

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: **September 13, 2016** **Consent** **Regular**
 Ordinance **Public Hearing**

Department
Submitted By: Youth Services Department
Submitted For: Outreach & Community Programming

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:


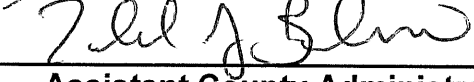
- A)** Third Amendment to Contract for Youth Empowerment Center Services with For the Children, Inc. (R2014-1978), renewing the Contract for the period October 1, 2016 through September 30, 2017, for a total Contract amount of \$155,000; and
- B)** Budget Transfer of \$15,000 in the General Fund from the Head Start Match reallocation (Unit 1451) for new evidence-based/promising programming to the Lake Worth YEC program (Unit 7683) to fund the cost associated with this Third Amendment.

Summary: In 2014, the Board approved a Contract for Youth Empowerment Center Services with For the Children, Inc. (Contract) to provide funding to provide Youth Empowerment Center (YEC) services for the YEC located within the City of Lake Worth. The YEC incorporates teen-specific programs such as: employment services, educational opportunities, tutoring, mentoring, audio visual production and marketing, computer hardware technology and a variety of other crime prevention components. This Third Amendment will extend the term of the Contract for the remaining one (1) year extension from October 1, 2016 through September 30, 2017, in the amount of \$155,000 (\$140,000 for existing programming and \$15,000 for new evidence-based/promising programming). District 7 (HH)

Background and Policy Issues: The Contract, approved by the Board on December 16, 2014, funded \$140,000 for one year ending September 30, 2015 and provided for two (2), one (1) year renewal options. The First Amendment, approved March 10, 2015, allocated an additional \$100,158, transferred from unspent start-up funding from by City of Lake Worth in FY14. The Second Amendment, approved November 17, 2015, funded \$155,000 and extended the term one (1) year to September 30, 2016.

Attachments:

- 1. Third Amendment
- 2. Budget Transfer

Recommended by:	 _____ Department Director	8/22/16 _____ Date
Approved by:	 _____ Assistant County Administrator	8/29/16 _____ Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures					
Operating Costs		\$155,000			
External Revenue					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT		\$155,000			
No. ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Proposed Budget? Yes X No

Budget Account **Exp No:**
 Fund 0001 Dept various Unit 7683 Obj 8201
 Rev No:
 Fund Dept Unit Obj


0001-153-7683-8201 - \$140,000
 0001-154-7683-8201 - \$15,000

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

The fiscal impact associated with this Third Amendment shall be funded by proposed 2017 ad valorem.

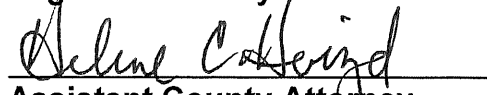
Departmental Fiscal Review: 
II. REVIEW COMMENTS

A. OFMB Fiscal and/or Interlocal Agreement Dev. and Control Comments:

 8/19/16
 OFMB 2/8/17 ^{AK} 8/19/16

 8/23/16
 Contract Development & Control

B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

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

**THIRD AMENDMENT TO CONTRACT
FOR YOUTH EMPOWERMENT CENTER SERVICES**

THIS THIRD AMENDMENT is made as of the _____ 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 (COUNTY) and For the Children Inc., a not-for-profit corporation authorized to do business in the State of Florida, (SERVICE PROVIDER), whose Federal I.D. is 65-0950530.

WITNESSETH:

WHEREAS, the parties entered into a Contract (Contract) dated December 16, 2014 (R2014-1978) in the amount of \$140,000, whereby the SERVICE PROVIDER agreed to provide services for the Youth Violence Prevention/Youth Empowerment Center (YEC) in Lake Worth from October 1, 2014 through September 30, 2015, with two (2) renewal options; and

WHEREAS, the parties entered into a First Amendment (R2015-0347) to increase the contract price by \$100,158, for a new total not to exceed amount of \$240,158; and

WHEREAS, the parties entered into a Second Amendment (R2015-1669) that extended the term one (1) year, October 1, 2015 through September 30, 2016, with additional funding in the amount of \$155,000, for a new total not to exceed amount of \$395,158; and

WHEREAS, the parties desire to extend the term of the Contract for the remaining one (1) year extension, October 1, 2016 through September 30, 2017, in the amount of \$155,000, for a new total not to exceed amount of \$550,158; and

WHEREAS, a portion of the funding, a total of \$15,000, must be allocated toward new evidence-based programming for at-risk youth attending the YEC, and shall not be allocated toward existing program expenditures.

NOW THEREFORE, the parties mutually agree that the Contract is amended as follows:

NOW THEREFORE, the parties mutually agree that the Contract is amended as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. **ARTICLE 2 – TERM OF CONTRACT**, is hereby replaced in its entirety with the following;

The SERVICE PROVIDER shall commence services on October 1, 2014 and complete all services by September 30, 2017.

3. **ARTICLE 3 – PAYMENTS TO THE SERVICE PROVIDER**, the first sentence of Paragraph A is hereby replaced with the following:

The total amount to be paid by the COUNTY under this Contract for all services and materials and shall not exceed a total amount of FIVE HUNDRED FIFTY THOUSAND, ONE HUNDRED FIFTY-EIGHT DOLLARS (\$550,158).

4. **ARTICLE 3 – PAYMENTS TO THE SERVICE PROVIDER**, the first sentence of Paragraph B is hereby replaced with the following:

The SERVICE PROVIDER shall submit monthly invoices for each of the corresponding budgets, and shall be received by COUNTY no later than the 15th of each month. The first invoice is due November 15th.

5. **ARTICLE 3 – PAYMENTS TO THE SERVICE PROVIDER**, the first sentence of Paragraph C is hereby replaced with the following:

Final Invoice: In order for both parties herein to close their books and records, the SERVICE PROVIDER will clearly state “final invoice” on the SERVICE PROVIDER’S final/last billing to the County, and shall be received by COUNTY no later than October 15th of the then current year.

6. **ARTICLE 10 – INSURANCE**, Paragraph H is hereby replaced with the following:

H. Certificates of Insurance: Prior to execution of this Contract, SERVICE PROVIDER shall provide initial evidence to the COUNTY’S representative, at the address below, a signed Certificate(s) of Insurance evidencing that all types and amounts of insurance coverages required by this Contract have been obtained and are in full force and effect.

Palm Beach County Youth Services Department
Tammy K. Fields, Director
50 S. Military Trail, Suite 203
West Palm Beach, FL 33415

During the term of this Contract, and prior to each subsequent renewal thereof, the SERVICE PROVIDER shall provide evidence to Insurance Tracking Services, Inc. (ITS) at pbcc@instracking.com or fax (562) 435-2999, which is Palm Beach County’s insurance management system, prior to the expiration date of each and every insurance required herein. Said Certificate(s) of Insurance shall, to the extent allowable by the insurer, include a minimum thirty (30) day endeavor to notify due to cancellation (10 days for non-payment of premium) or non-renewal of coverage.

Certificates shall include a project description, and shall include the following as the Certificate Holder:

Palm Beach County
c/o Insurance Tracking Services, Inc. (ITS)
P.O. Box 20270
Long Beach, CA 90801

7. ARTICLE 13 – REMEDIES – the first paragraph is hereby replaced with the following:

This Contract shall be governed by the laws of the State of Florida. Any legal action necessary to enforce the Contract will be held in a court of competent jurisdiction located in Palm Beach County, Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity, by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

8. Exhibit B-1.1 is hereby replaced in its entirety with **Exhibit B-2.1**.

9. Exhibit B-1.2 is hereby replaced in its entirety with **Exhibit B-2.2**.

10. All other provisions of the Contract not modified in this Third Amendment remain unchanged and in full force and effect.

[Remainder of page left blank intentionally]

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

ATTEST:

COUNTY

SHARON R. BOCK
CLERK AND COMPTROLLER

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

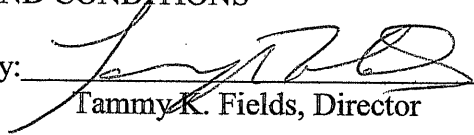
By: _____
Deputy Clerk

By: _____
Mary Lou Berger, Mayor

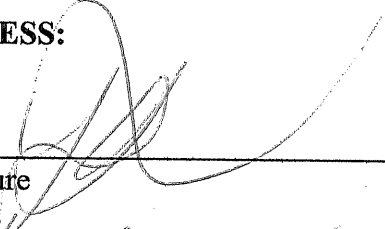
APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: _____
County Attorney

By:  _____
Tammy K. Fields, Director

WITNESS:



Signature

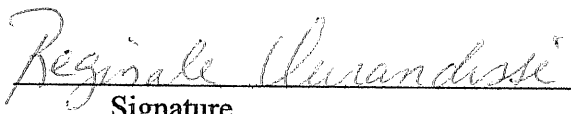
Yasy Gabriela Aivila

Name (type or print)

SERVICE PROVIDER:

For the Children, Inc.

Company Name



Signature

Reginale Durandisse

Typed Name

Founder and Chief Executive Officer

Title

(corp. seal)

For the Children, Inc.
Youth Empowerment Center Program Budget
FY 2017

Expenditures	Funding Source		
	City / Agency	County	Total Budget
Salaries & Benefits			
FT/PT/ Contractual Employees		79,843.00	79,843.00
Total Salaries & Benefits	-	79,843.00	79,843.00
Contractual Services			
\$13,937 to cover the cost of modules to include youth leadership, entrepreneurship, team building, social enterprises, digital animation, Web design, video production, photography, gardening/nutrition, drama, visual arts, dance, music, martial arts, science hands on activities, sports activities and trainings, Microsoft training. CPA; ADP Payroll Fee; and Audit.		13,937.00	13,937.00
Total Contractual Services	-	13,937.00	13,937.00
Education & Training (Staff & Youth Participants) as determined by Program Manager)			
Study/Testing Technique , CPR and First Aid, CDL training, and other Classes		3,000.00	3,000.00
Total Education & Training	-	3,000.00	3,000.00
Travel & Per Diem			
Hotel	-	-	-
Parking	-	-	-
Preventing Crime in the Black Community/Service Learning/Teen council		1,000.00	1,000.00
College Tour (Youth & Chaperones) and other related trips/conference expenses determined by Program Manager/Teen council		2,000.00	2,000.00
Total Travel & Per Diem	-	3,000.00	3,000.00
Communication Services			
Telephone/Alarm monitoring		1,000.00	1,000.00
Internet/Cable		1,250.00	1,250.00
Total Communication Services	-	2,250.00	2,250.00
Utilities			
Water		-	-
Electricity		-	-
Total Utilities	-	-	-
Miscellaneous (Background Level 1 & 2 DOT physical for bus drivers and drug test, CPR & First Aid)			
		270.00	270.00
Total Miscellaneous	-	270.00	270.00
Rental & Leases			
Copiers Leases		-	-
Water Coolers Services		-	-
Total Rental & Leases	-	-	-
Insurance			
Liability , Student Insurance, Wind ,Auto , Professional & D&O of \$26,000 *20%		6,500.00	6,500.00
Total Insurance	-	6,500.00	6,500.00

For the Children, Inc.
Youth Empowerment Center Program Budget
FY 2017

Expenditures	Funding Source		
	City / Agency	County	Total Budget
Facility / Building Repairs & Maintenance			
Cleaning Services & supplies \$200*12months		1,000.00	1,000.00
Pest Control		250.00	250.00
Repairs		750.00	750.00
Total Facility / Building Repairs & Maintenance	-	2,000.00	2,000.00
Vehicle Repairs & Maintenance			
Servicing		1,000.00	1,000.00
Repairs		2,000.00	2,000.00
Total Vehicle Repairs & Maintenance	-	3,000.00	3,000.00
Program Activities			
Day Trips (include admission cost etc.)			-
Other related expenses as determined by Program Manager		8,400.00	8,400.00
Total Program Activities	-	8,400.00	8,400.00
Program Supplies			
Administrative Supplies (books, magazines, pens, pencil, paper, arts & crafts etc.) educational supplies, curriculum, and other related expenses as determined by Program Manager & Teen Council		4,000.00	4,000.00
Toiletries		1,000.00	1,000.00
T-Shirts, Flyers, Brochures, uniforms and other related expenses.		500.00	500.00
Total Program Supplies	-	5,500.00	5,500.00
Fuel / Gas			
\$400 per month * 12 months * 100%		4,800.00	4,800.00
Total Fuel / Gas	-	4,800.00	4,800.00
Program Equipment			
Recreational Equipment		500.00	500.00
Total Program Equipment	-	500.00	500.00
Food Supplies			
Breakfast, Lunch, Dinner, Snacks & Refreshments, Food supplied during day trips and other related expenses as determined by Program Manager		6,000.00	6,000.00
Total Food Supplies	-	6,000.00	6,000.00
Renovations			
Renovations, Furnishings, Security, appliances and other expenses needed to operate the program		1,000.00	1,000.00
Total Renovations	-	1,000.00	1,000.00
Grand total	-	140,000.00	140,000.00

**For the Children Inc.
 Summer Youth Apprenticeship Program Budget
 FY 2017**

Expenditures	Funding Source		Total Budget
	City / Agency	County	
Salaries			
(10) Temporary P/T Summer Work Program		14,490.00	14,490.00
Total Salaries		14,490.00	14,490.00
FICA			
.0765 x \$16,100	598.49	510.00	1,108.49
Worker's Comp 2% of total Salaries	289.80		289.80
SUTA 5.4%	782.46		782.46
Total Benefits	1,670.75	510.00	2,180.75
Drug Testing & Background Check			
testing, physical and background clearance per HR policy	1,250.00		1,250.00
Total Testing	1,250.00		1,250.00
Total	2,920.75	15,000.00	17,920.75

2017-

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BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA


BUDGET TRANSFER
FUND 0001 General Fund

ACCOUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 08/05/2016	REMAINING BALANCE
<u>EXPENDITURES</u>							
0001-154-1451-3401 Other Contractual Services	0	1,526,186	0	15,000	1,511,186	0	1,511,186
0001-154-7683-8201 Contributions-Non-Govt Agencies	0	0	15,000	0	15,000	0	15,000
TOTALS			15,000	15,000			

Signatures & Dates

BY BOARD OF COUNTY COMMISSIONERS
AT MEETING OF 09/13/2016

YOUTH SERVICES DEPARTMENT
INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

 8-16-16

Deputy Clerk to the
Board of County Commissioners