



**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
Grants and Aids	(\$13,644)	_____	_____	_____	_____
Capital Expenditures	_____	_____	_____	_____	_____
External Revenues	\$13,644	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>Net Fiscal Impact</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

# ADDITIONAL FTE POSITIONS (Cumulative)      0      0      0      0      0

Is Item Included In Proposed Budget?    Yes \_\_\_ No  
 Does this item include the use of federal funds?    Yes    No x

Budget Account Exp No: Fund 1436 Dept. 662 Unit 5699/5700 Obj. 8201  
 Rev No: Fund 1436 Dept. 662 Unit 5699/5700 Rev. 8000/8249

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

\*Fifth amendment reduces contract amount by \$13,644 equal to reduction in JAG grant.  
 Fund: Justice Service Grant Fund  
 Unit: 5699 – Adult Reentry; 5700 Juvenile Reentry

Departmental Fiscal Review: *[Signature]* 9/20/18

**III. REVIEW COMMENTS**

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

*[Signature]* 11/2/18  
 OFMB 9/10/18

*[Signature]* for Lewis Justice Court  
 Contract Administration  
 11/2/18

**B. Legal Sufficiency:**

*[Signature]* 11/2/18  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director



**Interoffice Correspondence**

**To:** Verdenia C. Baker,  
County Administrator

**Through:** Faye Johnson, *Faye Johnson*  
Assistant County Administrator

**From:** Stephanie Sejnoha, *Stephanie Sejnoha*  
Director, Public Safety Department

**Date:** September 12, 2018

**Subject:** Requesting County Administrator's Signature on Reentry Project Budget Adjustments

---

**Department of Public Safety  
Division of Justice Services**

4210 N. Australian Ave.  
West Palm Beach, FL 33407

Telephone - (561) 625-2568  
Facsimile - (561) 845-4424  
www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

Melissa McKinlay, Mayor  
Mack Bernard, Vice Mayor  
Hal R. Valeche  
Dave Kerner  
Steven L. Abrams  
Mary Lou Berger  
Paulette Burdick

**County Administrator**  
Verdenia C. Baker

The Public Safety Department's Division of Justice Services subcontracts with reentry providers (The Lords's Place, Inc., Gulfstream Goodwill Industries, Inc., and City of Riviera Beach) 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 approved Agenda Item 3X3, which authorized the County Administrator or designee to execute amendments and administrative documents associated with reentry contracts R2017-1386 through R2017-1389 on behalf of the Board of County Commissioners after approval of legal sufficiency by the County Attorney's Office, and within budgeted allocations.

As the Public Safety Director, I am respectfully requesting your signature on the two (2) attached project budget adjustments, which meet the above requirements.

The fourth adjustment to the adult contract with Gulfstream Goodwill Industries, Inc. (R2017-1387) reallocates funding from travel, communications and supplies to client support services and adds updated County required language related to the termination, criminal history records checks and scrutinized companies articles. The fifth adjustment to the Juvenile contract with Gulfstream Goodwill Industries, Inc. (R2017-1389) reduces the contract amount by \$13,644 from \$374,745 to \$361,101 based on the reduction in Department of Justice, Justice Assistance Grant Funding, adjusts the unit cost rate for follow-up services and adds updated County required language related to the termination, criminal history records checks and scrutinized companies articles.

If any additional information is required, please contact me at 561-712-6473.

## FOURTH PROJECT BUDGET ADJUSTMENT

**THIS FOURTH PROJECT BUDGET ADJUSTMENT (hereinafter "Fourth Adjustment")** is made as of this 19<sup>th</sup> day of September 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 Agreement on September 26, 2017 (R2017-1387) ("Agreement") with an expiration date of September 30, 2018, for an amount not to exceed \$238,494; 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 have now agree to reallocate funds as set forth herein; and

**WHEREAS**, the parties desire to modify the current budget exhibit by reallocating \$3,837.09 (Travel/Training/Mileage - \$1,250.52), (Communications - \$391.41), and (Supplies - \$2,195.16) to Client Support Services; and

**WHEREAS** the parties desire to update the Agreement to include the most current County standard contract provisions.

**NOW THEREFORE**, the parties hereby agree as follows:

1. This Fourth Project Budget Adjustment ("Fourth Adjustment") is effective retroactively to August 1, 2018.
2. Exhibits "B(4)" and "B-1(4)", attached hereto and incorporated herein by reference, replace and supercede Exhibits "B(3)" and "B-1(3)" of the Agreement.
3. The Agreement is hereby modified by deleting ARTICLE 5- TERMINATION and replacing it in its entirety with the language below:

This Contract may be terminated by the CONSULTANT upon sixty (60) days' prior written notice to the COUNTY in the event of substantial failure by the COUNTY to perform in accordance with the terms of this Contract through no fault of the CONSULTANT. It may also be terminated, in whole or in part, by the COUNTY, with cause upon five (5) business days written notice to the CONSULTANT or without cause upon ten (10) business days written notice to the CONSULTANT. Unless the CONSULTANT is in breach of this Contract, the CONSULTANT shall be paid for services rendered to the COUNTY'S satisfaction through the date of termination. After receipt of a Termination Notice, except as otherwise directed by the COUNTY, in writing, the CONSULTANT shall:

- A. Stop work on the date and to the extent specified.
  - B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
  - C. Transfer all work in process, completed work, and other materials related to the terminated work to the COUNTY.
  - D. Continue and complete all parts of the work that have not been terminated.
4. The Agreement is hereby modified by deleting ARTICLE 28 – CRIMINAL HISTORY RECORDS CHECK in its entirety and replacing it with the following:

CONSULTANT'S employees, subcontractors of CONSULTANT and employees of subcontractors shall comply with Palm Beach County Code, Section 2-371 - 2-377, the Palm Beach County Criminal History Records Check Ordinance ("Ordinance"), for unescorted access to critical facilities ("Critical Facilities") or criminal justice information facilities ("CJI Facilities") as identified in Resolution R-2003-1274, as amended. The CONSULTANT is solely responsible for the financial, schedule, and/or staffing implications of this Ordinance. Further, the CONSULTANT acknowledges that its Contract price includes any and all direct or indirect costs associated with compliance with this Ordinance, except for the applicable FDLE/FBI fees that shall be paid by the COUNTY.

This Contract may include sites and/or buildings which have been designated as either "critical facilities" or "criminal justice information facilities" pursuant to the Ordinance and Resolution R2003-1274, as amended. COUNTY staff representing the COUNTY department will contact the CONSULTANT(S) and provide specific instructions for meeting the requirements of this Ordinance. Individuals passing the background check will be issued a badge. The CONSULTANT shall make every effort to collect the badges of its employees and its subcontractors' employees upon conclusion of the contract and return them to the COUNTY. If the CONSULTANT or its subcontractor(s) terminates an employee who has been issued a badge, the CONSULTANT must notify the COUNTY within two (2) hours. At the time of termination, the CONSULTANT shall retrieve the badge and shall return it to the COUNTY in a timely manner.

The COUNTY reserves the right to suspend the CONSULTANT if the CONSULTANT 1) does not comply with the requirements of County Code Section 2-371 - 2-377, as amended; 2) does not contact the COUNTY regarding a terminated CONSULTANT employee or subcontractor employee within the stated time; or 3) fails to make a good faith effort in attempting to comply with the badge retrieval policy.

5. The Agreement is modified by deleting ARTICLE 30 – SCRUTINIZED COMPANIES and replacing it in its entirety with the following:

- A. As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to F.S. 215.4725. .
- B. When contract value is greater than \$1 million: As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to F.S. 215.473 or is engaged in business operations in Cuba or Syria.

If the County determines, using credible information available to the public, that a false certification has been submitted by CONSULTANT, this Contract may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Contract shall be imposed, pursuant to F.S. 287.135. Said certification must also be submitted at the time of Contract renewal, if applicable.

6. In all other respects except as specifically modified herein the original Agreement remains in force and effect.

Remainder of page intentionally left blank.

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

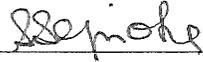
**PALM BEACH COUNTY BOARD OF  
COUNTY COMMISSIONERS**

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**



**EXHIBIT "B (4)"**

**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 signed 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**

<b>A. PERSONNEL</b>	
<b>SUB-TOTAL PERSONNEL</b>	<b>\$ -</b>
<b>B. OPERATIONAL EXPENSES - Allowable expenses found in Exhibit BB-2</b>	
<i>FDC Case Management Services (10/1/17 - 6/30/18)</i>	106,750.00
<i>FDC Client Support Services (10/1/17 - 6/30/18)</i>	32,123.00
<i>FDC or Jail Case Management Services (10/1/17 - 9/30/18)</i>	30,530.00
<i>FDC or Jail Client Support Services (10/1/17 - 9/30/18)</i>	19,628.09
	-
<i>FDC or Jail Case Management Services (10/1/17 - 9/30/18)</i>	40,005.00
<i>Communication</i>	1,273.59
<i>Supplies</i>	134.84
<i>Travel/Training/Mileage</i>	8,049.48
<b>SUB-TOTAL OPERATIONAL</b>	<b>\$ 238,494.00</b>
<b>C. CAPITAL EXPENDITURES</b>	
<b>SUB-TOTAL CAPITAL</b>	<b>\$ -</b>
<b>TOTALS</b>	
<b>A. PERSONNEL: Salaries and Benefits</b>	<b>\$ -</b>
<b>B. OPERATIONAL EXPENSES</b>	<b>\$ 238,494.00</b>
<b>C. CAPITAL EXPENDITURES</b>	<b>\$ -</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 238,494.00</b>

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	\$95.00 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	\$110.00 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	\$129.00 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	\$93.00 per session	Minimum of 30 minutes per session;
Post-Release Peer Support Groups	Facilitation of peer support groups	\$88 per participant	Maximum of 15 participants per group

#### CLIENT SUPPORT SERVICES

<u>Category</u>	<u>Service</u>	<u>Rate</u>	<u>Requirements</u>
Post-Release 90-Day Employment Incentive	Job Retention for at least 90-Days Continuously at One Employer	\$50.00 per participant	May only receive once; participant must sign acknowledgement of receipt of incentive; co name, hourly rate, start-end dates, pay stubs for 90 day period required
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.
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.

Category	Service	Rate	Requirements
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
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.

<u>Category</u>	<u>Service</u>	<u>Rate</u>	<u>Requirements</u>
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.
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.

## FIFTH PROJECT BUDGET ADJUSTMENT

**THIS FIFTH PROJECT BUDGET ADJUSTMENT (hereinafter “Fifth Adjustment”)** is made as of this 15<sup>th</sup> day of September 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 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 four previous Project Budget Adjustment notices; and

**WHEREAS**, the parties have agreed to decrease the budget in the Contract by \$13,644 to a total amount not to exceed \$361,101; and

**WHEREAS**, the parties have agreed to adjust the unit costs for item (Pre or Post- Release Case Management: Follow-up/Plan Review) in the Contract to accurately reflect costs for a total contract amount not to exceed \$361,101;

**WHEREAS** the parties desire to reallocate \$1,000 from Client Support Services to Supplies in order to purchase a computer for staff; and

**WHEREAS** the parties desire to update the Agreement to include the most current County standard contract provisions.

**NOW THEREFORE**, the parties hereby agree as follows:

1. This Fifth Project Budget Adjustment (“Fifth Adjustment”) is effective retroactively to August 1, 2018.
2. Exhibit B1-(5) attached hereto and incorporated herein by reference, hereby replaces and supercedes all prior “B” Exhibits to the Agreement. All references in the Agreement to any Exhibit “B”, shall now read “Exhibit B1-(5)”.
3. Article 3, “Payments to Consultant”, paragraph “C” of the Agreement designating allowable “out of pocket” expenses is hereby amended to replace Eighteen Thousand Two Hundred Thirty-Five Dollars (\$18,235) with Nineteen Thousand Two Hundred Thirty-Five Dollars (\$19,235).

4. The Agreement is hereby modified by deleting ARTICLE 5- TERMINATION and replacing it in its entirety with the language below:

This Contract may be terminated by the CONSULTANT upon sixty (60) days' prior written notice to the COUNTY in the event of substantial failure by the COUNTY to perform in accordance with the terms of this Contract through no fault of the CONSULTANT. It may also be terminated, in whole or in part, by the COUNTY, with cause upon five (5) business days written notice to the CONSULTANT or without cause upon ten (10) business days written notice to the CONSULTANT. Unless the CONSULTANT is in breach of this Contract, the CONSULTANT shall be paid for services rendered to the COUNTY'S satisfaction through the date of termination. After receipt of a Termination Notice, except as otherwise directed by the COUNTY, in writing, the CONSULTANT shall:

- A. Stop work on the date and to the extent specified.
- B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
- C. Transfer all work in process, completed work, and other materials related to the terminated work to the COUNTY.
- D. Continue and complete all parts of the work that have not been terminated.

5. The Agreement is hereby modified by deleting ARTICLE 28 – CRIMINAL HISTORY RECORDS CHECK in its entirety and replacing it with the following:

CONSULTANT'S employees, subcontractors of CONSULTANT and employees of subcontractors shall comply with Palm Beach County Code, Section 2-371 - 2-377, the Palm Beach County Criminal History Records Check Ordinance ("Ordinance"), for unescorted access to critical facilities ("Critical Facilities") or criminal justice information facilities ("CJI Facilities") as identified in Resolution R-2003-1274, as amended. The CONSULTANT is solely responsible for the financial, schedule, and/or staffing implications of this Ordinance. Further, the CONSULTANT acknowledges that its Contract price includes any and all direct or indirect costs associated with compliance with this Ordinance, except for the applicable FDLE/FBI fees that shall be paid by the COUNTY.

This Contract may include sites and/or buildings which have been designated as either "critical facilities" or "criminal justice information facilities" pursuant to the Ordinance and Resolution R2003-1274, as amended. COUNTY staff representing the COUNTY department will contact the CONSULTANT(S) and provide specific instructions for meeting the requirements of this Ordinance. Individuals passing the background check will be issued a badge. The CONSULTANT shall make every effort to collect the badges of its employees and its subcontractors' employees upon conclusion of the contract and return them to the COUNTY. If the CONSULTANT or its subcontractor(s) terminates an employee who has been issued a badge, the CONSULTANT must notify the COUNTY within two (2) hours. At the time of

termination, the CONSULTANT shall retrieve the badge and shall return it to the COUNTY in a timely manner.

The COUNTY reserves the right to suspend the CONSULTANT if the CONSULTANT 1) does not comply with the requirements of County Code Section 2-371 - 2-377, as amended; 2) does not contact the COUNTY regarding a terminated CONSULTANT employee or subcontractor employee within the stated time; or 3) fails to make a good faith effort in attempting to comply with the badge retrieval policy.

6. The Agreement is modified by deleting ARTICLE 30 – SCRUTINIZED COMPANIES and replacing it in its entirety with the following:

- A. As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to F.S. 215.4725. .
- B. When contract value is greater than \$1 million: As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to F.S. 215.473 or is engaged in business operations in Cuba or Syria.

If the County determines, using credible information available to the public, that a false certification has been submitted by CONSULTANT, this Contract may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Contract shall be imposed, pursuant to F.S. 287.135. Said certification must also be submitted at the time of Contract renewal, if applicable.

7. In all other respects except as specifically modified herein the original Agreement remains in force and effect.

Remainder of page intentionally left blank.

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

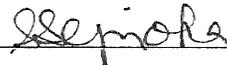
**PALM BEACH COUNTY BOARD OF  
COUNTY COMMISSIONERS**

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**



**EXHIBIT "B1-(5)"**

**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 signed 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**

<b>A. PERSONNEL</b>	
<b>SUB-TOTAL PERSONNEL</b>	<b>\$ -</b>
<b>B. OPERATIONAL EXPENSES - Allowable expenses found in Exhibit BB-2</b>	
<i>Case Management Services</i>	177,876.00
<i>Professional Services (C2C)</i>	136,812.00
<i>Client Support Services</i>	27,178.00
<i>Communication</i>	2,500.00
<i>Supplies</i>	1,800.00
<i>Travel/Training/Mileage</i>	14,935.00
<b>SUB-TOTAL OPERATIONAL</b>	<b>\$ 361,101.00</b>
<b>C. CAPITAL EXPENDITURES</b>	
<b>SUB-TOTAL CAPITAL</b>	<b>\$ -</b>
<b>TOTALS</b>	
<b>A. PERSONNEL: Salaries and Benefits</b>	<b>\$ -</b>
<b>B. OPERATIONAL EXPENSES</b>	<b>\$ 361,101.00</b>
<b>C. CAPITAL EXPENDITURES</b>	<b>\$ -</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 361,101.00</b>

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 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	\$73.50 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.

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

<p>Post-Release Education Preparation Class</p>	<p>Academic Instruction to Improve Basic Literacy</p>	<p>\$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)</p>	<p>Maximum amount can be increased with approval by local contract manager.</p>
---	---	---	---

<u>Category</u>	<u>Service</u>	<u>Rate</u>	<u>Requirements</u>
<p>Post-Release Substance Abuse Education</p>	<p>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.</p>	<p>\$300.00 max per participant</p>	<p>Maximum amount can be increased with approval by local contract manager.</p>

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.
<b><u>Category</u></b>	<b><u>Service</u></b>	<b><u>Rate</u></b>	<b><u>Requirements</u></b>
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.

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.