

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 02/21/2024

Contract/Lease Control #: C20-2878-BCC

Procurement #: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: GULF COAST KID'S HOUSE, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/01/2023

Expiration Date: 10/01/2024

Description of: CHILD PROTECTION TEAM 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

**PROCUREMENT/CONTRACT/LEASE  
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C20-2878-BCC Tracking Number: 496123  
Procurement/Contractor/Lessee Name: Gulf Coast Kids House Grant Funded: YES \_\_\_ NO X  
Purpose: Amendment #2  
Date/Term: 9-30-23  
Department #: 0001  
Account #: 582008  
Amount: \$30,000 - total \$90,000  
Department: BCC Dept. Monitor Name: Hofstad

1.  GREATER THAN \$100,000  
2.  GREATER THAN \$50,000  
3.  \$50,000 OR LESS

*Purchasing Review*

Procurement or Contract/Lease requirements are met: DeRita Mason Date: 6-14-23  
Purchasing Manager or designee: DeRita Mason, Erin Poole, Amber Hammonds

*2CFR Compliance Review (if required)*

Approved as written: \_\_\_\_\_ Grant Name: \_\_\_\_\_  
no Federal Quota Date: \_\_\_\_\_  
Grants Coordinator: Suzanne Ulloa

*Risk Management Review*

Approved as written: \_\_\_\_\_ Date: 6-14-23  
see email attached  
Risk Manager or designee: Lydia Garcia

*County Attorney Review*

Approved as written: \_\_\_\_\_ Date: 6-14-23  
see email attached  
County Attorney: Lynn Hoshihara, Kerry Parsons or Designee

*Department Funding Review*

Approved as written: \_\_\_\_\_ Date: \_\_\_\_\_

*IT Review (if applicable)*

Approved as written: \_\_\_\_\_ Date: \_\_\_\_\_

## DeRita Mason

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**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Wednesday, June 14, 2023 7:04 AM  
**To:** DeRita Mason  
**Cc:** Odessa Cooper-Pool; Jacqueline Matichuk; Lynn Hoshihara  
**Subject:** RE: C20-2878-BCC 2nd amendment

The amendment is approved for legal purposes.

**Kerry A. Parsons, Esq.**

**Nabors  
Giblin &  
Nickerson**  
ATTORNEYS AT LAW

1500 Mahan Dr. Ste. 200  
Tallahassee, FL 32308  
T. (850) 224-4070  
[Kparsons@ngn-tally.com](mailto:Kparsons@ngn-tally.com)

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**From:** DeRita Mason <dmason@myokaloosa.com>  
**Sent:** Wednesday, June 14, 2023 7:45 AM  
**To:** lhoshihara@myokaloosa.com  
**Cc:** Parsons, Kerry <KParsons@ngn-tally.com>; Odessa Cooper-Pool <ocooperpool@myokaloosa.com>; Jacqueline Matichuk <jmatichuk@myokaloosa.com>  
**Subject:** C20-2878-BCC 2nd amendment

Good morning,  
Please review and approve the attached.  
Thank you,

DeRita Mason



DeRita Mason, CPPO, CPPB, NIGP-CPP  
Purchasing Manager  
Okaloosa County Purchasing Department  
5479A Old Bethel Road

## DeRita Mason

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**From:** Odessa Cooper-Pool  
**Sent:** Wednesday, June 14, 2023 3:26 PM  
**To:** DeRita Mason  
**Subject:** FW: C20-2878-BCC 2nd amendment  
**Attachments:** C20-2878-BCC 2nd amendment.docx

Hello DeRita,

The attached amendment for Gulf Coast Kids House LLC has been reviewed and is approved by Risk Management. No changes were made to the insurance requirements.

*Thank you,*

*Odessa Cooper-Pool*  
*Public Records & Contracts Specialist*  
Okaloosa County BCC  
302 N. Wilson Street  
Crestview, FL 32536  
Office: 1-850-689-4111



“And, when you want something, all the universe conspires in helping you to achieve it.”— Paulo Coelho, *The Alchemist*

**Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.**

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**From:** DeRita Mason <dmason@myokaloosa.com>  
**Sent:** Wednesday, June 14, 2023 6:45 AM  
**To:** Lynn Hoshihara <lhoshihara@myokaloosa.com>  
**Cc:** 'Parsons, Kerry' <KParsons@ngn-tally.com>; Odessa Cooper-Pool <ocooperpool@myokaloosa.com>; Jacqueline Matichuk <jmatichuk@myokaloosa.com>  
**Subject:** C20-2878-BCC 2nd amendment

Good morning,  
Please review and approve the attached.  
Thank you,

DeRita Mason



## 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 Gulf Coast Kids House, Inc. Retroactive Renewal and  
2nd Amendment  
**DEPARTMENT:** County Administrator  
**BCC DISTRICT:** All

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**STATEMENT OF ISSUE:** Staff request approval of the 2<sup>nd</sup> Amendment requesting an increase to the Fiscal Year Budget from \$60,000 to \$90,000 and the renewal of the Contract with Gulf Coast Kids House, Inc. (C20-2878-BCC) retroactive to October 1, 2023 and the authorization to pay the outstanding Gulf Coast Kids House, Inc. invoices in the amount of \$34,200.

**BACKGROUND:** Pursuant to §39.303, Florida Statutes, the Children's Medical Services Program of the Department of Health is tasked with designating Child Protection Teams in each service district of the Department of Children and Families to conduct medical examinations of allegedly abused, abandoned, or neglected children.

Also pursuant to §39.304(5), Florida Statutes, the County in which a child is a resident shall bear the initial costs of medical examinations of allegedly abused, abandoned, or neglected children that are conducted by the designated Child Protection Team.

There is no limit to the number of examinations performed and the increase in the budgeted amount unfortunately reflects the trend against one of society's most vulnerable.

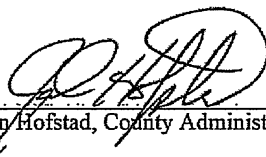
The Board of County Commission entered into a Contract with Gulf Coast Kids House, Inc. on October 1, 2019, to formalize this statutory requirement.

**OPTIONS:** Approve/Disapprove

**RECOMMENDATIONS:** Staff recommends motion to approve the amendment and the renewal of the contract with Gulf Coast Kids House, Inc. (C20-2878-BCC) retroactive to October 1, 2023 and the authorization to pay outstanding invoices in the amount of \$34,200.

**RECOMMENDED BY:**

**APPROVED BY:**

  
John Hofstad, County Administrator

2/14/2024



**SECOND AMENDMENT TO THE AGREEMENT BETWEEN OKALOOSA  
COUNTY, FLORIDA AND  
GULF COAST KIDS' HOUSE, INC.  
CONTRACT NO. C20-2878-BCC**

This Second Amendment to the Agreement between Okaloosa County, a political subdivision of the state of Florida (the "County"), and Gulf Coast Kids House, Inc., executed this 1<sup>st</sup> day of October, 2023, is made a part of the original Agreement dated October 1, 2019, Contract No. C20-2878-BCC (the "original Agreement"), incorporated herein by reference. The County and Contractor hereby agree as follows:

1. The County and Contractor wish to amend Section 2.1, Program Funding of the original agreement as follows:

The annual budget for fiscal year 2022/2023 was to be \$60,000.00. The revised budget shall add \$30,000.00, with a new total budget of \$90,000.00

2. **OTHER PROVISIONS REMAIN IN EFFECT.** Except as specifically modified herein, all terms and conditions of the original Agreement between the parties, dated October 1, 2019 and any amendments thereto, shall remain in full force and effect.
3. **CONFLICTING PROVISIONS.** The terms, statements, requirements, or provisions contained in this Amendment shall prevail and be given superior effect and priority over any conflicting or inconsistent terms, statements, requirements or provisions contained in any other document or attachment.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment on the day and year first written above.

**GULF COAST KIDS HOUSE, INC.:**

Signature

Stacey Kostevicki

Print Name

BY: \_\_\_\_\_

**OKALOOSA COUNTY, FLORIDA**

BY: \_\_\_\_\_  
John Hofstad, County Administrator