

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

Agenda Item #: 3X3

AGENDA ITEM SUMMARY

Meeting Date: December 3, 2013 [X] Consent [ ] Regular  
[ ] Ordinance [ ] Public Hearing

Department:  
Submitted By: Department of Public Safety  
Submitted For: Division of Victim Services

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to receive and file: A) No Cost Extension with the U.S. Department of Justice Office on Violence Against Women Grant to Encourage Arrest Policies and Enforcement of Protection Orders Program #2011-WE-AX-0027 (R2012-0183) which extends the completion date from September 30, 2013 to September 30, 2014; and**

**B) Agreement reinstating and amending the original agreement for investigative services between Palm Beach County and the Office of the State Attorney, Fifteenth Judicial Circuit which extends the completion date from September 30, 2013 to September 30, 2014 and amends the Agreement decreasing the amount from \$57,184.56 to \$19,332.13 to continue to conduct investigations of sexual assault cases with adult victims and serious domestic violence cases; and**

**C) Contract reinstating and amending the terms of the original contract, as amended for professional services between Palm Beach County and Aid To Victims of Domestic Abuse, Inc. (AVDA) which extends the completion date from September 30, 2013 to September 30, 2014 and amends the contract amount increasing from \$100,293.00 to \$116,051.00 to continue to provide crisis intervention, supportive counseling and advocacy to victims of sexual assault in cases of domestic violence.**

**Summary:** On January 24, 2012, the Board of County Commissioners approved the acceptance of the U.S. Department of Justice, Office on Violence Against Women (OVW) Fiscal Year 2011 Grant to Encourage Arrest Policies and Enforcement of Protection Orders Program (#2011-WE-AX-0027) in the amount of \$906,949 with no County matching funds required. A No Cost Extension was granted by the funder to extend the project completion date from September 30, 2013 to September 30, 2014. The reason for this was due to a delay in funding availability following the award and the need to extend the timeframe in order to complete all project goals. There is no change in the original grant award budget, however, line item adjustments were made to accommodate the extension period. The SAO15 agreement was decreased by \$37,852.43 due to unexpended funds. The AVDA contract was increased by \$15,758.00 to cover the extension period. R2012-0183 authorizes the County Administrator or his designee to execute contracts and amendments utilizing funding from the Department of Justice, Office on Violence Against Women on behalf of the Board of County Commissioners. Countywide (PGE)

**Background and Justification:**

The Catalogue of Domestic Financial Assistance (CDFFA) number is 16.590. The grant required partnership with a local domestic violence provider, AVDA, and collaboration with the Office of the State Attorney. On March 28, 2012, \$57,184.56 was allocated to enter into an agreement with the SAO15 to provide investigatory work conducting criminal investigations of cases involving sexual assault with adult victims and Level I (serious) domestic violence cases. On May 15, 2012, \$100,293 was contracted with AVDA to hire a specialized domestic violence Victim Advocate (non-county), to provide professional services for victims of sexual assault in domestic violence cases. The first amendment to the AVDA contract deleted specific language regarding mileage reimbursements.

**Attachments:**

1. US Department of Justice Change Project Period Grant Adjustment Notice/Request
2. Agreement Reinstating and Amending the Original Agreement for Investigative Services Between Palm Beach County and the Office of the State Attorney, Fifteenth Judicial Circuit
3. Contract Reinstating and Amending the Terms of the Original Contract, as Amended for Professional Services Between Palm Beach County and Aid To Victims of Domestic Abuse, Inc. (AVDA)

Recommended By: Vincent J. Bonvento 11/25/13  
Department Director Date

Approved By: Vincent J. Bonvento 11/25/13  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures					
Operating Costs	(\$22,094)				
External Revenues	22,094				
Program Income (County)					
In-Kind Match (County)					
<b>Net Fiscal Impact</b>	<b>0</b>				
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Is Item Included In Current Budget? Yes x No \_\_\_\_\_  
 Budget Account No: Exp: Fund 1426 Department 662 Unit 3295 Object var  
 Rev: Fund 1426 Department 662 Unit 3295 Revenue Source 3129

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
 Funding for these contracts are 100% grant funded by the U.S. Department of Justice, Office on Violence Against Women (OVW)

Fund: 1426 – Public Safety Grants  
 Unit: 3295 – GTEA Grant

In total, there was no change in the grant funding; only changes to certain line items within the grant, some of which required amendments to agreements/contracts.

**C. Departmental Fiscal Review:** Stephanie Sejnoha 11/7/13  
 Stephanie Sejnoha, Director of Finance & Admin. Services

**III. REVIEW COMMENTS**

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

Susan Neary 11/13/13  
 OFMB <sup>KA</sup> <sup>SC</sup> <sup>JB</sup> <sup>AM</sup>  
 11/13 11/13 11/13

Dr. J. Jacobson 11/21/13  
 Contract Development and Control

**B. Legal Sufficiency:**  
Barbara E. Edley 11/21/13  
 Senior Assistant County Attorney

**C. Other Department Review:**  
 \_\_\_\_\_  
 Department Director

**THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT**



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

Grantee Information					
<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2011 - 09/30/2014	<b>GAN Number:</b>	013
<b>Grantee Address:</b>	301 N. Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	OVW	<b>Date:</b>	08/09/2013
<b>Grantee DUNS Number:</b>	07-847-0481	<b>Grant Manager:</b>	Rudelle Handy		
<b>Grantee EIN:</b>	59-6000785	<b>Application Number(s):</b>	2011-X0489-FL-WE		
<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2011-WE-AX-0027		
<b>Project Title:</b>	Palm Beach County's Coordinated Response and Training for Sexual Assault, Domestic Violence, Dating Violence and Stalking Cases.	<b>Award Amount:</b>	\$906,949.00		

Change Project Period			
<b>Current Grant Period:</b>	Month: 23 Day: 29	<b>New Grant Period:</b>	Month: 35 Day: 29
<b>Project Start Date:</b>	10/01/2011	<b>*New Project Start Date:</b>	10/01/2011
<b>Project End Date:</b>	09/30/2013	<b>*New Project End Date:</b>	09/30/2014

**\*Required Justification for Change Project Period:**

Palm Beach County Victim Services is requesting a NO Cost Extension of the award period from October 1, 2013 to September 30, 2014. Please see justification in attachment.

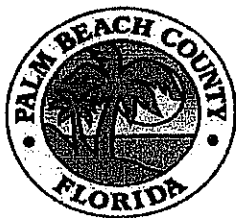
**Attachments:**

Filename:	User:	Timestamp:
gan no cost extension gtea 2011 we ax 0027.pdf	NBishop	07/23/2013 2:07 PM

[Print](#)

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	08/09/2013 12:00 PM
Submitted	PO - Grant Manager	NBishop	07/23/2013 2:09 PM
Draft	EXTERNAL - External User	NBishop	07/23/2013 2:08 PM
Draft	EXTERNAL - External User	NBishop	05/06/2013 3:34 PM



July 23, 2013

**Department of Public Safety  
Division of Victim Services**

205 N. Dixie Hwy, Suite 5.1100  
West Palm Beach, FL 33401

Telephone - (561) 355-2418  
Facsimile - (561) 355-2757  
www.pbcgov.com

**Palm Beach County  
Board of County  
Commissioners**

Steven L. Abrams, Mayor

Priscilla Taylor, Vice Mayor

Hal R. Valeche

Paula Burdick

Shelley Vana

Mary Lou Berger

Jess R. Santamaria

**County Administrator**

Robert Weisman, P. E.

*"An Equal Opportunity  
Affirmative Action Employer"*

Ms. Rudelle Handy, Program Manager  
Department of Justice  
Office on Violence Against Women  
145 N. Street, NE  
Washington, DC 20530

Dear Ms. Rudelle,

RE: NO Cost Extension of Award Period Justification  
Oct. 1, 2013 to Sept. 30th, 2014  
Office on Violence Against Women (OVW) Fiscal Year (FY) 2011  
Grants to Encourage Arrest Policies and Enforcement of Protection Orders  
Program  
Grant Number 2007-WE-AX-0027  
Palm Beach County Victim Services

Palm Beach County Victim Services & Certified Rape Crisis Center (PBCVS) is requesting a no cost extension of the award period from October 1, 2013 to September 30, 2014. The balance of existing funds will be used to support all grant staff and project goals and objectives through the end of the grant extension. No additional funds are being requested. The reason for this request is primarily due to a delay in funding availability following the award and the need to extend the timeframe in order to complete all project goals.

The grant start-up for Palm Beach County Victim Services was postponed for nearly six months due to the delay of VAWA funding disbursement. Project staff could not be hired per Palm Beach County policy until funds were made available and the grant budget was approved. Upon budget approval, the following staff were hired beginning April, 2012 with a full complement aboard by July 30, 2012: Victim Advocate, Monica Gonzalez-April 27, 2012; Secretary, Caroline Paul-Haswell-May 7, 2012; Non-Profit Project Partner Victim Advocate, Melanie Rodriguez-May 8, 2012; Grant Coordinator, Sharon Daugherty-July 9, 2012; State Attorney Investigator, Cheryl Lumm-July 9, 2012; Victim Advocate, Debbie Murdoch-July 30, 2012; and Therapist, Amber Ahern-July 30, 2012. A victim Advocate position was vacated on June 1, 2013. Due to the amount of time needed to recruit and train a new advocate, the position will remain vacant at this time.



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We are experiencing extraordinary cooperation among grant partners and community agencies. The project has centralized and coordinated a dedicated sexual assault response team (SART) comprised of law enforcement, prosecutors, advocates and medical providers to respond to crimes of sexual assault, domestic violence, dating violence and stalking. These teams have improved crisis responses, investigations, evidence collection, and medical care for victims leading to more arrests and enhanced prosecutions. Upon approval of the award period extension, SART members and grant staff will continue the momentum towards fulfilling the project goals and objectives.

The extension will allow us to continue our focus on the following key areas of need: enhancing our first responder coordinated community response to victims, completing protocols under development, addressing identified training needs for law enforcement in the area of improved forensic evidence collection and using a trauma-informed approach when working with victims, and collecting data in order to measure outcomes. We intend to focus on establishing a strategic plan for our SART to ensure team longevity and are currently in negotiation with Minnesota Coalition Against Sexual Assault (MNCASA), an OVW technical assistance provider. A training DVD is in development and will be used as a training tool for law enforcement county-wide. Our forensic testing protocol has been vetted and will be communicated through trainings by grant funded staff. We have identified a gap in the ability to track protection order data beyond the number of temporary orders requested and have initiated discussion with various community stakeholders to develop a solution.

Thank you for your consideration,

A handwritten signature in cursive script that reads "Nicole Bishop (SD)".

Nicole Bishop, Director, Palm Beach County Justice Services & Victim Services

A handwritten signature in cursive script that reads "Sharon Daugherty".

Sharon Daugherty, Grant Coordinator, Palm Beach County Victim Services

**AGREEMENT REINSTATING AND AMENDING THE ORIGINAL AGREEMENT  
FOR INVESTIGATIVE SERVICES BETWEEN  
PALM BEACH COUNTY AND THE OFFICE OF THE STATE ATTORNEY,  
FIFTEENTH JUDICIAL CIRCUIT**

**THIS AGREEMENT** dated November 7, 2013 by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, (hereinafter referred to as the "COUNTY"), and the Office of the State Attorney, Fifteenth Judicial Circuit, a Florida Constitutional Officer, (hereinafter referred to as the "SAO15"), whose Federal I.D. is 65-1150231, reinstates and amends the Original Investigative Services Agreement, originally entered on March 28, 2012 ("Original Agreement").

**WITNESSETH:**

**WHEREAS**, the COUNTY and SAO15 entered into the Original Agreement on March 28, 2012, with an effective date of April 1, 2012, and a termination date of September 30, 2013 (said Original Agreement being a subgrant agreement funded by the Office on Violence Against Women from grant number GTEA 2011 WE AX 0027 (R2012-0183); and

**WHEREAS**, on August 9, 2013, the Office on Violence Against Women, gave the COUNTY a one (1) year extension of the Original Contract in grant number GTEA 2011 WE AX 0027 (R2012-0183), thereby extending the date for completion of service by SAO15 from September 30, 2013 to September 30, 2014; and

**WHEREAS**, SAO15 has not expended the funds that were originally awarded under the Original Agreement dated March 28, 2012, and are subsequently in excess of the anticipated cost of the extension, the parties have agreed to amend the Original Agreement by reducing the agreement price from \$57,184.56 to \$19,332.13.

**NOW THEREFORE**, the above named parties hereby mutually agree to reinstate and amend the Original Agreement dated on March 28, 2012, as follows:

- I. The Original Agreement dated March 28, 2012 is reinstated in its entirety.
- II. The termination date as referenced in Article 2 - Schedule of the Original Agreement is amended and extended until September 30, 2014.
- III. The agreement price as referenced in Article 3 - Payments to SAO15 in the Original Agreement is decreased from \$57,184.56 to \$19,332.13. The new schedule of payments, as amended and referenced herein, is attached hereto as "Exhibit B-01 Schedule of Payments" showing the new total budget.
- IV. All other provisions of the Original Agreement are hereby affirmed, and except as provided herein, are not otherwise altered or amended and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Investigative Services, as reinstated and amended, to be executed by their officials thereupon duly authorized.

**OFFICE OF THE STATE ATTORNEY,  
FIFTEENTH JUDICIAL CIRCUIT,  
A FLORIDA CONSTITUTIONAL OFFICER**

By: [Signature]  
Signature

By: Jeanne D. Howard  
Agency's Signatory Name

Executive Director  
Agency's Signatory Title/Seal

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS:**

By: [Signature]  
Vincenz J. Bonvento  
Director of Public Safety

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

By: [Signature]  
County Attorney

**APPROVED AS TO TERMS  
AND CONDITIONS**

By: Nicole Bishop  
Nicole Bishop  
Director of Victim Services

**EXHIBIT B-01  
SCHEDULE OF PAYMENTS**

<u>Services</u>	<u>Unit Type</u>	<u>Billing Rate</u>	<u>Number</u>	<u>Amount</u>
Investigative Services	1 hour	28.34	682.15	\$19,332.13

Payment shall be reimbursed on the above hourly rate.



**CONTRACT REINSTATING AND AMENDING THE TERMS OF THE ORIGINAL CONTRACT, AS AMENDED FOR PROFESSIONAL SERVICES BETWEEN PALM BEACH COUNTY AND AID TO VICTIMS OF DOMESTIC ABUSE, INC. (AVDA)**

**THIS CONTRACT** dated November 7, 2013 by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, (hereinafter referred to as the COUNTY), and AID TO VICTIMS OF DOMESTIC ABUSE, Inc. (AVDA) (hereinafter referred to as the CONSULTANT), a not-for-profit corporation authorized to do business in the State of Florida, whose Federal I.D. is 59-2486620, reinstates and amends the Original Professional Services Contract ("Original Contract" dated April 16, 2012, as amended on January 15, 2013, First Amendment).

**WITNESSETH:**

**WHEREAS**, the COUNTY and CONSULTANT entered into the Original Contract dated April 16, 2012, with an effective date of April 1, 2012, and a termination date of September 30, 2013 (said Original Contract, as amended, being a sub-grant contract funded by the Office on Violence Against Women from grant number GTEA 2011 WE AX 0027 (R2012-0183); and

**WHEREAS**, on January 15, 2013, the parties agreed to a First Amendment concerning the budget for mileage which did not affect the contract price; and

**WHEREAS**, on August 9, 2013, the Office on Violence Against Women, gave the COUNTY a one (1) year extension of the Original Contract, as amended, in grant number GTEA 2011 WE AX 0027 (R2012-0183), thereby extending the date for completion of service by CONSULTANT from September 30, 2013 to September 30, 2014; and

**WHEREAS**, the original contract budget of the Original Contract, as amended, will not cover the cost of services through the extension date of September 30, 2014, and whereas the monies granted by the Office on Violence Against Women in grant number GTEA 2011 WE AX 0027 (R2012-0183) allow for reallocation of the grant budget; and

**WHEREAS**, the COUNTY and the CONSULTANT have agreed to amend the contract price from \$100,293.00 to \$116,051 to cover the cost of the extended term of time up through September 30, 2014.

**NOW THEREFORE**, the COUNTY and the CONSULTANT hereby mutually agree to reinstate and amend the Original Contract, as amended, as follows:

- I. The Original Contract dated April 16, 2012, as amended, on January 15, 2013, is reinstated in its entirety.
- II. The termination date as referenced in "Article 2 – Schedule" of the Original

Agreement, as amended, is amended and extended until September 30, 2014.

- III. The total contract price as referenced in "Article 3 - Payments to Consultant" of the Original Contract dated April 16, 2012, as amended, is increased to \$116,051, as reflected in the attached Exhibit "Schedule for Payment - Exhibit B-02."
- IV. All other provisions of the Original Contract, as amended, are hereby confirmed, and except as provided herein, are not otherwise altered or amended and shall remain in full force and effect.

IN WITNESS WHEREOF, the COUNTY and CONSULTANT (AVDA) hereto have caused this Contract, as reinstated and amended, to be executed by their officials thereupon duly authorized.

**AID TO VICTIMS OF  
DOMESTIC ABUSE, INC.**

By: Pamela O'Brien Pres. + CEO  
Pamela O'Brien  
President & CEO

**PALM BEACH COUNTY  
BOARD OF COUNTY  
COMMISSIONERS:**

By: Vincent J. Bonvento  
Vincent J. Bonvento  
Director of Public Safety

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

By: Penelope Erdley  
County Attorney

**APPROVED AS TO TERMS  
AND CONDITIONS**

By: Nicole Bishop  
Nicole Bishop  
Director of Victim Services

**EXHIBIT B-02  
SCHEDULE OF PAYMENTS**

<u>Services</u>	<u>Unit Type</u>	<u>Billing Rate</u>	<u>Number</u>	<u>Amount</u>
Advocacy Services	1 hour	23.82	4779.72	\$113,853
Mileage				<u>\$2,198</u>
<u>Total Contract Amount:</u>				\$116,051