

**AMENDMENT NO. 1 TO FORM OF CONTRACT**

Contractor: **Community Assistance Center**

Address: P.O. Box 501298, Atlanta, Georgia 31150

Telephone: 770-552-4889

E-mail: ceo@ourcac.org

Contact: Mr. Francis Horton, CEO

**W I T N E S S E T H**

WHEREAS, Fulton County (“the County”) entered into a contract (“Contract”) with **Community Assistance Center** (“Service Provider”) to provide services to Fulton County Citizens on behalf of the Department of Community Development, through the Community Services Program (“CSP”), and the County has appropriated funds for those services, (Agenda Item #25-0398); and

WHEREAS, the Fulton County Board of Commissioners declares its continued commitment to combating food insecurity across the County; and

WHEREAS, the Fulton County Board of Commissioners recognizes the impacts resulting from the Federal shutdown, and the cessation of the Supplemental Nutrition Assistance Program (“SNAP”) benefits may create hardships for Fulton County Citizens; and

WHEREAS, the County wishes to amend the existing contract to increase the original funding award of Fifty Thousand Dollars (\$50,000.00) to the Service Provider by an additional Fifty Thousand Dollars (\$50,000.00), for a total of One Hundred Thousand Dollars (\$100,000.00), to allow the Service Provider to continue to serve constituents within their current Scope of Work; and

WHEREAS, the Service Provider has performed or continues to perform satisfactorily over the period of the Contract; and

WHEREAS, the Board of Commissioners finds that the services provided by **Community Assistance Center** are in need of additional funding to further provide services to Fulton County Citizens impacted by food insecurity; and

WHEREAS, the amendment to provide additional funding was approved by the Fulton County Board of Commissioners on November 5, 2025, Agenda Item #25-0845.

**NOW, THEREFORE**, the County and **Community Assistance Center** agree as follows:

This Amendment No. 1 to the Contract is effective upon execution and continues through December 31, 2025, with **Community Assistance Center** agreeing that all Services specified will be performed in accordance with the original Contract except as provided by this Amendment No. 1 to the Contract prior to December 31, 2025.

**1. SCOPE OF WORK TO BE PERFORMED:**

Except as provided herein, the Scope of Work set forth in the original Contract shall remain the same for this Amendment No. 1 and is incorporated herein by reference.

- **CSP-SNAP Emergency Response funds are designated to support Fulton County citizens and households facing hardships due to disruption of SNAP funding.**

**2. REPORTING:** Contractor will be required to report on the following Performance Metrics:

- Number of meals distributed with additional County funding
- Pounds of food distributed with additional County funding
- Number of people or households served/assisted with additional County funding
- County Geographic area served (North, Central, and/or South Fulton) with additional County funding
- As currently required with the CSP performance report, agencies will be asked to Attest that additional CSP-SNAP funding was used to support Fulton County residents.

**1. COMPENSATION:** The Scope of Work shall be performed by the Service Provider for the **additional funding amount not to exceed \$50,000.00** and for a **total contract amount of \$100,000.00**.

**2. LIABILITY OF COUNTY:** This Amendment No. 1 to the original Contract shall not become binding on the County and the County shall not incur any liability upon same until such Amendment has been executed by the Chairman of the Board of Commissioners, attested to by the Clerk to the Commission and delivered to the Service Provider.

**3. EFFECT OF AMENDMENT NO. 1 TO ORIGINAL CONTRACT:** Except as modified by this Amendment No. 1 to the Contract, the original Contract, and all terms and conditions therein shall remain in full force and effect.

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as of the day and year date first above written.

**CONTRACTOR:**

**FULTON COUNTY, GEORGIA**

DocuSigned by:

  
Robert L. Pitts

BA715B1A26544F7

Robert L. Pitts, Chairman  
Board of Commissioners

**VENDOR NAME** **Community Assistance Center**

DocuSigned byName of Signatory: Francis K Horton III

  
Francis K. Horton III

52C5317F7B6F4EF...

Title of Signatory: CEO

Authorized Signature

**ATTEST:**

Signed by:

  
Tonya R. Grier

EEC476C4837648D...

Tonya R. Grier  
Clerk to the Commission

(Affix County Seal)



**APPROVED AS TO FORM:**

Signed by:

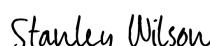
  
Chad Alexis

968A614CF1584A5...

Office of the County Attorney

**APPROVED AS TO CONTENT:**

Signed by:

  
Stanley Wilson

5F4D76DFE84A0450

Stanley Wilson, Director  
Department of Community Development

Please select RM or 2ND RM from the checkbox

RM

2ND RM

ITEM#: 25-0845	RM: 11/5/2025	ITEM#: _____	2ND RM: _____
REGULAR MEETING		SECOND REGULAR MEETING	

## Certificate Of Completion

Envelope Id: 38BDABC5-2239-4D8D-B9C6-E1569F2333AC

Status: Completed

Subject: Please Docusign: 2025 CSP Amendment (SNAP)-Community Assistance Center-BOC Agenda#25-0845

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 3

Signatures: 5

Envelope Originator:

Certificate Pages: 6

Initials: 0

Carlos S. Thomas

AutoNav: Enabled

Stamps: 1

141 Pryor Street

EnvelopeD Stamping: Enabled

Purchasing & Contract Compliance, Suite 1168

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

Atlanta, GA 30303

carlos.thomas@fultoncountyga.gov

IP Address: 134.231.232.249

## Record Tracking

Status: Original

11/12/2025 4:36:19 PM

Holder: Carlos S. Thomas

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

## Signer Events

Francis Horton III

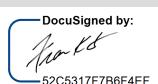
ceo@ourcac.org

CEO

Community Assistance Center

Security Level: Email, Account Authentication (None)

## Signature



Signature Adoption: Uploaded Signature Image

Using IP Address: 50.184.45.209

## Timestamp

Sent: 11/12/2025 4:39:05 PM

Viewed: 11/13/2025 9:47:36 AM

Signed: 11/13/2025 9:48:27 AM

## Electronic Record and Signature Disclosure:

Accepted: 11/13/2025 9:47:36 AM  
ID: 07cb462b-221b-4a2e-90e6-7eaa71eb2799

## Completed

Carlos Thomas

carlos.thomas@fultoncountyga.gov

Division Manager

Fulton County Government

Security Level: Email, Account Authentication (None)

Using IP Address: 134.231.232.249

Sent: 11/13/2025 9:48:29 AM

Viewed: 11/13/2025 9:51:07 AM

Signed: 11/13/2025 9:51:39 AM

## Electronic Record and Signature Disclosure:

Not Offered via Docusign

Stanley Wilson

Stanley.Wilson@fultoncountyga.gov

Director

Stanley Wilson

Security Level: Email, Account Authentication (None)



Signature Adoption: Pre-selected Style

Using IP Address: 75.43.132.102

Sent: 11/13/2025 9:51:41 AM

Viewed: 11/13/2025 9:55:17 AM

Signed: 11/13/2025 9:55:23 AM

## 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:

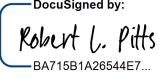
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Viewed: 11/14/2025 12:12:26 PM

Signed: 11/14/2025 12:12:55 PM

## Electronic Record and Signature Disclosure:

Signer Events	Signature	Timestamp
<p>Accepted: 11/14/2025 12:12:26 PM ID: 917cca49-0532-4122-8828-fc2aa7a2052a</p> <p>Chad Alexis Chad.Alexis@fultoncountyga.gov Security Level: Email, Account Authentication (None)</p>	<p>Signed by:  968A614CF1584A5...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.10</p>	<p>Sent: 11/14/2025 12:12:57 PM Resent: 11/17/2025 12:08:39 PM Viewed: 11/18/2025 1:12:29 PM Signed: 11/18/2025 1:14:35 PM</p>
<b>Electronic Record and Signature Disclosure:</b> Accepted: 11/18/2025 1:12:29 PM ID: f66eff8c-7f82-49d4-95eb-e31183216bf8	<b>Completed</b>	
<p>Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)</p>		<p>Sent: 11/18/2025 1:14:36 PM Viewed: 11/19/2025 3:27:14 PM Signed: 11/19/2025 3:27:32 PM</p>
<b>Electronic Record and Signature Disclosure:</b> Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8		
<p>Robert L. Pitts michael.oconnor@fultoncountyga.gov Fulton County Security Level: Email, Account Authentication (None)</p>	<p>DocuSigned by:  BA715B1A2654E7...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4</p>	<p>Sent: 11/19/2025 3:27:34 PM Viewed: 11/19/2025 5:55:26 PM Signed: 11/19/2025 5:55:31 PM</p>
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
<p>Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Government Security Level: Email, Account Authentication (None)</p>	<p>Signed by:  EEC478C4837648D...</p> <p></p> <p>Signature Adoption: Uploaded Signature Image Using IP Address: 134.231.232.249</p>	<p>Sent: 11/19/2025 5:55:33 PM Viewed: 11/19/2025 7:02:56 PM Signed: 11/19/2025 7:03:05 PM</p>
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Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 11/12/2025 4:39:04 PM
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Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 11/12/2025 4:39:04 PM
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Elsa Castro Elsa.Castro@fultoncountyga.gov Chief Assistant Purchasing Agent Fulton County Government Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 11/19/2025 7:03:10 PM
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Mark Hawks mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 11/19/2025 7:03:11 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via Docusign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/12/2025 4:39:04 PM
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Signing Complete	Security Checked	11/19/2025 7:03:05 PM
Completed	Security Checked	11/19/2025 7:03:11 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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- ii. send us an e-mail to [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov) and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

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 above (Mac only)
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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