

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: December 1, 2009

Consent  
 Ordinance

Regular  
 Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to receive and file:** First Amendment to Agreement (R2008-1669) with Caridad Center, Inc. for funding of youth activities and summer camp programs to extend the project completion date from June 1, 2009, to October 30, 2009, and the reimbursement submission date from September 1, 2009, to October 30, 2009.

**Summary:** This fully executed First Amendment to Agreement extends the project completion date and reimbursement submission date for the completed programs to October 30, 2009, in order to allow the County to continue with the reimbursement process. The reimbursement request has already been received, but the project end date needs to be extended to allow for reimbursement of all eligible project expenses. All other terms of the Agreement, including the funding amount of \$25,000, remain the same. Funding for the project is from the Recreation Assistance Program (RAP) District 5 Funds. District 5 (AH)

**Background and Justification:** Resolution R-2005-1738 was adopted by the Board on September 13, 2005, to streamline the RAP reimbursement process. It establishes terms and conditions for amending RAP projects and delegates authority for the execution of the amendments to the County Administrator or his designee, which is the Director of the Parks and Recreation Department. The criteria for delegated signature of amendments on behalf of the Board include:

- Changes in project scope/elements within the intent of the approved RAP project;
- Adjustments in budgetary line items within the intent of the approved RAP Project which do not change the contractual amount;
- Changes to the approved project time frame including the initiation date and/or project completion date for periods of less than one year; and
- Other miscellaneous modifications approved by the awarding Commissioner within the overall intent of the approved RAP project.

This delegation of authority allows for more efficient and timely reimbursements for RAP projects by streamlining the existing RAP process for amendments to agreements. The attached Amendment meets criteria listed above, and was executed on behalf of the Board of County Commissioners by the Director of the Parks and Recreation Department.

**Attachment:** First Amendment to Agreement

Recommended by:   
Department Director

10-30-09  
Date

Approved by:   
Assistant County Administrator

11/9/09  
Date



**FIRST AMENDMENT TO AGREEMENT BETWEEN PALM BEACH COUNTY AND CARIDAD CENTER, INC. FOR FUNDING OF THE AFTER SCHOOL PROGRAMS**

**THIS AMENDMENT** is entered into on October 27, 2009, by and between Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as "County", and Caridad Center, Inc., a Florida not-for-profit corporation, herein referred to as "Center".

**WITNESSETH:**

**WHEREAS**, on September 23, 2008, COUNTY entered into an Agreement (R-2008-1669) with Center, hereinafter referred to as "Agreement" to provide Recreation Assistance Program (RAP) funding in an amount not to exceed \$25,000 to assist with operational expenses, personnel costs for teachers, food/snacks, supplies for programs, and other miscellaneous expenses associated with the Programs, hereinafter referred to as the "Project"; and

**WHEREAS**, Center has requested that County extend the project completion date and reimbursement submission date until October 30, 2009, in order to finalize project expenditures and allow for additional time for the submission of final reimbursement documentation; and

**WHEREAS**, the Project will benefit all citizens of Palm Beach County.

**NOW THEREFORE**, the parties hereby agree as follows:

1. Section 8 of the Agreement shall be amended to read, "The term of this Agreement shall be until October 30, 2009, commencing upon the date of execution by the parties hereto."
2. The first two sentences of Section 11 of the Agreement are amended to read "Center shall complete the Project by October 30, 2009, and invoices and checks submitted for reimbursement must be dated within the project time frame of June 1, 2008, through October 30, 2009. Center shall provide its final reimbursement request(s), including a project completion statement and reimbursement documentation as indicated in Section 2 above on or before October 30, 2009."
3. Except as provided herein, each and every other term of the Agreement shall remain in full force and effect and the Agreement is reaffirmed as modified herein.

**IN WITNESS WHEREOF**, the parties, by and through their duly authorized agents, have hereunto set their hands and seals on the date indicated above.

**WITNESSES:**

Susan W. Yorgi  
Vanessa Kenneth

**WITNESSES:**

Chris Hoffman  
E. R.

**PALM BEACH COUNTY, FLORIDA, ON BEHALF OF ITS BOARD OF COUNTY COMMISSIONERS**

By: Dennis L. Eshleman  
Dennis L. Eshleman, Director  
Parks and Recreation Department

**CARIDAD CENTER, INC.**

By: BARBARA VILASECA  
Name (Type or Print)  
EXECUTIVE DIRECTOR  
Title  
Barbara Vilaseca  
Signature

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

By: \_\_\_\_\_  
County Attorney