

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 5, 2008

☒ 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 Museum of Lifestyle and Fashion History, Inc. for the period February 5, 2008, through November 1, 2008, in an amount not-to-exceed \$5,000 for funding of narrated bus tours of historic Delray Beach.

Summary: This funding is to help offset costs for narrated bus tours, including a children's mathematics infused bus tour of historic Delray Beach for the Museum of Lifestyle and Fashion History, Inc. Approximately 500 people participate in these bus tours and children's tours/programs annually. The Agreement allows for the reimbursement of eligible pre-Agreement expenses incurred subsequent to October 1, 2007. Funding is from the Recreation Assistance Program (RAP) District 4 Funds. District 4 (AH)

Background and Justification: Museum of Lifestyle and Fashion History, Inc. (MLFH) is a not-for-profit history museum that offers retrospective and anthropology exhibits showcasing lifestyle, history, cultures, people, places, fashion trends, architecture, furnishings, locomotives and toys, and information about popular uses of artifacts by people/events over periods of time. MLFH provides narrated bus tours of historic Delray Beach on a regular basis. The tours include visits to historic districts and buildings, and information about the Seminole Native American, African American, Bahamian, German, and other white European settlers of Delray Beach. MLFH has also developed a narrated children's mathematics bus tour program, which combines a historic tour with a mathematics component to help children improve basic math comprehension and performance on the Florida Comprehensive Assessment Test (FCAT).

The total annual budget for the narrated bus tours is approximately \$34,000 for bus rental fees, activity workbook costs admission fees, volunteer and tour guide uniforms, regular narrated bus tour brochures, tickets, badges, flyer design and printing costs, supplies for children's tours, and other miscellaneous expenses. The \$5,000 provided from District 4 RAP funding will help offset a portion of the tour and program expenses. The Agreement has been executed on behalf of Museum of Lifestyle and Fashion History, Inc., and now needs to be approved by the Board of County Commissioners.

Attachment: Agreement

Recommended by: _____

Department Director

Date

Approved by: _____

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
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>
NET FISCAL IMPACT	<u>5,000</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 8201 Program N/A

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

Recreation Assistance Program

District 4 3600-583-R904-090-8201 \$5,000

C. Departmental Fiscal Review: ckopelakis

III. REVIEW COMMENTS

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

John R. ... 1-15-08
OFMB 1/14/08 1-14-08 01/14/08
Contract Development and Control 1/17/08

B. Legal Sufficiency:

Anne Delgant 1/17/08
Assistant County Attorney

1/16/08
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 MUSEUM OF LIFESTYLE
AND FASHION HISTORY, INC. FOR DELRAY BEACH NARRATED BUS TOURS
AND THE CHILDREN'S MATHEMATICS NARRATED BUS TOURS PROGRAM**

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 Museum of Lifestyle and Fashion History, Inc., a Florida not-for-profit corporation authorized to do business in the State of Florida, hereinafter referred to as "MLFH".

WITNESSETH:

WHEREAS, MLFH is a history museum that offers retrospective and anthropology exhibits showcasing lifestyle, history, cultures, people, places, fashion trends, architecture, furnishings, locomotives and toys, and information about popular uses of artifacts by people/events over periods of time; and

WHEREAS, MLFH provides narrated bus tours of historic Delray Beach, Florida, that include visits to historic districts and buildings and share information about the Seminole Native American, African American, Bahamian, German, and other white European settlers of Delray Beach (the "Tours"); and

WHEREAS, MLFH has also developed narrated a children's mathematics bus tours program ("Children's Tours"), which consists of historic bus tours with mathematics infused to help children improve basic math comprehension and performance on the FCAT; and

WHEREAS, the Tours and the Children's Tours cost approximately \$34,000 for bus rental fees, activity workbook costs, admission fees, volunteer and tour guide uniforms, regular narrated bus tour brochures, tickets, badges, flyer design, printing costs, supplies for Children's Tours, and other miscellaneous expenses; and

WHEREAS, approximately five hundred (500) children, youth, and students participate in the Tours and Children's Tours annually; and

WHEREAS, MLFH has requested that County provide \$5,000 to help offset costs for the Tours and Children's Tours and

WHEREAS, funding for MLFH for the Tours and Children's tours in an amount not-to-exceed \$5,000 is available from The Recreation Assistance Program (RAP) – District 4; and

WHEREAS, historical, cultural, and educational programs serve a public benefit; 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 MLFH for the Tours and Children's Tours to help offset costs for bus rental fees, activity workbook costs, admission fees, volunteer and tour guide uniforms, regular narrated bus tour brochure, ticket, badges, and flyer design and printing costs, supplies for Children's Tours, and other miscellaneous expenses, 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 MLFH 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 MLFH. Said information shall list each invoice paid by MLFH and shall include the vendor invoice number; invoice date; and the amount paid by MLFH along with the number and date of the respective check or proof of payment for said payment. MLFH shall attach a copy of each vendor invoice paid by MLFH 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, MLFH's Program Administrator and Project Financial Officer shall certify the total funds spent by MLFH on the Project and shall also certify that each vendor invoice, as listed on the Contractual Services Purchases Schedule was paid by MLFH and approved by MLFH as indicated.

3. MLFH incurred expenses for the Project beginning on October 1, 2007. Those costs incurred by MLFH for the Project, approved and submitted accordingly by MLFH subsequent to October 1, 2007, 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 MLFH 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. MLFH warrants that it is an active not-for-profit corporation, duly chartered and registered with the Florida Department of State, Division of Corporations.

6. MLFH 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. MLFH shall be responsible for the cost of operation and maintenance of the Project, including all associated costs.

8. The term of this Agreement shall be until November 1, 2008, commencing upon the date of execution by the parties hereto.

9. The parties agree that, in the event MLFH is in default of its obligations under this Agreement, the County shall provide MLFH thirty (30) days written notice to cure the default. In the event MLFH 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 MLFH for the Project deemed to be in default and MLFH shall return any County RAP funds already collected by MLFH 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. MLFH shall complete the Project by August 1, 2008, and invoices and checks submitted for reimbursement must be dated within the project time frame of October 1, 2007, through August 1, 2008. MLFH shall provide its final reimbursement request(s), including a project completion statement and reimbursement documentation as indicated in Section 2 above on or before November 1, 2008. Upon written notification to County at least ninety (90) days prior to that date MLFH may request an extension beyond this period for the purpose of completing the Project. County shall not unreasonably deny MLFH's request for said extension.

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

13. MLFH 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 MLFH. 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 MLFH 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, MLFH 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 MLFH, 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 this Agreement for which MLFH is eligible to receive reimbursement from the County.

16. MLFH 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. MLFH shall agree to provide the County with at least ten (10) day prior notice of any cancellation, non-renewal or material change to the insurance coverages. The requirements contained herein, as well as County's review and acceptance of insurance maintained by MLFH are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by MLFH under this Agreement.

Commercial General Liability. MLFH 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. MLFH shall provide this coverage on a primary basis.

Automobile. Should MLFH uses 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 MLFH and Palm Beach County as Additional Insured.

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

Additional Insured. MLFH 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 "Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents." MLFH shall provide the Additional Insured endorsements coverage on a primary basis.

Waiver of Subrogation. MLFH 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 MLFH 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 MLFH enter into such an agreement on a pre-loss basis.

Certificate(s) of Insurance. Prior to execution of this Agreement by the County, MLFH 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 ten (10) 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, MLFH shall demonstrate financial accountability through the submission of acceptable financial audits performed by an independent auditor.

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

19. The County and MLFH 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, MLFH 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, 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 MLFH:

Executive Director
Museum of Lifestyle and Fashion History, Inc.
P.O. Box 6127
MLFH, FI 33482

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.

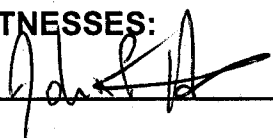
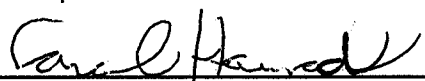
ATTEST:
SHARON R. BOCK, Clerk & Comptroller

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

By: _____
Deputy Clerk

By: _____
Commissioner Addie L. Greene,
Chairperson

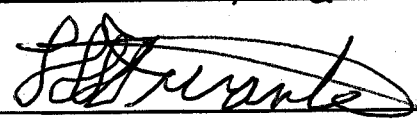
WITNESSES:

MUSEUM OF LIFESTYLE AND FASHION HISTORY, INC.
FEI Number: 65-0999010

By: Lori J. Durante
Name (Type or Print)

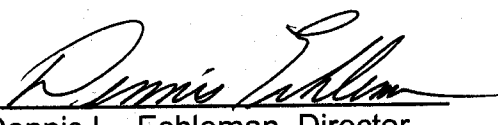
Title: Executive Director

By: 
Signature

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: _____
County Attorney

APPROVED AS TO TERMS AND CONDITIONS

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

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

Name of Agency: **Museum of Lifestyle and Fashion History, Inc.**
Mailing Address: P.O. Box 6127
Delray Beach, FL 33482

Federal Employer Identification Number: 65-099010

Name of President: Charlotte G. Durante
Name of Executive Director: Lori J. Durante
Project Liaison Information:
Name: Lori J. Durante
Telephone #: 561-243-2662
Fax #: 561-243-9916
e-mail: Durante@MLFHMUSEUM.org

PROJECT INFORMATION

1. Name of Project: *Delray Beach Narrated Bus Tours and the Children's Mathematics*
2. Project Description: *Narrated Bus Tours Program*
 - General (Project Scope), Public Purpose

The **Narrated Bus Tours of Historic Delray Beach, Florida** were created by the Museum of Lifestyle & Fashion History and are currently conducted by the Museum on the 4th Saturday of each month, year-round (3rd Saturday in November & December due to the holidays). The tours are a 1 hour & 45 minutes excursion and include visits to historic districts, historic buildings and include information about the Seminole Native American, African American, Bahamian, German and other White European settlers to Delray Beach, FL. In addition to local history and the origin of Palm Beach County, the history of the State of Florida is also included in the narration during the tour with information about the arrival of Spaniards in the 1500s as well as the migration of runaway African slaves and Creek Native American slaves who came to Florida together from the late 1600s to 1800s.

These bus tours provide a public purpose and fulfill the Museum's mission of presenting programs about historic architecture. This program promotes historic preservation; and ensures the public's engagement and awareness of historic landmarks in the City of Delray Beach. The reason these tours are historic preservation tours is because the travel route of the bus tour is complimented with a guided narration to more than 5 historic areas and neighborhoods in Delray Beach such as Baker's Row, Downtown Delray Beach and Pineapple Grove Art Work and also historic Bahamian and African American areas like Frog Alley and the West Settlers Neighborhood. Within these historic districts and neighborhoods, the tours visit, on an alternating schedule, 10 historic sites.

The Narrated Bus Tours have allowed the public to access landmark neighborhoods and buildings of which they may not have been aware if it were not for these public tours. Because of the public awareness, there is increased support for the historic preservation of certain neighborhoods and buildings. One such example is the former Pricilla Hotel located in the Frog Alley Neighborhood. The Pricilla Hotel was the 2nd black owned hotel built in Delray Beach that opened in 1951. It is located in the

historically African American neighborhood of Frog Alley. This hotel was built by Bahamian settlers to Delray Beach who were the late Chris and Pearl Pricilla Johnson. Mr. Johnson was a builder from the Bahamas. The architecture of the Pricilla is a reflection of building designs found in his native home of Andros Island in the Bahamas. During the era of legal segregation and Jim Crow, the Pricilla provided hotel lodging in Delray Beach for Black travelers who were usually employed as maids, butlers, chauffeurs by the White tourists who would spend the Winter season in Delray Beach. Prior the start of the Museum's tours in 2004, the building had sat old and dilapidated for many years. When the Museum organized the tours in 2004, we partnered with the new owners of the hotel building which is a Bahamian church, located adjacent the hotel, called the Church of God Resurrection Life Fellowship. The partnership was a relationship where the church was encouraged to begin efforts to preserve the building because that hotel would be featured on the tour. As a result of these tours, there is renewed interest and enthusiasm for the preservation of the building and for it to not be demolished. And, since 2004, parishioners of the church make on-going efforts to rehab and preserve the hotel which they use a community room and for exhibits about their Bahamian heritage. Plus, prior to the tours, passengers on the bus tour were not familiar with Delray's vibrant Caribbean heritage and the economic prowess and enterprise of Blacks during segregation. The Museum of Lifestyle & Fashion History is trying to secure funding for the purpose having a historic marker designed for the site of the hotel as well as help with the continuous preservation of the building and its access to the public.

Delray also has German history too because many of the pioneer farmers who came to Delray Beach in the 1890s were Germans from Michigan. The 1904 Trinity Lutheran Church in Delray Beach was built by those German settlers and that building is visited as a part of the tour. The 1904 Trinity Lutheran Church building is another example of historic preservation because it was recently rehabbed to its original style. All of the 10 historic sites of the tour are proper examples of cultural heritage preservation and promotion. The following are the historic sites of the tour:

- 1926 Colony Hotel
- 1936 Sandoway House
- 1951 Pricilla Hotel (established by Bahamians)
- 1896 Greater Mt. Olive Baptist Church
- 1897 St. Paul AME Church
- 1903 Cason Methodist Church
- 1904 (July) Trinity Lutheran Church (established by Germans)
- 1904 (August) St. Paul's Episcopal Church
- 1911 St. Matthew's Episcopal Church (established by Bahamians)
- 1924 First Presbyterian Church

The historic churches that are featured as a part of the tour served as important community centers during the settlement of Delray Beach. As a result, 2 Jewish synagogues were started in 2 of the historic churches featured on the tour. Many years ago Jews used church buildings in Delray Beach for their Jewish religious services.

As a part of the bus tour program and efforts to teach to children Historic Preservation, the Museum of Lifestyle & Fashion History has created a **Children's Mathematics Narrated Bus Tours of Historic Delray Beach** which is a historic Preservation tour with mathematics infused. The program is very entertaining, yet educational and a cultural experience in historic landmarks and social studies which creatively incorporate mathematical concepts such as symbols, shapes, angles, quantities and

interrelationships of quantities. This program creates a unique and interactive experience for students which allow them to discover historic landmarks and understand the importance of historic preservation by connecting it to mathematics. It is important to offer field trips for students that are interactive and hands-on. The mathematics component provides students with a challenging experience that is connected to their awareness of historic landmarks and why they should be preserved. There are numerous Mathematics teaching opportunities in the architectural designs of various historic buildings, streets, sidewalks and neighborhood areas that are along the route as well as in the history narrative of the Museum's hugely popular bus tours of Historic Delray Beach. The Mathematics component of the tours was developed using guidelines of the **FCAT (Florida Comprehensive Assessment Test)** with the goal of helping students improve their basic math comprehension and performance on the FCAT. These tours have been designed especially for grades Pre-K thru 6th grade. Each tour's narrative and mathematics components are adjusted to the particular grade level of the students. These tours are currently offered and available year-round as a field trip program for school groups. The children's tour is 1-hour and consists of visits to historic sites and districts such as the 1926 Colony Hotel, Downtown Delray Beach, and the Pricilla Hotel that is located in the historic Frog Alley Neighborhood. The Pricilla hotel is a featured building on the math tour because of its history. Also, its unique architectural design has created many opportunities for exciting mathematical activities that relate to the geometric shapes found on the building. Also Highlighted in the Frog Alley district is the newly designed sidewalk/streetscape by Miami artist Gary Moore. Many early settlers to Delray Beach were Bahamian and many lived in the Frog Alley section of town.

This innovative history bus tour program was introduced last year in September 2006 with a Workshop hosted by the Museum for Math teachers from Palm Beach County public schools that have been designated AAA schools. These Math professors are designated as "Math Coaches" by the Palm Beach County School District. The math teachers provided invaluable feedback regarding the development of the math curriculum component for these Museum tours. The Museum hosted a 2nd workshop in September 2007 as a follow-up and review of the progress of the program. Again, the math teachers provided important recommendations for the continuous development of this unique curriculum.

- Location:
Delray Beach, Florida

- Anticipated Number of Participants/Users:
500 children, youth and students

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

- Bus Rental Fees
- Design, copies and printing of activity workbooks for the Children's Math Bus Tours which are conducted year-round
- Subsidizing Admission fees at a reduced rate for students, children and youth

- Volunteer & Tour Guide Uniforms
- Design and Printing of 4-color brochure for the regular Narrated Bus Tours
- Design and printing of tickets for bus tours
- Design and printing of badges to be worn by passengers of the bus tours
- Design and printing color flyer/brochure for Summer Math Bus Tours for Children
- Purchase of supplies for Children's Math bus tour (calculator, rulers, clipboards, paper)

4. Estimated Lump Sum Total for Project: **\$34,000**
5. Project Initiation date (date of first invoice for which reimbursement will be requested) and anticipated End date (date which project will be completed and all invoices paid). **October 1, 2007 to August 1, 2008**

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 at this time. After the Agreement is approved, and the reimbursement request is submitted, all invoices and checks must be dated within the stated project time frame AND Categories for Project Elements must be listed in Section 3 above 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



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)	_____	_____
TOTAL PROJECT COSTS		=====	=====

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

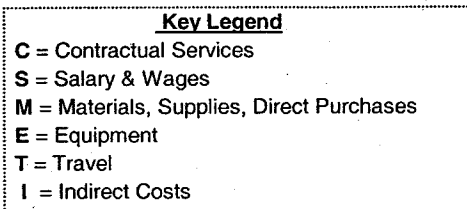


EXHIBIT B

Date _____

Submittal #: _____

Contract Reimbursement Period: _____

Invoice			
Number	Date	Amount	Expense Description

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 _____

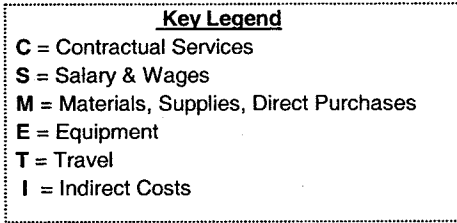


EXHIBIT B
(cont'd.)

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

Administrator

Date _____

Financial Officer

Date _____

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/14/2007

PRODUCER (561) 732-9305 FAX: (561) 364-9848 Harvey E. Oyer Jr. Inc. 511 East Ocean Avenue Boynton Beach FL 33435		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.
INSURERS AFFORDING COVERAGE		
INSURED Museum of Lifestyle and Fashion History Inc. PO Box 6127 Delray Beach FL 33482		INSURER A: Burlington Ins Co
		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				EACH OCCURRENCE	\$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
		<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	535B012639	3/7/2007	3/7/2008	MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ Included
		GEN'L AGGREGATE LIMIT APPLIES PER:					
		<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$
		<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
		<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
		<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
		<input type="checkbox"/> HIRED AUTOS					
		<input type="checkbox"/> NON-OWNED AUTOS					
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
		<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	\$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
							\$
		<input type="checkbox"/> DEDUCTIBLE					\$
		<input type="checkbox"/> RETENTION \$					\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS	OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	\$
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	\$
		OTHER				E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Additional Insured:
Palm Beach County Parks and Recreation

CERTIFICATE HOLDER (561) 963-6734 Palm Beach County Parks and Recreation Susan Yinger 2700 6th Ave S 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 10 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 Rob Macoviak/ROBERT
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MARSH

CERTIFICATE OF INSURANCE

CERTIFICATE NUMBER
HOU-000694668-16

PRODUCER
Marsh USA Inc.
1000 Main Street, Suite 3000
Houston, TX 77002

DEC 27 RECD
DEC 27 RECD

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN.

COMPANIES AFFORDING COVERAGE

COMPANY
A AMERICAN HOME ASSURANCE COMPANY

COMPANY
B N/A

COMPANY
C

COMPANY
D

016276-ACL-Casua-07-08 MST

INSURED
Midnight Sun Tours
220 South Dixie Highway
Suite 2
Lake Worth, FL 33460

COVERAGES

This certificate supersedes and replaces any previously issued certificate for the policy period noted below. 1

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

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A A	GENERAL LIABILITY				GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	GL 1738141	09/16/07	09/16/08	PRODUCTS - COMP/OP AGG \$ 1,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	GL1738200 (Oregon)	09/16/07	09/16/08	PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 1,000,000
					MED EXP (Any one person) \$
A A	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT \$ 5,000,000
	<input checked="" type="checkbox"/> ANY AUTO	CA 9799248 (Oregon)	09/16/07	09/16/08	BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	CA 9798679	09/16/07	09/16/08	BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE \$
	<input checked="" type="checkbox"/> HIRED AUTOS				
	<input checked="" type="checkbox"/> NON-OWNED AUTOS				
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY:
					EACH ACCIDENT \$
					AGGREGATE \$
	EXCESS LIABILITY				EACH OCCURRENCE \$
	<input type="checkbox"/> UMBRELLA FORM				AGGREGATE \$
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM				\$
A A A A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	WC 3715758	09/16/07	09/16/08	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$
		WC 3715756 (California)	09/16/07	09/16/08	EL EACH ACCIDENT \$ 1,000,000
	<input checked="" type="checkbox"/> THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL	WC 2087663 (Wisconsin)	09/16/07	09/16/08	EL DISEASE-POLICY LIMIT \$ 1,000,000
		WC 2087664 (Florida)	09/16/07	09/16/08	EL DISEASE-EACH EMPLOYEE \$ 1,000,000
A A	OTHER Workers' Comp./Employers' Liab.	WC 1177656 (Oregon)	09/16/07	09/16/08	See Above Limits
		WC 1212934 (Texas)	09/16/07	09/16/08	See Above Limits

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS
AS ADDITIONAL INSURED AND ITS ASSIGNS

CERTIFICATE HOLDER

Museum of Lifestyle & Fashion History
Attn: Lori J. Durante
322 NE 2nd Ave
Delray Beach, FL 33444

CANCELLATION

SHOULD ANY OF THE POLICIES DESCRIBED HEREIN BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED HEREIN, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES, OR THE ISSUER OF THIS CERTIFICATE.

MARSH USA INC.

BY: John T. Riedel

MM1(3/02)

John T. Riedel

VALID AS OF: 09/27/07