

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

=====

Meeting Date: October 1, 2013	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department
Submitted By: Community Services
Submitted For: Head Start/Early Head Start & Children's Services

=====

I. EXECUTIVE BRIEF

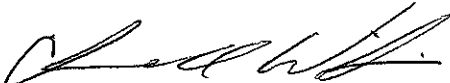

Motion and Title: Staff recommends motion to approve: Amendment No. 001 to Early Head Start Contracted Services Agreement with Family Central, Inc. (R2012-1639) for the period September 9, 2013, through September 30, 2013, to increase enrollment by 16 infants and toddlers and increase funding by \$7,101 for a new total not to exceed amount of \$435,101.

Summary: This amendment is necessary to adjust compensation for contracted services to Early Head Start infants, toddlers and families. Hispanic Human Resources Council, Inc. (HHRC) no longer provides Early Head Start services and eliminated 24 Early Head Start slots. Family Central, Inc. increased their enrollment to provide services for 16 slots eliminated by HHRC. In a separate agreement approved by the Board on July 24, 2013 (R2013-0980), the School Board of Palm Beach County increased their enrollment to provide services for the remaining eight (8) slots eliminated by HHRC. No new County funding is required. (Head Start) Countywide (TFK)

Background and Justification: There are not sufficient County facilities to accommodate all authorized slots for infants and children in the Head Start/Early Head Start program; therefore, the County enters into agreements with child care agencies to provide comprehensive Head Start/Early Head Start services.

Attachments: One (1) Amendment to the Early Head Start Contracted Services Agreement

=====

Recommended By:		<u>9/9/13</u>
	Department Director	Date
Approved By:		<u>9/23/13</u>
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures					
Operating Costs	7,101				
External Revenue	(5,681)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	1,420				

No. ADDITIONAL FTE POSITIONS (Cumulative)					
--	--	--	--	--	--

Is Item Included In Previous Budget? Yes X No

Budget Account No.:

Fund 1002 Dept 147 Unit 1457 Object 3401 Program Code HD29 Program Period GY12

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

Funding for this amendment will be offset by the elimination of the HHRC Early Head Start contract. No new County funding is required.

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

III. REVIEW COMMENTS

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

Shreya Malhotra
OFMB 9/13 9/23/13

Dr. J. Jacobson
Contract Development and Control
9-23-13 Dr. Jacobson

B. Legal Sufficiency:

[Signature]
Chief Assistant County Attorney 9/23/13

C. Other Department Review:

Department Director

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

AMENDMENT 1 TO EARLY HEAD START CONTRACTED SERVICES AGREEMENT

THIS AMENDMENT 1 TO THE EARLY HEAD START CONTRACTED SERVICES AGREEMENT dated November 20, 2012 (R2012-1639), made and entered into on this day of _____, by and between Palm Beach County, a Political Subdivision of the State of Florida herein referred to as the COUNTY, and Family Central, Inc., a not-for-profit corporation authorized to do business in the State of Florida, herein referred to as the CHILD CARE PROVIDER.

WITNESSETH:

WHEREAS, the need exists to amend the AGREEMENT to add 12 more infants and toddlers between September 9th and September 30th and additional 4 infants and toddlers between September 16th and September 30th and to increase the Agreement amount by \$7,101.24 dollars, for the period of September 9, 2013 through September 30, 2013.

NOW, THEREFORE, the above named parties hereby mutually agree that the AGREEMENT is hereby amended as follows:

- I. So much as Article 3 reads Four Hundred Twenty-Eight Thousand Dollars (\$428,000) is amended to read Four Hundred Thirty-Five Thousand, One Hundred One Dollars (\$435,101) in accordance with the budget set forth herein as Exhibit B1 hereof.
- II. The existing Exhibit "B" Schedule of Payment and Budget Data is deleted in its entirety and Exhibit "B1" attached hereto is substituted in its stead.

OTHER PROVISIONS

All provisions in the Agreement or Exhibits to the AGREEMENT in conflict with this Amendment and Exhibits or Attachments thereto are hereby changed to conform to this Amendment.

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

IN WITNESS WHEREOF, the parties hereto have caused this 3 page Amendment to be executed by their officials thereupon duly authorized.

ATTEST:
Sharon R. Bock, Clerk & Comptroller


PALM BEACH COUNTY, FLORIDA
BY ITS BOARD OF COUNTY COMMISSIONERS

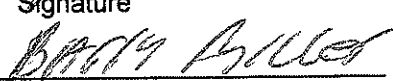
By: _____
Deputy Clerk

By: _____
Steven L. Abrams, Mayor


WITNESS:

**CHILD CARE PROVIDER: FAMILY
CENTRAL, INC.**



Signature


Name (type or print)

By: 

Signature

Barbara A. Weinstein, Ed. D.

Name (type or print)

President/CEO
Title

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: _____
Chief Assistant County Attorney

**APPROVED AS TO TERMS
AND CONDITIONS**

By: 

Department Head

EXHIBIT "B1"

SCHEDULE FOR PAYMENT AND BUDGET DATA FOR REIMBURSABLE EXPENSES ONLY FOR THIS AGREEMENT WITH: FAMILY CENTRAL, INC.

BUDGET DATA

Payment will only be made for budgeted categories up to the maximum amount set forth below:

<u>COST CATEGORY</u>	<u>AUTHORIZED AMOUNT</u>
To provide Early Head Start services for a maximum of 56 children and their families for a maximum of 254 days at a rate of \$30.09 per child/per day for infants and toddlers for a total of	\$428,000.16
To provide Early Head Start services for a maximum of 12 children and their families for a maximum of 16 days and 4 children and their families for a maximum of 11 days at a rate of \$30.09 per child/per day for infants and toddlers for a total of	\$7,101.24

MAXIMUM AMOUNT AUTHORIZED UNDER THIS AGREEMENT FOR TOTAL OF 72 INFANTS AND TODDLERS \$435,101

In the event enrollment at the CHILD CARE PROVIDER'S site(s) is less than 72 children and families, the maximum amount authorized per month will be determined by multiplying the total number of children enrolled per day X the per child daily rate.

The CHILD CARE PROVIDER shall maintain records in auditable form that permit allocation of the expenses to the various funding sources.

These funds cover the cost of full day/full year services for all children.

Nothing below this line

EXHIBIT "B1"
SCHEDULE FOR PAYMENT (Continued)

1. In accordance with the Head Start Performance Standards Attendance guidelines (1305.8):

(A) The CHILD CARE PROVIDER will be reimbursed for the full month care days and children as stated above in Exhibit B1. **The COUNTY will be responsible for enrollment.** The CHILD CARE PROVIDER will not be penalized in the event of under enrollment. A child is considered enrolled (slot filled) up to 30 calendar days after officially terminated and the slot is not filled by another eligible child.

New Delegates/Child Care Providers will be reimbursed for the full month care days and children as stated above in Exhibit B1 for the first two months of services provided to the children. Payment to the CHILD CARE PROVIDER will be evaluated on a monthly basis. The CHILD CARE PROVIDER should endeavor to reach enrollment capacity within this period.

(B) In catastrophic conditions which are beyond the control of the CHILD CARE PROVIDER which prevents the centers from being opened, the CHILD CARE PROVIDER may be reimbursed for the full month care days and children as stated above in Exhibit B1. Payment to the CHILD CARE PROVIDER will be evaluated on an individual basis with the potential that the termination clause (Article 5) could be invoked.

(C) Sign-in/out sheets must be submitted with the request for all children that reimbursement is being requested for. A signature as well as a legible time must be entered on the sign-in/out sheets as these will be used as source documents for calculating the reimbursement.

Nothing below this line