

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures					
Operating Costs	\$100,000				
External Revenues					
Program Income(County)					
In-Kind Match(County)					
NET FISCAL IMPACT	\$100,000				
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE)					

Is Item Included in Current Budget? Yes X No
 Does this item include the use of federal funds? Yes No X

Budget Account No.:
 Fund 1401 Agency 610 Organization X164 Object 8201

B. Recommended Sources of Funds/Summary of Fiscal Impact: Funds for this program were budgeted during the FY 2021 process. Any unused funds will remain in the above account.

C. Departmental Fiscal Review: *[Signature]*

III. REVIEW COMMENTS

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

Raleyn Brewer 12/10/2020
 OFMB 12/10

[Signature] 12/16/2020
 Contract Dev. and Control
 12-16-20 TW

B. Legal Sufficiency:

Anne Delgant 12-17-2020
 Assistant County Attorney

C. Other Department Review:

 Department Director

Background and Justification: Continued from Page 1

The Contract and Scope of Work define the roles and responsibilities of the Agency, the COUNTY, and the OCR. The Agency will be responsible for providing professional services for the event, including but not limited to: providing general support to the OCR in the implementation of the event, receiving and administering contributions for the event, and overseeing the purchase and delivery of all school supplies.

The OCR is responsible for the overall planning and implementation of the event, coordinating the student registration process, preparing invitations, securing distribution sites, overseeing the logistics, recruiting volunteers, and securing community resources.

The total cost of the Event exceeds the \$100,000 funded by the County and the remaining funds are contributed from several other entities. The estimated total cost of the event in 2020 was \$466,681.99. The BCC allocated \$100,000 through the contract with the Agency, and the remaining \$366,681.99 came from a number of entities. The largest sponsors included: the Agency, the Children's Services Council of Palm Beach County, and the Youth Services Department. The OCR and other County Departments also contributed towards the Event's implementation.

**CONTRACT FOR PROFESSIONAL SERVICES RELATED TO
BACK TO SCHOOL PBC!**

This Contract is made and entered into on _____, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as the "COUNTY" and Spirit of Giving Network, Inc. a Florida not-for-profit corporation authorized to do business in the State of Florida, hereinafter referred to as such or as "AGENCY" and whose Federal Tax I.D. # is 65-0765570.

W I T N E S S E T H:

WHEREAS, the Office of Community Revitalization (OCR) desires to implement Back to School PBC! (f.k.a. Palm Beach County Back to School Bash), hereinafter referred to as the "Back to School Event", which serves approximately 10,000 students in need at different locations throughout Palm Beach County; and

WHEREAS, Spirit of Giving Network, Inc. (SOGN) has previously partnered with Palm Beach County in the implementation of the Back to School Event; and

WHEREAS, the Back to School Event assists families in need, and helps empower students from kindergarten through 12th grade to begin the school year with confidence; and

WHEREAS, Spirit of Giving Network, Inc. is a collaborative, nonprofit organization with a focus on children and families in Palm Beach County; and

WHEREAS, Spirit of Giving Network, Inc. has been successfully implementing a Back to School Bash in South Palm Beach County for over ten years, and has partnered with Palm Beach County and the Back to School Bash collaborative since 2016, which has resulted in a large increase in the number of students in need being served at the South County distribution site; and

WHEREAS, Spirit of Giving Network, Inc. is uniquely qualified to assist in the implementation of the Back to School Event given its expertise and well-established system of managing an event of this type and securing needed resources as demonstrated by its successful planning and implementation of its Back to School Bash in South County; and

WHEREAS, implementation of the Back to School Event serves a public purpose; and

WHEREAS, both parties desire to enter into this Contract and partner to implement the Back to School Event.

NOW THEREFORE, in consideration of the covenants and promises contained herein, the parties hereby agree to the following terms and conditions:

ARTICLE 1 – RECITALS INCORPORATED

The foregoing recitals are true and correct and incorporated herein by reference.

ARTICLE 2 – SERVICES

The AGENCY'S responsibility under this Contract is to provide professional services in the acquisition of school supplies and resources for the Back to School Event, and to provide general support to the COUNTY in the implementation of the Back to School Event, as more specifically set forth in the Scope of Work in **Exhibit A**.

The COUNTY'S representative/liaison during the performance of this Contract shall be Ruth Moguillansky, OCR Principal Planner, (telephone no. 561.233.5376).

The AGENCY'S representative/liaison during the performance of this Contract shall be Lindy Harvey, Executive Director, Spirit of Giving Network (telephone no. 561.385.0144).

ARTICLE 3 – SCHEDULE

The AGENCY shall commence services on January 18, 2021, and complete all services by November 1, 2021.

ARTICLE 4 – PAYMENTS TO AGENCY

- A. The total amount to be paid by the COUNTY under this Contract for all services and materials shall not exceed a total contract amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000). The AGENCY may request up to FIFTY THOUSAND DOLLARS (\$50,000) as an advance payment to purchase school supplies and other items required for the Event's implementation. The AGENCY shall notify the COUNTY'S representative in writing when 90% of the "not to exceed amount" has been reached. The AGENCY will bill the COUNTY on a monthly basis, or as otherwise provided, for services rendered toward the completion of the Scope of Work. Where incremental billings for partially completed items are permitted, the total billings shall not exceed the estimated percentage of completion as of the billing date.
- B. Invoices received from the AGENCY pursuant to this Contract will be reviewed and approved by the COUNTY'S representative, to verify that services have been rendered in conformity with the Contract. Approved invoices will then be sent to the Finance Department for payment. Invoices will normally be paid within thirty (30) days following the COUNTY representative's approval.
- C. Final Invoice: In order for both parties herein to close their books and records, the AGENCY will clearly state "final invoice" on the AGENCY'S final/last billing to the COUNTY. This shall constitute AGENCY'S certification that all services have been properly performed and all charges and costs have been invoiced to Palm Beach County. Any other charges not properly included on this final invoice are waived by the AGENCY.
- D. In order to do business with Palm Beach County, AGENCIES are required to create a Vendor Registration Account OR activate an existing Vendor Registration Account through the Purchasing Department's Vendor Self Service (VSS) system, which can be accessed at <https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>. COUNTY will not finalize a contract award until the COUNTY has verified that the AGENCY is registered in VSS.

ARTICLE 5 - TRUTH-IN-NEGOTIATION CERTIFICATE

Signature of this Contract by the AGENCY shall also act as the execution of a truth-in-negotiation certificate certifying that the wage rates, over-head charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged the AGENCY'S most favored customer for the same or substantially similar service.

The said rates and costs shall be adjusted to exclude any significant sums should the AGENCY determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent wage rates or due to inaccurate representations of fees paid to outside agencies. The AGENCY shall exercise its rights under this Article 5 within three (3) years following final payment.

ARTICLE 6 - TERMINATION

This Contract may be terminated by the AGENCY upon sixty (60) days' prior written notice to the COUNTY in the event of substantial failure by the COUNTY to perform in accordance with the terms of this Contract through no fault of the AGENCY. It may also be terminated, in whole or in part, by the COUNTY, with cause upon five (5) business days written notice to the AGENCY or without cause upon ten (10) business days written notice to the AGENCY. Unless the AGENCY is in breach of this Contract, the AGENCY shall be paid for services rendered to the COUNTY'S satisfaction through the date of termination. After receipt of a Termination Notice, except as otherwise directed by the COUNTY, in writing, the AGENCY shall:

- A. Stop work on the date and to the extent specified.
- B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
- C. Transfer all work in process, completed work, and other materials related to the terminated work to the COUNTY.
- D. Continue and complete all parts of the work that have not been terminated.

ARTICLE 7 - PERSONNEL

The AGENCY represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the COUNTY.

All of the services required herein under shall be performed by the AGENCY or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

Any changes or substitutions in the AGENCY'S key personnel, as may be listed in Exhibit "A", must be made known to the COUNTY'S representative and written approval must be granted by the COUNTY's representative before said change or substitution can become effective.

The AGENCY warrants that all services shall be performed by skilled and competent personnel to the highest professional standards in the field.

All of the AGENCY'S personnel (and all Subcontractors), while on County premises, will comply with all COUNTY requirements governing conduct, safety and security.

ARTICLE 8 - AVAILABILITY OF FUNDS

The COUNTY'S performance and obligation to pay under this contract for subsequent fiscal years are contingent upon annual appropriations for its purpose by the Board of County Commissioners.

ARTICLE 9 – FEDERAL AND STATE TAX

The COUNTY is exempt from payment of Florida State Sales and Use Taxes. The COUNTY will sign an exemption certificate submitted by the AGENCY. The AGENCY shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the COUNTY, nor is the AGENCY authorized to use the COUNTY'S Tax Exemption Number in securing such materials.

The AGENCY shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this contract.

ARTICLE 10 - INSURANCE

The AGENCY shall maintain at its sole expense, in full force and effect, at all times during the term of this Contract, insurance coverage and limits (including endorsements) as described herein. Failure to maintain the required insurance shall be considered default of the Contract. The requirements contained herein, as well as COUNTY'S review or acceptance of insurance maintained by AGENCY, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by AGENCY under the Contract. AGENCY agrees to notify the COUNTY at least ten (10) days prior to cancellation, non-renewal or material change to the required insurance coverage. Where applicable, coverage and endorsements shall apply on a primary and non-contributory basis.

Commercial General Liability: AGENCY shall maintain Commercial General Liability at a limit of liability not less than \$1,000,000 each occurrence. Coverage shall not contain any endorsement(s) excluding Contractual Liability or Cross Liability.

Sexual Abuse and Molestation Insurance: AGENCY shall maintain Sexual Abuse and Molestation coverage at a limit of not less than \$250,000 each occurrence. Coverage may be provided as an endorsement to the Commercial General Liability policy.

Business Auto Liability: AGENCY shall maintain Business Auto Liability at a limit of liability not less than \$1,000,000 each accident. In the event AGENCY owns no automobiles, the Business Auto Liability requirement shall be amended allowing AGENCY to maintain only Hired & Non-Owned Auto Liability and shall provide either an affidavit or a letter on company letterhead signed by the AGENCY indicating either the AGENCY does not own any vehicles, and if vehicles are acquired throughout the term of the contract, AGENCY agrees to purchase "Owned Auto" coverage as of the date of acquisition. This amended requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate Business Auto coverage form.

Workers' Compensation Insurance & Employer's Liability: AGENCY shall maintain Workers' Compensation & Employer's Liability in accordance with Florida Statute Chapter 440.

Additional Insured Clause: The Commercial General Liability policy shall be endorsed to include, "Palm Beach County Board of County Commissioners" as an Additional Insured. A copy of the endorsement shall be provided to COUNTY upon request.

Waiver of Subrogation: AGENCY 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 AGENCY shall 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 which includes a condition to the policy specifically prohibiting such an endorsement or voids coverage should AGENCY enter into such an agreement on a pre-loss basis.

Certificates of Insurance: Upon contract execution, within forty-eight (48) hours of a request by COUNTY, and subsequently, prior to expiration of any of the required coverage throughout the term of this Agreement, the AGENCY shall deliver to the COUNTY, or COUNTY's Insurance Tracking Vendor, a signed Certificate(s) of Insurance evidencing that all types and amounts of insurance coverage required by this Contract have been obtained and are in full force and effect. The Certificate Holder shall be issued to:

Palm Beach County Board of County Commissioners
c/o Office of Community Revitalization
Houston L. Tate, OCR Director
2300 North Jog Road
West Palm Beach, Florida 33411

Umbrella or Excess Liability: If necessary, AGENCY may satisfy the minimum liability limits required above for Commercial General Liability and Business Auto Liability under Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability policy; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. AGENCY agrees to endorse COUNTY as an "Additional Insured" on the Umbrella or Excess Liability policy, unless the Certificate of Insurance notes the Umbrella or Excess Liability provides coverage on a pure/true "Follow-Form" basis.

Right to Revise or Reject: 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, coverage, or endorsements, herein from time to time throughout the term of this Contract. 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.

ARTICLE 11 - INDEMNIFICATION

The AGENCY shall protect, defend, reimburse, indemnify and hold the COUNTY, its agents, employees and elected officers harmless from and against all claims, liability, expense, loss, cost, damages or causes of action of every kind or character, including attorney's fees and costs, whether at trial or appellate levels or otherwise, arising during and as a result of their performance of the terms of this Contract or due to the acts or omissions of the AGENCY.

ARTICLE 12 - SUCCESSORS AND ASSIGNS

The COUNTY and the AGENCY each binds itself and its partners, successors, executors, administrators and assigns to the other party and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the COUNTY nor the AGENCY shall assign, sublet, convey or transfer its interest in this Contract without the prior written consent of the other.

ARTICLE 13 - REMEDIES

This Contract shall be governed by the laws of the State of Florida. Any legal action necessary to enforce the Contract will be held in a court of competent jurisdiction located in Palm Beach County, Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity, by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

No provision of this Contract is intended to, or shall be construed to, create any third party beneficiary or to provide any rights to any person or entity not a party to this Contract, including but not limited to any citizen or employees of the COUNTY and/or the AGENCY.

ARTICLE 14 - CONFLICT OF INTEREST

The AGENCY represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for in Chapter 112, Part III, Florida Statutes, and the Palm Beach County Code of Ethics. The AGENCY further represents that no person having any such conflict of interest shall be employed for said performance of services.

The AGENCY shall promptly notify the COUNTY'S representative, in writing, by certified mail, of all potential conflicts of interest of any prospective business association, interest or other circumstance which may influence or appear to influence the AGENCY'S judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the AGENCY may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute a conflict of interest if entered into by the AGENCY.

The COUNTY agrees to notify the AGENCY of its opinion by certified mail within thirty (30) days of receipt of notification by the AGENCY. If, in the opinion of the COUNTY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the AGENCY, the COUNTY shall so state in the notification and the AGENCY shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the COUNTY by the AGENCY under the terms of this Contract.

ARTICLE 15 - EXCUSABLE DELAYS

The AGENCY shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the AGENCY or its subcontractors and without their fault or negligence. Such causes include, but are not limited to, acts of God, force majeure, natural or public health emergencies, labor disputes, freight embargoes, and abnormally severe and unusual weather conditions.

AGENCY acknowledges that Palm Beach County and the County are currently experiencing a pandemic, specifically COVID-19, and agrees that COVID-19 is not an excusable delay under this Contract.

Upon the AGENCY'S request, the COUNTY shall consider the facts and extent of any failure to perform the work and, if the AGENCY'S failure to perform was without it or its subcontractors fault or negligence, the contract schedule and/or any other affected provision of this Contract shall be revised accordingly, subject to the COUNTY'S rights to change, terminate, or stop any or all of the work at any time.

ARTICLE 16 - ARREARS

The AGENCY shall not pledge the COUNTY'S credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgement, lien, or any form of indebtedness. The AGENCY further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE 17 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The AGENCY shall deliver to the COUNTY's representative for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the COUNTY under this Contract.

To the extent allowed by Chapter 119, Florida Statutes, all written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the COUNTY or at its expense will be kept confidential by the AGENCY and will not be disclosed to any other party, directly or indirectly, without the COUNTY'S prior written consent unless required by a lawful court order.

All drawings, maps, sketches, programs, data base, reports and other data developed, or purchased, under this Contract for or at the COUNTY'S expense shall be and remain the COUNTY'S property and may be reproduced and reused at the discretion of the COUNTY.

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby. Notwithstanding any other provision in this Contract, all documents, records, reports and any other materials produced hereunder shall be subject to disclosure, inspection and audit, pursuant to the Palm Beach County Office of the Inspector General, Palm Beach County Code, Sections 2-421 - 2-440, as amended.

ARTICLE 18 - INDEPENDENT CONTRACTOR RELATIONSHIP

The AGENCY is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the COUNTY. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the AGENCY'S sole direction, supervision, and control. The AGENCY shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the AGENCY'S relationship and the relationship of its employees to the COUNTY shall be that of an Independent Contractor and not as employees or agents of the COUNTY.

The AGENCY does not have the power or authority to bind the COUNTY in any promise, agreement or representation.

ARTICLE 19 - CONTINGENT FEES

The AGENCY warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the AGENCY to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the AGENCY, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 20 - ACCESS AND AUDITS

The AGENCY shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least four (4) years after completion or termination of this Contract. The COUNTY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the AGENCY'S place of business.

Palm Beach County has established the Office of the Inspector General in Palm Beach County Code, Section 2-421 - 2-440, as may be amended. The Inspector General's authority includes but is not limited to the power to review past, present and proposed County contracts, transactions, accounts and records, to require the production of records, and to audit, investigate, monitor, and inspect the activities of the AGENCY, its officers, agents, employees, and lobbyists in order to ensure compliance with contract requirements and detect corruption and fraud.

Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 - 2-440, and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

ARTICLE 21 - NONDISCRIMINATION

The COUNTY is committed to assuring equal opportunity in the award of contracts and complies with all laws prohibiting discrimination. Pursuant to Palm Beach County Resolution R2017-1770, as may be amended, the AGENCY warrants and represents that throughout the term of the Contract, including any renewals thereof, if applicable, all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity or expression, or genetic information. Failure to meet this requirement shall be considered default of the Contract.

As a condition of entering into this Contract, the AGENCY represents and warrants that it will comply with the COUNTY'S Commercial Nondiscrimination Policy as described in Resolution 2017-1770, as amended. As part of such compliance, the AGENCY shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the AGENCY retaliate against any person for reporting instances of such discrimination. The AGENCY shall provide equal opportunity for subcontractors, vendors and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the County's relevant marketplace in Palm Beach County. The AGENCY understands and agrees that a material violation of this clause shall be considered a material breach of this Contract and may result in termination of this Contract, disqualification or debarment of the company from participating in County contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party. AGENCY shall include this language in its subcontracts.

ARTICLE 22 - AUTHORITY TO PRACTICE

The AGENCY hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the COUNTY's representative upon request.

ARTICLE 23 - SEVERABILITY

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 24 - PUBLIC ENTITY CRIMES

As provided in F.S. 287.132-133, by entering into this contract or performing any work in furtherance hereof, the AGENCY certifies that it, its affiliates, suppliers, subcontractors and AGENCYS 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 36 months immediately preceding the date hereof. This notice is required by F.S. 287.133(3)(a).

ARTICLE 25 - MODIFICATIONS OF WORK

The COUNTY reserves the right to make changes in Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the AGENCY of the COUNTY'S notification of a contemplated change, the AGENCY shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the COUNTY of any estimated change in the completion date, and (3) advise the COUNTY if the contemplated change shall affect the AGENCY'S ability to meet the completion dates or schedules of this Contract.

If the COUNTY so instructs in writing, the AGENCY shall suspend work on that portion of the Scope of Work affected by a contemplated change, pending the COUNTY'S decision to proceed with the change.

If the COUNTY elects to make the change, the COUNTY shall initiate a Contract Amendment and the AGENCY shall not commence work on any such change until such written amendment is signed by the AGENCY and approved and executed on behalf of Palm Beach County.

ARTICLE 26 - NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, hand delivery or other delivery service requiring signed acceptance. If sent to the COUNTY, notices shall be addressed to:

Palm Beach County Office of Community Revitalization
Houston L. Tate, OCR Director
2300 North Jog Road
West Palm Beach, Florida 33411

With copy to:

Palm Beach County Attorney's Office
301 North Olive Ave.
West Palm Beach, Florida 33401

If sent to the AGENCY, notices shall be addressed to:

David Dunston, President
Spirit of Giving Network, Inc.
261 NW 13th Street
Boca Raton, FL 33432

ARTICLE 27 - ENTIRETY OF CONTRACTUAL AGREEMENT

The COUNTY and the AGENCY agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 25- Modifications of Work.

ARTICLE 28 - CRIMINAL HISTORY RECORDS CHECK

The AGENCY, AGENCY'S employees, subcontractors of AGENCY and employees of subcontractors shall comply with Palm Beach County Code, Section 2-371 - 2-377, the Palm Beach County Criminal History Records Check Ordinance ("Ordinance"), for unescorted access to critical facilities ("Critical Facilities") or criminal justice information facilities ("CJI Facilities") as identified in Resolutions R2013-1470 and R2015-0572, as amended. The AGENCY is solely responsible for the financial, schedule, and/or staffing implications of this Ordinance. Further, the AGENCY acknowledges that its Contract price includes any and all direct or indirect costs associated with compliance with this Ordinance, except for the applicable FDLE/FBI fees that shall be paid by the COUNTY.

This Contract may include sites and/or buildings which have been designated as either “critical facilities” or “criminal justice information facilities” pursuant to the Ordinance and Resolution R2003-1274, as amended. COUNTY staff representing the COUNTY department will contact the AGENCY(S) and provide specific instructions for meeting the requirements of this Ordinance. Individuals passing the background check will be issued a badge. The AGENCY shall make every effort to collect the badges of its employees and its subcontractors’ employees upon conclusion of the contract and return them to the COUNTY. If the AGENCY or its subcontractor(s) terminates an employee who has been issued a badge, the AGENCY must notify the COUNTY within two (2) hours. At the time of termination, the AGENCY shall retrieve the badge and shall return it to the COUNTY in a timely manner.

The COUNTY reserves the right to suspend the AGENCY if the AGENCY 1) does not comply with the requirements of County Code Section 2-371 - 2-377, as amended; 2) does not contact the COUNTY regarding a terminated AGENCY employee or subcontractor employee within the stated time; or 3) fails to make a good faith effort in attempting to comply with the badge retrieval policy.

ARTICLE 29 - REGULATIONS; LICENSING REQUIREMENTS

The AGENCY shall comply with all laws, ordinances and regulations applicable to the services contemplated herein, to include those applicable to conflict of interest and collusion. AGENCY is presumed to be familiar with all federal, state and local laws, ordinances, codes and regulations that may in any way affect the services offered.

ARTICLE 30 - SCRUTINIZED COMPANIES

- A. As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the AGENCY certifies that it, its affiliates, suppliers, subcontractors and AGENCYs who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to F.S. 215.4725. Pursuant to F.S. 287.135(3)(b), if CONSULTANT is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Contract may be terminated at the option of the COUNTY.

- B. **When contract value is greater than \$1 million:** As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the AGENCY certifies that it, its affiliates, suppliers, subcontractors and AGENCYs who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to F.S. 215.473 or is engaged in business operations in Cuba or Syria.

If the County determines, using credible information available to the public, that a false certification has been submitted by AGENCY, this Contract may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Contract shall be imposed, pursuant to F.S. 287.135. Said certification must also be submitted at the time of Contract renewal, if applicable.

ARTICLE 31 - PUBLIC RECORDS

Notwithstanding anything contained herein, as provided under Section 119.0701, F.S., if the AGENCY: (i) provides a service; and (ii) acts on behalf of the County as provided under Section 119.011(2) F.S., the AGENCY shall comply with the requirements of Section 119.0701, Florida Statutes, as it may be amended from time to time. The AGENCY is specifically required to:

- A. Keep and maintain public records required by the County to perform services as provided under this Contract.
- B. Upon request from the County's Custodian of Public Records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law. The AGENCY further agrees that all fees, charges and expenses shall be determined in accordance with Palm Beach County PPM CW-F-002, Fees Associated with Public Records Requests, as it may be amended or replaced from time to time.
- C. Ensure that public records that are exempt, or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Contract, if the AGENCY does not transfer the records to the public agency.
- D. Upon completion of the Contract the AGENCY shall transfer, at no cost to the County, all public records in possession of the AGENCY unless notified by County's representative/liaison, on behalf of the County's Custodian of Public Records, to keep and maintain public records required by the County to perform the service. If the AGENCY transfers all public records to the County upon completion of the Contract, the AGENCY shall destroy any duplicate public records that are exempt, or confidential and exempt from public records disclosure requirements. If the AGENCY keeps and maintains public records upon completion of the Contract, the AGENCY shall meet all applicable requirements for retaining public records. All records stored electronically by the AGENCY must be provided to County, upon request of the County's Custodian of Public Records, in a format that is compatible with the information technology systems of County, at no cost to County.

Failure of the AGENCY to comply with the requirements of this article shall be a material breach of this Contract. County shall have the right to exercise any and all remedies available to it, including but not limited to, the right to terminate for cause. AGENCY acknowledges that it has familiarized itself with the requirements of Chapter 119, F.S., and other requirements of state law applicable to public records not specifically set forth herein.

IF THE AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, PLEASE CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT RECORDS REQUEST, PALM BEACH COUNTY PUBLIC AFFAIRS DEPARTMENT, 301 N. OLIVE AVENUE, WEST PALM BEACH, FL 33401, BY E-MAIL AT RECORDSREQUEST@PBCGOV.ORG OR BY TELEPHONE AT 561-355-6680.

ARTICLE 32 - COUNTERPARTS

This Contract, including the exhibits referenced herein, may be executed in one or more counterparts, all of which shall constitute collectively but one and the same Contract. The COUNTY may execute the Contract through electronic or manual means. The AGENCY shall execute by manual means only, unless the COUNTY provides otherwise.

ARTICLE 33 - E-VERIFY - EMPLOYMENT ELIGIBILITY

CONSULTANT warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended. No later than January 1, 2021, CONSULTANT shall: (1) register with and use the E-Verify System (E-Verify.gov), to electronically verify the employment eligibility of all newly hired workers; and (2) verify that all of the CONSULTANT's subconsultants performing the duties and obligations of this Contract are registered with and use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

CONSULTANT shall obtain from each of its subconsultants an affidavit stating that the subconsultant does not employ, contract with, or subcontract with an Unauthorized Alien, as that term is defined in section 448.095(1)(k), Florida Statutes, as may be amended. CONSULTANT shall maintain a copy of any such affidavit from a subconsultant for, at a minimum, the duration of the subcontract and any extension thereof. This provision shall not supersede any provision of this Contract which requires a longer retention period.

COUNTY shall terminate this Contract if it has a good faith belief that CONSULTANT has knowingly violated Section 448.09(1), Florida Statutes, as may be amended.

If COUNTY has a good faith belief that CONSULTANT's subconsultant has knowingly violated Section 448.09(1), Florida Statutes, as may be amended, COUNTY shall notify CONSULTANT to terminate its contract with the subconsultant and CONSULTANT shall immediately terminate its contract with the subconsultant.

If COUNTY terminates this Contract pursuant to the above, CONSULTANT shall be barred from being awarded a future contract by COUNTY for a period of one (1) year from the date on which this Contract was terminated. In the event of such contract termination, CONSULTANT shall also be liable for any additional costs incurred by COUNTY as a result of the termination.

(Remainder of Page Intentionally Left Blank)

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Contract on behalf of the COUNTY and the AGENCY has hereunto set its hand the day and year above written.


ATTEST:
SHARON R. BOCK, Clerk & Comptroller

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

By: _____
Deputy Clerk

By: _____
Dave Kerner, Mayor

WITNESSES:

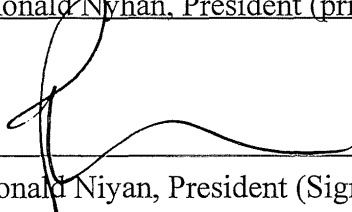


Witness Signature

SPIRIT OF GIVING

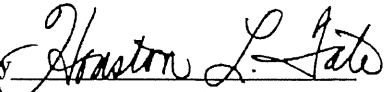
(Spirit of Giving Network, Inc)

By: Ronald Niyhan, President (printed name)



Ronald Niyhan, President (Signature)

APPROVED AS TO TERMS
AND CONDITIONS

By 
Houston Tate, Director
Office of Community Revitalization

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By Helene Hvizd
County Attorney

Digitally signed by Helene Hvizd
DN: cn=Helene Hvizd, o=Harris County, ou=County Attorney, email=Helene.Hvizd@harriscountytx.gov, c=US
Reason: I am the author of this document
Location: my signing location here
Date: 2023.12.04 09:52:48-0500
Foxit Reader PDF Version: 10.1.0

EXHIBIT A

SCOPE OF WORK

Overview: Back to School PBC! (Back to School Event) is an annual event undertaken to provide school supplies, backpacks, a health fair and access to community resources to students in need from Kindergarten through 12th grade at different locations throughout Palm Beach County. The event has been tentatively scheduled for Saturday, July 24, 2021.

The Back to School Event is planned, funded, and implemented by the Palm Beach County Office of Community Revitalization (OCR) in partnership with other County Departments, Spirit of Giving Network, Inc., (hereinafter referred to as such or as AGENCY), The Children Services Council of Palm Beach County, and other community based organizations, (collectively referred to as the “Back to School PBC! collaborative”), to provide students with the tools they need to start the school year with confidence and succeed academically.

Upon arriving at the Back to School Event, each student is paired with a "personal shopper" who guides the student through a "store" of new school supplies. The students select their own supplies and enjoy healthy snacks and refreshments. Some of the locations offer school uniforms, sneakers, socks, blood tests, biometric health screenings, vision screening, hearing testing and other health related resources. Students and families have access to more than 80 local resource agencies, which are on hand with information, and one-on-one help. There are also activities that promote awareness to health and fitness, craft stations for younger kids, bounce houses, music, clowns, a free meal for all who attend, and much more. Different foundations and organizations donate items to make this event even more joyous for students.

A planning committee, spearheaded by OCR staff, will be formed to oversee the planning and implementation of the event. Planning efforts will start on January 18, 2021, and a decision will be made no later than May regarding the type of event to be implemented depending on the status of the Covid-19 pandemic. If needed, a modified drive-up type of event may need to be conducted to ensure the safety of volunteers and participating families.

To be eligible to participate in the Back to School Event, students must reside in Palm Beach County, including all Countywide Community Revitalization Team (CCRT) communities and mobile home parks located in unincorporated Palm Beach County, and be enrolled in Kindergarten to 12th grade in the Palm Beach County public school system or a charter school in Palm Beach County for the 2021/2022 school year. Students to be served by the Back to School Event must be referred for participation by one of the agencies of the Back to School Event collaborative, be registered prior to June 4, 2021, and given a personalized invitation to attend the Back to School Event. The collaborative includes the following agencies/organizations:

1. Palm Beach County Office of Community Revitalization;
2. Palm Beach County Sheriff's Office;
3. Palm Beach County Youth Services Department;
4. The Spirit of Giving Network, Inc. and its agencies;
5. The Children Services Council of Palm Beach County and its agencies; and
6. Any other agency that is approved by the AGENCY and COUNTY that is willing to sign an agreement with AGENCY as well as contribute funding to the overall event.

Services:

AGENCY will:

- a. Provide professional services for the Back to School Event. The AGENCY will be responsible for receiving and administering contributions for the event and overseeing the purchase and delivery of all school supplies for the event. Consideration should be given to price, quality, availability, and delivery capacity of said supplies. The AGENCY will also be responsible for providing general support to the COUNTY in the planning and implementation of the Back to School Event.
- b. Allocate a minimum of \$15,000 to supplement COUNTY's funding for the procurement of school supplies and/or pay for other items that might be needed for the implementation of the Back to School Event as agreed with the COUNTY.
- c. Set aside \$5,000 worth of school supplies and coordinate with vendors and COUNTY for the delivery of said supplies 1937 N Military Trail, Suite Q, West Palm Beach, FL 33417, by no later than the day prior to the actual Back to School Event.
- d. Seek volunteers, and coordinate the setup for the Back to School Event at the Village Academy site, as well as the implementation of the actual event and post event activities for that site.
- e. Continue to cover expenses associated with the implementation of the event at the Village Academy site.
- f. Provide for a Staff person to serve as the liaison with COUNTY to coordinate the planning and implementation of the Back to School Event, as well as serve as the point of contact and lead person for the procurement of school supplies, backpacks, and other items needed for the Back to School Event. This person, with the assistance of the COUNTY, will be responsible for communicating with vendor(s), submitting requests for quotes and final orders based on needs by site, reviewing and approving all quotes, coordinating delivery of supplies/items, making payments to vendor(s), handling returns, and performing other related functions as needed.
- g. Register, by June 4, 2021 all students referred for participation in the event.
- h. Cooperate with COUNTY in determining the maximum number of students that can be registered for participation at the event based on allocated funding, and thus ensure that the AGENCY and COUNTY has sufficient school supplies available to provide to all registered students.
- i. Accept student referrals for registration from organizations provided the organizations are approved by the AGENCY and COUNTY, that they sign an agreement with AGENCY, contribute funding to the overall event, and referred students are registered to participate by June 4, 2021.
- j. Share any resources that can be made available to all event sites.
- k. Provide a final close out report no later than 60 days from this Contract's end date which includes: the number of students served at each site and the agencies and/or communities they represent; the final list of participating agencies; the total cost of the Back to School Event along with the funding allocated by all participating agencies via donations, grants and/or in kind contributions; and the

accounting for all funds expended as part of this Contract. The complete close out report, shall be sent directly to:

Palm Beach County Office of Community Revitalization
Ruth Moguillansky, OCR Principal Planner
2300 North Jog Road
West Palm Beach, Florida 33411

COUNTY agrees:

- a) To lead the planning and implementation of the Back to School Event.
- b) To designate an OCR staff liaison to represent the COUNTY to coordinate with AGENCY staff for the planning and implementation of the Back to School Event.
- c) To designate an OCR point of contact to assist AGENCY with the procurement process. This person will be also responsible for identifying order needs by site, and delivery restrictions for each site.
- d) To coordinate the implementation of a user-friendly registration website to be used for registering students for participation in the Back to School Event.
- e) To provide AGENCY, by January 29, 2021 all the documentation needed to register students to participate in the Back to School Event. This will include a link to the registration website, instructions to register, and other pertinent information.
- f) That all agencies that desire to register under OCR and/or Palm Beach County must receive approval by the AGENCY and the COUNTY, and students must register no later than June 4, 2021, to participate in the Back to School Event.
- g) That students registered for participation must meet one of the following eligibility requirements: reside in one of the designated County Community Revitalization Team (CCRT) areas or in any mobile home park located in unincorporated Palm Beach County.
- h) To provide AGENCY, by June 11, 2021, a table containing registered students.
- i) To assist AGENCY in the preparation of an excel spreadsheet with a detailed list of school supplies and quantities needed for each site, so that AGENCY can submit a final order to vendor(s). Supplies shall be listed by type, grade, and gender.
- j) To seek volunteers and coordinate the setup for the Back to School Event, the actual event, and post Back to School Event activities for the Convention Center site.
- k) To assist the Palm Beach State College with the planning and implementation of the Back to School Event at the Belle Glade campus site.
- l) To procure and work with an approved vendor to set up a portal for student check-in process at all sites and allow for follow-up report for all sites.

- m) To work with County Graphics to develop all graphics needed for the event for all locations and to create students' invitations.
- n) To work with Palm Beach County Sheriff's Office to assist with registration of students residing in mobile home parks within unincorporated Palm Beach County and to secure police coverage at all event locations.
- o) To mail out invitations to participating students in coordination with the AGENCY, no later than July 6, 2021.
- p) To secure resources for the Back to School Event at the Convention Center and Belle Glade campus sites including, but not limited to: food and refreshments, health care services, hair stylists and barbers, entertainment (bounce houses, clowns, dancers, DJ's etc.), and other community resources or services.
- q) Share any resources that can be made available to the South County site.

AGENCY AND COUNTY AGREE:

- a. That participants who have been registered and have been given a personalized invitation will be the only students permitted into the Back to School Event unless approved by AGENCY and COUNTY prior to completion of the Back to School Event final register. Students not listed on the Back to School Event final register will not be permitted into the event, but may be given information regarding other available resources.
- b. That any organization or community groups that serve students from CCRT communities and mobile home parks located in unincorporated Palm Beach County can participate in the Back to School Event as an OCR and/or Palm Beach County Agency, if they have approval from the AGENCY and COUNTY before June 4, 2021. Referred students must reside in the above referenced CCRT communities and/or mobile home parks.
- c. Coordinate with each other on all media and news releases, preparation of Back to School Event logos, and other marketing materials.
- d. Include AGENCY, COUNTY and Office of Community Revitalization (OCR) names and logos in all mailings, print advertising, invitations, brochures, and other marketing materials.
- e. Recognize AGENCY, COUNTY and Office of Community Revitalization (OCR) as a partner on the Back to School Event website, social media, media ads, and during any promotional programming.
- f. Provide each other with an opportunity to speak at pre and/or post-event press conferences.



IN PARTNERSHIP WITH



Back to School PBC! Closeout Report



SEPTEMBER 15, 2020





SPIRIT OF GIVING

Charity • Community • Collaboration

September 15, 2020

Palm Beach County
Office of Community Revitalization
2300 N. Jog Road, Suite 2E-48
West Palm Beach, FL 33411

To The Attention Of:

Ruth C. Moguillansky, MCP MArch

OCR Principal Planner/Back to School PBC! Coordinator

Dear Ruth,

Please find attached the final closeout report and backup documentation pursuant to the provisions of the Agreement executed by the BOCC on February 11, 2020 (R-2020-0127).

On behalf of the Spirit of Giving Network, I would like to personally thank you and Houston for the opportunity to partner with the Office of Community Revitalization (OCR) to implement this year's Back to School PBC! event. It was extremely fulfilling to take on this role this year, knowing that we serviced so many children in our community. Working together in a collaborative helps all of us effectively and efficiently impact our community and therefore providing a much greater impact. We look forward to partnering again next year.

I would also like to also take this opportunity to thank the entire OCR team, County Administration, and the Board of County Commissioners for their dedication to the children in our community.

If you need any further information or would like to go over this letter or enclosed documents in greater detail, please do not hesitate to contact me directly at 561.901.8661 or by email at lindy@spiritofgivingnetwork.com

Thank you so much for your assistance.

With Gratitude,

Lindy Harvey

Executive Director

Enclosures:

- Back to School PBC! Closeout Report
- Attachment A - 2020 Back to School PBC! Registration and Attendance by Agency
- Attachment B - 2020 Back to School PBC! List of Participating Agencies
- Attachment C - 2020 Back to School PBC! Budget

1515 N. Federal Highway, Suite 106, Boca Raton, FL 33432 561-385-0144 spiritofgivingnetwork.com

Spirit of Giving Network, Inc. is a 501(c)(3) nonprofit corporation authorized under the laws of the State of Florida. Our Federal Identification Number is 65-0765570. A copy of the official registration and financial information may be obtained from the Division of Consumer Services by calling toll-free 800-435-7352 within the State of Florida or online at FloridaConsumerHelp.com. Registration does not imply endorsement, approval, or recommendation by the State. The Spirit of Giving Network registration number is CH9892.

PROJECT CLOSEOUT REPORT

Purpose of Document

The purpose of this document is to provide a closeout report for the Agreement executed with the Board of County Commissioners on February 11, 2020. Pursuant to the agreement, this closeout report includes: 1) the number of students served at each site and the agencies and/or communities they represent; 2) the final list of participating agencies; 3) the total cost of the Back to School PBC! Event with the funding allocated by different agencies via donations, grants and/or in kind contributions; and 4) the accounting for all funds expended as part of the executed Agreement. This report serves as the official closure of Back to School PBC! and provides a permanent record for reference for the future.

Section 1 Overview of This Year's Event

The 2020 Back to School PBC! Event f.k.a. the Palm Beach County Back to School Bash (Bash) was a countywide event held at three (3) major sites (the Palm Beach Kennel Club, Village Academy, and the Palm Beach State College- Belle Glade Campus) and three (3) smaller remote sites: Calvary Chapel at West Boca, the Cabana Colony Youth Center, and the Edna W. Runner Tutorial Center.

During the annual event, students at each of the sites are typically provided backpacks, school supplies, free school physicals, immunizations and other available services to ensure they are ready for the first day of school. In addition, the Event provides families with exposure to other community resources to help them on their road to self-sufficiency and improve their children's success in school. Depending on the location and resource availability, participating students may also receive haircuts, school uniforms, sneakers, socks, blood tests, biometric health screenings, vision screening, hearing testing and other health related resources. This year, however, the event was modified to ensure the safety of our volunteers and participating families as a result of COVID-19.

A planning committee, spearheaded by OCR staff, was formed to oversee the planning and implementation of the event. Planning efforts started in January, and a decision was made in May to move forward with a modified drive-up type of event. With the exception of Village Academy, all the other sites had to be relocated. The central county event, originally planned at the Convention Center, was relocated to the Palm Beach Kennel Club's parking lot. The North County event, typically held at the West Jupiter Recreation Center, was split into two locations: the Cabana Colony Youth Center and the Edna Runner Center. The Glades event, typically held at Tanner Park, was relocated to the Palm Beach State College – Belle Glade Campus.

Backpacks had to be pre-packed and distributed to our students along with other items that were available at the different locations (e.g. nonperishable 7 day-meal kits, masks and hand sanitizers, shoes, socks, etc). No other activities took place this year.

The event was originally planned for August 1st, but had to be postponed at five (5) of the sites to August 29th as a result of the hurricane warning in the area. The event at Village Academy was the only one that couldn't be rescheduled, but backpacks, food boxes and other items were distributed directly to the agencies. In spite of this year's challenges, all of the events were a resounding success. We were able to distribute 10,619 backpacks to the children in our community. This could not have been accomplished without the commitment from our collaborative partners and the 550+ volunteers who gave their heart out to bring this event to fruition. Our gratitude is extended to all of them.

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Back to School PBC!

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Back to School PBC! is planned, funded and implemented by the Office of Community Revitalization (OCR) in partnership with the Spirit of Giving Network, OCR's major partner; the Children Services Council of Palm Beach County; the Palm Beach County Sheriff's Office; the Youth Services and Parks and Recreation Departments, and a collaboration of several community based organizations and volunteers. In order to participate in the event, students had to be referred by one of the agencies of the collaborative, be registered prior to June 15, 2020, and be given a personal invitation to the event. A new feature for this year's registration was the use of a user friendly portal application (Webauthor), accessible both online and on a smart phone in English, Spanish and Creole.

The Spirit of Giving Network (SOGN) has been part of the back to school collaborative, and has successfully planned and implemented its Back to School Bash at the Village Academy site in South County for many years. This year, in addition of coordinating the Village Academy site, SOGN executed a contract with the Board of County Commissioners to provide professional services for the event, including but not limited to: providing general support to the OCR in its implementation; procuring, receiving and administering grants and other contributions for the event; overseeing the purchase and delivery of all backpacks and school supplies; and securing community resources primarily for the Village Academy site. The OCR was still responsible for the overall planning and implementation of the event, coordinating the student registration process and preparing invitations, securing the remaining five (5) distribution sites, overseeing the logistics, recruiting volunteers, and securing community resources for the event for all locations.

Section 2 Students Registrations and Attendance

A total of 10,619 students were served by Back to School PBC! this year. Out of the total, 9,419 students were registered to participate in the 2020 Back to School PBC! event, and 7,364 actually participated in the event through direct attendance or agency pickups at the six distribution sites:

<u>Site</u>	<u>Total Registered</u>	<u>Total Attended</u>
Cabana Colony Youth Center	59	59
Calvary Chapel West Boca	103	103
Edna W. Runner Tutorial Center	400	400
Palm Beach Kennel Club	4168	2631
Palm Beach Kennel Club Agency Pickup	277	277
Palm Beach State College	379	196
PBSC (Canal Point)	311	311
PBSC (Everglades Prep)	120	120
PBSC (Glades Academy)	238	238
PBSC (Okeechobee Center)	392	57
PBSC (Osceola)	83	83
Village Academy Agency Pickup	2889	2889
Total students registered countywide	9419	7364

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Back to School PBC!

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In addition, 1,200 backpacks were distributed to agencies for distribution to students who were not registered in the event's registration portal as follows:

- Belle Glade PBSO - 97
- Caridad Center - 200
- In Jacob's Shoes - 125
- Palm Beach School for Autism - 365
- Pearl City Cats - 52
- Talented Teen Club- 120
- The Giving Tree- 241

As it is customary, agencies participating in Back to School PBC! kept remaining prepacked backpacks for distribution to families who couldn't attend the event, and the Office of Community Revitalization (OCR) staff coordinated agency pickups as well as reached out to non-attending families to ensure that all backpacks were distributed.

A table containing detailed information on students served and the agencies they represent is provided under *Attachment A (2020 Back To School PBC! Students Registration and Attendance by Agency)*.

Section 3 Final List of Participating Agencies

A total of over 80 agencies participated in this year's Back to School PBC! event. More than 70 of those agencies referred students to the event, and the rest of them participated in one way or another to provide resources to our students and families in need. Some of the key resources provided included, but were not limited to the following:

- 7-day nonperishable meals kits, donated by the Palm Beach County Youth Services Department;
- Snacks donated by Gogo Squeez;
- Rice and sugar, donated by Florida Crystals;
- Pencil cases with hand sanitizers and masks, donated by the Health Care District of Palm Beach County;
- Personal Hygiene products, donated by GIVT;
- Toothbrushes, donated by Liberty Dental Services;
- Bras, donated by I Support the Girls;
- Shoes, donated by In Jacob's Shoes;
- Socks, donated by Bombas; and
- Study Guides, donated by BarChart.

Please refer to *Attachment B (2020 Back To School PBC! List of Participating Agencies)* for a complete list of participating agencies.

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Back to School PBC!

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Section 4 Back to School PBC! Budget

The estimated total cost of Back to School PBC! this year was \$466,681.99. While the budget does include the partial time allocation of one full time position at the Spirit of Giving Network for the administration of the contract and event planning/implementation, the overall budget doesn't include the hundreds of hours contributed by OCR's Principal Planner, the Coordinator of the overall event; the many hours contributed by the OCR Director and the remaining five (5) OCR staff before, during and after the event; or the many hours donated by other county employees, members of the Back to School PBC! collaborative, community representatives, and 550 + volunteers who made this event possible. Please refer to *Attachment C (2020 Back to School PBC! Budget)* provides a summary of the costs associated with the implementation of this year's event.

Section 5 Accounting of Funds Pursuant to the Executed Agreement

The Board of County Commissioners allocated a total of \$100,000 for the purchase of school supplies. The total cost of the supplies was \$154,049.09. The remaining funds came from Spirit of Giving Network (\$29,049.09); and the Children Services Council of Palm Beach County (\$25,000).

All invoices from Blusource showing the school supplies and backpacks purchased, their unit and total costs, and information where all items were delivered, were provided to the Office of Community Revitalization via e-mail communication along with the proof of payment to Blusource on September 14, 2020.

- A total of 686 prepacked backpacks remaining from the Palm Beach Kennel Club were brought to the Cubesmart storage facility located at 5058 Forest Hill Blvd., in West Palm Beach. These backpacks were already distributed to registered students who couldn't attend. Distribution was arranged through agency pickups and direct delivery to parents.
- A total of 308 prepacked backpacks remaining from the Palm Beach State College were kept by the OCR and placed in its storage facility for later distribution to students who couldn't attend.
- There were no remaining items at the Edna W. Runner Tutorial Center, Village Academy, Cabana Colony Youth Center or Calvary Chapel sites.
- All prepacked backpacks set aside for PBSO were distributed to PBSO Community Policing sites for distribution to students residing in CCRT neighborhoods.

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Back to School PBC!

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ATTACHMENT A

2020 BACK TO SCHOOL PBC! STUDENTS REGISTRATION AND ATTENDANCE BY AGENCY

Overall Summary

Site	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Cabana Colony Youth Center	59	59	100.00%	49	49	83.05%	100.00%	0	0	0.00%	-
Calvary Chapel West Boca	103	103	100.00%	103	103	100.00%	100.00%	103	103	100.00%	100.00%
Edna W. Runner Tutorial Center	400	400	100.00%	171	171	42.75%	100.00%	0	0	0.00%	-
Palm Beach Kennel Club	4168	2631	63.12%	2067	1415	49.59%	68.46%	755	519	18.11%	68.74%
Palm Beach Kennel Club Agency Pickup	277	277	100.00%	95	95	34.30%	100.00%	12	12	4.33%	100.00%
Palm Beach State College	379	196	51.72%	18	13	4.75%	72.22%	112	59	29.55%	52.68%
PBSC (Canal Point)	311	311	100.00%	6	6	1.93%	100.00%	25	25	8.04%	100.00%
PBSC (Everglades Prep)	120	120	100.00%	0	0	0.00%	-	0	0	0.00%	-
PBSC (Glades Academy)	238	238	100.00%	0	0	0.00%	-	0	0	0.00%	-
PBSC (Okeechobee Center)	392	57	14.54%	0	0	0.00%	-	0	0	0.00%	-
PBSC (Osceola)	83	83	100.00%	0	0	0.00%	-	0	0	0.00%	-
Village Academy Agency Pickup	2889	2889	100.00%	204	204	7.06%	100.00%	112	112	3.88%	100.00%
Total students registered countywide	9419	7364	78.18%	2713	2056	28.80%	75.78%	1119	830	11.88%	74.17%

Additional Students Served Using Backpacks From Last Year's Event

Agency	Students served
Palm Beach School for Autism	365
Giving Tree	241
Caridad Center	200
Pearl City Cats	52
In Jacobs Shoes	125
Talented Teen Club	120
Belle Glade PBSO	97
Total additional students served	1200

Break down by site Cabana Colony Youth Center

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
El Sol Neighborhood	4	4	100.00%	4	4	100.00%	100.00%	0	0	0.00%	-
Friends of Foster Children of Palm Beach County, Inc.	2	2	100.00%	2	2	100.00%	100.00%	0	0	0.00%	-
Lutheran Services Florida (LSF)	1	1	100.00%	1	1	100.00%	100.00%	0	0	0.00%	-
Palm Beach County PAL, Inc.	46	46	100.00%	36	36	78.26%	100.00%	0	0	0.00%	-
Palm Beach County: Office of Community Revitalization	1	1	100.00%	1	1	100.00%	100.00%	0	0	0.00%	-
The School District of Palm Beach County	5	5	100.00%	5	5	100.00%	100.00%	0	0	0.00%	-
Total students registered for the site	59	59	100.00%	49	49	83.05%	100.00%	0	0	0.00%	-

Calvary Chapel West Boca

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Caregiving Youth Project	2	2	100.00%	2	2	100.00%	100.00%	2	2	100.00%	100.00%
Florence Fuller Child Development Centers	4	4	100.00%	4	4	100.00%	100.00%	4	4	100.00%	100.00%
Glades Mobile Home Parks	1	1	100.00%	1	1	100.00%	100.00%	1	1	100.00%	100.00%
Palm Beach County Sheriff's Office Community Policing	20	20	100.00%	20	20	100.00%	100.00%	20	20	100.00%	100.00%
Palm Beach County: Office of Community Revitalization	26	26	100.00%	26	26	100.00%	100.00%	26	26	100.00%	100.00%
The School District of Palm Beach County	50	50	100.00%	50	50	100.00%	100.00%	50	50	100.00%	100.00%
Total students registered for the site	103	103	100.00%	103	103	100.00%	100.00%	103	103	100.00%	100.00%

Edna W. Runner Tutorial Center

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
BRIDGES at West Palm Beach	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
Center for Child Counseling	4	4	100.00%	0	0	0.00%	-	0	0	0.00%	-
Center for Family Services	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
Children's Home Society	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
Community Partners of South Florida	8	8	100.00%	0	0	0.00%	-	0	0	0.00%	-
Edna W. Runner Tutorial Center	134	134	100.00%	67	67	50.00%	100.00%	0	0	0.00%	-
El Sol Neighborhood	71	71	100.00%	1	1	1.41%	100.00%	0	0	0.00%	-
Friends of Foster Children of Palm Beach County, Inc.	4	4	100.00%	0	0	0.00%	-	0	0	0.00%	-
Glades Mobile Home Parks	1	1	100.00%	1	1	100.00%	100.00%	0	0	0.00%	-
Guatemalan-Maya Center	1	1	100.00%	0	0	0.00%	-	0	0	0.00%	-
Lutheran Services Florida (LSF)	51	51	100.00%	6	6	11.76%	100.00%	0	0	0.00%	-
Palm Beach County PAL, Inc.	38	38	100.00%	15	15	39.47%	100.00%	0	0	0.00%	-
Palm Beach County Sheriff's Office Community Policing	20	20	100.00%	20	20	100.00%	100.00%	0	0	0.00%	-
Palm Beach County: Office of Community Revitalization	31	31	100.00%	31	31	100.00%	100.00%	0	0	0.00%	-
The School District of Palm Beach County	30	30	100.00%	30	30	100.00%	100.00%	0	0	0.00%	-
United Way of Palm Beach County	1	1	100.00%	0	0	0.00%	-	0	0	0.00%	-
Total students registered for the site	400	400	100.00%	171	171	42.75%	100.00%	0	0	0.00%	-

Palm Beach Kennel Club

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Achievement Centers for Children and Families (FRC)	1	1	100.00%	1	1	100.00%	100.00%	0	0	0.00%	-
Adopt A Family	23	1	4.35%	0	0	0.00%	-	0	0	0.00%	-
Boys Town	143	143	100.00%	19	19	13.29%	100.00%	5	5	3.50%	100.00%
BRIDGES at Boynton Beach	10	10	100.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at Highland	77	36	46.75%	12	8	15.58%	66.67%	0	0	0.00%	-
BRIDGES at Lake Park	73	21	28.77%	1	0	1.37%	0.00%	0	0	0.00%	-
BRIDGES at Lake Worth	312	138	44.23%	42	17	13.46%	40.48%	16	8	5.13%	50.00%
BRIDGES at Lake Worth West	118	118	100.00%	89	89	75.42%	100.00%	13	13	11.02%	100.00%
BRIDGES at Northwood	2	1	50.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at Riviera Beach	201	62	30.85%	4	3	1.99%	75.00%	0	0	0.00%	-
BRIDGES at West Palm Beach	270	159	58.89%	58	35	21.48%	60.34%	0	0	0.00%	-
Caregiving Youth Project	9	6	66.67%	9	6	100.00%	66.67%	0	0	0.00%	-
Center for Child Counseling	8	5	62.50%	1	1	12.50%	100.00%	0	0	0.00%	-
Center for Family Services	41	31	75.61%	14	14	34.15%	100.00%	3	3	7.32%	100.00%
Children's Home Society	15	12	80.00%	4	3	26.67%	75.00%	1	0	6.67%	0.00%
Community Partners of South Florida	17	15	88.24%	4	4	23.53%	100.00%	0	0	0.00%	-
El Sol Neighborhood	1	0	0.00%	0	0	0.00%	-	0	0	0.00%	-
Glades Mobile Home Parks	55	38	69.09%	17	17	30.91%	100.00%	11	8	20.00%	72.73%
Guatemalan-Maya Center	157	93	59.24%	25	17	15.92%	68.00%	26	17	16.56%	65.38%
Literacy Coalition	24	17	70.83%	0	0	0.00%	-	3	0	12.50%	0.00%
Literacy Coalition of PBC	11	11	100.00%	0	0	0.00%	-	2	2	18.18%	100.00%
Lutheran Services Florida (LSF)	274	132	48.18%	79	47	28.83%	59.49%	17	4	6.20%	23.53%
Palm Beach County PAL, Inc.	99	54	54.55%	13	9	13.13%	69.23%	45	26	45.45%	57.78%
Palm Beach County Sheriff's Office Community Policing	291	175	60.14%	161	84	55.33%	52.17%	142	102	48.80%	71.83%
Palm Beach County: Office of Community Revitalization	514	380	73.93%	448	332	87.16%	74.11%	55	37	10.70%	67.27%
Palm Beach County: Youth Services	21	21	100.00%	3	3	14.29%	100.00%	0	0	0.00%	-
Parent-Child Center	31	27	87.10%	7	7	22.58%	100.00%	0	0	0.00%	-
Redlands Christian Migrant Association (RCMA)	3	0	0.00%	0	0	0.00%	-	0	0	0.00%	-
The ARC of Palm Beach County	2	1	50.00%	0	0	0.00%	-	0	0	0.00%	-
The School District of Palm Beach County	1359	921	67.77%	1054	697	77.56%	66.13%	415	294	30.54%	70.84%
United Way of Palm Beach County	6	2	33.33%	2	2	33.33%	100.00%	1	0	16.67%	0.00%
Total students registered for the site	4168	2631	63.12%	2067	1415	49.59%	68.46%	755	519	18.11%	68.74%

Palm Beach Kennel Club Agency Pickup

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Friends of Foster Children of Palm Beach County, Inc.	75	75	100.00%	7	7	9.33%	100.00%	0	0	0.00%	-
Living Waters Church	48	48	100.00%	23	23	47.92%	100.00%	3	3	6.25%	100.00%
Speak Up for Kids Palm Beach County	61	61	100.00%	7	7	11.48%	100.00%	1	1	1.64%	100.00%
Take Stock In Children Palm Beach	37	37	100.00%	8	8	21.62%	100.00%	8	8	21.62%	100.00%
The School District of Palm Beach County	47	47	100.00%	47	47	100.00%	100.00%	0	0	0.00%	-
Urban League	9	9	100.00%	3	3	33.33%	100.00%	0	0	0.00%	-
Total students registered for the site	277	277	100.00%	95	95	34.30%	100.00%	12	12	4.33%	100.00%

Palm Beach State College

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Boys Town	7	4	57.14%	1	0	14.29%	0.00%	0	0	0.00%	-
BRIDGES at Belle Glade	54	43	79.63%	0	0	0.00%	-	1	1	1.85%	100.00%
BRIDGES at Pahokee	35	25	71.43%	0	0	0.00%	-	4	2	11.43%	50.00%
BRIDGES at Riviera Beach	5	2	40.00%	0	0	0.00%	-	2	2	40.00%	100.00%
Caregiving Youth Project	7	0	0.00%	1	0	14.29%	0.00%	1	0	14.29%	0.00%
Friends of Foster Children of Palm Beach County, Inc.	3	0	0.00%	0	0	0.00%	-	0	0	0.00%	-
Glades Mobile Home Parks	65	43	66.15%	0	0	0.00%	-	11	8	16.92%	72.73%
Kathryn E. Cunningham/Canal Point Elementary School	1	1	100.00%	0	0	0.00%	-	0	0	0.00%	-
Literacy Coalition	6	3	50.00%	0	0	0.00%	-	5	2	83.33%	40.00%
Lutheran Services Florida (LSF)	82	13	15.85%	0	0	0.00%	-	4	0	4.88%	0.00%
Palm Beach County Sheriff's Office Community Policing	6	4	66.67%	0	0	0.00%	-	6	4	100.00%	66.67%
Palm Beach County: Office of Community Revitalization	2	2	100.00%	0	0	0.00%	-	2	2	100.00%	100.00%
Speak Up for Kids Palm Beach County	14	5	35.71%	0	0	0.00%	-	0	0	0.00%	-
The School District of Palm Beach County	92	51	55.43%	16	13	17.39%	81.25%	76	38	82.61%	50.00%
Total students registered for the site	379	196	51.72%	18	13	4.75%	72.22%	112	59	29.55%	52.68%

PBSC (Canal Point)

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
BRIDGES at Pahokee	7	7	100.00%	0	0	0.00%	-	0	0	0.00%	-
Glades Mobile Home Parks	5	5	100.00%	0	0	0.00%	-	2	2	40.00%	100.00%
Kathryn E. Cunningham/Canal Point Elementary School	92	92	100.00%	3	3	3.26%	100.00%	14	14	15.22%	100.00%
Literacy Coalition	1	1	100.00%	0	0	0.00%	-	1	1	100.00%	100.00%
Lutheran Services Florida (LSF)	30	30	100.00%	0	0	0.00%	-	0	0	0.00%	-
The School District of Palm Beach County	11	11	100.00%	3	3	27.27%	100.00%	8	8	72.73%	100.00%
No Agency (Add on unregistered student)	165	165	100.00%	0	0	0.00%	-	0	0	0.00%	-
Total students registered for the site	311	311	100.00%	6	6	1.93%	100.00%	25	25	8.04%	100.00%

PBSC (Everglades Prep)

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
No Agency (Add on unregistered student)	120	120	100.00%	0	0	0.00%	-	0	0	0.00%	-
Total students registered for the site	120	120	100.00%	0	0	0.00%	-	0	0	0.00%	-

PBSC (Glades Academy)

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
No Agency (Add on unregistered student)	238	238	100.00%	0	0	0.00%	-	0	0	0.00%	-
Total students registered for the site	238	238	100.00%	0	0	0.00%	-	0	0	0.00%	-

PBSC (Okeechobee Center)

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Boys Town	5	5	100.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at Belle Glade	8	7	87.50%	0	0	0.00%	-	0	0	0.00%	-
Caregiving Youth Project	3	0	0.00%	0	0	0.00%	-	0	0	0.00%	-
Glades Mobile Home Parks	7	6	85.71%	0	0	0.00%	-	0	0	0.00%	-
Literacy Coalition	1	0	0.00%	0	0	0.00%	-	0	0	0.00%	-
Lutheran Services Florida (LSF)	11	0	0.00%	0	0	0.00%	-	0	0	0.00%	-
No Agency (Add on unregistered student)	357	39	10.92%	0	0	0.00%	-	0	0	0.00%	-
Total students registered for the site	392	57	14.54%	0	0	0.00%	-	0	0	0.00%	-

PBSC (Osceola)

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
BRIDGES at Belle Glade	7	7	100.00%	0	0	0.00%	-	0	0	0.00%	-
Literacy Coalition	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
Lutheran Services Florida (LSF)	7	7	100.00%	0	0	0.00%	-	0	0	0.00%	-
No Agency (Add on unregistered student)	67	67	100.00%	0	0	0.00%	-	0	0	0.00%	-
Total students registered for the site	83	83	100.00%	0	0	0.00%	-	0	0	0.00%	-

Village Academy Agency Pickup

Agency	Total Registered	Total Attended	% Attended	Registered from CCRT	Attended from CCRT	CCRT % Registered	CCRT % Attended	Registered from MHP	Attended from MHP	MHP % Registered	MHP % Attended
Achievement Centers for Children and Families (ELP)	32	32	100.00%	0	0	0.00%	-	0	0	0.00%	-
Achievement Centers for Children and Families (FRC)	140	140	100.00%	0	0	0.00%	-	0	0	0.00%	-
Achievement Centers for Children and Families (Pine Grove)	53	53	100.00%	0	0	0.00%	-	0	0	0.00%	-
Achievement Centers for Children and Families (Village)	142	142	100.00%	1	1	0.70%	100.00%	0	0	0.00%	-
American Disabilities Foundation, Inc.	1	1	100.00%	0	0	0.00%	-	0	0	0.00%	-
Best Foot Forward Foundation	94	94	100.00%	0	0	0.00%	-	0	0	0.00%	-
Boca Helping Hands	11	11	100.00%	0	0	0.00%	-	0	0	0.00%	-
Boca Raton Housing Authority	33	33	100.00%	0	0	0.00%	-	0	0	0.00%	-
Boys & Girls Club of Boca Raton	29	29	100.00%	1	1	3.45%	100.00%	0	0	0.00%	-
Boys Town	56	56	100.00%	0	0	0.00%	-	2	2	3.57%	100.00%
BRIDGES at Boynton Beach	41	41	100.00%	0	0	0.00%	-	3	3	7.32%	100.00%
BRIDGES at Highland	3	3	100.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at Lake Worth	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at Northwood	6	6	100.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at Riviera Beach	7	7	100.00%	0	0	0.00%	-	0	0	0.00%	-
BRIDGES at West Palm Beach	4	4	100.00%	0	0	0.00%	-	0	0	0.00%	-
Caregiving Youth Project	404	404	100.00%	68	68	16.83%	100.00%	16	16	3.96%	100.00%
Center for Child Counseling	6	6	100.00%	0	0	0.00%	-	0	0	0.00%	-
Center for Family Services	16	16	100.00%	4	4	25.00%	100.00%	0	0	0.00%	-
CityHouse Delray Beach	15	15	100.00%	0	0	0.00%	-	0	0	0.00%	-
Community Partners of South Florida	9	9	100.00%	4	4	44.44%	100.00%	0	0	0.00%	-
Daughter of Zion SDA Church	81	81	100.00%	2	2	2.47%	100.00%	0	0	0.00%	-
Deerfield Beach Family Empowerment Inc.	52	52	100.00%	0	0	0.00%	-	0	0	0.00%	-
Eda & Cliff Viner Community Scholars Foundation	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
Families First	279	279	100.00%	41	41	14.70%	100.00%	47	47	16.85%	100.00%
Families First.	108	108	100.00%	16	16	14.81%	100.00%	1	1	0.93%	100.00%
Florence Fuller Child Development Centers	152	152	100.00%	2	2	1.32%	100.00%	0	0	0.00%	-
Friends of Foster Children of Palm Beach County, Inc.	20	20	100.00%	0	0	0.00%	-	0	0	0.00%	-
George Snow Scholarship Fund	88	88	100.00%	0	0	0.00%	-	0	0	0.00%	-
Girls on the Run Palm Beach	21	21	100.00%	0	0	0.00%	-	0	0	0.00%	-
Guatemalan-Maya Center	17	17	100.00%	3	3	17.65%	100.00%	1	1	5.88%	100.00%
Habitat for Humanity	15	15	100.00%	0	0	0.00%	-	0	0	0.00%	-
HomeSafe	13	13	100.00%	0	0	0.00%	-	0	0	0.00%	-
Legal Aid Society.	127	127	100.00%	11	11	8.66%	100.00%	13	13	10.24%	100.00%
Literacy Coalition of PBC	43	43	100.00%	0	0	0.00%	-	0	0	0.00%	-
Living Waters Church	4	4	100.00%	0	0	0.00%	-	0	0	0.00%	-
Lutheran Services Florida (LSF)	44	44	100.00%	2	2	4.55%	100.00%	4	4	9.09%	100.00%
Milagro Center	57	57	100.00%	0	0	0.00%	-	3	3	5.26%	100.00%
Naoma Donnelly Haggin Boys & Girls Club (Delray Beach)	103	103	100.00%	0	0	0.00%	-	0	0	0.00%	-
Nat King Cole Generation Hope, Inc.	81	81	100.00%	26	26	32.10%	100.00%	8	8	9.88%	100.00%
Palm Beach County PAL, Inc.	10	10	100.00%	0	0	0.00%	-	0	0	0.00%	-
Palm Beach County Sheriff's Office Community Policing	23	23	100.00%	12	12	52.17%	100.00%	11	11	47.83%	100.00%
Palm Beach County: Youth Services	5	5	100.00%	1	1	20.00%	100.00%	0	0	0.00%	-
Parent-Child Center	3	3	100.00%	0	0	0.00%	-	0	0	0.00%	-
Paul's Place Afterschool	34	34	100.00%	0	0	0.00%	-	0	0	0.00%	-
Propel Your Future	2	2	100.00%	0	0	0.00%	-	0	0	0.00%	-
Roots and Wings	22	22	100.00%	0	0	0.00%	-	0	0	0.00%	-
Ruth and Norman Rales Jewish Family Services	70	70	100.00%	0	0	0.00%	-	0	0	0.00%	-
Scholar Career Coaching, Inc.	6	6	100.00%	1	1	16.67%	100.00%	0	0	0.00%	-
Seagull Services	40	40	100.00%	7	7	17.50%	100.00%	2	2	5.00%	100.00%
SOS Children's Villages Florida	56	56	100.00%	0	0	0.00%	-	0	0	0.00%	-
Speak Up for Kids Palm Beach County	5	5	100.00%	0	0	0.00%	-	0	0	0.00%	-
Take Stock In Children Palm Beach	35	35	100.00%	0	0	0.00%	-	0	0	0.00%	-
The ARC of Palm Beach County	3	3	100.00%	0	0	0.00%	-	0	0	0.00%	-
United Way of Palm Beach County	3	3	100.00%	0	0	0.00%	-	0	0	0.00%	-
Urban League	3	3	100.00%	0	0	0.00%	-	0	0	0.00%	-
Village Academy	158	158	100.00%	2	2	1.27%	100.00%	1	1	0.63%	100.00%
Total students registered for the site	2889	2889	100.00%	204	204	7.06%	100.00%	112	112	3.88%	100.00%

ATTACHMENT B

**2020 BACK TO SCHOOL PBC!
LIST OF PARTICIPATING AGENCIES**



IN PARTNERSHIP WITH



- Achievement Centers for Children and Families Foundation
- Adopt A Family of the Palm Beaches, Inc.
- American Association of Caregiving Youth
- American Disabilities Foundation, Inc.
- Best Foot Forward Foundation
- Boca Helping Hands
- Boca Raton Housing Authority
- Bombas
- Boys and Girls Club of Palm Beach County
- Boys Town South Florida
- Bridges at Belle Glade
- Bridges at Boynton Beach
- Bridges at Highland
- Bridges at Lake Park
- Bridges at Lake Worth
- Bridges at Lake Worth West
- Bridges at Northwood
- Bridges at Pahokee
- Bridges at Riviera Beach
- Bridges at West Palm Beach
- Caridad Center
- Center for Child Counseling
- Children's Home Society
- Cityhouse Delray Beach
- Community Partners of South Florida
- Deerfield Beach Family Empowerment Inc.
- Eda & Cliff Viner Community Scholars Foundation
- Edna W. Runner Tutorial Center
- El Sol Neighborhood Resource Center
- Families First of Palm Beach County
- Florence Fuller Child Development Centers

Florida Crystals
Florida Rural legal Services, Inc.
Friends of Foster Children of Palm Beach County, Inc.
Daughter of Zion SDA Church
George Snow Scholarship Fund
Girls on the Run Palm Beach
Guatemalan-Maya Center
Habilitation Center for the Handicapped
Habitat for Humanity
Health Care District of Palm Beach County
Health Council of South Florida
HomeSafe
In Jacobs Shoes
I Support The Girls
Jason Taylor Foundation
Kathryn E. Cunningham/Canal Point Elementary School
Legal Aid Society
Liberty Dental Services
Literacy Coalition of PBC
Living Waters Church
Lutheran Services Florida (LSF)
Milagro Center
Naoma Donnelley Haggin Boys & Girls Club (Delray Beach)
Nat King Cole Generation Hope, Inc.
Palm Beach County PAL, Inc.
Palm Beach School for Autism
Parent-Child Center
Paul's Place Afterschool
Pearl City Cats Afterschool & Summer Camp
Propel Your Future
Redlands Christian Migrant Association (RCMA)
Roots and Wings
Ruth and Norman Rales Jewish Family Services
Scholar Career Coaching, Inc.
Seagull Services
SOS Children's Villages Florida
Speak Up for Kids Palm Beach County
Take Stock In Children Palm Beach
The ARC of Palm Beach County
The Giving Tree
The School District of Palm Beach County
Twins Palm Center
United Way of Palm Beach County
Urban League of Palm Beach County

ATTACHMENT C -- 2020 BACK TO SCHOOL PBC! BUDGET

Item Description		
E X P E N S E S	Staff/Admin Costs	\$14,000.00
	Backpacks and School Supplies	\$156,049.09
	Replacement of backpacks for the Glades plus Fed Ex shipping	\$1,654.08
	Headphones	\$4,200.00
	Shelf Stable Meal Boxes	\$145,740.00
	Healthy Snacks - GoGo squeeZ	\$7,400.00
	Shoes - In Jacobs Shoes	\$20,000.00
	Socks	\$5,000.00
	Hygiene products	\$8,000.00
	Bras	\$10,000.00
	Study Guides	\$10,000.00
	PPEs, Wrist Bands, Hand Sanitizers and Wipes	\$1,350.56
	Graphics, Printing & Postage	\$23,729.00
	Message Boards	\$300.00
	WebAuthor Software	\$4,999.00
	Website Hosting	\$4,999.00
	Signup.com	\$99.00
	Survey Gizmo	\$103.12
	PBSO Security	\$16,760.00
	Village Academy Lease	\$2,937.00
	Palm Beach Kennel Club Lease, security, 48 bags of ice & 10 cases of bottled water	\$2,500.00
	Storage Lease Fees	\$4,412.34
	Moving Service by Pack on the go	\$390.00
	U & Me Moving Services	\$575.00
	Bekwis of South FL Moving Services	\$960.00
	UPS Fees	\$200.00
	Truck rental	\$487.00
	Pallet Jack Rental	\$70.00
	Tents, table and chairs rental	\$5,766.95
	Traffic Cones	\$461.02
	Golf Cart Rental	\$410.00
	Portable Toilets and garbage cans	\$370.00
	Office Depot Supplies	\$42.81
	Home Depot Fans and Needed Supplies	\$1,028.54
	Ponchos	\$255.00
	Table Clothes	\$502.50
	T-Shirt Printing	\$2,694.80
	Café Joshua-Volunteer Food	\$2,260.50
	Park Avenue Volunteer Food for Edna Runner Tutorial Center	\$320.00
	Other Volunteer Food for Village Academy and PB State College	\$700.00
	Water and gatorade	\$720.78
	Sam's Snacks and drinks	\$719.90
Coca Cola drinks	\$390.00	
DJ Services - Glades	\$200.00	
Photographers- Videographers	\$2,925.00	
	\$466,681.99	

Item Description		Totals
R O N T E R N I S U B S T I T U T I O	Direct Partner Contributions	\$340,067.98
	Partners Contributions through Grants/Foundation	\$82,974.01
	Fundraisers/In Kind Donations	\$43,640.00
		\$466,681.99

Partners Contributions		Totals
Palm Beach County	Office of Community Revitalization	\$130,957.88
	Youth Services Department	\$145,740.00
	Palm Beach County Graphics	\$20,369.08
	Parks and Recreation Department	\$780.00
	Engineering and Public Works	\$461.02
Palm Beach County Contribution		\$298,307.98
Children Services Council of Palm Beach County		\$25,000.00
Palm Beach County Sheriff's Office		\$16,760.00
Spirit of Giving Network through Grants & Foundations	Bathchelor Foundation	\$10,000.00
	Boca West Children Foundation	\$10,000.00
	City Of Boca Raton	\$3,500.00
	Individual Donations	\$7,974.01
	Rotary Club	\$1,500.00
	JM Foundation	\$50,000.00
Spirit of Giving Network, Inc.		\$82,974.01
		\$423,041.99

Fundraisers/In Kind Contributions		Totals
Bombas		\$5,000.00
Barcharts		\$10,000.00
Coca Cola		\$390.00
GoGo squeeZ		\$7,400.00
GVT "Our Give is Their Gift"		\$8,000.00
Javin Walker, 2SBW & Associates		\$200.00
John Macropoulos, South Bay 1050 LLC		\$150.00
I support the Girls		\$10,000.00
Palm Beach Kennel Club		\$2,500.00
		\$43,640.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/2/2020

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 have ADDITIONAL INSURED provisions or 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 Marsh & McLennan Agency LLC 9850 N.W. 41st Street Suite 100 Miami FL 33178	CONTACT NAME: Virginia Jewitt PHONE (A/C. No. Ext): 786-648-6682 FAX (A/C. No): E-MAIL ADDRESS: Virginia.Jewitt@MarshMMA.com	
	INSURER(S) AFFORDING COVERAGE INSURER A : Philadelphia Indemnity Insurance Co. NAIC # 18058 INSURER B : United States Liability Insurance Co 25895 INSURER C : INSURER D : INSURER E : INSURER F :	
INSURED Spirit of Giving Network, Inc. 1515 N Federal Highway, Ste 106 Boca Raton FL 33432	SPIRIGVIN	

COVERAGES **CERTIFICATE NUMBER:** 1843385765 **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 0 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		PHPK2168352	8/19/2020	8/19/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2168352	8/19/2020	8/19/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B A	Director's and Officers Professional Liability			NDO1580985A PHPK2168352	8/28/2020 8/19/2020	8/28/2021 8/19/2021	Aggregate \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and agents (Certificate Holder) is included as additional insured for operations conducted by the name insured regarding the implementation of the 2020 Palm Beach County Back to School Event.

CERTIFICATE HOLDER Palm Beach County Board of County Commissioners c/o Office of Community Revitalization 2300 N Jog Rd. West Palm Beach, FL 33411	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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