

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: April 16, 2013

[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 receive and file:

- A) Amendment 001 to Standard Agreement No. IU013-9500 (R2012-1871) for the Nutrition Services Incentive Program (NSIP) with Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA) for the period October 1, 2012, through September 30, 2015, to amend paragraph 4 and amend paragraph 3.1 Attachment I of the Standard Agreement; increasing the reimbursement rate for eligible congregate and home delivered meals from \$0.68 to \$0.72; and
- B) Amendment 002 to Standard Agreement No. IU012-9500 (R2012-0047) for NSIP grant with AAA for the period October 1, 2011, through December 30, 2012, to decrease the total amount of the agreement by \$74,362.22 for a new total amount not to exceed \$244,897.78; amend paragraph 4 and paragraph 3.1 Attachment I of the Standard Agreement and revise and replace Attachment III, Exhibit 1.

Summary: Division of Senior Services receives funds through the AAA to supplement the cost of providing meals to seniors through the Older Americans Act Congregate and Home Delivered Meal programs. These Federal funds are provided through the Department of Elder Affairs (DoEA). No County funds are required. (DOSS) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Rd. (TKF)

Background and Justification: AAA negotiated this entitlement program through DoEA. DOSS receives cash to supplement the cost of providing meals to seniors.

Attachments:

1. Walk Through Memo
2. Resolution No. R2010-1942
3. Two (2) NSIP Amendments

Recommended By: _____

Department Director

Date: 4/16/13

Approved By: _____

Assistant County Administrator

Date: 4/9/13

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures					
Operating Costs	(74,362.22)				
External Revenue	74,362.22				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Current Budget? Yes X No

Budget Account No.:

Fund 1006 Dept 144 Unit 1458/1459 Object Var. Program Code Var. Program Period Var.

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

Budget Amendment is not necessary as Amendment 001 is changing the current rate but not the overall budget amount and the service period for Amendment 002 ended September 30, 2012.

C. Departmental Fiscal Review: DM
Taruna Malhotra, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

OFMB 4/14/13 4/14/13 4/30/13 4/30/13 4/30/13
Contract Development and Control 4-8-13 B.W. Reilly 4/19/13

B. Legal Sufficiency:

4/9/13
Chief Assistant County Attorney

C. Other Department Review:

Department Director

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



MEMORANDUM

TO: Robert Weisman
County Administrator

THRU: Jon Van Arnam
Assistant County Administrator

FROM: Channell Wilkins
Community Services Department Director

DATE: February 26, 2013

RE: **Division of Senior Services (DOSS)**
Amended Agreements

Pursuant to Resolution R-2010-1942, your signature is needed for the approval of the enclosed amended agreements. This resolution authorizes the County Administrator signatory authority on contract amendments related to DOSS/Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA) grants for no more than ten percent (10%) of the contracted amount or \$150,000, whichever is greater. Please find attached:

- A) Amendment 001 to Standard Agreement No. IU013-9500 (R2012-1871) for the Nutrition Services Incentive Program (NSIP) grant with AAA for the period October 1, 2012, through September 30, 2015, to (1) amend paragraph 4 of the Standard Agreement and (2) amend paragraph 3.1 Attachment I;
- B) Amendment 002 to Standard Agreement No. IU012-9500 (R2012-0047) for the NSIP grant with AAA for the period October 1, 2011, through December 30, 2012, to (1) decrease the total amount of the agreement by \$74,362.22 for a new total amount of \$244,897.78; (2) amend paragraph 4 of the Standard Agreement; (3) amend paragraph 3.1 Attachment I and (4) revise and replace Attachment III, Exhibit – 1.

Staff will submit this item at the Board's April 16, 2013 Commission Agenda as a "Receive and File" item to allow the clerk's office to note and receive the documents in accordance with PPM CW-O-051.

For additional information, please contact Faith R. Manfra, (561) 355-4750.

Department of Community Services
Division of Senior Services
Administration

- ☐ **Central Office**
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West Palm Beach, FL 33401
Tel: (561) 355-4746
FAX: (561) 355-3222
- ☐ **North Office**
5217 Northlake Boulevard
Palm Beach Gardens, FL 33418
Tel: (561) 694-5435
FAX: (561) 694-9611
- ☐ **South Office**
3680 Lake Worth Road
Lake Worth, FL 33461
Tel: (561) 357-7100
FAX: (561) 357-7114
- ☐ **West Office**
2916 State Road #15
Belle Glade, FL 33430
Tel: (561) 996-4808
FAX: (561) 992-1011

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Board of County Commissioners

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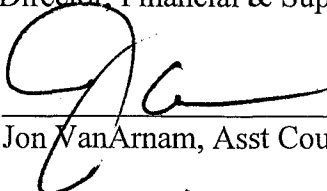
Approved:



Director, Financial & Support Svcs.



Chief Assistant County Attorney



Jon VanArnam, Asst County Administrator



Robert Weisman, County Administrator

Attachments: Resolution No. R2010-1942
Two (2) Amendments

RESOLUTION NO. 2010-1942

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR OR HIS DESIGNEE SIGNATORY AUTHORITY ON INDIVIDUAL AMENDMENTS TO AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC. (AAA) GRANT AGREEMENTS/CONTRACTS FOR NOT MORE THAN TEN PERCENT OF THE CONTRACTED AMOUNT OR \$150,000, WHICHEVER IS GREATER.

WHEREAS, Palm Beach County has adopted an optional Home Rule Charter pursuant to Section 1(g) of Article VIII of the Florida State Constitution and Chapter 125 of the Florida Statutes; and

WHEREAS, Section 125.85, Florida Statutes, authorizes the delegation of any powers and duties not set forth therein by resolution or ordinance of the Board of County Commissioners; and

WHEREAS, the delegation of signing authority to the County Administrator or his designee, on contract amendments to AAA agreements/contracts for the program periods, November 16, 2010 through November 15, 2013, for not more than 10% of the total grant award/agreement amount or \$150,000, whichever is greater, would facilitate timely spending of grant funds which must be spent within a program year; and

WHEREAS, the delegation of signatory authority to the County Administrator or his designee on amendments to AAA agreements/contracts would also allow for reallocation of funding in a more expeditious manner and would eliminate delays caused by such items to be brought before the Board of County Commissioners and would therefore be consistent with the goal of the grantee to expend funds in compliance with grant requirements; and

WHEREAS, Countywide PPM#CW-O-051 establishes procedures and policy regarding delegated authority for execution of County contracts, agreements, and grants.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, as follows:

1. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.
2. The County Administrator, or his designee, is hereby expressly authorized to execute, on behalf of the Board of County Commissioners, agreement/contract amendments within the defined threshold for the indicated time period.
3. This delegation of signature authority shall be implemented in accordance with the provisions of Countywide PPM #CW-0-051.

The foregoing Resolution was offered by Commissioner Aaronson , who moved its adoption. The motion was seconded by Commissioner Vana , and upon being put to a vote, the vote was as follows:

District 1:	KAREN T. MARCUS	Aye
District 2:	Paulette Burdick	Aye
District 3:	SHELLY VANA	Aye
District 4:	STEVE L. ABRAMS	Aye
District 5:	BURT AARONSON	Aye
District 6:	Jess R. Santamaria	Aye
District 7:	Priscilla A. Taylor	Aye

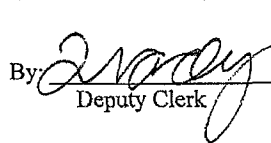
The Chair thereupon declared the Resolution duly passed and adopted this 16th day of November, 2010.

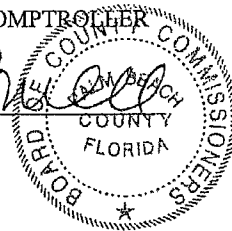
APPROVED AS TO FORM
SUFFICIENCY

PALM BEACH COUNTY, FLORIDA, BY ITS LEGAL
BOARD OF COUNTY COMMISSIONERS

SHARON R. BOCK, CLERK/COMPTROLLER

By: 
Assistant County Attorney

By: 
Deputy Clerk



THIS AMENDMENT, entered into between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc., hereinafter referred to as the "Agency", and Palm Beach County Board of County Commissioners hereinafter referred to as the "Provider", amends contract # IU013-9500.

The purpose of this amendment is to: (1) amend Paragraph 4 of the Standard Contract; (2) Amend Paragraph 3.1 of Attachment I.

(1) Paragraph 4 of the Standard Contract is hereby amended to read:

4. Agreement Amount

The Agency agrees to pay for services according to the terms and conditions of this Agreement in an amount not to exceed \$320,198.00, or the rate schedule, subject to the availability of funds. Any costs or services paid for under any other contract and or Agreement from any other source are not eligible for payment under this Agreement.

Funding Allocation				
Program Title	Year	Funding Sources	CFDA	Amount
Nutrition Services Incentive Program	2012-2013	Older Americans Act	93.053	\$320,198.00
TOTAL AGREEMENT AMOUNT:				\$320,198.00

<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 (10/1/12 - 12/31/12)	1 unit = 1 meal	0.68	54,367	\$36,969.56

<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 (10/1/12 - 9/30/13)	1 unit = 1 meal	0.72	54,367	\$2,174.68

*The .72 maximum reimbursement is the difference between the two rates using 12/31/12 YTD meals.

(2) Section 3.1 of Attachment I is hereby amended to read:

SECTION III: METHOD OF PAYMENT

3.1 STATEMENT OF METHOD OF PAYMENT

This is a fixed rate Agreement. The Agency shall make payment to the Provider for provision of services up to a maximum number of units of service and at the prospective rate stated below:

Service to be Provided	Unit of Service	Unit Rate
Eligible Congregate and Home Delivered Meals	1 unit = 1 meal	\$0.72

The prospective rate is based on the estimated OAA grant award.

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

All provisions in the Agreement 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 4 page agreement to be executed by their undersigned officials as duly authorized.

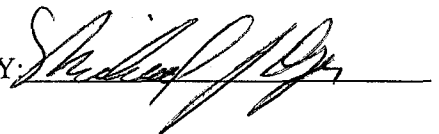
Provider: **PALM BEACH COUNTY, FLORIDA,**
A Political Subdivision of the State of
Florida

AREA AGENCY ON AGING OF PALM
BEACH/TREASURE COAST, INC.

SIGNED
BY:


Robert Weisman, County Administrator

SIGNED BY:



DATE:

3/8/13

SHARON R. BOCK, Clerk and Comptroller

NAME: Michael Dyer

TITLE: Chair

BY:

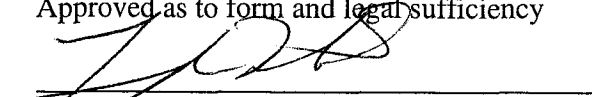
DATE:

DATE: 2/14/13

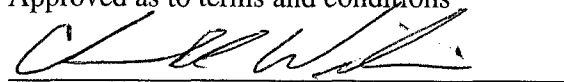
Federal Tax ID: 59-6000785

Fiscal Year Ending Date:

Approved as to form and legal sufficiency


Chief Assistant County Attorney

Approved as to terms and conditions


Department Director

Attestation Statement

Agreement Number IU013-9500

Amendment Number 001

I, Robert Weisman, County Administrator, attest that no changes or revisions have been made to the
(Provider Representative)

content of the above referenced agreement/contract or amendment between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. 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.

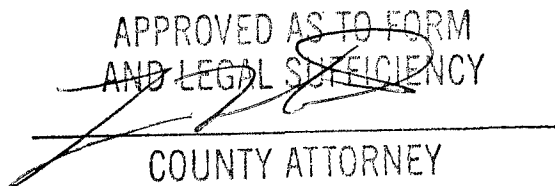


Signature of Provider Representative

3/8/13

Date

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY



COUNTY ATTORNEY