

## RESOLUTION 22-58

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA TO RECOGNIZE AND RECEIVE UNANTICIPATED REVENUE FROM THE CHILDREN'S TRUST OF ALACHUA COUNTY FOR SUMMER PROGRAMMING AT CUSCOWILLA NATURE AND RETREAT CENTER; PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary to receive unanticipated revenue in the General Fund from the Children's Trust of Alachua County in order to use these funds for camp programming.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

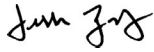
1. By adoption of this resolution and the attached budget amendment, the Board of County Commissioners of Alachua County, Florida, hereby appropriates and permits the revenue and expenditure of the funds described herein as attached budget amendment.
2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 24th day of May, 2022.

BOARD OF COUNTY COMMISSIONERS OF  
ALACHUA COUNTY, FLORIDA

By: Marihelen Wheeler  
Marihelen Wheeler, Chair

ATTEST:

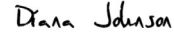


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J. K. "Jess" Irby, Esq., Clerk

APPROVED AS TO FORM:

DocuSigned by:



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Sylvia Torres  
Alachua County Attorney

ALACHUA COUNTY BOCC

Journal Edit Listing  
Sort By Entry

| Department                       | Number                    | Journal Type                                    | Sub Ledger | G/L Date                                            | Description                                         | Source        | Reference | Reclassification       | Journal Type           |
|----------------------------------|---------------------------|-------------------------------------------------|------------|-----------------------------------------------------|-----------------------------------------------------|---------------|-----------|------------------------|------------------------|
| 4100 - Parks and Open Space Dept | 2022-00002257             | BA                                              | GL         | 04/29/2022                                          | BCC: Parks - Budget unanticipated revenue from CTAC |               |           |                        |                        |
|                                  |                           |                                                 |            |                                                     |                                                     |               |           |                        |                        |
| <i>G/L Date</i>                  | <i>G/L Account Number</i> | <i>Account Description</i>                      |            | <i>Description</i>                                  |                                                     | <i>Source</i> |           | <i>Increase Amount</i> | <i>Decrease Amount</i> |
| 04/29/2022                       | 001.41.4126.337.7010      | Grants from Local Units Cuscowilla Scholarships |            | BCC: Parks - Budget unanticipated revenue from CTAC |                                                     |               |           | 85,400.00              | .00                    |
| 04/29/2022                       | 001.41.4126.572.12.10     | Regular Salaries Salary Adj for Budgeting Only  |            | BCC: Parks - Budget unanticipated revenue from CTAC |                                                     |               |           | 42,700.00              | .00                    |
| 04/29/2022                       | 001.41.4126.572.52.00     | Operating Supplies Operating Supplies           |            | BCC: Parks - Budget unanticipated revenue from CTAC |                                                     |               |           | 42,700.00              | .00                    |
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**CONTRACT FOR SERVICES NO. 13382**  
**BETWEEN**  
**THE CHILDREN'S TRUST OF ALACHUA COUNTY**  
**AND ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS**

THIS CONTRACT (□ Agreement □) is made and entered into this day of June 6, A.D., 2022 by and between the Children's Trust of Alachua County, an independent taxing district in Alachua County, hereinafter referred to as the □ CTAC □, and ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS, a political subdivision of the State of Florida, hereinafter called the □ County □. Collectively hereinafter CTAC and the County are referred to as the □ Parties □.

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

**WHEREAS**, the CTAC is authorized under § 125.901, Fla. Stat., and § 26.01, Fla. Stat., *et. seq.* Alachua County Code of Ordinances, for the purpose of providing children's services throughout Alachua County; and,

**WHEREAS**, the CTAC is charged with providing for a number of developmental and supportive services for children as set forth in § 125.901, Fla. Stat.; and,

**WHEREAS**, CTAC is desirous of entering into an Agreement with the County to support certain programs (□ Programs □) and its services provided by the County;

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties hereby agree as follows:

**Section 1.        Term:**

This Agreement shall commence on April 1<sup>st</sup>, 2022, and continue through and including September 30<sup>th</sup>, 2022, unless earlier terminated, as provided herein. CTAC performance and obligation to pay under this Agreement is contingent upon a specific annual appropriation by the Children's Trust of Alachua County. The Parties hereto understand that this Agreement is not a commitment of future appropriations.

**Section 2.        Scope of Services:**

The Services will be performed by County as specified in **Attachment A: Scope of Services**, attached hereto and incorporated herein (□ Services □). County's performance will be measured in accordance with **Attachment E**, a copy of which is attached hereto, and as otherwise provided herein.

**Section 3. Maximum Indebtedness:**

The maximum indebtedness under this Agreement is EIGHTY-FIVE THOUSAND AND FOUR HUNDRED DOLLARS (\$85,400)).

**Section 4. Billing and Compensation:**

- A. For the performance of the Services detailed in Section 2 of this Agreement of the CTAC shall pay the Agency an amount not to exceed (\$85,400)) as specified in the Program Budget in **Attachment B**, a copy which is attached hereto.
- B. Compensation. The County will be paid by the CTAC for the Services as follows:
1. Advance Payment □ Upon completion of Deliverable 1 in **Attachment D**. Deliverables, attached hereto the County may invoice the CTAC for an advance payment of 25% of the scholarship amount as listed on Form 2- Site Profile. The Contractor will not receive any additional payments until the advance has been trued up with actual services delivered.
  2. Subsequent payments will be made on a monthly basis based on each site's weekly enrollment. To be considered enrolled, proper demographic information and at least on day of attendance in the week the child is enrolled is required (see Data and Reporting, **Attachment F**)
  3. Enrollment Fees will be reimbursed in the same manner as in #2 above.
  4. Materials and Field Trips will be reimbursed on a cost-reimbursement basis.
- C. Submission of the County's invoice for final payment shall further constitute the County's representation to the CTAC that, upon receipt by the County of the amount invoiced, all obligations of the County to others, including its consultants, incurred in connection with the Program, will be paid in full, that the services or expenses have not been reimbursed by another contractor, and that the services provided served a public purpose. The County shall submit invoices via e-mail to [invoice@childrenstrustofalachuacounty.us](mailto:invoice@childrenstrustofalachuacounty.us), or to the CTAC at the following address.

Children's Trust of Alachua County  
PO Box 5669  
Gainesville, FL 32627

A. In the event that the CTAC becomes credibly informed that any representations of relating to payment are wholly or partially inaccurate, the CTAC may withhold payment of sums then or in the future otherwise due to the County until the inaccuracy, and the cause thereof, is corrected to the CTAC's reasonable satisfaction.

B. Payments for all sums are contingent upon meeting the deliverables described in **Attachment D: Deliverables**, attached hereto, and the approval of all supporting documentation required by the CTAC. All invoices shall contain the following statement "This request for payment is subject to Section 837.06 Florida Statutes." Invoices for payment shall be made in accordance with the provisions of Chapter 218, Part VII Florida Statutes (Local Government Prompt Payment Act).

C. The County shall submit invoices by the 15th of every month and its final invoice for the grant period by October 15th of each year. The CTAC has no obligation to provide reimbursement to the County for invoices which include expenses incurred in any previous grant period if submitted after October 15, 2022.

D. Invoice payments shall be sent to:

Alachua County Board of County Commissioners  
12 SE 1st Street  
Gainesville, FL 32601

## **Section 5. Audit, Records, and Reporting:**

A. The County agrees to:

- 1) Maintain financial records and reports relating to the utilization of funds.
- 2) Maintain books, records, documents, invoices, and other evidence and accounting procedures and practices such as will permit the County to sufficiently and properly reflect all direct costs of any nature associated with the Program.
- 3) Permit all such records described in 1) and 2) above to be subject to inspection, review, and audit by the CTAC.

B. Reports specified in **Attachment F** shall be submitted as described in **Attachment D**. The CTAC reserves the right to change the forms or formats of the reports without prior written notice to the County. The County shall submit these reports via email ([dcarruthers@childrenstrustofalachuacounty.us](mailto:dcarruthers@childrenstrustofalachuacounty.us)) or to CTAC following address

Children's Trust of Alachua  
County PO Box 5669  
Gainesville, FL 32627

- D. The CTAC may defer payment to the County for non-compliance with contract deliverables or Program requirements.

**Section 6. Default and Termination:**

A. The failure of the County to comply with any provision of this Agreement will place the County in default. Prior to terminating the Agreement, the CTAC will notify the County in writing. This notification will make specific reference to the provision which gave rise to the default. The CTAC will give the County seven (7) days to submit a plan for curing the default. In the event the default situation is not corrected within the allotted time or to the satisfaction of the CTAC, prior to formal termination the Parties agree to mediation of the dispute or disputes and shall participate in good faith. The mediation shall be conducted by a professional mediator mutually agreed to by the parties under the Florida mediation rules. Mediation shall be held no longer than twenty-one (21) days after the notice of default.

B. The CTAC may also terminate the Agreement without cause by providing ten (10) days written notice to the County (hereinafter, "Termination for Convenience"). The CTAC Contract Manager is authorized to provide written notice of Termination for Convenience on behalf of the CTAC. Upon such notice, the County will immediately discontinue all Services affected (unless the notice directs otherwise) and deliver to the CTAC all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the County in performing this Agreement, whether completed or in process. In the event of such Termination for Convenience, the County's recovery against the CTAC shall be limited to that portion of the amount provided in section 4 above earned through the date of termination, but the County shall not be entitled to any other or further recovery against the CTAC, including, but not limited to, damages, consequential or special damages, or any anticipated fees or profit on portions of the Services not performed.

C. If funds to finance this Agreement become unavailable, the CTAC may terminate the Agreement with no less than twenty-four (24) hours' notice in writing to the County. The CTAC will be the final authority as to the availability of funds. The CTAC will pay the County for all Services completed prior to delivery of notice of termination. In the event of such Termination, the County's recovery against the CTAC shall be limited to that portion of the amount provided in section 4 above, earned through the date of termination, but the County shall not be entitled to any other or further recovery against the CTAC, including, but not limited to, damages, consequential or special damages, or any anticipated fees or profit on portions of the Services not performed.

**Section 7.                      Monitoring:**

To the extent law, statute or ordinance does not limit a grant of access solely by the authority of the County, the County, by accepting public funds, agrees to permit persons duly authorized by the CTAC to inspect all records, papers, documents, facilities, goods, and services of the County and interview any employees and clients of the County to be assured of satisfactory performance of the terms and conditions of this Agreement. When applicable, the CTAC will identify any deficiencies to the County in writing and the County will prepare a corrective action plan to rectify all deficiencies noted. The County's failure to correct the deficiencies within the agreed upon time period may result in the CTAC withholding payments or the County being deemed in breach or default resulting in termination of this Agreement.

**Section 8.                      Modifications:**

This Agreement may be modified and amended by mutual agreement of the Parties; however, any modification shall only become effective upon incorporation of a written amendment to this Agreement, duly executed by both Parties. The Parties further agree to renegotiate this Agreement if federal and/or state revision of any applicable laws or regulations makes changes in this Agreement necessary.

**Section 9.                      Notices:**

A. Except as otherwise provided in this Agreement any notice of default or termination from either Party to the other Party must be in writing and sent by certified mail, return receipt requested, or by personal delivery with receipt. All notices shall be deemed delivered five (5) business days after mailing, unless by personal delivery in which case delivery shall be deemed to occur upon actual receipt by the other party. For purposes of all notices, the County and the CTAC representatives are:

CTAC:                      Executive Director, Children's Trust of Alachua County  
                                 c/o Children's Trust Custodian of Public Records  
                                 PO Box 5669  
                                 Gainesville, FL 32627

County:                      Alachua County Board of County Commissioners  
                                 Attn: County Manager  
                                 12 SE 1st Street  
                                 Gainesville, FL 32601

cc:                      Alachua County  
                                 Attn: Cuscowilla Manager  
                                 12 SE 1st Street  
                                 Gainesville, FL 32601



**Section 10.                    Assignment of Interest:**

Neither Party will assign or transfer any interest in this Agreement without prior written consent of the other Party.

**Section 11.                    Independent Contractor:**

A.        In the performance of this Agreement, the County will be acting in the capacity of an independent contractor and not as an agent, employee, partner, joint venture, or associate of the CTAC. The County is solely responsible for the means, method, techniques, sequence, and procedure utilized by the County in the full performance of this Agreement. Neither the County nor any of its employees, officers, agents, or any other individual directed to act on behalf of the County for any act related to this Agreement shall represent, act, or purport to act or be deemed to be the agent, representative, employee, or servant of the CTAC.

B.        For Independent Contractors outside the construction industry with fewer than four employees choosing not to secure workers' compensation coverage under the Florida Workers' Compensation Act, the Independent Contractor outside the construction industry verifies that it has posted clear written notice in a conspicuous location accessible to all employees, telling employees and others of their lack of entitlement to workers' compensation benefits.

C.        Policies and decisions of the County, which may be represented by the County in performance of this Agreement, shall not be construed to be the policies or decisions of the CTAC.

**Section 12.                    Indemnification:**

A.        To the maximum extent permitted by Florida law, the Contractor shall indemnify and hold harmless the CTAC and its officers and employees from any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor or anyone employed or utilized by the Contractor in the performance of this Agreement. The Contractor agrees that indemnification of the CTAC shall extend to any and all Services performed by the Contractor, its subcontractors, employees, agents, servants or assigns.

B.        The Contractor's obligation to indemnify under this Article will survive the expiration or earlier termination of this Agreement until it is determined by final judgment that an action against the CTAC or an indemnified party for the matter indemnified hereunder is fully and finally barred by the applicable statute of limitations.

C.        This obligation shall in no way be limited in any nature whatsoever by any limitation on the amount or type of Contractor insurance coverage. This indemnification provision

shall survive the termination of the Agreement between the CTAC and the Contractor.

D. Nothing contained herein shall constitute a waiver by the CTAC of sovereign immunity or the provisions or limits of liability of § 768.28, Fla. Stat.

E. Paragraphs A-D do not apply to any Party which is a government entity protected by Sovereign Immunity under § 768.28, Fla. Stat. For those Agencies, the Parties agree that each party shall be responsible for their own negligence and that of their employees as provided under § 768.28, Fla. Stat. without any additional waiver of sovereign immunity.

### **Section 13. Insurance:**

A. The County will maintain insurance throughout the entire term of this Agreement of the types and in the minimum amounts detailed in **Attachment C**, attached hereto. A current Certificate of Insurance showing coverage of the types and in the amounts required is attached hereto as **Attachment C1**.

B. Additionally, proof of automobile insurance will be required in the event the County transports children as part of their Program.

### **Section 14. Laws & Regulations:**

A. The County will comply with all laws, ordinances, regulations, and building code requirements applicable to the Services required by this Agreement. The County is presumed to be familiar with all state and local laws, ordinances, code rules and regulations that may in any way affect the Services outlined in this Agreement. If the County is not familiar with state and local laws, ordinances, code rules and regulations, the County remains liable for any violation and all subsequent damages or fines. This section includes, but is not limited to background checks as required under Florida law for direct services involving children.

B. As described in **Attachment G**, if at any time County is aware of or suspects that abuse, neglect, or exploitation of children, disabled persons, or aged persons has occurred, as defined in Chapters 39 and 415, Florida Statutes, he/she/it is required to report immediately such known or suspected abuse or neglect to the Florida Abuse Registry by calling 1-800-962-2873.

### **Section 15. E-Verify.**

Pursuant to Section 448.095, Florida Statutes, the County must register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all new employees prior to entering into this Agreement. The County shall include in all contracts with subcontractors performing Work pursuant to this Agreement, an express requirement that subcontractors utilize the federal E-Verify system in accordance with the terms

governing use of the system to confirm employment eligibility of all new employees hired by subcontractors during the term of this Agreement. Subcontractor shall provide the County with an affidavit stating the subcontractor does not employ, contract with, or subcontract with unauthorized aliens and the County will provide a copy of such affidavit to the CTAC. If the CTAC has good faith belief that the County has violated this section the CTAC will terminate this Agreement. If the CTAC has good faith belief that a subcontractor violated this section, but the County has otherwise complied with this section, the CTAC will notify the County and the County will terminate its agreement with such subcontractor.

**Section 16.                    Non-Waiver:**

The failure of either party to exercise any right shall not be considered a waiver of such right in the event of any further default or non-compliance.

**Section 17.                    Severability:**

If any provisions of this Agreement shall be declared illegal, void, or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

**Section 18.                    Entire Agreement:**

This Agreement contains all the terms and conditions agreed upon by the Parties.

**Section 19.                    Collusion:**

By signing this Agreement, the County declares that this Agreement is made without any previous understanding, agreement, or connections with any persons, contractors, or corporations and that this Agreement is fair, and made in good faith without any outside control, collusion, or fraud.

**Section 20.                    Conflict of Interest:**

The County warrants that neither it nor any of its employees have any financial or personal interest that conflicts with the execution of this Agreement. The County shall notify the CTAC of any conflict of interest due to any other clients, contracts, or property interests.

**Section 21.                    Third Party Beneficiaries:**

This Agreement does not create any relationship with, or any rights in favor of, any third party.

**Section 22.                    Governing Law and Venue:**

This Agreement is governed in accordance with the laws of the State of Florida. Venues in Alachua County, Florida in a Court of Competent Jurisdiction.

**Section 23.                    Construction:**

This Agreement shall not be construed more strictly against one Party than against the other merely by virtue of the fact that it may have been prepared by one of the Parties. It is recognized that both parties have substantially contributed to the preparation of this Agreement.

**Section 24.                    Program Records:**

**A.                    General Provisions:**

1)                    Any document submitted to the CTAC may be a public record and is open for inspection or copying by any person or entity. □Public records□ are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by any County per § 119.011(11), Fla. Stat. Any document is subject to inspection and copying unless exempted under § 119, Fla. Stat., or as otherwise provided by law.

2)                    In accordance with § 119.0701, Fla. Stat., the County, *when acting on behalf of the CTAC*, as provided under § 119.012(2), Fla. Stat., shall keep and maintain public records as required by law and retain them as provided by the General Records Schedule established by the Department of State. Upon request from the CTAC's Custodian of Public Records, provide the CTAC with a copy of the requested records or allow the records to be inspected or copied within a reasonable time unless exempted under § 119, Fla. Stat., or as otherwise provided by law. Additionally, they shall provide the public records at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

3)                    The County shall 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 this Agreement and following completion of this Agreement if the Professional does not transfer the records to the CTAC.

**B.                    Confidential Information:**

1)                    During the term of this Agreement or license, the County may claim that some or all of information, including, but not limited to, software documentation, manuals, written methodologies and processes, pricing, discounts, or other considerations (hereafter collectively

referred to as "Confidential Information"), is, or has been treated as confidential and proprietary in accordance with § 812.081, Fla. Stat., or other law, and is exempt from disclosure under § 119, Fla. Stat., the Public Records Law. The County shall clearly identify and mark Confidential Information as "Confidential Information" or "CI" and the CTAC shall use reasonable efforts to maintain the confidentiality of the information properly identified as "Confidential Information" or "CI".

2) The CTAC shall promptly notify the County in writing of any request received by the CTAC for disclosure of the County's Confidential Information and the County may assert any exemption from disclosure available under applicable law or seek a protective order against disclosure from a court of competent jurisdiction. The County shall protect, defend, indemnify, and hold the CTAC, its officers, employees, and agents free and harmless from and against any claims or judgments arising out of a request for disclosure of Confidential Information. The County shall investigate, handle, respond to, and defend, using counsel chosen by the County, at the County's sole cost and expense, any such claim, even if any such claim is groundless, false, or fraudulent. The County shall pay for all costs and expenses related to such claim, including, but not limited to, payment of attorney fees, court costs, and expert witness fees and expenses. Upon completion of this Agreement, the provisions of this paragraph shall continue to survive. The County releases the CTAC from claims or damages related to disclosure by the CTAC. If the County is a governmental entity, there shall be no claim for indemnification for any amounts other than the legal costs itemized above., but the County shall identify all confidential information they provide to the CTAC. It is the intent of this agreement, that to the extent the County identifies any information otherwise protected under §812.081, it bears the cost of defending the confidentiality of that material.

#### **C. Project Completion:**

Upon completion of, or in the event this Agreement is terminated, the County, *when acting on behalf of the CTAC* as provided under § 119.0701, Fla. Stat., shall transfer, at no cost, to the CTAC all public records in possession of the County or keep and maintain public records required by the CTAC to perform the service. If the County transfers all public records to the CTAC upon completion or termination of the Agreement, it must destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the County keeps and maintains public records upon the completion or termination of the Agreement all applicable requirements for retaining public records shall be met. All records stored electronically shall be provided to the CTAC, upon request from the CTAC's Custodian of Public Records, in a format that is compatible with the information technology systems of the CTAC.

#### **D. Compliance:**

1) An Applicant who fails to provide the public records to the CTAC within

a reasonable time may be subject to penalties under § 119.10, Fla. Stat.

**IF THE COUNTY HAS QUESTIONS REGARDING THE APPLICATION OF § 119, Fla. Stat., TO THE COUNTY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CTAC REPRESENTATIVE AT:**

E-MAIL:

[publicrecordrequests@childrenstrustofalachuacounty.us](mailto:publicrecordrequests@childrenstrustofalachuacounty.us)

PHONE: (352) 374-1830

ADDRESS: P.O. Box 5669, Gainesville, FL 32627

**Section 25. Communications:**

The County shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The County agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The County is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

**Section 26. No Religious or Sectarian Requirement:**

In accordance with Article 1, Section 3, Florida Constitution, and other applicable law, the funding provided under this Agreement may not be used in aid of any church, sect, or religious denomination or in aid of any sectarian institution. The Program shall not promote the religion of the provider, be significantly sectarian in nature, involve religious indoctrination, require participation in religious ritual, or encourage the preference of one religion over another.

**Section 27. Non-Discrimination:**

The Parties agree not to discriminate against any person on grounds of race, ethnicity, national origin, color, religion, age, disability, sex, pregnancy status, gender identity, sexual orientation, marital status, genetic information, political opinions or affiliations, veteran status, or other legally protected classes under the laws of the State of Florida or the federal government.

**Section 28. Force Majeure:**

Neither Party shall be liable for loss or damage suffered as a result of any delay or failure in performance under the Agreement due directly or indirectly from acts of God, accidents, fire,

explosions, earthquakes, floods, water, wind, lightning, civil or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, terrorism, pandemics or health crises, strikes, or labor disputes.

**Section 29. Award Acknowledgement of Support:**

The County agrees to acknowledge the CTAC's support in all materials as specified on the CTAC website at:

<https://www.childrenstrustofalachuacounty.us/funding/page/provider-resources>

**Section 30. Electronic Signatures.**

The Parties agree that an electronic version of this Agreement shall have the same legal effect and enforceability as a paper version. The Parties further agree that this Agreement, regardless of whether in electronic or paper form, may be executed by use of electronic signatures. Electronic signatures shall have the same legal effect and enforceability as manually written signatures. The County shall determine the means and methods by which electronic signatures may be used to execute this Agreement and shall provide the County with instructions on how to use said method. Delivery of this Agreement or any other document contemplated hereby bearing an manually written or electronic signature by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in "portable document format" (.pdf) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

**Section 31. Counterparts:**

This Agreement may be executed in any number of and by the different Parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same instrument. Receipt via fax or e-mail with pdf attachment by a Party or its designated legal counsel of an executed counterpart of this Contract shall constitute valid and sufficient delivery in order to complete execution and delivery of this Contract and bind the parties to the terms hereof.

**Section 32. Contract Documents:**

This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:

- A. This document, as modified by any subsequent signed amendments

- B. Any amendments to the RFP
- C. The RFP as originally issued
- D. Any Purchase Order under the Contract
- E. The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.



WITNESS WHEREOF, the parties have caused this Agreement to be executed for the uses and purposes therein expressed on the day and year first above written.

**CHILDREN'S TRUST OF ALACHUA COUNTY**

By: Kristy Goldwire  
Kristy Goldwire  
Acting Executive Director  
Date: June 6, 2022

APPROVED AS TO FORM

Bob Swain  
Bob Swain (Jun 3, 2022 16:33 EDT)

Attorney for the Trust

**ALACHUA COUNTY, FL**

ATTEST  
Jess Irby  
J.K. "Jess" Irby, Esq., Clerk  
(Seal)

By: Marihelen Wheeler  
Marihelen Wheeler, Chair  
Date: 6-3-22

Approved as to form:

DocuSigned by:

Diana Johnson

9E797AC46776481...

Alachua County Attorney

**FUNDING SOURCE**

| <i>Kg</i> | <b>Fiscal Year</b> | <b>Amount</b>   | <b>Account NO.</b>           |
|-----------|--------------------|-----------------|------------------------------|
|           | <b>2022</b>        | <b>\$85,400</b> | <b>001.15.1500.569.82.00</b> |

nco

## Attachment A

**Section 3: Site Profile: Complete the Site Information and Site Budget Summary for each site requesting funding. Information from each site profile will populate the Site Summary section. At least one site is required for application to be considered complete**

### 1.Site Information

|                                                                                                                                                                                                                                                |                       |                            |                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------|---------------------------------------|
| <b>Organization Name</b>                                                                                                                                                                                                                       |                       |                            |                                       |
| <b>Site Name</b>                                                                                                                                                                                                                               |                       |                            |                                       |
| <b>Site Address</b>                                                                                                                                                                                                                            |                       |                            |                                       |
| <b>Site Contact Name/Phone/E-mail:</b>                                                                                                                                                                                                         |                       |                            |                                       |
| <b>Site Enrollment Phone # and Website</b>                                                                                                                                                                                                     |                       |                            |                                       |
| <b>Social Media Links(Facebook/Instagram/Twitter)</b>                                                                                                                                                                                          |                       |                            |                                       |
| <b>Site Grades Served</b><br>Note: Grades served should reflect year child would enter in the 2022-23 school year                                                                                                                              |                       |                            |                                       |
| <b>Site Dates and Hours of Operations</b><br>Provide specific dates and hours of operations camp services will be offered                                                                                                                      | Start Date:           | # of Weeks of Programming: | Additional Details:                   |
|                                                                                                                                                                                                                                                | End Date:             | Hours of operations:       |                                       |
| <b>Expected Attendance of Children</b><br>Describe expected attendance of children at your program. How many days per week will they attend? How many hours in a day will they attend? How many weeks will they attend?                        | <b>Hours per Day:</b> | <b>Days per Week:</b>      | <b># of weeks expected to attend:</b> |
| <b>Site Description:</b><br>Provide a brief description of the facility, including amenities, number of rooms, maximum occupancy, and any other information to show that the facility can safely meet the needs of children during the summer  |                       |                            |                                       |
| <b>Executive Summary:</b><br>Provide an executive summary of the program and services offered at this site (100 words or less). This summary will be used in reports and promotional materials developed by CTAC                               |                       |                            |                                       |
| <b>Site Staffing:</b><br>Describe how your site will provide appropriate staffing to ensure safe and enriching programming. Refer to the RFP guidelines as staffing requirements including positions and ratios when completing site staffing. |                       |                            |                                       |

# 1. Site Budget Summary

| Site Name                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |                                                                                   |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------|
| Budget Item                  | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Request Amount | Additional details to support request including justification of requested amount |
| Enrollment/Registration Fees | CTAC will cover a one-time enrollment and/or registration fee per child receiving a CTAC scholarship. Complete the following fields to calculate request amount:<br>A) Cost per enrollment fee requested from CTAC:<br>B) # of children to receive enrollment fees:<br>C) Enrollment Fee request amount (A X B- <i>Read Only</i> .)                                                                                                                                                              |                |                                                                                   |
| Scholarships (Full)          | CTAC will cover weekly camp scholarships for eligible children. Weekly scholarship cost should include all expenses necessary to host a child per week (staffing, overhead, meals, etc.) Complete the following fields to calculate request amount:<br>A) Cost per Scholarships (Full) requested from CTAC:<br>B) # of children to receive Scholarships (Full):<br>C) # of weeks children are expected to attend camp:<br>D) Scholarships (Full) Total (A X B X C- <i>Read only</i> ):           |                |                                                                                   |
| Scholarships (Partial)       | CTAC will cover weekly camp scholarships for eligible children. Weekly scholarship cost should include all expenses necessary to host a child per week (staffing, overhead, meals etc.). Complete the following fields to calculate request amount:<br>A) Cost per Scholarships (Partial) requested from CTAC:<br>B) # of children to receive Scholarships (Partial):<br>C) # of weeks children are expected to attend camp:<br>D) Scholarships (Partial) Total (A X B X C - <i>Read only</i> ): |                |                                                                                   |
| Materials                    | CTAC will cover the costs of materials full/partial scholarship children to participate in summer camp activities.                                                                                                                                                                                                                                                                                                                                                                               |                |                                                                                   |
| Fieldtrip                    | CTAC will cover the costs of full/partial scholarship children to participate in fieldtrips including admission costs. All fieldtrip expenses will include copies of fieldtrip attendance for verification.                                                                                                                                                                                                                                                                                      |                |                                                                                   |
| Transportation               | CTAC will cover the cost of transportation for full/partial scholarship children to participate in camp activities including fieldtrips. These expenses for buses, vehicle rentals, gas etc.                                                                                                                                                                                                                                                                                                     |                |                                                                                   |
| Background Checks            | CTAC will cover the costs for all staff to receive Level 2 background checks                                                                                                                                                                                                                                                                                                                                                                                                                     |                |                                                                                   |
|                              | <b>Site 1 Total Request:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |                                                                                   |

## Attachment A

**Section 3: Site Profile: Skip this section if no more site profiles are needed. Complete the Site Information and Site Budget Summary for each site requesting funding. Information from each site profile will populate the Site and Budget Summary section. At least one site is required for application to be considered complete**

### 2.Site Information

|                                                                                                                                                                                                                                                               |                                                            |                                                                                      |                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------|-----------------------------------------------|
| <b>Organization Name</b>                                                                                                                                                                                                                                      |                                                            |                                                                                      |                                               |
| <b>Site Name</b>                                                                                                                                                                                                                                              |                                                            |                                                                                      |                                               |
| <b>Site Address</b>                                                                                                                                                                                                                                           |                                                            |                                                                                      |                                               |
| <b>Site Contact Name/Phone/E-mail:</b>                                                                                                                                                                                                                        |                                                            |                                                                                      |                                               |
| <b>Site Enrollment Phone # and Website</b>                                                                                                                                                                                                                    |                                                            |                                                                                      |                                               |
| <b>Social Media Links(Facebook/Instagram/Twitter)</b>                                                                                                                                                                                                         |                                                            |                                                                                      |                                               |
| <b>Site Grades Served</b><br><small>Note: Grades served should reflect year child would enter in the 2022-23 school year</small>                                                                                                                              |                                                            |                                                                                      |                                               |
| <b>Site Dates and Hours of Operations</b><br><small>Provide specific dates and hours of operations camp services will be offered</small>                                                                                                                      | <small>Start Date:</small><br><br><small>End Date:</small> | <small># of Weeks of Programming:</small><br><br><small>Hours of operations:</small> | <small>Additional Details:</small>            |
| <b>Expected Attendance of Children</b><br><small>Describe expected attendance of children at your program. How many days per week will they attend? How many hours in a day will they attend? How many weeks will they attend?</small>                        | <small>Hours per Day:</small>                              | <small>Days per Week:</small>                                                        | <small># of weeks expected to attend:</small> |
| <b>Site Description:</b><br><small>Provide a brief description of the facility, including amenities, number of rooms, maximum occupancy, and any other information to show that the facility can safely meet the needs of children during the summer</small>  |                                                            |                                                                                      |                                               |
| <b>Executive Summary:</b><br><small>Provide an executive summary of the program and services offered at this site (100 words of less). This summary will be used in reports and promotional materials developed by CTAC</small>                               |                                                            |                                                                                      |                                               |
| <b>Site Staffing:</b><br><small>Describe how your site will provide appropriate staffing to ensure safe and enriching programming. Refer to the RFP guidelines as staffing requirements including positions and ratios when completing site staffing.</small> |                                                            |                                                                                      |                                               |

## 2. Site Budget Summary

| Site Name:                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                                                                   |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------------|
| Budget Item                  | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Request Amount | Additional details to support request including justification of requested amount |
| Enrollment/Registration Fees | CTAC will cover a one-time enrollment and/or registration fee per child receiving a CTAC scholarship. Complete the following fields to calculate request amount:<br>A) Cost per enrollment fee requested from CTAC:<br>B) # of children to receive enrollment fees:<br>C) Enrollment Fee request amount (A X B) <i>-Read only</i> :                                                                                                                                                             |                |                                                                                   |
| Scholarships (Full)          | CTAC will cover weekly camp scholarships for eligible children. Weekly scholarship cost should include all expenses necessary to host a child per week (staffing, overhead, meals, etc.) Complete the following fields to calculate request amount:<br>A) Cost per Scholarships (Full) requested from CTAC:<br>B) # of children to receive Scholarships (Full):<br>C) # of weeks children are expected to attend camp:<br>D) Scholarships (Full) Total (A X B X C <i>-Read only</i> ):          |                |                                                                                   |
| Scholarships (Partial)       | CTAC will cover weekly camp scholarships for eligible children. Weekly scholarship cost should include all expenses necessary to host a child per week (staffing, overhead, meals etc.). Complete the following fields to calculate request amount:<br>A) Cost per Scholarships (Partial) requested from CTAC:<br>B) # of children to receive Scholarships (Partial):<br>C) # of weeks children are expected to attend camp:<br>D) Scholarships (Partial) Total (A X B X C <i>-Read only</i> ): |                |                                                                                   |
| Materials                    | CTAC will cover the costs of materials full/partial scholarship children to participate in summer camp activities.                                                                                                                                                                                                                                                                                                                                                                              |                |                                                                                   |
| Fieldtrip                    | CTAC will cover the costs of full/partial scholarship children to participate in fieldtrips including admission costs. All fieldtrip expenses will include copies of fieldtrip attendance for verification.                                                                                                                                                                                                                                                                                     |                |                                                                                   |
| Transportation               | CTAC will cover the cost of transportation for full/partial scholarship children to participate in camp activities including fieldtrips. These expenses for buses, vehicle rentals, gas etc.                                                                                                                                                                                                                                                                                                    |                |                                                                                   |
| Background Checks            | CTAC will cover the costs for all staff to receive Level 2 background checks                                                                                                                                                                                                                                                                                                                                                                                                                    |                |                                                                                   |
| Site 2 Total Request:        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                                                                   |

## Attachment B-1

## Section 4: Site and Budget Summary

Information from each site profile will populate the Site Summary section below. To make corrections to the summary table, return to previously enter site profile(s).

[illegible]

**Attachment C: Insurance Requirement**  
**TYPE "B" INSURANCE REQUIREMENTS**  
**"Professional or Consulting Services"**

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the contractor, their agents, representatives, employees, or subcontractors.

**I. COMMERCIAL GENERAL LIABILITY.**

Coverage must be afforded under a per occurrence form policy for limits not less than \$200,000 General Aggregate, \$300,000 Products/Completed Operations Aggregate, \$300,000 Personal and Advertising Injury Liability, \$200,000 each Occurrence, \$50,000 Fire Damage Liability, and \$5,000 Medical Expense.

**II. WORKERS COMPENSATION AND EMPLOYER'S LIABILITY.**

- A. Coverage to apply for all employees at STATUTORY limits in compliance with applicable state and federal laws; if any operations are to be undertaken on or about navigable waters, coverage must be included for the USA Longshoremen & Harbor Workers Act.
- B. Employer's Liability limits for not less than \$100,000 each accident; \$500,000 disease policy limit and \$100,000 disease each employee must be included.

**III. PROFESSIONAL LIABILITY or ERRORS AND OMISSIONS LIABILITY (E&O).**

Professional (E&O) Liability must be afforded for not less than \$200,000 each claim, \$300,000 policy aggregate, required for Capital but not for Services.

**IV. OTHER INSURANCE PROVISIONS.**

- A. All Coverages
  - 1. The Contractor shall provide a Certificate of Insurance to the Children's Trust of Alachua County with a thirty (30) day notice of cancellation. The certificate shall indicate if cover is provided under a "claims made" or "per occurrence" form. If any cover is provided under "claims made" form the certificate will show a retroactive date, which should be the same date of the contract (original if contact is renewed) or prior.
  - 2. Contractors shall include all subcontractors as insured under its policies. All subcontractors shall be subject to the requirements stated herein.

**CERTIFICATE HOLDER: Children's Trust of Alachua County**

**Attachment C1: Insurance Requirement  
Certificate of Insurance**



**Attachment D  
Deliverables**

| DATE RANGE                     | DELIVERABLE                                                                                                                                      | EVIDENCE                                                                                                                                                                                                                   | DUE DATE(S)                         |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| Date of Award ☐ April 1, 2022  | 1. Program Preparation                                                                                                                           | <input type="checkbox"/> Certificate of Insurance<br><input type="checkbox"/> Affidavit Letter outlining screening of all staff and volunteers.<br><input type="checkbox"/> Verified in Philanthropy Hub (Nonprofits only) | May 15, 2022                        |
| April 2022                     | 2. Attend CTAC Summer Provider training                                                                                                          | <input type="checkbox"/> Training attendance                                                                                                                                                                               | April 20, 2022                      |
| May ☐ August 30th, 2022        | 3. Implement the program in a safe and supportive environment<br><br># of days<br># of students                                                  | <input type="checkbox"/> Sign In/Sign Out Sheets<br><input type="checkbox"/> Monthly Invoice                                                                                                                               | Due 15 <sup>th</sup> of every month |
| May ☐ August 30th, 2022        | 4. Submit child demographics and weekly program attendance including participation in fieldtrips and family engagement activities as applicable. | <input type="checkbox"/> Submission on CTAC provided data collection spreadsheets or tools                                                                                                                                 | Due 15 <sup>th</sup> of every month |
| August 15 <sup>th</sup> , 2022 | 5. Submit End of Program Narrative                                                                                                               | <input type="checkbox"/> End-of-Program Narrative<br><input type="checkbox"/> Satisfaction Surveys                                                                                                                         | August 15 <sup>th</sup> , 2022      |

NOTE: An Affidavit Letter is a letter on Contractor letterhead and clearly states that all staff and volunteers have completed the screening and completed Affidavits of Good Moral Character prior to the commencement of the program.

**Attachment E**  
**Performance Measures**

| <b>Quantity: How much?</b>                                                                                               | <b>FY22 Target</b> |
|--------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Number of children enrolled in full and partial scholarships</b>                                                      | 200                |
| <b>Number of program days</b>                                                                                            | 40                 |
| <b>Quality/Effort: How well are services provided?</b>                                                                   | <b>FY22 Target</b> |
| <b>Weekly Attendance</b><br>100% of enrolled children who attend at least 1 day per week for the expected program length | 90%                |
| <b>Site Monitoring (developed by CTAC staff)</b>                                                                         | Fully Compliant    |
| <b>Client Benefits: Is anyone better off?</b>                                                                            |                    |
| Children who enjoyed camp activities                                                                                     | 80%                |
| Parents satisfied with registration process                                                                              | 75%                |
| Parents satisfied with camp activities                                                                                   | 85%                |
| Parents felt their kids were safe at camp                                                                                | 90%                |
| Parents satisfied with camp communication                                                                                | 80%                |
| Families enjoyed the overall camp experience                                                                             | 85%                |

**Attachment F  
Data and Reporting**

| <b>PARTICIPANT DATA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATA REQUIREMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Data Collection Tool</b>                                                                                                                                                                                                                                           |
| <p><u>Participant Demographics</u>: Providers are expected to collect and report the following on each child served individually:</p> <ul style="list-style-type: none"> <li>• Unique Identifier</li> <li>• Scholarship Type (i.e., Full or Partial)</li> <li>• Scholarship Amount (i.e., weekly rate)</li> <li>• Enrollment Criteria for Scholarship (i.e., at or below 200% FPL, IEP and/or 504 plans, in foster care, in kinship care, under in-home case management, family receiving SNAP benefits, between 200% - 400% FPL)</li> <li>• Residence City (note, must be Alachua County)</li> <li>• Residence ZIP (note, must be Alachua County)</li> <li>• Age at Enrollment</li> <li>• Grade (i.e., K-12)</li> <li>• School Name</li> <li>• Race (i.e., American Indian or Alaskan, Asian, Black or African American, Pacific Islander, White, Multiracial, Other)</li> <li>• Ethnicity (i.e., Hispanic or Non-Hispanic)</li> <li>• Gender</li> <li>• Parent Language</li> </ul> | <p>Provider will develop, collect, and maintain child enrollment forms to support the collection of deidentified data to be submitted to CTAC.</p> <p>Provider will submit data listed for each individual child through a data collection tool provided by CTAC.</p> |
| <p><u>Program Participation</u>: Providers are expected to collect and report the following on each child served individually:</p> <ul style="list-style-type: none"> <li>• Number of days the child attended the program for each week the program operated</li> <li>• Participation in fieldtrips (if applicable)</li> <li>• Participation in family engagement events/activities (if applicable)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>Provider will develop, collect, and maintain attendance forms to support the collection of data to be submitted to CTAC.</p> <p>Provider will submit participation data listed for each individual child through a data collection tool provided by CTAC.</p>      |

| <b>PROGRAM QUALITY MEASURES</b>                                                                                                                      |                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>DATA REQUIREMENT</b>                                                                                                                              | <b>Data Collection Tool</b>         |
| <u>Verification of scholarship eligibility</u> : Providers are expected to verify scholarship eligibility.                                           | Site records                        |
| <u>Satisfaction Survey</u> : Providers are expected to administer child/youth and parent satisfaction surveys summer.                                | CTAC provided data collection tool. |
| <u>Participant Records</u> : Providers shall maintain a file for each child enrolled including enrollment, program consent, and image release forms. | Site records                        |

| PROGRAM QUALITY MEASURES                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DATA REQUIREMENT                                                                                                                                                                                                                                                                                                                                       | Data Collection Tool                                                                                                                                                                                                                                                                      |
| <u>Personnel Records:</u> Providers shall maintain a personnel file for each staff involved in the program, including in-kind staff and volunteers. Each file should contain, at a minimum, background screening results, proof of required trainings, and any required certifications or licensures, including the Affidavit of Good Moral Character. | <u>Staff Qualifications:</u> Providers are expected to hire and retain staff and subcontractors with the necessary qualifications/credentials. Providers are expected to produce proof of required experience, education, and certifications/licensures as specified in Scope of Services |

| Summer<br>Camp | Due Date*                      | What to Report                                                                                                                                                                                                          |
|----------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | 15 <sup>th</sup> of Each Month | <ul style="list-style-type: none"> <li>- Invoice based on actual attendance and enrollment</li> <li>- Prior month's new participant demographics, attendance data</li> </ul>                                            |
|                | September 15th                 | <ul style="list-style-type: none"> <li>- Final report</li> <li>- Finalized participant data (demographics, attendance, surveys)</li> <li>- Provider End of Summer Reflection survey</li> <li>- Final invoice</li> </ul> |

## Attachment G

### MANDATORY REPORTING OF ABUSE CHECKLIST (JUNE 2020)

#### A. WHO NEEDS TO REPORT?

In Florida, everyone is a mandatory reporter. However, there are two types of reporters:

- Mandated Reporter (General):
  - Any person who knows, or has reasonable cause to suspect, that a child is abused, abandoned, or neglected by a parent, legal custodian, caregiver, or other person responsible for the child's welfare is a mandatory reporter. § 39.201(1)(a).
  - Any person, including but not limited to state, county, or municipal criminal justice employees or law enforcement officers, who knows or has reasonable cause to suspect that a vulnerable adult has been or is being abused, neglected, or exploited must make a report. § 415.1034(1)(a)5.
- Mandated Reporter (Professional)
  - Anyone who is legally obligated to report known abuse and must also identify themselves when reporting. These include:
    - Physician, osteopathic physician, medical examiner, chiropractic physician, nurse, paramedic, emergency medical technician, or hospital personnel engaged in the admission, examination, care, or treatment of persons. §§ 39.201(1)(d)1 and 415.1034(1)(a)1;
    - Health or mental health professional other than listed in paragraph above;
    - Practitioner who relies solely on spiritual means for healing, §§ 39.201(1)(d)3 and 415.1034(1)(a)3;
    - School teacher or other school official or personnel (child), § 39.201(1)(d)4;
    - Social worker, day care center worker, or other professional childcare, foster care, residential or institutional worker (child), § 39.201(1)(d)5;
    - Nursing home staff; assisted living facilities staff; adult day care center staff etc. (vulnerable adults), § 415.1034(1)(a)4;
    - Employees of Department of Business and Professional Regulation conducting inspections of public lodging establishments, § 415.1034(1)(a)6;
    - Law enforcement officer, §§ 39.201(1)(d)6 and 415.1034(1)(a)5; Judge, § 39.201(1)(d)(7) and 415.1034(1)(a)5; and

- Mediators. § 44.405(4)(a)3.
- Note: An officer or employee of the judicial branch is not required to again provide notice of reasonable cause to suspect child abuse, abandonment, or neglect when that child is currently being investigated by the department, there is an existing dependency case, or the matter has previously been reported to the department, provided that there is reasonable cause to believe that the information is already known to the department. This paragraph applies only when the information has been provided to the officer or employee in the course of carrying out his or her official duties. § 39.201(1)(f)

## **B. WHAT NEEDS TO BE REPORTED?**

### **• Child Abuse**

- A child in need of supervision who has no parent, legal custodian, or responsible adult. § 39.201(1)(a).
- A child abused by his or her parent, caregiver, guardian, or other person responsible for the child's welfare. § 39.201(1)(a).
- Child abuse by an adult other than a parent, legal custodian, caregiver, or other person responsible for the child's welfare. § 39.201(1)(b).
- Childhood sexual abuse or victim of a known or suspected juvenile sex offender. § 39.201(1)(c).
- If the report contains information of an instance of known or suspected child abuse involving impregnation of a child under 16 years of age by a person 21 years of age or older, the report shall be made immediately to the appropriate county sheriff's office or other appropriate law enforcement agency. § 39.201(2)(e).
- Reports involving surrendered newborn infants shall be made and received by the department. § 39.201(1)(g).

### **• Sexual Battery**

- Section 794.027 requires a person who observes a sexual battery and who has the ability to seek assistance for the victim without being exposed to a threat of physical violence must make a report. Someone other than the victim or a spouse or close family relative of the victim or offender who is not endangered and who fails to seek assistance by reporting the offense to a law enforcement officer is guilty of a misdemeanor of the first degree.

- **Vulnerable Adult Abuse**

- Section 415.1034(1)(a)5 states that any person, including, but not limited to any state, county, or municipal criminal justice employee or law enforcement officer, who knows, or has reasonable cause to suspect, that a vulnerable adult has been or is being abused, neglected, or exploited shall immediately report such knowledge or suspicion to the central abuse hotline.

### **C. WHO DO YOU REPORT IT TO?**

- Child and adult abuse should be reported to the Florida Department of Children and Families (DCF) through either the DCF statewide hotline (call 1-800-96-ABUSE)(1-800-962-2873) or through the DCF website at <http://reportabuse.dcf.state.fl.us> The hotline also accepts faxes at 1-800-914-0004 and web-based chats on their website. § 39.201(2)(a).
- If the abuse is by an adult other than a parent, legal custodian, caregiver, or other person responsible for the child's welfare, the report will be transferred by hotline staff to the appropriate county sheriff's office. § 39.201(2)(b).
- If the alleged abuse is by a juvenile or involves a child who is in the custody or protective supervision of the department, the report shall be transferred by the hotline to the county sheriff's office. § 39.201(2)(c)1.

### **D. WHAT HAPPENS IF YOU DON'T REPORT?**

- Failure to report child abuse to DCF is a third-degree felony. § 39.205(1).
- Failure to report a sexual battery under § 749.027 is a misdemeanor of the first degree.
- Failure to report a case of known or suspected abuse, neglect, or exploitation of a vulnerable adult or preventing someone else from doing so is a misdemeanor of the second degree. § 415.111(1).

### **E. WHAT HAPPENS IF YOU MAKE A FALSE REPORT?**

A person who knowingly and willfully makes a false report of child abuse, abandonment, neglect, or abuse of a vulnerable adult or who advises another to make a false report is guilty of a felony of the third degree. §§ 39.205(9), 415.111(5). However, anyone making a report who is acting in good faith is immune from any liability. §§ 39.205(9), 415.111(5)(b).

**CHILDREN'S TRUST OF ALACHUA COUNTY**  
**RESOLUTION 2022-04**  
**Summer Camp & Enrichment Services RFP 2022-03**

**WHEREAS**, the Children's Trust of Alachua County (CTAC) developed and approved Resolution 2020-12, Procurement Policies; and

**WHEREAS**, the Trust seeks to expand summer programming for low-income families; and

**WHEREAS**, the Trust seeks to partner with enrichment providers to offer enriching activities that offer youth the opportunity to learn and explore specialty activities that would otherwise not be available through their out of school time programming; and

**WHEREAS**, the Trust budgeted \$2,000,000 for summer programming in the FY 21-22 Budget,

**NOW THEREFORE**, be it ordained by the Board of Children's Trust of Alachua County, in the State of Florida, as follows:

**SECTION 1: ADOPTION** The scope of service, minimum qualifications, evaluation criteria, and review team attached hereto as Exhibit "A" is hereby adopted in its entirety as provided in Exhibit "A" and incorporated herein by this reference.

**SECTION 2: EFFECTIVE DATE** This Resolution shall be in full force and effect from 03.14.2022 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN'S TRUST OF ALACHUA COUNTY BOARD; this 14<sup>th</sup> day of March 2022.

|                       | <b>AYE</b> | <b>NAY</b> | <b>ABSENT</b> | <b>NOT VOTING</b> |
|-----------------------|------------|------------|---------------|-------------------|
| Dr. Margarita Labarta | <u>✓</u>   | _____      | _____         | _____             |
| Tina Certain          | <u>✓</u>   | _____      | _____         | _____             |
| Lee Pinkoson          | <u>✓</u>   | _____      | _____         | _____             |
| Ken Cornell           | <u>✓</u>   | _____      | _____         | _____             |
| Dr. Nancy Hardt       | <u>✓</u>   | _____      | _____         | _____             |
| Dr. Patricia Snyder   | <u>✓</u>   | _____      | _____         | _____             |
| Cheryl Twombly        | <u>✓</u>   | _____      | _____         | _____             |

Presiding Officer



Dr. Margarita Labarta, Chair  
Children's Trust of Alachua County

Attest



Kristy Goldwire, Acting Secretary  
Children's Trust of Alachua County



## APPENDIX A - PROGRAM FUNDING

|                                                                                               |                                                      |                         |
|-----------------------------------------------------------------------------------------------|------------------------------------------------------|-------------------------|
| <b>GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY</b>                               |                                                      | <b>\$538,750</b>        |
| <b>STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH</b>                                         |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| MATERNAL FAMILY PARTNER                                                                       | Healthy Start of North Central Florida, Inc.         | \$75,000 *              |
| NEWBORN HOME VISITING PROGRAM                                                                 | Healthy Start of North Central Florida, Inc.         | \$400,000 *             |
| <b>STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION</b>                      |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>STRATEGY 1.3 SUPPORT PHYSICAL HEALTH</b>                                                   |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| WELLNESS COORINATOR @ HOWARD BISHOP MS                                                        | Children's Home Society of Florida                   | \$63,750                |
| <b>STRATEGY 1.4 IMPROVE FOOD SECURITY</b>                                                     |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL</b>                         |                                                      | <b>\$3,500,639</b>      |
| <b>STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING</b>                    |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| TRANSFORMATIVE PROFESSIONAL DEVELOPMENT                                                       | Early Learning Coalition of Alachua County           | \$250,000 *             |
| V'LOCITY MASTER CLASS SERIES                                                                  | Business Leadership Institute for Early Learning     | \$90,000 *              |
| ACCREDITATION ACADEMY                                                                         | Multiple                                             | \$300,000 *             |
| PROFESSIONAL DEVELOPMENT REGISTRY                                                             | The Children's Forum                                 | \$34,650                |
| AFTERSCHOOL CAPACITY-BUILDING                                                                 | Muliple (via an application process)                 | \$300,000               |
| <b>STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS</b> |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| SUMMER PROGRAMMING (2021-2024)                                                                | RFP                                                  | \$1,100,000             |
| AFTERSCHOOL PROGRAMMING (RFP 2021-06)                                                         | Gainesville Area Tennis Association (Aces in Motion) | \$188,443               |
| AFTERSCHOOL PROGRAMMING (RFP 2021-06)                                                         | Kids Count in Alachua County, Inc.                   | \$143,025               |
| AFTERSCHOOL PROGRAMMING (RFP 2021-06)                                                         | Boys and Girls Club of Alachua County                | \$142,569               |
| AFTERSCHOOL PROGRAMMING (RFP 2021-06)                                                         | Girls Place, Inc.                                    | \$120,238               |
| AFTERSCHOOL PROGRAMMING (RFP 2021-06)                                                         | Gainesville Circus Center                            | \$95,539                |
| AFTERSCHOOL PROGRAMMING (RFP 2021-06)                                                         | Deeper Purpose Community Church, Inc.                | \$72,175                |
| AFTERSCHOOL PROGRAMMING (2022 - 2025)                                                         | RFP                                                  | \$150,000               |
| <b>STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS</b>                              |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| DOLLY PARTON IMAGINATION LIBRARY                                                              | Gainesville Thrive                                   | \$14,000                |
| <b>STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS</b>                                 |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION</b>                                |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| YOUTH SUMMER JOBS PROGRAM                                                                     | RFP                                                  | \$500,000               |
| <b>GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS</b>        |                                                      | <b>\$220,000</b>        |
| <b>STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES</b>                   |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| HELP ME GROW ALACHUA                                                                          | RFP 2021-07                                          | \$220,000 *             |
| <b>STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS</b>                                 |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY</b>                                          |                                                      | <b>\$ -</b>             |
| <b>STRATEGY 4.1 SUPPPORT INJURY PREVENTION</b>                                                |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY /TRUANCY</b>                    |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITITATIVES</b>                                 |                                                      |                         |
| <u>PROGRAM</u>                                                                                | <u>AGENCY</u>                                        | <u>PROPOSED FUNDING</u> |
| <b>RECOMMENDED PROGRAM FUNDING</b>                                                            |                                                      | <b>\$4,259,389</b>      |
| REIMAGINE GAINESVILLE                                                                         |                                                      | \$50,000                |
| PHILANTHROPY HUB -CFNCFL                                                                      |                                                      | \$8,500                 |
| SPONSORSHIP                                                                                   |                                                      | \$25,000                |
| MATCH                                                                                         |                                                      | \$200,000               |
| UNALLOCATED                                                                                   |                                                      | \$471,426               |
| <b>TOTAL PROGRAM FUNDING</b>                                                                  |                                                      | <b>\$5,014,315</b>      |

\* Supports the objectives of the Pritzker Children's Initiative



# Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14  
R.10/15

|                    |                |                 |                    |
|--------------------|----------------|-----------------|--------------------|
| 85-8013937423C-9   | 12/31/2017     | 12/31/2022      | COUNTY GOVERNMENT  |
| Certificate Number | Effective Date | Expiration Date | Exemption Category |

This certifies that

ALACHUA COUNTY BOARD OF  
COUNTY COMMISSIONERS  
12 SE 1ST ST  
GAINESVILLE FL 32601-6826

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



## Important Information for Exempt Organizations

DR-14  
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

# Item #21 22-0385 - signed

Final Audit Report

2022-06-06

|                 |                                                                |
|-----------------|----------------------------------------------------------------|
| Created:        | 2022-06-03                                                     |
| By:             | Deon Carruthers (dcarruthers@childrenstrustofalachuacounty.us) |
| Status:         | Signed                                                         |
| Transaction ID: | CBJCHBCAABAABNvyBTDdxORSvAVhyoPmjF8_uEjzyyJk                   |

## "Item #21 22-0385 - signed" History

-  Document created by Deon Carruthers (dcarruthers@childrenstrustofalachuacounty.us)  
2022-06-03 - 7:28:45 PM GMT- IP address: 149.19.43.13
-  Document emailed to Bob Swain (bswain@alachuacounty.us) for signature  
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Signature Date: 2022-06-03 - 8:33:02 PM GMT - Time Source: server- IP address: 98.180.20.29
-  Document emailed to Kristy Goldwire (kgoldwire@childrenstrustofalachuacounty.us) for signature  
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-  Document e-signed by Kristy Goldwire (kgoldwire@childrenstrustofalachuacounty.us)  
Signature Date: 2022-06-06 - 12:28:43 PM GMT - Time Source: server- IP address: 163.120.80.69
-  Agreement completed.  
2022-06-06 - 12:28:43 PM GMT