

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## **AGENDA ITEM SUMMARY**

Meeting Date: August 17, 2010      ☒ (X) Consent      ☐ ( ) Regular  
    ☐ ( ) Ordinance      ☐ ( ) Public Hearing

Department \_\_\_\_\_

Submitted By: \_\_\_\_\_ Community Services

Submitted For: \_\_\_\_\_ Division of Senior Services

## I. EXECUTIVE BRIEF


**Motion and Title: Staff recommends motion to approve:** Amendment No. 002 and 003 to Standard Agreement No. IU009-9500 (R2008-2297) for the Nutrition Services Incentive Program (NSIP) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period October 1, 2008 through September 30, 2009 to increase the contract amount by \$115,522.18 and increase the reimbursement unit rate to \$7.26 per meal, for a new total not-to-exceed \$436,385.45.


**Summary:** AAA informs Older Americans Act (OAA) designated lead agency service providers, such as the Division of Senior Services, when unused federal funds are available. NSIP's reimbursable rate was revised so that the unused 2008/2009 funds could be distributed to OAA service providers. These funds will offset County Matching Funds expended in FY 2009. In the area south of Hypoluxo Road, the Mae Volen Senior Center, Inc. currently provide services under a similar grant from the AAA. (DOSS) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Road (TKF)

**Background and Justification:** The Nutrition Services Incentive Program (NSIP) is intended to provide incentives for the effective delivery of nutritious meals to older individuals. NSIP is a cash allotment program that supplements funding for meals served under the Older Americans Act and the American Recovery and Reinvestment Act of 2009. Because this contract is generated by a State entity, the Inspector General (IG) language is not included. However, resulting local vendor contracts will include the IG language as required.

**Attachments:**

## Amendments No. 002 and No. 003

Recommended by:  8/3/10  
Department Director Date

Approved By:   
Assistant County Administrator Date

## II. FISCAL ANALYSIS IMPACT

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Capital Expenditures					
Operating Costs	<u>115,522.18</u>				
External Revenue	<u>(115,522.18)</u>				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	<u>-0-</u>	<u>-0-</u>			
<i>* see below</i>					
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget: Yes X No  
 Budget Account No.: Fund 1006 Dept 144 Unit 1458/1459/ Obj. Var.  
 Program Code Var.

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

Federal funds through the Department of Elder Affairs. (R2008-2297).  
 Amendment No. 001 (R2009-1392)

Departmental Fiscal Review: Taruna Malhotra  
7/26

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Administration Comments:

*There is no fiscal impact.*

*[Signature]*  
 OFMB  
*8/12/10*

*[Signature]* *8/3/10*  
 Contract Administration

### B. Legal Sufficiency:

*[Signature]* *8/4/10*  
 Assistant County Attorney

*These Amendments comply with our new requirements.*

### C. Other Department Review:

\_\_\_\_\_  
 Department Director

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

THIS AMENDMENT, entered into between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc., hereinafter referred to as the "Area Agency", and the Palm Beach County Department of Senior Services hereinafter referred to as the "Provider", amends contract # IU009-9500.

The purpose of this amendment is to increase the total amount of the agreement by \$27,314.50 and to reflect an increase in the Unit Rate to 0.6395316 per eligible meal.

1. Section II, A., is hereby amended to read:

- A. Contract Amount:**  
To pay for contracted services according to the conditions of **PROGRAM PROVISIONS** in an amount not to exceed \$348,177.77, subject to the availability of funds.

2. Section II, C., is hereby amended to read:

- C. Source of Funds:**  
The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract. The funds awarded to the provider pursuant to this agreement are in the state grants and aids appropriations and consist of the following:

Program Title	Year	Funding Source	CFDA#	Fund Amounts
Nutrition Services Incentive Program	2008-2009	Older Americans Act	93.053	\$348,177.77
TOTAL FUNDS CONTAINED IN THIS AGREEMENT:				\$348,177.77

3. Section III, Paragraph A is amended to read:

- A.** This is a fixed rate agreement. The department shall make payment to the Provider for provision of services up to a maximum number of units of service and at the rate established by the department stated below:

<u>Service to be Provided</u>	<u>Units of Services</u>	<u>Unit Rate</u>	<u>Maximum Units</u>	<u>Maximum Reimbursement</u>
Eligible Congregate And Home Delivered Meals (10/1/08-5/31/09)	1 unit = 1 meal	0.6051040	335,976	\$203,300.42
Eligible Congregate And Home Delivered Meals (6/1/09 – 8/31/09)	1 unit = 1 meal	0.6295267	157,150	\$98,930.12
Eligible Congregate And Home Delivered Meals (9/1/09 – 09/30/09)	1 unit = 1 meal	0.6395316	71,845	\$45,947.23

4. This amendment shall be effective on the last date that the amendment is signed by both parties.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the agreement.

This amendment and all its attachments are hereby made a part of the agreement.  
IN WITNESS THEREOF, the parties hereto have caused this 3 page agreement to be executed by their undersigned officials as duly authorized.

PROVIDER: PALM BEACH COUNTY,  
FLORIDA, A Political  
Subdivision of the State of  
Florida

Area Agency on Aging of Palm Beach/  
Treasure Coast, Inc.

SIGNED  
BY: \_\_\_\_\_  
Burt Aaronson, Chair

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

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

SHARON R. BOCK, Clerk

DATE: \_\_\_\_\_

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

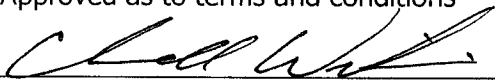
DATE: \_\_\_\_\_

FEDERAL ID NUMBER: 59-6000785

FISCAL YEAR END DATE: \_\_\_\_\_

Approved as to form and legal sufficiency

\_\_\_\_\_  
Assistant County Attorney

Approved as to terms and conditions  
  
\_\_\_\_\_  
Department Director

**Attestation Statement**

Agreement Number           IU009-9500          

Amendment Number           002          

I, Burt Aaronson, Chair, attest that no changes or revisions have been  
(Provider representative)

made to the content of the above referenced agreement/contract or amendment between the  
Area Agency on Aging of Palm Beach/Treasure Coast and Palm Beach County Board of County  
Commissioners. The only exception to this statement would be for changes in page formatting, due to  
the differences in electronic data processing media, which has no affect on the agreement/contract  
content.

\_\_\_\_\_  
Signature of Provider Representative

\_\_\_\_\_  
Date

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## AGENDA ITEM SUMMARY

**Meeting Date: August 17, 2010**      **(X) Consent**      **( ) Regular**  
**( ) Ordinance**      **( ) Public Hearing**

Department

Submitted By: Community Services

**Submitted For: Division of Senior Services**

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Amendment No. 002 and 003 to Standard Agreement No. IU009-9500 (R2008-2297) for the Nutrition Services Incentive Program (NSIP) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period October 1, 2008 through September 30, 2009 to increase the contract amount by \$115,522.18 and increase the reimbursement unit rate to \$7.26 per meal, for a new total not-to-exceed \$436,385.45.

**Summary:** AAA informs Older Americans Act (OAA) designated lead agency service providers, such as the Division of Senior Services, when unused federal funds are available. NSIP's reimbursable rate was revised so that the unused 2008/2009 funds could be distributed to OAA service providers. These funds will offset County Matching Funds expended in FY 2009. In the area south of Hypoluxo Road, the Mae Volen Senior Center, Inc. currently provide services under a similar grant from the AAA. (DOSS) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Road (TKF)

**Background and Justification:** The Nutrition Services Incentive Program (NSIP) is intended to provide incentives for the effective delivery of nutritious meals to older individuals. NSIP is a cash allotment program that supplements funding for meals served under the Older Americans Act and the American Recovery and Reinvestment Act of 2009.

**Attachments:**

### Amendments No. 002 and No. 003

**Recommended by:**

*Chadwick*

**Department Director**

7/27/10  
Date

**Approved By:**

**Assistant County Administrator**

Date \_\_\_\_\_

## II. FISCAL ANALYSIS IMPACT

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Capital Expenditures					
Operating Costs	<u>115,522.18</u>				
External Revenue	<u>(115,522.18)</u>				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	<u>-0-</u>	<u>-0-</u>			
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget: Yes X No  
Budget Account No.: Fund 1006 Dept 144 Unit 1458/1459/ Obj. Var.  
Program Code Var.

### B. Recommended Sources of Funds/Summary of Fiscal Impact: Federal funds through the Department of Elder Affairs. (R2008-2297). Amendment No. 001 (R2009-1392)

Departmental Fiscal Review: Taruna Malhotra  
7/26

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Administration Comments:

\_\_\_\_\_  
OFMB

\_\_\_\_\_  
Contract Administration

### B. Legal Sufficiency:

\_\_\_\_\_  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

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

THIS AMENDMENT, entered into between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc., hereinafter referred to as the "Area Agency", and the Palm Beach County Department of Senior Services hereinafter referred to as the "Provider", amends contract # IU009-9500.

The purpose of this amendment is to increase the total amount of the agreement by \$27,314.50 and to reflect an increase in the Unit Rate to 0.6395316 per eligible meal.

1. Section II, A., is hereby amended to read:

**A. Contract Amount:**

To pay for contracted services according to the conditions of **PROGRAM PROVISIONS** in an amount not to exceed \$348,177.77, subject to the availability of funds.

2. Section II, C., is hereby amended to read:

**C. Source of Funds:**

The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract. The funds awarded to the provider pursuant to this agreement are in the state grants and aids appropriations and consist of the following:

Program Title	Year	Funding Source	CFDA#	Fund Amounts
Nutrition Services Incentive Program	2008- 2009	Older Americans Act	93.053	\$348,177.77
<b>TOTAL FUNDS CONTAINED IN THIS AGREEMENT:</b>				<b>\$348,177.77</b>

3. Section III, Paragraph A is amended to read:

**A.** This is a fixed rate agreement. The department shall make payment to the Provider for provision of services up to a maximum number of units of service and at the rate established by the department stated below:

<u>Service to be Provided</u>	<u>Units of Services</u>	<u>Unit Rate</u>	<u>Maximum Units</u>	<u>Maximum Reimbursement</u>
Eligible Congregate And Home Delivered Meals (10/1/08- 5/31/09)	1 unit = 1 meal	0.6051040	335,976	\$203,300.42
Eligible Congregate And Home Delivered Meals (6/1/09 – 8/31/09)	1 unit = 1 meal	0.6295267	157,150	\$98,930.12
Eligible Congregate And Home Delivered Meals (9/1/09 – 09/30/09)	1 unit = 1 meal	0.6395316	71,845	\$45,947.23

4. This amendment shall be effective on the last date that the amendment is signed by both parties.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the agreement.

This amendment and all its attachments are hereby made a part of the agreement.  
IN WITNESS THEREOF, the parties hereto have caused this 3 page agreement to be executed by their undersigned officials as duly authorized.

PROVIDER: PALM BEACH COUNTY,  
FLORIDA, A Political  
Subdivision of the State of  
Florida

Area Agency on Aging of Palm Beach/  
Treasure Coast, Inc.

SIGNED  
BY: \_\_\_\_\_  
Burt Aaronson, Chair

DATE: \_\_\_\_\_

SHARON R. BOCK, Clerk

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

DATE: \_\_\_\_\_

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

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

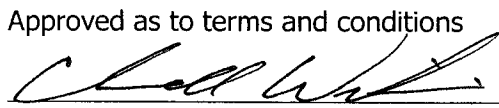
DATE: \_\_\_\_\_

FEDERAL ID NUMBER: 59-6000785

FISCAL YEAR END DATE: \_\_\_\_\_

Approved as to form and legal sufficiency

\_\_\_\_\_  
Assistant County Attorney

Approved as to terms and conditions  
  
\_\_\_\_\_  
Department Director

**Attestation Statement**

Agreement Number           IU009-9500          

Amendment Number           002          

I, Burt Aaronson, Chair, attest that no changes or revisions have been  
(Provider representative)

made to the content of the above referenced agreement/contract or amendment between the  
Area Agency on Aging of Palm Beach/Treasure Coast and Palm Beach County Board of County  
Commissioners. The only exception to this statement would be for changes in page formatting, due to  
the differences in electronic data processing media, which has no affect on the agreement/contract  
content.

\_\_\_\_\_  
Signature of Provider Representative

\_\_\_\_\_  
Date

THIS AMENDMENT, entered into between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc., hereinafter referred to as the "Area Agency", and the Palm Beach County Department of Senior Services hereinafter referred to as the "Provider", amends contract # IU009-9500.

The purpose of this amendment is to increase the total amount of the agreement by \$88,207.68 and to reflect an increase in the Unit Rate to 7.2647645 per eligible meal.

1. Section II, A., is hereby amended to read:

- A.

Contract Amount:

To pay for contracted services according to the conditions of **PROGRAM PROVISIONS** in an amount not to exceed \$436,385.45, subject to the availability of funds.

2. Section II, C., is hereby amended to read:

- C.

Source of Funds:

The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract. The funds awarded to the provider pursuant to this agreement are in the state grants and aids appropriations and consist of the following:

Program Title	Year	Funding Source	CFDA#	Fund Amounts
Nutrition Services Incentive Program	2008-2009	Older Americans Act	93.053	\$436,385.45
TOTAL FUNDS CONTAINED IN THIS AGREEMENT:				\$436,385.45

3. Section III, Paragraph A is amended to read:

- A.

This is a fixed rate agreement. The department shall make payment to the Provider for provision of services up to a maximum number of units of service and at the rate established by the department stated below:

Service to be Provided	Units of Services	Unit Rate	Maximum Units	Maximum Reimbursement
Eligible Congregate And Home Delivered Meals (10/1/08-5/31/09)	1 unit = 1 meal	0.6051040	335,976	\$203,300.42
Eligible Congregate And Home Delivered Meals (6/1/09 – 8/31/09)	1 unit = 1 meal	0.6295267	157,150	\$98,930.12
Eligible Congregate And Home Delivered Meals (9/1/09 – 09/30/09)	1 unit = 1 meal	0.6395316	37,231	\$23,810.40
Eligible Congregate And Home Delivered Meals (10/1/08 – 09/30/09)	1 unit = 1 meal	7.2647645	15,189	\$110,344.51

4. This amendment shall be effective on the last date that the amendment is signed by both parties.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the agreement.

This amendment and all its attachments are hereby made a part of the agreement.

IN WITNESS THEREOF, the parties hereto have caused this 3 page agreement to be executed by their undersigned officials as duly authorized.

PROVIDER: PALM BEACH COUNTY,  
FLORIDA, A Political  
Subdivision of the State of  
Florida

Area Agency on Aging of Palm Beach/  
Treasure Coast, Inc.

SIGNED  
BY: \_\_\_\_\_  
Burt Aaronson, Chair

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

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

SHARON R. BOCK, Clerk

DATE: \_\_\_\_\_

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

DATE: \_\_\_\_\_

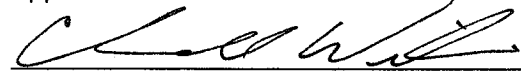
FEDERAL ID NUMBER: 59-6000785

FISCAL YEAR END DATE: \_\_\_\_\_

Approved as to form and legal sufficiency

\_\_\_\_\_  
Assistant County Attorney

Approved as to terms and conditions

  
\_\_\_\_\_  
Department Director

Attestation Statement

Agreement Number           IU009-9500          

Amendment Number           003          

I, Burt Aaronson, Chair, attest that no changes or revisions have been  
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content.

\_\_\_\_\_  
Signature of Provider Representative

\_\_\_\_\_  
Date