

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date:	02/21/2024
Contract/Lease Control #:	C05-1147-BCC
Procurement#:	N/A
Contract/Lease Type:	CONTRACT
Award To/Lessee:	LEGAL SERVICES OF NORTH FLORIDA, INC.
Owner/Lessor:	OKALOOSA COUNTY
Effective Date:	10/01/2022
Expiration Date:	09/30/2024
Description of:	LEGAL AID SERVICES
Department:	BCC
Department Monitor:	HOFSTAD
Monitor's Telephone #:	850-651-7105
Monitor's FAX # or E-mail:	JHOFSTAD@MYOKALOOSA.COM
Closed:	

CC: BCC RECORDS



CONTRACT/LEASE RENEWAL FORM

CONTRACT: C05-1147-BCC
LEGAL SERVICES NORTH FL
PROVIDE LEGAL AID SERVICES
EXPIRES:09/30/2024

Date: 02.08.2024

Company : Legal Services of North Florida
Attn: Leslie Powell-Boudreaux
Address: 2119 Delta Boulevard

City, St, Zip : Tallahassee, FL 32303

RE: Contract Renewal

Dear Ms. Powell-Boudreaux

The Okaloosa County Board of County Commissioners agrees to renew the subject contract/lease, # C05-1147-BCC for an additional term. The contract renewal period will be 10-1-2023 to 9-30-2024. The annual budgeted amount for this contract is \$92,000. All other terms and conditions of the original agreement shall remain in full force and effect through the duration of this renewal.

If you are in agreement, please sign below and return this form along with a current Certificate of Insurance listing Okaloosa County as co-insured (if applicable).

COUNTY REPRESENTATIVES

AUTHORIZED COMPANY REPRESENTATIVE

Dept. Director
Signature: [Signature]

Contractor: Legal Services of North Florida

Date: 2/13/24

Approved By: [Signature]

Approved By: Leslie N. Powell-

Boudreaux
Digitally signed by Leslie N. Powell-Boudreaux
DN: cn=Leslie N. Powell-Boudreaux, o=Legal Services of North Florida
email=Leslie@LSNF.org
Date: 2024.02.08 15:42:05 -0500

(as prescribed below on item 1)
Paul Mixon, Chairman

Date: 2/20/2024

Approved By: _____
(as prescribed below on item 1)



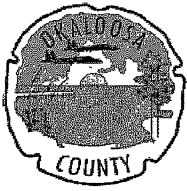
Title: Executive Director

Date: _____

Date: _____

County Department Instructions:

- 1) Obtain signatures from Department Director, authorized Company Representative and then Purchasing Manager <\$25K and less, OMB Director \$25K to \$50K, County Administrator <\$100K and less or Board >\$100K, as necessary. If Board approval is required, the Chairman and County Administrator's signatures are required. Make sure the company provides a current Certificate of Insurance. (If applicable).
- 2) Keep a copy of this form for your records.
- 3) Send original to Contracts and Lease Coordinator at Purchasing Department.
If you have any questions please contact the Purchasing Manager at 850-689-5960, Fax: 850-689-5970



BOARD OF COUNTY COMMISSIONERS AGENDA REQUEST

DATE: February 20, 2024
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Roland Sims, Jr.
SUBJECT: Contract Renewal Legal Services of North Florida, Inc retroactive from October 1, 2023
DEPARTMENT: County Administrator
BCC DISTRICT: All

STATEMENT OF ISSUE: Request the Board approve the Thirteenth Amendment to Contract 05-1147-BCC with Legal Services of North Florida, Inc., retroactive to October 1, 2023 and the authorization to pay the outstanding Legal Services of North Florida, Inc., invoices in the amount of \$14,742.38 to provide legal aid services consistent with Florida Statutes to low income residents of Okaloosa.

BACKGROUND: Each year, the Board contracts with Legal Services of North Florida, Inc., to provide legal aid to low income residents under the provisions of Okaloosa County Ordinance 04-16. Legal Services of North Florida, Inc., has offices throughout the panhandle, including one in Fort Walton Beach. It has also been determined that Legal Services of North Florida, Inc. is a sole source provider for our area.

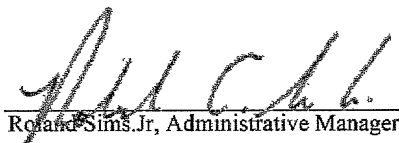
Legal Services of North Florida, Inc., are allowed 25% of the total revenue received from fine and forfeiture funds as stipulated by Article V (payable in quarters). Funds that are paid under the terms of this agreement will not exceed the amount of revenue received from the funding ordinance.

FUNDING SOURCE:

Department# 1026
Account# 534900
Amount: \$90,000

OPTIONS: Approve/Disapprove

RECOMMENDATION: Approve and authorize the Chairman to sign the renewal Contract 05-1147-BCC with Legal Services of North Florida, Inc. retroactive to October 1, 2023 and the authorization to pay the outstanding Legal Services of North Florida, Inc., invoices in the amount of \$14,742.38 to provide legal aid services consistent with Florida Statutes to low income residents of Okaloosa.

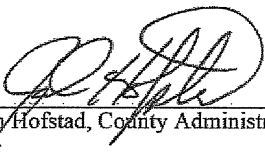


Roland Sims, Jr., Administrative Manager

2/8/2024

RECOMMENDED BY:

APPROVED BY:



John Hofstad, County Administrator 2/14/2024