

CONTRACT DOCUMENTS

FOR

REQUEST FOR PROPOSAL 24RFP013124C-MH 2024 CONSOLIDATED COMMUNITY SERVICES PROGRAM FOR

DEPARTMENT OF COMMUNITY DEVELOPMENT

OF

FULTON COUNTY, GEORGIA

CONTRACT AGREEMENT

THIS AGREEMENT ("Agreement"), entered into this **1st day of January 2024**, 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 **Covenant House Georgia**, **Inc.** (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 17, 2024, BOC#24-0350.

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 01/01/2024, until midnight 12/31/2024.

(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:

Consolidated Community Services Program (CCSP)

CCSP Service Category: Homelessness

CCSP Funding Priority(ies):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: Not Applicable

Health and Wellness: Not Applicable

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Homelessness: Rapid Re-Housing These activities are designed to move homeless people quickly to permanent housing...,Street Outreach The activities are designed to meet the immediate needs of unsheltered homeless people...,Transitional housing bridge housing options for homeless population affected by mental health...

Senior Services: Not Applicable

Veterans Services: Not Applicable

Covenant House Georgia, Inc., Housing Solutions for Youth Experiencing Homelessness 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
Covenant House of Georgia	1559 Johnson Road NW, Atlanta, GA 30318	Atlanta	Georgia	30318	4	1,2,3,4,5,6

Approach and Design:

Covenant House Georgia, Inc., Housing Solutions for Youth Experiencing Homelessness will provide services to 42 clients that reside in Fulton County, with CCSP funding.

Covenant House Georgia, Inc., will provide the following activities and services in Fulton County with CCSP funding:

Activities, Services, & Implementation (Criteria 1 & 2)

CHGA leverages a culturally competent, comprehensive, and youth-centered model, integrating nationally recognized best practices, including trauma-informed care and True Colors' LGBTQ+ inclusion curriculum. These methods will address the following CSP Funding Priorities:

Funding Priority #1: Street Outreach Program (31 Fulton County Youth)

For more than ten years, our highly regarded outreach team (SOP), traveling in identifiable vans and on foot, has provided a consistent presence and responded to a critical service gap for youth experiencing homelessness and escaping trafficking in the Metro Atlanta region. The SOP works a minimum of 40 hours each to identify youth living on the streets; inform them about community resources; conduct risk, human trafficking, and vulnerability evaluations; provide gateway and drop-in services; provide transportation to emergency shelter and/or referral to partner organizations; and promote public awareness. The team builds relationships to encourage entry into our suite of services, integrating harm reduction, positive youth development, and holistic wellness into a trauma-informed model of care. They offer access to our drop-in center, crisis shelter, transitional living programs, and rapid rehousing program, which all provide additional screening for immediate needs, risk, trauma, and health problems; intensive client-centered case management; behavioral health and substance abuse treatment and referrals; access to physical health care; life skills development; educational and workforce development support; housing assessment and placement; and community connection.

When youth express interest in our programs, SOP transports them to the safety of our campus for drop-in services such as a hot meal, showers, and laundry facilities. At this time, our Drop-in Youth Services Specialist evaluates their needs and begins working with them toward self-sufficiency. Street Outreach is vital to our mission as it allows us to provide immediate assistance to youth not in our residential programs and connect them to housing resources in the community.

Funding Priority #2: Rapid Rehousing (4 Fulton County Youth)

CHGA also operates a rapid rehousing program (RRH). Youth identified for this program are not chronically homeless and have fewer barriers to stability. Youths are housed in the community rather than on our campus. However, they still have access to all our supportive services as needed, including case management services, to ensure that they remain stable and connected to community resources as needed. Recently, RRH has been impacted by several external factors that CHGA continues monitoring. We modify our program to ensure youth experiencing homelessness receive the support they need to remain safe despite these barriers. As previously stated, Atlanta is considered one of the most overinflated housing markets in the United States. Due to housing costs outpacing living wages, many of our youth have

experienced challenges securing safe and affordable housing options in Fulton County. Jobs they have worked hard to obtain do not provide salaries to support the high rent costs. Available units are usually located in high-crime areas and do not present as safe dwellings. Many youths have other barriers to overcome, such as lacking required documentation and not passing required background checks.

RRH helps youth overcome these barriers while in permanent housing. Housing navigators work tirelessly to guide our youth through the housing solutions process by working collaboratively with our partners to ensure the specialized population of youth we serve to obtain needed documents, employment, and safe, affordable housing on their journey to independent and sustainable living.

Funding Priority #5: Transitional Housing (8 Fulton County Youth)

CHGA has a 32-bed transitional living program, of which eight beds are designated for young parents and/or pregnant youth and their infants/children. Youth are housed for up to 18 months while they work with a case manager to increase their self-sufficiency. Youth in this program have access to all of our onsite supportive services, which are targeted to serve the youth population and are designed to assist them along their paths to lasting stability. Supportive services include substance abuse treatment, behavioral health treatments for persons fleeing domestic and community violence, and others discussed more thoroughly below.

Supportive Services (42 Fulton County Youth)

All youth engaging with CHGA have access to our full suite of comprehensive support services housed in our CSC. The CSC is open every weekday, from 9:00 am to 4:00 pm, to all youth experiencing homelessness ages 16-24, including after they complete our programs. Supportive services address common barriers to self-sufficiency, such as physical health, mental/behavioral health, workforce development, education, and life skills. Additionally, youth have access to a case manager who assists them in applying for cash and noncash benefits, including SNAP, TANF, WIC, SSI, and Medicaid. These services are provided to youth at no cost and are designed to meet the specific needs of youth populations.

At program entry, all youth are assigned a case manager. The case manager and resident youth work together to create an individualized case plan. The first objective is to identify and help meet basic needs for food, shelter, and health. Once basic needs are met, case managers and youth identify goals and aspirations for employment, education, cultural and spiritual fulfillment, and personal growth. We encourage all youth to voice their preferences and values and seek to provide services and assistance that affirm and honor their identities and beliefs. Case managers meet weekly with youth to monitor progress toward individual goals and identify any new or emerging needs. Based on their case plans, staff identify

needs and goals that can be met in-house or through referrals and help clients access any enabling services as appropriate.

Other supportive services provided by CHGA include:

- Life skills classes in both individual and group settings. Topics include financial literacy,
 money management/budgeting, consumer education, use of credit/credit repair, interpersonal
 skill-building, educational advancement, job attainment skills, mental and physical health
 care, healthy relationships, and individual, family, and/or group counseling and parent
 education.
- Recreational opportunities such as visiting state parks and encouraging residents to pursue other healthy recreational activities of their choosing.
- Educational and workforce development programs that connect youth to a variety of educational opportunities and/or job training in multiple industries.

Fulton County "Health & Human Services" Key Performance Indicators (Criteria 3)

CHGA's services will address the following Fulton County Health & Human Services" Key Performance Indicator

- 2. Prevent health disparities by educating residents and connecting them to available resources
 - Number of people who receive behavioral health services
- 4. Support the vulnerable residents in our social services
 - Number of people who receive permanent supportive housing and support services
 - Percentage change in the homeless population year to year

CCSP funding priorities (Criteria 4)

Homelessness Funding Priorities:

- 1. Street Outreach. The activities are designed to meet the immediate needs of unsheltered homeless people by connecting them with emergency shelter, housing, and/or critical health services.
- 2. Rapid Re-Housing. These activities are designed to move homeless people quickly to permanent housing through housing relocation and stabilization services, and short-and/or medium-term rental assistance.
- 4. Permanent supportive housing options for individuals/households who are chronically homeless (based on HUD's definition of chronic homelessness).

5. Transitional housing/bridge housing options for homeless population affected by mental health and/or substance-use disorders, and/or households fleeing domestic violence.

Collaborative Community Partnerships. (Criteria 5)

Providing holistic services and ensuring long-term stability for youth experiencing homelessness requires extensive community collaboration. CHGA enjoys strong partnerships with the following 13 entities, among many others:

Assistance Obtaining Vital Documents

• MinCity

Physical Wellness, Mental Health Care, Medications and HIV Testing

- Community Advanced Practice Nurses
- Mercy Care
- Good Samaritan Health Center

HIV/AIDS Awareness and Testing

• Empowerment Resource Center

Placement/Referrals of Rental Units For Residential Youth

• Open Doors

Community Outreach

- Georgia State University
- Morehouse
- Atlanta University

Substance Abuse Services

- Recovery Consultants of Atlanta
- ANIZ, Inc.
- Covenant Community

Food and Nutrition

• Atlanta Community Food Bank

Designation of CSP Funds:

Based on the awarded amount of <u>\$42,000.00</u>, the CCSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

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

Operational Expenditures- 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- 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 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.)	\$0.00
Operational	\$22,000.00
Direct Services	\$20,000.00
Total	\$42,000.00

Explanation of Funding Details:

Direct Service Expenditures	
Housing Navigator - 50%	\$20,000.00
Direct Services Total	\$20,000.00
Operational Expenditures	
CSC Utilities - Electricity	\$13,600.00
CSC Utilities - Gas	\$4,200.00
CSC Utilities - Water	\$4,200.00
Operational Expenses Total	\$22,000.00
TOTAL	\$42,000.00

Program Performance Measures:

Covenant House Georgia, 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: Not Applicable

Health and Wellness: Not Applicable

Homelessness: Number of individuals assisted through rapid re-housing, Number of individuals placed in Transitional Housing, Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created...

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 CSP funding, during the funding period 01/01/2024 through 12/31/2024:

County Defined Metrics (Criteria 4)

- Number of individuals who are assisted through Rapid Rehousing (through housing navigation services)
- Number of individuals placed in Transitional Housing
- Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created (increase in income, access to cash or noncash mainstream benefits)

Agency Defined Metrics (Criteria 5)

- Number of youth assisted through Rapid Rehousing that remain stable in their rental units for a period of at least 6 months
- Number of youth served in Transitional Housing that exit to stable destinations (may include rentals with or without a subsidy, reunification with immediate or extended family, and entry into college housing, Job Corps, or the military service.)
- Number of youth maintaining employment for a minimum of three months

Methods (Criteria 1)

CHGA is an active member of the Fulton County and City of Atlanta's CoC and participates in their Coordinated Entry Systems (CES). The CES takes a "no wrong door" approach for youth in need of services. Client Track, the designated Homeless Management Information System (HMIS) for Georgia, stores initial screening information such as demographic data, income, and emergent needs. As a stationary point of entry for the City of Atlanta's CoC, CHGA actively participates in HMIS and CES and is a critical resource for interrupting instances of homelessness for young people in our community. Both COCs developed a youth-adapted VI-SPDAT assessment tool, the TAY-VI-SPDAT,

which is also housed in HMIS. TAY-VI-SPDAT assessments prioritize households for stable housing solutions based on their vulnerability, and place youth experiencing homelessness into a housing queue to match available solutions with their needs.

At CHGA, two housing navigators and a case manager administer the TAY-VI-SPDAT so that youth can be added to the housing queue and connected to a housing solution as quickly as possible. Our case manager is stationed in our Community Service Center (CSC) where youth access our drop-in services and complete the TAY-VI-SPDAT regardless of whether or not they are currently staying in our residential programs. The case manager targets young people in the community who are experiencing homelessness but are not staying in our Crisis Shelter or other residential programs.

When youth enter our programs, they meet with our intake specialist, who verifies eligibility for services and completes a comprehensive needs assessment. This immediate process ensures that youth receive the most appropriate and necessary assistance and supportive services as quickly as possible. The assessment covers the need for critical essentials, such as identification and shelter, as well as services to reduce their barriers to self-sufficiency, such as SNAP benefits and workforce development training. These details are included in their intake notes so that when the youth meets with their case manager to establish their individualized case plan, they can immediately start working towards accomplishing those goals. Youth who are identified as candidates for receiving cash or noncash benefits will be connected with our mobile benefits coordinator to assist youth in applying for benefits such as health insurance through Medicaid, Healthcare gov, or employer plans and supplemental food assistance. Youth who express interest in workforce development training will be connected with our vocational specialist, who will work with the youth to identify a program that best fits their interests.

Case managers work alongside youth to explore other permanent housing options, such as shared rentals with stable friends or reunification with family. Staff help clients make a budget and apply for benefits as applicable so that they have a plan to afford and retain suitable housing. Finally, staff help youth establish themselves in their housing by providing furniture and kitchen supplies, which we receive through in-kind donations from the community as well as through our partnership with the Atlanta Furniture Bank. As youth are placed in stable housing, they continue to have access to our suite of supportive services, which ensures that we continue to be a community resource for them as they maintain stability and become self-sufficient.

Milestones & Reporting Schedule (Criteria 2)

Our goal is to connect as many Fulton County youth to stable housing solutions as possible and equip them with the tools and community resources they need to maintain stability and increase their self-sufficiency. To this end, we anticipate reaching these milestones according to this schedule:

	Target Fulton County Residents	Reporting Period 1 (January – June)	Reporting Period 2 (July – December)
County-Defined Metrics			
County-Defined Metrics			

Number of individuals who are assisted through Rapid Rehousing (through housing navigation services)	4	2	2
Number of individuals placed in Transitional Housing	8	4	4
Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created (increase in income, access to cash or noncash mainstream benefits, 10% of income saved)	42	21	21
Agency-Defined Performance Measures			
Percentage of youth assisted through Rapid Rehousing that remain stable in their rental units for a period of at least 6 months	80%	80%	80%
Percentage of youth served in Transitional Housing that exit to stable destinations	90%	90%	90%
Percentage of youth in housing programs maintaining employment for a minimum of three months	75%	75%	75%

Data collection tools (Criteria 3)

CHGA has a Continuous Quality Improvement (CQI) Department comprised of the Compliance and Quality Improvement Manager and the Data Quality Specialist. Every program offered at CHGA has a Data Integrity Plan, which outlines data entry and reporting expectations and timelines. The CQI Department reviews monthly and quarterly data reports and aggregates and analyzes the data. The Department identifies any obstacles to data collection/quality and creates a plan with the program's coordinator to rectify any data issues. The housing assessors and every other CHGA service provider on this project will document all efforts in real time in our internal electronic database, Efforts to Outcomes (ETO). Additionally, as CHGA currently receives government funding and is an active member of both the City of Atlanta and the Fulton County Continua of Care, we have already formalized the collection process to use ClientTrack, the designated HMIS, to collect data on all key points of services.

Agency Defined Performance Measure(s):

- Percentage of youth assisted through Rapid Rehousing that remain stable in their rental units for a period of at least 6 months
- Percentage of youth served in Transitional Housing that exit to stable destinations (may include rentals with or without a subsidy, reunification with immediate or extended family, and entry into college housing, Job Corps, or the military service.)
- Percentage of youth maintaining employment for a minimum of three months

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 2024 Consolidated Community Services Program 24RFP013124C-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 12, 2024, and January 10, 2025) 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 CCSP funding may result in reimbursement of CCSP 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 CCSP 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 CCSP 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 \$42,000.00.
- (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 2024 Consolidated Community Services Program 24RFP013124C-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 <u>July 12, 2024</u> for the period January 1, 2024-June 30, 2024; and January 10, 2025 for the period July 1, 2024-December 31, 2024.
- (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:

Covenant House Georgia, Inc. PO Box 94465 Atlanta, Georgia 30377

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 01/01/2024, and shall terminate on 12/31/2024, 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 **Covenant House Georgia**, **Inc.**, 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.

#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)] Covenant House Georgia, Inc.

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 <u>Fulton County Government</u>, 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 <u>Fulton County Government</u> at the time the subcontractor(s) is retained to perform such service.

subcontractor(s) is retained to perform such service.
71087
EEV/Basic Pilot Program* User Identification Number
Covenant House Georgia, Inc.
Name of Contractor (Agency)
BY: Authorized Signature of Officer or Agent of Contractor
Chief Executive Officer
Title of Authorized Officer or Agent of Contractor of Contractor
Dr. Alieizoria Redd
Printed Name of Authorized Officer or Agent of Contractor
Sworn to and subscribed before me this 16 day of February, 2024.
Notary Public: Lenika Michelle Bigham
County: Fulton
Commission Expires: $3/22/2027$

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

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)] Covenant House Georgia, Inc.

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.

71087

EEV/Basic Pilot Program* User Ide	entification Number of Subcontractor
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Covenant House Georgia, Inc.

Name of Subcontractor (Individual/Agency)

BY: Authorized Signature Officer or Agent of Subcontractor

Chief Executive Officer

Title of Authorized Officer or Agent of Subcontractor

Dr. Alieizoria Redd

Printed Name of Authorized Officer or Agent of Subcontractor

Notary Public: La bricka Michelle Bigham

County: Fulton

Commission Expires: 3/22/27

COUNTY OF THE

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].

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/24/2024

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.

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	New York NY 10036				(A/C, No E-MAIL	•		(A/C, No):		
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INSU	Covenant House Inc				INSURE	RB:				
134	2635 Georgia, Inc.				INSURE	RC:				
	1559 Johnson Road NW				INSURE	RD:				
	Atlanta GA 30318				INSURE	RE:				
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ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/24/2024

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/26/2024

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

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	Alianta GA 30303-3408				1111	1. 111260				

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 —DocuSigned by:	VENDOR NAME Covenant House Georgia, Inc. Docusigned by Name of Signatory: Alieizoria Redd
Robert L. Pitts	Dr. Micigaria of Signatury: CEO
Robert L. Pitts, Chairman Fulton County Board of Commissioners	Authorized Signature
ATTEST:	ATTEST:
Docusigned by: Tonya K. Grier FECATROARSTRARD	CFO DocuSigned byName of 2nd Signatory: Kimberly Jordan Kimberly Jandan Signatory: CFO
Tonya R. Grier Clerk to the Commission DocuSigned by	Second Authorized Signature
(Affix County Seal)	(Affix Corporate Seal, if applicable)
APPROVED AS TO FORM:	
Docusigned by: David Lowman OFC92FDADFFBAR8	
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 check	
RM ITEM#. DM.	X 2ND RM ITEM#: 2024-0350 2ND RM: 5/15/2024
ITEM#: RM: REGULAR MEETING	SECOND REGULAR MEETING

Certificate Of Completion

Envelope Id: 574FA733706942C49BBAEABDCCFF278C

Subject: Please DocuSign: 2024 CCSP Contract-Covenant House Georgia, Inc.-BOC Agenda#24-0350

Parcel ID:

Employee Name: Source Envelope:

Document Pages: 31 Certificate Pages: 7 AutoNav: Enabled

Envelopeld Stamping: Enabled

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

Canada)

Signatures: 6 Initials: 0

Cherie Williams Stamps: 1 141 Pryor Street

Purchasing & Contract Compliance, Suite 1168

Atlana, GA 30303

Envelope Originator:

Status: Completed

Cherie.Williams@fultoncountyga.gov

IP Address: 136.55.230.223

Record Tracking

Status: Original

7/31/2024 10:35:19 PM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Cherie Williams

Cherie.Williams@fultoncountyga.gov

Pool: StateLocal

Pool: Fulton County Government

Location: DocuSign

Location: DocuSign

Signer Events

Dr. Alieizoria Redd

aredd@covenanthouse.org Chief Executive Officer

Security Level: Email, Account Authentication

(None)

Signature DocuSigned by:

Dr. Alicisoria Redd

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Signature Adoption: Pre-selected Style Using IP Address: 75.43.133.102

Signed using mobile

Timestamp

Sent: 7/31/2024 10:40:11 PM Viewed: 8/1/2024 5:25:20 AM Signed: 8/1/2024 5:29:10 AM

Electronic Record and Signature Disclosure:

Accepted: 4/10/2020 6:22:20 AM

ID: 927f5a96-0f5f-4cd0-b149-2a835ee6f006

Kimberly Jordan

kjordan@covenanthouse.org

Security Level: Email, Account Authentication

(None)

DocuSigned by: Kimberly Jordan

814761E6FFAC49E...

Signature Adoption: Pre-selected Style Using IP Address: 50.194.252.218

Sent: 8/1/2024 5:29:12 AM Viewed: 8/1/2024 10:33:20 AM Signed: 8/1/2024 10:34:26 AM

Electronic Record and Signature Disclosure:

Accepted: 8/1/2024 10:33:20 AM

ID: 2ac59e85-c850-4be2-8328-620b558ebf42

Mark Hawks2

mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Complliance

Security Level: Email, Account Authentication

(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Stanley Wilson

Stanley.Wilson@fultoncountyga.gov

Director

Stanley Wilson

Security Level: Email, Account Authentication

(None)

Completed

Using IP Address: 45.20.200.178

Sent: 8/1/2024 10:34:28 AM Viewed: 8/1/2024 11:07:06 AM

Signed: 8/1/2024 11:07:18 AM

Stanley Wilson

Signature Adoption: Pre-selected Style Using IP Address: 76.209.103.30

Sent: 8/1/2024 11:07:20 AM Viewed: 8/1/2024 12:10:32 PM Signed: 8/1/2024 12:10:41 PM

Signer Events Signature **Timestamp Electronic Record and Signature Disclosure:** Not Offered via DocuSign Sent: 8/1/2024 12:10:43 PM Lauren Hansford Completed lauren.hansford@fultoncountyga.gov Viewed: 8/1/2024 2:41:34 PM Security Level: Email, Account Authentication Signed: 8/1/2024 2:43:13 PM Using IP Address: 24.99.91.51 (None) **Electronic Record and Signature Disclosure:** Accepted: 8/1/2024 2:41:34 PM ID: 63f9d61c-4e5d-417e-a661-0f5a8807b1da DocuSigned by: **David Lowman** Sent: 8/1/2024 2:43:15 PM David Lowman David.Lowman@fultoncountyga.gov Viewed: 8/1/2024 2:44:51 PM 0FC92FDADFFB4B8 Security Level: Email, Account Authentication Signed: 8/1/2024 2:47:09 PM (None) Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.4 **Electronic Record and Signature Disclosure:** Accepted: 8/1/2024 2:44:51 PM ID: a505f730-b6b3-4ce9-b3f3-b998c766db27 Nikki Peterson Sent: 8/1/2024 2:47:12 PM Completed nikki.peterson@fultoncountyga.gov Viewed: 8/1/2024 2:48:28 PM Chief Deputy Clerk to the Board of Commissioners Signed: 8/1/2024 2:49:30 PM Using IP Address: 68.208.197.4 **Fulton County Government** Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8 Robert L. Pitts DocuSigned by: Sent: 8/1/2024 2:49:33 PM Robert L. Pitts michael.oconnor@fultoncountyga.gov Viewed: 8/2/2024 9:11:57 AM Security Level: Email, Account Authentication Signed: 8/2/2024 9:12:04 AM (None) Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4 **Electronic Record and Signature Disclosure:** Not Offered via DocuSign Tonya R. Grier Sent: 8/2/2024 9:12:08 AM Tonya K. Grier tonya.grier@fultoncountyga.gov Viewed: 8/2/2024 10:04:25 AM EEC476C4837648D. Clerk to the Commission Signed: 8/2/2024 10:04:33 AM

Fulton County

Security Level: Email, Account Authentication (None)

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

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 Sent: 8/2/2024 10:04:37 AM Completed mark.hawks@fultoncountyga.gov Viewed: 8/2/2024 11:40:09 AM Chief Assistant Purchasing Agent Signed: 8/2/2024 11:40:14 AM Using IP Address: 45.20.200.178 Purchasing and Contract Complliance Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign 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 Sent: 7/31/2024 10:40:10 PM COPIED Atif.Henderson@fultoncountyga.gov **Fulton County Government** Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign Cherie Williams Sent: 7/31/2024 10:40:10 PM COPIED cherie.williams@fultoncountyga.gov **Fulton County Government** Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign Sent: 7/31/2024 10:40:11 PM Carlos Thomas COPIED carlos.thomas@fultoncountyga.gov **Division Manager Fulton County Government** Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign Dian DeVaughn Sent: 8/2/2024 11:40:17 AM COPIED dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign **Witness Events** Signature **Timestamp Notary Events** Signature **Timestamp Envelope Summary Events Timestamps Status** Hashed/Encrypted 7/31/2024 10:40:10 PM **Envelope Sent** Certified Delivered Security Checked 8/2/2024 11:40:09 AM

Envelope Summary Events	Status	Timestamps				
Signing Complete	Security Checked	8/2/2024 11:40:14 AM				
Completed	Security Checked	8/2/2024 11:40:17 AM				
Payment Events	Status	Timestamps				
Electronic Record and Signature Disclosure						

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Operating Systems:	Windows® 2000, Windows® XP, Windows
	Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0
	or above (Windows only); Mozilla Firefox 2.0
	or above (Windows and Mac); Safari [™] 3.0 or
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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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