

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 **Angie's Kitchen, 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: Homeless Prevention and awareness strategies/programs including those related to mental health/substance use...,Street Outreach The activities are designed to meet the immediate needs of unsheltered homeless people...

Senior Services: Not Applicable

Veterans Services: Not Applicable

Angie's Kitchen, Inc., Angie's Kitchen _ Feeding the Homeless will provide services at the following locations at specified times during the contract period of 01/01/2024 through 12/31/2024:

<u>Service Delivery Site(s):</u>

Name of Program Site	Program Location (complete physical address)	Program City	Program State		Fulton County District of the program (Facility) location	District(s) of Fulton County Residents Served by the program (facility) location
Peachtree and Pine Homeless Shelter(now closed)	550 Peachtree Street NE	Atlanta	GA	30308	4	4
True Worship Christian Fellowship Church	2033 Joseph E. Boone Boulevard	Atlanta	GA	30314	6	6
Good Samaritan Outreach Atlanta Georgia	1015 Donald Lee Hollowell Parkway NW	Atlanta	GA	30318	6	6

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
West End Mall	850 Oak Street SW	Atlanta	GA	30310	6	6

Approach and Design:

Angie's Kitchen, Inc., Angie's Kitchen _ Feeding the Homeless will provide services to 300 clients that reside in Fulton County, with CCSP funding.

Angie's Kitchen, Inc., will provide the following activities and services in Fulton County with CCSP funding:

By addressing the immediate need of allaying daily hunger for the majority of our unhoused service recipients, Angie's Kitchen aims to assist this population in Atlanta by allowing them more time each day to seek necessary medical care, shelter safety, mental health care, clothing and employment, if possible. If we cannot provide some of these services ourselves, we take the opportunity to point our service recipients in the direction of other organizations that can help. For the housed population that we serve, we strive to help ensure that families, especially children under 18 (approximately 20% of our service recipients), receive hot, cooked meals each day inaddition to or in lieu of those meals available at school. We believe this plays a vital role in their health and academic success. The free food services decrease the percentage of individuals that experince food insecurity. While we do not have a solid count on the number of people that we serve that are no longer homeless because of our services, we know that at least two people that are now our employees are no longer homeless. We also know from testimony that about 10% of our clients no longer come to eat the food beacuse they have sourced other ways to feed themselves and their families, through paying jobs or permanent housing accommodations.

We have developed a network of reliable sources (food pantries, churches, individuals, etc.) who make uncooked food, primarily meat and seafood, available to us at no cost. We physically pick up this food throughout the weekas it becomes available. To ensure a balanced nutritional meal, we supplement donated food with purchased food (produce, canned goods, condiments, etc.). We rent refrigerator and freezer space, as well as a commercial kitchen facility from True Worship Christian Fellowship Church. Our prepared meals are served under a covered patio at the Church and are available to anyone who visits during our regular feeding hours of 10:00am - 2:00pm Monday - Friday. Additionally, we box up hundreds of meals in styrofoam containers daily and transport those meals to the three (3) outreach sites (former site of Peachtree and Pine shelter in Midtown, Good Samaritan Outreach Center and the West End Mall) where we feed a

large, unhoused population. The daily feedings at these four sites to over 250 people directly align with the Street Outreach priority. AK also have a team in place to offer education, connections for drug abuse help, financial mentorship, clothing, and more. These services directly align with the priority of Homeless Prevention and awareness strategies/programs including those related to mental health and/or substance-use disorders.

AK is able to have this program running seamlessly every day with our reliable, hard-working staff, volunteers, and donors. Reverand Dawkins and staff are present daily to help with couseling, mentoring, financial education, introductions to local housing opportunities. The plan is to build a garden and a community center so that even more of our clients can become employees of Angie's Kitchen, ending the homeless and hunger cycle!

On the drawing board today are architectural plans to build a Community Center adjacent to True Worship Church with an expanded commercial kitchen of our own and an indoor climate-controlled dining hall that will allow us toprepare/serve even more meals daily and allow our neighborhood recipients greater comfort should they choose to eat on premises. That Community Center will also be designed with space allocated for free medical, dental andoptical care, bathrooms, showers, job training classrooms and other services.

To date, AK has received funding from Motorcars of Atlanta, Kia, Hyundai, Angela Krause Ford, Bank of America, PNC Bank, Ecraft Homes, and countless individual donors that give generously to the cause. Angie's Kitchen has several collaborative relatioships in the Atlanta community that help with food donations including Second Helpings, ATL, Atlanta Community Food Bank, We His Name Ministry, Making a Way Shelter and Fountain of Hope Food Pantry.

Designation of CSP Funds:

Based on the awarded amount of \$30,000.00, 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	
Direct Services	\$30,000.00
Total	\$30,000.00

Explanation of Funding Details:

We will use 100% of the CSP funding to purchase food, supplies, and pay for vehicle expenses. These are all in the Direct Services Category.

\$22,000 Food (We work day in and day out to receive donated food from companies and restaurants and will continue to do this)

\$3,000 Supplies (Paper Plates, Trash Bags, Napkins, Plastic Silverware, etc.)

\$5,000 Vehicle Expenses (Insurance & Gas)

Program Performance Measures:

Angie's Kitchen, 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 community engagements to increase community awareness/prevention, Number of individuals receiving emergency financial assistance, 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:

Angie's Kitchen provides over 300 meals daily (Monday - Friday mid-day) at the four (4) previously outlined locations and on Saturday at True Worship. The goal is to feed and counsel as many individuals that are in need of emergency assistance. We will use out community partners to receive donated food that will help us cut costs. We will continue to pursue organizations that will donate other needed materials to help us serve food daily, such as containers, paper products, cooking ingredients, etc. The staff at Angie's Kitchen takes a headcount at each feeding at each location. They also ask for demographic information from new clients and do a monthly check in with returning clients. These check ins are to discuss emotional wellbeing, forward progress with job/family, etc. and if applicable drug use. The goal is for our clients to have a sustainable job, housing (if applicable), and cease any drug use. Narrative accounts from clients are used to track progress.

AK will report on the following County Defined Performance Measures.

• Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created (*Increase in income, access to case or noncash mainstream benefits*).

- Number of community engagements to increase community awareness/prevention
- Number of individuals receiving emergency financial assistance

Agency Defined Performance Measure(s):

AK will report on the following Agency Defined Performance Measures.

- Number of individuals fed in a time of crisis
- Number of individuals that become employed after mentorship from AK staff
- · Number of children fed and clothed that would otherwise be hungry and cold/underequipped for weather

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 \$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 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:

Angie's Kitchen, Inc. 1575 Mansell Road ALPHARETTA, Georgia 30009

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 **Angie's Kitchen, 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.

<u>ARTICLE IX – AMENDMENTS AND MODIFICATIONS TO CONTRACT</u>

- (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)]

Angie's Kitchen, 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. 2066637 EEV/Basic Pilot Program* User Identification Number Angie's Kitchen, Inc. Name of Contractor (Agency) BY: Authorized Signature of Officer or Agent of Contractor Program Administrator Title of Authorized Officer or Agent of Contractor of Contractor

Alexis Y. Peters

Printed Name of Authorized Officer or Agent of Contractor

Sworn to and subscribed before me this and day of February 2024.

Notary Public: All Months AH Work Notary Public: FULTON GEORGIA

12/13/24

Commission Expires: 12 | 13 | 24

O.C.G.A.§ 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means by performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) of "doitract 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].

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)] Angie's Kitchen. 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.

2066637

EEV/Basic Pilot Program* User Identification Number of Subcontractor

Angie's Kitchen, Inc.
Name of Subcontractor (Individual/Agency)
apel
BY: Authorized Signature Officer or Agent of Subcontractor
Program Administrator
Program Administrator Title of Authorized Officer or Agent of Subcontractor

Notary Public:

County:

Commission Expires:

12/13/24

EDORES
GEORGIA
12/13/2024

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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., 1TB, 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.

¹*[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].



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/12/2024

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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	UCER				CONTACT NAME: Progressive Commercial Lines Customer and Agent Servicing PHONE (A/C, No, Ext): 1-800-444-4487 (A/C, No):					
	essive Insurance ox 94739, Cleveland, OH 44101									
ГОВ	ox 34739, Gleveland, OTT 44 TOT				E MAAI			@email.progressive.com		
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INSU	RED						sive Mountain	Insurance Company	35190	
	's Kitchen, Inc.				INSUR	RER B :				
2033	Joseph E Boone Blvd a. GA 30314					RER C :				
Allan	a, GA 30314					RER D :				
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				BER: 1490691416647				REVISION NUMBER:		
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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
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	CLAIMS-MADE OCCUR							DAMAGE TO RENTED PREMISES (Ea occurrence) \$		
								MED EXP (Any one person) \$		
								PERSONAL & ADV INJURY \$		
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	HIRED AUTOS ONLY NON-OWNED AUTOS ONLY							(Per accident) \$		
	LIMPRELLATIAR 000UR							EACH OCCURRENCE \$		
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE							AGGREGATE \$		
								\$		
	WORKERS COMPENSATION							BERTUTE PRH-		
	AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE	N/A						E.L. EACH ACCIDENT \$		
	OFFICER/MEMBEREXCLUDED? (Mandatory in NH)							E.L. DISEASE - EA EMPLOYEE \$		
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT \$		
	See ACORD 101 for additional coverage details.							\$		
Α		N	N	972104677		08/07/2023	08/07/2024			
DESC	RIPTION OF OPERATIONS / LOCATIONS / VEHICLES	(ACOF	RD 101,	Additional Remarks Sch	edule, n	nay be attached	if more space is	required)		
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141 F	n County Government ryor Street SW a, GA 30303				ACC	EXPIRATION	N DATE TH ITH THE POLI SENTATIVE	DESCRIBED POLICIES BE CANCELL IEREOF, NOTICE WILL BE DEI CY PROVISIONS.		
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/02/2024

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 BEDDESENTATIVE OR PRODUCED, AND THE CERTIFICATE HOLDER.

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

	SUBROGATION IS WAIVED, subject to his certificate does not confer rights to		erms	•	licy, ce	rtain policies		•	nt. A state	ement (on .
	DDUCER				CONTAC NAME:		rra				
	rtners Risk Services, LLC				PHONE (A/C, No	(770) 60			FAX	(770) (609-2749
	692 Medlock Bridge Road				I E-MAIL	inarra@na	artnersrs.com		(A/C, No):	(110)	500 27 10
	ite 200				ADDRES	JU					
-	nns Creek			GA 30097	INSURER(S) AFFORDING COVERAGE NAIC #					NAIC #	
				GA 30097	INSURER A: United States Liability Ins Co						
INSURED				INSURE	RB:						
	Angie's Kitchen, Inc.				INSURE	RC:					
	2033 Joseph E Boone Blvd. NW				INSURE	RD:					
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	Atlanta			GA 30314	INSURE	RF:					
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	Atlanta			GA 30303	l		A	ac order			



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/13/2024

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 be endorsed. If SUBROGATIONIS 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).

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AUTOMATIC DATA PROCESSING INS AGCY 76250875			PHONE (800)	(000) 000 1000 1000 1000 1000 1000 1000									
	DP BLVD M/S 62	25				(A/C, No, Ext):							
	SELAND NJ 070					E-MAIL ADDRESS:							
							INSURER(S) AFFORDING COVERAGE NA NISURER A - Nutmed Insurance Company 396						
						INSURER A: Nutme	INSURER A: Nutmeg Insurance Company						
INSURED				INSURER B:	NSURER B:								
ANGIE'S KITCHEN						INSURER C:	NSURER C:						
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^	OFFICER/MEMBER (Mandatory in NH)	EXCL	JDED?	"``		70 WEO DI 321 3	03/00/2024	03/00/2023	E.L. DISEASE -EA EMPLOYI	\$1,000,000			
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							Sugan J.	Cat					
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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 Pocusigned by: Robert L. Pitts Robert L. Pitts, Chairman Fulton County Board of Commissioners	VENDOR NAME Angie's Kitchen, Inc. Signed by: Name of Signatory: Treasurer Patrick Evaluations: Alexis Peters 7CEE6587D6A943D Authorized Signature
ATTEST: Docusigned by: Down K. Grier Tonya R. Grier Clerk to the Commission (Affix County Seal)	ATTEST: Signed by: Name of 2nd Signatory: Alexis Peters Maris Peters AB24DE248G7A479 Second Authorized Signature (Affix Corporate Seal, if applicable)
APPROVED AS TO FORM: Signed by: OBC092EDADEFB4B8 Office of the County Attorney	
APPROVED AS TO CONTENT: Stanley Wilson Stanley Wilson, Director Fulton County Department of Community Development	
Please select RM or 2ND RM from the check	box χ 2ND RM
ITEM#: RM: REGULAR MEETING	ITEM#: 24-0350 2ND RM: 5/15/2024 SECOND REGULAR MEETING

Certificate Of Completion

Envelope Id: 4A10F454D0694695B5D2767355774857

Subject: Please DocuSign: 2024 CCSP Contract- Angie's Kitchen, Inc.-BOC Agenda#24-0350

Parcel ID: Employee Name:

Source Envelope:

Document Pages: 26 Certificate Pages: 7 AutoNav: Enabled

Envelopeld Stamping: Enabled

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

Canada)

Signatures: 6 Initials: 0

Stamps: 1

Envelope Originator: Cherie Williams

Status: Completed

141 Pryor Street

Purchasing & Contract Compliance, Suite 1168

Atlana, GA 30303

Cherie.Williams@fultoncountyga.gov

IP Address: 136.55.230.223

Record Tracking

Status: Original

9/4/2024 11:00:05 AM

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

Patrick Everett

pceverett550@gmail.com

Security Level: Email, Account Authentication

(None)

Signature Signed by:

> Patrick Evenett 7CEE6587D6A943D

Signature Adoption: Pre-selected Style Using IP Address: 108.226.71.80

Timestamp

Sent: 9/4/2024 11:15:30 AM Viewed: 9/4/2024 11:48:58 AM Signed: 9/4/2024 11:49:53 AM

Electronic Record and Signature Disclosure:

Accepted: 9/4/2024 11:48:57 AM

ID: 5dc82361-1795-4dfa-97e5-e0c6d2062b3e

Alexis Peters

alexis@angieskitchen.org

Security Level: Email, Account Authentication

(None)

Signed by: alexis Peters

Signature Adoption: Pre-selected Style Using IP Address: 50.220.16.54

Sent: 9/4/2024 11:49:56 AM Resent: 9/18/2024 1:56:58 PM

Viewed: 9/18/2024 2:40:02 PM Signed: 9/18/2024 2:41:24 PM

Electronic Record and Signature Disclosure:

Accepted: 9/18/2024 2:40:02 PM

ID: 54f6a5ed-f7ea-43e3-82fb-da28082f520e

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: 9/18/2024 2:41:26 PM Viewed: 9/19/2024 8:34:09 AM

Signed: 9/19/2024 8:34:17 AM

Stanley Wilson

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

Sent: 9/19/2024 8:34:20 AM Viewed: 9/19/2024 9:41:08 AM

Signed: 9/19/2024 9:41:12 AM

Signer Events	Signature	Timestamp
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Lauren Hansford	Completed	Sent: 9/19/2024 9:41:15 AM
lauren.hansford@fultoncountyga.gov		Viewed: 9/19/2024 11:24:34 AM
Security Level: Email, Account Authentication (None)	Using IP Address: 74.174.59.10	Signed: 9/19/2024 11:26:14 AM
Electronic Record and Signature Disclosure: Accepted: 9/19/2024 11:24:34 AM ID: 8dd90e41-4ca9-48c8-a4f6-ebce7e603a1f		
David Lowman	Signed by:	Sent: 9/19/2024 11:26:18 AM
David.Lowman@fultoncountyga.gov	Vavid Lowman	Viewed: 9/19/2024 11:31:48 AM
Security Level: Email, Account Authentication	0EC92EDADEFB4B8	Signed: 9/19/2024 11:33:39 AM
(None)	Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.10	
Electronic Record and Signature Disclosure: Accepted: 9/19/2024 11:31:48 AM ID: 146ddec1-2fcd-4920-8414-07e39326d566		
Nikki Peterson	Completed	Sent: 9/19/2024 11:33:41 AM
nikki.peterson@fultoncountyga.gov		Viewed: 9/19/2024 1:00:45 PM
Chief Deputy Clerk to the Board of Commissioners	Haira ID Address CO 200 407 4	Signed: 9/19/2024 1:01:31 PM
Fulton County Government	Using IP Address: 68.208.197.4	
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: 9/19/2024 1:01:34 PM
michael.oconnor@fultoncountyga.gov	Robert L. Pitts	Viewed: 9/19/2024 1:45:11 PM
Security Level: Email, Account Authentication (None)	BA715B1A26544E7	Signed: 9/19/2024 1:45:16 PM
	Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Tonya R. Grier	DocuSigned by:	Sent: 9/19/2024 1:45:19 PM
tonya.grier@fultoncountyga.gov	Tonya R. Grier	Viewed: 9/19/2024 5:35:08 PM
Clerk to the Commission	EEC476C4837648D	Signed: 9/19/2024 5:35:21 PM
Fulton County		
Security Level: Email, Account Authentication (None)		

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

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: 9/19/2024 5:35:25 PM Completed mark.hawks@fultoncountyga.gov Viewed: 9/19/2024 5:48:38 PM Chief Assistant Purchasing Agent Signed: 9/19/2024 5:48:43 PM 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** Sent: 9/4/2024 11:15:28 AM Atif Henderson 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: 9/4/2024 11:15:29 AM COPIED cherie.williams@fultoncountyga.gov **Fulton County Government** Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign Carlos Thomas Sent: 9/4/2024 11:15:30 AM 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: 9/19/2024 5:48:47 PM 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 Status Timestamps** Hashed/Encrypted 9/4/2024 11:15:29 AM **Envelope Sent** Certified Delivered Security Checked 9/19/2024 5:48:38 PM

Envelope Summary Events	Status	Timestamps		
Signing Complete	Security Checked	9/19/2024 5:48:43 PM		
Completed	Security Checked	9/19/2024 5:48:47 PM		
Payment Events	Status	Timestamps		
Electronic Record and Signature Disclosure				

CONSUMER DISCLOSURE

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

Getting paper copies

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

Withdrawing your consent

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Operating Systems:	Windows® 2000, Windows® XP, Windows
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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)
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	to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies
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