

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 12, 2006

☒ Consent
☐ Ordinance

☐ Regular
☐ Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Agreement with the Town of Manalapan for the period September 12, 2006, through December 30, 2006, in an amount not-to-exceed \$10,000 for funding of the 2005-2006 Lecture series at J. Turner Moore Memorial Library.

Summary: This funding is to assist with costs for the annual lecture series held by the Town of Manalapan at the J. Turner Moore Memorial Library. The series serves approximately 250 people annually. The Agreement allows for the reimbursement of eligible pre-Agreement expenses incurred subsequent to November 10, 2005. Funding is from the Recreation Assistance Program (RAP).
District 4 (AH)

Background and Justification: The Town of Manalapan offers a library lecture series each year to provide programs of an educational and cultural nature for the public. The lectures are given on a wide range of subjects by knowledgeable and professional speakers.

The cost of the lecture series is approximately \$10,000 annually for speakers, refreshments, printing supplies, speaker airline and lodging expenses, and other miscellaneous expenses related to the lecture series. The District 4 RAP funding will defray the cost of this program. The Agreement has been executed on behalf of the Town of Manalapan, and now needs to be approved by the Board of County Commissioners.

Attachment: Agreement

Recommended by: _____


Department Director

8/16/06
Date

Approved by: _____


Assistant County Administrator

8/22/06
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2006	2007	2008	2009	2010
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>10,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>10,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes X No _____
Budget Account No.: Fund 3600 Department 583 Unit R904
Object 8101 Program N/A

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Recreation Assistance Program

District 4 3600-583-R904-059-8101 \$10,000

C. Departmental Fiscal Review: ckopelakis

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

Elizabeth Closer 8/18/06
OFMB
8/17/06 PM 8:17 AM

Jim J. Jacobus 8/21/06
Contract Development and Control
8/21/06

B. Legal Sufficiency:

Anne Helgert 8/22/06
Assistant County Attorney

This Contract complies with our
contract review requirements.

C. Other Department Review:

Department Director

**AGREEMENT BETWEEN PALM BEACH COUNTY AND
THE TOWN OF MANALAPAN FOR THE 2005-2006 LECTURE SERIES AT J.
TURNER MOORE MEMORIAL LIBRARY**

THIS AGREEMENT is made and entered into on _____, by and between Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as "County", and the Town of Manalapan, a Florida municipal corporation, hereinafter referred to as "Manalapan".

W I T N E S S E T H:

WHEREAS, Manalapan provides an annual Lecture Series, which is held at the J. Turner Moore Memorial Library in Manalapan; and

WHEREAS, the Lecture Series is anticipated to serve approximately two hundred fifty (250) people from throughout the County; and

WHEREAS, the total cost of the 2005-2006 Lecture Series is anticipated to be \$10,000 for speaker fees, lecture refreshments, printing supplies, speaker airline and lodging expenses, and other miscellaneous expenses relating to the Lecture Series ; and

WHEREAS, Manalapan has requested from County an amount not to exceed \$10,000 for the Lecture Series; and

WHEREAS, the County desires to fund the Lecture Series; and

WHEREAS, programs of an educational and cultural nature benefit the public; and

WHEREAS, funding for the Lecture Series in the amount of \$10,000 is available from District 4 Recreation Assistance Program (RAP) reserves; and

WHEREAS, both parties desire to enter into this Agreement.

NOW THEREFORE, in consideration of the covenants and promises contained herein, the parties hereby agree to the following terms and conditions:

1. County agrees to fund an amount not to exceed \$10,000 to Manalapan for the J. Turner Moore Memorial Library Lecture Series for speaker fees, lecture refreshments, printing supplies, speaker airline and lodging expenses, and other miscellaneous expenses relating to the Lecture Series, as specifically set forth in Exhibit "A", attached hereto and incorporated herein, hereinafter referred to as the "Project".

2. County will use its best efforts to provide said funds to Manalapan on a reimbursement basis within forty-five (45) days of receipt of the following information:

a. A written statement that the Project, as specified herein, was carried out in accordance with this Agreement; and

b. A Contract Payment Request Form and a Contractual Services Purchases Schedule Form attached hereto and made a part hereof as Exhibit "B", which are required for each and every reimbursement requested by Manalapan. Said information shall list each invoice paid by Manalapan and shall include the vendor invoice number; invoice date; and the amount paid by Manalapan along with the number and date of the respective check or proof of payment for said payment. Manalapan shall attach a copy of each vendor invoice paid by Manalapan along with a copy of the respective check or proof of payment and shall make reference thereof to the applicable item listed on the Contractual Services Purchases Schedule. Further, Manalapan's Program Administrator and Project Financial Officer shall certify the total funds spent by Manalapan on the Project and shall also certify that each vendor invoice, as listed on the Contractual Services Purchases Schedule was paid by Manalapan and approved by Manalapan as indicated.

3. Manalapan incurred expenses for the Project beginning on November 10, 2005. Those costs incurred by Manalapan for the Project, approved and submitted accordingly by Manalapan subsequent to November 10, 2005, are eligible for reimbursement by County pursuant to the terms and conditions hereof.

4. RAP funds may be used as a match for other local, state, or federal grant programs, but Manalapan may not submit reimbursement requests for the same expenses to the County as other fund sources to receive duplicate reimbursement for the same expenses.

5. Manalapan agrees, warrants, and represents that all of the employees and participants in the Project will be treated equally during employment, and for the provision of services without regard to residency, race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

6. Manalapan shall be responsible for all costs of operation and maintenance of the Project.

7. The term of this Agreement shall be until December 30, 2006, commencing upon the date of execution by the parties hereto.

8. The parties agree that, in the event Manalapan is in default of its obligations under this Agreement, the County shall provide Manalapan thirty (30) days written notice to cure the default. In the event Manalapan fails to cure the default within the thirty (30) day cure period, the County shall have no further obligation to honor reimbursement requests submitted by Manalapan for the Project deemed to be in default and Manalapan shall return any County RAP funds already collected by Manalapan for that Project.

9. Notwithstanding any provision of this Agreement to the contrary, this Agreement may be terminated by the County, without cause, upon thirty (30) days prior written notice to the other party. This Agreement may be terminated by the County with cause, upon expiration of the thirty (30) day cure period provided for in Section 8 above.

10. Manalapan shall complete the Project by September 30, 2006, and invoices and checks submitted for reimbursement must be dated within the project time frame of November 10, 2005, through September 30, 2006. Manalapan shall provide its final reimbursement request(s), including a project completion statement and reimbursement documentation as indicated in Section 2 above on or before December 30, 2006. Upon written notification to County at least ninety (90) days prior to that date Manalapan may request an extension beyond this period for the purpose of completing the Project. County shall not unreasonably deny Manalapan's request for said extension.

11. In the event Manalapan ceases to exist, or ceases or suspends the Project for any reason, any remaining unpaid portion of this Agreement shall be retained by County, and County shall have no further obligation to honor reimbursement requests submitted by Manalapan. The determination that Manalapan has ceased or suspended the Project shall be made by County and Manalapan agrees to be bound by County's determination.

12. Manalapan agrees to abide by, and be governed by, all applicable federal, state, county, and municipal laws, including but not limited to, Palm Beach County's ordinances, as said laws and ordinances exist and are amended from time to time. In entering into this Agreement, Palm Beach County does not waive the requirements of any County or local ordinance or the requirements of obtaining any permits or licenses normally required to conduct business or activity conducted by Manalapan. Failure to comply may result in County's refusal to honor reimbursement requests for the Project.

13. County reserves the right to withhold reimbursement if the Project is not completed as specified in Exhibit "A".

14. It is understood and agreed that Manalapan is merely a recipient of County funding and is an independent contractor and is not an agent, servant or employee of County or its Board of County Commissioners. It is further acknowledged that the County only contributes funding under this Agreement and operates no control over the Project. To the extent permitted by law and without waiving the right to sovereign immunity as provided by Section 768.28 Florida Statutes, in the event a claim or lawsuit is brought against County or any of its officers, agents or employees, Manalapan shall indemnify, save and hold harmless and defend the County, its officers, agents, and/or employees from and against any and all claims, liabilities, losses, judgments, and/or causes of action of any type arising out of or relating to any act or omission of Manalapan, its agents, servants and/or employees in the performance of this Agreement. The foregoing indemnification shall survive termination of this Agreement.

In consideration for reimbursement of costs incurred prior to the term of this Agreement, the foregoing indemnification shall apply not only during the term of this Agreement but also for the period prior to the Agreement for which Manalapan is eligible to receive reimbursement from the County.

15. Without waiving the right to sovereign immunity as provided by Section 768.28, Florida Statutes, Manalapan acknowledges to be self-insured for General Liability and Automobile Liability under Florida sovereign immunity statutes with coverage limits of \$100,000 Per Person and \$200,000 Per Occurrence; or such monetary waiver limits that may change and be set forth by the legislature.

In the event Manalapan maintains third-party commercial General Liability and Business Auto Liability in lieu of exclusive reliance on self-insurance under Section 768.28, Florida Statutes, Manalapan shall agree to maintain said insurance policies at limits not less than \$500,000 combined single limit for bodily injury or property damage.

Manalapan agrees to maintain or to be self-insured for Worker's Compensation & Employer's Liability insurance in accordance with Florida Statute 440.

Prior to execution of this Agreement by the County, Manalapan shall deliver to the

County an affidavit or Certificate of Insurance evidencing insurance, self-insurance, and/or sovereign immunity status, which County agrees to recognize as acceptable for the above mentioned coverages. Certificate holder's address shall read Palm Beach County, c/o Parks and Recreation Department, 2700 Sixth Avenue South, Lake Worth, FL 33461, Attention: Administrative Support Manager.

Compliance with the foregoing requirements shall not relieve Manalapan of its liability and obligations under this Agreement.

16. Upon request by County, Manalapan shall demonstrate financial accountability through the submission of acceptable financial audits performed by an independent auditor.

17. Manalapan shall maintain books, records, documents and other evidence that sufficiently and properly reflect all costs of any nature expended in the performance of this Agreement for a period of not less than five (5) years. Upon advance notice to Manalapan, County shall have the right to inspect and audit said books, records, documents and other evidence during normal business hours.

18. The County and Manalapan may pursue any and all actions available under law to enforce this Agreement including, but not limited to, actions arising from the breach of any provision set forth herein.

19. This Agreement shall be governed by the laws of the State of Florida and any and all legal action necessary to enforce this Agreement shall be held in Palm Beach County.

20. As provided in Section 287.132-133, Florida Statutes, by entering into this Agreement or performing any work in furtherance hereof, Manalapan certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty six (36) months immediately preceding the date hereof. This notice is required by Section 287.133 (3) (a), Florida Statutes.

21. This Agreement represents the entire agreement between the parties and supersedes all other negotiations, representations, or agreement, written or oral, relating to this Agreement. This Agreement may be modified and amended only by written instrument

executed by the parties hereto.

22. Any notice given pursuant to the terms of this Agreement shall be in writing and hand delivered or sent by U.S. mail. All notices shall be addressed to the following:

As to the County:

Director of Parks and Recreation
Palm Beach County Parks and Recreation Department
2700 Sixth Avenue South
Lake Worth, Florida 33461

As to Manalapan:

Town Manager
600 South Ocean Boulevard
Manalapan, FL 33462

23. This Agreement is made solely and specifically among and for the benefit of the parties hereto, and no other person shall have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third-party beneficiary or otherwise.

IN WITNESS WHEREOF, the undersigned parties have signed this Agreement on the date first above written.

ATTEST:

**SHARON R. BOCK, Clerk &
Comptroller**

**PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS**

By: _____
Deputy Clerk

By: _____
Tony Masilotti, Chairman

ATTEST:

By: *Janice M. Moore*
Town Clerk

TOWN OF MANALAPAN

By: *Pete*
Vice Mayor

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

By: _____
County Attorney

**APPROVED AS TO TERMS AND
CONDITIONS**

By: *Dennis L. Eshleman*
Dennis L. Eshleman, Director
Parks and Recreation Department

**Recreation Assistance Program (RAP)
Exhibit "A" to Agreement**

BACKGROUND INFORMATION

Name of Municipality: Manalapan

Mailing Address: 600 So Ocean Blvd
Manalapan FL 33462

Name of Mayor: William E. Benjamin, II

Name of Town Administrator: Gregory L. Dunham

Project/Program Liaison Information:

Name: Linda A. Stumpf, Finance Director

Telephone #: 561-383-2546

Fax #: 561-585-9498

e-mail: lstumpf@manalapan.org

PROJECT/PROGRAM INFORMATION

1. Name of Project/Program: 2005-2006 Lecture Series at J. Turner Moore Memorial Library

2. Project/Program Description

- General (Project Scope): Provide the community with a lecture series incorporating lectures on a wide range of subjects.
- Public Purpose: To expose Palm Bch County residents to the Library & engaging speakers.
- Location: J. Turner Moore Memorial Library
1330 Lands End Road, Manalapan FL
- Anticipated Number of Participants/Users: 250

EXHIBIT A
Page 1 of 2

County Funds Previously Disbursed

\$

County Funds Due this Billing

\$

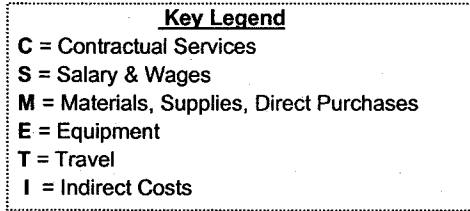
Reviewed and Approved By:

PBC Project Administrator

Date

Department Director

Date

**EXHIBIT B**

Date _____

Submittal #: _____

Contract Reimbursement Period: _____

Certification: I hereby certify that the purchases noted above were used in accomplishing this project.

Certification: I hereby certify that bid tabulations, executed contract, cancelled checks, and other purchasing documentation have been maintained as required to support the costs reported above and are available for audit upon request.

Date _____

Financial Officer

Date _____

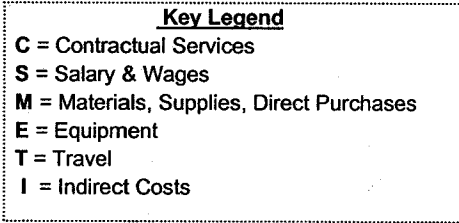


EXHIBIT B
(cont'd.)

Page 3 of 3

JUN-20-2006 16:31

ACORDIA

P.01/01

CERTIFICATE OF COVERAGE**ISSUED ON 6/20/2006**

Designated Member
Town of Manalapan
600 South Ocean Blvd.
Manalapan, FL 334623398

Administrator
Public Risk Underwriters
P.O. Box 958455
Lake Mary, FL 32795-8455

Producer
Acordia Southeast
501 S. Flagler Dr. #600
West Palm Beach, FL 33401

COVERAGES: THIS IS TO CERTIFY THAT THE AGREEMENT BELOW HAS BEEN ISSUED TO THE DESIGNATED MEMBER FOR THE COVERAGE 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 COVERAGE AFFORDED BY THE AGREEMENT DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH AGREEMENT.

COVERAGE PROVIDED BY: PREFERRED GOVERNMENTAL INSURANCE TRUST

AGREEMENT NUMBER: PK FL1 0502015 05-04

COVERAGE PERIOD: FROM 10/01/2005 TO 10/01/2006 12:01 AM STANDARD TIME

LIABILITY COVERAGE

- ☒ Comprehensive General Liability, Bodily Injury, Property Damage and Personal Injury
Limit \$1,000,000 / \$2,000,000 Deductible \$2,500
- ☒ Public Officials Liability
Limit \$1,000,000 Deductible \$10,000
- ☒ Employment Practices Liability
Limit \$1,000,000 Deductible \$10,000
- ☒ Employee Benefits Liability
Limit \$1,000,000 / \$2,000,000 Deductible \$2,500
- ☒ Law Enforcement Liability
Limit \$1,000,000 Deductible \$5,000

PROPERTY COVERAGE

- ☒ Buildings & Personal Property
Limit \$6,847,272 TIV Deductible \$10,000
Note: See coverage agreement for details on wind, flood, and other deductibles
- ☐ Rented, Borrowed and Leased Equipment
Limit Deductible
- ☒ All other Inland Marine
Limit \$213,500 TIV Deductible See Schedule

WORKERS' COMPENSATION COVERAGE

- ☐ Self Insured Workers' Compensation
Self Insured Retention
- ☐ Statutory Workers' Compensation
Deductible
- ☐ Employers Liability
\$1,000,000 Each Accident
\$1,000,000 By Disease
\$1,000,000 Aggregate Disease

AUTOMOBILE COVERAGE**Automobile Liability**

Limit \$1,000,000 Deductible \$1,000

- ☒ All Owned Autos
- ☐ Specifically Described Autos
- ☒ Hired Autos
- ☒ Non-Owned Autos

Automobile Physical Damage

- ☒ Comprehensive Deductible See Schedule
- ☒ Collision Deductible See Schedule
- ☒ Hired & Non-Owned Autos, with limit of \$35,000

NOTE: The limit of liability is \$100,000 Bodily Injury and/or Property Damage per person or \$200,000 Bodily Injury and/or Property Damage per occurrence. These specific limits of liability are increased to limits shown above per occurrence, solely for any liability resulting from entry of a claims bill pursuant to Section 768.28 (5) Florida Statutes or liability imposed pursuant to Federal Law or actions outside the State of Florida.

Description of Operations/Locations/Vehicles/Special items:

Fax # 963-6747

This section completed by member's agent, who bears complete responsibility and liability for its accuracy.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE AGREEMENT ABOVE.

Certificate Holder

Palm Beach County Department of Parks & Recreation
Attn: Susan Yinger
2700 6th Ave South
Lake Worth, FL 33461

CANCELLATIONS
SHOULD ANY PART OF THE ABOVE DESCRIBED AGREEMENT BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, PREFERRED GOVERNMENTAL INSURANCE TRUST WILL ENDEAVOR TO MAIL 45 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED ABOVE, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE PROGRAM, ITS AGENTS OR REPRESENTATIVES

Michael S. Clark
AUTHORIZED REPRESENTATIVE

AUG-02-2006 15:04

ACORDIA

P.01
TOWNOFM-02 NCLP

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/2/2006

PRODUCER Acordia West Palm Beach 501 South Flagler Drive, Suite 600 West Palm Beach, FL 33401-5914	(561) 655-5500	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED Town Of Manalapan 600 South Ocean Blvd. Manalapan, FL 33462-3398		INSURERS AFFORDING COVERAGE INSURER A: Preferred Governmental Ins Trust INSURER B: INSURER C: INSURER D: INSURER E:
		NAIC #

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> 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				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	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) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC AUTO ONLY: AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	001000000015105	10/1/2005	10/1/2006	<input checked="" type="checkbox"/> WC STATU- TORY LIMITS <input type="checkbox"/> OTH- ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Fax # 963-6747

CERTIFICATE HOLDER

Palm Beach County Dept. of Parks &
Recreation
Susan Yinger
2700 6th Ave. South
Lake Worth, FL 33461-

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Manal J. Nicks

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.