

**STATE OF GEORGIA  
COUNTY OF FULTON**

**CONTRACT**

**BETWEEN FULTON COUNTY, GEORGIA AND  
THE ART CENTER INC**

**THIS CONTRACT**, entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, between FULTON COUNTY, a political subdivision of the state of Georgia (hereinafter referred to as “Fulton County” or the “County”), and THE ART CENTER INC, f/k/a Johns Creek Art Center, Inc., located at 6290 Abbotts Bridge Road, # 700, Johns Creek, Georgia 30097.

**WITNESSETH THAT:**

**WHEREAS**, the County, through its Department of Arts & Culture (“FCDAC”) has determined a need for arts and related services in North Fulton County; and

**WHEREAS**, the County, through its FCDAC, has determined that these services can best be performed by a non-profit, tax exempt 501(c)(3) entity under a contract (“Contract”); and

**WHEREAS**, The Art Center Inc., f/k/a Johns Creek Arts Center, was established in 1996 as Ocee Community Arts Center, Inc., a 501 (c)(3) not for profit corporation; and

**WHEREAS**, on April 29, 2010, Ocee Community Arts Center, Inc. filed a Certificate of Amendment with the Georgia Secretary of State, changing its name to Johns Creek Arts Center, Inc.; and

**WHEREAS**, on July 1, 2024, Johns Creek Arts Center, Inc. rebranded as The Art Center Inc. and filed a Certificate of Amendment with the Georgia Secretary of State, formally changing its name to The Art Center Inc. (hereinafter referred to as “TAC”); and

**WHEREAS**, the Board of Commissioners, through the approval of the County’s budget for 2025 authorizes and designates **\$200,000.00** for TAC to provide arts and related services for the citizens of Fulton County; and

**WHEREAS**, TAC guarantees, by and through this Contract, that the funds expended under this Contract will be expended for arts and cultural program delivery purposes consistent with the TAC’s non-profit status, deriving no profit to the organization and that the activities funded are consistent with the Contract provisions outlined in Section 1.0 and Attachment “A” hereunder and shall take place within Fulton County, Georgia.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, and

for other good and valuable consideration, the parties hereunto agree as follows:

## **1.0 STATEMENT OF WORK**

The County shall provide financial assistance not to exceed the amount of **\$200,000.00** to TAC for the operation and management of the current arts and culture programs based at 6290 Abbotts Bridge Road, Johns Creek, Georgia 30097 and expanded operational programming to promote awareness and appreciation of the arts. TAC will perform the services in accordance with Attachment “A” of this Contract, "Scope of Work", attached hereto and made a part hereof.

## **2.0 COMPENSATION FOR SERVICES AND WORK**

Funding for the services and work described in Section 1.0 herein, and in Attachment “A” shall be as follows: The total amount payable to TAC per the terms and execution of this Contract is not to exceed Two Hundred Thousand Dollars (**\$200,000.00**).

Such payments shall be made upon execution of this Contract in one lump sum.

TAC shall submit all necessary documentation to FCDAC as required in Attachment “A,” Scope of Work. This documentation shall be submitted to the Division Manager-Arts & Culture within FCDAC through the WebGrants awards portal. Two copies of the documentation shall be included with the submission, one copy of which shall be accompanied by documentation supporting the services performed for the monies expended.

## **3.0 TERM OF CONTRACT**

Unless terminated by mutual Contract, or in accordance with other terms and provisions contained herein, the term of this Contract shall be upon execution through December 31, 2025, unless otherwise extended in writing or terminated by the County. However, unless good cause is shown, should TAC not have displayed significant action toward this Contract and its Scope of Work prior to the sixth (6th) month anniversary of the signing of this Contract, then said Contract shall be deemed void and any and all funds not expended or obligated toward said Contract shall be immediately returned to the County.

TAC further agrees to maintain for the life of this Contract such insurance as shall fully protect the County. Such requirements are attached hereto and made a part hereof as Attachment “B.”

## **4.0 TERMINATION/SUSPENSION OF CONTRACT**

### **4.1 TERMINATION OF CONTRACT FOR CAUSE**

Either the County or TAC may terminate this Contract in the event the other party fails to perform in a timely and proper manner its obligations in accordance with the provisions of the Contract. Any party seeking to terminate this Contract is required to give thirty (30) days prior written notice to the other party specifying the reasons for

such intention to terminate or suspend the Contract. The party receiving such notice under this provision shall have ten (10) days after receipt of service of the notice to correct the violation or cease the delay to the satisfaction of the aggrieved party. If such arrangements are not made, the Contract shall, upon expiration of said ten (10) days, be suspended or terminated without further notice. Upon such suspension or termination, TAC will be compensated by the County for expenses deemed by the County to be due and reasonable.

Notice of termination shall be delivered by hand delivery or certified mail with receipt for delivery returned to the sender.

#### **4.2 TERMINATION FOR CONVENIENCE OF THE COUNTY**

Notwithstanding any other provisions, the County may terminate this Contract for its convenience at any time by giving at least thirty (30) days prior notice in writing (hand delivery or certified mail with receipt) to TAC.

#### **4.3 SUSPENSION**

The County may by written notice to TAC, suspend the use of County funds where it is determined that any portion of work or services for which County funds are utilized does not match the services and work described in Section 1.0 herein, and in Attachment “A”. Upon receipt of a suspension notice, TAC must:

- 1) Immediately take correct measures and provide proof to the County that the activity giving rise to the suspension has ceased or has been corrected;
- 2) Place no further orders or subcontracts for material, services or facilities with respect to the suspended services, other than to the extent required in the notice; and
- 3) Take any other reasonable steps to minimize costs associated with the suspension.

**Notice to Resume:** Upon receipt of a notice to resume suspended services, TAC will immediately resume performance under this Contract as required in the notice.

#### **5.0 RECORDS, REPORTS AND AUDITS**

TAC shall maintain accounts and records, including personal property and financial records, adequate to identify and account for all costs pertaining to this Contract and such other records as may be requested by the County to assure proper accounting for all funds, both public and private. Said records shall be made available for audit purposes to the County or its representative(s), and shall be retained for at least three (3) years after expiration of this Contract or completion of the program unless permission to destroy them is granted by the County. TAC’s records and accounts shall at all times meet or exceed the applicable requirements of Federal, State and County laws, rules and regulations. Further, TAC shall

submit detailed reports on the progress made and services provided during the course of this program. At a minimum, these reports shall be submitted on a monthly basis.

Said reports shall be submitted to the attention of the Director, FCDAC. Two copies of the report shall be included in each submission.

## **6.0 INSPECTION OF FILES AND RECORDS**

FCDAC shall at all reasonable times have access to the pertinent offices and books and records of TAC for inspection of the activities performed and expenses incurred under this Contract.

## **7.0 REVERSION OF ASSETS & EQUIPMENT**

Upon expiration or termination of this Contract, TAC shall transfer to the County any County funds on hand at the time of expiration or termination and any accounts receivable attributable to the use of County funds.

Further, in the event that TAC should sell or otherwise dispose of any property acquired with Fulton County funds, the manner of said disposition shall result in the County being reimbursed in an amount of the current fair market value of the property at that time less any portion of the value attributable to expenditures of non-Fulton County funds. In the event that such sale or disposition occurs more than ten (10) years after expiration or termination of this Contract, such reimbursement shall not be required.

## **8.0 COPYRIGHT AND PUBLICITY**

No report or other document produced in whole or in part under this Contract shall be the subject of an application for copyright or considered to be trade secret by or on behalf of TAC without the prior written consent of the County. All such reports or other documents shall become and be deemed the property of the County and title therein shall vest in the County. The document shall also be subject to the Georgia Open Records Act, unless exempt.

Further, any favorable publicity given to the services provided in Attachment A must identify Fulton County prominently as a sponsoring agency. Specifically, at all places of, and in all publications concerning the services funded under this Contract, TAC agrees to display and make known that the services were assisted under the auspices of Fulton County.

## **9.0 ASSIGNMENT OF CONTRACT**

TAC shall not make any purported assignment of this Contract, any part thereof, or the funds, or delegate the duties herewith without prior written consent of the County.

## **10.0 CONFLICT OF INTEREST**

No member, officer, or employee of the County or its designee or agents, no member of the governing body of the County, and no other official of the County who exercises or has

exercised any functions or responsibilities with respect to the County-assisted activities or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit in any contract, subcontract with respect thereto, or the proceeds thereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one (1) year thereafter.

## **11.0 EQUAL OPPORTUNITY AND NONDISCRIMINATION**

### **11.1 CIVIL RIGHTS ACT OF 1964 (AS AMENDED)**

TAC shall comply with all requirements imposed by or pursuant to Title VI and Title VII of the Civil Rights Act, as Amended, Age Discrimination in Employment Act; Rehabilitation Act of 1973, as Amended, section 504; Equal Pay Act; the American with Disabilities Act of 1990, as Amended; Fair Housing Act, as Amended; and any other applicable Acts which prohibit/discriminate on the ground of race, color, religion, sex, age, national origin, handicap, disability, or familial status. No person in the United States shall be unlawfully excluded from participation in, be denied the benefit of, or be subjected to discrimination under this Contract.

## **12.0 HOLD HARMLESS/ INDEMNIFICATION**

TAC hereby warrants, represents, covenants and agrees to indemnify and save and hold harmless the County, its commissioners, officers, and employees, from any and all claims, losses, liabilities, damages, deficiencies or costs (including without limitation, reasonable attorney's fees and legal expenses) suffered or incurred by, or asserted against, such parties, whether arising in tort, contract, strict liability or otherwise, and including without limitation, personal injury, wrongful death or property damage, arising in any way from the actions or omissions of TAC, its agents, employees, officers and directors. TAC does further hereby agree to release, indemnify, defend, and hold harmless the County, its commissioners, officers, and employees, from any injury (including death resulting therefrom), loss, claim or damage sustained by TAC's agents and employees, without regard to negligence. The language of this indemnification clause shall survive the termination of this Contract.

## **13.0 VARIATIONS OR MODIFICATIONS TO CONTRACT**

This Contract constitutes the entire arrangement between the County and TAC, and there are no further written or oral contracts with respect thereto. No variation or modification of this Contract and no waiver of its provisions shall be valid unless in writing, approved by the Board of Commissioners, and signed by County and TAC's duly authorized representatives.

In the event of any material change or modification in TAC's Contract or any contract with any other funding source during the course of this Contract, TAC shall immediately notify the FCDAC of such change. Nothing herein shall preclude TAC to pursue contract extensions with the County for subsequent years, with the approval of additional funding by the Board of Commissioners.

#### **14.0 NO THIRD-PARTY BENEFICIARY**

This Contract is not intended to, and shall not be considered to, give any third-party any interest or right with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided in this Contract. The relationship described in this Contract is intended solely for the mutual benefit of the parties, and there is no intention, express or otherwise, to create any rights or interests for any party or person other than TAC and the County.

#### **15.0 GOVERNING LAW**

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

#### **16.0 NOTICES**

For purposes of this Contract, any notices required to be sent to the Parties shall be hand-delivered or mailed to the addresses provided below:

**To Fulton County:**

Fulton County Department of Arts and Culture  
141 Pryor Street, Suite 2030  
Atlanta, Georgia 30303

**Copy to:**

Office of the County Attorney  
141 Pryor Street, Suite 4038  
Atlanta, Georgia 30303

**To The Arts Center, Inc.:**

6290 Abbotts Bridge Road, #700  
Johns Creek, GA 30097

**[SIGNATURES ON THE FOLLOWING PAGE]**

**IN WITNESS WHEREOF**, each party attests that the individual(s) executing the Contract in its behalf has both express and apparent authority to bind the respective entity to the terms and conditions of the Contract and has hereto caused the Contract to be executed and delivered on this, the\_\_\_\_day of\_\_\_\_\_, 2025.

**The Art Center Inc.**

Attest:

\_\_\_\_\_  
Nilendra Chanda, Board President  
The Art Center Inc

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Name (Typed or Printed)

\_\_\_\_\_  
Executive Director  
Title

(Seal)

**Fulton County, Georgia**

Attest:

\_\_\_\_\_  
Robert L. Pitts, Chairman  
Board of Commissioners

\_\_\_\_\_  
Tonya R. Grier,  
Clerk to the Commission (Seal)

Approved as to Content:

Approved as to Form:

\_\_\_\_\_  
David Manuel, Director  
Department of Arts & Culture

\_\_\_\_\_  
Office of the County Attorney

**ATTACHMENT “A”  
SCOPE OF WORK  
THE ART CENTER INC**

In consideration of the not to exceed amount of TWO HUNDRED THOUSAND (\$200,000.00) allocated to The Art Center Inc. (“TAC”), TAC agrees to provide the following program administration and evaluation information **by uploading the required documentation into the awards management portal by logging into the established account at [fulton.dullestech.net](http://fulton.dullestech.net):**

**A. Program Administration and Evaluation**

1. TAC agrees to provide arts and cultural services on a scheduled basis during regular hours for the benefit of the general public.
2. TAC agrees to direct day-to-day supervision of the management of THE ART CENTER, INC. and will operate at least 30 hours per week, with a responsible person to be located on site during operational hours.
3. TAC agrees to maintain its status as a non-profit organization and, with its revenue, continue to promote arts education, cultural education and activities and community arts outreach for the benefit of the public.
4. TAC agrees to provide the FCDAC with:
  - A. Copy of TAC’s 2025 Work Plan, including program service goals and objectives;
  - B. Copy schedule of 2025 programs and special events and the numbers of expected participants;
  - C. Copy of Year End Financial Statement for 2023 & 2024
  - D. Copy of Certificate of Insurance, as described in “Attachment B”; and
  - E. Copy certifying TAC’s 501(c)(3) status.
  - F. Copy of the most recent Board Meeting Minutes and a list of all active Board Members, indicating the registered agent to sign contracts FCDAC’s awards management system.
5. By the tenth (10<sup>th</sup>) day of each month during the term of this Contract, TAC agrees to provide FCDAC with:
  - A. Monthly attendance report for each arts and culture program or event held beginning January 1 through December 31, 2025; and
  - B. Number of arts instructors, program volunteers and number of volunteer hours donated for arts and cultural programs and activities for the prior month and deliverable on a rolling basis. January through December 2025 reports are due the following month by the tenth (10<sup>th</sup>) business day by uploading to FCDAC’s awards management system.

**B. Recognition of Support Requirements**

1. Logo and Credit Requirements



TAC will recognize the support of the County by using the updated Fulton County Government logo and the accompanying credit line in all press releases, advertisements, website, videos, programs, playbills, brochures, reports, catalogues, and any other promotional, publicity, programmatic or advertising materials produced in printed, broadcast and electronic formats for the contracted services described above.

## 2. Logo and Credit Line Usage

TAC must use the Fulton County Government logo and accompanying credit line and agree to adhere to the following logo and credit line usage rules:

- I. The Fulton County logo consists of a tree enclosed by a circle, which includes the words "Fulton County" at the bottom. The image cannot be separated, distorted, or altered in any way.
- II. Adhere to the "Fulton County Logo 2025, Usage Guidelines."
- III. The placement and size shall be consistent with the level of support provided by Fulton County in comparison to the support provided by any other funders, including other private, corporate, individual or foundation sources.
- IV. The logo should be surrounded by as much clear space as possible. A minimum area of isolation is to be applied in all situations and should be at least 1/8 inches around the entire space of the logo.
- V. The logo must be accompanied by the appropriate credit line, which is determined by the level of support of this Contract:

"Major funding for this organization is provided by the Fulton County Board of Commissioners."

TAC agrees to give credit to Fulton County when there is the potential for national attention by listing Fulton County as "Fulton County, Atlanta, Georgia."

## C. **Fulton County Support Recognition**

TAC agrees to recognize the support of the County through the FCDAC Contracts for Services Program by complying with the following requirements:

When TAC lists sponsors and supporters in printed or electronic materials, included but not limited to annual reports, newsletters, brochures, plaques, catalogues, and website, TAC agrees to acknowledge Fulton County support among listing of sponsors appropriate to its level of support.

TAC agrees that recognition of Fulton County and the above-mentioned logo and credit

line will be larger and more prominent in printed, electronic, or broadcast material than other funders, including other public, private, corporate, individual or foundation sources, if the Fulton County support is significantly greater.

When the County is the single largest supporter of TAC's programs, TAC agrees to give special prominence to Fulton County logo and to list Fulton County in the most prominent position among listings of supporters for the organization.

TAC agrees to display the Fulton County logo, signage, or banner that acknowledges Fulton County support at the site of contracted events.

TAC agrees to develop and include a minimum of one (1) feature article in a publication for its members or patrons highlighting Fulton County's support and the impact of the funds. Publications may include, but are not limited to, electronic or print newsletters or magazines.

#### **D. Verbal Acknowledgment**

TAC agrees to give verbal acknowledgment to Fulton County by using the credit line listed in above in pre-program introductions, curtain speeches, or other forms of verbal communication with the audience in all of the contracted services.

#### **E. Recognition Requirements for Partners Receiving \$50,000 or More**

In addition to the logo and credit requirements as described above, when the County provides funds greater than \$50,000, TAC is required to:

Recognize the County as a major supporter in all listings of supporters and sponsor recognition events as appropriate to the level of support.

In consultation with the FCDAC Director and staff, TAC must develop and implement a strategy to create a unique recognition event to acknowledge the County's support at least once during the contract cycle. This unique recognition opportunity must take place during the contract period. A minimum of thirty (30) days' notice to secure the participation of FCDAC representatives is required.

Include the Fulton County logo and accompanying credit line on all materials in printed, electronic or broadcast form produced for programs and services provided under the Contract.

#### **F. Evidence of Recognition**

TAC will be required to provide evidence of compliance with the requirements above by providing support material to be submitted with the Progress and Final Reports. Support materials will be checked for compliance with the requirements described above. Failure to comply with these requirements may result in forfeiture of the balance of the total

amount of the Contract for Services at the point that non-compliance is identified by the staff of Fulton County and TAC may not receive funding in the next three (3) FCDAC Contracts for Services contract cycles.

**G. Publications and Promotional Materials**

A copy of all electronic and printed programs, catalogues, press releases, invitations, newsletters, annual reports, postcard announcements, brochures, or other material that is published in conjunction with the services outlined above shall be sent to FCDAC Director, FCDAC Deputy Director, the Contracts for Services Team, and to the members of the Arts Council immediately upon publication and at least three (3) weeks prior to Fulton County-funded performances/presentations.

Correspondence to FCDAC Director, FCDAC Deputy Director, and the Contracts for Services Team shall be mailed to them at the FCDAC's main office: 141 Pryor St., SW, Suite 2030, Atlanta, GA 30303. Correspondence to Arts Council members shall be directed to their individual addresses using the mailing list provided to TAC at the beginning of the contract cycle or any updates distributed by FCDAC during the contract period.

**H. Contract funding will be paid out in one disbursement.**

## **ATTACHMENT “B”**

### **INSURANCE AND LIABILITY**

TAC shall maintain for the life of the Contract such insurance as shall fully protect Fulton County and any subcontractors performing work covered by this Contract from any and all claims, including bodily injury, property damage or personal injury that may arise or result from TAC, Inc. under this Contract.

At a minimum, the above-described insurance must include the following elements and limits of coverage.

#### **Comprehensive General Liability**

- |    |  |           |
|----|--|-----------|
| 1. | Bodily Injury (each occurrence and annual aggregate)   | \$500,000 |
| 2. | Property damage (each occurrence and annual aggregate) | \$500,000 |
| 3. | Personal injury (each occurrence and annual aggregate) | \$500,000 |

#### **Automobile Liability**

- |    |                                   |           |
|----|-----------------------------------|-----------|
| 1. | Bodily injury (each occurrence)   | \$500,000 |
| 2. | Property damage (each occurrence) | \$100,000 |