

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date:	September 13, 2022	[X] Consent	[] Regular
		[] Ordinance	[] Public Hearing
Department:	Housing and Economic Development		


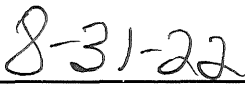


I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: An Agreement for Consulting/Professional Services with the Palm Beach County Black Business Investment Corporation (BBIC) in the amount of \$54,000 for the period October 1, 2022 to September 30, 2023.

Summary: This Consulting/Professional Services Agreement will fund a portion of BBIC’s operational expenses for providing consulting and financial assistance to existing and start-up small businesses in Palm Beach County. The BBIC is required to obtain four (4) business loan approvals from financial institutions totaling at least \$500,000, while serving two hundred and seventy (270) clients and creating/retaining Fifteen (15) full-time equivalent jobs. Funding for this Agreement will consist of \$54,000 of Ad Valorem Funds. **These are County Ad Valorem funds. Countywide** (HJF)

Background and Justification: The BBIC, a non-profit organization, was formed in accordance with the Florida Small & Minority Business Act of 1985. The major objectives of the BBIC are to provide financial resources to new and existing businesses, and to foster increased employment and social stability within the Black community and develop and operate a direct loan program for Minority/Women/Women Business Enterprises. The BBIC fills the gap between financial institutions and small businesses, providing services not offered by other agencies in Palm Beach County. The public/private partnership with BBIC has been ongoing since 1990. BBIC received \$54,000 in Ad Valorem funds and \$96,000 in CDBG funds during Fiscal Year 2021-2022. BBIC has requested to utilize Ad Valorem funds only for Fiscal Year 2022-2023.

Attachment(s):
1 Agreement with BBIC to provide Consulting/Professional Services to Palm Beach County businesses.

Recommended By:		
	Department Director	Date
Approved By:		
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Grant Expenditures	\$54,000				
Operating Costs					
External Revenues					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	\$54,000				

# ADDITIONAL FTE POSITIONS (Cumulative)	-0-				
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Is Item Included In Proposed Budget? Yes X No

Does this Item include the use of Federal funds? Yes No X

Budget Account No.:

Fund 1539 Dept. 143 Unit 1035 Object 8201 Program Code/Period _____

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

Approval of this agenda item will allocate \$54,000 in General Fund Ad Valorem dollars.

C. Departmental Fiscal Review: 
Shairette Major, Division Director II

III. REVIEW COMMENTS

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

ASD 9/1/22
OFMB 9A 8131
MG 9/1

D. S. Swartz 9/2/22
Contract Development and Control

B. Legal Sufficiency:


Assistant County Attorney 9/6/22

C. Other Department Review:

Department Director

INTERLOCAL AGREEMENT BETWEEN PALM BEACH COUNTY

AND

PALM BEACH COUNTY BLACK BUSINESS INVESTMENT CORPORATION

THIS AGREEMENT, (the "Agreement") is made as of **October 1, 2022**, by and between **Palm Beach County** hereinafter referred to as "**COUNTY**", a political subdivision of the State of Florida, and **Palm Beach County Black Business Investment Corporation**, a not-for-profit authorized to do business in the State of Florida, hereinafter the "**AGENCY**", having its principal office at **2001 Broadway, Suite 210, West Palm Beach, 33404** and whose Federal I.D. is 59-2829862

WHEREAS, COUNTY wishes to provide funding to facilitate AGENCY's provision of the activities specified in Exhibit "A" of this Agreement, as such activities serve a County public purpose in furthering the economic development interests of the County; and

WHEREAS, COUNTY desires to engage AGENCY to implement such undertakings, and, pursuant to the terms of this Agreement, shall make available funding not to exceed **Fifty Four Thousand (\$54,000.00)** Dollars ("Grant Funds") to the AGENCY in exchange for said services; and

WHEREAS, the COUNTY finds that providing the Grant Funds to the AGENCY for the purposes set forth herein serves a local public purpose;

NOW, THEREFORE, pursuant to all authorities granted by law, including, but not limited to, Section 163.01, Florida Statutes, knowns as the "Florida Inter-local Cooperation Act of 1969," and in consideration of the mutual promises contained herein, the COUNTY and the AGENCY agree as follows:

ARTICLE 1 – SERVICES

The AGENCY's responsibility under this Agreement is to provide professional/consultation services in the area of business recruitment, retention and expansion and to promote the general business and industrial interests of the COUNTY, as more specifically set forth in the Scope of Work detailed in Exhibit "A".

The COUNTY's representative/liaison during the performance of this Agreement shall be Sherry L. Howard, Deputy Director, Department of Housing & Economic Development (DHED), telephone number: (561) 233-3653, email showard@pbcgov.org.

The AGENCY's representative/liaison during the performance of this Agreement shall be Marlon D. White, President, Palm Beach County Black Business Investment Corporation, telephone number: Phone: (561) 845-8055, email: Marlon.White@PBCBBIC.biz.

ARTICLE 2 – SCHEDULE

The AGENCY shall commence services on **October 1, 2022** and complete all services by **September 30, 2023**. ("Grant Period")

Reports and other items shall be delivered or completed in accordance with the detailed schedule set forth in Exhibit "A".

ARTICLE 3 – PAYMENTS TO AGENCY

- A. The total amount to be paid by the COUNTY under this Agreement for all services and materials shall not exceed a total Agreement amount of Grant Funds. The AGENCY shall notify the COUNTY's representative in writing when 90% of the "not to exceed amount" has been reached. During the term of the Agreement, the AGENCY will bill the COUNTY on a monthly basis in **twelve (12) equal invoices of Four Thousand Five Hundred (\$4,500.00) dollars**. Invoices shall be accompanied by monthly performance reports as detailed in Exhibit "A".
- B. Invoices received from the AGENCY pursuant to this Agreement will be reviewed and approved by the COUNTY's representative, to verify that services have been rendered in conformity with the Agreement. 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. "Out-of-pocket" expenses "Out-of-pocket" expenses will not be reimbursed.
- D. 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.
- E. 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>. If AGENCY intends to use sub-consultants, AGENCY must also ensure that all sub-consultants are registered as consultants in VSS. All subcontractor agreements must include a contractual provision requiring that the sub-consultant register in VSS. COUNTY will not finalize a contract award until the COUNTY has verified that the AGENCY and all of its sub-consultants are registered in VSS.

ARTICLE 4 – TRUTH-IN-NEGOTIATION CERTIFICATE

Signature of this Agreement 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 Agreement are accurate, complete and current as of the date of the Agreement 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 COUNTY 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 consultants. The COUNTY shall exercise its rights under this Article - 4 within three (3) years following final payment.

ARTICLE 5 – TERMINATION

This Agreement may be terminated as provided herein or in the attached Exhibit "A". Unless the AGENCY is in breach of this Agreement, 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 6 – PERSONNEL

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

All of the services required hereunder 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 7 – SUBCONTRACTING

The COUNTY reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform properly under this Agreement. The AGENCY is encouraged to seek additional small business enterprises for participation in subcontracting opportunities.

If a subcontractor fails to perform or make progress, as required by this Agreement, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the AGENCY shall promptly do so, subject to acceptance of the new subcontractor by the COUNTY.

ARTICLE 8 – 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 Agreement.

ARTICLE 9 – AVAILABILITY OF FUNDS

The COUNTY's performance and obligation to pay under this Agreement for subsequent fiscal years is contingent upon annual appropriations for its purpose by the Board of County Commissioners. In addition, this Agreement and all obligations of COUNTY hereunder are subject to and contingent upon receipt of AD Valorem funding for the purposes provided for herein. Nothing in this Agreement shall obligate the COUNTY to provide funding from any other source, including, but not limited to, funds from the COUNTY's annual budget and appropriations.

ARTICLE 10 – INSURANCE

The AGENCY shall maintain at its sole expense, in force and effect at all times during the term of this Agreement, insurance coverage and limits (including endorsements) as described herein. Failure to maintain at least the required insurance shall be considered default of the Agreement. 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 Agreement. 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 the policy allows, coverage shall apply on a primary and non-contributory basis.

- A. **Commercial General Liability:** AGENCY shall maintain Commercial General Liability at a limit of liability not less than \$500,000 combined single limit for bodily injury and property damage each occurrence. Coverage shall not contain any endorsement(s) excluding Contractual Liability or Cross Liability.
- Additional Insured Endorsement:** The Commercial General Liability policy shall be endorsed to include, "Palm Beach County Board of COUNTY Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees, and Agents" as an Additional Insured. A copy of the endorsement shall be provided to COUNTY upon request.
- B. **Workers' Compensation Insurance & Employer's Liability:** AGENCY shall maintain Workers' Compensation & Employer's Liability in accordance with Chapter 440 of the Florida Statutes.
- C. **Waiver of Subrogation:** Except where prohibited by law, AGENCY hereby waives any and all rights of Subrogation against the COUNTY, its officers, employees and agents for each required policy except Professional Liability. 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 that 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.
- D. **Certificates of Insurance:** On execution of this agreement, prior to each subsequent renewal of this Agreement, 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 a signed Certificate(s) of Insurance evidencing that all types and minimum limits of insurance coverage required by this Agreement have been obtained and are in full force and effect. Said Certificate(s) of Insurance shall, to the extent allowable by the insurer, include a minimum thirty (30) days endeavor to notify due to cancellation ten (10) days for nonpayment of premium or non-renewal of coverage.

The Certificate Holder shall read:

Palm Beach County Board of County Commissioners
c/o Department of Housing & Economic Development
100 Australian Avenue, Suite 500
West Palm Beach, FL 33406

- E. **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.

ARTICLE 11 – INDEMNIFICATION

AGENCY shall protect, defend, reimburse, indemnify and hold 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 Agreement or due to the acts or omissions of 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 Agreement. Except as above, neither the COUNTY nor the AGENCY shall assign, sublet, convey or transfer its interest in this Agreement without the prior written consent of the other.

ARTICLE 13 – REMEDIES/NO THIRD PARTY BENEFICIARIES

This Agreement shall be governed by the laws of the State of Florida. Any legal action necessary to enforce the Agreement will be held in a state 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 Agreement 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 Agreement, including but not limited to any citizen or employees of the COUNTY and/or AGENCY. Moreover, if the AGENCY fails to comply with any of the provisions of this Agreement, the COUNTY may exercise any and all legal rights and remedies including, without limitation, withholding, temporarily or permanently, all, or any, unpaid portion of the Grant Funds upon giving written notice to the AGENCY, terminating this Agreement, and/or demanding a refund of the Grant Funds, which shall be reimbursed upon demand. In the event of AGENCY's failure to comply with any provisions of this Agreement, the COUNTY shall have no further funding obligation to the AGENCY under this Agreement.

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, the Palm Beach County Code of Ethics, or any other applicable law, including, but not limited to, any U.S. HUD regulations relating to conflict of interest. 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 DHED, 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 judgement 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 Agreement.

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, epidemic, pandemic, labor disputes, freight embargoes, and abnormally severe and unusual weather conditions.

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 Agreement Schedule and/or any other affected provision of this Agreement 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 Agreement.

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 Agreement.

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 Agreement 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 Agreement and the consummation of the transactions contemplated hereby.

Notwithstanding any other provision in this Agreement, 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, Section 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 Agreement, 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 Agreement 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 Agreement 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 Agreement.

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 five (5) years after completion or termination of this Agreement. 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 grants and 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 Agreement, 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 this Agreement.

As a condition of entering into this Agreement, 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 Agreement and may result in termination of this Agreement, 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 Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, 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 Agreement 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 Agreement or performing any work in furtherance hereof, the AGENCY certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the 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 Agreement.

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 an Agreement 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 Agreement 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:

Sherry Howard, Deputy Director
Department of Economic Development
100 Australian Avenue, Suite 500
West Palm Beach, FL 33406

With a copy to:

Howard J. Falcon III, Chief Assistant County Attorney
County Attorney's Office
301 N. Olive Ave, (6th floor)
West Palm Beach, FL 33401

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

Marlon D. White, President
Palm Beach County Black Business Investment Corporation
2001 Broadway, Suite 210
West Palm Beach, Florida 33404

ARTICLE 27 – ENTIRETY OF CONTRACTUAL AGREEMENT

The COUNTY and the AGENCY agree that this Agreement 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 Agreement 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 the Grant Funds include 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 Agreement may include sites and/or buildings which have been designated as either "critical facilities" or "criminal justice information facilities" pursuant to the Ordinance and above referenced Resolutions, 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 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 Agreement or performing any work in furtherance hereof, the AGENCY certifies that it, its affiliates, suppliers, subcontractors and consultants 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 AGENCY is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Agreement 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 Agreement or performing any work in furtherance hereof, the AGENCY certifies that it, its affiliates, suppliers, subcontractors and consultants 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 Agreement may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Agreement shall be imposed, pursuant to F.S. 287.135. Said certification must also be submitted at the time of Agreement 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 Agreement.
- 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 Agreement term and following completion of the Agreement, if the AGENCY does not transfer the records to the public AGENCY.
- D. Upon completion of the Agreement 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 Agreement, 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 Agreement, 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 Agreement. 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 AGREEMENT, 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 Agreement, including the exhibits referenced herein, may be executed in one or more counterparts, all of which shall constitute collectively one and the same Agreement. The COUNTY may execute the Agreement through electronic or manual means. AGENCY shall execute by manual means only, unless the COUNTY provides otherwise.

ARTICLE 33 – E-VERIFY - EMPLOYMENT ELIGIBILITY

AGENCY warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify System (E-Verify.gov), and uses the E-Verify System to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all of AGENCY's subconsultants performing the duties and obligations of this Agreement are registered with the E-Verify System, and use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

AGENCY 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. AGENCY 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 Agreement which requires a longer retention period.

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

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

ARTICLE 34 – INCORPORATION BY REFERENCE

Exhibits and associated Schedules attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference. To the extent of a conflict between the terms of this Agreement and any Exhibit, the terms of the Agreement shall govern.

ARTICLE 35 – RECOGNITION

The AGENCY shall include a reference to the financial support herein provided by the COUNTY in all publications, publicity events, and provide the COUNTY copies of all such publications. The AGENCY shall also notify the COUNTY prior to any ceremonies or events relating to facilities or items funded by this Agreement and, as part of the consideration for this Agreement, shall provide to COUNTY all required admissions to said events to allow for further distribution to the Mayor, County Commissioners, County Administration, Department Staff or other County Official(s). In addition, the AGENCY will make good faith efforts to recognize the COUNTY's support for all activities made possible with funds made available under this Agreement.

ARTICLE 36 – REPORTS

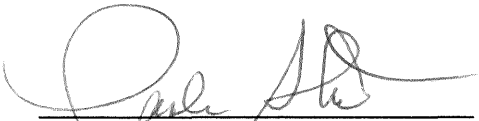
- A. In addition to all other reports required by this Agreement and/or applicable law, in compliance with Section 125.045(4), Florida Statutes, the AGENCY shall submit an annual report to the COUNTY detailing how the COUNTY funds were spent and the results of the AGENCY's efforts on behalf of the COUNTY. The annual report shall cover the period from **October 1, through September 30**, of the reporting year and be due to the COUNTY **no later than December 31**, following the reporting year. Once the AGENCY has submitted the report to the COUNTY, the COUNTY is required to submit the report to the Office of Economic & Demographic Research by **January 15th of each year** and post a copy of said report of the COUNTY'S public website.
- B. The AGENCY shall provide the COUNTY with its independent audit of the immediately preceding fiscal year no later than **January 31, of each year**.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, AGENCY has hereunto set its hand the day and year above written.


WITNESS:


AGENCY:


Signature

PAMELA STEWART
Name (type or print)

PALM BEACH COUNTY BLACK
BUSINESS INVESTMENT CORPORATION


Marlon D. White, President


Signature

(Corporate Seal)

MARKESHA JOHNSON
Name (type or print)

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

ATTEST:
JOSEPH ABRUZZO
CLERK AND COMPTROLLER

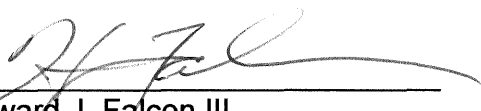
PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Robert S. Weinroth, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By:  _____
Howard J. Falcon III
Chief Assistant County Attorney

By:  _____
Jonathan B. Brown, Director
Dept. of Housing & Economic Development

EXHIBIT "A"**SCOPE OF WORK****ADDITIONAL REFERENCE DOCUMENTS**

This Agreement is subject to various regulations and requirements. AGENCY shall comply with all applicable laws and regulations including, but not limited to the following:

- A. Title VI of the Civil Rights Act of 1964, Age Discrimination Act of 1975, and Title II of the Americans with Disabilities Act of 1990;
- B. The Drug-Free Workplace Act of 1988, as amended;
- C. The AGENCY's Policies and Procedures Manuals, and Job descriptions;
- D. The AGENCY's Articles of Incorporation and Bylaws;
- E. The AGENCY's Certificate of Insurance;
- F. Current list of the AGENCY's Officers and members of the Board of Directors;
- G. Florida Statute 112.061, relating to per diem, travel.
- H. Section 448.095, Florida Statutes (F.S.) (E-Verify): <https://www.e-verify.gov/>

The AGENCY shall keep an original of this Agreement, including its Exhibits, Schedules and all Amendments thereto, on file at its principal office.

The AGENCY agrees to:

A. PROJECT SCOPE

- (1) Pursuant to the terms of this Agreement, and in accordance with the below deliverables, the AGENCY shall be reimbursed for services to existing and new small businesses. The AGENCY shall assist such businesses in efforts to obtain business loans, bonding, equity capital, and/or other business services.

The AGENCY further agrees that DHED shall be the final arbiter on the AGENCY's compliance with the above.

B. DELIVERABLES**(1) Job Creation and Retention**

Subsequent to the effective date of this Agreement and within the Agreement period, the AGENCY shall as a result of its project scope, create and/or retain a minimum of Fifteen (15) permanent full-time equivalent (FTE) jobs.

The provisions of this section shall survive the expiration of this Agreement.

(2) Business Assistance

The AGENCY shall provide assistance to Two Hundred Seventy (270) clients with efforts to obtain business loans, bonding, equity, capital and/or other business services.

(3) Secure Loans for African-American Owned Businesses

The AGENCY shall assist four (4) African-American Owned Businesses, to secure a total amount of Five Hundred Thousand (**\$500,000**) in approved Loans. The Assisted Businesses that receive the approved Loans shall collectively create and /or retain a total of Fifteen (15) full-time equivalent jobs.

C. REPORTS

The AGENCY shall submit the following monthly reports listed below to DHED along with the AGENCY's invoice requests:

- a. **Invoice Cover Sheet** (Schedule "I") during the Agreement period. This cover sheet shall be placed on the Agency's Letterhead and include company name, invoice number, dollar amount requested, and the invoice period.
- b. An **Activity Summary Form** (Schedule "II") describing the business and type of assistance received, including assisting the business in efforts to obtain business loans, bonding, equity capital, and/or other business services.
- c. A **Business Lending Record** (Schedule "III") providing information on each loan made to businesses receiving assistance through this agreement.
- d. As set forth in ARTICLE 36 of this Agreement, pursuant to Section 125.045(4), Florida Statutes, the AGENCY shall also submit a **Detailed Performance Report** (Schedule "IV") to the County detailing how County Ad Valorem funds were spent and the result of the AGENCY's efforts on behalf of the County.

D. ENVIRONMENTAL CONDITIONS

The AGENCY shall comply with all requirements resulting from the COUNTY's environmental review(s) of the project, including the incorporation of any applicable mitigation measures, in order to proceed with the project.

The COUNTY Agrees to:

- A. The COUNTY agrees to provide Grant Funds for the above described deliverables to be provided by the AGENCY in accordance with the terms of this Agreement.

- B.** Monitor the AGENCY any time during the term of this Agreement. Visits may be scheduled or unscheduled as determined by DHED. Visits may be conducted by DHED staff to ensure compliance with this Agreement, to ensure that planned activities are conducted in a timely manner, and to verify the accuracy of AGENCY's reporting to DHED on such activities.

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SCHEDULE "I"

INVOICE COVER SHEET

USE AGENCY LETTERHEAD STATIONERY:

DATE: _____

TO: **Sherry Howard, Deputy Director**
 Department of Housing & Economic Development
 100 Australian Avenue, Suite 500
 West Palm Beach, FL 33406

FROM: **Marlon D. White, President**
 The Palm Beach County Black Business Investment Corporation
 2001 Broadway Ave, Unit 210
 Riviera Beach, FL 33404

SUBJECT: **The Palm Beach County Black Business Investment Corporation**
 Reimbursement Request No. _____
 Agreement No. (R _____ - _____)

=====

Attached you will find Invoice # _____ requesting reimbursement for \$ _____.
The expenditures for this invoice cover the period of _____ through _____.

Additionally, please find the attached, back-up original documentation relating to the expenditures being involved.

Marlon D. White, President

SCHEDULE "II"

ACTIVITY SUMMARY FORM

Month of _____ 20 ____

The Palm Beach County Black Business Investment Corporation (BBIC)

(Provide businesses assisted and check boxes for types of assistance provided)

#	Name of Business Assisted	Date	Business Address	Business Analysis	Counseling	Incorporation Assistance	Management Strategies	Business Plan Assistance	Loan Packaging	Technical Assistance	Graphic & Web Design	Other (Specify)
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												

Total Businesses Served This Month_____

SCHEDULE “III”

BBIC BUSINESS LENDING RECORD	
Business Name	
Business Address/Location	
Type of Business	
Identify the <u>six (6) digit</u> NAICS code for 2017, from the following website link, which best describes the business NAICS Code and Industry Title - http://www.census.gov/eos/www/naics/ or http://www.naics.com/search.htm	
Dollar amount of new capital investment, excluding equipment	
Dollar amount of new equipment	
Number of Full Time Equivalent Jobs Created	
Number of Full Time Equivalent Jobs Retained	
Total Number of Full Time Equivalent Jobs Created and Retained	
Name of the Bank/Financial Institution Approving the Loan	
Amount of Business Loan	

NAICS Code and Industry Title, <http://www.naics.com/search.htm>

Code	Industry Title	Code	Industry Title
<u>11</u>	<u>Agriculture, Forestry, Fishing and Hunting</u>	<u>53</u>	<u>Real Estate Rental and Leasing</u>
<u>21</u>	<u>Mining</u>	<u>54</u>	<u>Professional, Scientific, and Technical Services</u>
<u>22</u>	<u>Utilities</u>	<u>55</u>	<u>Management of Companies and Enterprises</u>
<u>23</u>	<u>Construction</u>	<u>56</u>	<u>Administrative and Support and Waste Management and Remediation Services</u>
<u>31-33</u>	<u>Manufacturing</u>	<u>61</u>	<u>Educational Services</u>
<u>42</u>	<u>Wholesale Trade</u>	<u>62</u>	<u>Health Care and Social Assistance</u>
<u>44-45</u>	<u>Retail Trade</u>	<u>71</u>	<u>Arts, Entertainment, and Recreation</u>
<u>48-49</u>	<u>Transportation and Warehousing</u>	<u>72</u>	<u>Accommodation and Food Services</u>
<u>51</u>	<u>Information</u>	<u>81</u>	<u>Other Services (except Public Administration)</u>
<u>52</u>	<u>Finance and Insurance</u>	<u>92</u>	<u>Public Administration</u>

SCHEDULE “IV”

DETAILED PERFORMANCE REPORT

A. AGREEMENT INFORMATION

AGREEMENT NUMBER: R_____ - _____ Month Covered: _____

Agency: **Palm Beach County Black Business Investment Corporation.**

Address: **2001 Broadway, Suite 210
West Palm Beach, Florida 33404**

Person Preparing Report: _____

Signature and Title: _____

Contract Effective Dates: October 1, 2022 to September 30, 2023

B.1. CONTRACT FUNDING

<u>Budgeted</u>	<u>Expended</u>	<u>Percentage</u>
Total Project:	\$_____	\$_____ %
Ad Valorem Funding:	\$_____	\$_____ %
Other Funding:	\$_____	\$_____ %

Detailed expenditures for the period:

B.2. DECLARATION OF PROGRAM INCOME:

All income earned by the Agency from activities directly financed with Ad Valorem funding must be reported below. When calculating the amount of income earned by the activity, prorate the amount by the percentage of the activity being funded. Program income may be retained by the Agency if the income is treated as funds to further support the activities defined in Exhibit “A”, Scope of Work Section of the Agreement. However, any program income remaining at the expiration of the Agreement must be remitted to DHED.

	<u>Received</u>	<u>Received</u>
	<u>This Period</u>	<u>To Date</u>
Program Income:	\$_____	\$_____
Source of Program Income:		

B.3. FUNDING: DESCRIBE ANY ATTEMPTS TO SECURE ADDITIONAL FUNDING:

A. HIGHLIGHTS OF THE PERIOD:

B. ACTIVITIES #BENEFICIARIES #BENEFICIARIES CONTRACT GOAL
 THIS PERIOD YTD

C. NEW PROJECTS INITIATED OR SIGNIFICANT CHANGES IN OPERATION:

D. PROBLEMS/CONSTRAINTS:

E. TECHNICAL ASSISTANCE NEEDED AND/OR REQUESTED:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/11/2022

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pyramid Insurance Inc 700 Old Dixie Hwy #104 Lake Park, FL 33403	CONTACT NAME: KIMBERLY M. ADAMS	
	PHONE (A/C, No, Ext): (561) 842-8868	FAX (A/C, No): (561) 842-8161
INSURED Palm Beach County Black Business Investment Corp 2001 Broadway #210 West Palm Beach, FL 33404 (561) 845-80	E-MAIL ADDRESS: info@mypyramidinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : THE BURLINGTON INSURANCE COMPANY	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		
NAIC #		

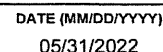
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			627B009822	05/01/2022	05/01/2023	EACH OCCURRENCE \$ 1,000,000.00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000.00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000.00
							PERSONAL & ADV INJURY \$ 1,000,000.00
							GENERAL AGGREGATE \$ 1,000,000.00
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 0.00
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y / N					WC STATU-TORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> N / A					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Palm Beach County Board of County Commissioners is listed as an additional insured with a waiver or subrogation.
*
#R2021-1246

CERTIFICATE HOLDER	CANCELLATION
PALM BEACH COUNTY INSURANCE COMPLIANCE PO BOX 100085 - DX DULUTH GA 30096	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



INSURER F:	
------------	--

REVISION NUMBER:

CANCELLATION

AUTHORIZED REPRESENTATIVE

1001486 132849.14 04-13-2022



Board of Directors Meeting

February 16, 2022

Bank of America

Truist Bank

Wells Fargo Bank

Seacoast Bank

Bankers Trust

JP Morgan/Chase

PNC Bank

Valley National
Bank

US Trust

Regions Bank

TD Bank

Northern Trust

BankUnited, N.A.

SouthState Bank


The Palm Beach County Black Business Investment Corporation (PBCBBIC) polled its Board of Directors to secure the approval to update the signer on the PBCBBIC's contract with the Palm Beach County Department of Housing & Economic Sustainability. The following directors voted "Yes" to Resolution #02162022-PBCDOH&ES Edwin Ferguson (absent), Steven L. Eassa (absent), Sean Chaderton (absent), Tammy Y. Jackson-Moore (absent), and Douglas A. Lawson (absent):


Thais R. Sullivan, Chairman
Timothy B. Thompson, Vice Chairman
Marlon D. White, President
Donna Carroll, Secretary
Charles W. Keys, III, Treasurer
Steven L. Eassa, Director
Sean Chaderton, Director
Edwin Ferguson, Director
Tammy Y. Jackson-Moore, Director
Douglas A. Lawson, Director
Lochan Chanderballi, Director
Douglas J. Sherman, Director (Past Chairman)

Resolution #02162022-PBCDOH&ES states that the PBCBBIC request that the authorized signer(s) on the PBCBBIC's contract with the Palm Beach County Department of Housing & Economic Sustainability should be Thais R. Sullivan, Chairman or Marlon D. White, President effective immediately.




Thais R. Sullivan, Chairman


Donna Carroll, Secretary


Marlon D. White, President



Bank of America

Truist Bank

Wells Fargo Bank

Seacoast Bank

Bankers Trust

JP Morgan/Chase

PNC Bank

Valley National
Bank

Regions Bank

TD Bank

Northern Trust

BankUnited, N.A.

SouthState Bank

Fifth Third Bank

September 1, 2022

Ms. Tessa Wattley
Department of Housing & Economic Sustainability
100 Australian Avenue, Suite 500
West Palm Beach, Florida 33406

Re: Palm Beach County Black Business Investment Corporation (PBCBBIC) – Signatory
Authority

Dear Ms. Wattley,

At the Palm Beach County Black Business Investment Corporation's (PBCBBIC) 2021 Annual Board of Directors Meeting held on February 16, 2022. The PBCBBIC Board of Directors approved Thais R. Sullivan, Chairman or Marlon D. White, President as authorized signers on documents associated with Palm Beach County business.

A copy of the said Resolution is attached herewith for your review.

If, you should have any questions pertaining to this matter, I can be reached at (561) 845-8055.

Thanks in advance for your assistance.

Sincerely,

Marlon D. White
President





Bank of America

Truist Bank

Wells Fargo Bank

Seacoast Bank

Bankers Trust

JP Morgan/Chase

PNC Bank

Valley National
Bank

Regions Bank

TD Bank

Northern Trust

BankUnited, N.A.

SouthState Bank

Fifth Third Bank



September 1, 2022

Ms. Tessa Wattley
Department of Housing & Economic Sustainability
100 Australian Avenue, Suite 500
West Palm Beach, Florida 33406

Re: Palm Beach County Black Business Investment Corporation (PBCBBIC) - FY 2022/2023
Agreement

Dear Ms. Wattley,

Enclosed you will find the 3 copies of the executed agreement for fiscal year 2022/2023, for the Palm Beach County Black Business Investment Corporation (PBCBBIC) and Palm Beach County Department of Housing & Economic Sustainability.

If, you should have any questions pertaining to this matter, I can be reached at (561) 845-8055.

Thanks in advance for your assistance.

Sincerely,

Marlon D. White
President



Bank of America

Truist Bank

Wells Fargo Bank

Seacoast Bank

Bankers Trust

JP Morgan/Chase

PNC Bank

Valley National
Bank

Regions Bank

TD Bank

Northern Trust

BankUnited, N.A.

SouthState Bank

Fifth Third Bank

September 1, 2022

Ms. Tessa Wattley
Department of Housing & Economic Sustainability
100 Australian Avenue, Suite 500
West Palm Beach, Florida 33406

Re: Palm Beach County Black Business Investment Corporation (PBCBBIC) - FY 2022/2023
Agreement

Dear Ms. Wattley,

The Palm Beach County Black Business Investment Corporation (PBCBBIC) is a non-profit organization, formed in 1987. The PBCBBIC is staffed by 3 employees and does not require workers compensation insurance.

If, you should have any questions pertaining to this matter, I can be reached at (561) 845-8055.

Thanks in advance for your assistance.

Sincerely,

Marlon D. White
President

