MAYOR AND COUNCIL MEETING
MONDAY, JUNE 4, 2018
6:00 P.M.
DALTON CITY HALL

AGENDA

WORK SESSION – 5:30 P.M. – COUNCIL CHAMBER
1. Review of Agenda

REGULAR MEETING – 6:00 P.M. – COUNCIL CHAMBER
1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Commentary: (Please state Name and Address for the Record)
5. Minutes: Work Session and Regular Meeting Minutes of May 21, 2018
6. New Business:
   A. RFP for Primary Health Care Clinic at Mack Gaston Center (RFP#20180518)
   B. Carpet Cleaning and Tile Floor Stripping/waxing for Dalton City Hall
7. Supplemental Business
8. Adjournment
Department: City Clerk

Subject: Works Session and Regular Meeting Minutes of May 21, 2018

Cost: N/A

Already in Current Year Budget? Yes ___ No ___

Provide Funding Source if Not in Budget: N/A

Reviewed/Approved By City Attorney? N/A

Please provide a summary of your request, including background to explain the request:

Work Session Minutes and Regular Meeting Minutes of the May 21, 2018 meeting.

Requested By: Bernadette Chattam

City Administrator Recommendation

City Clerk Notations

Motion/Second  Approved  Date
The Mayor and Council held a Work Session this evening at 5:15 p.m. in the Council Chambers of City Hall. Present were Mayor Dennis Mock, Aldermen Denise Wood, Annalee Harlan, Tyree Goodlett, and Gary Crews, City Administrator Jason Parker and City Attorney James Bisson and several department heads.

Discussion of City and County Service Delivery Agreements - Mr. Robert Smalley and Ms. Lynn Laughter, Whitfield County Board of Commissioners

County Attorney Robert Smalley came before the Mayor and Council to report that the Department of Community Affairs (DCA) requires that when a Comprehensive Plan is being Revised, the County/Cities (including Dalton, Tunnel Hill, Cohutta, and Varnell) must re-certify their Service Delivery Agreements and they must be executed by the County and all the Cities within the County's jurisdiction approving the Service Delivery Agreements. Smalley stated the requirement does not involved the L.O.S.T. Agreement but only the Service Delivery Agreements between the County/Cities.

Smalley further stated that if the County/Cities do not sign the form, the County/Cities will no longer be a qualified local government and will not be able to receive State Grants such as LMIG funds, or other state funds. Smalley stated the form must be sent to DCA by October 31, 2018 when the Comprehensive Plan update is complete.

Smalley asked the Mayor and Council if there were any parts of the service delivery agreements they would like to re-negotiate or will they sign the form agreeing to the current Service Delivery Agreements. Smalley informed, the other cities (Tunnel Hill, Cohutta, and Varnell) had signed the form. Smalley further stated that if there are specifics in any Service Delivery Agreement that the City/County needs to discuss, the County is willing to discuss it. Smalley stated if there are no specifics to discuss, the County is asking that the city sign the form.

Alderman Wood stated the Mayor and Council wants to do their due diligence and review all of the agreements and additionally would like for the Citizens group to review them also.

City Administrator Jason Parker reiterated the facts regarding DCA requiring recertification of service delivery agreement when the comprehensive plan is being revised.

Board Chairman Lynn Laughter reiterated the form has been executed from Tunnel Hill, Cohutta, and Varnell. Laughter warned the form must be executed before October 31, 2018 or the County/Cities may lose State funding.
Mayor & Council
Work Session
Page 2
May 21, 2018

Agenda
The Mayor and Council discussed the agenda and added discussion of Pocket Park located at the old Chamber of Commerce location.

Ordinance - Second Reading - Ordinance 18-06
Charter Amendment to changes Alderman/Aldermen to Councilmember/Councilmembers.

To Amend The Charter Of The City Of Dalton, Georgia, First Approved February 24, 1874 (1874 Georgia Laws, P.181) To Change The Designation Alderman From "Alderman" And "Aldermen" To "Councilmember" And "Councilmembers", Respectively; To Provide For Severability; To Provide For An Effective Date; To Repeal Conflicting Ordinances; And For Other Purposes.

Financial Advisory Services Agreement with Davenport and Company, LLC for Professional Assistance related to General Municipal Financial Advice, Counsel and Associated Services. CFO Cindy Jackson explained there are several instances where the City may need Financial Advisory Services i.e. issuance of SPLOST prefunding debt, issuance of debt to procure a viable long term CIP funding plan

Contract with Blue Rose Capital Advisors, LLC to Provide Limited Municipal Advisor Services for General Obligation Bonds, Series 2018 (Dalton Public Schools).
CFO Cindy Jackson explained Blue Rose Capital will be the bidding agent in connection with the investment proceeds of the GO Bond from Dalton Public Schools.

Dalton Depot Marketing Consulting Agreement with the Georgia Trust for Historic Preservation. City Administrator Jason Parker stated the Consulting Agreement is for marketing and consultant services for the sale of Dalton Depot located on 110 Depot Street.

Pocket Park
Mayor Mock reported the Civitan Club will soon present to the Mayor and Council a rendering of a Pocket Park to be located at the Old Chamber of Commerce site on College Drive.

ADJOURNMENT
There being no further business to come before the Mayor and Council, the meeting was adjourned at 5:37 p.m.

________________________________________
Bernadette Chattam
City Clerk

Dennis Mock, Mayor

Recorded
Approved: __________
Posted: __________
The Mayor and Council held a Work Session this evening at 5:15 p.m. in the Council Chambers of City Hall. Present were Mayor Dennis Mock, Aldermen Denise Wood, Annalee Harlan, Tyree Goodlett and Gary Crews, City Administrator Jason Parker and City Attorney James Bisson and several department heads.

PLEDGE OF ALLEGIANCE
Tripp Phillips (Pitch DIA Competition Winner) led the audience in the Pledge of Allegiance.

AGENDA
On the motion of Alderman Harlan, second Alderman Crews, the Mayor and Council amended and approved the Agenda as follows:

Add - Swearing in of Police Chief

The vote was unanimous in favor.

PUBLIC COMMENTARY
Former Mayor David Pennington came before the Mayor and Council requesting they review all Service Delivery Agreements with the County before certifying them with the Department of Community Affairs prior to the October 1, 2018 deadline.

Cathy Holmes came before the Mayor and Council requesting they publicly thank Northwest Georgia Health Clinic.

Reuben Graham came before the Mayor and Council inquiring about the Mayor and Council’s plan for a new health clinic at the Community Center since the Northwest Ga Health Clinic is no longer there. Graham stated that the previous clinic served low income, underprivileged citizens and the need to serve those in need is imperative. Graham asked that the Mayor and Council to take into consideration the needs of these citizens quickly and hope that a decision is made openly.

SPECIAL RECOGNITION
City Administrator Jason Parker played a video for the Mayor and Council of the Le Glue Commercial that was invented by Tripp Phillips. Phillips is a sixth-grader at Dalton Middle School. Phillips invented Le-Glue which is non-permanent solution Safe to use with all building blocks including Lego® Brand or Mega Blocks® Products that will Stick your blocks together 12 times stronger using Le-Glue and Never have your creation fall apart again...unless YOU want it to!Le-Glue will release with warm water, when immersed for 30 seconds and just pull apart.

Mayor Mock introduced Tripp Phillips who recently won “Local Inventor and Pitch DIA Competition”, where he received a $5000.00 prize.

SWEARING IN - POLICE CHIEF
City Attorney James Bisson administered the Oath of Office to Deputy Police Chief Cliff Cason as the new Police Chief of the City of Dalton.
PROCLAMATION:  FOSTER CARE MONTH
The Mayor and Council proclaimed May 2018 as “Foster Care Month” in Dalton, Georgia and urged all residents to come forward and do something positive that will help change a lifetime for children and youth in foster care. Mayor Mock presented the proclamation to the Wooten family.

MINUTES
The Mayor and Council reviewed Work Session and Regular Meeting Minutes of May 7, 2018. On the motion of Alderman Wood, second Alderman Crews, the minutes were approved. The vote was unanimous in favor.

ORDINANCE - SECOND READING
ORDINANCE 18-06
On the motion of Alderman Crews, second Alderman Goodlett, the Mayor and Council adopted Ordinance 18-06 to Amend The Charter Of The City Of Dalton, Georgia, First Approved February 24, 1874 (1874 Georgia Laws, P.181) To Change The Designation Alderman From "Alderman" And "Aldermen" To "Council member" And "Council members", Respectively; To Provide For Severability; To Provide For An Effective Date; To Repeal Conflicting Ordinances; And For Other Purposes. The vote was unanimous in favor.

FINANCIAL ADVISORY SERVICES AGREEMENT WITH DAVENPORT AND COMPANY, LLC FOR PROFESSIONAL ASSISTANCE
The Mayor and Council reviewed the Financial Advisory Services Agreement with Davenport and Company, LLC for Professional Assistance related to General Municipal Financial Advice, Counsel and Associated Services. CFO Cindy Jackson stated that possible future needs of a Financial Advisor would be the issuance of SPLOST prefunding debt if the 2019 SPLOST passes. On the motion of Alderman Wood, second Alderman Goodlett, the Mayor and Council approved the agreement. The vote was unanimous in favor.

CONTRACT WITH BLUE ROSE CAPITAL ADVISORS, LLC
On the motion of Alderman Goodlett, second Alderman Harlan, the Mayor and Council approved the Contract with Blue Rose Capital Advisors, LLC to Provide Limited Municipal Advisor Services for General Obligation Bonds, Series 2018 (Dalton Public Schools). The vote was unanimous in favor.

DALTON DEPOT MARKETING CONSULTING AGREEMENT WITH THE GEORGIA TRUST FOR HISTORIC PRESERVATION
The Mayor and Council reviewed the Dalton Depot Marketing Consulting Agreement with the Georgia Trust for Historic Preservation. On the motion of Alderman Goodlett, second Alderman Harlan, the agreement was approved. The vote was unanimous in favor.
SUPPLEMENTAL BUSINESS

Pocket Park - College Drive
Mayor Mock reported the Civitan Club will soon present to the Mayor and Council a rendering of a Pocket Park to be located at the Old Chamber of Commerce on College Drive.

ADJOURNMENT
There being no further business to come before the Mayor and Council, the meeting was adjourned at 6:22 p.m.

____________________________
Bernadette Chattam
City Clerk

____________________________
Dennis Mock, Mayor

Recorded
Approved: __________
Posted: __________
Mayor and Council Agenda Request

Council Meeting Date: 06/04/2018

Department: Administration

Subject: RFP for Primary Health Care Clinic at Mack Gaston Center RFP#20180518

Cost: N/A  Already in Current Year Budget? Yes N/A  No ____

Provide Funding Source if Not in Budget: N/A

Reviewed/Approved By City Attorney? Yes (RFP)

Please provide a summary of your request, including background to explain the request

This is the presentation of responses to the City of Dalton RFP #2018-0518, which requested proposals to provide primary health care within the clinic space at Mack Gaston Center located at 218 N. Fredrick Street, Dalton.

The City advertised the RFP two consecutive weeks (May 4 and May 11, 2018) with a closing date of May 18, 2018 at 4:00 PM. At 4:10 PM on May 18, 2018 the responses were unsealed publicly at Dalton City Hall. One proposal was received and titled as: "JOINT PROPOSAL FOR USE OF CLINIC SPACE IN MACK GASTON COMMUNITY CENTER CITY OF DALTON RFP#20180518" and was submitted by The D.E.O. Clinic, Inc. d/b/a/ Deo Clinic, and Northwest Georgia Healthcare Partnership, Inc.

The responses and details provided meet or exceed the minimum requirements as prescribed in the RFP.

Requested By: Jason Parker, City Administrator

City Administrator Recommendation

City Clerk Notations

Motion/Second  Approved  Date
April 30, 2018

Request for Proposals – RFP# 20180518

1. **Project Overview:** The City of Dalton is accepting Sealed Proposals to lease approximately 2,130 square feet of space within prescribed facilities at Mack Gaston Community Center, located at 218 N. Fredrick Street, Dalton, GA, for the purpose of providing affordable primary health care. Primary care services have previously been provided at this location for approximately 5 years. Proposals will be accepted until **4:00 PM, May 18, 2018, at which time they will be opened at Dalton City Hall, 300 West Waugh Street, Dalton, GA.** Proposals received after this time and date will not be accepted. All proposals must be sealed in a plain envelope and addressed to CFO Cindy Jackson, 300 West Waugh Street, P.O. Box 1205, Dalton, GA 30722, and must be marked “Health Care Clinic”.

2. **Contact for Questions:** Proposers may contact Dalton City Administrator Jason Parker with questions at 706-529-2404, or by email at jparker@cityofdalton-ga.gov.

3. **Project Goals:** The goal for this project is to lease clinic space to a provider to deliver affordable primary healthcare services to individuals in the community.

4. **Instructions to Proposers:** Proposers must include a written explanation of its business history, and business plan for operation at the primary care clinic. This narrative should include details that indicate the Proposer’s ability to provide the desired services; examples which demonstrate prior performance of said services; and the potential to deliver services in the future.

   a. Each proposer must already be an active City of Dalton Vendor, or must complete the City of Dalton Vendor registration located online at [https://bit.ly/2HWeP2f](https://bit.ly/2HWeP2f) prior to the closing date and time in section 1 above
   b. Proposer must agree to comply with City of Dalton Vendor policies, as applicable, regarding proposer’s own liability insurance for employees and volunteers; and worker’s compensation insurance for proposer’s employees if required
   c. Each proposer must include a completed Proposer’s Response form as provided in Attachment “A”
   d. Proposer’s must provide a description of its overall philosophy and approach for management and operation of the primary care clinic
   e. Proposer’s must provide a description of its business structure, key staff, and qualifications
      i. Business Plan*
ii. Organizational Chart

iii. Minimum of three references with first-hand knowledge of Proposer’s ability to successfully operate a primary care health clinic

iv. *See Statement at the end of this document regarding Trade Secrets*

f. Proposer’s must provide evidence that it is financially viable to maintain operations during the term of the contract, such as:
   i. Financial statements
   ii. Tax Returns
   iii. Credit history letter from financial institution
   iv. Grant awards

g. Vendor must maintain professional licensing and comply with all inspections, as required by law or regulations, during its operation

h. Proposals will be required to remain open for acceptance or rejection for sixty (60) calendar days after the date of opening of Proposals

i. The City of Dalton reserves the right to reject all Proposals or part thereof or items therein and to waive any defects, errors, or omissions, mistakes, irregularities or informalities therein, as it may deem best to protect the interest of the City of Dalton

5. **Scope of Work:** Selected Proposer will be required to enter into a written lease satisfactory to the city, the length and terms of which will be negotiated between the vendor and City, for the purpose of operating a primary care clinic.

Vendor will be open and accept patients no fewer than three days per week, except for days when the Mack Gaston Center is closed. **Strong preference may be offered to vendors who are willing to be open up to five days per week.**

Hours of operation will be within the regular open hours of the Mack Gaston Center.

a. Proposer’s will begin providing primary care services within the time specified in the negotiated lease

b. Vendor will be responsible for furnishing all equipment, supplies and instruments it deems necessary for the provision of primary care to patients

c. Vendor will have use of equipment and furnishings already in place at the clinic location upon execution of the lease agreement

d. City will provide vendor with access to the property; electrical, water and sewer service as negotiated between the parties in the lease

e. Vendor will pay monthly lease amount, as negotiated and including utilities, to the City

f. Vendor will maintain its own liability insurance coverage, in an amount not less than $1 million per claim, and other insurance coverage it deems appropriate for its operations

g. The City of Dalton accepts no liability for the services provided by the vendor, or the actions of vendor’s employees or patients

h. Employees at the primary care clinic are not employees of the City of Dalton

i. The selected proposer shall agree to indemnify the municipality and hold it harmless from any claim, suit, or demand arising out of any improvements to the property or any
indebtedness or obligations incurred by the proposer in making any such improvement to such property.

j. The initial term of a lease or contract for the use of real property shall be no longer than five years and there may be one renewal period of no longer than five years, after which the lease or contract shall again be subject to sealed bids or auction.

6. **Intended Recipients for Primary Care:** The desire of the City is for the vendor to provide affordable primary care to the community. As such, the vendor will accept patients from the community who are uninsured, or underinsured; and provide access to care for Medicare participants, Medicaid participants, and Peach Care participants.

7. **Vendor certification:** Proposals will only be accepted from Proposers who are registered vendors with the City of Dalton. See section "4.a" of this document.

8. **Site Visit of Clinic Space:** Potential vendors may participate in a site visit of the space on the following dates and during the following times:
   a. May 10, 2018 from 2:00 PM to 3:00 PM
   b. May 11, 2018 from 2:00 PM to 3:00 PM
   c. By appointment, if time permits, by contacting Kim Witherow at kwitherow@cityofdalton-ga.gov, or by calling 706-529-2403

9. **Evaluation of Proposals:** Following the RFP closing date of May 18, 2018, all proposals will be evaluated by the City. Proposals will be evaluated based on important aspects such as managerial integrity, as well as the potential ability to provide primary care to the community. Selected Proposers may be invited to participate in subsequent Proposals, discussions and lease negotiations, or may be asked to submit their best and final offer.

10. **Notice of Award:** The City shall send the successful Proposer's a notice of award and request the negotiation of a lease between the City and the Proposer's.

Notice Regarding Trade Secrets under Georgia Open Records Act

**OPEN RECORDS:**

[Public disclosure shall not be required for records that are: In accordance with OCGA Section 50-18-72(a)(34), any trade secrets obtained from a person or business entity that are required by law, regulation, bid, or request for proposal to be submitted to an agency. An entity submitting records containing trade secrets that wishes to keep such records confidential under this paragraph shall submit and attach to the records an affidavit affirmatively declaring that specific information in the records constitute trade secrets pursuant to Article 27 of Chapter 1 of Title 10. If such entity attaches such an affidavit, before producing such records in response to an open records request under this article, the
agency shall notify the entity of its intention to produce such records as set forth in this paragraph. If the city makes a determination that the specifically identified information does not in fact constitute a trade secret, it shall notify the entity submitting the affidavit of its intent to disclose the information within ten days unless prohibited from doing so by an appropriate court order. In the event the entity wishes to prevent disclosure of the requested records, the entity may file an action in superior court to obtain an order that the requested records are trade secrets exempt from disclosure. The entity filing such action shall serve the requestor with a copy of its court filing. If the agency makes a determination that the specifically identified information does constitute a trade secret, the agency shall withhold the records, and the requester may file an action in superior court to obtain an order that the requested records are not trade secrets and are subject to disclosure.
**Request for Proposals – RFP# 20180518**

**Attachment A – Proposers Response Form**

**Instructions:** Please complete each section below in accordance with your response to the request for proposals. You may include additional documents or pages to fully explain your response. This Proposer’s Response Form must be included with your proposal.

<table>
<thead>
<tr>
<th>Response Number</th>
<th>Subject</th>
<th>Response of Bidder</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Please describe in detail the proposer’s overall philosophy and approach for management and operation of the primary care health clinic. You may include supporting documents.</td>
<td></td>
</tr>
</tbody>
</table>
2. Please provide a description of the proposer's business structure, key staff and qualifications. This should include the business plan, organization chart, and a minimum of three references with first-hand knowledge or proposer's ability to successfully operate a primary care health clinic. You may include supporting documents.

3. Please provide evidence that the proposer is financially viable to maintain operations during the term of the contract/lease, such as: financial statements; tax returns; credit history letter from financial institution. You may include supporting documents.

4. Describe the days of week and hours of operation proposer would be open and see patients
5. **Please describe how the proposer will serve patients in the following categories: uninsured; underinsured; Medicare participants; Medicaid participants; PeachCare participants**

6. **Please explain how proposer will comply with requirements for liability insurance for its own employees or volunteers; and provide its own employees’ worker’s compensation insurance if required**

7. **Is your Proposer’s response complete?**
   - Registered as a Vendor with City of Dalton (see RFP, section 6)
   - Completed Bidder Response Form
   - Delivered all required documents to CFO Cindy Jackson before closing date (see RFP, section 1)
CITY OF DALTON
COMPETITIVE REQUEST FOR PROPOSAL
(Goods or Services with Aggregate Cost of $20,000 and Above)

<table>
<thead>
<tr>
<th>Department:</th>
<th>FINANCE DEPT.</th>
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<tr>
<td>Date of Bid Opening:</td>
<td>18-May</td>
</tr>
<tr>
<td>Place of Bid Opening:</td>
<td>CITY HALL</td>
</tr>
<tr>
<td>Time of Bid Opening:</td>
<td>4:00PM</td>
</tr>
<tr>
<td>Dates Advertised:</td>
<td>05/04/18-05/11/18</td>
</tr>
</tbody>
</table>

A copy of the RFP scoring sheet or determination criteria must be attached.

MACK GASTON COMMUNITY CENTER
HEALTH CARE CLINIC

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Bid Amount</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>NGHP (NORTHWEST GA HEALTHCARE PARTNERSHIP)</td>
<td>N/A</td>
<td>DEO Clinic Fee, 0% Intro Fee</td>
</tr>
</tbody>
</table>

Witnessed By:
Finance Department:
Department:
Date: 5/18/18
Comments:

Awarded To:
In The Amount Of:
Date:
JOINT PROPOSAL FOR USE OF CLINIC SPACE IN MACK GASTON COMMUNITY CENTER
CITY OF DALTON RFP#20180518

The following is a joint proposal for lease and use of the clinic space within the Mack Gaston Community Center submitted in response to the City of Dalton’s Request for Proposals (#20180518). The joint applicants, The D.E.O. Clinic, Inc. d/b/a Deo Clinic and Northwest Georgia Healthcare Partnership, Inc., both being non-profit charitable organizations, would combine efforts and share the clinic space as outlined within this proposal to meet the healthcare needs of the community. This proposal contains information generally pertaining to both applicants, except where specifically noted as exclusive to one party.

Submitted this day with due board approval by:

The D.E.O. Clinic, Inc. d/b/a Deo Clinic

By: [Signature]

Executive Director

Northwest Georgia Healthcare Partnership, Inc.

By: [Signature]

Executive Director
Table of Contents

Deo Clinic Business History and Business Model ................................................................. 4
NGHP Business History and Business Model ................................................................. 6
Joint Operation Plan .............................................................................................................. 7
Consent to compliance with Vendor Policies ........................................................................... 8
Key Lease Terms for Proposal ........................................................................................... 9
Attachment A: Proposers’ Response Form ............................................................................. 10

  Overall Philosophy and Approach
  Business Structure, Key Staff, and Qualifications
  Financial Viability
  Operational Hours
  Means of Care for Patient Classifications
  Insurance Compliance Statement
  Vendor Registry

Supplemental Exhibits ............................................................................................................. 16

Deo Clinic Board of Directors .............................................................................................. Exhibit 1
NGHP Board of Directors ................................................................................................... Exhibit 2
Deo Clinic Key Staff ............................................................................................................. Exhibit 3
NGHP Key Staff ..................................................................................................................... Exhibit 4
Deo Clinic Organizational Chart ........................................................................................... Exhibit 5
NGHP Organizational Chart ................................................................................................. Exhibit 6
Deo Clinic Medical Volunteers ............................................................................................. Exhibit 7
Deo Clinic Non-Medical Volunteers ...................................................................................... Exhibit 8
Deo Clinic Letters of Reference .......................................................................................... Exhibit 9
NGHP Letters of Reference ................................................................................................. Exhibit 10
Deo Clinic Financial Reports

Profit and Loss Statement
Balance Sheet
Tax Return (2017: Form 990)
2018 Budget
Credit History Verifications

NGHP Financial Reports

Independent Auditor’s Report
Balance Sheet
Tax Return (2017: Form 990)
Credit History Verifications
NGHP Endowment Statement

Deo Clinic Support Commitments

Deo Clinic Donors and Foundation Support
Deo Clinic Scheduled Fundraising Campaigns

City of Dalton Vendor Confirmations

Exhibit 11
Exhibit 12
Exhibit 13
Exhibit 14
Deo Clinic: Business History and Business Model

The mission of the DEO Clinic is to provide free compassionate and competent medical care to low-income, uninsured individuals in our community. Originally begun in 2005 as the Dalton Episcopal Outreach Medical Clinic, the acronym DEO means God in Latin. DEO began with a handful of medical volunteers providing health care to the homeless in a small office "under the bridge" below the Upper Room Ministry at Guthrie's Corner on Waugh Street.

In 2012, the clinic became an independent 501(c)3 non-profit corporation. Over the past twelve years, DEO has evolved into a primary care clinic, offering its patients a walk-in clinic, medications, lab work, access to specialists including nephrology, surgery, urology, diabetes, and cardiology. During the 2017 fiscal year, the DEO Clinic was able to provide 1,378 patient visits through the combined efforts of approximately 70 medical and non-medical volunteers. As a member of the Georgia Volunteer Health Program (GVHP), the DEO Clinic submits quarterly reports summarizing the number of patient visits and volunteer hours. During 2017, based on the GVHP formula, the clinic provided services to the medically indigent valued at $149,009. This does not include $17,755 spent by the clinic for medications, lab tests, and X-rays provided for our patients at no cost to them.

The DEO Clinic is a community solution to address the health care needs of those who have limited financial resources and no insurance. According to 2016 U.S. Census data, in Whitfield County it is estimated that 16.1% of the population is below the poverty level and 21.5% of the population under age 65 does not have insurance. The target populations served by our clinic are adults ages 18 to 64 who are uninsured and whose income does not exceed 200% of the federal poverty level. While most of the clinic's patients might be best described as "working poor", the clinic also delivers services to the chronically homeless and to persons enrolled in the substance abuse program provided by Providence Ministries. We also receive referrals from other non-profits who also provide safety net services in the area.

Services provided by our clinic include: walk in clinic, some prescription and over-the-counter medications; assistance with obtaining low cost prescriptions through Med Bank, lab work, x-rays, and management of chronic health conditions by physician specialists for persons with kidney, lung, and heart disease, as well as persons who are diabetic. The clinic does not provide any female reproductive health services (available at the Health Department), nor does the clinic prescribe any narcotics or drugs to treat psychiatric conditions.

The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals are made as necessary with the appropriate DEO volunteer specialist. The services provided by the clinic keep patients from seeking more expensive options such as ER visits for non-emergency medical conditions.

The desired short term outcome is to provide an affordable (free) option to our patients who may be limited to no medical care or clinics with a sliding scale or an emergency room visit. Desired long term outcomes include management of chronic health conditions, with resultant improvement in an overall in quality of life and longevity for those who are unable to afford traditional health care.
The clinic currently works with other non-profit service providers in the area, linking patients to other services and accepting patient referrals from other service providers. In the past few years the clinic has sought to strengthen ties and to collaborate more closely with other volunteer medical providers in the area, most notably with the Northwest Georgia Healthcare Partnership, Rock Bridge Mobile Medical and Grace Medical. There have been several meetings with representatives of both organizations to discuss ways of improving and expanding the delivery of medical services to our target population.

Patients are referred to DEO from other non-profit service providers, including Greater Works, Providence Ministries, and DOC-UP; area churches; service clubs; other medical providers; and Hamilton Medical Center. There are also people that have learned about the clinic through friends and neighbors that are patients.
NGHP: Business History and Business Model

Northwest Georgia Healthcare Partnership (NGHP) is a community-entrenched organization focused on creating fundamental changes in the delivery of health services in the northwest Georgia region. In 1992 NGHP began by serving Murray and Whitfield counties, but after witnessing the need for better access to health services in surrounding counties, we expanded. The Northwest Georgia Healthcare Partnership’s vision is to lead our community in creating innovative solutions to critical health issues, and the mission is to improve community health through collaboration, innovative ideas, and positive action. Our work is grounded in the idea that involving the community is critical to serving the community. We collaborate with healthcare providers, business leaders, local government, education, and public health agencies to ensure we are accurately and effectively meeting the needs of the people in our communities. Our overarching goal is to create a cultural shift in the region through education and access to healthcare services and knowledge.

Our significant health initiatives include but are not limited to Promotoras de Salud/Community Health Workers, Spanish Cancer Support Group; Northwest Georgia Healthy Babies; Share our Strength’s Cooking Matters; Child Health Advocate Program; and Mother/Daughter Women’s Health Education.

Our Promotoras de Salud initiative principally serves the Hispanic population in Whitfield and Murray Counties for years and has had remarkable success in bridging the gap between a primarily indigent population and the often-challenging healthcare delivery system. Pre- and post-surveys of our clients receiving Promotoras services have shown increases in adopting healthier lifestyles, obtaining insurance, establishing a primary care physician, attending scheduled screenings and physician appointments, understanding diagnosis and treatment options, following a prescribed treatment plan, and attending support groups.

Our Child Health Advocate Program provides a liaison to assist families through the enrollment and re-determination process of Medicaid/PeachCare by providing streamlined and convenient assistance. To date, approximately 5,400 children have been enrolled or re-determined in Medicaid/PeachCare benefits through this program. Through an estimation of money saved per child insured, we approximate savings for our communities totaling $12,927,600.
Joint Operations Plan for Mack Gaston Center Clinic

Deo Clinic and NGHP have joined forces to propose a plan maximizing the community benefit from the Clinic space at the Mack Gaston Center. The general plan is to have Deo Clinic operate a primary care clinic serving the uninsured four days per week, while NGHP operates one day a week serving as an enrollment and referral specialist serving as the link between Medicare, Medicaid, and PeachCare patients and the existing community physicians treating those patients.

The proposed operations schedule would be as follows:

**MONDAY**
Deo Clinic: Seeing patients 9:00am – 8:00pm

**TUESDAY**
Deo Clinic: Seeing patients 8:00am – 5:00pm

**WEDNESDAY**
Deo Clinic: Seeing patients 8:00am – 5:00pm

**THURSDAY**
Deo Clinic: Seeing patients 8:00am – 8:00pm

**FRIDAY**
NGHP: Enrolling and Referring Patients 8:00am – 5:00pm

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*Applicants may elect to expand or alter operation hours (not outside of the business hours of the Mack Gaston Community Center) dependent upon the success of future fundraising efforts and volunteer availability. Regardless of how the hours may be altered, applicants do not expect any reduction in total services rendered.*
Vendor Compliance Statement

As a condition of this proposal, the applicants hereby agree to comply with all Vendor policies imposed by the City of Dalton. Each applicant has already registered as Vendors with the City of Dalton, and their registration confirmations are attached as "Exhibit 14."
**Key Lease Terms**

Applicants understand that if their proposal is accepted the lease terms will be subsequently negotiated with the City of Dalton. However, there are some key lease terms that would be required in order for this proposal to work for applicants, and applicants would like to make those known before this proposal is accepted or rejected. They key terms are as follows:

**Term:** Because Deo Clinic will need to vacate its present offices in order to occupy the Mack Gaston Clinic space as well as incur substantial moving and set-up expenses, applicants will require a rental term sufficiently long to make this arrangement worth the expense. Applicants propose a term of five (5) years to satisfy this concern.

**Rental Rate:** Because Applicants are non-profit organizations providing immense benefit to the citizens of Dalton, applicants request that rent be set at one dollar ($1.00) as was the case with the previous tenant of this space.

**Renewal Option:** Applicants desire the option to renew the lease at the expiration of the initial term.

**Miscellaneous:** Applicants understand that the previous tenant sought an operations subsidy from the City of Dalton for indigent care. **Applicants want it to be known that they are neither seeking nor require any tax-payer subsidy to operate as outlined in this proposal.**
**Request for Proposals – RFP# 20180518**

**Attachment A – Proposer's Response Form**

**Instructions:** Please complete each section below in accordance with your response to the request for proposals. *You may include additional documents or pages to fully explain your response.* This Proposer's Response Form must be included with your proposal.

<table>
<thead>
<tr>
<th>Response Number</th>
<th>Subject</th>
<th>Response of Proposer</th>
</tr>
</thead>
</table>
| 1.              | Please describe in detail the Proposer's overall philosophy and approach for management and operation of the primary care health clinic. *You may include supporting documents.* | The mission of the DEO Clinic is to provide free compassionate and competent medical care to low income uninsured individuals in our community. The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals are made as necessary with the appropriate DEO volunteer specialist. 

**The DEO approach for management and operation**
We believe that employees and volunteers are more productive when treated as responsible adults. We also believe that mature workers generally want additional responsibilities, a variety of tasks, and the ability to participate in decisions. This reduces absenteeism, apathy, and creates an enthusiastic and energetic atmosphere. Employees and volunteers are often included in the development of procedures and policies and decisions regarding the improvement of service delivery.

It is the policy of the Clinic to treat each volunteer, applicant for employment, and each employee, on his/her individual merit without regard to race, color, religion, gender, age, national origin, disability, veteran status, sexual orientation, or any other status protected by applicable law. |
The DEO Clinic also adheres to a Code of Ethics and has a Conflict of Interest Policy in effect. **The NGHP approach for management and operation**

NGHP has a strong and robust track record in developing community programs and being able to sustain them through fiscal and programmatic partnerships. As part of our tracking and documenting of successes and lessons learned, NGHP will have a roadmap to move forward and to help sustain an effective and efficient program to meet our particular community needs. Community needs are continually reviewed, and legislative and organizational opportunities will be capitalized upon. This will enable NGHP to show a strong rate of return to garner investment in the program on a long-term basis from corporate, local government and individual donors.

Operating from a rich and deep history of community involvement, NGHP administers a proven program that is evidence-based, and focuses on model programming. Services are funded through a combination of federal and state dollars, local funding, and the leveraging of current and potential relationships. Partnerships, financial arrangements, programs, and infrastructure are continuously assessed and developed to deliver services to vulnerable populations throughout NGHP’s catchment area. NGHP is in the process of developing a new Strategic Plan which will span the next five years, and include a comprehensive fundraising plan, as well as position the partnership as a premiere health organization in North Georgia. NGHP’s overall approach to sustainability strongly emphasizes diversifying revenue streams, developing new relationships, varying fundraising efforts, and leveraging current resources to multiply efforts. The area hospital continues to be one of the organization’s major partners programmatically and financially, and provides active and involved Board Members and volunteers. NGHP also has long-time funding supporters from various granting foundations. NGHP has an endowment of $465,000 that continues to receive contributions. The Board reviews financials monthly with keen focus on months cash-on-hand/payroll costs and requires NGHP to keep at least 6 months cash on hand. In addition to financial analysis, staff keep close watch on a rolling 12-month cash flow projection to identify potential issues in advance and plan early action.
Originally begun in 2005 as the Dalton Episcopal Outreach Medical Clinic, the acronym DEO means God in Latin. DEO began with a handful of medical volunteers providing health care to the homeless in a small office "under the bridge" below the Upper Room Ministry at Guthrie’s Corner on Waugh Street.

In 2012 the clinic became an independent 501(c)3 not for profit corporation. DEO is overseen by a board of directors, which currently numbers ten. Day to day decisions are handled by the director, the volunteer coordinator, and medical staff. The clinic has five part time employees and relies on the skills and dedication of approximately 65 to 70 medical and non-medical volunteers. This model has served the clinic well.

Over the past twelve years, DEO has evolved into a primary care clinic, offering our patients a walk-in clinic, medications, lab work, access to specialists including nephrology, surgery, urology, diabetes, and cardiology. During the 2017 fiscal year, the DEO Clinic was able to provide 1,378 patient visits through the combined efforts of approximately 70 medical and non-medical volunteers. As a member of the Georgia Volunteer Health Program (GVHP), the DEO Clinic submits quarterly reports summarizing the number of patient visits and volunteer hours. During 2017, based on the GVHP formula, the clinic provided services to the medically indigent valued at $149,009. This does not include $17,755 spent by the clinic for medications, lab tests, and X-rays provided for our patients at no cost to them.

The DEO Clinic is a community solution to address the health care needs of those who have limited financial resources and no insurance. According to 2016 U.S. Census data, in Whitfield County it is estimated that 16.1% of the population is below the poverty level and 21.5% of the population under age 65 does not have insurance. The target populations served by our clinic are adults ages 18 to 64 who are uninsured and whose income does not exceed 200% of the federal poverty level. While most of the clinic’s patients might be best described as “working poor”, the clinic also delivers services to the chronically homeless and to persons enrolled in the substance abuse program provided by Providence Ministries. We also receive referrals from other non-profits who also provide safety net services in the area.

Services provided by our clinic include: walk in clinic, some prescription and over-the-counter medications; assistance with obtaining low cost prescriptions through Med Bank, lab work, X-rays, and management of chronic health conditions by physician specialists for persons with kidney, lung, and heart disease, as well as persons who are diabetic. The clinic does not provide any female reproductive health services (available at the Health Department), nor does the clinic prescribe any narcotics or drugs to treat psychiatric conditions.
The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals are made as necessary with the appropriate DEO volunteer specialist. The services provided by the clinic keep patients from seeking more expensive options such as ER visits for non-emergency medical conditions.

The desired short term outcome is to provide an affordable (free) option to our patients who may be limited to no medical care or clinics with a sliding scale or an emergency room visit.

Desired long term outcomes include management of chronic health conditions, with resultant improvement in an overall in quality of life and longevity for those who are unable to afford traditional health care.

The clinic currently works with other non-profit service providers in the area, linking patients to other services and accepting patient referrals from other service providers. In the past few years the clinic has sought to strengthen ties and to collaborate more closely with other volunteer medical providers in the area, most notably with the Northwest Georgia Healthcare Partnership, Rock Bridge Mobile Medical and Grace Medical. There have been several meetings with representatives of these organizations to discuss ways of improving and expanding the delivery of medical services to our target population.

Patients are referred to DEO from other non-profit service providers, including Greater Works, Providence Ministries, and DOC-UP; area churches; service clubs; other medical providers; and Hamilton Medical Center. There are also people who have learned about the clinic through friends and neighbors who are patients.

DEO Board of Directors – See Exhibit #1
NGHP Board of Directors – See Exhibit #2
DEO Key Staff - See Exhibit #3
NGHP Key Staff - See Exhibit #4
DEO Organizational Chart - See Exhibit #5
NGHP Organizational Chart - See Exhibit #6
DEO Medical Volunteers #7
DEO Non-Medical Volunteers #8

DEO References – See Exhibit #9
NGHP References – See Exhibit #10
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>3.</td>
<td>Please provide evidence that the Proposer is financially viable to maintain operations during the term of the contract/lease, such as: financial statements; tax returns; credit history letter from financial Institution. You may include supporting documents.</td>
</tr>
<tr>
<td></td>
<td>Financial Statements: See exhibit #11 including 2017 Profit and Loss Statement and April 2018 Balance Sheet</td>
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<tr>
<td></td>
<td>Tax Return: See exhibit #11 including 2017 Form 990 (Non-profit tax return)</td>
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<tr>
<td></td>
<td>Credit History Letter: The DEO Clinic has never borrowed funds for operation. See exhibit #11 including Vendor Accounts/Credit References</td>
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<tr>
<td></td>
<td>Reserve Funds: The DEO Clinic maintains a reserve fund to cover 3 months’ operating expenses. At present the reserve fund is $32,000. The reserve fund is reviewed periodically and adjusted as needed.</td>
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<tr>
<td></td>
<td>Grants, Foundation Support See exhibit #13 including DEO Current Grantors/Foundation Support See exhibit #13 including NGHP Endowment Statement</td>
</tr>
<tr>
<td></td>
<td>Projected Donations and Fundraising Efforts The DEO Clinic raises funds through concerts, direct solicitations from donors, and fundraising letters (three are scheduled for 2018: Annual Campaign in June; Fall Campaign in September; and Christmas gift campaign in December). See exhibit #13 including the Deo Clinic scheduled fundraising Campaigns.</td>
</tr>
<tr>
<td>4.</td>
<td>Describe the days of week and hours of operation Proposer would be open and see patients</td>
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<tr>
<td></td>
<td>The DEO Clinic is currently open 4 days per week. Approximately 30 - 32 hours are blocked out for patient visits. At present we are open Monday 9 am to 8 pm; Tuesdays and Wednesdays 8 am to 5 pm; and Thursdays 8 am to 8 pm. We believe that the hours of operation meet the needs of many of our patients who work during the day. Quite often lower wage jobs do not have paid sick leave days and many of our patients cannot afford to miss work. DEO would provide services on the same days and times unless changes were deemed necessary to better serve our patients and availability of volunteers. The Northwest Georgia Healthcare Partnership will have a Child Health Advocate and Affordable Health Care Act Navigator on site on Fridays 8 am until 5 pm to enroll children in Peach Care and to assist patients who enroll in other insurance plans.</td>
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<tr>
<td>5.</td>
<td>Please describe how the Proposer will serve patients in the following categories: uninsured; underinsured; Medicare participants; Medicaid participants; PeachCare participants</td>
</tr>
<tr>
<td>6.</td>
<td>Please explain how Proposer will comply with requirements for liability insurance for its own employees or volunteers, and provide its own employees' worker's compensation insurance if required</td>
</tr>
<tr>
<td>7.</td>
<td>Is your Proposer's response complete?  * Registered as a Vendor with City of Dalton (see RFP, section 6)</td>
</tr>
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<tr>
<td>-</td>
<td>Completed Proposer Response Form</td>
</tr>
<tr>
<td>-</td>
<td>Delivered all required documents to CFO Cindy Jackson before closing date (see RFP, section 1)</td>
</tr>
</tbody>
</table>
Board of Directors Roster

Thomas Bartley
1617 Rio Vista Drive
Dalton, GA 30720
706-226-5410
bartley10@windstream.net

David Blaylock – Board President
817 E. Willow Park Dr.
Dalton, GA 30720
706-278-0665
david07@optilink.us

Stan Easley
700 Greenwood Drive
Dalton, GA 30720
706-278-7679 (work)
dseas@optilink.us

Deborah Jones
341 Haig Mill Rd NW
Dalton, GA 30721
706-278-0138 Ext 308 work
db05@optilink.us

Julia Lansing – Secretary
538 Sam Love Rd.
Rocky Face, GA 30740
706-581-0213
jdl@optilink.us

Nathan Lock
McCamy, Phillips, Tuggle, and Fordham
411 W. Crawford St.
Dalton, GA 30720
706-278-4499

Katherine Reisz
1703 Briarcliff Circle
Dalton, GA 30720
706-226-9714
pkreisz@gmail.com
Rod Rodriguez, Medical Director
NW Georgia Medical Plaza
1404 North Thornton Ave.
Dalton, GA 30720
706-275-9000
daltonsurgeon@gmail.com

Rev. Will Scott
First Presbyterian Church
101 S. Selvidge Street
Dalton, GA 30720
706-278-8161

Karah Smith PA
1496 Houston Valley Rd.
Ringgold, GA 30736
706-264-8026
karah@chcenter.com
Board of Directors

Brittany Pittman, Chair
Mark Mixer, Vice Chair
Tim Baucom
Bruce Broadrick
Michael Brown, M.D.
Vann W. Brown
Roger Cheek
Piet Dossche
Matt Evans
Dr. Judy Gilreath
Ian Hamilton, M.D.
Dr. Jim Hawkins
William F. Jourdain
Jackie Killings
Lynette Laughter
Dr. Eric McFee
Zab Mendez
Jeff Myers
Sherrie Patterson
Sen. Chuck Payne
Pablo Perez, M.D.
Dr. John Schwenn
Luis Viamonte, M.D.
Joe Yarbrough
Zachary Taylor, M.D.
(Ex Officio)

Gregory J. Dent
Executive Director

Board Member
Name
Brittany Pittman
Mark Mixer
Tim Baucom
Bruce Broadrick
Michael Brown, M.D.
Vann Brown
Roger Cheek
Piet Dossche
Matt Evans
Dr. Judy Gilreath
Ian Hamilton, M.D.
Dr. Jim Hawkins
Bill Jourdain
Jackie Killings
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Sherrie Patterson
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Pablo Perez, M.D.
Dr. John Schwenn
Luis Viamonte, M.D.
Joe Yarbrough
Zachary Taylor, M.D.
Greg Dent

Position
Chairman
Vice Chairman
Executive Committee
Executive Committee
Executive Committee
Executive Committee
Executive Committee
Treasurer/Secretary
Executive Committee
Ex Officio
Executive Committee

Email
brittany.pittman@dcga.gov
mmixer@alliantplans.com
Tim.baucom@shawnc.com
bbroadrick@msn.com
mbrown@sutterfamilypractice.com
brownoxventures@gmail.com
rcheeke@lyleind.com
piet@usfloorsllc.com
matt@rockbridge.cc
judygilreath@whitfield.k12.ga.us
inhamilton@aol.com
jim.hawkins@dalton.k12.ga.us
wjourdain@minorfirm.com
jackie_killings@mohawkind.com
lynette.laughter@laughterandjones.com
eric.mcfee@murray.k12.ga.us
zab.mendez@synovus.com
jmiers@hhcs.org
sherris@sutterfamilypractice.com
cfpaynejr@gmail.com
serviceoflove@gmail.com
jschwenn@daltonstate.edu
lmviamontemd@gmail.com
jyarbrough@arpnet-rug.org
zachary.taylor@dph.ga.gov
gdent@nghp.org
Key Staff - DEO Clinic, Inc.

Medical Director

Rodovaldo Rodriguez, MD
Georgia Southern College 1986
Morehouse School Of Medicine 1990
Rush Presbyterian St. Luke's Medical Center Residency Hospital 1996
ACS Fellow 2011
CMS Stage 1 EHR, CMS Stage 1 EHR 2012
Hospital Hero Award (for humanitarian service) 2013
Board Certified Surgeon, 20+ years experience

Executive Director

Thomas Brown
Masters of Arts, Education. Tusculum College Greeneville, TN. 2000.
Educational Specialist in Instructional Technology. The University of Tennessee at Chattanooga, 2004
Ongoing Continuing Education. University of Alabama at Birmingham, Louisville University
22 years Whitfield County Schools
Experience in fundraising and event planning

Medical Staff

Elizabeth Kinsey, RN
Bachelor of Science in Nursing. Virginia Commonwealth University/Medical College of VA 1981 Ongoing Continuing Education. James Madison University
Experience: Clinical Nursing Instructor – Dalton State College, Health and Wellness Promotion at PEAK Health: and, outpatient surgery – Williams Plastic and Reconstructive Surgery,
Professional Eye Associates, and Hamilton Medical Center.

Jody Nation, APRN* (provided by Northwest Georgia Healthcare Partnership)
Master of Science – FNP. Kennesaw State University 2012
Bachelor of Science in Nursing. Chamberlain College of Nursing 2011
Associate of Science in Nursing, Dalton State College 2006
BLS and ACLS Certified.
Experience: Nurse Practitioner, Pulmonary and Sleep Medicine; Nurse Supervisor, Dialysis Clinic, Inc.; Director of Nursing at Heritage Health Care; Nursing Supervisor/ADON, Chatsworth Healthcare.
Rebecca Odum, RN  
Nursing Degree. Piedmont School of Nursing  
Experience: 43 years nursing; Clinical Nurse Hamilton Healthcare; vascular unit at Self Regional Hospital; RN Supervisor Home Health; outpatient clinics at University Hospital, Augusta GA.

Office Staff
Laura Mendiola receptionist/medical office assistant.  
Southeast Whitfield High School  2013  
Experience: Pharmacy Tech/Clerk, Walgreens, Dalton, GA

Volunteers
Martha Wassum, Volunteer Coordinator

As of May 1, 2018 the DEO Clinic currently has 64 active volunteers, of whom 41 are medical and 23 non-medical.

6 MDs; 7 Nurse Practitioners; 3 Physician’s Assistants; 1 Pharmacist; 16 Registered Nurses; 4 Licensed Practical Nurses; 2 Phlebotomists; 1 Respiratory Therapist; 1 Physical Therapist.

The Clinic also has 23 non-medical volunteers. This includes 15 trained eligibility specialists (two of whom are bi-lingual); and 3 translators.
NGHP Key Staff

Greg Dent

A solid base in financial management is the cornerstone of Greg Dent's professional career. A Georgia College and State University graduate, Greg earned a Bachelor of Business Administration with an emphasis in Accounting. Formerly affiliated with McNair, McLemore, Middlebrooks and Company, a regional public accounting firm, and The Robinson-Humphrey Company, a securities brokerage firm, Greg started his own business in 1997, Macon, Georgia-based Dent Capital Management, an investment and management-consulting firm.

His role in the public service sector began in 1996 when he was elected to the Crawford County Board of Commissioners. In 1999, he was asked to serve on the Community Health Works Board of Directors. In 2001, Greg was elected Chairman of the Commission Board and served as Chairman of the Health & Human Services Policy committee for the Association of County Commissioners of Georgia. In this capacity, he helped formulate and lobby for policies that are beneficial to Georgia counties and others responsible for the health and welfare of the citizens of Georgia. In 2003, Greg accepted the position of Chief Financial Officer for Community Health Works, and was appointed President and Chief Executive Officer of the organization in 2004. Since that time, he has worked tirelessly for the good of the people of Georgia.

Greg has been active on the national level, serving as a Trustee of the National Rural Health Association and Member of the NRHA's Rural Health Policy Board, as well as President of the National Cooperative Health Networks Board of Directors. His statewide experience includes service as President of Georgia Small Business Lender, which manages a healthcare revolving loan fund, and President of Georgia Rural Health Association's Board of Directors. A Member of the America College of Healthcare Executives, Greg is a 2015 Leadership Dalton-Whitfield Alumni, Board Member of the Rotary Club of Dalton, and 2002 Leadership Georgia Alumni.

Greg enjoys life in Northwest Georgia with his wife Marybeth and constant companions, their Yorkies, Winston and Hershey. Greg's son Adam is a student at Kennesaw State University.

Teresa Mendez

Teresa Mendez has been with the Northwest Georgia Healthcare Partnership since 2006. For the past 4 years Teresa has served as our director of patient services and senior Promotora de Salud. Her duties involve helping, advocating and providing case management for Whitfield, Murray and Gordon counties. Teresa is an Alumni of McGuire & Associates Computer Solutions and Emerging Leaders Institute. She holds multiple certificates involving healthy living, cancer treatment, and diabetes prevention and management. Her pride and joy are her two twin boys Matteo and Thomas.

Reyna Torres

Reyna Peinado has been with the Northwest Georgia Healthcare Partnership since September 2007. Working as a promotora de salud (community health worker), Reyna’s number one priority as a community health worker was to educate the Latino community in health-related issues and prevent diseases from occurring or becoming uncontrollable. Ranging from dental health to explaining cancer treatments options to patients, Reyna strongly believes her experience as a community health worker
has given her awareness of community needs. For many local families, the thought of health insurance coverage seems impossible.

As child health advocate, Reyna's number one goal is to assist these qualifying families with the enrollment and redetermination process for Medicaid and PeachCare for Kids. Reyna is a graduate of the Whitfield County Career Academy and is attending Dalton State College. Reyna enjoys spending time with family as well as shopping, dancing, reading, and scrap-booking. Being fluent in Spanish and English, Reyna desires to assist the entire community in a timely manner.
DEO Medical Volunteers - Revised 4-30-18

Bailey, Kimberly NP
3025 Saratoga Drive
Dalton, GA 30721

Barbree, Cathy Pharmacist
235 Cook Hollow Way
Cohutta, GA 30710

Bedgood, Raymond MD Internal Medicine
1905 Tara Place
Dalton, Ga 30720

Boers, Tom Physical Therapist
8213 Frank Houser Ave.
Columbus, GA. 31909

Bruton, Michelle RN
20 Northfield Drive
Chatsworth, Ga.30705

Callaway, Renee Lab Tech (MLT)
2152 McCamish RD.
Dalton, GA 30720

Castleberry, Linda LPN
Chattanooga, TN

Craig, Laura Lab Tech
1898 N.Summit Drive Unit 47
Dalton, GA. 30720

Dennard, Dr. David
102 Davidson
Dalton, Ga. 30720

Elrod, Leah FNP    INACTIVE
4124 Dog Legg Dr.
Cohutta, GA 30710

Giammarella, Nancy NP
1127 Glencove Dr.
Dalton, GA 30720

Godfrey, Beverly LPN
290 Rogers Road
Chatsworth, GA 30705
Hasty, Amanda RN
2203 McCamish Rd NE
Dalton, Ga. 30721

Hatfield, Joyce RN
201 E Lee Drive
Tunnel Hill, GA 30755

Hayes, Juli
576 Emmett Drive
Dalton, GA 30721

Hill, Suzanne NP
931 Piney Hill Rd.
Chatsworth, GA 30705

Higdon, Cherish RN INACTIVE
285 Dogwood Hills Drive
Chatsworth, GA. 30705

Hoff, Sonia Lafreda NP
P.O. Box 1656
Rocky Face, GA 30740

Hoyt, Virginia Alexandra Watts RN
PO Box 2517
Dalton, GA 30722

Hull, Deborah RN
2190 Fawn Dr.
Dalton, GA 30720

Hurtt, Robin NP FNP-BC
1703 Brandywind Way
Dalton, Ga. 30720

Hutcheson, Marilyn RN (Lab Administrator)
2204 Mathis Lane
Dalton, GA 30720

Jackson, Mary Linda RN (evening nurse and blood draw)
82 Timothy Drive
Ringgold, GA 30736

Jacobs, Stacy LPN
1012 Holly Grove Dr.
Dalton, GA 30721
Jones, Bliss RN
620 Lamont Dr.
Dalton, GA 30720

Kinsey, Beth RN
1901 Canterbury
Dalton, GA 30720

Lancaster, Carlton MD
821 Thornton Place
Dalton, GA 30720

McCauley, Shannon LPN
740 Richardson Rd.
Dalton, GA 30721

Maxwell, Therese Dr.
1300 Granada Way
Dalton, GA 30720

Mosteller, Buffy NP
794 HWY 225 South
Chatsworth, GA 30705

O'Brien, Cindy RN
2101 Chatham
Dalton, GA 30720

Odum, Rebecca J. (Becky) RN
158 Earls Way
Chatsworth, GA 30815

Olson, Gary MD Cardiology
1436 Broadrick Dr.
Dalton, GA 30720

Parker, Sheila RN Inactive
335 Nob North Dr.
Cohutta, GA 30710

Parrish Tabatha RN
292 Serena Way
Dalton, GA 30721

Paulson, Joseph PA
1114 Professional Blvd.
Dalton, GA 30720
Pearson, Debbie RN
577 Tilton Rd.
Dalton, GA. 30721

Pepper James Robert, Respiratory Care Professional
3023 Highland Circle
Rocky Face, GA. 30740-9012

Ridley, Teresa RN
145 Pine Hill Dr.
Chatsworth, GA. 30705

Rod Rodriguez MD, DEO Medical Director
NW Georgia Medical Plaza
1504 N. Thornton Avenue
Suite 101
Dalton, Georgia 30720

Setters, Jack PA & Attorney
313 Selvidge Street Suite 301
P.O. Box 2583
Dalton, GA 30722

Smith, Karah PA
1496 Houston Valley Rd.
Ringgold, GA 30736

Sutton, Bessie NP
Crawford Street
Dalton, GA 30720

Veys, Joseph MD urologist Inactive
P.O. Box 2249
Dalton, Ga. 30722-2249

Witherow, Jimmy Lou LPN
P.O. Box 151
Chatsworth, GA 3070

White, Linda RN, DEO Medical Resource
1611 Rio Vista Dr.
Dalton, GA 30720

Yother, Jessica RN Inactive
1902 Meadowbrook Circle
Dalton, GA 30720
Adams, Dee Anne  Medication Recording
516 Rainsong Rd.
Dalton, GA 30720

Addis, Sally
105 Jeanette Drive
Dalton, GA 30721

Alderman, Charles  Student Volunteer
1918 Canterbury NW
Dalton, GA 30720

Andersen, Ellen
604 Greenwood Drive
Dalton, GA 30720

Baird, Jim  - Eligibility Specialist/Social Worker
303 Davidson Dr.
Dalton, GA 30720

Bennett, Beth Haney  - Eligibility Specialist/Social Worker
470 Jolly Rd NW
Calhoun, GA 30701

Calhoun, Jamie PHD  - Eligibility Specialist/Counselor
923 Stoneleigh Rd.
Dalton, GA 30720

Calhoun, Lorijo  - Eligibility Specialist
860 Lake Katherine Rd.
Tunnel Hill, GA 30755

Campbell, Carrie Marie  - Eligibility Specialist/Social Worker
456 Palomino Dr.
Dalton, GA

Campbell, Mary Loretta  - Eligibility Specialist
1896 Middle Summit Dr, # 95
Dalton, GA 30721

Cross, Tammy  Inactive
3200 Hickory Flats Rd. SE
Dalton, GA 30721

Corbin, Jean  - Eligibility Specialist/Counselor
1458 Shady Acres, NE
Dalton, GA 30721
D’Olivo, Marge – Eligibility Specialist
2008 Southview Dr.
Dalton, GA 30720

Griffin, Laura - Eligibility Specialist
1410 Sherwood Dr.
Dalton, GA 30720

Johnson, Debbie
555 South Bishop Trail
Rocky Face, GA 30740

Lansing, Julia - Eligibility Specialist
538 Sam Love Rd.
Rocky Face, GA 30740

McCleery, Cindy
Rocky Face, GA 30740

Panagua, Jayline - Translator
520 Stillwood Dr.
Dalton, Ga 30721

Pressley, Janice – Eligibility Specialist
1713 Rio Vista Drive
Dalton, GA 30720

Quarles, Judy L. - Eligibility Specialist
1000 Winwood Dr.
Dalton, GA 30721

Ramos, Elaine - Translator
P.O. Box 1592
Dalton, GA 30722

Ray, Amy - Eligibility Specialist
11 Hardy Street
Chatsworth, GA 30705

Springfield, Camilla - Eligibility Specialist
227 Cedar Street
Chatsworth, GA 30705

Wagner, Nick – Pre-Med Student Volunteer
Dalton, GA
Wassum, Martha - Eligibility Specialist/Volunteer Coordinator
909 Rockdale Dr.
Dalton, GA 30720
To Whom it May Concern:

As Executive Director of the Dalton Organization of Churches United for People, I see the benefits of the DEO Clinic on a regular basis. Our agencies see similar and sometimes the same clients, we share information benefitting the lower-income community in this area and we even have overlapping supporters and volunteers.

At DOC-UP, we provide financial assistance with Rent, Utilities or Prescriptions costs to residents of Whitfield County. Through our work here we are able to refer clients to the DEO Clinic if they need medical care and the DEO Clinic may refer clients to us for financial support. The cross-referrals benefit the community as much as the individual clients. By one example, we had a client at DOC-UP who was unable to pay all of their monthly bills in a crisis. Although we did not request medical information from the client, the interview revealed that uncontrolled diabetes was a raging force in their daily life and they needed immediate care. The client had visited the ER several times, but was unable to manage in daily life. Because we were able to contact the DEO Clinic directly, the client was able to get an appointment right away to begin the journey back to health and independence. Without the care of both our agencies our lower income neighbors would remain sick and contagious, lacking much-needed prescription therapy, and potentially losing stable housing.

Other collaborations include sharing information about prescription services, free meals or free clothing. We have also worked together to locate durable medical equipment for people in the community who have been recently diagnosed and in desperate need.

Having said all of this, I would like to assure you that the DEO Clinic is busy at work providing compassionate medical care to low income individuals in our community. They have recently expanded their hours and continually look for ways to better serve our area.

Thank you for your time,

Heather Donahue
Executive Director
DOC-UP

“Keeping Families at Home”

100 W. Gordon Street • Dalton, GA 30720 • docup.dalton@gmail.com • www.docup-dalton.org
May 4, 2018

Therese Maxwell M. D. (Church)
1300 Granada Way
Dalton, GA 30720

Re: DEO Clinic

To whom it may concern;

Since shortly after my retirement from my medical practice in 2009, I have been a physician volunteer at the DEO Clinic. I believe the clinic was started in approximately 2005 by Dr. Rod Rodriguez. The clinic has been continuously serving the poor and uninsured adults since I have volunteered there.

The quality of care of our patients has been excellent, and all the ones I have seen or heard about have been genuinely grateful for the thorough and compassionate care that they have received. In spite of very limited resources, we have been able to accomplish quality care within the clinic at no cost to the patient, and we make sure that anyone who needs expertise that we cannot provide receives appropriate referrals for exams and to specialty physicians.

It has been a privilege for me to serve the indigent community through DOE Clinic. I also appreciate that this clinic exists because of the many other volunteers including excellent and dedicated volunteer physicians, nurse practitioners, physician assistants, nurses, and non-medical volunteers.

Please do not hesitate to call or email me with any questions.

Sincerely,

Therese Maxwell Church
Thmchurch179@gmail.com
706-313-2421 (cell)
May 10, 2018

City of Dalton
PO Box 1205
Dalton, Georgia 30720

Dear Sir or Madam:

Please accept this letter of commitment for the joint application being submitted by the DEO Clinic and the Northwest Georgia Health Partnership (NGHP) in Dalton, GA to relocate the DEO Clinic to the Mack Gaston site.

The DEO Clinic is a community solution to address the health care needs of those who have limited financial resources and no insurance. According to 2016 U.S. Census data, in Whitfield County it is estimated that 16.1% of the population is below the poverty level and 21.5% of the population under age 65 does not have insurance. The target populations served by the clinic are adults ages 18 to 64 who are uninsured and whose income does not exceed 200% of the federal poverty level. While most of the clinic’s patients might be best described as “working poor”, the clinic also delivers services to the chronically homeless and to persons enrolled in the substance abuse program provided by Providence Ministries. We also receive referrals from other non-profits who also provide safety net services in the area.

Services provided by the clinic include: walk in clinic, some prescription and over-the-counter medications; assistance with obtaining low cost prescriptions through Med Bank, lab work, x-rays, and management of chronic health conditions by physician specialists for persons with kidney, lung, and heart disease, as well as persons who are diabetic.

The clinic addresses chronic disease management through preventive screening, early intervention, education, medical treatment and follow-up visits. Referrals will be made as necessary with the appropriate DEO volunteer or NGHP referral specialist. The services provided by the clinic keep patients from seeking more expensive options such as ER visits for non-emergency medical conditions.

North Georgia Health District fully supports the expanded role of Northwest Georgia Healthcare Partnership to manage incoming patients of the DEO Clinic to ensure they are navigated to the proper healthcare provider. As the voice of the “uninsured”, we believe NGHP will be a strong advocate for Whitfield County citizens whom will receive a better quality of care, more timely referrals to and from the hospital and for specialty care and will
help more fully integrate patients into our local system of care. NGHP’s long tradition of providing navigation for enrollment in the Affordable Care Act and Peachcare will help these patients and serve to strengthen our community healthcare safety net. In addition, we commit to and have the capacity to see any patient referrals, regardless of documentation or insurance status, from the clinic that cannot be seen at the DEO Clinic to ensure patients primary care needs are met.

It is North Georgia Health District’s distinct pleasure to participate in this project alongside NGHP as it aids our local citizens to the best healthcare possible. This partnership will help all our patients and make our community healthier and better prepared to thrive.

Sincerely,

Zachary Taylor, MD, MS
District Health Director
North Georgia Health District
1710 Whitehouse CT
Dalton, GA 30720
706-529-5757
Zachary.Taylor@dph.ga.gov
May 10, 2018

City of Dalton
PO Box 1205
Dalton, Georgia 30720

Dear Sir or Madam:

Please accept this letter of commitment for the joint application being submitted by the DEO Clinic and the Northwest Georgia Health Partnership (NGHP) in Dalton, GA to relocate the DEO Clinic to the Mack Gaston site.

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The Hamilton Physicians Group fully supports the expanded role of Northwest Georgia Healthcare Partnership to manage incoming patients of the DEO Clinic to ensure they are navigated to the proper healthcare provider. As the voice of the “uninsured”, we believe NGHP will be a strong advocate for Whitfield County citizens whom will receive a better quality of care, more timely referrals to and from the hospital and for specialty care and will help more fully integrate patients into our local system of care. NGHP’s long tradition of providing navigation for enrollment in the Affordable Care Act and
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It is Hamilton Physician's Group's distinct pleasure to participate in this project alongside NGHP as it aids our local citizens to the best healthcare possible. This partnership will help all our patients and make our community healthier and better prepared to thrive.

Sincerely,

[Signature]

Tom D. Bledsoe, Jr. MD, FACP
Vice President
Hamilton Physician Group, Inc.

1200 Memorial Drive
Dalton, GA 30722
May 9, 2018

City of Dalton
PO Box 1205
Dalton, Georgia 30720

Dear Sir or Madam:

Please accept this letter of commitment for the joint application being submitted by the DEO Clinic and the Northwest Georgia Health Partnership (NGHP) in Dalton, GA to relocate the DEO Clinic to the Mack Gaston site.

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The Hamilton Medical Center fully supports the expanded role of Northwest Georgia Healthcare Partnership to manage incoming patients of the DEO Clinic to ensure they are navigated to the proper healthcare provider. As the voice of the “uninsured”, we believe NGHP will be a strong advocate for Whitfield County citizens.
City of Dalton  
May 9, 2018

whom will receive a better quality of care, more timely referrals to and from the hospital and for specialty care and will help more fully integrate patients into our local system of care. NGHP’s long tradition of providing navigation for enrollment in the Affordable Care Act and Peachcare will help these patients and serve to strengthen our community healthcare safety net.

It is Hamilton Medical Center’s distinct pleasure to participate in this project alongside NGHP as it aids our local citizens to the best healthcare possible. This partnership will help all our patients and make our community healthier and better prepared to thrive.

Sincerely,

[Signature]

Jeffrey D. Myers  
President and CEO
<table>
<thead>
<tr>
<th>Account Description</th>
<th>Mar - Apr 18</th>
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<td><strong>Ordinary Income/Expense</strong></td>
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<tr>
<td>43310 · Corporate and Business Grants</td>
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<td>43330 · Foundation and Trust Grants</td>
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<td>43340 · Nonprofit Organization Grants</td>
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<td>43450 · Individ, Business Contributions</td>
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<td>45030 · Interest-Savings, Short-term CD</td>
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<td>61000 · Salaries</td>
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<td>62100 · Contract Services</td>
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<td>62160 · Volunteer Services</td>
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<td>63000 · Medicines</td>
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<td>63100 · Medical Expenses</td>
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<td>63200 · Radiology Expenses</td>
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<td>63300 · Laboratory Expense</td>
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<td>65100 · Other Types of Expenses</td>
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<td>65120 · Insurance - Liability, D and O</td>
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<td>66020 · GA State Witholding</td>
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<tr>
<td><strong>Net Income</strong></td>
<td>-3,717.22</td>
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# D.E.O. Clinic, Inc.
## Balance Sheet
### As of April 30, 2018

### ASSETS

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>Amount</th>
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<td>10000 · Bank of the Ozarks</td>
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<td>13500 · Supplies Inventory</td>
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<td>Total Current Assets</td>
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<td><strong>TOTAL ASSETS</strong></td>
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### LIABILITIES & EQUITY

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<td>30000 · Opening Balance Equity</td>
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<td><strong>TOTAL LIABILITIES &amp; EQUITY</strong></td>
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# NORTHWEST GEORGIA HEALTHCARE PARTNERSHIP, INC.

**SCHEDULE OF EXPENSES BY NATURAL CLASSIFICATION**

*Year Ended December 31, 2016*

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<th>Program Services</th>
<th>Disease Management</th>
<th>Access to Healthcare</th>
<th>Senior Living</th>
<th>Healthy Lifestyles</th>
<th>Community Collaborative Efforts</th>
<th>Unallocated Program Expenses</th>
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<td><strong>Total direct operating expenses</strong></td>
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<td><strong>Total expenses before support costs</strong></td>
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<td>$45,081</td>
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<td>Book Blast</td>
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<td>Shaw Foundation costs</td>
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**Percentage of total expenses**

- Salaries and benefits: 28.51%
- Supplies: 22.01%
- Travel: 0.93%
- Program delivery: 18.01%
- Occupancy: 1.98%
- Taxes: 7.78%
- Total: 79.02%
### Administrative and Other Expenses

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- 16.53%  
- 4.43%  
- 20.98%  
- 100.00%
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<td>Total revenues</td>
<td>$ 690,576</td>
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<td>$ 779,031</td>
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NW GA HEALTHCARE PARTNERSHIP  
STATEMENT OF FINANCIAL POSITION  
MARCH 31, 2018

**ASSETS**

| Item                                      | Amount  
|------------------------------------------|---------
| CASH AND CASH EQUIVALENTS               |         
| BB&T - CHECKING                          | $54,061.39 
| BANK OF THE OZARKS                       | $100,166.33 
| SYNOVUS - MONEY MARKET                   | $100,606.61 
| FIRST BANK - MONEY MARKET                | $100,743.53 
| SPONSORSHIPS RECEIVABLE                  | $46,089.40 
| GRANTS RECEIVABLE                        | $125.00 
| OTHER RECEIVABLES                        | $22,397.97 
| PROMISES TO GIVE                         | $52,850.00 
| PROMISES TO GIVE DISCOUNT                | ($510.00) 
| PREPAID ASSETS                           | $9,959.93 
| **TOTAL CURRENT ASSETS**                 | $480,510.10 
| PROPERTY AND EQUIPMENT                   |         
| FURNITURE & EQUIPMENT                    | $29,932.78 
| LEASEHOLD IMPROVEMENTS                   | $3,938.97 
| ACCUMULATED DEPRECIATION                 | ($18,425.91) 
| **TOTAL PROPERTY AND EQUIPMENT**         | $15,445.84 
| **TOTAL ASSETS**                         | $495,955.94 

**LIABILITIES AND NET ASSETS**

| Item                                      | Amount  
|------------------------------------------|---------
| LIABILITIES                              |         
| ACCRUED PAYROLL TAXES                    | $536.14 
| ACCRUED PASS THRU EXPENSES              | $6,900.00 
| ACCRUED HRA                              | $8,000.00 
| **TOTAL LIABILITIES**                    | $15,436.14 
| NET ASSETS                               |         
| UNRESTRICTED                             | $99,535.84 
| TEMPORARILY RESTRICTED                  | $360,983.96 
| **TOTAL NET ASSETS**                     | $480,519.80 
| **TOTAL LIABILITIES & NET ASSETS**       | $495,955.94 |
Department: HR
Subject: Carpet cleaning and tile floor stripping/waxing for Dalton City Hall
Cost: $4945.92
Already in Current Year Budget? Yes X No _____
Provide Funding Source if Not in Budget: __________________________________________________________________________
Reviewed/Approved By City Attorney? Yes (2017) ______________________________________________________________

Please provide a summary of your request, including background to explain the request

No increase in cost for 2018.

Requested By: Greg Batts

City Administrator Recommendation

City Clerk Notations
Motion/Second Approved Date
Shaw Contract Flooring Services, Inc. d/b/a Spectra Contract Flooring - Georgia
6684 Jimmy Carter Blvd Suite 500
Norcross, GA 30071

SPECTRA CONTRACT FLOORING
A Berkshire Hathaway Company

Job Name: PCDA/ City Hall Cleaning Maintenance
Job #: 146176

Proposal Submitted To
City of Dalton

Attention
Greg Betts

Phone
(706) 278-9500

Fax
(706) 278-8245

Date
05/29/18

Street
P.O. Box 1205

P.O. Box 1205

Job Street

Proposal ID
296338

City, State and Zip
Daltom, GA 30722

Architect

Date of Plans

Add #

Job City, State and Zip
DALTON, GA 30722

Customer Job #
None

Customer PO
None

We hereby submit specifications and estimates for:

Item Description

Price

Clean Carpet 1x year - 1st Floor (All Areas - Halls, Offices) 2x for Council Chambers Carpet.
$2,137.24

Clean Carpet 1x year - 2nd 3rd Floors - (All Areas - Halls, Offices)
$2,073.60

Clean & Wax 1x year 1-3 Floors Breakrooms, Quarterly payments of $1,236.48 (2018 - 2019)
$640.50

Yearly Cleaning Maintenance.

Last year increase.....

$94.56

Base Bid Total:
$4,945.92

We PROPOSE to perform the work complete in accordance with the specifications and as described above for the SUM of:

Signature: Tony Gladson

Tony Gladson

Cell: (706) 483-3988

Email: tony.gladson@spectracf.com

$4,945.92

Conditions of Proposal:

1. This proposal may be withdrawn if not accepted within 30 days of its issuance. Spectra will consider reasonable requests to engage in negotiations for revisions to this Proposal, including signing a subcontract that incorporates the terms of this Proposal. A proposal not accepted within 30 days will be subject to price escalation for materials.

2. This proposal is subject to credit review and approval. Payment terms are net 30 days. A convenience fee of 2% will be added if paying via credit card. Past due invoices are subject to service charges of 1.8% per month (18% per annum). In the case of any default, Customer shall pay Spectra's reasonable attorney fees and costs, including those on any appeal, even if no suit or action is filed.

3. All work shall be performed in a workmanlike manner according to industry standards. Areas to receive flooring shall be free and clear of debris. Any changes to the work shall be performed only after execution of a written change order.

4. Prior to commencement of Spectra’s work: (a) Customer shall test all concrete sub floors receiving flooring for vapor emission levels and allibility per manufacturers' recommendations utilizing ASTM F2170 and/or F1869 and provide written results to Spectra, including a list of any sealers applied to the concrete sub floor; (b) If Customer does not provide such reports at 10 days prior to commencement of Spectra's work, then Customer shall provide Spectra with access to all concrete sub floors for appropriate testing and Customer shall be responsible for the costs of such testing; and (c) Any concrete sub floors not meeting manufacturers' requirements for installation will require correction or the execution of a separate waiver agreement.

5. All work is contingent upon strikes, accidents or delays beyond Spectra’s control. Customer shall carry insurance for all hazards, including fire. Spectra's workers are fully covered by Worker's Compensation and Liability Insurance.

6. Customer represents and warrants that: (a) the project site contains no hazardous or other dangerous substances, either exposed or concealed; or (b) Customer has given written notice to Spectra to all such substances and their location(s). To the fullest extent permitted by law, Customer shall indemnify, defend and hold Spectra harmless from any damage, claim, loss, expense and attorney fees related to Spectra's liability, if any, including any federal or state statute related to hazardous or other dangerous substances.

7. Spectra is fully licensed, bonded, and insured. This proposal does not include participation in any OCIP/CCIP or related programs. Requests for Spectra to participate in such programs may result in additional costs.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby ACCEPTED.

You are authorized to do the work as specified.

Customer: City of Dalton

Signed: ___________________________  Date: ___________________________