallowable, in violation of federal or state law or the terms of this Contract, or involving any fraudulent, deceptive, or misleading representations or activities of Subrecipient, shall become Subrecipient's liability, to be paid by Subrecipient from funds other

than those provided by Fulton County under this Contract or any other agreements between Fulton County, and Subrecipient. This provision shall survive the expiration or termination of this Contract.

4. Audited Financial Statements. If Subrecipient expends \$750,000 or more in federal awards during a fiscal year, Subrecipient acknowledges that it must comply with federal audit requirements, including the preparation of an audit by an independent certified public accountant. During the term of this Contract, the Parties shall comply will Federal and State laws and regulations regarding confidentiality of participant records and information. If Subrecipient expends less than \$750,000 in federal awards in any fiscal year, it is exempt from federal audit requirements, but its records must be available for review by Fulton County and the federal government. Subrecipient shall provide Fulton County with a copy of Subrecipient's most recent audited financial statements, federal Single Audit report, if applicable, and management letter within thirty (30) days after execution of this Contract and thereafter within nine (9) months following the end of Subrecipient's most recently ended fiscal year.

5. Survival. This Article shall survive the expiration or termination of this Contract.

ARTICLE IV. COOPERATION IN MONITORING AND EVALUATION.

1. Fulton County Responsibilities. Fulton County shall monitor, evaluate, and provide guidance and direction to Subrecipient in the conduct of the Scope of Services performed under this Contract. Fulton County has the responsibility to determine whether Subrecipient has spent funds in accordance with applicable laws, regulations, including the federal audit requirements and agreements and shall monitor the activities of Subrecipient to ensure that Subrecipient has met such requirements. Fulton County may require Subrecipient to take corrective action if deficiencies are found. Methods to ensure compliance for federal awards made to the Subrecipient may include pre-award audits, monitoring during the contract and post-award audits.

2. Subrecipient Responsibilities. Subrecipient shall permit Fulton County to carry out monitoring and evaluation activities, including any performance measurement system required by applicable law, regulation, funding sources guidelines or by the terms and conditions of the applicable Notice of Prime Award, and Subrecipient agrees to ensure, to the greatest extent possible, the cooperation of its agents, employees and board members in such monitoring and evaluation efforts. This provision shall survive the expiration or termination of this Contract.

Subrecipient shall cooperate fully with any reviews or audits of the activities under this Contract by authorized representatives of Fulton County or the federal government and

Subrecipient agrees to ensure to the extent possible the cooperation of its agents, employees, and board members in any such reviews and audits. This provision shall survive the expiration or termination of this Contract.

ARTICLE V. COMPLIANCE WITH GRANT AGREEMENT AND APPLICABLE LAWS.

1. Compliance with Prime Award and Subaward. Subrecipient shall perform all activities funded by this Contract in accordance with this Contract, Schedule 1 and the applicable contract provisions for non-federal entity contracts under federal awards required under Appendix II to the Uniform Guidance.

2. Compliance with Applicable Laws. Subrecipient shall perform all activities funded by this Contract in accordance with all applicable federal, state, and local laws, including without limitation laws which regulate the use of funds allocated under ARPA. The term “federal, state and local laws” as used in this Contract shall mean all applicable statutes, rules, regulations, executive orders, directives, or other laws, including all laws as presently in effect and as may be amended or otherwise altered during the Term, as well as all such laws which may be enacted or otherwise become effective during the Term. The term “federal, state and local laws” shall include, without limitation, any regulation promulgated pursuant to ARPA.

By entering into this Contract, Subrecipient represents and warrants that it is not in violation of any, and complies with all, federal laws and regulations applicable to subawardees of federal funds and maintains all required federal, state, and local licenses, certifications, permits and accreditations, including the Uniform Guidance found in 2 C.F.R. 200.

ARTICLE VI. TERMINATION

1. Any Party may terminate this Contract by giving thirty (30) calendar days written notice to the other Party and such termination shall be effective upon the 30th day. Notice of termination shall be given to the appropriate Party at the address shown in Article VII of this Contract.

2. Anything contained herein to the contrary notwithstanding, Fulton County may terminate the Contract effective immediately prior to expiration of the term where Subrecipient commits a material breach of the Contract and fails to cure said breach within the time allotted by Fulton County.

3. Upon expiration of the term of this Contract or termination of the Contract, the Parties shall agree upon any outstanding present and future obligations and performance commitments to

one another, and shall arrange for a proper accounting and work plan for any and all such obligations.

ARTICLE VII. NOTICES

1. For purposes of this Contract, any notices required to be sent to the Parties shall be hand delivered or mailed to the addresses provided below:

To Fulton County:

Fulton County Community Development Department

137 Peachtree Street SW

Atlanta, Georgia 30303

Copy to:

Office of the County Manager

141 Pryor Street, Suite 10062

Atlanta, Georgia 30303

Office of the County Attorney

141 Pryor Street, Suite 4038

Atlanta, Georgia 30303

To Subrecipient:

The Giving Kitchen Initiative Inc.

970 Jefferson Street Suite 8

Atlanta, Georgia 30318

ARTICLE VIII. INSURANCE

Subrecipient agrees to obtain, maintain and furnish to Fulton County, a Certificate of Insurance (COI) showing the required coverage during the entire term of this Agreement. All insurance limits are listed in the “Insurance and Risk Management Provisions” document, Attachment “A”, with Fulton County, Georgia added as an “Additional Insured”. The cancelation of any policy of insurance required by this Agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in the Georgia Code.

ARTICLE IX. GENERAL PROVISIONS

1. If any part of this Contract is found to be invalid or unenforceable, or is otherwise stricken, the rest of this Contract shall remain in full force and effect.

2. This Contract constitutes the entire agreement between the Parties. It supersedes any prior oral understandings between them with respect to the matters addressed herein.

3. This Contract may be modified only by written agreement of the Parties, with such modification being subject to approval by the governing bodies of the Parties.

4. Waiver of any term or condition of this Contract shall be effective in writing and shall not be construed as a waiver of any subsequent breach or waiver of the same term or condition, or a waiver of any subsequent breach or waiver of the same term or condition, or a waiver of any other term or condition of this Contract. Nothing herein shall constitute or be considered a limitation upon or waiver of the Parties’ rights under applicable law.

5. This Contract shall inure to the benefits of and be binding upon the Parties hereto, their successors and assigns. This Contract is not intended to create any rights interest, or benefits in third parties.

6. This Contract shall be governed by the laws of the State of Georgia.

7. This Contract may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed to be an original without the production of any other counterpart. Any signature delivered via facsimile or other electronic means shall be deemed an original signature hereto.

8. This Contract is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Contract.

(SIGNATURES ON LAST PAGE)

Schedule I

Name of Subrecipient: The Giving Kitchen Initiative Inc.

Subrecipient's Unique Entity ID (SAM) Number:

SCOPE OF CONTRACTOR'S DUTIES:

Upon execution of this Agreement, the Subrecipient will provide the following services for Fulton County:

SCOPE OF WORK:

ARPA Consolidated Community Services Program (ARPA-CCSP)

CCSP Service Category: Economic Stability/Poverty

Eligible Use Category(ies): 0.0

CCSP Funding Priority(ies):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: Emergency Financial Assistance inclusive of Rental and Mortgage assistance as well as Utility assistance

Health and Wellness: Not Applicable

Homelessness: Emergency Financial Assistance supported by case management and other supportive services...

Senior Services: Not Applicable

Veterans Services: Not Applicable

The Giving Kitchen Initiative Inc., Giving Kitchen serves food service workers in crisis in Fulton County will provide services at the following locations at specified times during the contract period of 01/01/2024 through 12/31/2024:

Service Delivery Site(s):

Name of Program Site	Program Location (complete physical address)	Program City	Program State	Program Zip code	Fulton County District of the program (Facility) location	District(s) of Fulton County Residents Served by the program (facility) location
Giving Kitchen	970 Jefferson Street NW Suite 8	Atlanta	Georgia	30318	6	1,2,3,4,5,6

Approach and Design:

The Giving Kitchen Initiative Inc., Giving Kitchen serves food service workers in crisis in Fulton County will provide services, with ARPA-CCSP funding, to 53 clients that reside in Fulton County.

The Giving Kitchen Initiative Inc., will provide the following activities and services in Fulton County with ARPA-CCSP funding:

Economic Stability/Poverty - Emergency Financial Assistance inclusive of Rental and Mortgage assistance, as well as Utility assistance.

Giving Kitchen's Financial Assistance program provides rental, mortgage and utility assistance, as well as resource referrals to food service workers (restaurants, catering, concessions, food trucks, cafeterias, bars and tap rooms) facing an unanticipated crisis due to injury, illness, and home natural disaster such as fire or flood. These awards ensure that our client stays in their home and does not experience utility disconnections, eviction, or homelessness while they recover from their crisis. Case managers review a

comprehensive application that collects all relevant information to verify an instance of a crisis and collates eligible bills that financial assistance can cover. Funds are then paid directly to the property management company, mortgage holder or utility company. We also assist in funeral-related expenses for loss of an immediate family member.

Receiving financial assistance from Giving Kitchen helps people avoid homelessness. 73.3% of past clients agree GK prevented client from experiencing homelessness. Our Substance Abuse and Recovery Initiative, which provides financial assistance for food service workers that undergo inpatient treatment for substance abuse. This significantly decreases the chance for FSW to become homeless due to receiving the help they need.

Health and Human Services Key Performance Indicators:

Giving Kitchen's financial assistance program paves pathways to a number of positive results in the Health and Human Services KPIs, including addressing food insecurity and the percentage change in the homeless population year-to-year. 76% of our clients report that receiving financial assistance from Giving Kitchen directly prevented an instance of homelessness (in 2023, an estimated 1,068 out of 1435 total clients avoided experiencing homelessness). Additionally, 70% of our clients report that receiving financial assistance from Giving Kitchen prevented them from skipping meals in order to pay for rent, mortgage, or utility expenses (approximately 1,004 clients out of 1,435 total).

While these numbers are already addressing the Health and Human Services KPIs, Giving Kitchen's other program, Stability Network, serves to provide wraparound services beyond financial assistance to our clients. Through our thousands of partnerships with agencies both in Fulton County and across the United States, our case managers equip each one of our clients with a targeted action plan to receive the other resources they need outside of financial assistance, which include mental health and substance misuse resources, inconsistent housing resources, employment resources, and physical health resources. Giving Kitchen served 4,012 clients through the Stability Network program in 2023, providing 24,366 resources. As part of our Stability Network, we host Pop-Up Docs, where Giving Kitchen partners with local healthcare providers to offer free healthcare to food service workers, regardless of insurance status. 93 clients received healthcare services, including vaccines, physical check-ups, dental care, and screenings through the Pop-Up Doc program.

Lastly, Giving Kitchen offers QPR Suicide Prevention Training. We know how important mental health is and its higher prevalence in the food service community. As part of our efforts to improve this industry

problem, we provide QPR Suicide Prevention Training to any food service worker at no charge. 905 food service workers have taken this training as of 1/17/23. Our post surveys show a 26% improvement in the question “I feel confident in my ability to help a suicidal person” and a 35-37% improvement in knowledge about how to help a person contemplating suicide.

Collaboration:

Giving Kitchen has formed thousands of resource partners in our Stability Network that we connect food service workers to when they need assistance related to mental health and substance misuse, physical health treatment, and housing and utility assistance. We also have 20 individual providers that give free or sliding scale services to our clients, as well as a partnership with the QPR Institute to provide free suicide prevention certification and training to any food service worker in the country. As we have expanded to assist food service workers across the US, we partnered with Unite Us -- a national referral agency - that provides Giving Kitchen with an existing national network of resources for our Stability Network team to use to provide to clients. This crucial partnership has allowed our caseworkers to serve hundreds of food service workers across 46 states.

Designation of ARPA-CCSP Funds:

Based on the awarded amount of **\$25,000.00**, the ARPA-CCSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

Administrative Expenses- ARPA-CCSP Funds that are spent on executive / management staff and administrative support staff salaries, salary fringe, and benefits; etc.).

Operational Expenditures- ARPA-CCSP funds used to conduct agency/ organizational functions that are secondary to program service delivery such as office/ warehouse lease or mortgage expenses, office supplies (pens, toner, paper, etc.), utility expenses, transportation expenses (staff travel expenses), marketing/catalogs, etc.

Direct Service Expenditures- ARPA-CCSP funds utilized to provide services directly to agency/program participants such as payments made on behalf of participants for rent, utilities, food, shelter, transportation (rentals, gas, and parking, bus drivers, public transportation costs, etc.) , scholarships and day care vouchers, salaries and fringe benefits for direct service personnel (Case Managers, Educators, Subcontractors, etc.), program supplies (educational/instructional materials, paper, pencils, markers, etc.) directly consumed by participants. Program materials that

may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are included in this definition (i.e. children's story books, educational games, puzzles, and flash cards).

The maximum amount of ARPA-CCSP funds allowed for administrative purposes (executive staff salaries and benefits only) is 5% of funds awarded. Throughout the contract period, program expenditures will be monitored (via performance reports) to ensure that funding is utilized as contracted.

Cost Category	Designation of CCSP Funding Award
Administrative (5% Admin max of funds awarded.)	\$1,000.00
Operational	\$0.00
Direct Services	\$24,000.00
<i>Total</i>	\$25,000.00

Explanation of Funding Details:

100% of all funding provided will be used to provide emergency assistance payments to eligible food service workers in crisis. These funds cover rental, mortgage and utility expenses and are paid directly to the service provider, not the client. With a \$25,000 grant from Fulton County, we can project to prevent instances of eviction and homelessness for approximately 12 families, including 10 children, prevent utility disconnections for approximately 14 households, and ensure that 11 households do not skip meals in order to save money for expenses that Giving Kitchen's programs cover.

Additionally, based on a study from researchers with the Georgia Institute of Technology, for every \$1 Giving Kitchen spends in financial assistance, we save our clients \$1.65 in negative externalities, like late fees, credit impacts, and the costs of eviction. This means that Fulton County would be able to save our clients an estimated \$41,250, that they could use instead to provide food for their children, rebuild their lives in the wake of a crisis, and invest in their future stability.

Program Performance Measures:

The Giving Kitchen Initiative Inc. agrees to track and report program performance to the Fulton County Department of Community Development.

County Defined Performance Measure(s):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: Number of individuals receiving Emergency Financial Assistance

Health and Wellness: Not Applicable

Homelessness: Number of potential instances of homelessness prevented

Senior Services: Not Applicable

Veterans Services: Not Applicable

The following program measures/ Key Performance Indicators (“KPI’s”) will be utilized to track and report program outcomes for the Fulton County residents supported with ARPA-CCSP funding, during the funding period 01/01/2024 through 12/31/2024:

Number of individuals receiving Emergency Financial Assistance

Since our founding in 2013, we have provided \$11,689,561.85 in financial awards to 6,185 food service workers in crisis. Our work in Fulton County has drastically grown over the last 4 years, and represents 25% of our total client base. In 2020, we awarded 279 food service workers with \$458,127.13 in Fulton County; in 2021, we awarded 294 food service workers with \$605,059.02 in Fulton County; in 2022, we awarded 412 food service workers with \$804,836.01 in Fulton County; and in 2023, we awarded 362 food service workers with \$871,136.57 in Fulton County. Additionally, as of February 23rd, 2024, we have already awarded 60 food service workers with \$120,910.53 in Fulton County since the start of 2024. In total, we anticipate awarding \$582,236.08 in financial assistance to food service workers who reside in Fulton County in 2024, or approximately 264 total clients.

\$100,000 in CCSP funding will support our emergency financial assistance program and directly assist approximately 45-50 food service workers in Fulton County (our average financial award is \$2,200).

Based on post assistance surveys, 70% of clients are prevented from becoming unhoused and every \$1 in

assistance saves \$1.65 in negative externalities for clients like fees, credit impacts, costs of eviction and medical debt. This means that \$100,000 in CCSP funding would save our clients an estimated \$165,000. Additionally, 40% of all households served by Giving Kitchen have children living at home (the average number of children in a household with children is 1.98) and assistance typically helps an average of 1.48 additional persons living in the household – a spouse, child, or other family member of adult living in the home – bringing the total number of food service workers served through financial assistance with funds from CCSP to 66-70.

Number of potential instances of homelessness prevented

Based on our surveys, approximately 70% of our clients are directly prevented from becoming unhoused. This means that roughly 185 clients in Fulton County, not including the other members of the household, will not be homeless as a result of financial assistance

Major Milestones and Schedule:

Number of individuals receiving Emergency Financial Assistance: 264

Number of potential instances of homelessness prevented: 185

As Giving Kitchen's programs are ongoing and continuous, there is no associated schedule for impact other than meeting our goals for service in Fulton County. The following are our immediate Financial Assistance goals in Fulton County in 2024.

- Receive 1592 or more Ask For Help forms from food service workers. This is our initial reach out form – once we receive an Ask For Help, clients are matched with a case manager.
- Award \$582,236 or more in financial assistance to eligible food service workers in crisis. Funds cover rental, mortgage and utility assistance, paid directly to the service provider.
- Provide 388 or more months of total rent to clients.
- Serve 1002 food service workers and their families through financial assistance and stability network referrals. This total would also include an additional 1,484 household members, including 802 children, which means that Giving Kitchen is projected to serve 2,487 unduplicated individuals in Fulton County in 2024.

Data Collection Tools:

In order to measure the effectiveness of our programs in achieving our organizational purpose, Giving Kitchen collects qualitative and quantitative data both before and after a financial award is made. With our required application, we track the total number of applicants, the nature of their crisis by category, their employer, position and income, their race and gender, their home address and country of residence, number of children, number of unique individuals in the household and the amount of financial assistance paid to each client, broken down into the category of payment (rent, mortgage, utilities, funeral expenses). After payments have been made we also administer a survey that collects psychometric data from clients around economic self-sufficiency, depression, anxiety, physical pain, harassment, eviction, utility disconnection, and late fees at the time of the application and 30 to 45 days after being awarded financial assistance. Highlights from 2022 client pre and post service testing include:

- 87% agree GK prevented client from incurring a late bill on a utility.
- 76.3% agree GK prevented client from being evicted.
- 73.3% agree GK prevented client from experiencing homelessness.
- 72.5% agree GK prevented client from skipping meals to save money.
- Clients report a 11.7%-15.1 % decline in depression and 12.1%-14.7% decline in anxiety.

Vendor Selected County-defined Performance Measures:

1. Number of individuals receiving Emergency Financial Assistance: 264 clients in Fulton County (53 with Fulton CSP funding)
2. Number of potential instances of homelessness prevented: 185 clients in Fulton County (41 clients with Fulton CSP funding)
3. Number of individuals receiving referrals to behavioral health and other supportive services: 733 clients in Fulton County, based on Stability Network referrals.

Agency Defined Performance Measure(s):

Vendor Selected Agency-defined Performance Measures:

1. Prevent 229 clients in Fulton County from incurring a late bill on a utility
2. Prevent 201 clients in Fulton County from being evicted
3. Prevent 191 clients in Fulton County from skipping meals to pay for other necessary expenses

These figures are based on our post-financial assistance surveys, where clients report the following:

- 87% agree GK prevented client from incurring a late bill on a utility.
- 76.3% agree GK prevented client from being evicted.
- 72.5% agree GK prevented client from skipping meals to save money.

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME **The Giving Kitchen Initiative Inc.**

DocuSigned by:
Robert L. Pitts
BA715B1A26544E7
Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Signed by: Name of Signatory: Brooke Kamke
Brooke Kamke
0247338FCF1040B...
Authorized Signature

ATTEST:

ATTEST:

DocuSigned by:
Tonya R. Grier
EEC476C4837648D...
Tonya R. Grier
Clerk to the Commission

Signed by: Name of 2nd Signatory: **Alex McIntosh**
Alex McIntosh
229A7D93745849E...
Second Authorized Signature

(Affix County Seal)



(Affix Corporate Seal, if applicable)

APPROVED AS TO FORM:

Signed by:
David Lowman
0EC92EDADEFB4B8...
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:
Stanley Wilson
5E4D76DFB4A0450...
Stanley Wilson, Director
Fulton County Department of
Community Development

Please select RM or 2ND RM from the checkbox

RM

X 2ND RM

ITEM#: _____ RM: _____	ITEM#: 24-0432 2ND RM: 6/26/2024
REGULAR MEETING	SECOND REGULAR MEETING



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/21/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Insurance Connection 1727 Mars Hill Rd, Suite 206 Acworth GA 30101	CONTACT NAME: Sandi Purinton PHONE (A/C, No, Ext): (478) 374-2085 E-MAIL: sandi@insconnectga.com ADDRESS: sandi@insconnectga.com FAX (A/C, No): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A: GUIDEONE ELITE INS CO</td> <td>42803</td> </tr> <tr> <td>INSURER B: GUIDEONE NATL INS CO</td> <td>14167</td> </tr> <tr> <td>INSURER C: GUIDEONE MUTUAL INS CO</td> <td></td> </tr> <tr> <td>INSURER D: TECHNOLOGY INSURANCE COMPANY, INC.</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: GUIDEONE ELITE INS CO	42803	INSURER B: GUIDEONE NATL INS CO	14167	INSURER C: GUIDEONE MUTUAL INS CO		INSURER D: TECHNOLOGY INSURANCE COMPANY, INC.		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER C: GUIDEONE MUTUAL INS CO															
INSURER D: TECHNOLOGY INSURANCE COMPANY, INC.															
INSURER E:															
INSURER F:															
INSURED The Giving Kitchen Initiative, Inc PO BOX 4205 ATLANTA GA 30302-4201															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y		01-0016-330	03/11/2024	03/11/2025	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
							MED EXP (Any one person)	\$ 20,000	
							PERSONAL & ADV INJURY	\$ 1,000,000	
							GENERAL AGGREGATE	\$ 3,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER:									
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 3,000,000	
	OTHER:						Host Liquor Liability	\$ Included	
B	AUTOMOBILE LIABILITY			01-0039-160	03/11/2024	03/11/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> OWNED AUTOS ONLY						<input type="checkbox"/> SCHEDULED AUTOS	BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY						<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	PROPERTY DAMAGE (Per accident)	\$
									\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB			01-0039-161	03/11/2024	03/11/2025	EACH OCCURRENCE	\$ 1,000,000	
	<input checked="" type="checkbox"/> EXCESS LIAB						<input type="checkbox"/> CLAIMS-MADE	AGGREGATE	\$ 1,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 2,500								
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A		TWC4385501	03/11/2024	03/11/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						Y/N		
	If yes, describe under DESCRIPTION OF OPERATIONS below						N		
A	Human Services Professional Liability Coverage			01-0016-330	03/11/2024	03/11/2025	Each Claim	1,000,000	
	Aggregate						3,000,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Fulton County Government is an additional insured as required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

Fulton County Government 141 Pryor St SW Atlanta GA 30303	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
---	--

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STATE OF GEORGIA

COUNTY OF FULTON

FORM F: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services¹ under a contract with [insert name of prime contractor (Agency)] The Giving Kitchen Initiative on behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,² in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services to this contract with Fulton County Government, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Fulton County Government at the time the subcontractor(s) is retained to perform such service.

2064365

EEV/Basic Pilot Program* User Identification Number

The Giving Kitchen Initiative
Name of Contractor (Agency)

[Signature]
BY: Authorized Signature of Officer or Agent of Contractor

Foundations Manager

Title of Authorized Officer or Agent of Contractor of Contractor

Alex McIntosh

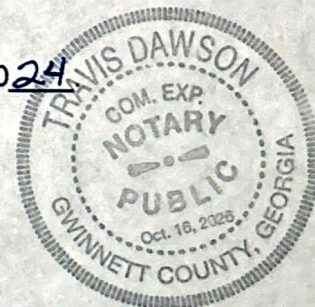
Printed Name of Authorized Officer or Agent of Contractor

Sworn to and subscribed before me this 26TH day of FEBRUARY, 2024

Notary Public: [Signature]

County: FULTON

Commission Expires: OCTOBER 16, 2026



¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

²*[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

#24RFP013124C-MH
2024 Consolidated Community Services Program

Purchasing Forms & Instructions

STATE OF GEORGIA

COUNTY OF FULTON

Not Applicable For Giving Kitchen

FORM G: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services³ under a contract with **[insert name of prime contractor (Agency)]** on behalf of **Fulton County Government** has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV/Basic Pilot Program* User Identification Number of Subcontractor

Name of Subcontractor (Individual/Agency)

BY: Authorized Signature Officer or Agent of Subcontractor

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent of Subcontractor

Sworn to and subscribed before me this _____ day of _____, 20_____.

Notary Public: _____

County: _____

Commission Expires: _____

³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

#24RFP013124C-MH

2024 Consolidated Community Services Program

Purchasing Forms & Instructions

STATE OF GEORGIA

COUNTY OF FULTON

FORM F: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services¹ under a contract with [insert name of prime contractor (Agency)] The Giving Kitchen Initiative on behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,² in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services to this contract with Fulton County Government, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Fulton County Government at the time the subcontractor(s) is retained to perform such service.

2064365

EEV/Basic Pilot Program* User Identification Number

The Giving Kitchen Initiative
Name of Contractor (Agency)

[Signature]
BY: Authorized Signature of Officer or Agent of Contractor

Foundations Manager

Title of Authorized Officer or Agent of Contractor of Contractor

Alex McIntosh

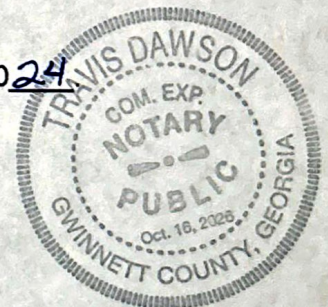
Printed Name of Authorized Officer or Agent of Contractor

Sworn to and subscribed before me this 26TH day of FEBRUARY, 2024

Notary Public: [Signature]

County: FULTON

Commission Expires: OCTOBER 16, 2026



¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

²*[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

#24RFP013124C-MH
2024 Consolidated Community Services Program

Purchasing Forms & Instructions

STATE OF GEORGIA

COUNTY OF FULTON

Not Applicable For Giving Kitchen

FORM G: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services³ under a contract with **[insert name of prime contractor (Agency)]** on behalf of **Fulton County Government** has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV/Basic Pilot Program* User Identification Number of Subcontractor

Name of Subcontractor (Individual/Agency)

BY: Authorized Signature Officer or Agent of Subcontractor

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent of Subcontractor

Sworn to and subscribed before me this _____ day of _____, 20_____.

Notary Public: _____

County: _____

Commission Expires: _____

³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

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Certificate Of Completion

Envelope Id: 699BBFB3E95D4CFC985F3617AF18CADF		Status: Completed
Subject: Please DocuSign: 2024 ARPA-CCSP Contract-The Giving Kitchen-BOC Agenda#24-0432 & #24-0350		
Parcel ID:		
Employee Name:		
Source Envelope:		
Document Pages: 24	Signatures: 6	Envelope Originator:
Certificate Pages: 7	Initials: 0	Carlos S. Thomas
AutoNav: Enabled	Stamps: 1	141 Pryor Street
Envelopeld Stamping: Enabled		Purchasing & Contract Compliance, Suite 1168
Time Zone: (UTC-05:00) Eastern Time (US & Canada)		Atlanta, GA 30303
		carlos.thomas@fultoncountyga.gov
		IP Address: 73.106.219.199

Record Tracking

Status: Original	Holder: Carlos S. Thomas	Location: DocuSign
8/22/2024 1:02:24 PM	carlos.thomas@fultoncountyga.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Fulton County Government	Location: DocuSign

Signer Events	Signature	Timestamp
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Brooke Kamke	<div>Signed by:</div> <div>Brooke Kamke</div> <div>0247338FCF1040B...</div>	Sent: 8/22/2024 1:21:12 PM
brooke.kamke@thegivingkitchen.org		Viewed: 8/22/2024 2:16:52 PM
Chief Operating Officer		Signed: 8/28/2024 11:13:33 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 96.80.32.201	

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Alex McIntosh	<div>Signed by:</div> <div>Alex McIntosh</div> <div>229A7D93745849E...</div>	Sent: 8/28/2024 11:13:36 AM
jen@thegivingkitchen.org		Resent: 9/3/2024 12:02:22 PM
Security Level: Email, Account Authentication (None)		Viewed: 9/3/2024 4:49:30 PM
	Signature Adoption: Pre-selected Style	Signed: 9/3/2024 4:50:40 PM
	Using IP Address: 24.126.230.236	

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ID: eee26efe-6811-49c6-965d-17680648931b

Mark Hawks2	<div>Completed</div>	Sent: 9/3/2024 4:50:44 PM
mark.hawks@fultoncountyga.gov		Viewed: 9/4/2024 9:57:06 AM
Chief Assistant Purchasing Agent		Signed: 9/4/2024 9:57:21 AM
Purchasing and Contract Compliance	Using IP Address: 45.20.200.178	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Stanley Wilson	<div>DocuSigned by:</div> <div>Stanley Wilson</div> <div>5E4D78DFB4A0450...</div>	Sent: 9/4/2024 9:57:24 AM
Stanley.Wilson@fultoncountyga.gov		Viewed: 9/4/2024 10:38:55 AM
Director		Signed: 9/4/2024 10:39:08 AM
Stanley Wilson	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 76.209.103.30	

Signer Events	Signature	Timestamp
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lauren Hansford
lauren.hansford@fultoncountyga.gov
Security Level: Email, Account Authentication (None)

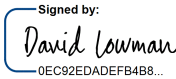
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Electronic Record and Signature Disclosure:
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ID: 2b8dd7ac-cbd7-4b17-a9b9-aef4116a51a5

David Lowman
David.Lowman@fultoncountyga.gov
Security Level: Email, Account Authentication (None)

Signed by:

0EC92EDADEFB4B8...

Signature Adoption: Pre-selected Style
Using IP Address: 74.174.59.10

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Signed: 9/15/2024 9:59:28 AM

Electronic Record and Signature Disclosure:
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ID: 211e9fc1-df06-4175-b716-549e7cf7c32c

Nikki Peterson
nikki.peterson@fultoncountyga.gov
Chief Deputy Clerk to the Board of Commissioners
Fulton County Government
Security Level: Email, Account Authentication (None)

Completed

Using IP Address: 68.208.197.4

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Signed: 9/16/2024 10:10:17 AM

Electronic Record and Signature Disclosure:
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ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8

Robert L. Pitts
michael.oconnor@fultoncountyga.gov
Security Level: Email, Account Authentication (None)

DocuSigned by:

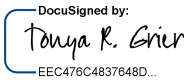
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Signature Adoption: Pre-selected Style
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Signed: 9/16/2024 10:20:15 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Tonya R. Grier
tonya.grier@fultoncountyga.gov
Clerk to the Commission
Fulton County
Security Level: Email, Account Authentication (None)

DocuSigned by:

EEC476C4837648D...



Signature Adoption: Pre-selected Style
Using IP Address: 99.96.24.191

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Signed: 9/16/2024 10:28:04 AM

Electronic Record and Signature Disclosure:
Accepted: 3/16/2018 10:54:59 AM
ID: f3f241e8-3027-4447-9476-6cf20ae25dd4

Signer Events	Signature	Timestamp
Mark Hawks3 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 74.174.59.4	Sent: 9/16/2024 10:28:09 AM Viewed: 9/17/2024 11:20:57 AM Signed: 9/17/2024 11:21:03 AM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Atif Henderson Atif.Henderson@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 8/22/2024 1:21:11 PM
Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 8/22/2024 1:21:11 PM
Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 8/22/2024 1:21:12 PM Resent: 9/17/2024 11:21:12 AM
Dian DeVaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 9/17/2024 11:21:08 AM Viewed: 9/17/2024 3:56:17 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	9/17/2024 11:20:57 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	9/17/2024 11:21:03 AM
Completed	Security Checked	9/17/2024 11:21:08 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

CONSUMER DISCLOSURE

From time to time, Carahsoft OBO Fulton County, Georgia (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Fulton County, Georgia:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: glenn.king@fultoncountyga.gov

To advise Carahsoft OBO Fulton County, Georgia of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at glenn.king@fultoncountyga.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Carahsoft OBO Fulton County, Georgia

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

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