

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: March 14, 2017 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 approve:

A) Renewal Agreement No. IA016-9500 to Standard Agreement No. IA016-9500 (R2016-0321) for Older Americans Act (OAA) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period January 1, 2017, through December 31, 2017, to revise, amend, and replace portions of the standard agreement and outline funding allocations for the FY 2017 agreement period, to provide in-home and community based services; and

B) Budget Amendment of \$517,639 in the Division of Senior Services Administration Fund to align the budget to the actual grant awards.

Summary: Grant adjustments are made during the contract year to align services with need. The purpose of this renewal agreement is to make changes to the standard agreement and outline funding allocations for the FY 2017 agreement period. The OAA renewal agreement is funded with \$1,892,346 in federal funds, \$30,471 in program income funds, \$210,261 in County required match, \$285,274 in Nutrition Services Incentive Program funds, and \$1,354,322 in additional County funds. Sufficient funding is included in the current budget to meet County obligations. (Division of Senior Services) Countywide, except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Road (HH)

Background and Justification: OAA is a federal program initiative providing assistance to seniors and caregivers which improves their quality of life, preserves their independence and delays costly institutional care.

- Attachments:**
- 1. Renewal Agreement IA016-9500
 - 2. Budget Amendment

Recommended By: J. Talley 2/17/17
 Department Director Date

Approved By: Vancy L. Bolton 2/15/17
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures					
Operating Costs	2,829,506	943,168			
External Revenue	(1,656,068)	(552,023)			
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	1,173,438	391,145			

# 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:

Funding sources are Federal, Private Donations and Palm Beach County.

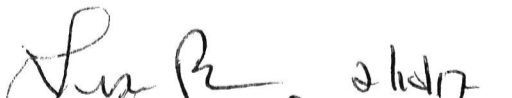
Total Funding	1457	1458	1459	1461	Total
Funds	3B	C1	C2	3E	Funds
Grant	698,000	468,239	581,107	145,000	1,892,346
Match (10%)	77,556	52,027	64,567	16,111	210,261
NSIP	0	128,373	156,901	0	285,274
Program Income	14,244	14,235	1,189	803	30,471
Addnl. County Funds	<u>536,376</u>	<u>276,010</u>	<u>257,780</u>	<u>284,156</u>	<u>1,354,322</u>
Total	1,326,176	938,884	1,061,544	446,070	3,772,674

C. Departmental Fiscal Review:


Julie Dowe, Director, Financial & Support Svcs.

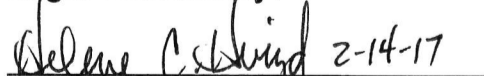
III. REVIEW COMMENTS

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


OFMB 2/14/17


Contract Development and Control
2/14/17

B. Legal Sufficiency:


Assistant County Attorney
2-14-17

C. Other Department Review:

Department Director

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

January 2017

IA016-9500

This RENEWAL is entered into by the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. hereinafter referred to as the "Agency" and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as "Provider" and renews Agreement IA016-9500.

As stated on Page 2, Section 5 of Agreement IA016-9500, by mutual Agreement of the Parties, in accordance with s. 287.058(1) (f), F.S., the Agency may renew the Agreement for a period not to exceed three years, or the term of the original Agreement, whichever is longer. The renewal price, or method for determining a renewal price, is set forth in the bid, proposal, or reply. No other costs for the renewal may be charged. Any renewal is subject to the same terms and conditions as the original Agreement and contingent upon satisfactory performance evaluations by the Agency and the availability of funds

The purpose of this Renewal is to outline the funding allocation for the 2017 Agreement period and to reflect any changes to approved rates. Additionally, this renewal (1) amends Paragraph 4 of the Standard Agreement; (2) revises Section 2.1.5.2 of ATTACHMENT I; (3) revises and replaces Attachment II of the Standard Agreement; (4) revises and replaces Attachment III of the Standard Agreement; (5) revises and replaces Attachment IV of the Standard Agreement; and (6) revises and replaces Attachment V of the Standard Agreement.

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

4. Agreement Amount

The Agency agrees to pay for contracted services according to the terms and conditions of this Agreement in an amount not to exceed the Total Agreement Amount per funding year outlined below or the rate schedule, with expenditures to be based upon an approved annual budget, subject to adjustment in accordance with Attachment IV and subject to the availability of funds. Any costs or services paid for under any other contract or agreement or from any other source are not eligible for payment under this agreement.

These funds are allocated for the period January 1, 2016 – December 31, 2016

Funding Allocation				
Program Title	Year	Funding Sources	CFDA	Amount
Older Americans Act Title IIIB Support Services	2016	U.S. Dept. of Health and Human Services	93.044	\$698,000.00
Older Americans Act Title IIIB Transportation	2016	U.S. Dept. of Health and Human Services	93.044	\$0.00
Older Americans Act Title IIIC1 Congregate Meals	2016	U.S. Dept. of Health and Human Services	93.045	\$468,239.00
Older Americans Act Title IIIC2 Home Delivered Meals	2016	U.S. Dept. of Health and Human Services	93.045	\$581,107.00
Older Americans Act Title IIIE Caregiver Support Services	2016	U.S. Dept. of Health and Human Services	93.052	\$119,000.00
Older Americans Act Title IIIES Caregiver Supplemental Services	2016	U.S. Dept. of Health and Human Services	93.052	\$26,000.00
Older Americans Act Title IIIEG Grandparent or Non-Parent Relative Support Services	2016	U.S. Dept. of Health and Human Services	93.052	\$0.00
TOTAL FUNDS CONTAINED IN THIS AGREEMENT:				\$1,892,346.00

These funds are allocated for the period January 1, 2017 through December 31, 2017.

Funding Allocation				
Program Title	Year	Funding Sources	CFDA	Amount
Older Americans Act Title IIIB Support Services	2017	U.S. Dept. of Health and Human Services	93.044	\$698,000.00
Older Americans Act Title IIIB Transportation	2017	U.S. Dept. of Health and Human Services	93.044	\$0.00
Older Americans Act Title IIIC1 Congregate Meals	2017	U.S. Dept. of Health and Human Services	93.045	\$468,239.00
Older Americans Act Title IIIC2 Home Delivered Meals	2017	U.S. Dept. of Health and Human Services	93.045	\$581,107.00
Older Americans Act Title IIIE Caregiver Support Services	2017	U.S. Dept. of Health and Human Services	93.052	\$119,000.00
Older Americans Act Title IIIES Caregiver Supplemental Services	2017	U.S. Dept. of Health and Human Services	93.052	\$26,000.00
Older Americans Act Title IIIEG Grandparent or Non-Parent Relative Support Services	2017	U.S. Dept. of Health and Human Services	93.052	\$0.00
TOTAL FUNDS CONTAINED IN THIS AGREEMENT:				\$1,892,346.00

TOTAL AGREEMENT AMOUNT FOR FUNDING YEARS 2016 AND 2017:	\$3,784,692.00
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(2) Section 2.1.5.2 is hereby revised to read:

2.1.5.2 The Provider shall submit an Annual Volunteer Activity Report electronically, on the internet, in a format provided by the Agency. The Annual Volunteer Activity Report based is due to the Agency by January 10th of the following year.

(3) Attachment II is replaced with the following Attachment II.

ATTACHMENT II

FEDERAL RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

PROGRAM TITLE	YEAR	FUNDING SOURCE	CFDA	AMOUNT
Older Americans Act Program Title III	2016	U.S. Health and Human Services	93.044 93.045 93.052	\$1,892,346.00
PROGRAM TITLE	YEAR	FUNDING SOURCE	CFDA	AMOUNT
Older Americans Act Program Title III	2017	U.S. Health and Human Services	93.044 93.045 93.052	\$1,892,346.00
TOTAL FEDERAL AWARD FOR FUNDING YEARS 2016-2017, and 2017-2018:				\$3,784,692.00

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

FEDERAL FUNDS:

2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards.

OMB Circular A-133 – Audit Requirements

Reference Guide for State Expenditures

2. STATE RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

MATCHING RESOURCES FOR FEDERAL PROGRAMS

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
TOTAL STATE AWARD			

STATE FINANCIAL ASSISTANCE SUBJECT TO Sec. 215.97, F.S.

PROGRAM TITLE	FUNDING SOURCE	CSFA	AMOUNT
TOTAL AWARD			

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

STATE FINANCIAL ASSISTANCE

Section 215.97, Fla. Stat.

Chapter 69I-5, Fla. Admin. Code

(4) Attachment III is replaced with the following Attachment III.

ATTACHMENT III

OAA 2016 APPROVED RATES

DIVISION OF SENIOR SERVICES OAA 2016 APPROVED RATES				
COUNTY	PROGRAM	SERVICE	REIMBURSABLE UNIT RATE	
PALM BEACH	OA3B	ADULT DAY CARE	\$9.30	
		CHORE	\$15.06	
		CHORE (ENHANCED)	\$18.00	
		COMPANIONSHIP	\$15.06	
		HOMEMAKER	\$15.06	
		OUTREACH	\$5.71	
		PERSONAL CARE	\$15.06	
		RESPIRE IN-HOME	\$15.06	
		*	SCREENING & ASSESSMENT	\$41.91
	O3C1	CONGREGATE MEALS	\$4.15	
		CONGREGATE MEALS MANAGED CARE	\$4.15	
		CONGREGATE MEALS (SCREENING)	\$23.86	
		NUTRITION COUNSELING	\$36.20	
		NUTRITION EDUCATION	\$0.20	
		OUTREACH	\$5.64	
	O3C2	HOME DELIVERED MEALS	\$3.86	
		NUTRITION COUNSELING	\$36.20	
		NUTRITION EDUCATION	\$0.01	
		OUTREACH	\$5.71	
		*	SCREENING & ASSESSMENT	\$41.91
	OA3E	ADULT DAY CARE	\$9.30	
		CAREGIVER TRAIN/SUPPORT (GRP)	\$45.00	
		CAREGIVER TRAIN/SUPPORT (INDV)	\$45.00	
POWERFUL TOOLS FOR CAREGIVERS		\$1,650.00		

		RESPITE IN-HOME	\$15.06
	*	SCREENING & ASSESSMENT	\$41.91
	OA3ES	CHORE	15.06
		CHORE (ENHANCED)	\$18.00
		SPECIALIZED MEDICAL EQUIPMENT, SERVICES, AND SUPPLIES	*

*Reimbursement will be based on actual costs.

OAA 2017 APPROVED RATES

DIVISION OF SENIOR SERVICES OAA 2017 APPROVED RATES			
COUNTY	PROGRAM	SERVICE	REIMBURSABLE UNIT RATE
PALM BEACH	OA3B	ADULT DAY CARE	\$9.49
		CHORE	\$15.36
		CHORE (ENHANCED)	\$18.36
		COMPANIONSHIP	\$15.36
		HOMEMAKER	\$15.36
		PERSONAL CARE	\$15.36
		RESPIRE IN-HOME	\$15.36
	*	SCREENING & ASSESSMENT	\$42.75
	O3C1	CONGREGATE MEALS	\$4.23
		CONGREGATE MEALS MANAGED CARE	\$4.23
		CONGREGATE MEALS (SCREENING)	\$24.34
		NUTRITION COUNSELING	\$36.92
		NUTRITION EDUCATION	\$0.21
		OUTREACH	\$5.75
	O3C2	HOME DELIVERED MEALS	\$3.86
		NUTRITION COUNSELING	\$36.92
		NUTRITION EDUCATION	\$0.01
		OUTREACH	\$5.82
	*	SCREENING & ASSESSMENT	\$42.75
	OA3E	ADULT DAY CARE	\$9.49
		CAREGIVER TRAIN/SUPPORT (GRP)	\$45.09
		CAREGIVER TRAIN/SUPPORT (INDV)	\$45.09
		POWERFUL TOOLS FOR CAREGIVERS	\$1,683.00
		RESPIRE IN-HOME	\$15.36
	*	SCREENING & ASSESSMENT	\$42.75
	OA3ES	CHORE	15.36
		CHORE (ENHANCED)	\$18.36
		SPECIALIZED MEIDCAL EQUIPMENT, SERVICES, AND SUPPLIES	*

*Reimbursement will be based on actual costs.

(5) Attachment IV, Budget Summary, is replaced with the following Attachment IV.

BUDGET SUMMARY 2016

PSA: 2

Original X

Renewal

Provider: Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners

1.	III B Support Services	\$698,000.00
2.	III B Transportation	\$0.00
3.	III C1 Congregate Meals	\$468,239.00
4.	III C2 Home Delivered Meals	\$581,107.00
5.	III E Caregiver Support Services	\$119,000.00
6.	III ES Caregiver Supplemental Services	\$26,000.00
7.	III EG Grandparent or Non-Parent Relative Support Services	\$0.00
8.	Total	\$1,892,346.00

BUDGET SUMMARY 2017

PSA: 2

Original ___

Renewal X

Provider: Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners,

1.	IIIB Support Services	\$698,000.00
2.	IIIB Transportation	\$0.00
3.	IIIC1 Congregate Meals	\$468,239.00
4.	IIIC2 Home Delivered Meals	\$581,107.00
5.	IIIE Caregiver Support Services	\$119,000.00
6.	IIIES Caregiver Supplemental Services	\$26,000.00
7.	IIIEG Grandparent or Non-Parent Relative Support Services	\$0.00
8.	Total	\$1,892,346.00

(6) Attachment V of the Standard Agreement is hereby revised and replaced with the following Attachment V.

ATTACHMENT V

AGREEMENT REPORTING SCHEDULE

Invoice #	Based On	Service Period	Due Date	CIRTS Available until next Invoice Due Date
1	January Advance Invoice*	n/a	December 20	n/a
2	February Advance Invoice*	n/a	December 20	n/a
3	January Invoice	1/1-1/15	February 10	February 16
4	February Invoice	1/16-2/15	March 10	March 16
	Minority Vendor Report # 1	1/1-3/31	April 1	
5	March Invoice	2/16-3/15	April 10	April 16
6	April Invoice	3/16-4/15	May 10	May 16
7	May Invoice	4/16-5/15	June 10	June 16
	Minority Vendor Report # 2	4/1-6/30	July 1	
8	June Invoice	5/16-6/15	July 10	July 16
9	July Invoice	6/16-7/15	August 10	August 16
	Service Cost Report	1/1-6/30	August 15	
	Minority Vendor Report # 3	7/1-9/30	October 1	
10	August Invoice	7/16-8/15	September 10	September 16
11	September Invoice	8/16-9/15	October 10	October 16
12	October Invoice	9/16-10/15	November 10	November 16
13	November Invoice	10/16-11/15	December 10	December 16
	Minority Vendor Report # 4	10/1-12/31	January 1	
14	December Invoice	11/16-12/15	January 10	January 16
15	Final Invoice and Closeout Report	12/16-12/31	February 15	Closed February 15

Note #1: All advance payments made to the Provider shall be returned to the Agency as follows: one-tenth of the advance payment received shall be reported as an advance recoupment on each request for payment, starting with Report 5.

Note #2: Submission of Invoices may or may not generate a payment request. If the Final Invoice reflects funds due back to the agency, payment is to accompany the invoice.

This Renewal shall be effective on the last date that the Renewal has been signed by both Parties.

All provisions in the Agreement and any attachments thereto in conflict with this Renewal shall be and are hereby changed to conform with this Renewal.

All provisions not in conflict with this Renewal are still in effect and are to be performed at the level specified in the Agreement.

This Renewal and all of its attachments are hereby made a part of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this 13 page Renewal to be executed by their officials there unto duly authorized.

PALM BEACH COUNTY, FLORIDA,
Provider: a political subdivision of the State of
Florida, by and through its Board of
County Commissioners

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

SIGNED BY: _____
Paulette Burdick ,Mayor

SIGNED BY: _____

SHARON R. BOCK, Clerk and Comptroller

NAME: _____

BY: _____

TITLE: _____

Deputy Clerk

DATE: _____

DATE: _____

Federal Tax ID: 59-6000785
Fiscal Year Ending Date: _____

Approved as to form and legal sufficiency



Assistant County Attorney

Approved as to terms and conditions



Department Director

Attestation Statement

Agreement Number IA016-9500

Renewal Number 001

I, Paulette Burdick, Mayor, 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, a political subdivision of the State of Florida, by and through its 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

Date

Attest: Sharon R. Bock
Clerk and Comptroller

By: _____
Deputy Clerk

Approved As To Form
And Legal Sufficiency

By: *Helene Caldwell*
Assistant County Attorney

BOARD OF COUNTY COMMISSIONERS
 PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT
FUND 1006 DOSS - Administration

BGRV - 144- 011317*214
 BGEX - 144- 011317*660

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 1/17/17	REMAINING BALANCE
REVENUES								
DOSS-C1								
144-1458-3168	Fed Grant Indirect - Human Services	432,000	524,873	144,239		669,112		
DOSS-C2								
144-1459-3168	Fed Grant Indirect - Human Services	557,943	695,847	162,650		858,497		
DOSS-3B								
144-1457-3168	Fed Grant Indirect - Human Services	698,000	548,351	174,500		722,851		
DOSS-3E								
144-1461-3168	Fed Grant Indirect - Human Services	145,000	111,010	36,250		147,260		
	Total Receipts and Balances	8,961,940	9,219,962	517,639	0	9,737,601		
EXPENDITURES								
DOSS-C1								
144-1458-3419	Contracted Food	456,469	460,046	144,239		604,285	226,130	378,155
DOSS-C2								
144-1459-3419	Contracted Food	598,507	656,022	162,650		818,672	152,622	666,050
DOSS-3B								
144-1457-3401	Other Contractual Services	879,873	726,774	174,500		901,274	260,859	640,415
DOSS-3E								
144-1461-3401	Other Contractual Services	184,587	162,371	36,250		198,621	46,837	151,784
	Total Appropriations & Expenditures	8,961,940	9,219,962	517,639	0	9,737,601		

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION

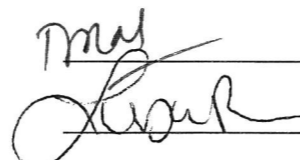
Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

By Board of County Commissioners
 At Meeting of March 14, 2017



2/10/17

Deputy Clerk to the
 Board of County Commissioners