

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

☐ Regular  
☐ Public Hearing

Submitted By: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION  
Submitted For: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

## 1. EXECUTIVE BRIEF

**MOTION AND TITLE: Staff recommends motion to: (A)** Ratify the signature of the Chair on the First Contract Amendment for a 30 day extension to September 30, 2012 and an additional \$10,898.10 for a total of \$87,911.34 with the Department of Juvenile Justice (DJJ) for security services; **(B) Approve** a Budget Amendment of \$10,898 in the Sheriff's Grants Fund; and **(C) Approve** a Budget Amendment of \$10,898 in the Criminal Justice Commission (CJC) Grants Fund.

**SUMMARY:** Juvenile Assessment Center (JAC) security services are needed past the original Agreement period (August 31, 2012) and will be extended until September 30, 2012 while the new JAC is being renovated. The Palm Beach County Sheriff's Office (PBSO) has agreed to continue to serve as the fiscal agent to administer the provisions noted above. PBSO currently contracts for security on the secure side of the JAC. JAC security services are funded through a partnership with DJJ and the CJC. Due to the DJJ's short timeline, the emergency signature process was utilized. Countywide (PGE)

**BACKGROUND:** In 1997 the Florida Legislature enacted legislation providing a local option to create juvenile assessment centers across the state. After research determined that such a center would immensely benefit the County, the CJC brought together local agencies to identify a site. With the assistance of the County's Facilities Management Division and the BCC, a building was chosen adjacent to the Palm Beach International Airport. This building was owned by the County and was vacant at the time. The JAC remains in that location 3400 Belvedere Road. The PBC JAC opened in November 1998 as a collaborative partnership between the Florida Department of Juvenile Justice, the CJC, Palm Beach County School District Youth Court, the State Attorney's Office, and PBSO among others. The PBC JAC is managed and governed by the participating agencies, consistent with respective statutory requirements of each agency.

The JAC is being relocated to the detention center campus as soon as renovations are completed. DJJ will assume all costs for security once relocated.

**Attachments:**

1. Contract Amendment with the Department of Juvenile Justice
2. Budget Amendment (Fund 1152)
3. Budget Amendment (Fund 1507)

DATE

DATE \_\_\_\_\_

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	<u>\$10,898</u>	_____	_____	_____	_____
External Revenues	<u>&lt;\$10,898&gt;</u>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>-0-</u>	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes \_\_\_\_\_ No X

Budget Account No.: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org. \_\_\_\_\_ Object \_\_\_\_\_

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

The DJJ will provide an additional \$10,898 toward security for the extended period through September 30, 2012.

C. Departmental Fiscal Review: Final 9/21/12

## III. REVIEW COMMENTS

### A. OFMB Fiscal And/Or Contract Development and Control Comments:

OFMB [Signature] 10/1/2012  
[Signature] 9/28/12  
[Signature] 9/27/12  
 Contract Development & Control [Signature] 10/9/12

### B. Legal Sufficiency:

[Signature] 10/9/12  
 Assistant County Attorney

### C. Other Department Review:

[Signature]  
 Department Director

REVISED 9/95  
 ADM FORM 01

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

DEPARTMENT OF JUVENILE JUSTICE

FIRST CONTRACT AMENDMENT

FOR

PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION (CJC)  
ON BEHALF OF THE PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

The purpose of this Amendment is to extend the Contract for one (1) month, to continue providing security services until such time the Department leased JAC facility's new location is operational. This is at no fault of the Provider.

THIS AMENDMENT, entered into between the STATE OF FLORIDA, DEPARTMENT OF JUVENILE JUSTICE, ("Department") and the PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION (CJC) ON BEHALF OF THE PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS ("Provider"), amends the above-referenced Contract by deleting, as indicated by "strike through" or reference and adding, as indicated by "underscore" or reference the section(s) below:

REFERENCE: Page 3, Section III.B., 1., Method of Payment

UPDATE: 1. Contract Amount  
Total compensation under this Contract shall not exceed \$87,911.34. .  
The Department will pay the Provider a rate of \$363.27 per day for 150 facility days for the period of February 1, 2012 through June 30, 2012 and a rate of \$363.27 per day for 62 facility days for the period of July 1, 2012 through August 31, 2012, and a rate of \$363.27 per day for 30 facility days for the period of September 1, 2012 through September 30, 2012.

REFERENCE: Page 13, Section VIII., General Terms and Conditions,

ADD: Y. MIS Security:  
In accordance with Rule 71A-1.005 (1)-(5) F.A.C. Contractors, Providers, and Partners employed by the Department or acting on behalf of the Department shall comply with all applicable security policies, and employ adequate security measures to protect the Department's information, applications, data, resources, and services. When applicable, network connection agreements shall be executed for third-party network connections prior to connection to the Department's internal network.

This Amendment shall become effective on September 1, 2012 or upon full execution, whichever is later. All terms and conditions of said original Contract and any attachments and amendments thereto shall remain in full force and effect for this Amendment. Any provisions of said original Contract and any supplements and amendments thereto in conflict with this Amendment shall be and are hereby changed to conform to this Amendment. This Amendment is hereby made a part of the Contract.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed, the day and year last written below.

PROVIDER  
PALM BEACH COUNTY CRIMINAL  
JUSTICE COMMISSION (CJC) ON BEHALF OF  
THE PALM BEACH COUNTY BOARD  
OF COUNTY COMMISSIONERS

STATE OF FLORIDA  
DEPARTMENT OF JUVENILE JUSTICE

SIGNED BY: Shelley Vana

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

NAME: Shelley Vana

NAME: ROBERT WOODY

TITLE: Chair, Board of County Comm  
Commissioners

TITLE: DEPUTY SECRETARY

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

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

VENDOR NUMBER: 596000785

THIS AMENDMENT IS NOT VALID UNTIL SIGNED AND DATED BY BOTH PARTIES

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

James L. Eddley  
COUNTY ATTORNEY

## CONTRACT CONTENT ACKNOWLEDGMENT

*This document serves as acknowledgement that either (1) the contract document forwarded for signature has not been modified or altered in any manner or (2) you have made changes to the document that you wish for the Department to consider. Please mark the section below that applies and return it along with the executed contract documents. Please note that if this section is not completed and returned to the Contract Administrator, the returned contract will be discarded with the exception of the signature page, and the Department's original contract document will be substituted. Also, contracts that are the result of a competitive procurement may not have material terms changed, modified or altered.*

PLEASE INDICATE WHICH SECTION APPLIES:

  X   The attached document has been executed by the named Provider and no changes, material or otherwise, to the contract have been made.

\_\_\_\_\_ The attached document has been executed by the named Provider and changes were made in the following sections and pages (please also note any changes on the face of the document).

[illegible]

**Contract #** X1706      **Amendment #** 1

I hereby acknowledge that the information above is true and correct.

PROVIDER:  
SIGNED BY: Shelley Tava

NAME: Shelley Vana

TITLE: Chair, Board of County Commissioners

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

DEPARTMENT OF JUVENILE JUSTICE

FIRST CONTRACT AMENDMENT

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ON BEHALF OF THE PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

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PROVIDER  
PALM BEACH COUNTY CRIMINAL  
JUSTICE COMMISSION (CJC) ON BEHALF OF  
THE PALM BEACH COUNTY BOARD  
OF COUNTY COMMISSIONERS

STATE OF FLORIDA  
DEPARTMENT OF JUVENILE JUSTICE

SIGNED BY: Shelley Vana

SIGNED BY: [Signature]

NAME: Shelley Vana

NAME: ROBERT WOODY

TITLE: Chair, Board of County Comm  
Commissioners

TITLE: DEPUTY SECRETARY

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

DATE: 8/30/12

VENDOR NUMBER: 596000785

THIS AMENDMENT IS NOT VALID UNTIL SIGNED AND DATED BY BOTH PARTIES

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

[Signature]  
COUNTY ATTORNEY

12-1162

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Page 1 of 1

FUND 1152 - Sheriff's Grants Fund

BGEX-092812\*2167  
BGRV-092812\*717

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 9/28/12	REMAINING BALANCE
<b>Revenues</b>								
Juvenile Assessment Center FY2012								
160-2223-8249	Tr fr Fund 1507 - CJC Grant Fund	0	395,013	10,898	0	405,911		
<b>TOTAL REVENUES</b>		<b>4,077,628</b>	<b>\$11,340,583</b>	<b>10,898</b>	<b>\$0</b>	<b>\$11,351,482</b>		
<b>Expenditures</b>								
Juvenile Assessment Center FY2012								
160-2223-9498	Transfer to Sheriff's Fund 1902	0	405,159	10,898		416,057	405,159	10,898
<b>TOTAL EXPENDITURES</b>		<b>4,077,628</b>	<b>\$11,340,583</b>	<b>10,898</b>	<b>\$0</b>	<b>\$11,351,482</b>		

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

By Board of County Commissioners  
At Meeting of October 16, 2012

Deputy Clerk to the  
Board of County Commissioners

Attachment #

2



12- **1163**

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Page 1 of 1

FUND 1507 - Criminal Justice Commission Grant Fund

BGEX 762-092012\*2056  
BGRV 762-092012\*655

Use this form to provide budget for items not anticipated in the budget.

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 9/19/12	REMAINING BALANCE
<b>REVENUES</b>								
DJJ JAC Security 762-7695-3129	Fed Grant - Oth Public Safety	0	127,013	10,898		137,911		
<b>TOTAL REVENUES</b>		<u>1,420,451</u>	<u>2,517,336</u>	<u>10,898</u>	<u>0</u>	<u>2,528,234</u>		
<b>EXPENDITURES</b>								
DJJ JAC Security <del>300</del> 7695-9020	Tr to Sheriff's Grans Fund 1152	0	77,013	10,898	0	87,911	18,164	69,747
<b>TOTAL EXPENDITURES</b>		<u>1,420,451</u>	<u>2,517,336</u>	<u>10,898</u>	<u>0</u>	<u>2,528,234</u>		

Criminal Justice Commission

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

*[Signature]* 9/20/12  
*[Signature]* 10/1/2012

By Board of County Commissioners  
At Meeting of 10/16/12

Deputy Clerk to the  
Board of County Commissioners

Attachment #

W