

State of Alabama)

County of Baldwin)

CONTRACT FOR PROFESSIONAL SERVICES

This Contract for **Professional Services** is made and entered into by and between the County of Baldwin (hereinafter called "COUNTY") acting by and through its governing body, the Baldwin County Commission and Blue Arbor, Inc., (hereinafter referred to as "PROVIDER").

WITNESSETH:

Whereas, at its regular meeting on Tuesday, June 21, 2022, the COUNTY authorized staff to solicit a Request for Proposals (RFP) for Temporary Clerical and Labor Services; and

Whereas, the PROVIDER presented the lowest cost for Request for Proposals (RFP) and was chosen by the COUNTY to provide needed services in accordance with the Request for Proposals (RFP) and Response.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the sufficiency of which being hereby acknowledged, PROVIDER and COUNTY do hereby agree as follows:

I. Definitions. The following terms shall have the following meanings:

- A. COUNTY: Baldwin County, Alabama
- B. COMMISSION: Baldwin County Commission
- C. PROVIDER: Blue Arbor, Inc.

II. Obligations Generally. The COUNTY hereby retains, and the PROVIDER agrees to perform for the COUNTY, those professional services as hereinafter set forth. This document shall serve as the binding contract for the services of PROVIDER. PROVIDER shall immediately commence performance of the services outlined herein upon full execution of this Contract. All work shall be commenced and completed in a timely manner as, and at the times, herein set out.

III. Recitals Included. The above recitals and statements are incorporated as part of this Contract, and shall have the effect and enforceability as all other provisions herein.

IV. Professional Qualifications. For the purpose of this Contract, the PROVIDER represents and warrants to the COUNTY that it possesses the professional, technical, and administrative personnel with the specific experience and training necessary to provide the professional services required herein.

V. No Prohibited Exclusive Franchise. The COUNTY neither perceives nor intends, by this Contract, a granting of an exclusive franchise or violation of Art. I, Section 22 of the Alabama Constitution.

VI. Representation/Warranty of Certifications, Etc. PROVIDER represents and warrants that PROVIDER is presently certified, licensed and otherwise permitted under all necessary and applicable laws and regulations to perform the services herein, and that PROVIDER shall renew, maintain, and otherwise ensure that all such certifications, licenses, and permits are current and valid, without interruption, for and through completion of the services. The representation and warranty aforesaid is a material inducement to the COUNTY in entering this Contract, and the parties agree that the breach thereof shall be deemed material at the County's option.

VII. Legal Compliance. PROVIDER shall at all times comply with all applicable federal, State, local and municipal laws and regulations.

VIII. Independent Contractor. PROVIDER acknowledges that it is an independent contractor, and PROVIDER shall at all times remain as such in performing the services under this Contract. PROVIDER is not an employee, servant, partner, or agent of the COUNTY and has no authority, whether express or implied, to contract for or bind the COUNTY in any manner. The parties agree that PROVIDER shall be solely responsible for and shall have full and unqualified control over developing and implementing its own means and methods, as it deems necessary and appropriate in providing the aforementioned services, and that the COUNTY's interests herein are expressly limited to the results of said services. PROVIDER is not entitled to unemployment insurance benefits, and PROVIDER is responsible for and obligated to pay any and all federal and state income tax on any monies paid pursuant to this Contract.

IX. No Agency Created. It is neither the express nor the implied intent of PROVIDER or COUNTY to create an agency relationship pursuant to this Contract. Therefore, the PROVIDER does not in any manner act on behalf of COUNTY and the creation of such a relationship is prohibited and void.

X. Unenforceable Provisions. If any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof. This Contract shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

XI. Entire Agreement. This Contract represents the entire and integrated agreement between COUNTY and PROVIDER and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended only by written instrument signed by all parties.

XII. Failure to Strictly Enforce Performance. The failure of the COUNTY to insist upon the strict performance of any of the terms, covenants, agreements, and conditions of this Contract shall not constitute, and shall never be asserted by PROVIDER as constituting, a default or be construed as a waiver or relinquishment of the right of the COUNTY to thereafter enforce any such term, covenant, agreement, or condition, but the same shall continue in full force and effect.

XIII. Assignment. This Contract or any interest herein shall not be assigned transferred or otherwise encumbered by PROVIDER without the prior written consent of the COUNTY, which may be withheld or granted in the sole discretion of the COUNTY.

XIV. Ownership of Documents/Work. The COUNTY shall be the owner of all copyright or other intellectual property rights in reports, documents and deliverables produced and paid for under this Contract, and to the extent permitted by Alabama law, any such material may be reproduced and reused at the discretion of the COUNTY without payment of further consideration. PROVIDER shall not transfer, disclose, or otherwise use such information for any purpose other than in performance of the services hereunder, without the COUNTY's prior written consent, which may be withheld or granted in the sole discretion of the COUNTY.

XV. Notice. Notice required herein shall be in writing, unless otherwise allowed, and said notice shall be deemed effective when received at the following addresses:

PROVIDER: Blue Arbor, Inc.
PO Box 12780
New Bern, NC 28561

Physical Address:
5413 Morton Rd
New Bern, NC 28562

COUNTY: Baldwin County Commission
c/o Chairman
312 Courthouse Square
~~Suite 12~~
Bay Minette, AL 36507

XVI. Services to be Rendered. PROVIDER is retained by the COUNTY as a professionally qualified **contractor**. The general scope of work for the services shall include all the terms and Conditions of **“Request for Proposals”**, the same being expressly incorporated herein by reference, and without limitation will encompass:

“All provision and conditions and/or specifications listed/stated in the Request for Proposals for Temporary Clerical and Labor Services for the Baldwin County Commission”.

A. PROVIDER will provide ongoing communications with COUNTY regarding this service, including updates, emails and etc. as requested. Additionally, PROVIDER will meet with COUNTY as needed or requested.

B. PROVIDER is responsible for the professional quality, technical accuracy, timely completion and coordination of all services furnished by or in relation to this Contract. Notwithstanding this requirement, PROVIDER shall closely coordinate the subject services with the COUNTY and designated personnel.

C. PROVIDER represents and warrants that its services shall be performed within the limits and standards provided by the COUNTY, in a manner consistent with the level of care and skill ordinarily exercised by similar providers under similar circumstances at the time the services are performed.

XVII. Attachments: The exhibits and/or attachments listed below are specifically included as a necessary part of this agreement and the same shall not be complete without such items, to wit:

A. Attachment A – Cover Sheet

B. Attachment B – Check List

C. Attachment C – Contract

D. Attachment D – Temporary Clerical, Labor, and Shelter
Worker Positions

E. Attachment E – Fee Schedule

F. Attachment F – Certificate of Insurance

COUNTY and PROVIDER, if necessary, shall jointly cause such items as listed above to contain dates, signatures of the parties with authorization to ~~make such signatures, and sufficient marks and references back to this~~ Agreement noting their inclusion and attachment hereto. In any event of a conflict between this document and the attachments referenced above, this document shall govern.

XVIII. General Responsibilities of the COUNTY.

- A. The COUNTY shall provide reasonable notice to PROVIDER whenever the COUNTY actually observes or otherwise actually becomes aware of any development that affects the scope or time of PROVIDER's services hereunder or any defect or nonconformance in the work of PROVIDER.
- B. The COUNTY shall pay to PROVIDER the compensation as, and subject to the terms set out below.
- C. The COUNTY shall provide any necessary notices to commence, Discontinue, or terminate the services herein described.

XIX. Termination of Services. The COUNTY or PROVIDER may terminate this contract, with or without cause or reason, by giving the (10) days written notice of such to the other party. Upon receipt of such notices, PROVIDER shall discontinue its work to the extent specified in the notice.

In the event of termination, the COUNTY shall pay PROVIDER for all services satisfactorily rendered, and for any expenses deemed by COUNTY to be a reimbursable expense incurred pursuant to this Contract and prior to the date of termination.

XX. Compensation Limited. The compensation to be paid to the PROVIDER shall be the full compensation for all work performed by PROVIDER under this Contract. All additional expenditures or expenses of PROVIDER, not listed in full within this Contract, shall not be considered as a part of this Contract and shall not be demanded by PROVIDER or paid by COUNTY unless the additional costs are approved by the COUNTY in the form of a written Change Order. Compensation to PROVIDER for work shall be paid in accordance with the Scope of Work. Said compensation shall be all inclusive, including without limitations, reimbursement of all cost, incidents and operating expenses associated with those directly engaged in performance of the requested services.

XXI. Method of Payment. PROVIDER shall submit invoices to the COUNTY for payment for work performed. Such invoice shall be accompanied by a detailed account of compensation to be paid PROVIDER.

Payment shall be made by the COUNTY within thirty (30) days of the approval of the invoice submitted by the PROVIDER. The COUNTY agrees to review and approve invoices submitted for payment in a timely manner.

XXII. Effective and Termination Dates. This Contract shall be effective and commence immediately upon the same date as its full execution, and same shall terminate upon either the expiration of thirty-six (36) months or upon a written notification thereof received by either party within the required ten (10) day period. [Nothing herein stated shall prohibit the parties from otherwise terminating this Contract according to the provisions herein.]

XXIII. Force Majeure. The Parties hereto shall incur no liability to the other if performance becomes impossible or impracticable by reason of an event or effect

that the parties could neither have anticipated nor controlled. This allowance shall include both an act of nature and acts of third parties. Any costs that would otherwise be incurred and/or necessitated by the provisions herein shall be alleviated for either party by such event or effect.

XXIV. Indemnification. Provider shall indemnify, defend and hold County, and its Commissioners, affiliates, employees, agents, and representatives (collectively "County") harmless from and against any and all claims, demands, liabilities, damages, losses, judgments, costs, and expenses including, without limitations, attorneys' fees, and costs, for any and all personal injury (including death) and property damage of any kind or nature whatsoever, incurred by, asserted against, or imposed upon County, as a result of or in any manner related to provision of services hereunder, or any act or omission, by Provider. Contractor shall provide the COUNTY with proof of general liability coverage including the COUNTY as an additional insured. This indemnification shall survive the expiration or termination of this Contract.

XXV. Number of Originals. This Contract shall be executed with three (3) originals, each of which are equally valid as an original.

XXVII: Governing Law: This Contract in all respects, including without limitation its formation, validity, construction, enforceability and available remedies, shall be governed by the laws of the State of Alabama, without regard to Alabama conflict of law principles.

XXVIII: Insurance: Prior to performing services pursuant to this Contract, Provider shall carry, with insurers satisfactory to County, throughout the term of hereof, Auto Liability Insurance, including owned, hired and non-owned vehicles, with limits of not less than \$1,000,000, combined single limit, for both bodily injury liability and property damage liability each occurrence; Commercial General Liability Insurance, including all contractual liability hereunder, with limits not less than \$1,000,000, combined single limit, for both bodily injury liability and property damage liability each occurrence; and Worker's Compensation Insurance, meeting the statutory limits of the State of Alabama and Employer's Liability Insurance fully covering all employees and supervisors participating in the work at the subject property site. All liability insurance shall name the County as an additional insured. Prior to commencing operations hereunder, a Certificate of Insurance evidencing such coverage, satisfactory to County, shall be furnished to County, which shall specifically state that such insurance shall provide for at least ten (10) days' notice to County in the event of cancellation, termination or any change in such insurance policies. The workers compensation certificate shall bear an endorsement clearly evidencing a waiver of the right of subrogation against County and County Representatives. Should Provider fail to furnish current evidence upon demand of any insurance required hereunder, or in the event of cancellation, termination or change in any such insurance, County may, at its option, suspend this Contract until insurance is obtained, terminate this Contract immediately without further action, or hold Provider in material default and pursue any and all remedies available. Said Certificate of Insurance evidencing the requisite coverage is attached hereto as Attachment F as if fully set forth.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the last day of execution by the COUNTY as written below.

COUNTY

ATTEST:

_____/Date
JAMES E. BALL, Chairman

_____/Date
RONALD J. CINK,
Budget Director

State of Alabama)

County of Baldwin)

I, _____, a Notary Public in and for said County, in said State, hereby certify that, James E. Ball, whose name as Chairman of Baldwin County Commission, and Ronald J. Cink, whose name as Budget Director, are known to me, acknowledged before me on this day that, being informed of the contents of the Contract for Professional Services, they, as such officers and with full authority, executed same knowingly and with full authority to do so on behalf of said Commission.

GIVEN under my hand and seal on this the _____ day of _____, 2022.

Notary Public
My Commission Expires

SIGNATURE AND NOTARY PAGE TO FOLLOW

PROVIDER:

Blue Arbor, Inc.

_____/_____
By _____/Date
Its _____

State of Alabama)

County of _____)

I, _____, Notary Public in and for said County and State, hereby certify that _____ as _____ of Blue Arbor, Inc., whose name is signed to the foregoing in that capacity, and who is known to me, acknowledged before me on this day that, being informed of the contents of the foregoing, he executed the same voluntarily on the day the same bears date for and as an act of said Blue Arbor, Inc.

GIVEN under my hand and seal on this the _____ day of _____, 2022.

Notary Public, _____
My Commission Expires

Attachment A: Cover Sheet

Baldwin County RFP – Temporary Clerical & Labor Services

Proposal Date: due 8/9/2022 at 2pm CST

Company Name: Blue Arbor, Inc

Name of Company Representative: Lucine Moffett

Position: President

Address: PO Box 12780, New Bern, NC 28561

physical: 5413 Morton Rd, New Bern, NC 28562

Gulf Breeze, FL Office: 913 Gulf Breeze Parkway

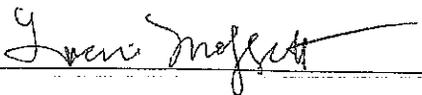
Email Address: LMoffett@bluearbor.com

Company Web Page: https://www.bluearbor.com/

Phone: 800-633-9715 or Cell: 252-514-5380

Fax: 252-638-5087

Date: 8/1/2022

Signature: 

Attachment B: RFP Check List

| Task | Yes/No |
|--|--------|
| 1. Cover Sheet <ul style="list-style-type: none">• Completed• Signed | yes |
| 2. Service Provider Overview <ul style="list-style-type: none">• Describe overall qualifications in relation to requirements | yes |
| 3. Implementation Approach | yes |
| 4. Pricing Information <ul style="list-style-type: none">• Detail breakdown | yes |
| 5. Customer References | yes |
| | |

| WORKING TITLE | SUMMARY | PHYSICAL DEMANDS | MINIMUM REQUIREMENTS |
|------------------------|--|---|---|
| Brats Driver (Non-CDL) | Operate vehicle, carry out pre-trip and post-trip inspections, and keep accurate reports concerning routes, passengers, vehicles and monies (fares). | Driver must be able to see, read, write, stand, walk, reach, pull, push, bend, turn, climb, escort passengers, observe passengers, lift a minimum of 50 lbs., and secure passengers and mobility devices. | 20/40 vision or better with corrective lenses, ability to work different shifts, must be insurable. High School/GED Valid Driver's License |
| Brats Driver (CDL) | Operate vehicle, carry out pre-trip and post-trip inspections, and keep accurate reports concerning routes, passengers, vehicles and monies (fares). | Driver must be able to see, read, write, stand, walk, reach, pull, push, bend, turn, climb, escort passengers, observe passengers, lift a minimum of 50 lbs., and secure passengers and mobility devices. | Valid commercial Alabama Driver License with Passenger Endorsement, 20/40 vision or better with corrective lenses, ability to work different shifts, must be insurable. |
| Custodian | General cleaning and housekeeping duties. | Must lift, carry and move materials, equipment, and tools weighing 25 lbs. or more. | High School/GED preferred |
| Laborer | Performs routine manual labor which does not require a high degree of skill. May also drive trucks and light tractors that do not require a CDL. | Frequent lifting/maneuvering of heavy objects up to 50 lbs. and using tools requiring a high degree of dexterity. | High School/GED preferred Valid Driver's License, good MVR |
| Office Assistant | Entry level clerical, receptionist, typing, data entry and filing. | Typically require walking, pushing, pulling, lifting of up to 20 lbs. occasionally. | High School/GED Basic office principles Communications skills |
| Solid Waste Technician | Responsible for the collections of household garbage. | Ability to lift heavy garbage cans. | High School/GED Valid Driver's License |
| Detention Worker I | Highly responsible for supervision involving the care, custody and control of juvenile population and the facilitating and/or co-facilitating of the educational sessions. | Ability to walk 1.5 miles in 30 minutes or less, stand for long lengths of time, Able to be outside in a variety of heat and cold conditions for up to 3 hours, drag, lift and pull a minimum of 50 lbs., must be able to rapidly respond, which may include sprinting, jogging, running to maintain safety of residents and staff. Bend, Keel and squat repeatedly as needed | High School/GED Writing Skills to clearly and neatly complete reports, forms and logbook entries |

| | | | |
|------------------------------------|--|--|--|
| <p>Building Maintenance Worker</p> | <p>Make repairs on plumbing, heating, cooling and electrical systems. Performs carpentry work as required. Perform emergency mechanical repairs as needed.</p> | <p>Bending, climbing, kneeling, squat, lift a minimum of 50 lbs., pulling, pushing</p> | <p>High School/GED Valid Driver's License Minimum of 3 years' experience in building maintenance Knowledge of plumbing, heating, air conditional and electrical systems Skills to understand mechanical reports, blueprints, and wiring diagrams Ability to inspect, diagnose problems, and complete repairs in a timely and effective manner Knowledge of basic carpentry</p> |
|------------------------------------|--|--|--|

TEMPORARY CLERICAL, LABOR, AND SHELTER WORKER POSITIONS
Attachment D

FEE SCHEDULE for BLUE ARBOR

| Item # | Job Title | Minimum Hourly Rate | MARK UP RATE |
|--------|--------------------------------------|---------------------|--------------|
| 1 | Custodian | \$12.75 | 32.8% |
| 2 | Laborer | \$13.38 | 32.8% |
| 3 | Office Assistant | \$13.38 | 32.8% |
| 4 | Bus Driver (Non-CDL) | \$12.13 | 32.8% |
| 5 | Bus Driver (CDL) | \$14.05 | 32.8% |
| 6 | Solid Waste Technician | \$13.38 | 38.8% |
| 7 | Detention Worker I | \$16.26 | 32.8% |
| 8 | Building Maintenance Worker | \$18.10 | 32.8% |
| | | | |
| | <i>Emergency/Shelter Positions**</i> | | |
| 1 | Head Shelter Manager | \$25.00 | 32.8% |
| 2 | Assistant Shelter Manager | \$20.00 | 32.8% |
| 3 | Shelter Support Staff | \$15.00 | 32.8% |
| 4 | Cafeteria Manager | \$20.00 | 32.8% |
| 5 | Cafeteria Support Staff | \$15.00 | 32.8% |
| 6 | Custodian Manager | \$20.00 | 32.8% |
| 7 | Custodian Support Staff | \$20.00 | 32.8% |
| 8 | Interpreter | \$20.00 | 32.8% |
| 9 | Bus Driver | \$15.00 | 32.8% |

- Minimum hourly rates are shown. The markup rate listed will be used for the agreed upon hourly rate for each employee. Ex. \$15/hr @32.8% = \$19.92/hr bill rate.
- Over time will be paid at the rate of one and one-half times the base hourly pay rate for any hours worked over 40 hours in a week.
- Any approved unlisted clerical or labor position would be processed as a 32.8% markup.
- Any approved unlisted Emergency position would be processed as a 32.8% markup.

Holiday pay will be paid to employees who have worked over 1200 hours. They will be eligible for 7 Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving day plus the Friday after, and Christmas Day.

Temporary Employees are eligible for 5 days of vacation after working for 1 consecutive year and a minimum of 2080 hours.

****EMERGENCY/SHELTER employees are not eligible for Holiday and Vacation time.**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/6/2022

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

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

| | | | |
|--|---|--------------------------------------|-------------------------------|
| PRODUCER Towne Insurance Agency, LLC 105 E. Arlington Blvd Suite B & C Greenville, NC 27858 | CONTACT NAME: | PHONE (A/C, No, Ext): (252) 756-8300 | FAX (A/C, No): (252) 756-9092 |
| | E-MAIL ADDRESS: Info@towneinsurance.com | | |
| INSURED Blue Arbor, Inc. / Atlantic Gulf Coast Contracting, Inc. P. O. Box 12780 New Bern, NC 28561 | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| | INSURER A: Philadelphia Indemnity Insurance Co. | | |
| | INSURER B: WCF National Insurance Company | | |
| | INSURER C: | | |
| | INSURER D: | | |
| | INSURER E: | | |
| INSURER F: | | | |

COVERAGES : CERTIFICATE NUMBER: REVISION NUMBER:

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

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Profess 3mil agg GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: per proj agg cap \$3mil if required | | | | 1/1/2022 | 1/1/2023 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Professional \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 |
| A | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | | 1/1/2022 | 1/1/2023 | BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 | | | | 1/1/2022 | 1/1/2023 | EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below | | N/A | | 1/1/2022 | 1/1/2023 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |
| A | Crime | | | | 1/1/2022 | 1/1/2023 | Employee Theft \$ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER: CANCELLATION

| | |
|--|--|
| Baldwin County Commission 312 Courthouse Square Ste 11 Bay Minette, AL 36535 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE <i>Deborah Whitley</i> |