

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: March 17, 2009 Consent Regular
 Workshop Public Hearing

Department

Submitted By: Community Services

Submitted For: Community Services

I. EXECUTIVE BRIEF

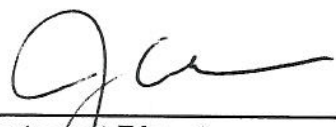

Motion and Title: Staff recommends motion to approve: Amendment No. 2 to Children's Case Management Organization, Inc. dba Families First (R2007-1939) for the period October 1, 2008, through September 30, 2009, to correct the unit of service definition.

Summary: Amendment 1 extended the contract through FY2009 and the unit pricing was based on ¼ hour of service as the billable unit of service. However, the definition of a unit of service was inadvertently not revised from the one hour originally stated in the contract. The unit will now be defined as fifteen (15) minute increments of service delivery that may include home visits, face to face contacts, school visits, collateral visits, workshops, or supervision to discuss case consultations and direction for the needs of the family served. The service description is not changing and they will continue to provide the same services as contracted for in November 2008. There is no change to the contract amount and no additional funding is being requested. This correction is retroactive to October 1, 2008 Countywide (TKF)

Background & Justification: The Families First contract needs to be adjusted to ensure proper billing of services provided to clients.

Attachments:

- A. Amendment No. 2
- B. Original Contract

Recommended by:	 _____ Department Director	3/11/09 _____ Date
Approved by:	 _____ Assistant County Administrator	3/11/09 _____ Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Capital Expenditures	—	—	—	—	—
Operating Costs	—	—	—	—	—
External Revenues	—	—	—	—	—
Program Income (County)	—	—	—	—	—
In-Kind Match (County)	—	—	—	—	—
NET FISCAL IMPACT	—	—	—	—	—
# ADDITIONAL FTE POSITIONS (Cumulative)	—	—	—	—	—
Is Item Included in Current Budget?	Yes <input checked="" type="checkbox"/>		No		
Budget Account No.:	Fund <u>001</u>	Dept <u>740</u>	Unit <u>Var</u>	Object <u>Var</u>	
	Program Code _____				

B. Recommended Sources of Funds/Summary of Fiscal Impact:

No Fiscal Impact

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

OFMB

Contract Dev. and Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

**AMENDMENT TO FINANCIALLY ASSISTED AGENCIES
CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE**

THIS AMENDMENT TWO TO THE FINANCIALLY ASSISTED AGENCIES CONTRACT(R2007-1939, November 6, 2007) made and entered into at West Palm Beach Florida, on this ___ day of ___, 2009 by and between PALM BEACH COUNTY, hereinafter referred to as "COUNTY" and Children's Case Management Organization, Inc. dba Families First hereinafter referred to as the AGENCY, a not-for-profit corporation, entitled to do business in the State of Florida, whose address is 3333 Forest Hill Blvd. 2nd Floor, West Palm Beach, FL. 33406.

WITNESSETH:

WHEREAS, the contract was extended and modified by amendment one per (R2008-2125) November 18th, 2008 and;

WHEREAS, the need exists to correct the definition of a unit of service set forth in the Exhibit "B1" Service Program to Be Provided in FY 2009.

NOW THEREFORE, the above named parties hereby mutually agree that the definition of a unit of service in Exhibit B1 is corrected from "a unit of service is defined as one (1) hour of service and may include one home visit, one face to face, one telephone call, one school visit, one collateral visit, or one workshop" to now read "A unit of service is defined as fifteen (15) minute increments of service delivery that may include home visits, face to face contacts, school visits, collateral visits, workshops, or supervision to discuss case consultations and direction for the needs of the family served."

OTHER PROVISIONS

The above correction is retroactively applicable to all services provided on and after October 1, 2008.

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this Amendment are still in effect and are to be performed at the same level as specified in the Contract.

IN WITNESS WHEREOF, the parties hereto have caused this two (2) page Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of
Florida**

BOARD OF COUNTY COMMISSIONERS

BY: _____
Clerk & Comptroller **Deputy Clerk**

BY: _____
John F. Koons, Chairman

WITNESS:



Signature

AGENCY:

Children's Case Management Org. d/b/a
Families First of Palm Beach County

Agency's Name Typed

Marina Casillas
Name Typed

BY: 

Signature

65-0166352
Agency's Federal ID Number

Julie Swindler, LCSW
Agency's Signatory Name Typed


Executive Director
Agency's Signatory Title Typed

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**



Assistant County Attorney

**APPROVED AS TO TERMS AND CONDITIONS
Department of Community Services**

By: 

Edward L. Rich, Director