



**FULTON
COUNTY**

CONTRACT DOCUMENTS

FOR

REQUEST FOR PROPOSAL 25RFP020325C-MH

2025 COMMUNITY SERVICES PROGRAM

FOR

DEPARTMENT OF COMMUNITY DEVELOPMENT

OF

FULTON COUNTY, GEORGIA

CONTRACT AGREEMENT

THIS AGREEMENT (“Agreement”), entered into this **1st day of January 2025**, by and between **FULTON COUNTY**, Georgia (hereinafter referred to as “Fulton County” or “County”), a political subdivision of the State of Georgia, acting by and through its Community Development Department’s Youth and Community Services Division (“YCS”), and **Lekotek of Georgia** (hereinafter referred to as “Contractor”), a corporation organized as a nonprofit, tax exempt 501(c) (3) agency, authorized to conduct business within the state of Georgia (hereinafter collectively referred to as the “Parties”).

WITNESSETH

WHEREAS, as part of its official functions, Fulton County is authorized to exercise the power of taxation pursuant to Art. IX, Section IV., Par. I of the Constitution of the State of Georgia of 1983, and to expend such funds raised by the exercise of said powers for public purposes as declared in Art. IX, Section IV., Par. II of the Constitution; and

WHEREAS, Contractor has in its employ personnel, and under its supervision, facilities and resources by which it can render to Fulton County and the citizens thereof certain services authorized by the aforementioned Constitutional provision; and

WHEREAS, Contractor has agreed to render services to the citizens of Fulton County, and the County has appropriated funds for those services; and

WHEREAS, the parties desire to execute a formal agreement for the services to be rendered by Contractor, and said services shall be defined, and consideration to be paid for such services by Fulton County for the successful performance of the services, and shall be enumerated.

The Agreement was approved by the Fulton County Board of Commissioners on **May 21, 2025, BOC#25-0398**.

NOW, THEREFORE, in consideration of the premises, payment of the sum hereinafter set forth and the performance of the services described herein, it is mutually agreed as follows:

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ARTICLE I - PARTIES AND TERM:

(a) Fulton County, through its YCS, retains Contractor, and Contractor accepts retention by Fulton County to render the services as hereinafter defined and required; to perform such services in a manner and to the extent required by the parties herein; and as may be hereafter amended or extended in writing by mutual agreement of the parties.

(b) The Chairperson of the Board of Directors for the Contractor or authorized representative (hereinafter "Board Chair") represents that she/he is authorized to bind and enter into contracts on behalf of Contractor, including this Agreement.

(c) Nothing contained in this Agreement shall be constructed to be a waiver of Fulton County's sovereign immunity or any individual's official or qualified good faith immunity.

(d) This Agreement will remain in effect from **01/01/2025**, until midnight **12/31/2025**.

(e) Fulton County shall have the right to suspend immediately Contractor's performance hereunder on an emergency basis under this Agreement whenever necessary, in the sole opinion of Fulton County, to avert a life threatening situation or other sufficiently serious deficiency.

ARTICLE II - SCOPE OF CONTRACTOR'S DUTIES:

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

SCOPE OF WORK:

Community Services Program (CSP)

CSP Service Category: Disabilities

CSP Funding Priority(ies):

Children and Youth: Not Applicable

Disabilities: 4. Provide support for the caregivers of persons with disabilities including financial assistance respite care...

Economic Stability: Not Applicable

Health and Wellness: Not Applicable

Homelessness: Not Applicable

Senior Services: Not Applicable

Lekotek of Georgia, Lekotek Accessible Play/Learning Program will provide services at the following locations at specified times during the contract period of **01/01/2025** through **12/31/2025**:

Start and end date of programming for which CSP funds will be used:

Start date: 01/01/2025

End date: 12/31/2025

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
Lekotek, Atlanta Center	1901 Montreal Road, Suite 126	Tucker	Georgia	30084	NA	3,6
Lekotek, Alpharetta Center	245 South Main Street, Suite 1100	Alpharetta	Georgia	30009	2	1,2
Lekotek, Southside Center	145 Governors Square, Suite E	Peachtree City	Georgia	30269	NA	4,5,6

Approach and Design:

Lekotek of Georgia, Lekotek Accessible Play/Learning Program will provide services to **93** clients that reside in Fulton County, with CSP funding.

Lekotek of Georgia, Lekotek Accessible Play/Learning Program will provide the following activities and services in Fulton County with CSP funding:

Below are current Lekotek programs including age specifications:

Ages Birth-8

- Play/Learning Sessions (conducted at Lekotek centers and in-home to medically fragile children)
- Small Group Play Dates

Ages 4-11

- School Break Camps (offered winter, spring, summer, and fall at select Lekotek centers)

Ages 8-15

- Computer Club
- Small Group Play Dates

Ages 15+

- LekoPals (community programs including Habima Theatre, sporting events, bowling)
- Small Group Playdates (for Lekotek graduates)
- Program Volunteering

All Ages

- Technology/Computer Evaluations
- Toy/Computer/iPad Loaning (with applicable adaptations as needed)
- LekoMusic Therapy + Happy Tails Pet Therapy
- Support Groups (for parents and siblings)
- Family + Community Outings

Activity Implementation

Lekotek facilitates learning and inclusion by creating an environment where all children can succeed. Using toys, technology, and adaptations, children reach developmental goals, build self-esteem, gain independence, and become active members of their families, schools, and communities. Program services and their impacts are listed below:

-Play/Learning Sessions - Each month, families come to Lekotek for an individual, hour-long session with their Lekotek Leader. The Lekotek Leader introduces selected adapted toys, educational materials, iPad, and computer applications to meet the child's individual needs. Adaptations can range from low-tech solutions like puzzles with knobs to high-tech devices like the PCEye Eye Gaze System. At the end of each session, families take home materials to use until their next visit when new toys and technology are introduced and loaned.

-Home Visits – Lekotek Leaders conduct play sessions virtually via Zoom or at the family's home when the child is medically fragile and unable to travel. Home visits bring a world of play and learning to the child and resources to the family.

-Technology Evaluations - Lekotek conducts technology evaluations to determine how best a child with disabilities can access iPad and computer technology and all its benefits, whether for school or personal use. Examples of adaptations can be as simple as programming menus on iPads, so children who are nonverbal can order their favorite meals independently, or they can be as complex as a PCEye Eye Gaze System for those with limited mobility. Eye Gaze technology uses a camera attached to the computer monitor to track the child's pupils. Just by looking, the child can direct the cursor and use a computer. Evaluations explore all options to include children with disabilities in everyday activities.

-Toy, Computer + iPad Loaning - Lekotek centers each have a play library complete with toys and games to meet a wide range of needs and interests. Additionally, as individuals and businesses upgrade computers, Lekotek receives donated systems. Approximately 200 computer systems and 20 iPads with developmentally appropriate applications are on loan and have been given to families since our inception. Both iPads and computers are outfitted with adapted input devices, software, and apps to meet the child's individual needs.

-LekoPals + Computer Club - Once children turn eight, they graduate from play/learning sessions and participate in Computer Club and LekoPals. Computer Club and Pals facilitate the development of friendships as adolescents and teens, with and without disabilities, enjoy recreational activities together. Typical peers from Atlanta area high schools and colleges participate as peer mentors in activities that include playing computer and video games, bowling, and attending live stage productions, and movies. These programs foster socialization and friendships as they bond over shared interests and hobbies.

-Small Group Playdates - Playdates are small group play/learning sessions offered throughout the year on school holidays and weekends. Playdates provide additional opportunities for families to get together and socialize, while their children are supervised and occupied with fun and stimulating activities.

-Summer Computer Camp – Few summer options exist for children with disabilities. Lekotek's Technology Camp caters to children aged 4-12 with disabilities, alongside typical siblings and peers. Four sessions are held in June and July. This unique summer experience includes learning using computers, iPads, and smart devices loaded with diverse software and apps, the SMARTboard, and an interactive sensory floor. Lekotek Technology Camp also includes traditional camp activities like music, arts and crafts, and special guests. Camp activities enhance literacy, communication, fine motor, cognitive, and recreational skills. It promotes inclusivity by providing an environment where children with and without disabilities can participate in camp together.

-Support Groups - Lekotek programs are unique in that they involve whole family participation. Every other month, Lekotek staff lead monthly support groups both for parents and siblings. Parent Support Groups bring together parents of children with disabilities to connect and share resources. These groups are offered virtually and often include community guest speakers to present on various topics. The Sibling Support Group, Sibshops, allow siblings of children with disabilities to connect, socialize, and share experiences. Lekotek is proud to be a certified Sibshop, a program based on a model initiated at the University of Washington in Seattle.

-LekoMusic Therapy + Happy Tails Pet Therapy - Music classes are conducted quarterly on Saturday mornings with a certified Music Therapist. Using various musical instruments, children learn to follow directions, take turns, and interact with others. Movement activities help strengthen motor skills, while music is a wonderful way to elicit language. Happy Tails Pet Therapy is a nonprofit that Lekotek has had a long-standing partnership with since 1991. Happy Tails visits allow our children to brush, feed, walk, and simply touch the pets to diminish any fear. Research shows that pet therapy helps calm anxieties, facilitates social development, and enhances communication and cognitive abilities.

-Family/Community Events - Outside our centers, Lekotek organizes a variety of community and family programs throughout the year, including rafting, fishing, professional sporting events, theater performances, zoo visits, a pumpkin patch, and holiday parties. These events give Lekotek families the opportunity to enjoy experiences similar to those of any other family in the Atlanta area. With the support of Lekotek staff and necessary modifications, children and families feel more comfortable in community settings, making outings less intimidating. As involvement continues to grow, Lekotek adds new community events each year, further enriching the lives of our families.

Key Performance Indicators

Lekotek's mission and programs align with objectives from Key Performance Indicators 2, 3, and 4.

KPI 2 - Prevent health disparities by educating residents and connecting them to available resources

#7 – Improve the counties standing in the County Health Rankings and Roadmaps Report

Lekotek works to prevent health disparities by educating residents and connecting them to available community resources, including home health agencies, medical and therapy agencies as well as other nonprofits specializing in disability-related services. Additionally, Lekotek improves the County's standing in the County Health Rankings and Roadmaps report specific to social associations with professionals, therapists, students, and other social service organizations to further support families in areas outside of Lekotek's expertise.

KPI 3 - Help residents realize their educational potential through our community services and library programs

#4 – Percentage of third through fifth graders who meet target reading levels

Lekotek influences the literacy objective. Although we do not measure reading skills or graduation rates, many of the websites, software programs, and iPad applications we use help children develop communication, literacy, and cognitive skills as they make academic progress. Additionally, many of the iPad applications and computer software websites we use and share with parents focus on developing phonics and

reading skills.

KPI 4 - Support the vulnerable residents in our social services

#1 – Number of residents who have access to home-based and community-based services for seniors and people with disabilities

Lekotek’s mission is to provide community-based services that support children with disabilities and their families. A key goal of these programs is to help families feel comfortable and confident participating in community activities. With the support of Lekotek staff and modifications—such as adapted fishing poles and bowling ramps—families feel more secure venturing into public spaces. These programs not only empower children to reach their fullest potential and develop greater self-sufficiency but also foster meaningful connections among families and link them to valuable community resources in disability, education, and wellness. By creating inclusive opportunities, Lekotek ensures that families can engage fully in their communities with the support they need.

CSP Funding Priorities – Disabilities Category – 1-4

The primary service category that Lekotek aligns with is Disabilities, with specific focus on Priority 1, 2, 3, and 4.

Priority 1 – Early Intervention Services

Play/Learning Sessions are designed as early intervention programs for children birth-8 with disabilities. Sessions promote learning and skill development through play. Adapted toys and technology are our tools to meet a wide range of needs. Research shows that early intervention programs like Lekotek increase academic success.

Priority 2 – Afterschool, Weekend, Summer Programs + Family Supports

This includes Playdates (small group play/learning sessions), Happy Tails Pet Therapy, LekoMusic Therapy, Camps, Family/Community Activities, and Support Groups. These activities promote social interaction, decrease isolation, develop interpersonal relationships, and promote inclusion.

Priority 3 – Educating/Training

Lekotek provides many opportunities for members of the community to interact and gain a better understanding of people with disabilities. All volunteers are required to go through disability awareness training and volunteer for programs indicated in Priority 2. Additionally, Lekotek provides toy adapting workshops to therapy students, professionals, teachers, and parents, enhancing play in alternative settings. Every year, students studying speech and occupational therapy visit Lekotek to gain hands-on experience with adapted materials. This semester, Lekotek is hosting two doctoral students from Georgia State, studying occupational therapy with a focus on sibling relationships.

Priority 4 – Parent Support

Lekotek provides monthly parent support groups to provide connection, collaboration, and resources for caretakers of children with disabilities. Topics of discussion rotate each month and include financial support, respite services, home health, equipment, and alternative social and recreation resources.

Collaborative Partnerships

Lekotek partners with public and private organizations to help children with disabilities reach their fullest potential. Babies Can't Wait, Children's Healthcare of Atlanta, Georgia PINES, The Elaine Clark Center, Center for the Visually Impaired, Marcus Institute, FOCUS, Auditory Verbal Center, Tender Ones Therapy Services, public and private schools and independent therapy groups all refer children to Lekotek, knowing they can benefit from our unique services. Additionally, many of these organizations volunteer for Lekotek programs including clubs, camps, and fundraising events.

Lekotek also collaborates with local colleges and universities developing new, innovative solutions that positively impact children with disabilities. Lekotek guides and utilizes rehabilitation engineering students to create developmentally appropriate, accessible solutions. Our toy adapting workshops are offered annually for cohorts of 15-30 college students pursuing rehabilitation engineering and therapy domains. Below is how each educational partnership makes a difference for these college students:

-Georgia State University - Lekotek shows GSU students that incorporating communication devices/software in conjunction with play helps build speech and language skills. Lekotek shares knowledge and resources with students to use in their practices upon graduation.

-GA Tech - Lekotek identifies the child's needs GA Tech students design and fabricate materials to meet those identified needs. Solutions use

Designation of CSP Funds:

Based on the awarded amount of **\$30,000.00**, the CSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

Administrative Expenditures CSP funds that are spent on indirect personnel expenses such as salaries, salary fringe, and benefits for executive / management, accountant, administrative support, etc. Includes direct and indirect charges for administration of the grant (**Note: Not more than 5% of total grant award can be used for administrative costs.**)

Operational Expenditures- CSP funds used to conduct agency/ organizational functions that are secondary to program service delivery such as: auditor, grant writer, consultants, insurance office/ warehouse lease or mortgage expenses, office supplies (pens, toner, paper, etc.), agency's utility expenses, staff transportation expenses, marketing/catalogs, etc. Not to include indirect or direct personnel expenses. (**Note: Not more than 25% of total grant award can be used for operational expenditures.**)

Direct Service Expenditures- CSP 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, participant's 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).

Throughout the contract period, program expenditures will be monitored (via performance reports) to ensure that funding is utilized as contracted.

Cost Category	Designation of CSP Funding Award
Administrative (5% Admin max of total funds awarded.)	\$1,250.00
Operational (25% Operational max of total funds awarded.)	\$7,250.00
Direct Services	\$21,500.00
<i>Total</i>	\$30,000.00

Explanation of Funding Details:

January – June 2025 – 15,000 TOTAL

-Administrative - \$625

-Operations - \$3,625

-Direct Service - \$10,750

July – December 2025 - \$15,000 Total

-Administrative - \$625

-Operations - \$3,625

-Direct Service - \$10,750

Below outlines more details related to the cost categories in which we are requesting funding:

-Administrative –cost of the Executive Director’s salary to manage services for Fulton County families.

-Operations – includes cost for rent and utility expenses at our Atlanta, Alpharetta, and Southside centers, where most Fulton County families are served.

-Direct Service – includes salaries for Lekotek Leaders who see Fulton County children for play/learning sessions, computer clubs, LekoPals, camps, Happy Tails Pet Therapy, LekoMusic Therapy, and family and community programs. Additionally, this includes funding for toys, software, educational materials, adaptations, and technology used in sessions as well as loaned to families. Materials will be purchased from companies that specialize in products designed to meet the needs of children with physical, cognitive and sensory impairments. This grant will be used to purchase innovative, adapted toys and technology from See Me Thrive, Ablenet, Inclusive Technology, and Toys for Special Children.

Please refer to the program budget information further outlined in Available Resources and Sustainability.

Program Performance Measures:

Lekotek of Georgia 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: 1. Number of Persons with Disabilities (PWD) included in programs due to increased accessibility...,3. Number of Persons with Disabilities who can focus on overall wellness...,5. Number of persons without disabilities educated/trained to interact/work with Persons with Disabilities in workplace...,6. Number of support-advocacy groups/ held for caregiver/parents of youth & adults with disabilities,7. Number of caregivers who received support.

Economic Stability: Not Applicable

Health and Wellness: Not Applicable

Homelessness: Not Applicable

Senior 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 CSP funding, during the funding period 01/01/2025 through 12/31/2025:

Lekotek’s mission and programs align with the following County-Defined Program Measures:

- Number of Persons with Disabilities included in programs due to increased accessibility, physical environment, transportation, housing, alternative communications
- Number of persons without disabilities educated/trained to interact/work with Persons with Disabilities in the workplace and the community
- Number of support-advocacy groups/held for caregivers/parents of youth & adults with disabilities

County-Defined Performance Measures – Methods + Goals

The process of joining Lekotek begins when a parent expresses interest in our services. An initial call is conducted to gather background information about the child’s special needs, after which families are placed in our database with their preferred site based on location. While waiting for their first play/learning session, they are encouraged to participate in family activities, allowing them to become familiar with the facilities, staff, and other families. Once a Lekotek Leader has an opening, they contact the family for an intake session, where additional details are collected, and a tour of the facility is provided. This intake, conducted with the parent only, explains how Lekotek differs from other services while also complementing therapy and school. Within two weeks of the intake, the first play/learning session is scheduled with the child and parents. Thanks to successful fundraising efforts, wait times to begin play/learning sessions are now minimal—typically only a month or two. Recognizing the importance of early intervention, we are proud to have expanded our trained staff to ensure no child is placed on a lengthy waiting list. To manage capacity effectively, Lekotek staff and the Executive Director meet quarterly to assess the number of children and families each leader can support, considering factors such as location, availability, schedules, and additional responsibilities. Attendance and progress are tracked after each play/learning session, noting the toys, games, and systems used, interactions with materials and participants, items loaned, and plans for future sessions. While play/learning sessions are not strictly goal-driven, they may be influenced by objectives the child is working on in school or therapy settings, ensuring a well-rounded approach to their development.

Beyond play/learning sessions, Lekotek offers programming such as camps and clubs, which provide children who have graduated from play/learning sessions with age-appropriate peer interactions. These programs rely heavily on volunteers, including professionals, therapists, and students. To maintain a strong volunteer base, all volunteers receive training on adapted materials, technology, and disability awareness. The number of volunteers is tracked in Lekotek’s CRM database and adjusted according to programmatic needs, ensuring sufficient support for various activities. By continuously recruiting and training volunteers, Lekotek expands its ability to serve more families and expand its

community reach.

In preparation for the new year fiscal year, beginning July 1st, the board and staff create a new one-year strategic plan at the annual retreat held in April. In addition, during monthly staff meetings, programs are reviewed and goals are set for new programs. Parent support groups have become increasingly popular, covering various topics with guest speakers. Attendance numbers have increased and are also tracked in the CRM database, allowing Lekotek to adjust offerings based on demand. Since these sessions are virtual, there is no minimum participation requirement, making them widely accessible and increasing participation.

Milestones

The milestone goals that Lekotek tracks are measured qualitatively with Lekotek Leader play/learning session observations documented in our CRM database (NEON) for each child and quantitatively with a family survey (Constant Contact). The family survey is administered in the fall of each year and reported to the Board in January. Program adaptations are made to improve services with new goals established for the coming year.

Data Collection Tools

Lekotek uses our CRM database (NEON) to maintain participant information, volunteer information, and activity tracking. Additionally, Lekotek uses an anonymous survey using the Constant Contact email marketing tool. The survey is sent to all active families through our database with three reminders over two months to ensure a robust response rate. Surveys may also be completed in person at play/learning sessions.

Agency Defined Performance Measure(s):

As part of Lekotek's strategic planning process, service impacts and program outcomes are established by the Board. Measuring these goals is accomplished through an annual survey to determine if Lekotek services are meeting the child and families' needs.

The survey analyzes the following:

- Percent of families who play together more often
- Percent of families who provide their child with developmentally appropriate toys at home
- Percent of families who have acquired new skills to help their child learn through play

- Percent of families who have increased working knowledge of adapted toys, software, and technology
- Percent of children who have shown increased abilities such as cause and effect, academic, social, and computer skills
- Percent of children who have increased self-esteem
- Percent of families who have more information and knowledge of community resources
- Percent of families who feel more comfortable participating in community activities with their child

For the Fulton County grant, focus will be put on the following survey outcomes:

- 1. Percent of families who have acquired new skills that help their child learn through play*
- 2. Percent of families that have increased working knowledge of adapted toys, software and technology*
- 3. Percent of families who have more knowledge and information of community resources through involvement in workshops, support groups, and community programs*

ADDITIONAL REQUIREMENTS

Failure to adhere to the terms of this Agreement, in addition to the requirements listed below, may result in one or all of the following; delayed disbursement or total loss of awarded funds, and / or ineligibility to receive an RFP award during the next funding cycle.

1. Contractor agrees to develop, in conjunction with Fulton County, a process of accepting and serving Fulton County residents referred by the Youth and Community Services Division of Fulton County Government.
2. As consideration for the County providing funding and the non-profit entity accepting same, the non-profit entity shall, upon the County's request, participate in County-sponsored events and activities on County property, when feasible. The non-profit agency shall use its best efforts to comply with the County's request provided that it is given at least one week's notice to do so. Failure to participate will be taken into consideration for future funding requested by the non-profit entity.
3. Contractor agrees to allow staff from the Fulton County Department of Community Development to conduct contract compliance site visits as necessary (announced or unannounced).
4. During the site visit, Contractor will be required to allow staff to monitor programming, as well as review client rosters / sign-in sheets and/ or Registration information that should include complete addresses of Fulton County residents served by this funding.

5. Contractor agrees to comply with the Operational Specifications outlined in **2025 Community Services Program 25RFP020325C-MH**.

6. Contractor agrees that advertising, promotions and other publicity in connection with the supported program(s) shall include the following acknowledgment: **“Funding provided in part by the Fulton County Board of Commissioners under the guidance of the Department of Community Development.”**

Note: If your agency uses logos versus text, you may substitute the language above with the Fulton County Logo.

Reporting

It is the Contractor’s responsibility to ensure accurate reporting of all information contained in the performance reports. Reports and supportive documentation that consistently include erroneous/ inaccurate data may result in a required reimbursement of funding and/or may negatively impact future funding.

7. Contractor will be required to submit completed performance reports (with deadlines of **(July 18, 2025, and January 16, 2026)**) to adhere to the requirements outlined in the Performance Report Instructions, as well as the format provided by the Fulton County Department of Community Development. Future funding will be affected if performance reports are not submitted by stipulated due dates.

8. Contractor will be required to provide demographic information concerning the Fulton County residents served, including, but not limited to age, race/ethnicity and gender.

9. Contractor will be required to report the number of UNDUPLICATED/NEW participants directly served through the Community Services Program funding. **Please note:** Failure to serve the total number of participants contracted to be served with CSP funding may result in reimbursement of CSP funding to Fulton County. Failure to reimburse the funding requested will result in the ineligibility to receive future funding.

10. Contractor will be required to submit unduplicated client rosters in a spreadsheet format that includes the complete residential addresses of the Fulton County residents served with CSP funding, and LEDGERS demonstrating how Community Services Program funds were expended for the specified reporting period.

Expenditure of Funds

11. Contractor is prohibited from utilizing CSP funds for capital expenditures. (A “capital expenditure” is defined as: any resource not completely consumed during the contract year, i.e. computers, printers, construction, vehicles, cell phones, etc.) 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 excluded from the definition of “capital expenditure” (e.g., children's story books, educational materials, games, puzzles, and flash cards).

12. Community Services Program funds must be expended by December 31st of the contract year. All funds that are not spent by this date must be reimbursed to Fulton County Government within 30 days of written request. A Contractor’s failure to adhere to this requirement will result in one or more of the following: inability to receive future funding from Fulton County, and/or legal action against the agency to recoup funding that are not reimbursed by the deadline.

ARTICLE III - COMPENSATION FOR SERVICES

(a) Fulton County agrees to pay Contractor a maximum sum of **\$30,000.00**.

(b) Upon receipt and approval of Contractor’s invoice delineating projected expenditures for the first six months of the contracting period. Upon receipt and approval of said invoice, County shall pay Contractor the first six months of compensation provided for by this Agreement. The Contractor shall provide Fulton County with a second invoice delineating projected expenditures for the remaining six months of the Agreement Term. Upon receipt and approval of said invoice, Fulton County shall pay Contractor the second six months of compensation provided by this Agreement. **A failure by Contractor to submit the invoice for the first and/ or second six months of the contracting period will constitute a breach of this Agreement.**

(c) If through any cause, Contractor shall fail to fulfill its obligation under this Agreement in a timely and proper fashion or in the event that any of the provision or stipulations of this Agreement are violated by Contractor, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement by serving written notice as defined herein upon Contractor of Fulton County’s intent to suspend or terminate this Agreement. If the Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving only the compensation for work performed in a manner satisfactory to Fulton County up to and including the date of the written termination notice.

(d) The Contractor agrees and understands that all expenditures must be consistent with the scope and purpose of this Agreement, and expenditures must be consistent with the guidelines and definitions established in **2025 Community Services Program 25RFP020325C-MH**, which is hereby incorporated by reference herein and made a part of this agreement. The County reserves the right to approve and reject payment for expenditures which are not consistent with the scope and purpose of this Agreement, and which the County determines are not consistent with the guidelines and definitions established in the Community Services Program RFP.

(e) The Contractor agrees and understands that Fulton County has the right to recover funds from Contractor for compensation received, pursuant to subsection (b) above if Contractor fails to perform the services outlined in Article II or does not perform such services to the satisfaction of Fulton County.

ARTICLE IV - RECORD KEEPING

(a) Contractor shall maintain accurate records of the expenditure and disposition of funds, and such records must be in accordance with good accounting practices, and made available for inspection and audit by Fulton County at a time mutually agreeable to parties and upon thirty (30) days' notice to contractor.

(b) All reports and communications, with supportive documentation consistent with contract provisions outlined in Article II, must be provided to Fulton County, in accordance with Article IV.

(c) A performance report, with supportive documentation consistent with provisions of the Agreement outlined in Article II, must be provided to Fulton County no later than **July 18, 2025 for the period January 1, 2025-June 30, 2025; and January 16, 2026 for the period July 1, 2025-December 31, 2025.**

(d) Contractor shall be responsible for sending staff representation to mandatory meetings that will be sponsored by the Fulton County Department of Community Development. Contractor will be notified in advance of said meetings.

(e) All notices, program reports and other communications required to be given under this Contract shall be sufficient if in writing and either delivered via e-mail, personally or sent by postage, prepaid, certified or registered United States mail, return receipt requested, or e-mail addressed as follows:

To Fulton County:

**Department of Community Development
c/o: Youth and Community Services Division
hsd.grants@fultoncountyga.gov
137 Peachtree Street, SW
Atlanta, Georgia 30303**

To Contractor:

**Lekotek of Georgia
1901 Montreal Road Suite 126
Tucker, Georgia 30084**

The Parties may only modify or update the above-referenced addresses during the term of this Agreement by providing formal notice to the other party of such a change pursuant to the terms of this provision.

(f) Contractor understands and agrees that, upon Fulton County's determination that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement upon written notice to Contractor. Contractor further understands and agrees that if Fulton County determines that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County may request, and the Contractor shall provide, any and all additional reports, records or documentation Fulton County deems necessary to evaluate, assess and/or measure Contractor's overall level of performance under this Agreement, including Contractor's performance at other delivery sites.

ARTICLE V - INDEMNIFICATION

Contractor hereby covenants and agrees to indemnify and hold harmless Fulton County, its Commissioners, officers, and employees from all claims, losses, liabilities, damages, deficiencies, demands, judgments, or costs (including without limitation reasonable attorney's fees and legal expenses) suffered or occurred by such party, whether arising in tort, contract, strict liability or otherwise, including without limitation, personal injury, wrongful death or property damage arising in any way from the actions or omissions of Contractor, its directors, officers, employees, agents, successors and assigns in connection with its acceptance, or the performance, or nonperformance of its obligations under this Agreement; provided, however, that nothing herein shall be construed to preclude the Contractor from bringing suit against the County for breach of the terms of this Agreement.

ARTICLE VI – TERMINATION OF AGREEMENT FOR COUNTY'S CONVENIENCE AND FOR CAUSE

(a) This Agreement is effective on **01/01/2025**, and shall terminate on **12/31/2025**, unless earlier terminated in accordance with the provisions of this Agreement. Notwithstanding termination of the Agreement, Contractor is obligated to fulfill all of its obligations, including its reporting requirements.

(b) Notwithstanding the above provisions, Fulton County may terminate this Agreement for convenience, or Fulton County or the Contractor may terminate this Agreement at any time for any reason by giving written notice of the intent to terminate the Agreement thirty (30) days in advance, by

certified mail, return receipt requested, with proper postage prepaid, or by hand delivery, to the other party at the physical address provided herein for notice. The termination shall become effective on the thirtieth (30th) day after the date of such written notice unless the parties otherwise agree in writing. If this Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving compensation for the work satisfactorily performed up to and including the effective date of termination.

(c) Fulton County shall have the right to suspend immediately Contractor's performance hereunder on an emergency basis whenever necessary, in the opinion of Fulton County, to avert a life threatening situation or other sufficiently serious risk.

(d) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to request repayment in full of all compensation paid to Contractor pursuant to Article III of this agreement. If Fulton County exercises its right under this subsection, Contractor agrees to and shall repay Fulton County all compensation paid to Contractor pursuant to Article III of this Agreement.

(e) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to terminate this Agreement between Fulton County and Contractor without penalty. Contractor acknowledges and agrees that Fulton County's right to terminate includes, but is not limited to, the right to withhold any and all future compensation due to Contractor pursuant to the terms of any and all other agreements between Fulton County and Contractor.

(f) In the event that this Agreement is terminated by Fulton County or Contractor, following Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this Agreement, Contractor agrees that it shall not be eligible to either enter or to apply to enter into future contracts with Fulton County until it has addressed any and all areas of deficiency or non-compliance to Fulton County's satisfaction.

ARTICLE VII - INDEPENDENT CONTRACTOR STATUS

(a) Nothing contained herein shall be deemed to create any relationship other than that of an independent contractor between Fulton County and Contractor. Under no circumstances shall Contractor, its directors, officers, employees, agents, successors or assigns be deemed employees, agents, partners, successors, assigns or legal representatives of Fulton County.

Contractor acknowledges that **Lekotek of Georgia**, its directors, officers, employees, agents and assigns shall have no right of redress pursuant to the Personnel Rules and Regulations of Fulton County.

(b) The Contractor shall pay all sales, retail, occupational, service, excise, old age benefit and unemployment compensation taxes, consumer, use and other similar taxes, as well as any other taxes or duties on the materials, equipment, and labor for the work provided by the Contractor which are legally enacted by any municipal, county, state or federal authority, department or agency at the time bids are received, whether or not yet effective. The Contractor shall maintain records pertaining to such taxes as well as payment thereof and shall make the same available to Fulton County at all reasonable times for inspection and copying. The Contractor shall apply for any and all tax exemptions which may be applicable and shall timely request from Fulton County such documents and information as may be necessary to obtain such tax exemptions. Fulton County shall have no liability to the Contractor for payment of any tax from which it is exempt.

ARTICLE VIII - INSURANCE

Contractor 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 – AMENDMENTS AND MODIFICATIONS TO CONTRACT

(a) This Agreement constitutes the entire agreement between Fulton County and Contractor, and there are no further written or oral agreements with respect thereto, no variations, amendments or modifications of this Agreement, and no waiver of its provisions, shall be valid unless in writing and signed by Fulton County's and Contractor's duly authorized representatives.

(b) Modifications or amendments which require a change in compensation level must be approved by the Fulton County Board of Commissioners and Contractor; other modifications, amendments or variations may be agreed to in writing, between the Contractor and the Contract Administrator when the amount of this Agreement and its Term remain unchanged.

ARTICLE X - SUBCONTRACTING

Contractor shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without prior written approval of Fulton County.

ARTICLE XI - ASSIGNABILITY

Contractor shall not assign or subcontract this Agreement or any portion thereof without the prior expressed written consent of Fulton County. Any attempted assignment or subcontracting by Contractor without the prior expressed written consent of Fulton County shall at the County's sole option terminate this Agreement without any notice to Contractor of such termination. Contractor binds itself, its successors, assigns, and legal representatives of such other party in respect to all covenants, agreements and obligations contained herein.

ARTICLE XII - SEVERABILITY OF TERMS

If any part or provision of this Agreement is held invalid the remainder of this Agreement shall not be affected thereby and shall continue in full and effect.

ARTICLE XIII – PRECEDENCE OF AGREEMENT

In the event that any language in the Department of Community Development's Community Services Program RFP is in conflict with the language in this Agreement, this Agreement shall take precedence.

ARTICLE XIV - EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Fulton County Code Sections 102-391 (Equal Opportunity Clause) and 154-3 (Policy of Equal Opportunity): (a): During the performance of this Agreement, the Contractor agrees as follows:

(1) The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, or disability. As used herein, the words "shall not discriminate" shall mean and include without limitations the following:

Recruited, whether by advertising or other means; compensated, whether in the form of rates of pay, or other forms of compensation; selected for training, including apprenticeship; promoted; upgraded; demoted, downgraded; transferred; laid off; and terminated.

The Contractor agrees to and shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions

of the nondiscrimination clause.

(2) The Contractor shall in solicitation or advertisement for employees, placed by or on behalf of the Contractor; state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, sexual orientation, national origin, or disability.

(3) The Contractor shall send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the Contractor's commitments under the Equal Opportunity Program of Fulton County and under this Article, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor and its subcontractors, if any, shall file Compliance Reports at reasonable times and intervals with Fulton County in the form and to the extent prescribed by the director. Compliance Reports filed at such times as directed shall contain information as to the employment practices, policies, programs and statistics of the Contractor and its subcontractors.

(5) The Contractor shall include the provisions of paragraphs (1) through of this equal employment opportunity clause and every subcontractor purchase order so that such provision shall be binding upon each subcontractor.

ARTICLE XV - CAPTIONS

The captions are inserted herein only as a matter of convenience and for reference and in no way define, limit, or describe the scope of this Agreement or the intent of the provisions thereof.

ARTICLE XVI - GOVERNING LAW

This Agreement shall be governed in all respects, as to validity, construction, capacity, and performance or otherwise, by the laws of the State of Georgia.

ARTICLE XVII - JURISDICTION

This Agreement will be executed and implemented in Fulton County. Further, this Agreement shall be administered and interpreted under the laws of the State of Georgia. Jurisdiction of litigation arising from this Agreement shall be in the Fulton County Superior Courts. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

Whenever reference is made in the Agreement to standards or codes in accordance with which work is to be performed, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.



F. GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor's Name:	Lekotek of Georgia, Inc.
Project No. and Project Title:	Lekotek Accessible Play/Learning Program

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services on behalf of Fulton County Government has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

KBRI8826

February 2, 2009

Federal Work Authorization User Identification Number (EEV/E-Verify Company Identification Number)

Date of Authorization

Helene Prokesch

Authorized Officer or Agent
(Name of Contractor)

I hereby declare under penalty of perjury that the foregoing is true and correct

Helene Prokesch

Executive Director

Printed Name (of Authorized Officer or Agent of Contractor)

Title (of Authorized Officer or Agent of Contractor)

Signature (of Authorized Officer or Agent)

Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

11th DAY OF **February**, 20**25**

Notary Public

[NOTARY SEAL]

My Commission Expires: **Oct. 22, 2027**

ERICK HUEZO RIVERA
NOTARY PUBLIC
Gwinnett County
State of Georgia
My Comm. Expires Oct. 22, 2027

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor's Name:	Lekotek of Georgia, Inc.
Project No. and Project Title:	Lekotek Accessible Play/Learning Program

FORM G: 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 services under a contract with (name of contractor) on behalf of (name of public employer) has registered with and is participating in a federal work authorization program* [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], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

KBRI8826

February 2, 2009

Federal Work Authorization User Identification Number (EEV/E-Verify Company Identification Number)

Date of Authorization

N/A

Authorized Officer of Agent
(Name of Subcontractor)

I hereby declare under penalty of perjury that the foregoing is true and correct

Helene Prokesch

Executive Director

Printed Name (of Authorized Officer or Agent of Contractor)

Title (of Authorized Officer or Agent of Contractor)

Signature (of Authorized Officer or Agent)

Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

11th DAY OF February, 2025

Notary Public

[NOTARY SEAL]

My Commission Expires: Oct. 22, 2027

ERICK HUEZO RIVERA
NOTARY PUBLIC
Gwinnett County
State of Georgia
My Comm. Expires Oct. 22, 2027

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/22/2025

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 Hamby & Aloisio Inc. 53 Perimeter Center East #400 Atlanta GA 30346	CONTACT NAME: Judith Davis PHONE (A/C, No, Ext): (770) 551-3270 FAX (A/C, No): (770) 551-3289 E-MAIL ADDRESS: judith@hains.com INSURER(S) AFFORDING COVERAGE INSURER A: Alliance of Nonprofits for Ins. NAIC # 10023 INSURER B: AmTrust Insurance Company 15954 INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Lekotek of Georgia, Inc. 1901 Montreal Rd., Ste. 126 Suite 126 Tucker GA 30084	

COVERAGES**CERTIFICATE NUMBER:** 2024-2025**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		2024-26106	08/15/2024	08/15/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
							MED EXP (Any one person) \$ 20,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
							Professional Liability \$ 1,000,000
A	AUTOMOBILE LIABILITY			2024-26106	08/15/2024	08/15/2025	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) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			2024-26106-UMB	08/15/2024	08/15/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A		KWC1365422	09/08/2024	09/08/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Directors and Officers Liability			2024-26106	08/15/2024	08/15/2025	Limit \$1,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Fulton County Government Purchasing Dept.
 130 Peachtree Street, SW
 Suite 1168
 Atlanta GA 30303

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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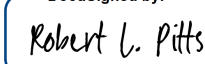
IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.


OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME **Lekotek of Georgia**

DocuSigned by:

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

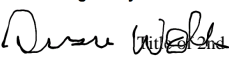
DocuSigned byName of Signatory: Helene Prokesch

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Title of Signatory: Executive Director
Authorized Signature

ATTEST:

ATTEST:

Signed by:

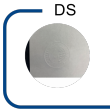
EEC476C4837648D...
Tonya R. Grier
Clerk to the Commission

DocuSigned byName of 2nd Signatory: **susan wolkin**

863B54CF80B6495...
Title of 2nd Signatory: **susan wolkin**
Second Authorized Signature

(Affix County Seal)



(Affix Corporate Seal, if applicable)

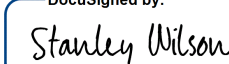


APPROVED AS TO FORM:

Signed by:

0EC92EDADEFB4B8...
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:

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#: 25-0398 2ND RM: 05/21/2025
REGULAR MEETING	SECOND REGULAR MEETING

Certificate Of Completion

Envelope Id: 409168F9-8A42-46EF-AC24-FA42C482964A

Status: Completed

Subject: Please DocuSign: 2025 CSP Contract-Lekotek of Georgia-BOC Agenda#25-0398

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 28

Signatures: 6

Envelope Originator:

Certificate Pages: 7

Initials: 0

Cherie Williams

AutoNav: Enabled

Stamps: 2

141 Pryor Street

Envelopeld Stamping: Enabled

Purchasing & Contract Compliance, Suite 1168

Time Zone: (UTC-05:00) Eastern Time (US &

Atlanta, GA 30303

Canada)

Cherie.Williams@fultoncountyga.gov

IP Address: 172.56.71.183

Record Tracking

Status: Original

Holder: Cherie Williams

Location: DocuSign

6/17/2025 4:01:08 PM

Cherie.Williams@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

Helene Prokesch

helene@lekotekga.org

Executive Director

Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

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Timestamp

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Susan Wolkin

morpaga@aol.com

Security Level: Email, Account Authentication
(None)

DocuSigned by:

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Signature Adoption: Drawn on Device

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Electronic Record and Signature Disclosure:

Accepted: 6/20/2025 2:13:57 PM

ID: 84944ec0-bff4-48f2-9f6f-2b8251256ac0

Mark Hawks2

mark.hawks@fultoncountyga.gov

Chief Assistant Purchasing Agent

Purchasing and Contract Compliance

Security Level: Email, Account Authentication
(None)

Completed

Using IP Address: 45.20.200.178

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Resent: 7/3/2025 10:48:25 AM

Viewed: 7/3/2025 11:42:50 AM

Signed: 7/3/2025 11:43:02 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

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)	Completed Using IP Address: 74.174.59.4	Sent: 7/3/2025 12:36:02 PM Resent: 7/10/2025 10:20:17 AM Viewed: 7/14/2025 2:56:56 PM Signed: 7/14/2025 3:11:58 PM
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David Lowman David.Lowman@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Signed by:  0EC92EDADEFB4B8... Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.4	Sent: 7/14/2025 3:12:02 PM Viewed: 7/14/2025 3:12:58 PM Signed: 7/14/2025 3:14:22 PM
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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: 104.129.207.101	Sent: 7/14/2025 3:14:26 PM Viewed: 7/15/2025 10:48:50 AM Signed: 7/15/2025 10:49:08 AM
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Robert L. Pitts michael.oconnor@fultoncountyga.gov Fulton County Security Level: Email, Account Authentication (None)	DocuSigned by:  BA715B1A26544E7... Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 7/15/2025 10:49:12 AM Viewed: 7/15/2025 11:43:03 AM Signed: 7/15/2025 11:44:21 AM
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Signer Events	Signature	Timestamp
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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: 6/17/2025 4:20:37 PM Viewed: 7/16/2025 4:00:29 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: 6/17/2025 4:20:38 PM Resent: 7/16/2025 3:54:27 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: 6/17/2025 4:20:38 PM Viewed: 7/16/2025 4:00:22 PM
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: 7/16/2025 3:54:23 PM Viewed: 7/16/2025 4:00:09 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/17/2025 4:20:38 PM
Certified Delivered	Security Checked	7/16/2025 3:54:13 PM
Signing Complete	Security Checked	7/16/2025 3:54:18 PM
Completed	Security Checked	7/16/2025 3:54:23 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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