



**FULTON  
COUNTY**

**CONTRACT DOCUMENTS**

**FOR**

**REQUEST FOR PROPOSAL 25RFP020325C-MH**

**2025 COMMUNITY SERVICES PROGRAM**

**FOR**

**DEPARTMENT OF COMMUNITY DEVELOPMENT**

**OF**

**FULTON COUNTY, GEORGIA**

## CONTRACT AGREEMENT

THIS AGREEMENT (“Agreement”), entered into this **1st day of January 2025**, by and between **FULTON COUNTY**, Georgia (hereinafter referred to as “Fulton County” or “County”), a political subdivision of the State of Georgia, acting by and through its Community Development Department’s Youth and Community Services Division (“YCS”), and **Diabetes Association of Atlanta, 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 21, 2025, BOC#25-0398**.

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

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**ARTICLE I - PARTIES AND TERM:**

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

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

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

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

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

**ARTICLE II - SCOPE OF CONTRACTOR'S DUTIES:**

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

**SCOPE OF WORK:**

**Community Services Program (CSP)**

**CSP Service Category:** Health and Wellness

**CSP Funding Priority(ies):**

**Children and Youth:** Not Applicable

**Disabilities:** Not Applicable

**Economic Stability:** Not Applicable

**Health and Wellness:** 1. Prevent illness and health disparities by educating and connecting individuals to available resources

**Homelessness:** Not Applicable

**Senior Services:** Not Applicable

**Diabetes Association of Atlanta, Inc., Diabetes Prevention and Control Program** will provide services at the following locations at specified times during the contract period of **01/01/2025** through **12/31/2025**:

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

**Start date:** 01/01/2025

**End date:** 12/31/2025

**Service Delivery Site(s):**

<b>Name of Program Site</b>	<b>Program Location (complete physical address)</b>	<b>Program City</b>	<b>Program State</b>	<b>Program Zip code</b>	<b>Fulton County District of the program (Facility) location</b>	<b>District(s) of Fulton County Residents Served by the program (facility) location</b>
Diabetes Association of Atlanta, Inc.	75 Marietta Street, NW, Suite 304	Atlanta	GA	30303	4	1,2,3,4,5,6

**Approach and Design:**

**Diabetes Association of Atlanta, Inc., Diabetes Prevention and Control Program** will provide services to **200** clients that reside in Fulton County, with CSP funding.

**Diabetes Association of Atlanta, Inc., Diabetes Prevention and Control Program will provide the following activities and services in Fulton County with CSP funding:**

Our Diabetes Prevention and Control Program (DPC) addresses the primary CSP Funding Priority “Health and Wellness.” Within this priority it addresses the objective: Prevent illness and health disparities by educating and connecting individuals to available resources. In doing so, the program will report on three key performance indicators:

1. Number of uninsured adults and children
2. Percentage of residents who experience food insecurity
3. Number of residents with comorbidity

Our DPC Program impacts the aforementioned priority areas by connecting uninsured adults and children to diabetes prevention and management education, healthy food options, medical assistance and other health resources. The program targets persons with diabetes, comorbidities, poverty and food insecurities. The program is evidenced based and follows the guidelines of the National Standards of Diabetes Care established by the American Diabetes Association. The program activities are based on integrated interventions that address the “whole person” and eliminates barriers to health such as cost and accessibility.

The program addresses the “Health and Wellness” objectives, three indicators and the funding priority with four specific activities: 1) provide free and effective diabetes prevention and management education; 2) increase access to healthy food options to reduce food insecurity; 3) reduce the risk for diabetes complications with free medical assistance; and 4) provide early detection through free assessments and referrals to medical homes.

The first activity is our diabetes prevention and management education. The COVID pandemic increased persons’ focus on staying healthy and preventing disease. As a result, DAA is receiving a record number of responses to our diabetes education classes. In response, DAA contracted with the online education platform, Healthie, Inc. to offer virtual education programming. This platform is HIPPA compliant and allows DAA’s Diabetes Educator to conduct the Diabetes Self-Management Education Classes. These are five week classes that are certified by the American Diabetes Association. The average price of a certified diabetes education class is \$2,000 without insurance and \$400 copay with insurance. DAA offers all education classes at no cost. For persons without technology, DAA provides onsite classes.

Classes are led by DAA’s Diabetes Educator. She teaches healthy nutrition tips that are practical and culturally sensitive. A few class topics include, “Healthy Soul food Cooking,” “Healthy Cooking on a Budget,” and “Easy Meal Planning.” DAA will further enhance the food security and nutrition education with live healthy cooking demonstrations and fresh produce as incentives.

During this activity DAA will collect data addressing each priority (number of uninsured, percentage of those with food insecurity, and number with a comorbidity). In order to impact health outcomes, we collect the number of persons with diabetes and comorbidities. We collect their blood pressure level, A1C percentage and weight. Instructors teach participants how to set SMART health goals such as increased exercise and lower A1C. After class completion, DAA follow-ups at 3, 6 and 9 months to assess their progress towards goals. Those who respond to follow up will receive a free blood pressure monitor, portion control plates, a Kroger gift card and healthy grocery bags of fresh produce.

Another component of this diabetes education activity, DAA also provides nutrition education workshops focused on diabetes prevention. These are one hour, online webinars that focus on healthy eating and other lifestyle habits to prevent diabetes. They are led by healthcare professionals such as Diabetes Educators, Pharmacists, Registered Nurses, and physicians. DAA utilizes the online platform, Click Meeting to conduct classes, recruit participants and

store data.

Within this activity, DAA will report on the three Health and Wellness performance indicators. DAA will report on the number of class participants who are uninsured, have comorbidities and food insecurities. DAA will help them mitigate illness by providing supportive follow at 3, 6 and 9 months. This follow up includes individual nutritional counseling. During the counseling and class sessions, DAA will refer persons with multiple needs to our partner organizations. Persons with diabetes often express mental health concerns due to the stress of managing a chronic disease. DAA has a partnership with *Mental Health of America and Wholistic Stress Control Institute*. DAA will report on the number of persons who meet their SMART health goals. These goals focus on achieving a healthy hemoglobin A1C and incorporating at least one healthy behavior change.

The second activity supports persons who have limited access to healthy food options due to food desserts or low incomes. These vulnerable persons facing food and economic insecurities may need assistance through food drives and pantries. While a needed resource, unfortunately community food drives and pantries provide canned and processed foods. Persons with chronic illnesses such as diabetes require healthy meal options low in fat and carbohydrates. In response, DAA partners with local food drives at Emmaus House to supplement their groceries with fresh produce. Through our partnership with Eat Right Atlanta, we provide grocery bags called “diabetes bags.” These bags are geared towards persons with diabetes or at risk. They include fresh collard greens, cabbage, turnips, carrots, potatoes, almond milk, and canola oils. DAA places nutrition education materials and recipe cards within grocery bags to help with nutritional meal planning.

Within this activity, DAA will report on the three Health and Wellness performance indicators. DAA will report the number of uninsured adults and children receiving health grocery bags and facing food insecurities. We will assess the number of persons with diabetes and other comorbidities. DAA will also offer participants at the food drives individual counseling and information to help mitigate their illness. Persons without a medical home will receive a list of free clinics and affordable health providers. DAA will also refer persons to our diabetes and nutrition education classes. DAA will report on those with improved quality of life by reporting on the number of persons with reduced food insecurity.

The third activity identifies persons with undiagnosed diabetes and referring at risk persons to medical homes. DAA meets this objective through the provision of diabetes risk assessment tests. In partnership with the *Georgia Department of Public Health (GDPH)*, DAA offers diabetes risk assessment test to identify persons at risk or undiagnosed with diabetes. During the food drives, DAA provides GDPH risk assessment cards. The cards have a Quick Response (QR) code that directs persons to an online risk assessment. A person’s risk for diabetes is determined based on their scored answers.

Since this activity occurs in partnership with food pantries, DAA will report on the three performance indicators. With an increased understanding of their risk for diabetes, DAA will help them mitigate the risk factors with onsite counseling. For further diagnosis and evaluation, DAA provides a referral list to affordable clinics and physicians. DAA provides a follow up survey to determine those who connected with a medical home and to enroll at risk persons in DAA’s diabetes education classes.

The fourth activity is the provision of free medical assistance. Through a partnership with *Kroger pharmacies*,

DAA provides free medical assistance and supplies for low-income, uninsured, and underinsured adults and children. Participants receive a Kroger card programmed to allow purchases of test strips, meters, needles, and insulin. DAA provides \$350 a month for up to six months of medical assistance. These costs equate to \$2,100 per person. If persons need assistance beyond six months, DAA allows an extension based on available funds which equates to \$4,200 per person.

DAA's medical assistance impacts the three aforementioned performance indicators. DAA connects persons with diabetes and lack of insurance with free medical assistance to reduce comorbidities. Participants are eligible to receive free diabetes education and free groceries to reduce their food insecurities. DAA also connects them with a primary care physician if they need an updated prescription and further healthcare. DAA will report the number of persons with improved health as a result of the medical assistance.

DAA will utilize partnerships that work with uninsured persons to promote the program. DAA has partnerships with senior centers, residential facilities, clinics, health systems, and churches. These are considered "trusted and accessible environments." For purposes of this grant, DAA will provide onsite and virtual education classes and free grocery bags at the Emmaus House, Peach State Diabetes Camps, Villages at Carver Family YMCA, East Lake Family YMCA, Helen Mills Senior Center, Maggie Russell Towers, Asbury Harris Epworth Towers and Quality Living Services. Through our partnership with Emmaus House and Eat Right Atlanta, we supplement Emmaus House's food pantry with fresh produce bags while promoting our diabetes classes, medical assistance and diabetes risk tests. DAA will partner with local grocery stores, farmer's markets, and *Eat Right Atlanta* to deliver healthy grocery bags at community food drives and pantries. Through the partnership with Eat Right Atlanta, DAA purchases their fresh produce and delivery services. Eat Right Atlanta has grocery bags designed for persons with diabetes. They deliver the groceries directly to the program site or the participants' homes.

DAA also partners with clinics and hospitals serving uninsured persons such as Grady Hospital, Piedmont Hospital, Emory Hospital and Good Samaritan Health Clinic. These health systems promote our program through their onsite and media networks. They also provide Diabetes Educators and Chefs to host our diabetes education classes and webinars.

### **Designation of CSP Funds:**

Based on the awarded amount of **\$40,000.00**, the CSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

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

***Operational Expenditures-*** CSP funds used to conduct agency/ organizational functions that are

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

**Direct Service Expenditures-** CSP funds utilized to provide services directly to agency/program participants such as payments made on behalf of participants for rent, utilities, food, shelter, transportation (rentals, gas, and parking, bus drivers, participant's public transportation costs, etc.), scholarships and day care vouchers, salaries and fringe benefits for direct service personnel (Case Managers, Educators, Subcontractors, etc.), program supplies (educational/instructional materials, paper, pencils, markers, etc.) directly consumed by participants. Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are included in this definition (i.e. children's story books, educational games, puzzles, and flash cards).

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

<b>Cost Category</b>	<b>Designation of CSP Funding Award</b>
<b>Administrative</b> (5% Admin max of total funds awarded.)	\$2,000.00
<b>Operational</b> (25% Operational max of total funds awarded.)	\$10,000.00
<b>Direct Services</b>	\$28,000.00
<i>Total</i>	\$40,000.00

### **Explanation of Funding Details:**

#### **CSP Designation of Requested Funds of \$40,000:**

##### **Administrative (5%): \$2,000**

Executive management for oversight of grant funds, program execution and results.

##### **Operational (25%): \$10,000**

Occupancy – Office space is required for DAA's program operation. Classes and technician training are conducted at the office

as well as staff office space.

Travel - Travel reimbursement is for staff to program delivery sites.

Online technology platform - DAA utilizes HIPPA compliant online education platform known as Healthie. This platform is essential for providing virtual diabetes and nutrition education platform within a HIPPA environment. It allows education to take place and clients can provide their clinical data such as A1C within this private clinical environment. It will be consumed within the RFP year.

DAA also utilizes the online platform, Click Meeting, to provide online educational webinars. This platform allows DAA to capture client data and conduct follow up surveys for data collection. DAA utilizes Sogolytics to create surveys to store and collect health data for performance measures.

Printing – Printing costs is outside printing and copying of program materials such as enrollment forms.

Insurance – Insurance includes general liability, professional liability and directors and officer’s insurance.

#### **Direct services (70%): \$28,000**

Diabetes Educator and Program Coordinator - The Program requires costs of Diabetes Educators (\$150/diabetes overview and \$500 per diabetes education class) and Program Coordinator (\$25/hour @ 15hr/week). These roles provide direct service of delivering class and webinar instruction, follow up with participants to assess their health goals, and serving as case workers while referring participants to additional services such as medical assistance.

Healthy fresh produce bags - fresh fruits and vegetables at an average of \$25/pp.

Grocery and Farmer’s market gift cards/vouchers – Programmed cards to purchase fresh produce and lean meats \$25/pp.

Educational materials – Educational handouts and Diabetes Education workbooks - \$65 per person.

Medical assistance - diabetes medication, testing supplies at \$600/pp for up to 6 months and \$35/pp for monitoring devices.

#### **Breakdown of Expenditure Funds spent in the two contract performance reporting periods:**

##### **January thru June 2025 – 75% of expenditures spent which is \$30,000**

Activities: 6 Diabetes Education classes and webinars conducted by Educators; 100 Fulton County residents served with bags of fresh groceries; 1 Fulton County residents provided with medical assistance.

##### **July thru December 2025 – 25% of expenditures spent which is \$10,000**

Activities: 5 Diabetes Education classes and webinars conducted by Educators, 75 Fulton County residents served with fresh produce, 1 Fulton County resident provided free medical assistance.

**Total Expenditures: \$40,000**

**Program Performance Measures:**

**Diabetes Association of Atlanta, 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:** 1. Number of individuals connected to available resources to help mitigate illness and health disparities, 2. Number of individuals receiving referrals to behavioral health and other supportive services, 3. Number of individuals who report or demonstrate improved health-related outcomes or other “quality of life” measures

**Homelessness:** Not Applicable

**Senior Services:** Not Applicable

**The following program measures/ Key Performance Indicators (“KPI’s”) will be utilized to track and report program outcomes for the Fulton County residents supported with CSP funding, during the funding period 01/01/2025 through 12/31/2025:**

DAA will report under the County Performance Priority of Health and Wellness. As stated above, DAA will report on three County defined performance measures in the described manner:

**1. County-defined Performance Measure: Number of individuals connected to available resources to help mitigate illness and health disparities:**

DAA will connect 23 Fulton County residents with its diabetes prevention and management classes and webinars.

DAA will connect 2 Fulton County residents with up to six months of medical assistance of diabetes medicines such as insulin and testing supplies.

DAA will connect 175 Fulton County residents with healthy grocery bags and nutrition education.

Under this performance measure, DAA will help them mitigate illness by providing resources, methods, and tools to reduce their risk for diabetes and its complications. The primary activities to meet this measure are diabetes education classes, access to healthy foods, medical assistance and diabetes risk tests. All services will be offered at no cost for uninsured and underserved residents. In return, DAA will reduce the health disparity of diabetes impacting minorities, uninsured, and those living 200% below the poverty level.

The data collection tool will be electronic enrollment through our website and online education platforms, Click Meeting, Sogolytics and Healthie. During onsite programming, DAA will collect data with paper forms. DAA will store and report data within Salesforce and Sogolytics.

## **2. County-defined Performance Measure: Number of individuals receiving referrals to behavioral health and other supportive services.**

DAA will refer 20 persons at risk for diabetes to a medical home for further diagnosis.

Under this performance measure, DAA will provide diabetes risk assessment tests at food drives and pantries to identify Fulton County residents who are unaware they have diabetes. DAA will provide high risk residents with a referral list to affordable clinics and physician offices. DAA will follow up within two weeks, to assess whether they connected with a medical provider. DAA will also offer enrollment within our diabetes prevention and management classes.

The data collection tool is risk assessment cards provided by the Georgia Department of Public Health. DAA will provide the cards during food drives. DAA will also utilize onsite questionnaires to assess risks. Data collection will occur electronically and through paper forms. All results and follow up will be recorded in Salesforce and Sogolytics.

## **3. County-defined Performance Measure: Number of individuals who report or demonstrate improved health-related outcomes or other.**

5 persons who have an unhealthy A1C above 7% will report a reduction by one half percentage point at 3 or 6 month follow up.

Within DAA's certified Diabetes Self-Management Education classes, instructors teach participants how to establish SMART health goals. By the end of the 5 week class, participants will create at least two health goals with one focused on a healthy hemoglobin A1C. DAA follows up at 3, 6 and 9 month intervals to assess progress towards goals.

DAA's online health education platform, Healthie, allows persons to electronically input their goals and progress. DAA can track their goals and correspond with participants to motivate them. DAA also will provide its paper goal sheets. DAA inputs all goals within Salesforce and Sogolytics.

## **Agency Defined Performance Measure(s):**

DAA will report on the following agency defined performance measures:

- 1) Number of persons who report increased understanding on how to prevent or manage diabetes.
- 2) Number of persons who report improved food security.
- 3) Number of persons who report maintaining a health goal.

### **1. Agency Performance Measure: Number of persons who self-report increased understanding on how to prevent or manage diabetes.**

15 persons who receive diabetes education will report an increased understanding on diabetes prevention and management.

DAA will provide pre and posttests to assess persons knowledge change after attending a diabetes self-management class or online seminar.

Data collection will occur through online surveys after class completion and stored in Salesforce, Clickmeeting and Healthie.

### **2. Agency Performance Measure: Number of persons who report improved food security.**

75 persons receiving healthy food access will report increased food security.

DAA will provide follow-up surveys at the conclusion of food access activities. Data collection will be electronic and paper forms for those with limited technology access. All information will be stored in SalesForce and Sogolytics.

### **3. Agency Performance Measure: Number of persons who maintain a behavior change goal.**

8 persons who attend diabetes classes will report maintaining a behavior change goal at 3-month follow-up.

DAA will help class participants establish at least one health goal. DAA will follow-up at 3, 6 and 9 months to assess progress towards goals. Data collection will be through online surveys and stored in Salesforce and Sogolytics.

## **Milestones/Timeline**

Following is a timeline with significant milestones beginning January 2025:

### **Quarterly Activities**

Activity: Identify Partners to provide program components (local churches, YMCAs, food pantries and senior

centers)

Milestone(s): Secured at least 4 partners that serve at least 100 persons in target area with established food drives or pantries; Secured at least 4 community partners to promote diabetes/nutrition education classes and other program components

Activity: Promote and recruit program participants

Milestone(s): Enrolled 23 people in diabetes education; Served an average of 75 persons with healthy food items; Distributed diabetes risk assessment tests at food drives; Enrolled at least 2 persons in medical assistance program.

Activity: Implemented 12-month Program

Milestone(s): Served 175 persons with healthy food options; Educated 23 persons with virtual or socially distant diabetes education; Provided 2 persons with medical assistance, referred 20 at-risk persons to a medical home to further assess their risk of diabetes.

## **ADDITIONAL REQUIREMENTS**

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

1. Contractor agrees to develop, in conjunction with Fulton County, a process of accepting and serving Fulton County residents referred by the Youth and Community Services Division of Fulton County Government.
2. As consideration for the County providing funding and the non-profit entity accepting same, the non-profit entity shall, upon the County's request, participate in County-sponsored events and activities on County property, when feasible. The non-profit agency shall use its best efforts to comply with the County's request provided that it is given at least one week's notice to do so. Failure to participate will be taken into consideration for future funding requested by the non-profit entity.
3. Contractor agrees to allow staff from the Fulton County Department of Community Development to conduct contract compliance site visits as necessary (announced or unannounced).
4. During the site visit, Contractor will be required to allow staff to monitor programming, as well as review client rosters / sign-in sheets and/ or Registration information that should include complete addresses of Fulton County residents served by this funding.
5. Contractor agrees to comply with the Operational Specifications outlined in **2025 Community**

## **Services Program 25RFP020325C-MH.**

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

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

### **Reporting**

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

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

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

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

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

### **Expenditure of Funds**

11. Contractor is prohibited from utilizing CSP funds for capital expenditures. (A “capital expenditure” is defined as: any resource not completely consumed during the contract year, i.e. computers, printers, construction, vehicles, cell phones, etc.) Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are excluded from

the definition of “capital expenditure” (e.g., children's story books, educational materials, games, puzzles, and flash cards).

12. Community Services Program funds must be expended by December 31<sup>st</sup> 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 **\$40,000.00**.

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

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

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

(e) The Contractor agrees and understands that Fulton County has the right to recover funds from

Contractor for compensation received, pursuant to subsection (b) above if Contractor fails to perform the services outlined in Article II or does not perform such services to the satisfaction of Fulton County.

#### **ARTICLE IV - RECORD KEEPING**

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

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

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

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

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

To Fulton County:

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

To Contractor:

**Diabetes Association of Atlanta, Inc.**  
**75 Marietta Street NW Suite 304**  
**Atlanta, Georgia 30303**

The Parties may only modify or update the above-referenced addresses during the term of this

Agreement by providing formal notice to the other party of such a change pursuant to the terms of this provision.

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

## **ARTICLE V - INDEMNIFICATION**

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

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

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

(b) Notwithstanding the above provisions, Fulton County may terminate this Agreement for convenience, or Fulton County or the Contractor may terminate this Agreement at any time for any reason by giving written notice of the intent to terminate the Agreement thirty (30) days in advance, by certified mail, return receipt requested, with proper postage prepaid, or by hand delivery, to the other

party at the physical address provided herein for notice. The termination shall become effective on the thirtieth (30th) day after the date of such written notice unless the parties otherwise agree in writing. If this Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving compensation for the work satisfactorily performed up to and including the effective date of termination.

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

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

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

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

## **ARTICLE VII - INDEPENDENT CONTRACTOR STATUS**

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

Contractor acknowledges that **Diabetes Association of Atlanta, 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.



# F. GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

<b>Contractor's Name:</b>	Diabetes Association of Atlanta, Inc.
<b>Project No. and Project Title:</b>	30121 Diabetes Prevention and Control Program/#25RFP020325C 2025 Community Services Program

## CONTRACTOR AFFIDAVIT

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

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

**003258/1470952**

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

**November 18, 2019**

Date of Authorization

**Diabetes Association of Atlanta**

Authorized Officer or Agent  
(Name of Contractor)

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

**Karla Hooper**

Printed Name (of Authorized Officer or Agent of Contractor)

*Karla Hooper*

Signature (of Authorized Officer or Agent)

**Executive Director**

Title (of Authorized Officer or Agent of Contractor)

**3/3/2025**

Date Signed

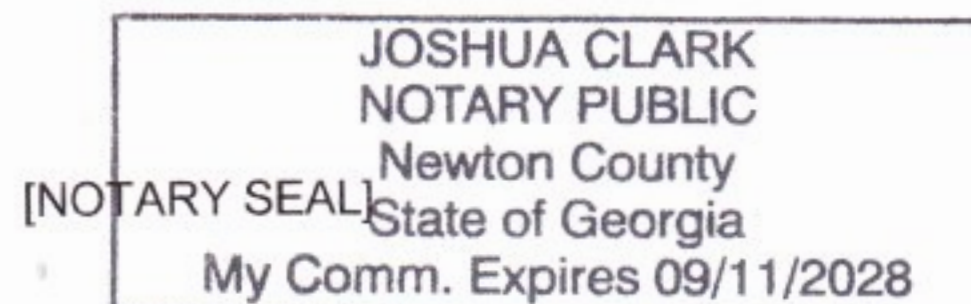
SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

**3** DAY OF **mar**, 20**25**

*[Signature]*

Notary Public

My Commission Expires: **9/11/28**



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

N/A



N/A

# GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

<b>Contractor's Name:</b>	Diabetes Association of Atlanta, Inc.
<b>Project No. and Project Title:</b>	30121 Diabetes Prevention and Control Program/#25RFP020325C 2025 Community Services Program

## FORM G: SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of (name of public employer) has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

003258/1470952

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

Not Applicable

Authorized Officer of Agent  
(Name of Subcontractor)

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

Karla Hooper

Printed Name (of Authorized Officer or Agent of Contractor)

*Karla Hooper*

Signature (of Authorized Officer or Agent)

November 18, 2019

Date of Authorization

Executive Director

Title (of Authorized Officer or Agent of Contractor)

3/3/2025

Date Signed

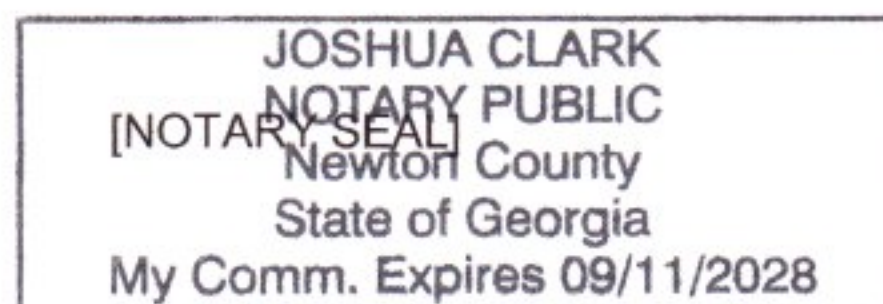
SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

3<sup>rd</sup> DAY OF Mar, 2025

*Joshua Clark*

Notary Public

My Commission Expires: 9/11/28



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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/28/2025

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

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

<b>PRODUCER</b> Hamby & Aloisio Inc. 53 Perimeter Center East #400  Atlanta GA 30346	<b>CONTACT NAME:</b> Judith Davis <b>PHONE (A/C, No, Ext):</b> (770) 551-3270 <b>FAX (A/C, No):</b> (770) 551-3289 <b>E-MAIL ADDRESS:</b> judith@hains.com <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Great American Ins. Co. <b>INSURER B:</b> Hartford Casualty Ins. Co. <b>INSURER C:</b> Evanston Insurance Co. <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b> Diabetes Association of Atlanta, Inc. 75 Marietta Street NW Suite 304 Atlanta GA 30303	<b>NAIC #</b> 29424

**COVERAGES****CERTIFICATE NUMBER:** 2024-2025**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>	Y		BOP6364984 16 00	10/01/2024	10/01/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	<b>AUTOMOBILE LIABILITY</b>			BOP6364984 16 00	10/01/2024	10/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> <b>OCCUR</b>			UMB232384	10/01/2024	10/01/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> <b>CLAIMS-MADE</b>						AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	Y / N <input checked="" type="checkbox"/> Y	N / A	20WECAG8913	12/03/2023	12/03/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			MKLV2PSM002133	10/01/2024	10/01/2025	General Aggregate \$3,000,000 Each Occurrence \$1,000,000

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

Certificate holder is a "Additional Insured" per the Coverage Form attached to policy.

**CERTIFICATE HOLDER****CANCELLATION**

Fulton County Government 141 Pryor St SW  Atlanta GA 30303-3408	<p><b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b></p> <p><b>AUTHORIZED REPRESENTATIVE</b></p> <p style="text-align: center;"><i>Vicki M. Henry</i></p>
--	---

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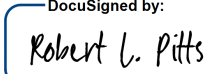
IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.

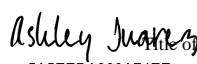
OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA



VENDOR NAME **Diabetes Association of Atlanta, Inc.**

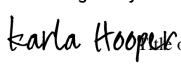

DocuSigned by:  
  
BA715B1A26544E7  
Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

Signed by: Name of Signatory: Ashley Juarez  
  
Title of Signatory: Marketing and Program Coordinator  
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Authorized Signature

ATTEST:

ATTEST:

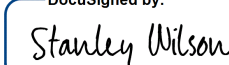
Signed by:  
  
EEC476C4837648D...  
Tonya R. Grier  
Clerk to the Commission  
(Affix County Seal) 

DocuSigned by: Name of 2nd Signatory: **Karla Hooper**  
  
Title of 2nd Signatory: **Executive Director**  
805C6CEAD76049B...  
Second Authorized Signature  
(Affix Corporate Seal, if applicable) 

APPROVED AS TO FORM:

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

APPROVED AS TO CONTENT:

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

Please select RM or 2ND RM from the checkbox

RM	<input checked="" type="checkbox"/> 2ND RM
ITEM#: _____ RM: _____ REGULAR MEETING	ITEM#: 25-0398 2ND RM: 05/21/2025 SECOND REGULAR MEETING

## Certificate Of Completion

Envelope Id: BE70B8F0-5141-4516-B4C1-ECB8FC9E17D2

Status: Completed

Subject: Please DocuSign: 2025 CSP Contract-Diabetes Association of Atlanta, Inc.-BOC Agenda#25-0398

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 27

Certificate Pages: 7

AutoNav: Enabled

Envelopeld Stamping: Enabled

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

Signatures: 6

Initials: 0

Stamps: 2

Envelope Originator:

Cherie Williams

141 Pryor Street

Purchasing & Contract Compliance, Suite 1168

Atlanta, GA 30303

Cherie.Williams@fultoncountyga.gov

IP Address: 166.137.175.49

## Record Tracking

Status: Original

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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

Ashley Juarez

ajuarez@diabetesatlanta.org

Security Level: Email, Account Authentication (None)

## Signature

Signed by:

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Signature Adoption: Pre-selected Style

Using IP Address:

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Resent: 6/25/2025 1:03:40 PM

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Signed: 6/26/2025 4:41:40 PM

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Karla Hooper

khooper@diabetesatlanta.org

Executive Director

Security Level: Email, Account Authentication (None)

DocuSigned by:

805C6CEAD76049B...



Signature Adoption: Pre-selected Style

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ID: 0b6c217b-d69c-48a9-b99f-06d3b4bf4acc

Mark Hawks2

mark.hawks@fultoncountyga.gov

Chief Assistant Purchasing Agent

Purchasing and Contract Compliance

Security Level: Email, Account Authentication (None)

**Completed**

Using IP Address: 45.20.200.178

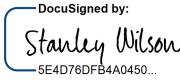
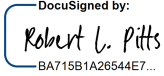


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Signed: 6/28/2025 7:47:46 AM

## Electronic Record and Signature Disclosure:

Not Offered via Docusign

Signer Events	Signature	Timestamp
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Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 74.174.59.4	Sent: 6/29/2025 12:09:05 PM Viewed: 6/30/2025 8:46:05 AM Signed: 6/30/2025 8:47:31 AM
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David Lowman David.Lowman@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Signed by:  0EC92EDADEFB4B8...  Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.4	Sent: 6/30/2025 8:47:34 AM Viewed: 6/30/2025 8:49:32 AM Signed: 6/30/2025 8:50:30 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 6/30/2025 8:49:32 AM ID: 3bf7eaef-63ad-4f50-8448-1b2f0636970f		
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 166.137.19.31	Sent: 6/30/2025 8:50:32 AM Resent: 7/1/2025 12:09:58 PM Viewed: 7/2/2025 4:37:01 PM Signed: 7/2/2025 4:37:19 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8		
Robert L. Pitts michael.oconnor@fultoncountyga.gov Fulton County Security Level: Email, Account Authentication (None)	DocuSigned by:  BA715B1A26544E7...  Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 7/2/2025 4:37:24 PM Viewed: 7/2/2025 4:38:18 PM Signed: 7/2/2025 4:38:25 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Security Level: Email, Account Authentication (None)	Signed by:  EEC476C4837648D...   Signature Adoption: Uploaded Signature Image Using IP Address: 99.96.24.191	Sent: 7/2/2025 4:38:28 PM Viewed: 7/2/2025 7:03:14 PM Signed: 7/2/2025 7:03:28 PM
<b>Electronic Record and Signature Disclosure:</b>		

Signer Events	Signature	Timestamp
Accepted: 3/16/2018 10:54:59 AM ID: f3f241e8-3027-4447-9476-6cf20ae25dd4  Mark Hawks3 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>Completed</b>  Using IP Address: 45.20.200.178	Sent: 7/2/2025 7:03:31 PM Viewed: 7/3/2025 1:40:44 PM Signed: 7/3/2025 1:40:49 PM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Atif Henderson Atif.Henderson@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/20/2025 9:39:58 PM
Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/20/2025 9:39:59 PM Resent: 7/3/2025 1:40:56 PM
Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/20/2025 9:39:59 PM
Dian DeVaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/3/2025 1:40:53 PM Viewed: 7/7/2025 11:58:18 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/20/2025 9:39:59 PM
Certified Delivered	Security Checked	7/3/2025 1:40:44 PM
Signing Complete	Security Checked	7/3/2025 1:40:49 PM
Completed	Security Checked	7/3/2025 1:40:53 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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

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