

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 19, 2009

☒ 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 Ruth Rales Jewish Family Service of South Palm Beach County, Incorporated for the period May 19, 2009, through July 1, 2010, in an amount not-to-exceed \$5,000 for funding of the 2009 Diamond Club Senior Recreational Program.


**Summary:** This funding is to assist with the cost of operational expenses for the 2009 Diamond Club Senior Recreational Program. This Program serves approximately 100 senior citizens who are 75 years and older. The Agreement allows for the reimbursement of eligible project costs incurred subsequent to April 1, 2009. Funding is from the Recreation Assistance Program (RAP) District 5 Funds. District 5 (AH)

**Background and Justification:** Ruth Rales Jewish Family Service of South Palm Beach County, Incorporated is a non-sectarian human services organization for people of all ages and backgrounds that provides counseling, programs, and services for seniors, families and youth, community outreach, social and educational programs, financial assistance, and volunteer opportunities. Ruth Rales offers the Diamond Club Senior Recreational Program to seniors to provide social, recreational, and support opportunities for participants. Diamond Club members meet once a week to discuss current events, social and family issues, enjoy speakers and entertainment, and become actively involved in community service week.

The total cost of the Diamond Club Senior Recreational Program is approximately \$35,000 annually for transportation, food, case management, speakers, entertainment, and other miscellaneous program expenses. The \$5,000 from District 5 RAP funding will help offset a portion of those costs. The Agreement has been executed on behalf of Ruth Rales Jewish Family Service of South Palm Beach County, Incorporated, and now needs to be approved by the Board of County Commissioners.

Attachment: Agreement

Recommended by:

  
Department Director

4/30/09  
Date

Approved by:

  
Assistant County Administrator

5/13/09  
Date

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2009	2010	2011	2012	2013
Capital Expenditures	<u>5,000</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>
NET FISCAL IMPACT	<u>5,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>				

Is Item Included in Current Budget? Yes X No         
Budget Account No.: Fund 3600 Department 583 Unit R905  
Object 8201 Program N/A

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


FUND: Park Improvement Fund/Recreation Assistance Program  
UNIT: RAP/District 5

Contributions-Non-Govts Agencies	3600-583-R905-092-8201	\$5,000
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C. Departmental Fiscal Review: Chapelakis

### III. REVIEW COMMENTS

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


 5-9-09  
 OFMBC 5/6/09 5/11/09 CN

Dr. J. Jacobson 5/12/09  
Contract Development and Control  
E. Jones 5/12/09

### B. Legal Sufficiency:

**This Contract complies with our contract review requirements.**

Anne Delgado 5/13/09  
Assistant County Attorney

**C. Other Department Review:**

Department Director

REVISED 10/95  
ADM FORM 01

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**AGREEMENT BETWEEN PALM BEACH COUNTY AND  
RUTH RALES JEWISH FAMILY SERVICE OF SOUTH PALM BEACH COUNTY,  
INCORPORATED FOR THE 2009 DIAMOND CLUB SENIOR RECREATIONAL  
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 Ruth Rales Jewish Family Service of South Palm Beach County, Incorporated, a Florida not-for-profit Corporation, hereinafter referred to as "Ruth Rales."

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

**WHEREAS**, Ruth Rales is a non-sectarian human services organization for people of all ages and backgrounds that provides counseling, programs and services for seniors, families and youth, community outreach, social and educational programs, financial assistance, and volunteer opportunities; and

**WHEREAS**, Ruth Rales offers the Diamond Club Senior Recreational Program (Program) to approximately one hundred (100) seniors aged seventy five years and older; and

**WHEREAS**, the Program provides social, recreational, and support opportunities for participants; and

**WHEREAS**, Diamond Club members meet once a week to discuss current events, social issues, and families; enjoy speakers and entertainment; and become actively involved in community service work; and

**WHEREAS**, the total cost of the Program is approximately \$35,000 annually for transportation, food, case management, speakers, entertainment, and other miscellaneous program expenses; and

**WHEREAS**, Ruth Rales has requested that County provide \$5,000 to help offset expenses for the Program; and

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

**WHEREAS**, senior citizen programs and recreational activities 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 Ruth Rales for the Diamond Club Senior Recreational Program for transportation, food, case management, speakers, entertainment, and other miscellaneous program 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 Ruth Rales 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 Ruth Rales. Said information shall list each invoice paid by Ruth Rales and shall include the vendor invoice number; invoice date; and the amount paid by Ruth Rales along with the number and date of the respective check or proof of payment for said payment. Ruth Rales shall attach a copy of each vendor invoice paid by Ruth Rales 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, Ruth Rales' Program Administrator and Project Financial Officer shall certify the total funds spent by Ruth Rales on the Project and shall also certify that each vendor invoice, as listed on the Contractual Services Purchases Schedule was paid by Ruth Rales and approved by Ruth Rales as indicated.

3. Ruth Rales incurred expenses for the Project beginning on April 1, 2009. Those costs incurred by Ruth Rales for the Project, approved and submitted accordingly by Ruth Rales subsequent to April 1, 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 Ruth Rales 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. Ruth Rales warrants that it is an active not-for-profit corporation, duly chartered and registered with the Florida Department of State, Division of Corporations.

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

8. The term of this Agreement shall be until July 1, 2010, commencing upon the date of execution by the parties hereto.

9. The parties agree that, in the event Ruth Rales is in default of its obligations under this Agreement, the County shall provide Ruth Rales thirty (30) days written notice to cure the default. In the event Ruth Rales 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 Ruth Rales for the Project deemed to be in default and Ruth Rales shall return any County RAP funds already collected by Ruth Rales 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. Ruth Rales shall complete the Project by March 31, 2010, and invoices and checks submitted for reimbursement must be dated within the project time frame of April 1, 2009, through March 31, 2010. Ruth Rales shall provide its final reimbursement request(s), including a project completion statement and reimbursement documentation as indicated in Section 2 above on or before July 1, 2010. Upon written notification to County at least ninety (90) days prior to that date Ruth Rales may request an extension beyond this period for the purpose of completing the Project. County shall not unreasonably deny Ruth Rales' request for said extension.

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

13. Ruth Rales 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 Ruth Rales. 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 Ruth Rales 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, Ruth Rales 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 Ruth Rales, its agents, servants and/or employees in the performance of this Agreement. The foregoing indemnification shall survive termination of this Agreement.

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

16. Ruth Rales 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 and acceptance of insurance maintained by Ruth Rales are not intended

to and shall not in any manner limit or qualify the liabilities and obligations assumed by Ruth Rales under this Agreement.

**Commercial General Liability.** Ruth Rales 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. Ruth Rales shall provide this coverage on a primary basis.

**Automobile.** Community Center 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 Community Center or by anyone employed by or contracting with Community Center. Should Community Center 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 Community Center and Palm Beach County as Additional Insured.

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

**Additional Insured.** Ruth Rales 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." Ruth Rales shall provide the Additional Insured endorsements coverage on a primary basis.

**Waiver of Subrogation.** Ruth Rales 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 Ruth Rales 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 Ruth Rales enter into such an agreement on a pre-loss basis.

**Certificate(s) of Insurance.** Prior to execution of this Agreement by the County, Ruth Rales 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. Ruth Rales shall agree to provide County with at least ten (10) day prior notice of any cancellation, non-renewal or material change to the insurance coverages. 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, Ruth Rales shall demonstrate financial accountability through the submission of acceptable financial audits performed by an independent auditor.



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

19. The County and Ruth Rales 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, Ruth Rales 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 Ruth Rales:

Executive Director  
Ruth Rales Jewish Family Service of South Palm Beach County, Incorporated  
21300 Ruth & Baron Coleman Boulevard  
Boca Raton, FL 33428

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:**

*Dusan W. Meyer*  
*Veronica Kennell*

**RUTH RALES JEWISH FAMILY SERVICE OF SOUTH PALM BEACH COUNTY, INCORPORATED**  
FEI Number: 65-1115689

By: ARNOLD SALTZMAN  
Name (Type or Print)

Title: CEO

By: *Carl Melt*  
Signature

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

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

**APPROVED AS TO TERMS AND CONDITIONS**

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

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

**Agency Name: Ruth Rales Jewish Family Service of South Palm Beach  
County, Incorporated**

**Mailing Address: 21300 Ruth & Baron Coleman Boulevard, Boca Raton, FL  
33428**

**Federal Employer Identification Number: 65-1115689**

**Name of President: Mr. Ivan Gefen**

**Name of Interim Executive Director: Mr. Arnold Saltzman**

**Project Liaison Information: Name: Ms. Lisa Hartstein**

**Telephone #: 561-852-6083 Fax #: 561-852-3332 e-mail: lisah@rrjfs.org**

**Purpose/Mission of Agency:**

Ruth Rales Jewish Family Service is a non-profit, non-sectarian human service organization that has been serving the South Palm Beach County community since 1979. The agency's mission is to help families and individuals of all ages by offering a comprehensive range of counseling, support, and educational programs for all members of the community. To meet these goals, 55 staff along with approximately 300 volunteers provide case management support, financial assistance, youth programs, and a wide array of senior services. No one is turned away based on an inability to pay. Approximately 15,500 individuals are served each year through the above mentioned high quality programs/services, specifically designed to be inclusive as well as sensitive to diverse cultures/ethnicities.

**PROJECT INFORMATION**

1. **Name of Project: Diamond Club Senior Recreational Program 2009**
2. **Project Description**
  - **General (Project Scope):**

The Diamond Club is a social and recreational program for senior citizens, age 75 and older. The average participant is in his/her late 80's. Members meet once a week at Temple Emeth in Delray Beach. They discuss topics such as current events, social and family issues. The members reflect on their lives and the memories they share. They enjoy listening to speakers and lively entertainment. Participants are actively involved in community service work such as creating decorative hats for young cancer patients receiving chemotherapy treatments; making and stuffing pillows which they send to the American Cancer Society; and making lap quilts and bandages for terminally ill patients at Hospice of Palm Beach County. During this past year the Diamond Club members made "furry" flip flops and sold them in order to use the funds raised to purchase craft materials needed for the items they donate to the various charities.

In addition they take a number of recreational field trips through out the year. This program offers a wonderful opportunity for senior members of our community to have a social outlet and an opportunity to mingle with their peers. Most importantly, the group strives to remain active, productive, and involved. The Diamond Club has been in existence for 28 years and currently boasts more than 100 members. It is non-sectarian and open to anyone in the community 75 years or older.

- Public Purpose:

The Diamond Club was formed 30 years ago when a senior who is now the club's Volunteer Coordinator and one of its founders, could not find any social activities for her mother-in-law, who was over 90 years of age. It was easy to find clubs for seniors 65 and older who were just retiring to South Florida, but for those 75 years and older there was nothing available. In response to this clear need for the "old-old" segment of the population also to have social, recreational, and support opportunities within the community, Ruth Rales Jewish Family Service developed the Diamond Club.

In a community with an unusually high concentration of senior citizens and with an "aging boom" that has dramatically increased both the number of all seniors within South Palm Beach County and made those who are 85 and older the fastest growing segment of the population, the popularity of The Diamond Club, predictably, has grown steadily over time.

- Location: Temple Emeth, Delray Beach Date: Meets weekly

- Anticipated Number of Participants/Users: 120

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/Program expenses". Do not include expenditure line item budget/ amounts.

Transportation  
Food  
Case Management  
Speakers  
Entertainment  
*Other Miscellaneous Expenses*

4. Estimated Lump Sum Total for Project: \$35,000

5. Project/Program Initiation date (date of first invoice for which reimbursement will be requested) and End date (date which project/program will be completed and all invoices paid). This will become the project time frame. 4/1/2009 to 3/31/2010  
month/day/year month/day/year

(Note: Invoices and copies of proof of payment documents are 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/program time frame AND Categories for Project/Program Elements must be listed in Section 3 above in order to be eligible for RAP reimbursement.

6. Required Attachments:

Certificate of Insurance ✓ ATTACHED

Amount of Recreation Assistance Program Funding awarded

\$5,000  
District 5  
(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)	_____	_____
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



**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**

\_\_\_\_\_  
Date

Grantee: \_\_\_\_\_

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

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

Contract Reimbursement Period: \_\_\_\_\_

#	Payee (Vendor/Contractor)	Key	Check or Voucher		Invoice		Amount	Expense Description
			Number	Date	Number	Date		
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.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date

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

<b>ACORD</b> <small>TM</small> <b>CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 3/6/2009
PRODUCER SEITLIN 6700 N. ANDREWS AVE., SUITE 300 FT. LAUDERDALE FL 33309 (954) 938-8788 (954) 938-8566		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 Ruth Rales Jewish Family of SPBC, Inc  21300 Ruth & Baron Coleman Blvd. Boca Raton FL 33428-1757		
INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: Progressive Express Ins Co.		10193
INSURER B: Evanston Insurance Company		35378
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
B		GENERAL LIABILITY	SM861176 RETRO DATE: 10/15/03	10/15/2008	10/15/2009	EACH OCCURRENCE \$ 1,000,000
	X	COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	X	CLAIMS MADE <input type="checkbox"/> OCCUR				MED EXP (Any one person) \$
	X	PROFESSIONAL LIAB.				PERSONAL & ADV INJURY \$
	X	DED: \$5,000				GENERAL AGGREGATE \$ 5,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG \$
	X	POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
A		AUTOMOBILE LIABILITY	08220980-3	9/2/2008	9/2/2009	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		ANY AUTO				BODILY INJURY (Per person) \$
		ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	X	SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$
		HIRED AUTOS				
		NON-OWNED AUTOS				
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
		ANY AUTO				OTHER THAN EA ACC \$
						AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE \$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$
						\$
		DEDUCTIBLE				\$
		RETENTION \$				\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
		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

\*10 DAYS NOTICE OF CANCELLATION IN THE EVENT OF NON-PAYMENT OF PREMIUM. RE: DIAMOND CLUB GRANT. CERTIFICATE HOLDER AS FUNDING SOURCE IS AN ADDITIONAL INSURED AS RESPECTS GENERAL LIABILITY SUBJECT TO THE TERMS, CONDITIONS, & EXCLUSIONS OF THE POLICY.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Palm Beach County Department of Parks and Recreation 2700 6th Avenue South  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 <u>30</u> 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 CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)  
03/06/2009

PRODUCER (561)392-8888 FAX (561)750-9134

Burke, Bogart &amp; Brownell, Inc.

181 Crawford Blvd.

Boca Raton, FL 33432

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

NAIC #

INSURED Ruth Rales Jewish Family Services of South Palm  
21300 Ruth & Baron Coleman Blv  
Boca Raton, FL 33428

INSURER A: Comp Options Insurance 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	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
		<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR  <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE	\$
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$
						GENERAL AGGREGATE	\$
						PRODUCTS - COMP/OP AGG	\$
		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
							\$
A		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	01823-209D195-00	01/01/2009	01/01/2010	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
						E.L. EACH ACCIDENT	\$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

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

## CERTIFICATE HOLDER

Palm Beach County  
Department of Parks & Recreation  
2700 Sixth Avenue South  
Lake Worth, FL 33461

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Edward Burke/HMT

ACORD 25 (2001/08)

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**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.