

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: December 19, 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 Children's Coalition, Inc. for the period December 19, 2006, through June 30, 2007, in an amount not-to-exceed \$5,000 for funding of the Believe and Achieve and the Veteran's History projects.

**Summary:** This funding is to help offset costs for the Believe and Achieve and Veteran's History projects offered by The Children's Coalition, Inc. These projects serve approximately 100 participants. The Agreement allows for the reimbursement of eligible pre-Agreement expenses incurred subsequent to September 1, 2006. Funding is from the Recreation Assistance Program (RAP).  
District 4 (AH)

**Background and Justification:** The Children's Coalition, Inc. (TCCI) is a not-for-profit organization that offers positive alternatives to crime, recidivism, and substance abuse through instruction in multi-media arts and computer technology for personal, cultural, and vocational skill development. The Believe and Achieve project provides year-round after school computer and multi-media arts and entrepreneurship workshops to students from age six through adulthood and the Veterans History project partners disadvantaged youth with veterans/family members in order to preserve digitally for posterity their experiences during wartime and its aftermath of the 20<sup>th</sup> and 21<sup>st</sup> centuries.

The total cost of TCCI's programs is \$374,800 for personnel costs, contractual expenses, equipment and supplies, facility rental, utilities, field trip costs, travel and lodging, food, and other miscellaneous expenses related to the programs. The \$5,000 from District 4 RAP funding will help offset a portion of the program expenses paid by TCCI. The Agreement has been executed on behalf of The Children's Coalition, Inc., and now needs to be approved by the Board of County Commissioners.

Attachment: Agreement

Recommended by:   
Department Director

12/14/06  
Date

Approved by:   
Assistant County Administrator

12/13/06  
Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2007	2008	2009	2010	2011
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>5,000</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>
<b>NET FISCAL IMPACT</b>	<b><u>5,000</u></b>	<b><u>-0-</u></b>	<b><u>-0-</u></b>	<b><u>-0-</u></b>	<b><u>-0-</u></b>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes X No \_\_\_\_\_  
 Budget Account No.: Fund 3600 Department 583 Unit R904  
 Object 8201 Program N/A

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

Recreation Assistance Program

District 4      3600-583-R904-063-8201      \$5,000

C. Departmental Fiscal Review: *[Signature]*

**III. REVIEW COMMENTS**

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

*[Signature]* 12-7-06  
 OFMB  
*ms*  
 12-6-06 *[Signature]*

*[Signature]* 12/11/06  
 Contract Development and Control  
*E. Jones 12/11/06*

**B. Legal Sufficiency:**

*[Signature]* 12/12/06  
 Assistant County Attorney

This Contract complies with our contract review requirements.

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

REVISED 10/95  
 ADM FORM 01

**AGREEMENT BETWEEN PALM BEACH COUNTY AND THE CHILDREN'S  
COALITION, INC. FOR BELIEVE AND ACHIEVE AND THE VETERAN'S HISTORY  
PROJECT**

**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 Children's Coalition, Inc., a Florida not-for-profit corporation authorized to do business in the State of Florida, hereinafter referred to as "TCCI".

**W I T N E S S E T H:**

**WHEREAS**, TCCI is a not-for-profit organization formed to offer positive alternatives to crime, recidivism, and substance abuse through instruction in multi-media arts and computer technology for personal, cultural, and vocational skill development; and

**WHEREAS**, TCCI offers the Believe and Achieve Project to provide year-round after school computer and multi-media arts and entrepreneurship workshops to students from age six through adulthood; and

**WHEREAS**, TCCI offers the Veterans History Project to partner disadvantaged youth with veterans/family members in order to preserve digitally for posterity their experiences during wartime and its aftermath of the 20<sup>th</sup> and 21<sup>st</sup> centuries; and

**WHEREAS**, programs are offered to approximately one hundred participants annually and are held both at the TCCI facility in downtown West Palm Beach and various detention centers, alternate care centers, and after school programs; and

**WHEREAS**, the total annual budget for the TCCI's Believe and Achieve and Veterans History programs is approximately \$374,800; and

**WHEREAS**, TCCI has requested \$5,000 from County to help offset Believe and Achieve and Veterans History project expenses for personnel costs, contractual expenses, equipment and supplies, facility rental, utilities, field trip costs, travel and lodging, food, and other miscellaneous expenses related to the Believe and Achieve and Veterans History projects; and

**WHEREAS**, County desires to provide funding to assist TCCI with costs for the Believe and Achieve and Veterans History projects; and

**WHEREAS**, funding to assist TCCI with said projects in an amount not-to-exceed \$5,000 is available from the Recreation Assistance Program (RAP) - District 4; and

**WHEREAS**, cultural and recreational programs for at-risk youth serve a public purpose; 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 \$5,000 to TCCI for the program for Believe and Achieve and Veterans History project expenses for personnel costs, contractual expenses, equipment and supplies, facility rental, utilities, field trip costs, travel and lodging, food, and other miscellaneous expenses related to the Believe and Achieve and Veterans History projects, as 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 TCCI 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 TCCI. Said information shall list each invoice paid by TCCI and shall include the vendor invoice number; invoice date; and the amount paid by TCCI along with the number and date of the respective check and/or proof of payment for said payment. TCCI shall attach a copy of each vendor invoice paid by TCCI along with a copy of the respective check and/or proof of payment, and shall make reference thereof to the applicable item listed on the Contractual Services Purchases Schedule. Further, TCCI's Program Administrator and Project Financial Officer shall certify the total funds spent by TCCI on the Project and shall also certify that each vendor invoice, as listed on the Contractual Services Purchases Schedule was paid by TCCI and approved by TCCI as indicated.

3. TCCI incurred expenses for the Project beginning on September 1, 2006. Those costs incurred by TCCI for the Project approved and submitted accordingly by TCCI subsequent to September 1, 2006, 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 TCCI 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. TCCI warrants that it is an active not-for-profit corporation, duly chartered and registered with the Florida Department of State, Division of Corporations.

6. TCCI 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.

7. TCCI shall be responsible for all costs of operation and maintenance of the Project.

8. The term of this Agreement shall be until June 30, 2007, commencing upon the date of execution by the parties hereto.

9. The parties agree that, in the event TCCI is in default of its obligations under this Agreement, the County shall provide TCCI thirty (30) days written notice to cure the default. In the event TCCI 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 TCCI for the Project deemed to be in default and TCCI shall return any County RAP funds already collected by TCCI for that Project.

10. 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 9 above.

11. TCCI shall complete the Project by March 31, 2007, and invoices and checks submitted for reimbursement must be dated within the project time frame of September 1, 2006, through March 31, 2007. TCCI shall provide its final reimbursement request(s), including a project completion statement and reimbursement documentation as indicated in Section 2 above on or before June 30, 2007. Upon written notification to County at least ninety (90) days prior to that date TCCI may request an extension beyond this period for the purpose of completing the Project. County shall not unreasonably deny TCCI's request for said extension.

12. In the event TCCI 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 TCCI. The determination that TCCI has ceased or suspended the Project shall be made by County and TCCI agrees to be bound by County's determination.

13. TCCI 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 TCCI. Failure to comply may result in County's refusal to honor reimbursement requests for the Project.

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

15. It is understood and agreed that TCCI 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. In the event a claim or lawsuit is brought against County or any of its officers, agents or employees, TCCI 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 TCCI, 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 apply for the period prior to the Agreement for which TCCI is eligible to receive reimbursement from the County.

16. TCCI shall, at its sole expense, agree to maintain in full force and effect at all times during the life of this Agreement, insurance coverages and limits (including

endorsements), as described herein. The requirements contained herein, as well as County's review of acceptance of insurance maintained by TCCI are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by TCCI under the Agreement.

**Commercial General Liability.** TCCI shall maintain Commercial General Liability at a limit of liability not less than \$500,000 Each Occurrence. Coverage shall not contain any endorsement excluding Contractual Liability or Cross Liability unless granted in writing by County's Risk Management Department. TCCI shall provide this coverage on a primary basis.

**Automobile.** TCCI shall maintain, during the life of this Agreement, comprehensive automobile liability insurance in the minimum amount of \$500,000 combined single limit bodily injury and property damage for claims arising from damages for bodily injury including wrongful death, as well as from claims for property damage which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including rented automobiles, whether such operations be by TCCI or by anyone employed by or contracting with TCCI. Should TCCI use independent bus companies for transportation, it shall require such company or companies to provide automobile liability on such buses in the minimum amount of \$1,000,000 combined single limit bodily injury and property damage liability and shall include TCCI and Palm Beach County as Additional Insured.

**Worker's Compensation Insurance & Employer's Liability.** TCCI shall maintain Worker's Compensation & Employers Liability in accordance with Florida Statute Chapter 440. TCCI shall provide this coverage on a primary basis.

**Additional Insured.** TCCI shall endorse the County as an Additional Insured with a CG 2026 Additional Insured - Designated Person or Organization endorsement, or its equivalent, to the Commercial General Liability. The Additional Insured endorsement shall read APalm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents. TCCI shall provide the Additional Insured endorsements coverage on a primary basis.

**Waiver of Subrogation.** TCCI hereby waives any and all rights of Subrogation against the County, its officers, employees and agents for each required

policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then TCCI shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, when a condition to the policy specifically prohibits such an endorsement, or voids coverage should TCCI enter into such an agreement on a pre-loss basis.

**Certificate(s) of Insurance.** Prior to execution of this Agreement by the County, TCCI shall deliver to the County a Certificate(s) of coverage evidencing that all types and amounts of insurance coverages required by this Agreement have been obtained and are in full force and effect. Such Certificate(s) of Insurance shall include a minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage. 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.

**Right to Review.** County, by and through its Risk Management Department, in cooperation with the contracting/monitoring department, reserves the right to review, modify, reject or accept any required policies of insurance, including limits, coverages, or endorsements, herein from time to time throughout the term of this Agreement. County reserves the right, but not the obligation, to review and reject any insurer providing coverage because of its poor financial condition or failure to operate legally.

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

18. TCCI 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 TCCI, County shall have the right to inspect and audit said books, records, documents and other evidence during normal business hours.

19. The County and TCCI 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.

20. 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.

21. As provided in Section 287.132-133, Florida Statutes, by entering into this Agreement or performing any work in furtherance hereof, TCCI 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.

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

23. 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 TCCI:

Executive Director  
The Children's Coalition, Inc.  
P.O. Box 2774  
West Palm Beach, FL 33402

24. 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.

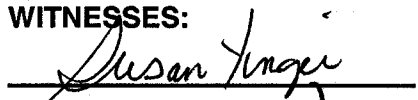
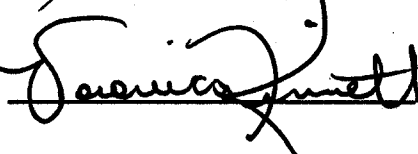
IN WITNESS WHEREOF, the undersigned parties have signed this Agreement on the date first above written.

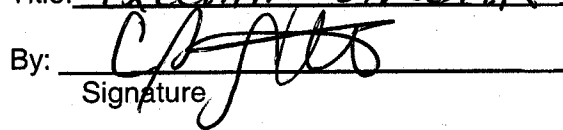
**ATTEST:**  
**SHARON R. BOCK, Clerk & Comptroller**

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

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Addie L. Green, Chairperson

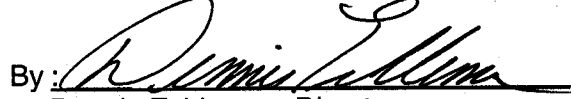
**WITNESSES:**  
  


**THE CHILDREN'S COALITION, INC.**  
**FEI Number: 65-0410121**  
By: CARLTON G. CARTWRIGHT  
Name (Type or Print)  
Title: EXECUTIVE DIRECTOR  
By:   
Signature

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

**APPROVED AS TO TERMS AND CONDITIONS**

By: \_\_\_\_\_  
County Attorney

By:   
Dennis Eshleman, Director  
Parks and Recreation Department

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

**BACKGROUND INFORMATION**

Agency Name: The Children's Coalition, Inc.

Federal Employer Identification Number: 65-0410121

Agency Name: The Children's Coalition, Incorporated

Mailing Address: P.O. Box 2774, West Palm Beach, Florida 33402

President: Edrick Barnes

Executive Director/Liaison: Carlton G. Cartwright

Telephone: 561-832-3797

Fax: 561-832-3713

Email: [ccartwright@tccipbc.org](mailto:ccartwright@tccipbc.org)

**Purpose/Mission of Agency:** TCCI's mission is offering our target population positive alternatives to crime, recidivism, and substance abuse. We accomplish this by providing participants in our programs with instruction in multi-media arts and computer technology for personal, cultural, and vocational skill development. TCCI helps students attain basic academic and social skills commensurate with their age and maturity, pursue educational goals, and develop marketable skills to assist students in obtaining and holding jobs in arts and technology-related markets.

**PROJECT/PROGRAM INFORMATION**

1. **Name of Project/Program:** Believe and Achieve and the Veteran's History Project
2. **Project/ Program Description**

**General (Project Scope):**

The Believe and Achieve Project and The Veteran's History Project partners disadvantaged youth with veterans/family members in order to preserve digitally for posterity their experiences during wartime and its aftermath of the 20th and 21st centuries. The most profound thing I can offer in regards to our involvement with the Veteran's History Project is that beyond the obvious impact of conveying the experiences of veterans who have served in the armed forces of the United States the project itself offers the additional rewards serving to act as a conduit for our society in an intergenerational capacity, connecting youth with adults, giving the adults the opportunity to mentor with teens that are in need of guidance from those who have served our country in the line of duty.

TCCI offers year-round, after-school computer and multi-media arts and entrepreneurship workshops to students, ages 6 to adult. These students are drawn primarily from economically disadvantaged neighborhoods located in and around West Palm Beach, Florida ("West Palm Beach"). Students are referred for entry into our programs by the Palm Beach County School Board, Palm Beach County Department of Children and Families and the Palm Beach County Department of Juvenile Justice based on low academic performance (D's and/or F's in two subject areas) and status as first time or repeat criminal offenders as defined by the Palm Beach County Department of Juvenile Justice.

We presently receive referrals and provide workshop outreach services to the following organizations, at our facility located at 529 Clematis Street in downtown West Palm Beach: True Fast Ministries; UB Kinsey Elementary Magnet School of the Arts; The Palm Beach

County Boys and Girls Clubs; the Children's Home Society; Girls & Boys Town. We offer technology and computer/multi-media skills workshops to juveniles at their detention center locations, at "aftercare" programs upon their release into the community, at alternative education centers, and on an after-school basis.

**Anticipated Number of Participants/Users:** More than 100 Students are referred for entry into TCCI programs by the Palm Beach County School Board, Department of Children and Families and the Palm Beach County Department of Juvenile Justice.

**Public Purpose:** There is an across-the-board need for affordable technological services and instruction. There is a similar need for organizations which can provide a venue for and services related to the exhibition of multi-media art work, particularly creative visual art which has been created by and/or for youth. The medium of fashion creation and design, while it remains popular and marketable, is faced with a need to integrate technological advances

**Location:** County Wide Locations including Boys & Girls Clubs, Resource Depot, UB Kinsey Elementary Magnet School of the Arts.

3. **Project/Program Elements:** List anticipated broad categories of Expenditure Items such as capital outlay, contractual services, personnel costs, operational expenses, equipment, and "Other Miscellaneous Project/Program expenses". Do not include expenditure line item budget/ amounts.

Personnel costs; contractual expenses, equipment and supplies; rental, utilities; field trip costs; travel; lodging and food;

4. Estimated Lump Sum Total for Project/Program: \$374,800
5. Initiation date: 1 September 2006 to 31 March 2007

(Note: Invoices and copies of proof of payment documents will be required for Project/Program reimbursement after the RAP Agreement is approved by the Board of County Commissioners. Do not submit reimbursement documentation until after the Agreement is approved. Please note that all invoices and checks must be dated within the project/program time frame as noted above AND Categories for Project/Program Elements must be listed in Section 3 in order to be eligible for RAP reimbursement.

6. Required Attachments:

Certificate of Insurance X \_\_\_\_\_

Amount of Recreation Assistance Program Funding awarded

\$ 5,000  
District 4  
(filled in by County)

Form available online by request. Contact Susan Yinger at [syinger@pbcgov.com](mailto:syinger@pbcgov.com)



PALM BEACH COUNTY  
PARKS AND RECREATION DEPARTMENT

EXHIBIT B

CONTRACT PAYMENT REQUEST

\_\_\_\_\_ Date \_\_\_\_\_

Grantee \_\_\_\_\_ Project Name: \_\_\_\_\_

Submission #: \_\_\_\_\_ Reimbursement Period: \_\_\_\_\_

Item	Key	Project Costs This Submission	Cumulative Project Costs
Contractual Services	(C)	_____	_____
Salary & Wages (% of salaries)	(S)	_____	_____
Materials, Supplies, Direct Purchases	(M)	_____	_____
Equipment	(E)	_____	_____
Travel	(T)	_____	_____
Indirect Costs	(I)	_____	_____
<b>TOTAL PROJECT COSTS</b>		=====	=====

Key Legend

- C = Contractual Services
- S = Salary & Wages
- M = Materials, Supplies, Direct Purchases
- E = Equipment
- T = Travel
- I = Indirect Costs

Certification: I hereby certify that the above expenses were incurred for the work identified as being accomplished in the attached progress reports.

Certification: I hereby certify that the documentation has been maintained as required to support the project expenses reported above and is available for audit upon request.

\_\_\_\_\_  
Administrator Date

\_\_\_\_\_  
Financial Officer Date

**PBC USE ONLY**

County Funding Participation \$ \_\_\_\_\_

Total Project Costs To Date: \$ \_\_\_\_\_

County Obligation To Date \$ \_\_\_\_\_

County Retainage ( \_\_\_\_\_ %) \$ \_\_\_\_\_

County Funds Previously Disbursed \$ \_\_\_\_\_

County Funds Due this Billing \$ \_\_\_\_\_

Reviewed and Approved By: \_\_\_\_\_

\_\_\_\_\_ PBC Project Administrator Date

\_\_\_\_\_ Department Director Date



**Key Legend**  
 C = Contractual Services  
 S = Salary & Wages  
 M = Materials, Supplies, Direct Purchases  
 E = Equipment  
 T = Travel  
 I = Indirect Costs

**PALM BEACH COUNTY  
 PARKS AND RECREATION DEPARTMENT  
 CONTRACTUAL SERVICES PURCHASE SCHEDULE**

**EXHIBIT B**

Grantee: \_\_\_\_\_  
 Submittal #: \_\_\_\_\_

Date: \_\_\_\_\_  
 Project Name: \_\_\_\_\_  
 Contract Reimbursement Period: \_\_\_\_\_

#	Payee (Vendor/Contractor)	Key	Check or Voucher		Invoice			Expense Description
			Number	Date	Number	Date	Amount	
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
					TOTAL \$			

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.

\_\_\_\_\_  
 Administrator Date

\_\_\_\_\_  
 Financial Officer Date



# ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID SN  
CHILD13

DATE (MM/DD/YYYY)  
08/24/06

<b>PRODUCER</b> The Plastridge Agency, Inc. 820 N. Federal Highway Delray Beach FL 33483 Phone: 561-276-5221 Fax: 561-276-5244	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.	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> Children's Coalition, Inc. Carlton Cartwright P.O. Box 2774 West Palm Beach FL 33402	INSURER A: Philadelphia Indemnity Ins Co	18058
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

## COVERAGES

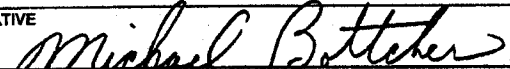
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES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

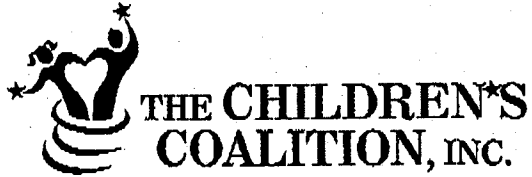
INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY	PHPK165575	05/03/06	05/03/07	EACH OCCURRENCE \$ 1000000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000
		<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5000
		<input checked="" type="checkbox"/> Professional Liab				PERSONAL & ADV INJURY \$ 1000000
		<input checked="" type="checkbox"/> abuse/molestation				GENERAL AGGREGATE \$ 2000000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG \$ 2000000
		<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
A		AUTOMOBILE LIABILITY	PHPK165575	05/03/06	05/03/07	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000
		<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
		<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
		<input checked="" type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE (Per accident) \$
<input checked="" type="checkbox"/> NON-OWNED AUTOS						
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
		<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC \$
						AUTO ONLY: AGG \$
A		EXCESS/UMBRELLA LIABILITY	PHUB061424	05/03/06	05/03/07	EACH OCCURRENCE \$ 4000000
		<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$ 4000000
		<input type="checkbox"/> DEDUCTIBLE				\$
		<input checked="" type="checkbox"/> RETENTION \$10000				\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS \$
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				OTHER \$
		If yes, describe under SPECIAL PROVISIONS below				E.L. EACH ACCIDENT \$
		OTHER				E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 Non Profit - providing at risk youths positive alternatives. Palm Beach County Board of County Commissioners is listed as additional insured with respect to General Liability ONLY.

## CERTIFICATE HOLDER

## CANCELLATION

PALMB-C Palm Beach County Board of County Commissioners c/o Parks & Recreation Dept. 2700 6th Avenue Lake Worth FL 33461	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 
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October 17, 2006

Board of Commissioners  
c/o Susan Yinger  
Parks & Recreation  
Palm Beach County

Dear Ms. Yinger:

We do not have over four employees working for our organization therefore we are not required by law to provide workmen's compensation benefits. If you have any further questions in regards to this matter please don't hesitate to contact our offices at the numbers listed below.

Sincerely,

Carlton G. Cartwright  
Founder & Executive Director

*Impacting children's lives since 1994*  
P.O. Box 2774 · West Palm Beach, FL 33402  
561-832-3797 · Fax 561-832-3713 · Cell 561-719-8106

No. 5436 P. 1

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