

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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| | | | | |
|----------------------------|-------------------------------------------|-----------|------------------------------|----------------|
| Meeting Date: June 5, 2018 | <input checked="" type="checkbox"/> [X] | Consent | <input type="checkbox"/> [] | Regular |
| | <input type="checkbox"/> [] | Ordinance | <input type="checkbox"/> [] | Public Hearing |

Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Justice Services

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: the following Project Budget Adjustments for ex-offender reentry services:

- 1. Third Project Adjustment, Contract #R2017-1386 (The Lord's Place Inc.- Adult Reentry);
- 2. Fourth Project Adjustment, Contract #R2017-1389 (Gulfstream Goodwill Industries Inc. - Juvenile Reentry).

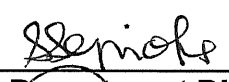
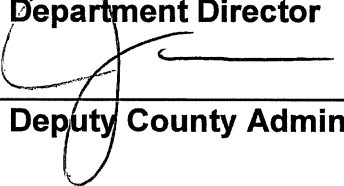
Summary: Palm Beach County Division of Justice Services subcontracts with reentry providers to coordinate adult and juvenile reentry services to those returning to Palm Beach County from incarceration. Reentry services are customized to each individual's unique needs. On September 12, 2017, the Board of County Commissioners authorized the County Administrator or designee to execute amendments and administrative documents associated with contracts R2017-1386 (The Lord's Place) and R2017-1389 (Gulfstream Goodwill-Juvenile) on behalf of the Board of County Commissioners after approval of legal sufficiency by the County Attorney's Office, and within budgeted allocations. Project budget adjustments were executed by the Public Safety Director on April 13, 2018. The adjustment to the contract with Gulfstream Goodwill Industries, Inc. adds pro-social activity supervision as a reimbursable category under case management services. The adjustment to the contract with The Lord's Place Inc. reallocates \$50,000 from case management services to client support services. All adjustments are revenue neutral and adjust the budgets within approved line items. Countywide (LDC)

Background and Justification: Palm Beach County has developed a Strategic Plan for providing effective and coordinated ex-offender reentry services to those returning from incarceration. The programs are intended to reduce recidivism among transitioning offenders as well as reduce future victimization, enhance public safety and improve the lives of communities, victims and offenders.

Attachments:

- 1) Third Project Budget Adjustment, The Lord's Place Inc.
- 2) Fourth Project Budget Adjustment, Gulfstream Goodwill Industries Inc.

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| | | |
|-----------------|-------------------------------------------------------------------------------------|---------|
| Recommended by: |  | 5/9/18 |
| | Department Director | Date |
| Approved by: |  | 5/16/18 |
| | Deputy County Administrator | Date |

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 | _____ | _____ | _____ | _____ | _____ |
| External Revenues | _____ | _____ | _____ | _____ | _____ |
| Program Income (County) | _____ | _____ | _____ | _____ | _____ |
| In-Kind Match (County) | _____ | _____ | _____ | _____ | _____ |
| Net Fiscal Impact | _____* | _____ | _____ | _____ | _____ |

ADDITIONAL FTE

POSITIONS (Cumulative) _____ 0 _____ 0 _____ 0 _____ 0 _____ 0

Is Item Included In Proposed Budget? Yes X No

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

Budget Account Exp No: Fund 1436 Dept. 662 Unit 5699/5700 Obj. 8101/8201

Rev No: Fund 1436 Dept. 662 Unit 5699/5700

Rev:3129/8000/8249

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

Grant:

Fund:

Unit:

*No additional fiscal impact. These adjustments reallocate expenses between budget line items.

Departmental Fiscal Review: _____

III. REVIEW COMMENTS

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

[Signature] 5/14/18
OFMB 5/11

[Signature] 5/14/18
Contract Administration
5/14/18 TM

B. Legal Sufficiency:

[Signature] 5/5/18
Assistant County Attorney

C. Other Department Review:

Department Director

THIRD PROJECT BUDGET ADJUSTMENT

THIS THIRD PROJECT BUDGET ADJUSTMENT (hereinafter “Third Adjustment”) is made as of this 13th day of April 2018 by and between Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as the “County” and The Lord’s Place, Inc. a not-for-profit corporation authorized to do business in the State of Florida, herein referred to as the “Consultant”, whose Federal I.D. is 59-2240502.

WITNESSETH:

WHEREAS, the parties, entered into that certain Agreement on September 26, 2017 (R2017-1386) (“Agreement”) with an expiration date of September 30, 2018, for an amount not to exceed \$343,502; and

WHEREAS, the parties have adjusted the project budget pursuant to Article 25 of the Agreement by execution of two previous Project Budget Adjustment notices; and

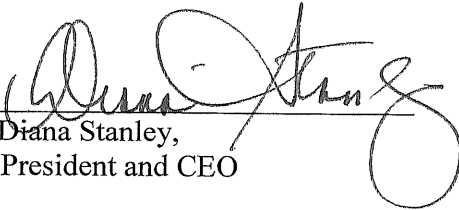
WHEREAS, the parties desire to modify the current budget exhibit by reallocating \$50,000 from FDC or Jail Case Management Services to FDC or Jail Client Support Services.

NOW THEREFORE, the parties hereby agree as follows:

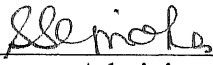
1. The foregoing recitals are incorporated herein by reference.
2. This Third Project Budget Adjustment (“Third Adjustment”) is effective upon execution by the County (the “Effective Date”).
3. Exhibit “B(3)”, attached hereto and incorporated herein by reference, replaces and supercedes Exhibit “B(2)”.
4. In all other respects except as specifically modified herein, the original Agreement remains in force and effect.

IN WITNESS WHEREOF, Palm Beach County, Florida, through its authorized representative, has made and executed this Third Project Budget Adjustment on behalf of the County, and The Lord's Place, Inc. has hereunto executed same.

THE LORD'S PLACE, INC.

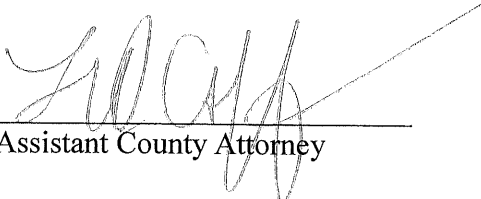
By: 
Diana Stanley,
President and CEO

**PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS**

By: 
County Administrator or Designee

4/13/18
Date of County Execution

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: 
Assistant County Attorney

**DEPARTMENT OF PUBLIC SAFETY
DIVISION OF JUSTICE SERVICES
APPROVED AS TO TERMS AND
CONDITIONS**



EXHIBIT "B (3)"

SCHEDULE OF PAYMENTS

The Consultant will prepare and submit monthly invoices to the Public Safety Department by the 15th of each month. Invoices must include the Acknowledgement of Services Forms. Invoices will be reviewed and approved by the County's representative to verify that services have been rendered in conformity with the contract. Approved invoices will then be sent to the Finance Department for payment.

BUDGET WORKSHEET

| | |
|-----------------------------------------------------------------------|---------------|
| A. PERSONNEL | |
| | |
| | |
| SUB-TOTAL PERSONNEL | \$ - |
| | |
| | |
| B. OPERATIONAL EXPENSES - Allowable expenses found in Exhibit B-1 (2) | |
| FDC Case Management Services (10/1/17 - 6/30/18) | 75,780.00 |
| FDC Client Support Services (10/1/17 - 6/30/18) | 107,132.00 |
| | |
| FDC or Jail Case Management Services (10/1/17 - 9/30/18) | 25,145.00 |
| FDC or Jail Client Support Services (10/1/17 - 9/30/18) | 60,732.00 |
| | - |
| Jail Case Management Services (10/1/17 - 9/30/18) | 74,713.00 |
| | |
| SUB-TOTAL OPERATIONAL | \$ 343,502.00 |
| | |
| C. CAPITAL EXPENDITURES | |
| | |
| SUB-TOTAL CAPITAL | \$ - |
| | |
| | |
| | |
| TOTALS | |
| A. PERSONNEL: Salaries and Benefits | \$ - |
| B. OPERATIONAL EXPENSES | \$ 343,502.00 |
| C. CAPITAL EXPENDITURES | \$ - |
| | |
| TOTAL PROJECT BUDGET | \$ 343,502.00 |

Attachment# 1

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FOURTH PROJECT BUDGET ADJUSTMENT

THIS FOURTH PROJECT BUDGET ADJUSTMENT (hereinafter "Fourth Adjustment") is made as of this 13th day of April 2018 by and between Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as the "County" and Gulfstream Goodwill Industries, Inc. a not-for-profit corporation authorized to do business in the State of Florida, herein referred to as the "Consultant", whose Federal I.D. is 59-1197040.

WITNESSETH:

WHEREAS, the parties, entered into that certain Interlocal Agreement on September 26, 2017 (R2017-1389) ("Agreement") with an expiration date of September 30, 2018, for an amount not to exceed \$374,745; and

WHEREAS, the parties have adjusted the project budget pursuant to Article 25 of the Agreement by execution of three previous Project Budget Adjustment notices; and


WHEREAS, the parties desire to add a case management service, "pro-social activity supervision" to the current Schedule of Payments by replacing Exhibit B-1(3) with this Fourth Project Budget Adjustment.

NOW THEREFORE, the parties hereby agree as follows:

1. The foregoing recitals are incorporated herein by reference.
2. Exhibit "B-1(4)", attached hereto and incorporated herein by reference, replaces and supercedes Exhibit "B-1(3)" of the Agreement.
3. In all other respects except as specifically modified herein the original Agreement remains in force and effect.

IN WITNESS WHEREOF, Palm Beach County, Florida, through its authorized representative, has made and executed this Fourth Project Budget Adjustment on behalf of the County, and Gulfstream Goodwill Industries has hereunto executed same.

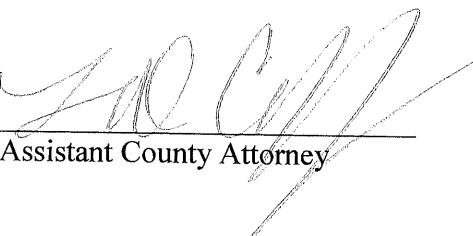
**GULFSTREAM GOODWILL
INDUSTRIES, INC.**

By: 
Marvin Tanck,
President

**PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS**

By: 
County Administrator or Designee

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: 
Assistant County Attorney

**DEPARTMENT OF PUBLIC SAFETY
DIVISION OF JUSTICE SERVICES
APPROVED AS TO TERMS AND
CONDITIONS**



Any service not listed requires approval prior to delivery.

CASE MANAGEMENT SERVICES

| <u>Category</u> | <u>Service</u> | <u>Rate</u> | <u>Requirements</u> |
|------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Pre- or Post-Release Outreach and Orientation | Client and/or Family Outreach and orientation | \$63.00 per per session | Pre-release- Must be within 3 years of release; Post-Release- Must be within 3 months of release; may only charge once for each client |
| Pre- or Post-Release Case Management: Needs Assessment | Identify Basic Needs | \$64.00 per program participant | Must be completed within 30 days of enrollment. |
| Pre- and Post-Release Case Management Plans of Care | Establishment of short- and long-term goals for successful reintegration | \$64.00 per program participant | Must be completed within 30 days of enrollment. |
| Pre-or Post-Release Case Management: Follow-up/Plan Review | Motivational Interviewing; transition planning; navigation of goals | \$66.00 per session | Minimum of 30 minutes per session. |
| Pro-Social Activity Supervision | Case Managers interact with youth and supervise pre-approved pro-social events | \$15.00 per 30 minute session | Minimum of 30 minutes per session. |

CLIENT SUPPORT SERVICES

| <u>Category</u> | <u>Service</u> | <u>Rate</u> | <u>Requirements</u> |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Post-Release Program Incentives | Incentives for successful performance outcomes and (education, employment, completion of other programming) and prosocial activities | \$50.00 per participant | Participant must sign acknowledgement of receipt of incentive; Maximum amount can be increased with approval by Program Coordinator. |
| Post-Release Transportation | Monthly Bus or Tri-Rail Passes | \$50.00 per participant per month | \$150.00 maximum per participant; Maximum amount can be increased with approval by local contract manager. |

Attachment # 2

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| | | | |
|--------------------------------------------|-----------------------------------------------------------------------------------|---------------------------|--------------------------------------------------------------------------|
| Post-Release Ancillary Employment Services | Job related supplies (e.g., work boots, clothes, safety glasses, vests and tools) | \$300 max per participant | Maximum amount can be increased with approval by local contract manager. |
| Post Release Toiletries and Clothes | Basic hygiene products and clothing | \$100 max per participant | Maximum amount can be increased with approval by local contract manager. |

| <u>Category</u> | <u>Service</u> | <u>Rate</u> | <u>Requirements</u> |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------|
| Post-Release Emergency Medical Financial Assistance | The Contractor shall provide assistance to program participants regarding the cost to obtain emergency medication or assistance. The Contractor shall refer program participants, based on individual need and willingness to participate, to community resources for medical assistance or medication. | \$500 max per participant | Max amount can be increased with local Contract Manager approval |
| Pre- or Post-Release Financial Identification Assistance | Assistance obtaining birth certificate, driver license and/or Florida identification card; and/or selective service registration or other needed information | \$250.00 max per participant | \$250 maximum per participant to include driver improvement classes |

Attachment# 2

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| | | | |
|------------------------------------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| Post-Release Education Preparation Class | Academic Instruction to Improve Basic Literacy | \$195.00 maximum per participant (\$128 full battery of GED tests) (\$32 each GED section) (\$12 retest per GED content area) (\$30 tuition fee- GED Prep) | Maximum amount can be increased with approval by local contract manager. |
|------------------------------------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|

| Category | Service | Rate | Requirements |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------------------------------------------------|
| Post-Release Substance Abuse Education | Educational classes designed to address misuse of drugs and alcohol. Provides a variety of activities designed to improve social functioning of individuals who are enrolled and/or individuals who have completed substance abuse treatment. The program provides clients with skills on how to acquire and keep a job, parenting skills and other general life skills. | \$300.00 max per participant | Maximum amount can be increased with approval by local contract manager. |

| | | | |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Post-Release Substance Abuse Assessments | Assessment used to address severity of problems. | \$80 per assessment | |
| Post-Release Mental Health Assessment | Includes the systematic collection and integrated review of individual-specific data, such as examinations and evaluations. This data is gathered, analyzed, monitored and documented to develop the person's individualized plan of treatment and to monitor recovery | \$300.00 per assessment | |
| Post-Release Mental Health (Individual or Group Sessions) | Mental Health Treatment (Individual or Group Counseling) | \$300.00 per assessment | Maximum amount can be increased with approval by local contract manager. |
| <u>Category</u> | <u>Service</u> | <u>Rate</u> | <u>Requirements</u> |
| Pre- or Post-Release Family Reunification Workshop | Educational classes designed to address communication, co-parenting, relationships, discipline, work family balance, and fatherhood initiatives. | \$ 25 per participant | Maximum of 15 participants per group |
| Post-Release Career Development/ Life Skills Incentive | Receive Incentive for Career Development and Life Skills Course Completion | \$75.00 per participant | May only receive once; must complete course; must sign for receipt on log |
| Post-Release Transitional Housing | Direct service or referral based; and/or Rental Assistance | \$5,000.00 max per participant | Provided at a cost of \$25 per day. Max of \$5,000 per participant; need for housing must be in transition plan; Maximum amount can be increased with approval by local contract manager. |

Attachment# 2

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| | | | |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Pre- or Post-Release Employability Skills Assessment | Identify Industry and Prospective Jobs | \$100.00 per participant | Must be provided for each program participant. |
| Pre- or Post-Release Employment Workshop | Facilitation of Workplace Conflict, Job Retention Techniques and Job Search Best Practices | \$ 25 per participant | Maximum of 15 participants per group |
| Post-Release Vocational Training | Vocational Job Training- Participants will receive a certificate of completion at the end of the course. | \$2,000 max per participant | Certificate required, sign-in logs required; Maximum amount can be increased with approval by local contract manager. |

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