

(Contract Management Use only)

# CONTRACT APPROVAL FORM

CONTRACT TRACKING NO.

CM 2061

13 DEC 13 PM 1:07

RECEIVED COUNTY MANAGER'S OFFICE

## CONTRACTOR INFORMATION

Name: Episcopal Children's Services, Inc.

Address: 8443 Baymeadows Road, Suite 1 Jacksonville Florida 32256  
City State Zip

Contractor's Administrator Name: Connie Stophel Title: Chief Executive Officer

Tel#: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## CONTRACT INFORMATION

Contract Name: Funding Agreement for FY2013/2014 Contract Value: \$12,150.00

Brief Description: Provides quality child care to Nassau County's low income children and parents

Contract Dates : From: 10-01-13 to 09-30-14 Status:  New  Renew  Amend#  WA/Task Order

How Procured:  Sole Source  Single Source  ITB  RFP  RFQ  Coop.  Other Not for profit

### If Processing an Amendment:

Contract #: \_\_\_\_\_ Increase Amount of Existing Contract: \_\_\_\_\_ No Increase

New Contract Dates: \_\_\_\_\_ to \_\_\_\_\_ TOTAL OR AMENDMENT AMOUNT: \_\_\_\_\_

## APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- |    |  |                 |                           |
|----|--|-----------------|---------------------------|
| 1. | _____                                      | _____           | <u>016 92564 - 582005</u> |
|    | Department Head Signature                  | Date            | Funding Source/Acct #     |
| 2. | <u>Charlotte Young</u>                     | <u>12-4-13</u>  |                           |
|    | Contract Management                        | Date            |                           |
| 3. | <u>Catherine L. Siz</u>                    | <u>12/4/13</u>  |                           |
|    | Office of Management & Budget              | Date            |                           |
| 4. | <u>[Signature]</u>                         | <u>12-12-13</u> |                           |
|    | County Attorney (approved as to form only) | Date            |                           |

13 DEC 18 PM 4:41

RECEIVED OFFICE OF CLERK OF COURTS NASSAU COUNTY FLORIDA

Comments: \_\_\_\_\_

### COUNTY MANAGER – FINAL SIGNATURE APPROVAL

Ted Selby [Signature] 12-17-13  
Date

### RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
- Office of Management & Budget
- Contract Management
- Clerk Finance

**FUNDING AGREEMENT FOR FISCAL YEAR 2013/2014 FOR EPISCOPAL CHILDREN'S SERVICES, INC.**

This agreement entered into this 17<sup>TH</sup> day of December, 2013, by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY**, a political subdivision of the State of Florida, hereinafter referred to as COUNTY, and the **EPISCOPAL CHILDREN'S SERVICES, INC.**, 8443 Baymeadows Road, Suite 1, Jacksonville, FL 32256, hereinafter referred to as AGENCY.

**WHEREAS**, it is in the best interest of the citizens of Nassau County that the EPISCOPAL CHILDREN'S SERVICES program continue, and

**WHEREAS**, the AGENCY provides quality child care to Nassau County's low income children and parents.

**NOW, THEREFORE, FOR AND IN CONSIDERATION** of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. For the sum of \$12,150.00, which shall be paid in quarterly installments, during the months of December, February, May and August, the AGENCY does hereby agree to perform services that will benefit the residents of Nassau County. Appropriations necessary for the funding of this Agreement beyond 2014 shall be subject to the budget and appropriation by the Board of County Commissioners during the regular budget process. Said services to include but not be limited to the following:

- a. Continuing the present level of services

provided for the economically deprived children and parents of Nassau County, Florida.

2. Episcopal Children's Services shall submit simultaneously to the County Manager and the Clerk an annual accounting acceptable to the Clerk on or before May 1<sup>st</sup> of each fiscal year in which Episcopal Children's Services received funding from the County. Additionally, Episcopal Children's Services shall make its books available for inspection by a designee of the County upon reasonable notice. Failure of Episcopal Children's Services to provide the annual accounting record by the time specified shall result in the revocation of granting of further funds and reimbursement of funds distributed during the year for which no report was submitted.
3. All facilities, programs and services should be compliant with the Florida Accessibility Code and the federal Americans with Disabilities Act (ADA). Failure to provide facilities, programs, or services that are compliant with both the Florida Accessibility Code and the federal Americans with Disabilities Act (ADA) shall be considered a breach of the contract.
4. The term of this agreement shall commence October 1, 2013 and terminate September 30, 2014.
5. This Agreement shall be amended in writing from time to time by mutual consent of parties.



IN WITNESS WHEREOF, the effective date of this Agreement shall be the date of its being signed by the Designee of the Board of County Commissioners of Nassau County, Florida, this 17th day of December, 2013.

**BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA**

  
\_\_\_\_\_  
TED SELBY, COUNTY MANAGER  
ITS: DESIGNEE

[SIGNATURES CONTINUE ON NEXT PAGE]

*TS*

EPISCOPAL CHILDREN'S SERVICES

Connie Stophel  
CONNIE STOPHEL  
ITS: CHIEF EXECUTIVE OFFICER

STATE OF Florida  
COUNTY OF Duval

Before me personally appeared, Connie Stophel,  
who is personally known  or produced \_\_\_\_\_  
as identification, known to be the person described in and  
who executed the foregoing instrument, and acknowledged to  
and before me that he/she executed said instrument for the  
purposes therein expressed.

WITNESS my hand and official seal, this 25<sup>th</sup> day of  
November, 2013.

Christy Hall  
Notary Signature

Notary-Public-State of Florida at large  
My Commission expires:

CHRISTY HALL  
Notary Public, State of Florida  
My Comm. Expires Oct. 1, 2014  
Commission No. EE 9726

117