

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 5, 2015

☒ [X]
[]

Consent
Ordinance

[]
[]

Regular

Public Hearing

Department

Submitted By: Community Services

Submitted For: Ryan White Part A

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 2 to Contract for Provision of Ryan White Part A HIV Health Support Services with FoundCare, Inc. (R2014-0584), for the period March 1, 2014, through February 28, 2015 to increase funding by \$20,300, for a total not to exceed \$3,507,423 to reallocate budget between service programs.

Summary: This amendment is necessary to allow for payment of services rendered during the grant year. The reallocation of funds is necessary due to the unexpected demand for housing services during the month of February 2015. Additional funds of \$20,300 will be reallocated to Housing Services from the Ryan White program administrative dollars. FoundCare, Inc. employees Lilia Perez and Quinton Dames serve on a County Advisory Board, the HIV CARE Council. The HIV CARE Council provides no regulation, oversight, management, or policy-setting recommendations regarding the agency contract listed above. Disclosure of these contractual relationships at a duly noticed public meeting is being provided in accordance with the provisions of Sect. 2-443, of the Palm Beach County Code of Ethics. No County funds are required. (Ryan White) Countywide (HH)

Background and Justification: Funds are used to provide various services to serve persons living with HIV/AIDS. Grant adjustments are made during the contract year to align services with needs.

Attachments: Amendment No. 2 with FoundCare, Inc.

Recommended By: _____

Department Director

4-20-15

Date

Approved By: _____

Assistant County Administrator

4/23/15

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures					
Operating Costs	20,300				
External Revenue	(20,300)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	0	0			

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes X No _____

Budget Account No.:

Fund 1010 Dept 142 Unit 1479 Object 8201 Program Code RS64 Program Period GY14

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

Funding source is the U.S. Department of Health and Human Services. No County funds are required.

C. Departmental Fiscal Review:

TM
Taruna Malhotra, Director, Financial & Support Svcs

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

[Signature] 4/21/15
OFMB SP SL 4/20

[Signature] 4/21/15
Contract Development and Control
4-21-15 [Signature]

B. Legal Sufficiency:

[Signature]
Assistant County Attorney

C. Other Department Review:

Department Director

**AMENDMENT TO CONTRACT FOR PROVISION OF
RYAN WHITE PART A HIV HEALTH SUPPORT SERVICES**

THIS AMENDMENT TO CONTRACT FOR PROVISION OF THE RYAN WHITE PART A HIV HEALTH SUPPORT SERVICES (R2014 0584), made and entered into at West Palm Beach Florida, on this ____ day of ____, 2015 by and between PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS, a political subdivision of the State of Florida hereinafter referred to as "COUNTY" and **FoundCare, Inc.** hereinafter referred to as the AGENCY, a not-for-profit corporation, entitled to do business in the State of Florida, whose address is 2330 South Congress Avenue, West Palm Beach, Florida 33406.

WITNESSETH:

WHEREAS, the need exists to amend the contract to increase funding for **Housing Services**.

NOW THEREFORE, the above named parties hereby mutually agree that the Contract entered into on May 6, 2014 is hereby amended as follows:

- I. New Work Plan Exhibits "A2" attached hereto shall replace the Work Plan Exhibits "A1" in its entirety.
- II. New Budget Exhibits "B2" attached hereto showing the new total budgets for funding shall replace the New Budget Exhibits "B1" in its entirety.
- III. Increase funding for **Housing Services** as follows:
 - Increase **Housing Services** by \$20,300 not to exceed \$89,027.
- IV. Total contract not to exceed amount will be \$3,507,423.

OTHER PROVISIONS

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this Amendment.

All provisions not in conflict with this Amendment are still in effect and are to be performed at the same level as specified in the Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

Sharon R. Bock
Clerk and Comptroller

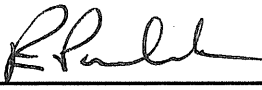
PALM BEACH COUNTY
BOARD OF COUNTY
COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Shelley Vana, Mayor

Date

WITNESS:




Signature

RIK PAVLESCAK
Witness Name

AGENCY:

FoundCare, Inc.

By: 

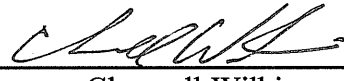
Signature
Yvette Bonnet
Chief Executive Officer

Date

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

~~Chief~~ Assistant County Attorney

**APPROVED AS TO TERMS
AND CONDITIONS**



Channell Wilkins
Director
Palm Beach County
Department of Community Services

#	Agency	Service	# to be served	# of units	Unit Cost, if applicable	Objective/s	Activities	Non-Duplicating Statement: Indicate any other program in your agency or other agency in the community which provide similar services. Explain how you will avoid duplication of services, or why additional units of services are needed.	Impact Statement: When the objective is accomplished, what impact will it have?
1	FoundCare	Emergency Financial Assistance	41	82	Varies based on cost; estimated average of \$500 per access, up to \$1000 per client	Increase treatment adherence by removing financial barriers that prevent adherence and retention in care.	Provide eligible clients with emergency financial assistance to remove barriers to care.	FoundCare requires clients to attempt to access assistance from other resources prior to utilizing Ryan White funds for this service.	Up to 41 individuals will improve their access and retention in care as a result of emergency financial assistance that removes barriers to access.
2	FoundCare	Food Bank/Home Delivered Meals	509	12,207	\$25.00	Improve health outcomes through nutritional support.	Provide eligible clients with \$50 in food vouchers each month- and 1 to 2 extra at Thanksgiving and Christmas holiday.	Compass, Inc. has the only other food program dedicated to serving people living with HIV/AIDS in Palm Beach County. Compass and FoundCare serve different clients.	Up to 509 individuals living with HIV/AIDS will have improved health outcomes as a result of nutritional support through the food program.

March 1, 2014 - February 28, 2015

3	FoundCare	Health Insurance Premium and Cost Sharing Assistance	Up to 200		varies based on actual costs	Up to 200 individuals will have improved health through access to health care as a result of assistance in paying their health insurance premiums, co-pays and deductibles.	At inception of grant year, continue providing health insurance assistance to up to 200 eligible clients.	FoundCare is the only agency in the county offering this service and it administers the state's insurance continuation program. FoundCare assists clients from other agencies with these funds.	Impact: Up to 200 men, women, and children living with HIV/AIDS will have improved health outcomes and maintenance of health as a result of payments for health insurance premiums, co-pays, and deductibles.
4	FoundCare	Home and Community Based Health Care	15		Varies based on cost	Help people living with HIV/AIDS remain in least restrictive environment	Procure home health services for eligible clients with a prescription for home health services.	FoundCare receives limited funding for home health care through the Visiting Nurses Endowment (Palm Beach United Way) and uses Ryan White funds when they are depleted.	Up to 15 individuals are able to remain in their homes as a result of assistance provided by home health care.

March 1, 2014 - February 28, 2015

5	FoundCare	Mental Health	5		Varies based on cost	Enhance ability to adhere to treatment by addressing mental health issues.	Enroll eligible clients into mental health services provided by licensed professionals.	No other resources exist for providing outpatient mental health counseling for people living with HIV/AIDS in Palm Beach County.	Up to five individuals living with HIV/AIDS will have increased health outcomes as a result of receiving mental health services from licensed professionals.
6	FoundCare	Housing Services	31	1,300 days of housing assistance	Varies based on cost	Improve health outcomes by providing emergency housing to homeless or those at risk for becoming homeless.	Provide eligible clients with transitional housing services to move them toward stable housing.	FoundCare has no other resources to provide transitional housing services for people living with HIV/AIDS. FoundCare utilizes HOPWA funding for longer-term housing under HOPWA guidelines.	Up to 15 individuals will have improved health outcomes as a result of a stabilized housing situation.
7	FoundCare	Substance Abuse-Residential	12	days of treatment	Varies based on cost	Enhance ability to adhere to treatment by addressing substance abuse issues.	Enroll eligible clients into licensed substance abuse treatment programs.	There are no other program dedicated to serving people living with HIV/AIDS in Palm Beach County. FoundCare contracts with licensed substance abuse treatment providers to offer this service.	Up to 12 individuals living with HIV/AIDS will have improved health outcomes as a result of participation in residential substance abuse treatment services.

8	FoundCare	Medical Transportation Services	150	1800 estimated trips	Varies based on cost of bus pass or cab voucher	Increase treatment adherence and attendance at medical appointments	Provide eligible clients with bus passes and cab vouchers to attend medical appointments	FoundCare accesses Palm Tran and its programs when feasible to assist people living with HIV/AIDS.	Up to 150 individuals living with HIV/AIDS will have improved health outcomes as a result of increased attendance at medical appointments due to transportation assistance.
9	FoundCare	Medical Case Management	943	66,077	N/A FTE	943 eligible clients will receive medical case management services to help maintain access to medical care.	At inception of grant year, continue providing medical case management to 943 clients.	FoundCare is one of the two agencies in the county offering case management services. Clients choose their service provider. FoundCare uses the CAREWare system which helps with avoiding duplication of services by alerting the agency if an individual is already enrolled at another agency.	943 men, women, and children living with HIV/AIDS will have improved health outcomes and maintenance of health as a result of medical case management services that help them maintain access to medical care and medications.
10	FoundCare	Medical Case Management/M AI	700	45,683	N/A FTE	650 eligible clients will receive medical case management services to help them maintain access to medical care.	At inception of grant year, continue providing medical case management to 650 clients.	FoundCare is one of the two agencies in the county offering case management services. Clients choose their service provider. FoundCare uses the CAREWare system which helps with avoiding duplication of services by alerting the agency if an individual is already enrolled at another agency.	650 men, women, and children living with HIV/AIDS will have improved health outcomes and maintenance of health as a result of medical case management services that help them maintain access to medical care and medications.

11	FoundCare	Non Medical Case Management Determining Eligibility	3,325	7,650 screenings	N/A	3,325 individuals will have accurate eligibility determination completed and documented in CAREWare.	At the inception of the grant year, continue to providing eligibility determination services to 3,325 individuals living with HIV/AIDS in Palm Beach County.	FoundCare is one of the two agencies in the county offering eligibility determination services. Clients choose their service provider. FoundCare uses the CAREWare system which helps with avoiding duplication of services by alerting the agency if an individual is already enrolled at another agency. FoundCare anticipates serving 1,108 clients at Florida Health-Palm Beach County with 2,550 screenings, and 2,217 clients with 5,100 screenings through its offices.	Impact; 3,325 men, women, and children living with HIV/AIDS will have improved health outcomes and maintenance of health as a result of maintained access to medical care medications, and supportive services facilitated by eligibility determination services.
12	FoundCare	Non Medical Case Management Supportive Services	375	8,339	N/A FTE	375 clients will have their non medical supportive case management needs met.	At inception of grant year, continue providing supportive case management to 375 clients.	FoundCare is one of the two agencies in the county offering case management services. Clients choose their service provider. FoundCare uses the CAREWare system which helps with avoiding duplication of services by alerting the agency if an individual is already enrolled at another agency.	375 men, women, and children living with HIV/AIDS will have improved health outcomes and maintenance of health as a result of supportive services that help maintain access to medical care and medications, facilitated by a supportive case manager.

13	FoundCare	Peer Mentor	1000	14,364	N/A FTE	1,000 eligible clients will receive peer support, encouragement to adhere to treatment and maintain access to care, and navigation of the service delivery system from a peer.	At inception of grant year, continue providing peer mentor services to 1,000 eligible clients.	FoundCare is one of the two agencies in the county offering peer mentor services. The other program varies from FoundCare's and it is possible that a client may benefit from both programs.	1,000 people living with HIV/AIDS will have improved health outcomes as a result of interaction with a peer mentor that guides them through the services system, encourages them to remain in care.
14	FoundCare	Oral Health	150	400 visits	N/A FTE	150 eligible patients will receive oral health services that meet standards of care	Employ dentist, hygienist, and dental assistant to serve eligible clients. Program can be expanded based upon availability of additional funds.	FoundCare and Florida Health-Palm Beach County are the two providers of oral health services for people living with HIV/AIDS. CAREWare is used to document the patient's provider so that duplication is avoided.	150 people living with HIV/AIDS will have improved health outcomes as a result of having their oral health care needs addressed.

15	FoundCare	Ambulatory Outpatient Primary Care	160	650 visits	N/A FTE	160 eligible patients will receive primary care services that meet the standards of care.	Continue providing primary care to existing eligible patients.	FoundCare and Florida Health-Palm Beach County are the two providers of primary care services for people living with HIV/AIDS. CAREWare is used to document the patient's provider so that duplication is avoided.	160 people living with HIV/AIDS will have improved health outcomes as a result of regular visits meeting the standard of care with a health care provider specializing in HIV/AIDS.
16	FoundCare	Nurse Care Coordination	160	640 units	N/A FTE	160 eligible patients will receive nurse care coordination services that meet the standards of care.	Continue providing nurse care coordination to existing eligible patients.	FoundCare and Florida Health-Palm Beach County are the two providers of nurse care coordination services for people living with HIV/AIDS. CAREWare is used to document the patient's provider so that duplication is avoided.	160 people living with HIV/AIDS will have improved health outcomes as a result of nurse care coordination meeting the standard of care .
17	FoundCare	Labs & Diagnostic Testing	50	200 tests	Varies by cost of test	50 eligible patients will receive lab tests	Continue providing labs to existing eligible patients	FoundCare and Florida Health-Palm Beach County are the two providers of lab/diagnostic testing for people living with HIV/AIDS. CAREWare is used to document the patient's provider so that duplication is avoided.	50 people living with HIV/AIDS will have improved health outcomes as a result of receiving required lab/diagnostic testing as called for in standards of care.

EXHIBIT B -2
FOUNDCARE, INC.
HOUSING SERVICES
CURRENT OPERATING BUDGET - Revised
FISCAL YEAR RW-GY14

ACCT #	TITLE	BUDGET AMOUNT
PROGRAM EXPENSES		
140.1201	Regular Salaries and Wages	
140.2101	FICA	
140.2201	Retirement Contributions	
140.2301	Life and Health Insurance	
140.2401	Workers Compensation	
140.2501	Unemployment Compensation	
140.3101	Professional Services	
140.3103	Medical/Health Care and Nutrition Services	
140.3118	Dental Services	
140.3125	Legal Services	
140.3126	Interpreter Services	
140.3127	Health Disabilities	
140.3140	Consultant Services	
140.3201	Audit Services	
140.3203	Accounting and Consulting Services	
140.3401	Other Contractual Services	
140.3419	Contracted Food	
140.3421	Training	
140.3431	Laboratory Testing	
140.3438	Emergency Assistance	\$ 83,061
140.4001	Travel Per Diem and Mileage	
140.4101	Communication Services	
140.4200	Child Transportation Services	
140.4201	Other Transportation	
140.4205	Postage/Shipping	
140.4301	Utilities	
140.4401	Rent	
140.4405	Rent-Other Equipment	
140.4601	Repair and Maintenance	
140.4701	Printing and Graphics	
140.4909	Licenses, Permits and Certifications	
140.4932	Parent Activity	
140.4945	Advertising	
140.5101	Office Supplies	
140.5111	Office Furniture And Equipment	
140.5121	Data Processing Software/Accessories	
140.5201	Materials/Supplies Operating	
140.5202	Janitorial Supplies	
140.5230	Medicine and Drugs	
140.5231	Medical-Surgical Supplies	
140.5233	Laboratory Supplies	
140.5242	Food Prep and Serving Supplies	
140.5243	Personal Care Items	
140.5244	Food and Dietary	
140.5401	Books, Publications and Subscriptions	
140.5402	Educational Training Materials	
140.5412	Dues and Memberships	
140.6401	Machinery and Equipment	
140.6405	Data Processing Equipment	
140.6406	Data Processing Software	
140.8000	Unit Cost - Direct Services	
Total Program Expenses		\$ 83,061

<p align="center"> EXHIBIT B - 2 FOUNDCARE, INC. HOUSING SERVICES CURRENT OPERATING BUDGET - Revised FISCAL YEAR RW-GY14 </p>
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ADMIN EXPENSES

800.1201	Salaries and Wages Regular Admin	\$	5,522
800.2101	FICA-Taxes Admin	\$	444
800.2105	FICA Medicare Admin		
800.2112	Other Benefits Admin		
800.2201	Retirement Contributions-FRS Admin		
800.2301	Insurance-Life and Health Admin		
800.2401	Workers' Compensation Admin		
800.2501	Unemployment Compensation Admin		
800.3201	Audit Services Admin		
800.3203	Accounting and Consulting Service Admin		
800.4001	Travel And Per Diem Admin		
800.4101	Communication Services Admin		
800.4301	Utilities Admin		
800.4401	Rent Admin		
800.5101	Office Supplies Admin		
800.5201	Materials/Supplies Operating Admin		
800.5242	Food Prep and Serving Supplies Admin		
800.6401	Machinery and Equipment Admin		
800.8000	Other Administrative - Prop/Liab Ins.		
800.9515	Admin Costs-Indirect		
820.1201	Salaries and Wages Regular Prgm		
820.2101	FICA-Taxes Prgm		
820.2105	FICA Medicare Prgm		
820.2112	Other Benefits Prgm		
820.2201	Retirement Contributions-FRS Prgm		
820.2301	Insurance-Life and Health Prgm		
820.2401	Workers' Compensation Prgm		
820.2501	Unemployment Compensation Prgm		
Total Admin Expenses	(NOT TO EXCEED 10% OF BUDGET)	\$	5,966
Grand Total		\$	89,027

Total Admin %	7%
Total Program %	93%

ACORD™

Client#: 22525 FOUND CAR
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/19/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. 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).


PRODUCER Bouchard Insurance, Inc. 101 N Starcrest Dr. Clearwater, FL 33765 727 447-6481	CONTACT NAME: PHONE (A/C, No, Ext): 727 447-6481 FAX (A/C, No): 727 449-1267 E-MAIL ADDRESS: clicerts@bouchardinsurance.com
INSURED FoundCare, Inc. 2330 S Congress Ave West Palm Beach, FL 33406	INSURER(S) AFFORDING COVERAGE INSURER A : Darwin Select Insurance Co INSURER B : Wesco Insurance Company INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:
THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <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"/> PROJECT <input type="checkbox"/> LOC	Y	Y	03090166	06/01/2014	06/01/2015	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	03090166	06/01/2014	06/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$5000			03090167	06/01/2014	06/01/2015	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WPP11007920114064	06/01/2014	06/01/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liab	Y		03090166	06/01/2014	06/01/2015	\$1,000,000/\$3,000,000
A	Abuse/Molestation	Y		03090166	06/01/2014	06/01/2015	\$1,000,000/\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Attn: Ryan White Program Manager

Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents, c/o Department of Community Services. It is agreed by endorsement to the general liability, professional, auto policy that this policy shall not be cancelled by the insurance (See Attached Descriptions)

CERTIFICATE HOLDER Palm Beach County BOCC c/o Dept of Community Services 810 Datura St, Suite 200 West Palm Beach, FL 33401	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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DESCRIPTIONS (Continued from Page 1)

carrier without first giving thirty (30) days prior written notice except for nonpayment of premium or if the first named insured elects to non renew. Professional Liability is Claims-Made coverage with a retro date of 02/27/2009.

NOTICE:

Bouchard Insurance is required to comply with the licensing agreement we hold with ACORD. ACORD, in conjunction with the Department of Insurance, creates and enforces the rules and regulations pertaining to proper use of the Certificate of Liability Insurance form.

We are required to mark a Y next to the line of business in which the Additional Insured or Waiver of Subrogation coverage applies. According to ACORD, the Description of Operations section must be limited to describing information necessary to identify the operations, locations and vehicles for which the certificate was issued. Please note the Description of Operations section of the Certificate cannot be used to add additional information except as just described. Marking a Y next to the line of business adequately documents coverage. Equally important, it satisfies the rules and regulations governing the proper use of the Certificate of Liability Insurance form.

Certificate is a reflection of the current coverages provided for the insured. Limits and coverages are afforded to the certificate holder only if required by written contract.



Palm Beach County
Division of Community Services
810 Datura Avenue
West Palm Beach, FL 33401

February 20, 2015

Re: Subcontractor Insurance

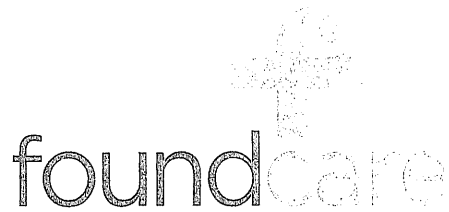
To Whom It May Concern:

Please be advised that FoundCare, Inc. subcontracts home and community based health services, medical transportation, and residential substance abuse treatment with licensed and insured providers. FoundCare, Inc. maintains contract files for each subcontractor that includes current copies of their licenses and insurance certificates. FoundCare, Inc. requires each subcontractor to maintain the same insurance limits as FoundCare, Inc.

My signature below certifies that the above statement is true to the best of my knowledge.

February 20, 2015

Rik Pavlescak, Chief Operating Officer
FoundCare, Inc.



Palm Beach County
Division of Community Services
810 Datura Avenue
West Palm Beach, FL 33401


February 19, 2015

Re: Vehicles

To whom it may concern:

Please be advised that FoundCare, Inc. has no owned motor vehicles and does not intend to own any vehicles throughout the Ryan White grant period dated March 1, 2015 through February 29, 2016.

My signature bellows certifies that the above statement is true to the best of my knowledge.



Rik Pavlescak, Chief Operating Officer

February 19, 2015