

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Capital Expenditures					
Operating Costs	43,750	43,750			
External Revenues					
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	<u>43,750</u>	<u>43,750</u>			
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

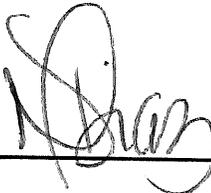
Is Item Included In Current Budget? Yes X No _____

Does this item include the use of federal funds? Yes _____ No X

Budget Account Exp No: Fund 0001 Department 660 Unit 3220 Object 3401
 Rev No: Fund _____ Department _____ Unit _____ RevSc _____

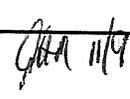
B. Recommended Sources of Funds/Summary of Fiscal Impact:

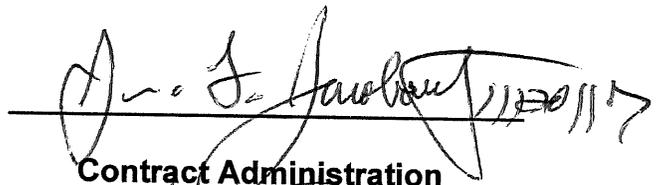
Fund: General Fund
 Unit: 3220 – Victim Services and Support

Departmental Fiscal Review:  10/27/17

III. REVIEW COMMENTS

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

 11/15/17
 OFMB  11/19

 11/20/17
 Contract Administration
 11/20/17

B. Legal Sufficiency:

 11/22/17
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

FIRST AMENDMENT TO CONTRACT
FOR PROFESSIONAL SERVICES BETWEEN PALM BEACH COUNTY AND CHILD
PROTECTION TEAM OF PALM BEACH, INC.

THIS FIRST AMENDMENT TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES BETWEEN PALM BEACH COUNTY AND CHILD PROTECTION TEAM OF PALM BEACH COUNTY, INC. (hereinafter "First Amendment") is made as of this 10th day of Oct. 2017, 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 Child Protection Team of Palm Beach, Inc. (hereinafter referred to as "CPT"), a not for profit corporation authorized to do business in the State of Florida, whose Federal I.D. is 65-0746922.

WITNESSETH:

WHEREAS, the County and CPT entered into a Contract for Consulting/Professional Services Between Palm Beach County and Child Protection Team of Palm Beach, Inc. (R 2016-1720) (the "Contract") on September 14, 2016 with a term of October 1, 2016 through September 30, 2019, and with a not-to-exceed Contract amount of \$656,250; and

WHEREAS, the parties have agreed to increase the Contract amount beginning October 1, 2017 by \$50.00 for each medical evaluation, up to 875 children per fiscal year, ages 0-17, for the remaining term of the Contract and thereby increase the total Contract not-to exceed amount from Six Hundred Fifty-Six Thousand Two Hundred Fifty Dollars (\$656,250) to Seven Hundred Forty-Three Thousand, Seven Hundred Fifty Dollars (\$743,750).

NOW THEREFORE, in consideration of the mutual representations, terms, and covenants hereinafter set forth, the parties hereto agree as follows:

- I. The recitals are affirmed and ratified and incorporated herein by reference.
- II. Exhibit "A" of the Contract is hereby deleted and replaced with Exhibit "A-01" attached hereto and incorporated herein by reference. All references in the Contract to Exhibit "A" are replaced with Exhibit "A-01".
- III. Exhibit "B" of the Contract is hereby deleted and replaced with Exhibit "B-01" attached hereto and incorporated herein by reference. All references in the Contract to Exhibit "B" are replaced with Exhibit "B-01".
- IV. Article 3(A) of the Contract is amended by replacing Six Hundred Fifty-Six Thousand Two Hundred Fifty Dollars (\$656,250) with Seven Hundred Forty-Three Thousand, (\$743,750).
- V. Except as expressly modified herein, the provisions of the Contract (R 2016-1720) are hereby confirmed and ratified and shall remain in full force and effect.

EXHIBIT "A-01"

**AMENDED SCOPE OF WORK
Amending Original Contract (R 2016-1720)**

Overview:

The CONSULTANT, Child Protection Team (CPT), is funded by the Florida Legislature through the Department of Health, Children's Medical Service office. CPTs provide expertise in alleged maltreatments of child abuse and neglect, assessing risk factors, and providing recommendations for interventions to protect children and enhance families' capacities to provide a safer environment when possible. CPT services supplement the child protective investigation activities of DCF and designated sheriff's offices.

Florida Statute – Chapter 39.304 (5) provides that the County in which the child is a resident shall bear the initial costs of medical evaluations of the allegedly abused, abandoned, or neglected child. CPT acknowledges that the County, pursuant to F.S. 309.304(5) may seek reimbursement from the parent or legal custodian of the child or any other responsible third party payer for the cost of the examination. CPT agrees to provide the County with any and all documentation required by the County necessary to seek such reimbursement.

Service:

The scope of work is to fund medical evaluations for up to 875 children, ages 0-17, annually, who are the alleged victims of abuse, neglect and/or abandonment, excluding sexual abuse, as referred to CONSULTANT by law enforcement, DCF, and/or the courts. Medical evaluations for children who are alleged victims of sexual abuse are funded through a different funding source. A medical evaluation is defined as a complete history and physical examination of a child. Children receiving services shall be residents of Palm Beach County.

This service will be based on an exam rate of \$300 per child.

Attachment # 1

Page 2 of 6

EXHIBIT "B-01"

**AMENDED SCHEDULE OF PAYMENTS
Amending Original Contract (R 2016-1720)**

Fiscal Year: October 1, 2017 – September 30, 2019

The total 3-year budget for this Contract is \$743,750. The CONSULTANT understands and agrees that the contract price shall not exceed the total cost per FY outlined in figure below. This is based on the exam rate of \$300 per child up to 875 children per fiscal year.

The CONSULTANT shall request payment on a monthly basis. All requests for payment shall include the following:

1. An original cover memo on CONSULTANT letterhead signed by the Chief Executive Officer.
2. A completed Monthly Allocation Worksheet that includes the service description, the cost per unit, the number of units utilized in the current month, and a year-to-date total. A unit of service is defined as a medical examination of a child, which is defined as a complete history and physical examination.
3. A completed Detailed Exam Worksheet that includes the exam date, client IDs, CPT practitioner name, total number of exams, and exam rate.

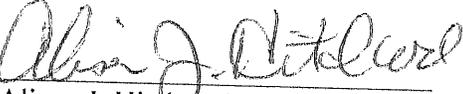
Fiscal Year (FY)	Service	Cost per Unit	Number of Units per FY	Total Cost per FY
2016-17	Medical Exam	\$250	Up to 875	\$218,750
2017-18	Medical Exam	\$300	Up to 875	\$262,500
2018-19	Medical Exam	\$300	Up to 875	\$262,500
TOTAL CONTRACT				\$743,750

Attachment # 1

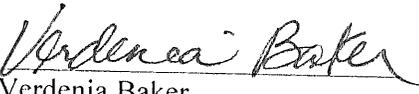
Page 3 **of** 6

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida, by and through its authorized representative, has made and executed this First Amendment on behalf of the County and CPT has hereunto set its hand the day and year first above written.

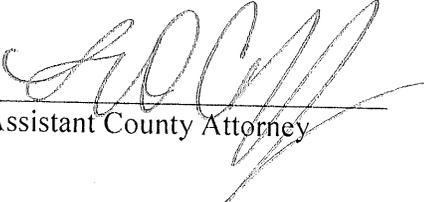
**CHILD PROTECTION TEAM OF
PALM BEACH, INC.**

By: 
Alison J. Hitchcock
Executive Director

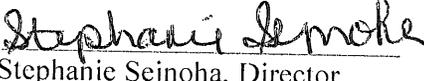
**PALM BEACH COUNTY BOARD
OF COUNTY COMMISSIONERS**

By: 
Verdenia Baker,
County Administrator

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

By: 
Assistant County Attorney

**APPROVED AS TO TERMS AND
CONDITIONS**

By: 
Stephanie Sejnoha, Director
Public Safety Department



child protection team
Children's Medical Services

November 9, 2016

Alison Hitchcock, Executive Director
Child Protection Team of Palm Beach, Inc.
5305 Greenwood Ave., Suite 101
West Palm Beach, FL 33407

Dear Ms. Hitchcock,

The purpose of this letter is to affirm that your position as the Executive Director has signature authority to execute the contract for professional services on behalf of the Child Protection Team of Palm Beach, Inc. with Palm Beach County. This contract funds medical evaluations for children who are the alleged victims of abuse, neglect and/or abandonment, excluding sexual abuse, as referred by law enforcement, DCF and the courts.

As the President of the Board of Directors, I'm validating this authority. Should there be any questions, I can be contacted at 561-585-9387.

Sincerely,

Mark Easton
President, Board of Directors
Child Protection Team of Palm Beach, Inc.

CHILD PROTECTION TEAM OF PALM BEACH, INC.

5305 Greenwood Avenue., Suite 101, West Palm Beach, FL 33407 • PHONE: (561) 433-3544 • FAX: (561) 357-9622

A Non-profit Agency serving Palm Beach County - Funded by the State of Florida Department of Health



Attachment # 1

Page 5 of 6

AFFIRMATION AND CERTIFICATION
TO PALM BEACH COUNTY'S NON-DISCRIMINATION POLICY

As Child Protection Team of Palm Beach, Inc. (ENTITY'S NAME)
is entering into a Contract/Agreement with Palm Beach County, a political subdivision of the State of
Florida, and currently does not have a written non-discrimination policy, it certifies that it will abide by
the non-discrimination policy of Palm Beach County as contained in Resolution R-2014-1421, as
amended.

ENTITY

Child Protection Team of Palm Beach, Inc.

Company Name

Alison Hitchcock

Signature

Alison J. Hitchcock, M.S.W.

Typed Name

Executive Director

Title

Attachment # 1

Page 6 of 6