



**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 **Ser Familia, 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: 2. Programs addressing mental health depression stress trauma and anxiety among individuals

Homelessness: Not Applicable

Senior Services: Not Applicable

Ser Familia, Inc., Family Services towards Self-Sufficiency for Latino Families in Fulton County 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):

Name of Program Site	Program Location (complete physical address)	Program City	Program State	Program Zip code	Fulton County District of the program (Facility) location	District(s) of Fulton County Residents Served by the program (facility) location
Ser Familia location Norcross	5000 Peachtree Industrial Blvd, Suite 160	Norcross	GA	30071	NA	1,2,3,4,5,6
Ser Familia location Smyrna	1600 Roswell St SE, Suite 4	Smyrna	GA	30080	NA	1,2,3,4,5,6
Ser Familia location College Park	445 Atlanta South Pkwy, Suite 140	College Park	GA	30349	NA	1,2,3,4,5,6

Approach and Design:

Ser Familia, Inc., Family Services towards Self-Sufficiency for Latino Families in Fulton County will provide services to **45** clients that reside in Fulton County, with CSP funding.

Ser Familia, Inc., Family Services towards Self-Sufficiency for Latino Families in Fulton County will

provide the following activities and services in Fulton County with CSP funding:

Specific Activities & Services (12.1)

Ser Familia's mental health and wellbeing programming offers a range of trauma-informed behavioral and counseling therapies from licensed and trained counselors and have a contract with one of eight Spanish-speaking psychiatrists in Georgia, who evaluates, prescribes, and manages medication for clients who require a multidisciplinary approach. Ser Familia also treats young children who have suffered trauma in our specialized Child Therapy Rooms. Ser Familia believes in the importance of a healthy family structure. Through a strong base-management model serving the entire family (two or three generations sometimes), Ser Familia offers holistic, wrap-around services for hard working families. Mental Health Services will assist families by empowering low-income families to become more self-sufficient. Goals on service plans will relate to advancing toward this aim and will be reviewed periodically to ensure progress.

All of our services are based on a trauma-informed and model programming model and all staff are thoroughly and formally trained. Clients will complete validated assessments, using the results of these tests, and guided by the client's strengths and needs, an Individual Plan is developed. Ser Familia will assess and qualify families through case management services. Families will be closed-out of services once goals are met.

Ser Familia offers each family wraparound services through an individual treatment plan with a case manager. Case management is ongoing and provides support throughout the time each family is with Ser Familia. Ser Familia strives to ensure family stability and safety through the meeting of basic needs, which allows clients to better take advantage of other programming to strengthen family bonds. Case manager first works to stabilize families through immediate support. Through Ser Familia services, adults become more self-sufficient, better able to care for themselves and their families and contribute back to their communities and society as a whole. Case management is ongoing and provides support throughout the time each family is with Ser Familia.

Ser Familia triages referrals and assigns them to a tier system from 1 to 3. Clients on tier 1 are the ones who have the most urgent needs, victims of violence and their children, suicide survivors, patients who are discharged from inpatient care without a proper aftercare plan, etc. We do our best to serve these cases as soon as possible, nonetheless, we have a waiting list of clients which includes several clients in tier 1. For every space that we open for this service, we have between 3 to 8 clients waiting depending on the location.

How Activities & Services will be Accomplished (12.2)

Ser Familia will ensure that individuals and families have access to licensed professional, culturally appropriate, and effective emergency, case management, and mental health services in the language they feel most comfortable. Ser Familia has the capacity to treat young children who have suffered trauma in our specialized Child Therapy Rooms and offers Individual Play Therapy for children; these therapies help prevent or resolve emotional difficulties, assist in developing overall life coping skills, and promote optimal growth development. Ser Familia also has a contract with one of the very few Spanish-speaking psychiatrist in the state.

Clients will complete validated assessments, using the results of these tests and guided by the client's strengths and needs, an Individual Plan is developed. Ser Familia will assess and qualify families through case management services. Mental Health Services will assist families by empowering low-income families to become more self-sufficient. Goals on service plans will relate to advancing toward this aim and will be reviewed periodically to ensure progress. Families will be closed out of services once goals are met.

Clients receive services free-of-charge, regardless of having insurance or other hurdles or circumstances preventing them from accessing services, and many (95%+) reside significantly below the poverty level).

Ensuring that clients can get to services through transportation services (UBER/Lyft) is part of services as well. Services are provided by highly-trained and licensed professionals for the highest level of effectiveness. Also, service effectiveness and client functioning scales are given before and after services to verify progress. Individualized treatment plans are crafted for each client and checked periodically to make sure benchmarks are being met.

“All People are Self-Sufficient” (12.3)

Assistance in fleeing domestic violence will help women with and without children become more self-sufficient and less reliable on the system. Low income families need case management and assistance to remain housed and fed, so that they can become stable and continue on the path to self-sufficiency. Through Ser Familia's services and programming, their clients have better access to affordable and livable housing options and are able to navigate through a dual culture toward being self-reliant.

CSP Funding Priorities (12.4)

Ser Familia will be able to address the funding priorities:

Programs addressing mental health, depression, stress, trauma and anxiety among youth and teens.

Programs addressing mental health, depression, stress, trauma, and anxiety among individuals.

Instances of Community Collaborative Relationships (12.5)

Ser Familia has offered services in Fulton County since its foundation in 2001 and mental health services in the county for the past 5 years.

Ser Familia regularly partners with complementary, ancillary, and supplemental organization to enhance or broaden services, or fill the gaps of where they do not have expertise. They have a written protocol to provide referrals and links to services for needed resources, and they have several MOUs, such as Lutheran Services of Georgia, Goodwill of North Georgia, and Good Samaritan Services of Cobb County among others. Additionally, Ser Familia works closely with WellStar Health Systems to monitor and decrease hospitals visits due to a mentally ill crisis. LiveSafe Resources, family violence organizations, and Gateway Services provides referral and helps with coordination of care, shelter, and other supports for domestic violence victims. Collaborations are strong and necessary parts of programming and assist in achieving maximum success and client self-sufficiency. Ser Familia's array of culturally sensitive, life-changing engagement services and tools provide a safety net for vulnerable and disenfranchised Latino families in Metro Atlanta. Other partners include: the Courts, LaAmistad, Inc., Partnership against Domestic Violence, Lookout Mountain Care Management Entity, court systems, Cobb County Government, GA Department of Human Services, GA Criminal Justice Coordinating Council, GA Department of Justice, Family Haven, Paulding Children's Cabinet, the National Alliance on Mental Illness, and public schools in various counties, among many others. The need has gotten so great, that the agency has taken proactive measures to ensure that they begin to mitigate some of the negative impact mental issues for Latinos has on families and society.

Ser Familia's mental health counseling service has started to close important service gaps for Latinos. This is particularly true for domestic violence victims and their children who constitute 60% of the beneficiaries of this service. Before Ser Familia started the program, Fulton County victims that needed mental health services in Spanish were unable to get it in most cases. Now the agency partners with the Partnership Against Domestic Violence (PADV) (safehouse and resources for domestic violence victims in the city and Fulton County) and offer these services to their clients. We also support victims coming from LiveSafe (Cobb), Gateway (Hall County Safehouse), and others. Unfortunately, Ser Familia has victims and children on a waiting list because of the need for additional funding. The agency has many other community partners (including public schools) who currently depend on our mental health counseling program to assist their Latino clients.

Designation of CSP Funds:

Based on the awarded amount of **\$25,000.00**, 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.

Cost Category	Designation of CSP Funding Award
Administrative (5% Admin max of total funds awarded.)	\$1,250.00
Operational (25% Operational max of total funds awarded.)	\$6,250.00
Direct Services	\$17,500.00
<i>Total</i>	\$25,000.00

Explanation of Funding Details:

SER FAMILIA, INC.

Expense Budget - Fulton County CSP grant

Fiscal Year 2025

CSP Expenses Amount

Program

Counselor Salary (FT) - licensed and fully bilingual \$7500

Case Manager Salary (FT) \$10,000

Operating Costs – \$6250

Salesforce (tracking assessments, clients, and outcomes) \$2250

Rental Space \$4,000

Admin \$1250

Fulton County TOTAL \$25,000

Budget Timeline

<u>Budget Timeline</u>		
	Expenditure	Amount
January	Operating Expenses	\$2000
February	Operating Expenses	\$2000
March	Operating Expenses	\$2000
April	Operating Expenses	\$2000

May	Operating Expenses	\$2000
June	Operating Expenses	\$2000
July	Operating Expenses	\$2000
August	Operating Expenses	\$2000
Sept	Operating Expenses	\$2000
Oct	Operating Expenses	\$2000
November	Operating Expenses	\$2000
December	Operating Expenses	\$3000
TOTAL		\$25,000

Ser Familia's fiscal year runs January 1 to December 31 each year. This is the agency budget:

INCOME

Government Grants & Contracts \$3,939,403

Foundation Grants and United Way \$1,900,197

Corporation \$1,719,628

Individual Contribution \$73,636

Fundraising Event \$491,467

Inkind Revenue \$285,000

Other Income \$34,961

TOTAL INCOME: \$8,444,290

EXPENSES

Salaries (Including FICA + Unemployment) \$3,646,664

Employee Benefits \$411,266

Contracted Services \$528,688

Office Expenses \$64,930

Insurance \$124,799

Rent & Utilities \$715,000

Travel, Meetings, & Staff Development \$63,842

Membership Dues \$6,924

IT/Telephone \$71,076

Postage & Delivery \$824

Bank & Merchant Fees \$3,068

Marketing Expenses \$131,676

Fundraising Expenses \$335,738

New Building (Interests, Improvements, others) \$648,365

Program Expenses \$1,480,006

TOTAL EXPENSES \$8,232,867

Surplus/Deficit \$211,423

Program Performance Measures:

Ser Familia, 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: 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:

Methods & Specific Goals (13.1)

Ser Familia’s mental health and wellbeing programming offers a range of trauma-informed behavioral and counseling therapies from licensed and trained counselors. Ser Familia has a contract with one of eight Spanish-speaking psychiatrists in Georgia, who evaluates, prescribes, and manages medication for clients who require a multidisciplinary approach. Ser Familia also treats young children who have suffered trauma in our specialized Child Therapy Rooms.

Ser Familia believes in the importance of a healthy family structure. Through a strong base-management model serving the entire family (two or three generations sometimes), Ser Familia offers holistic, wrap-around services for struggling families by helping them address a variety of individual and systemic barriers. All of our services are based on a trauma-informed and model programming model and all staff are thoroughly and formally trained.

Clients will complete validated assessments, using the results of these tests, and guided by the client’s strengths and needs, an Individual Plan is developed. Ser Familia will assess and qualify families through case management services. Mental Health Services will assist families by empowering low-income families to become more self-sufficient. Goals on service plans will relate to advancing toward this aim and will be reviewed periodically to ensure progress. Families will be closed out of services once goals are met.

Ser Familia ensures that programming is based on Best Practices in the field and innovative care. Ser Familia’s array of culturally-sensitive, evidence-based engagement services and tools provide a safety net for vulnerable and disenfranchised Latino families in Metro Atlanta. Operating from a solid, proven, and evidenced-based program models, Ser Familia’s track record demonstrates strong systematically evaluated outcomes through this continuum of services. The organization continuously researches, integrates, and implements best practices and model programming in serving their target population for all their programming.

Goals include:

- Ensuring that the family is stable mentally, physically, and emotionally
- Meeting the basic needs of families
- Ensuring strong family bonds
- Assisting vulnerable individuals to become self-sufficient, reliant on themselves and not the system.

Major Milestones & Schedule (13.2)

Case management is ongoing throughout the fiscal year and provides support throughout the time each family is with Ser Familia. Ser Familia strives to ensure family stability and safety through the meeting of basic needs in order to then move on to other services to strengthen family bonds. Ser Familia has the capacity to implement basic needs services once funding is available. Case managers periodically review files with clients to ensure that they remain on a positive path.

Many clients will be fleeing domestic violence (becoming single female head of household) and at least 51% of all clients will meet low-income guidelines. An average of 95% of all Ser Familia clients meets low-income guidelines. Case management throughout the timeframe will assist in directing families to appropriate classes and workshops – these services will build stronger and more resilient families and will become productive, engaged members of their community. Ser Familia strives to ensure family stability and safety and has the capacity to implement services once funding is available. Case managers periodically review files with clients to ensure that they remain on a positive path

TIMELINE – 1/1/2025-12/31/2025			
	Start	End	Person Responsible

Contract Begins	Jan 2025	Jan 2025	ED
Advertise for New Hires	Jan 2025	Jan 2025	ED
Hire Staff		Jan 2025	ED
Train Staff		Jan 2025	ED
Set up Evaluation Protocol and Procedures	Feb 2025	Mar 2025	Evaluator
Recruit Clients	Feb 2025	Ongoing	ED, counselors
Counseling sessions and case management sessions	Feb 2025	Ongoing	Counselor, case manager
Treatment Plans monitored	Feb 2025	Ongoing	Counselor, case manager
Evaluation protocols implemented	Feb 2025	Ongoing	Evaluator
Reports to City and other stakeholders	Monthly, quarterly, end of the contract		Evaluator
Contract Close-out		Dec 2025	ED

Data Collection Tool (15.3)

All programming is carefully evaluated for both process and outcome measures and each family/individual has a service plan with benchmarks. Ser Familia uses evidence-based interventions and best practices outcome measurement approaches to monitor progress and outcomes of participants. The organization has established an evaluation protocol for all of their services including mental health. First, at intake, case managers assess the individual (along with the family) using a variety of tools and measures that are reliable and evidence-based. They include Basis24 (Mental Health), the Adverse

Childhood Experiences assessment (ACE), domestic violence screenings, and the Parenting Scale to obtain baseline data. Once in counseling, the individual is clinically assessed by a licensed therapist using these corresponding tools - PROMIS Health Measures, Beck Depression Inventory, Hamilton Depression Rating Scale (HAM-D), Patient Health Questionnaire (PHQ-9), and/or Posttraumatic Stress Scale and more. These assessments – life domain and clinical – are given at the end of services (both pre and post) to gauge progress and impact. Additionally, many of our clients are also engaged in parenting or other psychoeducational classes. These sessions are all model programs and are pr

Agency Defined Performance Measure(s):

By the end of the grant, 90% of clients who complete mental health therapy plan with Licensed Professional Counselor (LPC) show improved coping skills.

By the end of the grant, 75% of clients that complete proposed mental health therapy plan report improvement in anxiety, depression, and/or hopelessness symptoms

By the end of the grant, 90% of those who complete the mental health therapy plan outlined by the licensed professional counselor learn new & improved strategies to enhance their safety & gain increased knowledge of community resources

By the end of the grant, at least 90% of those who have completed their Individual Family Plan will report improvement in coping with life experiences.

By the end of the grant, at least 90% of the domestic violence victims served will improve their strategies to enhance their safety and have greater access to community resources, including safe housing and better being financial literacy, all of this leading to better self-sufficiency

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 31st of the contract year. All funds that are not spent by this date must be reimbursed to Fulton County Government within 30 days of written request. A Contractor’s failure to adhere to this requirement will result in one or more of the following: inability to receive future funding from Fulton County, and/or legal action against the agency to recoup funding that are not reimbursed by the deadline.

ARTICLE III - COMPENSATION FOR SERVICES

(a) Fulton County agrees to pay Contractor a maximum sum of **\$25,000.00**.

(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

137 Peachtree Street, SW

Atlanta, Georgia 30303

To Contractor:

Ser Familia, Inc.

1000 Cobb Pl Blvd NW Suite 170

Kennesaw, Georgia 30144

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 **Ser Familia, 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

Contractor's Name:	<u>Ser familia</u>
Project No. and Project Title:	<u>2025 Community Services Program Regne</u>

CONTRACTOR AFFIDAVIT for Proposal 25RFI6202

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:

187935
Federal Work Authorization User Identification
Number (EEV/E-Verify Company Identification
Number)

3-12-2012
Date of Authorization

Ser Familia, Inc.
Authorized Officer or Agent
(Name of Contractor)

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

Belisa M. Urbina
Printed Name (of Authorized Officer or Agent of Contractor)

Belisa M. Urbina
Signature (of Authorized Officer or Agent)

CEO
Title (of Authorized Officer or Agent of Contractor)

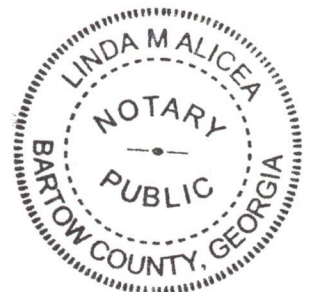
2-18-2025
Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

18 DAY OF February, 2025

[Signature]
Notary Public

[NOTARY SEAL]



My Commission Expires: 19th of August 2028

* 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).



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor's Name:	Ser Familia, Inc
Project No. and Project Title:	2025 Community Services Program Request for Proposal 25RFP 02032 M

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.

187935

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

3-12-2012

Date of Authorization

Ser Familia, Inc.

Authorized Officer of Agent
(Name of Subcontractor)

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

Belisa M. Urbina

Printed Name (of Authorized Officer or Agent of Contractor)

Belisa M. Urbina

Signature (of Authorized Officer or Agent)

CEO

Title (of Authorized Officer or Agent of Contractor)

2-18-2025

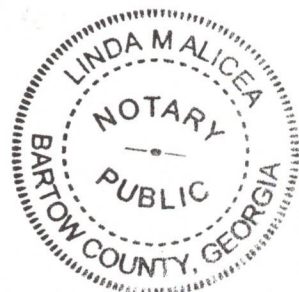
Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

10 DAY OF February, 2025

[Signature]
Notary Public

[NOTARY SEAL]



My Commission Expires: 10th of August 2028

* 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).

PRODUCER Hamby & Aloisio Inc. 53 Perimeter Center East #400 Atlanta GA 30346		CONTACT NAME: Judith Davis PHONE (A/C, No, Ext): (770) 551-3270 FAX (A/C, No): (770) 551-3289 E-MAIL ADDRESS: judith@hains.com	
INSURED Ser Familia, Inc. P.O. Box 146 Acworth GA 30101		INSURER(S) AFFORDING COVERAGE INSURER A: Alliance of Nonprofits for Ins. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10023	

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"/> COMMERCIAL GENERAL LIABILITY			2024-41124	08/25/2024	08/25/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 20,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
							Directors and Officers \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			2024-41124	08/25/2024	08/25/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" 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) \$
							Medical payments \$ 500
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			2024-41124-UMB	08/25/2024	08/25/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 1,000,000
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						\$
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N <input type="checkbox"/>	N / A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			2024-41124	08/25/2024	08/25/2025	Limit \$1MIL/\$3MIL
	Abuse and Molestation						Limit \$1MIL/\$1MIL

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

Fulton County Government is Additional Insured for General Liability.

CERTIFICATE HOLDER**CANCELLATION**

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

DATE (MM/DD/YYYY)

06/02/2025

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 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).

PRODUCER AM Trust North America 300 Arboretum Place, Suite 410 Richmond, VA 2323653	CONTACT NAME: Rylee White PHONE (A/C, No, Ext): (804) 495-6976 FAX (A/C, No): (775) 908-3724 E-MAIL ADDRESS: rwhite@allrisks.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Wesco Insurance Company NAIC # 26135
INSURED Ser Familia, Inc. 1000 Cobb Place Blvd. NW Ste 170 Kennesaw GA 30144	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES**CERTIFICATE NUMBER: 2021-2022****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 VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ Improper Sexual Coond Terr \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N <input type="checkbox"/> N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WWC3608840	10/04/2024	10/04/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER**CANCELLATION**

Fulton County Government 141 Pryor St SW Atlanta GA 30303-3408	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Rylee White
--	---

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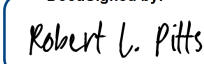
IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.

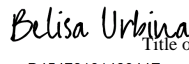
OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME **Ser Familia, Inc.**

DocuSigned by:

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


DocuSigned by: Name of Signatory: Belisa M Urbina

Title of Signatory: CEO
D4547218142844E...
Authorized Signature

ATTEST:

ATTEST:

Signed by:

EEC476C4837648D...
Tonya R. Grier
Clerk to the Commission

Signed by: Name of 2nd Signatory: **Soel A Rivera Martinez**

Title of Signatory: **Chief Financial Officer**
CADB9A22F7174E0...
Second Authorized Signature

(Affix County Seal)



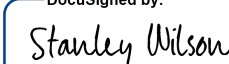
(Affix Corporate Seal, if applicable)

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

X 2ND RM

ITEM#: _____ RM: _____	ITEM#: 25-0398 2ND RM: 05/21/2025
REGULAR MEETING	SECOND REGULAR MEETING

Certificate Of Completion

Envelope Id: 4CCF3F16-443A-4EB4-8F10-C9472004B37A

Status: Completed

Subject: Please DocuSign: 2025 CSP Contract-Ser Familia, Inc.-BOC Agenda#25-0398

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 30

Signatures: 6

Envelope Originator:

Certificate Pages: 7

Initials: 0

Cherie Williams

AutoNav: Enabled

Stamps: 1

141 Pryor Street

Envelopeld Stamping: Enabled

Purchasing & Contract Compliance, Suite 1168

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

Atlanta, GA 30303

Canada)

Cherie.Williams@fultoncountyga.gov

IP Address: 166.137.175.9

Record Tracking

Status: Original

Holder: Cherie Williams

Location: DocuSign

6/18/2025 11:55:38 PM

Cherie.Williams@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

Signature

Timestamp

Belisa Urbina

belisa@serfam.org

CEO

Ser Familia, Inc.

Security Level: Email, Account Authentication
(None)

DocuSigned by:

Belisa Urbina

D4547218142844E...

Sent: 6/18/2025 11:59:30 PM

Resent: 6/20/2025 2:43:26 PM

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Signed: 6/21/2025 7:19:36 AM

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Accepted: 6/21/2025 7:17:33 AM

ID: bf5f169d-7dbb-4259-b597-eb73441e1281

Soel A Rivera Martinez

srivera@serfam.org

Security Level: Email, Account Authentication
(None)

Signed by:

Soel A Rivera Martinez

CADB9A22F7174E0...

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Resent: 6/23/2025 9:20:13 AM

Viewed: 6/23/2025 10:20:29 AM

Signed: 6/23/2025 10:21:58 AM

Signature Adoption: Pre-selected Style

Using IP Address:

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Electronic Record and Signature Disclosure:

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ID: e1b4d452-a69e-4451-8ddd-3e57855f2316

Mark Hawks2

mark.hawks@fultoncountyga.gov

Chief Assistant Purchasing Agent

Purchasing and Contract Compliance

Security Level: Email, Account Authentication
(None)

Completed

Using IP Address: 74.174.59.4

Sent: 6/23/2025 10:22:01 AM

Viewed: 6/23/2025 11:49:31 AM

Signed: 6/23/2025 11:49:41 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Signer Events	Signature	Timestamp
Stanley Wilson Stanley.Wilson@fultoncountyga.gov Director Stanley Wilson Security Level: Email, Account Authentication (None)	DocuSigned by:  5E4D76DFB4A0450... Signature Adoption: Pre-selected Style Using IP Address: 75.43.132.102	Sent: 6/23/2025 11:49:43 AM Resent: 6/24/2025 9:44:25 AM Viewed: 6/24/2025 12:40:00 PM Signed: 6/24/2025 12:40:06 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Completed Using IP Address: 74.174.59.4	Sent: 6/24/2025 12:40:08 PM Resent: 6/25/2025 1:08:58 PM Viewed: 6/25/2025 3:27:56 PM Signed: 6/25/2025 3:29:41 PM
Electronic Record and Signature Disclosure: Accepted: 6/25/2025 3:27:56 PM ID: 54f5f87b-9e1a-4b74-951c-3b8670518a9f		
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: 6/25/2025 3:29:44 PM Viewed: 6/25/2025 3:36:25 PM Signed: 6/25/2025 3:37:19 PM
Electronic Record and Signature Disclosure: Accepted: 6/25/2025 3:36:25 PM ID: b5f2d0b6-cee6-4e41-9719-8c6bc59541d4		
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)	Completed Using IP Address: 66.56.23.82	Sent: 6/25/2025 3:37:22 PM Viewed: 6/27/2025 2:23:13 PM Signed: 6/27/2025 2:24:07 PM
Electronic Record and Signature Disclosure: 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: 6/27/2025 2:24:10 PM Resent: 6/30/2025 11:51:18 AM Viewed: 6/30/2025 11:56:12 AM Signed: 6/30/2025 11:56:16 AM
Electronic Record and Signature Disclosure: 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: 6/30/2025 11:56:18 AM Viewed: 7/1/2025 10:47:21 AM Signed: 7/1/2025 10:47:34 AM
Electronic Record and Signature Disclosure:		

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) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 45.20.200.178	Sent: 7/1/2025 10:47:39 AM Resent: 7/3/2025 10:44:46 AM Viewed: 7/9/2025 9:37:55 AM Signed: 7/9/2025 9:38:29 AM

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Atif Henderson Atif.Henderson@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/18/2025 11:59:29 PM Viewed: 7/9/2025 9:44:07 AM
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Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/18/2025 11:59:29 PM Resent: 7/9/2025 9:38:37 AM
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Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/18/2025 11:59:30 PM Viewed: 7/9/2025 9:43:58 AM
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Dian DeV Vaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 7/9/2025 9:38:33 AM Viewed: 7/9/2025 9:44:58 AM
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/18/2025 11:59:29 PM
Certified Delivered	Security Checked	7/9/2025 9:37:55 AM
Signing Complete	Security Checked	7/9/2025 9:38:29 AM
Completed	Security Checked	7/9/2025 9:38:33 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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Enabled Security Settings:	Allow per session cookies

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