

**POLK COUNTY
CONTRACT FOR SERVICES
CONTRACT # 25-575-CHC**

This Contract for Services (“Contract”) is made effective **October 1, 2025** (“Effective Date”) to **September 30, 2026** by and between **Polk Vision, Inc.**, a Florida not-for-profit corporation (“POLK VISION”), and Polk County, a political subdivision of the State of Florida (“COUNTY”), (POLK VISION and COUNTY shall be jointly referred to herein as the “Parties”).

WITNESS TO:

WHEREAS, the people of the State of Florida (State) and its communities have been harmed by misfeasance, nonfeasance, and malfeasance committed by certain entities within the Pharmaceutical Supply Chain; and

WHEREAS, the State, through its Attorney General, and certain Local Governments, through their elected representatives and counsel, are separately engaged in litigation seeking to hold many of the same Pharmaceutical Supply Chain Participants accountable for the damage caused by their misfeasance, nonfeasance, and malfeasance as the State; and

WHEREAS, certain Local and State Governments have separately sued Pharmaceutical Supply Chain participants for the harm caused to the citizens and have collectively negotiated settlements with several Pharmaceutical Supply Chain Participants; and

WHEREAS, the Local and State Governments share a common desire to abate and alleviate the impacts of the misfeasance, nonfeasance, and malfeasance through the State; and

WHEREAS, it is the intent of the State and its Local Governments to use the proceeds from any Settlements with Pharmaceutical Supply Chain Participants to increase the amount of funding for opioid and substance abuse education, treatment, prevention, and other related programs and services; and

WHEREAS, the COUNTY is a recipient of such Settlement funds (the Florida Opioid Allocation and Statewide Response Agreement); and

WHEREAS, the COUNTY wishes to enter into this Contract with POLK VISION for the purposes of raising public awareness of behavioral health issues; and

WHEREAS, POLK VISION is capable and willing to lead a public awareness campaign and organize and manage a 3rd annual Behavioral Health Summit; and

WHEREAS, POLK VISION agrees to provide services in accordance with this Contract and the Florida Opioid Allocation and Statewide Response Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth herein, and other good and valuable consideration, the Parties hereby agree as follows:

**ARTICLE I
SERVICE DELIVERY**

- 1.1 The recitals stated above are true, correct, and incorporated into this Contract.
- 1.2 POLK VISION shall undertake and perform all tasks and services (“Services”) identified in the Scope of Services attached to this Contract as Exhibit A and incorporated herein by reference.
- 1.3 The Scope of Services shall not be altered without prior written approval from the COUNTY.

ARTICLE II

FUNDING

- 2.1 In consideration for POLK VISION providing Services, the COUNTY will pay POLK VISION a total amount not to exceed One Hundred Seventy-Eight Thousand Five Hundred Thirty and no/100 Dollars (\$178,530) as described in the attached Exhibit C (“Expenses”) and pursuant to the procedures listed at ARTICLE III herein. Notwithstanding the foregoing or anything to the contrary contained herein, COUNTY’s obligation to pay the aforementioned amount is expressly contingent on approval by the COUNTY’s Board of County Commissioners of the referenced budgeted amount.
- 2.2 POLK VISION acknowledges that funding for reimbursement of Services is provided through the Florida Opioid Allocation and Statewide Response Agreement. POLK VISION further acknowledges its responsibility to exercise proper stewardship over the funding and shall ensure the costs charged for Services are allowable, allocable, reasonable, necessary and consistently applied according to the applicable provisions of the Florida Opioid Allocation and Statewide Response Agreement.
- 2.3 POLK VISION agrees to return to the COUNTY any overpayments of funds disallowed pursuant to the terms and conditions of the Contract. In the event that the Parties or their independent auditors discover that an overpayment has been made, the overpayment shall be repaid immediately without prior notification from the COUNTY. In the event that the COUNTY first discovers an overpayment has been made, the COUNTY will notify POLK VISION of such findings.

ARTICLE III

PROCEDURES FOR INVOICING AND PAYMENT

- 3.1 POLK VISION shall deliver, or cause to be delivered to the COUNTY, invoices for Services rendered by utilizing an invoice on POLK VISION letterhead in form and content similar to the form found in the attached Exhibit D. Invoices will be submitted by the last calendar day of the month following the end of the month which is the subject of the report.
- A. The COUNTY may, at its discretion, inspect any documents, records, and files retained by POLK VISION to verify accuracy of all submitted invoices and reports.
- 3.2 Upon receiving the invoices and supporting documentation, the COUNTY shall review such invoices and supporting documentation to determine whether the invoiced items are proper for payment. The COUNTY will pay POLK VISION for Services based upon approved invoices.

ARTICLE IV

REPORTING

- 4.1 POLK VISION shall provide the COUNTY with additional relevant information relating to the Services and/or program, upon request, as needed. To the extent possible, the COUNTY will specify what additional information it may need from POLK VISION at least ten (10) days before the date the COUNTY must receive the requested information.
- 4.2 POLK VISION shall submit to the COUNTY an annual financial report and copies of any audits performed for its applicable fiscal year within thirty (30) calendar days after the date the applicable report or audit is issued.

ARTICLE V

EVALUATION AND MONITORING

- 5.1 POLK VISION agrees that the COUNTY will monitor and evaluate POLK VISION’s performance of its Contract activities as determined necessary by the COUNTY. The continuation of the Contract is contingent upon the evaluations substantiating POLK VISION is satisfactorily performing all its Contract obligations.

Such monitoring and evaluation shall be based on the terms of this Contract and outcome measures. POLK VISION agrees to furnish upon request to the COUNTY or its designees, and make copies and/or transcriptions of such records and information as determined necessary by the COUNTY for purposes of monitoring and evaluation under this Contract and shall submit to the COUNTY any information and status reports required by the COUNTY on forms approved by the COUNTY.

- 5.2 The COUNTY and POLK VISION hereby mutually agree to outcomes and performance objectives described in the attached Exhibit B. POLK VISION will furnish to the COUNTY the data that will be used to evaluate the effectiveness of the Services funded under this Contract.
- 5.3 POLK VISION gives the COUNTY, through any authorized representative, access to and the right to inspect, examine, copy and audit all records, books, papers, or documents relating to the Services provided under the terms of this Contract.

ARTICLE VI **FINANCIAL RESPONSIBILITY**

- 6.1 POLK VISION shall maintain books, records and documents in accordance with generally accepted accounting procedures and practices which shall sufficiently and properly reflect all expenditures of funds provided under this Contract and in accordance with Florida's Public Records Act.
- 6.2 POLK VISION shall also provide for audit purposes (upon request) all files, records and documents pertaining to all Service delivery related activities.
- 6.3 Any funds expended in violation of this Contract shall be refunded in full by POLK VISION to COUNTY from non-federal and non-state resources.

ARTICLE VII **ASSURANCES**

- 7.1 POLK VISION shall comply with the following assurances:
 - A. POLK VISION agrees to comply with all applicable Federal, State, and County constitutions laws, ordinances, codes and regulations including, without limitation, Section 766.1115, Florida Statutes. The Bylaws and Policies and Procedures, and Articles of Incorporation of POLK VISION shall also regulate the program operation of POLK VISION. Any conflict or inconsistency between the Federal, State or County guidelines and regulations, POLK VISION's corporate governance documents, and this Contract shall be resolved in favor of the most restrictive regulations.
 - B. POLK VISION agrees to abide by all terms and conditions of the Florida Opioid Allocation and Statewide Response Agreement. Said agreement, along with the accompanying schedules, can be found on the following website: <https://nationalopioidsettlement.com/states/florida>.
 - C. In accordance with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which POLK VISION receives Federal financial assistance.
 - D. POLK VISION shall not exclude eligible residents from participation in any program on the grounds of race, color, national origin, sex, religion, handicap, or familial status.
 - E. POLK VISION shall establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties. Should such possible conflicts, real or apparent, arise, POLK VISION shall disclose such situations to the COUNTY and the County Attorney's Office for review.

- F. In accordance with the Drug Free Workplace Act of 1988, POLK VISION certifies that it has a policy designed to ensure that POLK VISION's workplace is free from the illegal use, possession, or distribution of drugs or alcohol.
- G. POLK VISION certifies compliance with Paragraph (2)(a) of Section 287.133 Florida Statutes, which provides that a "person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list." POLK VISION acknowledges that this Contract shall be void if it has violated the above-referenced statute. Additionally, POLK VISION shall ensure compliance with the U.S. Department of Health Office of Inspector General Medicare/Medicaid fraud, waste, and abuse requirements.

ARTICLE VIII

GENERAL PROVISIONS

- 8.1 As applicable, POLK VISION agrees to abide by the provision of Section 112.3135, Florida Statutes, pertaining to Restriction on Employment of Relatives, Chapter 119, Florida Statutes, pertaining to Public Records, and Section 286.011, Florida Statutes, pertaining to Public Business in their performance under this Contract.
- 8.2 Public Meetings and Records.
 - A. POLK VISION acknowledges the COUNTY's obligations under Article I, Section 24, of the Florida Constitution and under Chapter 119, Florida Statutes, to release public records to members of the public upon request and comply in the handling of the materials created under this Contract. POLK VISION further acknowledges that the constitutional and statutory provisions control over the terms of this Contract. In association with its performance pursuant to this Contract, POLK VISION shall not release or otherwise disclose the content of any documents or information that is specifically exempt from disclosure pursuant to all applicable laws.
 - B. Without in any manner limiting the generality of the foregoing, to the extent applicable, POLK VISION acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:
 - 1. keep and maintain public records required by the COUNTY to perform the Services required under this Contract;
 - 2. upon request from the COUNTY's Custodian of Public Records or his/her designee, provide the COUNTY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
 - 3. ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Contract and following completion of this Contract if POLK VISION does not transfer the records to the COUNTY; and
 - 4. upon completion of this Contract, transfer, at no cost, to the COUNTY all public records in possession of POLK VISION or keep and maintain public records required by the COUNTY to perform the service. If POLK VISION transfers all public records to the COUNTY upon completion of this Contract, POLK VISION shall destroy any duplicate public records that are exempt or confidential

and exempt from public records disclosure requirements. If POLK VISION keeps and maintains public records upon completion of this Contract, POLK VISION shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the COUNTY, upon request from the COUNTY's Custodian of Public Records, in a format that is compatible with the information technology systems of the COUNTY.

C. IF POLK VISION HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO POLK VISION'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS AT:

**RECORDS MANAGEMENT LIAISON OFFICER
POLK COUNTY
330 WEST CHURCH ST.
BARTOW, FL 33830
TELEPHONE: (863) 534-7527
EMAIL: RMLO@POLK-COUNTY.NET**

8.3 Employment Eligibility Verification (E-Verify)

- A. Unless otherwise defined herein, terms used in this Section which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.
- B. Pursuant to Section 448.095 (5), Florida Statutes, the contractor hereto, and any subcontractor thereof must register with and use the E-Verify system to verify the work authorization status of all new employees of the contractor or subcontractor. The contractor acknowledges and agrees that (i) the COUNTY and the contractor may not enter into this Contract, and the contractor may not enter into any subcontracts hereunder, unless each party to this Contract, and each party to any subcontracts hereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Florida Statutes, is an express condition of this Contract, and the COUNTY may treat a failure to comply as a material breach of this Contract.
- C. By entering into this Contract, the contractor becomes obligated to comply with the provisions of Section 448.095, Florida Statutes, "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of this Contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute or Section 448.09(1), Florida Statutes, the subcontract must be terminated immediately. If this Contract is terminated pursuant to Section 448.095, Florida Statutes, such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If this Contract is terminated for a violation of Section 448.095, Florida Statutes, by the contractor, the contractor may not be awarded a public contract for a period of 1 year after the date of termination. The contractor shall be liable for any additional costs incurred by the COUNTY as a result of the termination of this Contract. Nothing in this section shall be construed to allow intentional discrimination of any class protected by law.

8.4 No Coercion for Labor or Services. Concurrently with its execution of this Contract, POLK VISION has executed an affidavit (Exhibit E) which has been signed by an officer or representative of POLK VISION under penalty of perjury attesting that POLK VISION does not use coercion for labor or services as those terms are defined in Florida Statutes, § 787.06, as that statute may be subsequently revised or

amended. Failure to provide the required affidavit is a material default of this Contract. POLK VISION shall provide the COUNTY the same type of affidavit upon any renewal or extension of the Contract as required by Section 787.06.

- 8.5 The entire Contract between the Parties and its corresponding referenced Exhibits are all set forth herein, attached hereto, and contained within this document; and the Parties agree that there are no other commitments, agreements, or understandings concerning the subject matter of this Contract that are not contained herein. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.
- 8.6 This document may be executed in two (2) counterparts, each of which shall be deemed to be an original.
- 8.7 All notices required by this Contract shall be in writing.

ARTICLE IX **CONFLICT OF INTEREST**

- 9.1 No person who is an employee, agent, consultant, officer, or appointed official of POLK VISION and who is in a position to participate in a decision making process or gain inside information with regard to activities relevant to the terms of this Contract, may obtain a personal or financial interest or benefit from the activity, or have an interest in any contract, subcontract, or Contract with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one (1) year thereafter.

ARTICLE X **INDEMNIFICATION**

- 10.1 POLK VISION shall indemnify and hold harmless the COUNTY, its agents, and employees, from all suits, actions, claims, demands, damages, losses, expenses, including attorney's fees, costs and judgments of every kind and description to which the COUNTY, its agents or employees may be subjected to by reason of injury to persons or death or property damage, resulting from or growing out of any action of commission, omission, negligence or fault of POLK VISION or its qualified physicians committed in connection with this Contract, POLK VISION's performance hereof or any work performed hereunder. POLK VISION shall indemnify and hold harmless the COUNTY, its agent and employees, from all suits, actions, claims, demands, damages, losses, expenses, including attorney's fees, costs of judgments of every kind and description arising from, based upon or growing out of the violation of any Federal, State, County or City law, ordinance, or regulation by POLK VISION or its agents and employees. Funds made available pursuant to this Contract shall not be used by POLK VISION for the purpose of initiating or pursuing litigation against the COUNTY.
- 10.2 POLK VISION agrees to continually provide insurance, at least to the extent described in ARTICLE XI below. Prior to the execution of the Contract, POLK VISION shall furnish the COUNTY with written verification of the existence of such insurance coverage.

ARTICLE XI **INSURANCE**

- 11.1 POLK VISION shall maintain at all times the following minimum levels of insurance and shall, without in any way altering their liability, obtain, pay for, and maintain insurance for the coverages and amount of coverage not less than those set forth below:
 - A. Workers' Compensation -- in compliance with State and Federal laws.
 - B. Comprehensive General Liability -- \$1,000,000.00 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including the following coverages:

1. Premises and Operations; and

2. Broad Form Commercial General Liability Endorsement to include blanket contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the firm); Personal Injury (with employment and contractual exclusions deleted); and Broad Form Property Damage coverages.

C. Independent Contractors (if applicable) -- Delete Exclusion relative to collapse, explosion and underground; Property Damage Hazards; Cross Liability Endorsement; and Contractual liability.

11.2 POLK VISION shall provide the COUNTY a copy of the Certificate of Insurance to evidence such coverage prior to commencement of work under the terms of this Contract. Such Certificate of Insurance shall provide that there shall be no termination, non-renewal modification, or expiration of such coverage except with forty-five (45) calendar days prior written notice to the COUNTY.

11.3 The COUNTY shall be named as an additional insured on all policies related to the activities carried under the terms of this Contract, excluding Workers' Compensation. Waiver of subrogation applies in favor of the COUNTY with regard to General Liability and applicable Workers' Compensation coverages.

11.4 All insurance coverage shall be written with a firm having an A.M. Best Rating of at least the "A" category and size category of "VIII".

11.5 In the event of any failure by POLK VISION to comply with the provisions of this ARTICLE XI, the COUNTY may, at its option, upon notice to POLK VISION suspend the Contract for cause until there is full compliance. Alternatively, the COUNTY may purchase such insurance at POLK VISION's expense, provided that the COUNTY shall have no obligation to do so. POLK VISION shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

11.6 POLK VISION shall provide property insurance for all property in an amount satisfactory to the COUNTY. POLK VISION shall require all its contractors to carry insurance and bond in an amount not less than funds awarded by POLK VISION to its contractors.

ARTICLE XII **MODIFICATION**

12.1 The COUNTY may, at its discretion and upon provision of proper notice to POLK VISION, amend this Contract to conform to changes in Federal, State, and/or COUNTY guidelines, regulations, directives, and objectives. Such amendments shall be incorporated by written amendment as a part of this Contract.

12.2 No modification to this Contract shall be binding on either party unless in writing and signed by both parties.

ARTICLE XIII **APPLICABLE LAWS AND COURTS**

13.1 The COUNTY and POLK VISION agree the Contract and all Services and activities related thereto shall be governed and interpreted in all respects by the laws of the State of Florida. Venue for any action relating to the construction, interpretation, or enforcement of this Contract shall be the courts of the Tenth Judicial Circuit, Polk County, Florida.

ARTICLE XIV **NOTICES**

14.1 The COUNTY and POLK VISION agree that any notice, demand or communication required to be given hereunder shall be written, addressed and delivered to the party for whom it is intended at the following address:

POLK VISION, INC.:

Kim Long, Executive Director
 Polk Vision, Inc.
 999 Avenue H NE #79
 Winter Haven, FL 33881

COUNTY:

Paula McGhee, Provider Services & Contract Manager
 Health and Human Services, Polk County
 2135 Marshall Edwards Drive
 Bartow, FL 33830-6757

or to such other address as such party has specified by notice in writing to the other party. Notice shall be effective upon receipt or upon refusal to accept receipt. Notices must be (i) personally delivered; (ii) sent by recognized expedited delivery service; or (iii) mailed via registered or certified United States mail, postage prepaid with return receipt requested.

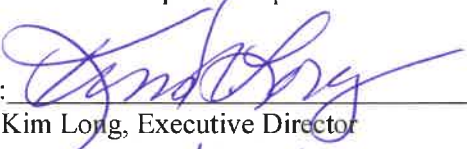
ARTICLE XV
SUSPENSION AND TERMINATION

- 15.1 Remedies for Non-compliance: If POLK VISION materially defaults or otherwise fails to comply with any term of this Contract, any Federal, State, or local law, or any applicable County policy, then the COUNTY may take one (1) or more of the following actions as appropriate in the circumstances:
- A. Temporarily withhold cash payments pending POLK VISION's correction of the default or other deficiency, or the COUNTY's election of final remedies available to it.
 - B. Disallow (that is to deny both use of funds and matching credit) for all or part of the cost of the Service, activity, or action not in compliance with required standards or conditions.
 - C. Wholly or partly suspend or terminate the Contract.
 - D. Withhold further funding under this Contract.
 - E. The COUNTY may withhold payment for all Services provided for under this Contract in the event that:
 - 1. Services are not being provided according to State guidelines and regulations;
 - 2. The assurances contained herein are determined by the COUNTY to be false; or
 - 3. The provisions of this Contract are not being adhered to.
 - F. Take other remedies that may be legally or equitably available.
- 15.2 Hearings Appeals: In taking an enforcement action listed in Section 15.1 or in any other provision of the Contract, the COUNTY will provide POLK VISION an opportunity for any hearing, appeal, or other administrative proceeding which the COUNTY may be required to provide or which POLK VISION is entitled to receive under any statute or regulation applicable to the particular action involved.
- 15.3 Efforts of Suspension and Termination: Costs resulting from obligations incurred by POLK VISION in clearing a suspension after termination of any contract or award are not allowable unless the COUNTY expressly authorizes payment of such costs. Other POLK VISION costs incurred during suspension or after termination which are necessary and not reasonably avoidable are allowable if:
- A. The costs result from obligations which were properly incurred by POLK VISION before the effective date of suspension or termination and not in anticipation of it or costs, in case of termination, which are non-cancelable; and
 - B. The costs would be allowable if the award was not suspended or if said award expired normally at the end of the funding period in which the termination takes effect.

- 15.4 Termination for Convenience: At any time during the term of this Contract, this Contract may be terminated, in whole or in part, for any reason, with or without cause, by either party upon written notice given at least sixty (60) days in advance of the effective date of termination. In the case of a partial termination, if the COUNTY determines that the remaining portion of the award will not accomplish the purposes for which the award was made, the COUNTY may terminate the award in its entirety.
- 15.5 Termination of Scrutinized Companies: This Contract may be terminated at the option of the COUNTY if POLK VISION is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel. In addition, this Contract may be terminated at the option of COUNTY if POLK VISION is found to have submitted a false certification as provided under Section 287.135(5), Florida Statutes; has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; or has been engaged in business operations in Cuba or Syria.

IN WITNESS WHEREOF the parties hereto duly execute this Contract as of the day and year first written above.

POLK VISION, INC.,
a Florida not-for-profit corporation

BY: 
Kim Long, Executive Director

DATE: 10/16/25


WITNESS


WITNESS

POLK COUNTY, a political subdivision of the
State of Florida

BY: _____
_____, Chair

DATE: _____

ATTEST: Stacy M. Butterfield, Clerk

BY: _____
Deputy Clerk

Approved as to form and legal sufficiency:

BY: _____
County Attorney's Office

SCOPE OF SERVICES

POLK VISION will lead the public awareness campaign, *"When You Know"*, to reduce the stigma of and raise awareness of mental health issues. As part of the campaign, POLK VISION will organize and manage a Behavioral Health Summit to occur in May 2026.

PERFORMANCE OBJECTIVES

POLK VISION will meet the minimum objectives:

- At least 400 unduplicated individuals will attend the Polk County Behavioral Health Summit May 2026
- From baseline, social media Behavioral Health messaging will demonstrate a 10% increase in page engagement

EXPENSES

Expense Category	Expense Type	Description	Budgeted
Subcontractor	Speaker Fees	Key note and/or breakout sessions, "rider" requirements associated with travel, lodging, meals, includes up to 50% retainer/reservation fees	\$60,000.00
	Strategy and Marketing Support	# When You Know advertising & website management	\$50,000.00
	Consulting Marketing Services	Ongoing campaign planning and consultation for 3 months	\$4,500.00
	Social Media Management	Content creation and posting on social media platforms (Facebook, Instagram & LinkedIn) over 3 months	\$4,500.00
	Facebook Advertising for Symposium	Develop Facebook advertisement strategy and ongoing monitoring	\$6,000.00
	Graphic Design Services	Website updates, event graphics, advertising graphics	\$2,500.00
	Targeted Display & Internet Banner Advertising	Display adds digital banners 60 days before the event	\$1,800.00
	Rental and Production Services	Equipment, tables, chairs, linens, etc. for 400+ people	\$3,000.00
	Food & Beverage	All day beverage & snacks stations, lunch buffet	\$14,000.00
	Printed Materials	Printing of agendas, flyers, education materials, signage	\$1,000.00
	Venue/Facility Fee	1 day venue rental, including reservation fees	\$15,000.00
Subtotal - Sub-Contractor Fees:			\$162,300.00
Polk Vision	Administrative Fee	10% of total project management	\$16,230.00
Subtotal - Admin Fees:			\$16,230.00
Grand Total Project:			\$178,530.00

INVOICE SAMPLE



Polk Vision, Inc.

[Street Address]
[City, ST Zip Code]

Date:
Invoice #: [100]
Service Period: [00-00-00 to 99-99-99]
Contract Number: 25-575-CHC

To: Polk Co., a political subdivision of the State of Florida
Community Health Care
2135 Marshall Edwards Drive
Bartow FL, 33830

Category	Description	Budget	Previously Invoiced	Current Invoice	To Date Total	Balance
	Speaker Fees	\$ 60,000.00			\$ -	\$ 60,000.00
	Strategy and Marketing Support	\$ 50,000.00			\$ -	\$ 50,000.00
	Consulting Marketing Services	\$ 4,500.00			\$ -	\$ 4,500.00
	Social Media Management	\$ 4,500.00			\$ -	\$ 4,500.00
	Facebook Advertising for Symposium	\$ 6,000.00			\$ -	\$ 6,000.00
	Graphic Design Services	\$ 2,500.00			\$ -	\$ 2,500.00
	Targeted Display & Internet Banner Advertising	\$ 1,800.00			\$ -	\$ 1,800.00
	Rental & Production Services	\$ 3,000.00			\$ -	\$ 3,000.00
	Food & Beverage	\$ 14,000.00			\$ -	\$ 14,000.00
	Printed Materials	\$ 1,000.00			\$ -	\$ 1,000.00
	Venue/Facility Fee	\$ 15,000.00			\$ -	\$ 15,000.00
Sub-Contractor Fees Total:		\$ 162,300.00	\$ -	\$ -	\$ -	\$ 162,300.00
	Administrative Fee	\$ 16,230.00			\$ -	\$ 16,230.00
Administrative Fee Total:		\$ 16,230.00	\$ -	\$ -	\$ -	\$ 16,230.00
Grand Total:		\$ 178,530.00	\$ -	\$ -	\$ -	\$ 178,530.00

I certify the above to be accurate and in agreement with this agency's record and with the terms of this agreement. Additionally, I certify that any reports accompanying this invoice are true and correct reflection of this period's activities, as stipulated by this agreement.

Authorized Name (Print)

Title

Authorized Signature

Date

NO COERCION FOR LABOR OR SERVICES AFFIDAVIT

In compliance with Section 787.06(13), Florida Statutes, this attestation must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Polk County, a political subdivision of the State of Florida.

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I currently serve as an officer or representative of the Nongovernmental Entity.
3. The Nongovernmental Entity does **not** use coercion for labor or services, as those underlined terms are defined in Section 787.06, Florida Statutes.
4. This declaration is made pursuant to Section 92.525, Fla. Stat. and Section 787.06, Fla. Stat. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I Kim N Long (Signatory Name and Title), declare that I have read the foregoing Affidavit Regarding the Use of Coercion for Labor and Services and that the facts stated in it are true.

Further Affiant sayeth naught.

Polk Vision, Inc.

NONGOVERNMENTAL ENTITY

Kim N Long

SIGNATURE

Kim Long

PRINT NAME

Executive Director

TITLE

10/16/25

DATE