

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: January 23, 2018       Consent       Regular  
     Ordinance       Public Hearing  
 Department  
 Submitted By: Community Services  
 Submitted For: Community Action Program

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) receive and file:

1. Contract for Provision of Financial Assistance with Gulfstream Goodwill Industries, Inc., (GGI), for the period October 1, 2017, through March 31, 2018, in an amount not to exceed \$50,000 to provide a variety of vocational training opportunities to low-income individuals in Palm Beach County;
2. Memorandum of Understanding (MOU) with Centro Campesino Farmworker Center, Inc. (CCFC), for the period September 26, 2017, through September 25, 2022, for Weatherization Assistance Program (WAP) services; and
3. Memorandum of Agreement (MOA) with the City of Lake Worth Utilities (CLWU), for the period April 1, 2017, through March 31, 2018, to provide utility services to eligible participants.

B) approve Low Income Home Energy Assistance Program Vendor Agreement with Florida Power & Light Company (FP&L), effective upon the last date the agreement is signed, to provide utility services to eligible participants.

Summary: (On page 3)

**Background and Justification:** CSBG funds are used to provide various services, such as rental and utilities assistance, and training to low-income households. These funds enable CAP to serve low-income households in an effort to become more self-sufficient. The LIHEAP requires CAP to have a MOU with local WAP agency and a MOA with local energy vendor(s).

**Attachments:**

1. Contract for Provision of Financial Assistance with Gulfstream Goodwill Industries, Inc. with Walkthrough Memo
2. MOU with Centro Campesino Farmworker Center, Inc. with Walkthrough Memo
3. MOA with the City of Lake Worth Utilities with Walkthrough Memo
4. Low Income Home Energy Assistance Program Vendor Agreement with Florida Power & Light Company

Recommended By: *Jane E. Green*      12-19-17  
    Department Director      Date

Approved By: *Nancy L. Bolton*      1/4/18  
    Assistant County Administrator      Date

**II. FISCAL IMPACT ANALYSIS**

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

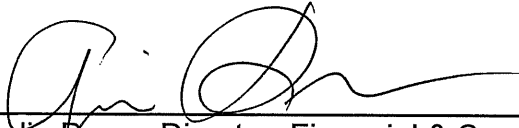
Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	50,000				
External Revenue	(50,000)				
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>					

No. ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Current Budget? Yes X No       
 Does this item include the use of federal funds? Yes X No      -

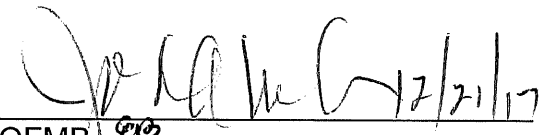
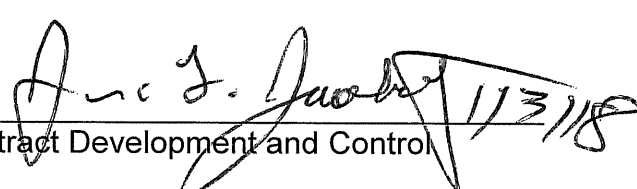
Budget Account No.:  
 Fund 1003 Dept 145 Unit 1455 Object 3421 Program Code C472  
 Program Period GY16

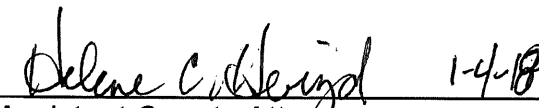
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
 Funding is provided by the State of Florida Department of Economic Opportunity.

**C. Departmental Fiscal Review:**   
 Julie Dowe, Director, Financial & Support Svcs.

**III. REVIEW COMMENTS**

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

 12/21/17  
 OFMB <sup>210</sup> 12/21  
 11/3/18  
 Contract Development and Control

**B. Legal Sufficiency:**  
 1-4-18  
 Assistant County Attorney

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

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

**Summary:** On February 7, 2017, the BCC approved a list of pre-qualified public and non-profit agencies to provide various training services for the Community Services Department and delegated signature authority to the County Administrator, or designee (Agenda Item 3E-1). GGI is part of the list of qualified vendors and will provide vocational evaluation, job readiness skills training programs, on-the-job training and support services. Training funds are provided by the Community Services Block Grant (CSBG). On April 4, 2017, the BCC approved the delegation of signature authority to the County Administrator, or designee (Agenda Item 3E-9), to sign service coordination and referral documents. The MOU with CCFC will allow Community Action Program (CAP) staff to refer homeowners who have high-energy bills, and have obtained three (3) Low Income Home Energy Assistance Program (LIHEAP) services in an 18-month period to receive weatherization services in their home. The weatherization services will help reduce the energy burden of eligible homeowners. The MOU with CLWU will allow CAP staff to process payments on behalf of low-income clients, therefore avoiding disconnection of services for eligible participants. These items are being submitted in accordance with Countywide PPM No. CW-O-051 to allow the Clerk and Comptroller's Office to receive and file them. The vendor agreement with FP&L will provide utility services to participants who receive LIHEAP financial assistance, as referred by the Community Services Department. **No County funds are required.** (Community Action Program) Countywide (HH)