

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: March 17, 2009

Consent  
 Ordinance

Regular  
 Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: Agreement with Inlet Grove Community High School, Inc. for the period March 17, 2009, through June 30, 2009, in an amount not-to-exceed \$13,650 for a student trip to Washington, D.C.

**Summary:** This funding is to help offset costs paid by Inlet Grove Community High School, Inc. for a student trip to Washington, D.C. to attend presidential inauguration ceremonies. Thirty students participated in the trip. The Agreement allows for the reimbursement of eligible project costs incurred subsequent to January 15, 2009. Funding is from the Recreation Assistance Program (RAP) District 7 Funds. District 7 (AH)

**Background and Justification:** Inlet Grove Community High School, Inc. is a not-for-profit charter school whose mission is to provide students with a college-ready high school diploma and preparation for state or nationally recognized certification in a high-skill career area. Inlet Grove sponsored a student trip to Washington, D.C. from January 19, through January 21, 2009, to attend presidential inauguration ceremonies. The entire school body benefitted from the student trip because their school was represented at this historic event and the students who went on the trip shared their experiences at the event with fellow students.

The total cost of the trip was \$27,090 for contractual expenses and included transportation (commercial carrier), accommodations, ground transportation, admission fees, food, and other miscellaneous expenses. The \$13,650 from District 7 RAP funding will help offset these costs. The Agreement has been executed on behalf of Inlet Grove Community High School, Inc., and now needs to be approved by the Board of County Commissioners.

Attachment: Agreement

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Recommended by:

  
Department Director

2/12/09  
Date

Approved by:

  
Assistant County Administrator

02/24/09  
Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2009	2010	2011	2012	2013
Grant Expenditures	<u>13,650</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</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>	<u>13,650</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<u>0</u>				

Is Item Included in Current Budget? Yes X No \_\_\_\_\_  
 Budget Account No.: Fund 3600 Department 583 Unit R917  
 Object 8201 Program N/A

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

FUND: Park Improvement Fund/Recreation Assistance Program  
 UNIT: RAP/Transportation Improvement Fund-District 7  
 3600-583-R917-021-8201                      \$13,650

C. Departmental Fiscal Review:                     chopelakis

**III. REVIEW COMMENTS**

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

                    Jim Dault 2/23/09  
 OFMB  
 (MD) 2/23/09 CJ 2/24/09

                    Jim J. Joubert 2/24/09  
 Contract Development and Control

**B. Legal Sufficiency:**

This Contract complies with our contract review requirements.

                    Anne Welford 2/24/09  
 Assistant County Attorney

**C. Other Department Review:**

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

**AGREEMENT BETWEEN PALM BEACH COUNTY AND INLET GROVE COMMUNITY HIGH SCHOOL, INC. FOR THE STUDENT TRIP TO WASHINGTON, D.C.**

**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 Inlet Grove Community High School, Inc., Florida not-for-profit charter school, authorized to do business in the State of Florida, hereinafter referred to as "Inlet Grove High School".

**WITNESSETH:**

**WHEREAS**, Inlet Grove High School is a not-for-profit charter school whose mission is to provide students with a college-ready high school diploma and preparation for state or nationally recognized industry certification in a high-skill career area; and

**WHEREAS**, Inlet Grove High School sponsored a student trip to Washington, D.C. from January 19 through January 21, 2009, to attend presidential inauguration ceremonies; and

**WHEREAS**, thirty (30) students participated in the trip; and

**WHEREAS**, the entire school body benefitted from the student trip because their school was represented at this historic event and because students who went on the trip shared their experiences at the event with their fellow students; and

**WHEREAS**, the cost of the trip was \$27,090 for contractual expenses which included transportation (commercial carrier), accommodations, ground transportation, admission fees, food, and other miscellaneous expenses; and

**WHEREAS**, Inlet Grove High School has requested that County provide \$13,650 to help offset the cost of the student trip; and

**WHEREAS**, funding to help offset student trip costs in an amount not-to-exceed \$13,650 is available from the Recreation Assistance Program (RAP) – District 7; and

**WHEREAS**, educational, civic, and historical activities for youth 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 \$13,650 to Inlet Grove High School to help offset costs for the student trip to Washington, D.C. for contractual expenses which included transportation (commercial carrier), accommodations, ground transportation, admission fees, food, and other miscellaneous expenses, as described in Exhibit "A", attached hereto and incorporated herein, and hereinafter referred to as the "Project".
2. County will use its best efforts to provide said funds to Inlet Grove High School 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 Inlet Grove High School. Said information shall list each invoice paid by Inlet Grove High School and shall include the vendor invoice number; invoice date; and the amount paid by Inlet Grove High School along with the number and date of the respective check or proof of payment for said payment. Inlet Grove High School shall attach a copy of each vendor invoice paid by Inlet Grove High School 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, Inlet Grove High School's Program Administrator and Project Financial Officer shall certify the total funds spent by Inlet Grove High School on the Project and shall also certify that each vendor invoice, as listed on the Contractual Services Purchases Schedule was paid by Inlet Grove High School and approved by Inlet Grove High School as indicated.

3. Inlet Grove High School incurred expenses for the Project beginning on January 15, 2009. Those costs incurred by Inlet Grove High School for the Project, approved and submitted accordingly by Inlet Grove High School subsequent to January 15, 2009, 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 Inlet Grove High School 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. Inlet Grove High School warrants that it is an active not-for-profit charter school, duly chartered and registered with the Florida Department of State, Division of Corporations.

6. Inlet Grove High School 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, sexual orientation, gender identity, or expression.

7. Inlet Grove High School shall be responsible for the operation and maintenance of the Project, including all associated costs.

8. The term of this Agreement shall be until June 30, 2009, commencing upon the date of execution by the parties hereto.

9. The parties agree that, in the event Inlet Grove High School is in default of its obligations under this Agreement, the County shall provide Inlet Grove High School thirty (30) days written notice to cure the default. In the event Inlet Grove High School 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 Inlet Grove High School for the Project deemed to be in default and Inlet Grove High School shall return any County RAP funds already collected by Inlet Grove High School 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. Inlet Grove High School shall complete the Project by March 30, 2009, and invoices and checks submitted for reimbursement must be dated within the project time frame of January 15, 2009, through March 30, 2009. Inlet Grove High School 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, 2009. Upon written notification to County at least ninety (90) days prior to that date Inlet Grove High School may request an extension beyond this period for the purpose of completing the Project. County shall not unreasonably deny Inlet Grove High School's request for said extension.

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

13. Inlet Grove High School 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 Inlet Grove High School. 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 Inlet Grove High School 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, Inlet Grove High School 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 Inlet Grove High School, 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 Inlet Grove High School is eligible to receive reimbursement from the County.

16. Inlet Grove High School 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. Inlet Grove High School 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 Inlet Grove High School are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Inlet Grove High School under this Agreement.

**Commercial General Liability.** Inlet Grove High School 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. Inlet Grove High School shall provide this coverage on a primary basis.

**Automobile.** Inlet Grove High School 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 Inlet Grove High School or by anyone employed by or contracting with Inlet Grove High School. Should Inlet Grove High School 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 Inlet Grove High School and Palm Beach County as Additional Insured.

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

**Additional Insured.** Inlet Grove High School 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." Inlet Grove High School shall provide the Additional Insured endorsements coverage on a primary basis.

**Waiver of Subrogation.** Inlet Grove High School 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 Inlet Grove High School 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 Inlet Grove High School enter into such an agreement on a pre-loss basis.

**Certificate(s) of Insurance.** Prior to execution of this Agreement by the County, Inlet Grove High School 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, Inlet Grove High School shall demonstrate financial accountability through the submission of acceptable financial audits performed by an independent auditor.

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

19. The County and Inlet Grove High School 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, Inlet Grove High School 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 Inlet Grove High School:

Principal  
Inlet Grove Community High School, Inc.  
7071 Garden Road  
Riviera Beach, FL 33404

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**

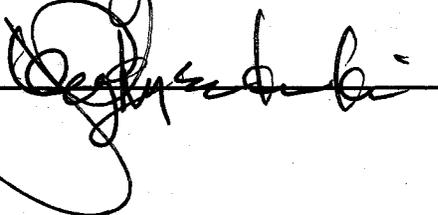
**PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS**

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

By: \_\_\_\_\_  
Commissioner John F. Koons, Chairman

**WITNESSES:**

**INLET GROVE COMMUNITY HIGH SCHOOL, INC.**  
FEI Number: 20-0350216

  
\_\_\_\_\_  
  
\_\_\_\_\_

By: Emma Banks  
Name (Type or Print)  
Principal  
Title  
Emma Banks  
Signature

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

**APPROVED AS TO TERMS AND CONDITIONS**

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

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





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

\_\_\_\_\_  
 Date

# ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID SN  
INLET-4

DATE (MM/DD/YYYY)  
01/14/09

**PRODUCER**  
Brown & Brown of Florida WPB  
Suite 400  
1401 Forum Way  
West Palm Beach FL 33401  
Phone: 561-686-2266 Fax: 561-686-2313

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**  
  
Inlet Grove Community  
High School, Inc.  
7071 Garden Road  
Riviera Beach FL 33404

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: <u>Proformed Covall Ins Trust+</u>	
INSURER B: <u>*Zenith Insurance Company+</u>	
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 X	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PKFL405050510705	07/01/08	07/01/09	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 2,500 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ Included Emp Benef 6,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" 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	PKFL405050510705	07/01/08	07/01/09	COMBINED SINGLE LIMIT (Ea accident) \$ 3,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  DEDUCTIBLE RETENTION \$				WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTH-ER \$ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	Z066120104	07/01/08	07/01/09	3,000,000 Ded. \$2,500 3,000,000 Ded. \$2,500
B	<b>OTHER</b> Employment Prac Li PKFL405050510604 07/01/08 07/01/09 Educators Legal Li PKFL405050510604 07/01/08 07/01/09				

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**  
 \*10 Days Notice of Cancellation for Non-Payment of Premium.  
 Inaugural Trip to Washington DC Dates: 1/19/09 - 01/21/09  
 Palm Beach County Board of County Commissioners are named Additional Insured with respects to General Liability as required by written contract.

## CERTIFICATE HOLDER

**PALMBE1**  
  
Palm Beach County Board of  
County Commissioners  
160 Australian Ave Suite 500  
West Palm Beach FL 33406

## 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  


© ACORD CORPORATION 1988

\*\*\*Crime Coverage: PKFL405050510604 07/1/08-07/01/09  
Employee Dishonesty: \$500,000 Ded. \$1,000; Forgery/Alteration: \$10,000  
Ded. \$1,000; Theft, Disappearance, & Distruction: \$10,000 Ded. \$1,000;  
Computer Fraud: \$10,000 Ded. \$1,000.

## **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.