

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: August 16, 2016	<input checked="" type="checkbox"/> [X]	Consent	<input type="checkbox"/> []	Regular
	<input type="checkbox"/> []	Ordinance	<input type="checkbox"/> []	Public Hearing

Department
Submitted By: Community Services
Submitted For: Human Services Division

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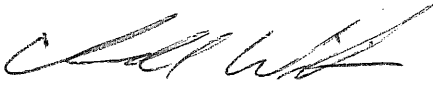

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment 01 to Contract for Provision of Services with Adopt-A-Family of the Palm Beaches, Inc. (R2015-1244), for the period October 1, 2015, through September 30, 2016, increasing funding by \$35,183 for a new total contract amount not to exceed \$208,671 for the operation of Program Reach.

Summary: The purpose of this Amendment is to reallocate the remaining Center for Family Services of Palm Beach County, Inc. (CFS) (R2015-1246) Emergency Solutions Grant (ESG) funds to Adopt-A-Family of the Palm Beaches, Inc. (AAF). ESG funds are managed by the Department of Economic Sustainability (DES) and require a thirty (30) day public notice of changes made to the 2015 - 2016 Action Plan (Action Plan). A public notice was placed in the Palm Beach Post on July 5, 2016. DES has amended their Action Plan as required by the U.S. Department of Housing and Urban Development. The DES Action Plan was finalized on August 5, 2016, allowing the Community Services Department (CSD), to proceed with the reallocation of funds. This Amendment allows AAF to continue responsibilities of Program Reach, formally known as Pat Reeves Village, the only emergency shelter for homeless families with dependent children in Palm Beach County. CFS ESG contract funding in the amount of \$35,183 is the remaining funding being reallocated to AAF. No County funds are required. (Human Services) Countywide (HH)

Background and Justification: DES receives ESG entitlement funding from the U.S. Department of Housing and Urban Development. Beginning in FY2013, Community Services Department, as the result of a collaborative effort with DES, assumed responsibility, for the management of the ESG program. As a result of the closure of CFS, CSD sent a letter on July 1, 2016 notifying CFS of the termination of Provision of Services Contract R2015-1246. As a result, CSD partnered with AAF to continue Program Reach operations.

- Attachments:**
- 1. Amendment 01 with AAF
 - 2. Budget Availability Statement
- =====

Recommended By:		<u>7/27/16</u>
	Department Director	Date
Approved By:		<u>8/4/16</u>
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures					
Operating Costs	35,183				
External Revenue	(35,183)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0				

No. ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Current Budget? Yes X No
Budget Account No.:
Fund 1101 Dept 143 Unit 1435 Object 8201 Program Code ES10 Program Period GY15

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

Source of funding is a reallocation of HUD / ESG dollars.
No new funding is required.

C. Departmental Fiscal Review: mal
Taruna Malhotra, Assistant Department Director

III. REVIEW COMMENTS

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

[Signature] 5/1/16
OFMB Ex 7/28 AS MM 2/28 7/28

[Signature] 8/31/16
Contract Development and Control
8/31/16 TW

B. Legal Sufficiency:

[Signature] 8-4-16
Assistant County Attorney

C. Other Department Review:

Department Director

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

**AMENDMENT TO
CONTRACT FOR PROVISION OF SERVICES**

THIS AMENDMENT TO CONTRACT FOR PROVISION OF SERVICES (R2015-1244) made and entered into at West Palm Beach Florida. On this _____ day of _____, 2016 by and between PALM BEACH COUNTY, a Political Subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as "COUNTY" and the Adopt-A-Family of the Palm Beaches, Inc., hereinafter referred to as the "AGENCY", a not-for-profit corporation, entitled to do business in the State of Florida, whose address is 1712 2nd Avenue North, Lake Worth, Florida 33460.

WITNESSETH:

WHEREAS, the parties entered into a contract on September 22, 2015, which the AGENCY has agreed to provide homeless services; and

WHEREAS the contract currently has an expiration date of September 30, 2016 and is funded in the amount of **One Hundred Seventy Three Thousand Four Hundred and Eighty Eight Dollars (\$173,488).**

WHEREAS, the parties desire to increase the contract to the amount of **Thirty Five Thousand One Hundred and Eighty Three Dollars(\$35,183)** for a new amount not to exceed **Two Hundred Eight Thousand Six Hundred and Seventy One dollars \$208,671.**

NOW THEREFORE, the above named parties hereby mutually agree that the Contract entered into on September 22, 2015 is hereby amended as follows:

1. Article 3 is hereby amended to read, an amount not to exceed **Two Hundred Eight Thousand Six Hundred and Seventy One dollars (\$208,671).**
2. Exhibit "A" is hereby replaced by "A-1" attached hereto and made a part thereof.
3. Article 30, Scrutinized Companies, is hereby amended to read:

As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to F.S. 215.473, or on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to F.S. 215.4725, or is engaged in business operations in Cuba or Syria.

If the County determines, using credible information available to the public, that a false certification has been submitted by CONSULTANT, this Contract may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Contract shall be imposed, pursuant to F.S. 287.135.

4. Article 31, Public Records is hereby added to read:

Notwithstanding anything contained herein, as provided under Section 119.0701, F.S., if the Consultant: (i) provides a service; and (ii) acts on behalf of the County as provided under Section 119.011(2) F.S., the Consultant shall comply with the requirements of Section 119.0701, Florida Statutes, as it may be amended from time to time. The Consultant is specifically required to:

- A. Keep and maintain public records required by the County to perform services as provided under this Contract.
- B. Upon request from the County's Custodian of Public Records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law. The Consultant further agrees that all fees, charges and expenses shall be determined in accordance with Palm Beach County PPM CW-F-002, Fees Associated with Public Records Requests, as it may be amended or replaced from time to time.
- C. Ensure that public records that are exempt, or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Contract, if the Consultant does not transfer the records to the public agency.
- D. Upon completion of the Contract the Consultant shall transfer, at no cost to the County, all public records in possession of the Consultant unless notified by County's representative/liaison, on behalf of the County's Custodian of Public Records, to keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt, or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically by the Consultant must be provided to County, upon request of the County's Custodian of Public Records, in a format that is compatible with the information technology systems of County, at no cost to County.

Failure of the Consultant to comply with the requirements of this article shall be a material breach of this Contract. County shall have the right to exercise any and all remedies available to

it, including but not limited to, the right to terminate for cause. Consultant acknowledges that it has familiarized itself with the requirements of Chapter 119, F.S., and other requirements of state law applicable to public records not specifically set forth herein.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, PLEASE CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT RECORDS REQUEST, PALM BEACH COUNTY PUBLIC AFFAIRS DEPARTMENT, 301 N. OLIVE AVENUE, WEST PALM BEACH, FL 33401, BY E-MAIL AT RECORDSREQUEST@PBCGOV.ORG OR BY TELEPHONE AT 561-355-6680.

OTHER PROVISIONS:

All provisions in the Contract or exhibits to the Contract in conflict with this Amendment to the Contract shall be and are hereby changed to conform to the amendment.

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

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Contract on behalf of the COUNTY and AGENCY has hereunto set his/her hand the day and year above written.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State
of Florida

BOARD OF COUNTY

COMMISSIONERS

BY: _____
Clerk & Comptroller

BY: _____
Mary Lou Berger, Mayor

WITNESS:

AGENCY:

Emily Gorman
~~Inc~~
Signature

Adopt-A-Family of the Palm Beaches, Inc.
AGENCY's Name Typed

Emily Gorman
Name Typed
59-2471253

AGENCY's Federal ID Number

BY: Matthew Constantine
Signature
Matthew Constantine

AGENCY's Signatory Name Typed

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

Executive Director
AGENCY's Signatory Title Typed

By: Debra Colvard
Assistant County Attorney

APPROVED AS TO TERMS AND
CONDITIONS Department of
Community Services

Channell Wilkins
Channell Wilkins, Director

SCOPE OF WORK**I. THE AGENCY AGREES TO:****A. SCOPE OF SERVICES:**

The AGENCY shall provide emergency shelter to families with children and financial assistance and support services to homeless families to ensure that these families become stably housed. Emergency Shelter services will be provided at 1318 Henrietta Avenue West Palm Beach, Florida. Financial assistance shall be in the form of rental security deposit, utility deposits; and short term and medium term rental assistance. Services shall be provided to homeless families after being screened by a Lewis Center Navigator. The Housing Stabilization Program will be operated from the Lewis Center located at 1000 45th Street, West Palm Beach, Florida. The provision of these services is an eligible activity as defined in the Code of Federal Regulations (CFR) at 24 CFR Part 576 Subpart B. The AGENCY certifies that the eligible activities carried out under this contract will benefit persons who are "Homeless" as defined in Exhibit B. The services to be provided by the AGENCY shall be provided in accordance with the ESG component identified below and shall comply with the Federal regulations pertaining to such component:

- ☒ Emergency Shelter as specified at 24 CFR 576.102.
- ☐ Homelessness Prevention as specified at 24 CFR 576.103.
- ☒ Rapid Re-Housing Assistance as specified at 24 CFR 576.104.

B. COORDINATION OF SERVICES:

The AGENCY shall coordinate its services for persons in need with other service providers in Palm Beach County by making and accepting referrals.

C. HOMELESS AND HOUSING ALLIANCE OF PALM BEACH COUNTY:

The AGENCY is required to maintain membership in good standing, in the Palm Beach County Homeless and Housing Alliance (HHA). A member in good standing is required to attend 60% of the general HHA meetings and 70% of at least one of the HHA Sub-Committee meetings during a consecutive 12-month period.

D. BENEFICIARIES:

During the term of this contract, the AGENCY shall provide the services described herein to **44 unduplicated families annually**. The beneficiaries of the project funded through this contract must be "At Risk of Homelessness", as defined in Exhibit "B" attached hereto and incorporated by reference. The project funded under this contract shall assist the aforesaid beneficiaries during the time period designated herein. Upon request, the AGENCY shall provide written verification of compliance to DEPARTMENT. All beneficiaries of the AGENCY's services shall be current residents of Palm Beach County.

E. PERFORMANCE BENCHMARKS:

The AGENCY shall comply with the following Performance Benchmarks:

1. The AGENCY shall expend at least \$78,070 by March 31, 2016.
2. The AGENCY shall expend the remaining \$130,601 by September 30, 2016.

This contract may be amended to decrease and/or recapture grant funds from the AGENCY depending upon the timely completion of the Performance Benchmarks and/or the rate of expenditure of funds, as determined by DEPARTMENT.

The AGENCY agrees that it may be subject to decrease and/or recapture of project funds by the County if the Performance Benchmarks herein are not met. Failure by the AGENCY to comply with these Performance Benchmarks may negatively impact ability to receive future ESG funding allocations.

The AGENCY further agrees that DEPARTMENT, in consultation with any parties it deems necessary, shall be the final arbiter of the AGENCY's compliance with the above.

F. WRITTEN DOCUMENTATION:

The AGENCY shall maintain written documentation verifying that all persons assisted under this contract are "Homeless" and shall maintain written documentation of its compliance with the requirements of this contract. Upon request, the AGENCY shall provide such written documentation to DEPARTMENT.

The AGENCY shall maintain records for each program participant that document the services and assistance provided to the program participant, including, as applicable, security deposit, rental assistance, and utility payments made on behalf of the program participant and CMIS entry.

For rental assistance, the records shall include copies of all leases and rental assistance agreements for the provision of rental assistance, documentation of payments made to owners for the provision of rental assistance, and supporting documentation for these payments, including dates of occupancy by program participants.

Compliance with the applicable requirements for providing services and assistance to the program participant under the ESG Component identified herein, including the provision on determining eligibility, the amount and type of assistance, and the provision on using appropriate assistance and services, can be found at 24 CFR 576.401(a)(b)(d)(e).

G. INTAKE PROCEDURES:

The AGENCY shall use written intake procedures and forms as developed by the HHA in accordance with HUD requirements including utilization of the SPDAT (Service Prioritization Decision Assistance Tool).

For persons that the AGENCY regards as "Homeless", the AGENCY's intake procedures shall include documentation at intake of the evidence relied upon to

establish and verify homeless status as required at 24 CFR 576.500(b). Upon request, the AGENCY shall make its written intake procedures available to DEPARTMENT. Furthermore, upon request, the AGENCY shall make the records it maintains to demonstrate compliance with 24 CFR 576.500(b)(c) available to DEPARTMENT.

H. EVALUATION OF PARTICIPANT ELIGIBILITY AND NEEDS

The AGENCY shall conduct an initial evaluation to determine the eligibility of each individual or family's eligibility for ESG assistance and the amount and types of assistance the individual or family needs to regain stability in permanent housing. These eligibility evaluations and needs assessments shall be conducted in accordance with the centralized/coordinated assessment requirements core standards for administering Rapid Re-Housing established by HHA.

I. DETERMINATION OF INELIGIBILITY:

The AGENCY shall, for each individual and family determined by the AGENCY to be ineligible to receive ESG assistance, maintain a written record that shall include documentation of the reason for such determination of ineligibility.

J. TERMINATION OF ASSISTANCE:

The AGENCY shall establish a written formal process for the termination of ESG assistance, which process shall recognize the rights of individuals affected. If a program participant violates program requirements, the AGENCY may terminate the assistance in accordance with such formal process. The AGENCY must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination so that a program participant's assistance is terminated only in the most severe cases.

The required formal process shall, at a minimum, include:

1. The provision of a written notice to the program participant containing a clear statement of the reasons for termination.
2. A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision.
3. The provision of prompt written notice of the final decision to the program participant.

Termination in accordance with the above shall not bar the AGENCY from providing further assistance at a later date to the same family or individual. Upon request, the AGENCY shall provide all written documentation in connection with its termination of assistance to DEPARTMENT.

K. INVOICES:

The AGENCY shall submit consecutively numbered reimbursement requests (invoices) to DEPARTMENT in order to receive reimbursement of ESG funds made available under this contract. Invoices shall be submitted on a monthly basis to facilitate an even

flow of funds throughout the term of the contract, and to prevent under-expenditure of allocated funds.

All invoices submitted by the AGENCY for costs permitted under this Contract must include the following:

1. An original cover memo on AGENCY letterhead signed by an Authorized Agency Representative (Exhibit C)
2. A properly completed and signed Monthly Allocation Worksheet (Exhibit D)
3. A properly completed and signed Monthly Performance Report (Exhibit F)
4. A properly completed Grantee Statistics Report (Exhibit G)

Invoices submitted by the Agency for costs permitted under this Agreement and associated with Rapid Re-Housing shall include:

For security deposits (equal to no more than two (2) months of rent), the Agency shall submit:

- Evidence of payment of the deposit consisting of a cancelled check or a copy of bank records indicating payment has cleared.

For utility deposits (for standard utility deposits as required by the utility company), the Agency shall submit: Requests for eligible utilities only which are gas, electricity, water, and sewer.

- Evidence showing that the program participant or a member of the program participant's household has an account in his or her name with the utility company. If the account is in the name of a household member, proof must be submitted to show that the account service address is the same address as the program participant's address.
- Evidence of payment of the deposit consisting of a cancelled check or a copy of bank records indicating payment has cleared.

For short term and medium term rental assistance the Agency shall submit:

- Evidence of payment consisting of a cancelled check or a copy of bank records indicating payment has cleared.

Invoices submitted by the AGENCY for costs permitted under this contract and associated with the operation of an Emergency Shelter shall include:

- A copy of the vendor's or service provider's invoice for goods and/or services (e.g. utilities, insurance, supplies, etc.). Eligible utilities **only** include:
 - a. Gas

- b. Electricity
 - c. Water and Sewer
 - d. Telephone and internet services
- Evidence of payment by the AGENCY for the aforesaid goods and/or services consisting of a cancelled check or a copy of bank records indicating payment has cleared.
 - Agency must submit a copy of payroll report or similar documentation and monthly report of salary and benefits costs.

DEPARTMENT, at its discretion, may modify the above lists. Upon modification of the aforesaid lists, DEPARTMENT shall, within ten (10) days, notify the AGENCY of such modification in writing.

L. REPAYMENT:

The AGENCY shall repay to the COUNTY all funds reimbursed under this contract if the AGENCY fails to comply with any requirements of this contract and all applicable program regulations which results in HUD requiring the COUNTY to repay funds reimbursed to the AGENCY under this contract.

M. MATCHING REQUIREMENT:

The AGENCY shall comply with the match requirements at 24 CFR 576.201. The AGENCY shall make matching contributions to supplement the COUNTY's ESG funds made available hereunder in an amount that at least equals the amount of ESG funds provided through this contract. Only matching contributions made by the AGENCY after the start date of this contract may be used to meet the aforesaid requirement, and contributions used by the AGENCY to match a previous ESG grant may not be used to meet the aforesaid requirement.

The AGENCY's matching contributions may be obtained from any source, including any Federal source other than ESG, as well as state, local, and private sources. However, the AGENCY shall, in regard to matching contributions from a Federal source of funds, ensure that the laws governing any such funds to be used as matching contributions to meet the aforesaid requirement do not prohibit such funds from being used to match ESG funds. Furthermore, if the ESG funds provided through this contract are used to satisfy the matching requirements of another Federal program, then funding from that program may not be used to satisfy the matching requirements hereunder.

The AGENCY may meet its match requirement with one or more of the following:

1. **Cash Contributions:** Cash expended by the AGENCY for allowable costs of the AGENCY as defined in OMB Circulars A-87 (2 CFR Part 225) and A-122 (2 CFR Part 230).
2. **Non-Cash Contributions:** The value of any real property, equipment, goods, or services contributed by the AGENCY to ESG, provided that if the AGENCY had to pay for them with ESG funds, the costs would have been allowable. Non-cash contributions may also include the purchase value of any donated building.

In calculating the amount of non-cash contributions to determine the value of any donated material or building, or of any lease, the AGENCY must use a method reasonably calculated to establish the fair market value of such donated material, building, or lease. The AGENCY shall obtain DEPARTMENT's approval of any such method. In calculating the amount of non-cash contributions for services provided by individuals, the AGENCY shall value such services at rates consistent with those ordinarily paid for similar work in the AGENCY's organization. If the AGENCY does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market. In all instances, the AGENCY shall obtain DEPARTMENT's approval of the rates it uses.

The AGENCY may also use costs paid by program income as provided for herein in order to meet its matching requirement provided that such costs are eligible ESG costs that supplement the AGENCY's program undertaken with ESG funds, and the AGENCY may use any other non-cash contributions permitted at 24 CFR 576.201 after having obtained DEPARTMENT's approval to do so.

The AGENCY agrees to provide matching contributions valued at no less than **\$208,671**.

N. REPORTS:

The AGENCY shall submit the following reports to DEPARTMENT:

1. **Match Report:** The AGENCY shall demonstrate how it has met its matching requirement by submitting a Match Report (Exhibit E) and its supporting documentation therewith. The Match Report covering the period ending August 31, 2016, shall be submitted by the AGENCY to DEPARTMENT no later than September 30, 2016, and the Match Report covering the subsequent period shall be submitted by the AGENCY to DEPARTMENT with its submission of the final invoice for reimbursement. Satisfactory submission of timely and adequately documented Match Reports shall be a requirement for reimbursement under this contract.
2. **Monthly Performance Report:** The Monthly Performance Report (Exhibit F) shall be submitted by the AGENCY to DEPARTMENT for each month covered by this contract. This report shall be submitted no later than the 10th of each month to report on activities undertaken by the AGENCY during the previous month.

The AGENCY shall assure that it reports all program income received by it on this report. The AGENCY shall comply with the program income requirements imposed by ESG and other applicable federal regulations. Program income shall have the meaning provided in 24 CFR 85.25, and shall include, but is not limited to, any amount of a security or utility deposit returned to the AGENCY. All program income from activities funded, in whole or in part, through this contract meeting the above requirements must be reported and returned to the COUNTY on a monthly basis.

The AGENCY may request that program income from activities funded, in whole or in part, through this contract be used to pay for certain of its costs provided that such costs are eligible under 24 CFR Part 576. Additionally, the AGENCY must obtain prior approval from DEPARTMENT and be in compliance with its obligations, terms, and conditions herein. The expenditure of program income according to the preceding shall count toward meeting the AGENCY's matching requirement and shall be regarded as the non-federal share under 24 CFR 84.24(b).

3. **ESG Grantee Statistics Report:** The ESG Grantee Statistics Report (Exhibit G) shall be submitted by the AGENCY to DEPARTMENT for each month covered by this contract. This report shall be submitted no later than the 10th of each month to report on activities undertaken by the AGENCY during the previous month.

O. CLIENT MANAGEMENT INFORMATION SYSTEM:

As a precondition to receiving funding, the AGENCY shall participate in the Client Management Information System (CMIS) for Palm Beach County, which is hosted by Palm Beach County Division of Human Services (Division). The AGENCY shall, within ten (10) days of entering into this contract, make arrangement through the Division to obtain access to CMIS and shall, on a continuous basis during the term of this contract, enter all information required by CMIS into such system as relates to the AGENCY's activities undertaken in connection with this contract. Failure of the AGENCY to do so may be regarded by the COUNTY as a basis for the termination of this contract.

II. THE COUNTY AGREES TO:

Provide up to **\$208,671**. in funding for emergency shelter operations and rental and utility assistance.

Budget Line Item Description	Amount
Rapid Re-Housing	
Rental Assistance	\$137,423
Utility Deposits	\$1,065
Security Deposits	\$ 35,000
Emergency Shelter Operations	
Operating costs, including but not limited to: Insurance, building maintenance and maintenance supplies, building security, telephone, utilities, office supplies, postage, printing, fuel costs, lawn maintenance, lease rental, permits/licensing, training/development	\$ 27,683
Salary & Benefits	\$7,500
TOTAL:	\$208,671

- A.** Provide technical assistance to ensure compliance with DEPARTMENT, HUD, and applicable State, Federal, County and Local regulations and this contract.
- B.** Provide overall administration and coordination activities to ensure that planned activities are completed in a timely manner.
- C.** Monitor the AGENCY at any time during the term of this contract. Visits may be scheduled or unscheduled as determined by DEPARTMENT. Visits may be conducted by DEPARTMENT staff, or its contractor, to ensure compliance with HUD regulations and this contract, to ensure that planned activities are conducted in a timely manner, and to verify the accuracy of AGENCY's reporting to DEPARTMENT on program activities.
- D.** Assume the environmental responsibilities described in 24 CFR 576.

Simple View

Summary of Certificates

This report displays detailed Certificate of Insurance information for a selected Insured. Any items shown in red are deficient. Click on the Insured Name to update contact informaiton.

Tuesday, July 05, 2016

Images

Contracts

Insured: Adopt-A-Family of the Palm Beaches, Inc. Insured ID: 002FAA02FY15

Status: Compliant (with overrides)

ITS Account Number: PLC1273

Project(s): Palm Beach County - Community Services

Insurance Policy	Required	Provided	Override
<u>General Liability</u>			
Expiration: 12/7/2016			
General Aggregate:	\$500,000	\$3,000,000	
Products - Completed Operations Aggregate:	\$500,000	\$3,000,000	
Personal And Advertising Injury:	\$500,000	\$1,000,000	
Each Occurrence:	\$500,000	\$1,000,000	
Fire Damage:	\$0	\$0	
Medical Expense:	\$0	\$0	
<u>Automobile Liability</u>			
Expiration: 12/7/2016			
	All Owned Autos	Any Auto	
	Hired Autos	not provided	X
	Non-Owned Autos	Hired Autos	
		Non-Owned Autos	
Combined Single Limit:	\$500,000	\$1,000,000	
<u>Workers Compensation/Employers Liability</u>			
Expiration: 12/22/2016			
	WC Stat. Limits	not provided	X
<u>Professional Liability</u>			
Expiration: 12/7/2016			
Each Occurrence:	\$500,000	\$1,000,000	
Aggregate Limit:	\$500,000	\$1,000,000	

Notifications

There were no deficiency letters issued.

Do you have an updated Certificate? Click the button below to submit a Certificate.

Certificate Submittal

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 7/2/2016

REQUESTED BY: Shairette Major
Fiscal Manager II/DES

PHONE: 233-3679

FAX: 656-7558

PROJECT TITLE: Emergency Solutions Grant

PROJECT NO.: n/a

ORIGINAL CONTRACT AMOUNT: n/a

BCC RESOLUTION NO.: n/a

REQUESTED AMOUNT: \$35,183

DATE: n/a

CSA OR CHANGE ORDER NUMBER: n/a

CONSULTANT/CONTRACTOR: Community Services

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR: Palm Beach County Department of Community Services manages the sub recipient agreements funded by the FY 2015-2016 Emergency Solutions Grant Program. \$35,183 in funding will be re-allocated to Adopt A Family from the Center for Family Services.

CONSTRUCTION: \$-0-

PROFESSIONAL SERVICES: \$ 35,183

STAFF COSTS: \$-0-

EQUIP./SUPPLIES:

CONTINGENCY:

MISC.

TOTAL: \$35,183

BUDGET ACCOUNT NUMBER

FUND: 1101 DEPT: 143 UNIT: 1435 OBJ: 8201 PROG CODE: ES16/GY15

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check all that apply)

~ Ad Valorem (source/type: _____)
~ Non-Ad Valorem (source/type: _____)
☒ Grant (source/type: Emergency Solutions Grant – Federal Grant)
~ Park Improvement Fund (source/type: _____)
~ General Fund ~ Operating Budget ~ Federal/Davis Bacon
~ _____ ~ _____ ~ _____

Department: Department of Economic Sustainability

BAS APPROVED BY:

Edward W. Lowery
Edward W. Lowery

DATE: 07/02/2016

ENCUMBRANCE NUMBER: