

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 5, 2020

Consent Regular
 Ordinance Public Hearing

Department

Submitted By: Community Services

Submitted For: Ryan White Program

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file:

A) a Notice of Award (NOA) No. 2 H89HA00034-27-00 from the U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA), for the budget period March 1, 2020, through February 28, 2021, in the amount of \$1,494,582, for new and existing programs to continue improving health outcomes for persons living with HIV; and

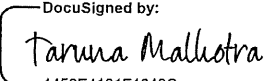
B) Amendment No.1 to the Intergovernmental Agreement for Ryan White Part A HIV Health Support Services (R2019-0492) with the Florida International University Board of Trustees (FIU), for the period December 31, 2018 through December 30, 2021, to revise the timeframe in the scope of work in order to complete the deliverables assigned.

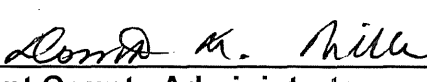
Summary: A partial NOA was received from HRSA issuing funding in the amount of \$1,494,582. HRSA will issue the remainder of the award at a later date. On November 5, 2019, the Board of County Commissioners (BCC) ratified the Mayor's signature on the Ryan White Part A HIV Emergency Relief Grant Program application (R2018-1542). The grant allows the Community Services Department to continue providing needed medical and support services to Palm Beach County residents living with HIV/AIDS. Some of the services provided under this grant are medical case management, medical care, pharmaceutical assistance, oral health care, substance use disorder treatment, legal support services, outpatient ambulatory services, health insurance premium assistance, food bank, home delivered meals and psychosocial support services. In GY 2019, approximately 3,700 clients were served. The purpose of Amendment No. 1 to the FIU agreement is to change the timeframe in the scope of work in order to complete the deliverables assigned. The collaboration between FIU and the Ryan White Program provides evaluation services for the Ryan White Program and research opportunities for FIU. The collaboration with the Ryan White Program includes activities of well-trained students who can help with short-term and long-term evaluation and quality improvement projects. This item was executed by delegated authority. The Director of Purchasing, or designee, through Ord. No. 2015-004 § 3, 1-13-15; Ord. No 2018-022, § 2, 10-16-18 has delegated authority to execute this contract. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating Department as a receive and file agenda item. **No County funds are required.** (Ryan White Program) Countywide (HH).

Background and Justification: Under the Ryan White Part A Treatment Extension Act of 2009, the HIV CARE Council establishes priority service areas and assigns funding percentages. The U.S. Health and Human Services, Health Resources Services Administration has issued the FY 2020 award to serve persons living with HIV/AIDS.

Attachments:

1. Notice of Award Grant No. 2 H89HA00034-27-00
2. Amendment No. 1 to the Intergovernmental Agreement for Ryan White Part A HIV Health Support Services with FIU

Recommended By:  3/31/2020
DocuSigned by: 4459E4101E1049C
 Department Director Date

Approved By:  4/8/2020
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures					
Operating Costs	\$871,840	\$622,742			
External Revenue	(\$871,840)	(\$622,742)			
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$0	\$0			

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

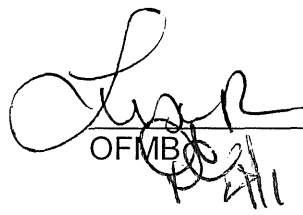
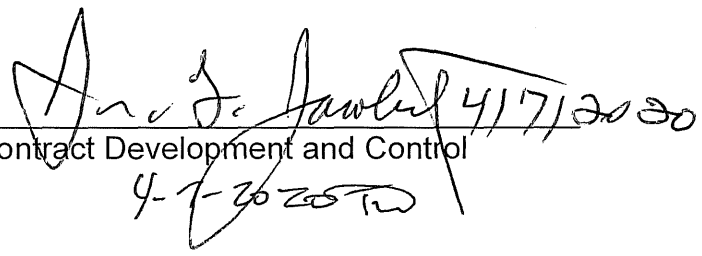
Budget Account No.:
 Fund 1010 Dept 142 Unit VAR Object VAR Program Code VAR
 Program Period VAR

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding source is the U.S. Department of Health and Human Services. No County Funds are required. Budget will be aligned upon receipt of final award.

C. Departmental Fiscal Review: DocuSigned by:
Julie Dowe
05AC9C7CC5BC4A4
 Julie Dowe, Director of Finance and Support Services

III. REVIEW COMMENTS

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

 4/16/2020
 OFMB BR 413
 4/17/2020
 Contract Development and Control
 4-1-2020 TW

B. Legal Sufficiency:

DocuSigned by:
Helene C. Huizd
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

1. DATE ISSUED: 01/29/2020	2. PROGRAM CFDA: 93.914	 U.S. Department of Health and Human Services HRSA Health Resources and Services Administration NOTICE OF AWARD AUTHORIZATION (Legislation/Regulation) Public Health Service Act, Title XXVI, Section 2603b Public Health Service Act Section 2603(b), 42 U.S.C 300ff-13(b) FY 2007 Title XXVI of the PHS Act, 42 U.S.C. section 300-ff-11 et seq (as amended), Part A Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87) Public Health Service Act, Sections 2601-2610 Public Health Service Act, Sections 2601-2610 (42 USC 300ff-11 – 300ff-20), as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87) Public Health Service Act, Sections 2601-2610, and 2693(b)(2)(A) (42 USC 300ff-11 – 300ff-20, and 300ff-121(b)(2)(A)), as amended by the Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87)				
3. SUPERSEDES AWARD NOTICE dated: except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.						
4a. AWARD NO.: 2 H89HA00034-27-00	4b. GRANT NO.: H89HA00034		5. FORMER GRANT NO.: BRH890034			
6. PROJECT PERIOD: FROM: 04/04/1994 THROUGH: 02/28/2021						
7. BUDGET PERIOD: FROM: 03/01/2020 THROUGH: 02/28/2021						
8. TITLE OF PROJECT (OR PROGRAM): HIV EMERGENCY RELIEF PROJECT GRANTS						
9. GRANTEE NAME AND ADDRESS: PALM BEACH COUNTY BOARD OF COMMISSIONERS PO BOX 4036 West Palm Bch, FL 33402-4036 DUNS NUMBER: 078470481		10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Casey Messer PALM BEACH COUNTY BOARD OF COMMISSIONERS 810 Datura St West Palm Beach, FL 33401-5204				
11. APPROVED BUDGET:(Excludes Direct Assistance) <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation		12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:				
a. Salaries and Wages : \$0.00 b. Fringe Benefits : \$0.00 c. Total Personnel Costs : \$0.00 d. Consultant Costs : \$0.00 e. Equipment : \$0.00 f. Supplies : \$0.00 g. Travel : \$0.00 h. Construction/Alteration and Renovation : \$0.00 i. Other : \$0.00 j. Consortium/Contractual Costs : \$0.00 k. Trainee Related Expenses : \$0.00 l. Trainee Stipends : \$0.00 m. Trainee Tuition and Fees : \$0.00 n. Trainee Travel : \$0.00 o. TOTAL DIRECT COSTS : \$1,494,582.00 p. INDIRECT COSTS (Rate: % of S&W/TADC) : \$0.00 q. TOTAL APPROVED BUDGET : \$1,494,582.00 i. Less Non-Federal Share: \$0.00 ii. Federal Share: \$1,494,582.00		a. Authorized Financial Assistance This Period \$1,494,582.00 b. Less Unobligated Balance from Prior Budget Periods i. Additional Authority \$0.00 ii. Offset \$0.00 c. Unawarded Balance of Current Year's Funds \$0.00 d. Less Cumulative Prior Awards(s) This Budget Period \$0.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$1,494,582.00				
		13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)				
		<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not applicable</td> </tr> </tbody> </table>	YEAR	TOTAL COSTS	Not applicable	
YEAR	TOTAL COSTS					
Not applicable						
		14. APPROVED DIRECT ASSISTANCE BUDGET:(In lieu of cash)				
		a. Amount of Direct Assistance \$0.00 b. Less Unawarded Balance of Current Year's Funds \$0.00 c. Less Cumulative Prior Awards(s) This Budget Period \$0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$0.00				
15. PROGRAM INCOME SUBJECT TO 45 CFR 75.307 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A] Estimated Program Income: \$0.00						
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 75 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.						
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No) This award includes the following sources of funding: FY20 Formula - \$1,365,668 FY20 MAI - \$128,914						

Total Funding - \$1,494,582						
Electronically signed by Brad Barney , Grants Management Officer on : 01/29/2020						
17. OBJ. CLASS: 41.15		18. CRS-EIN: 1596000785A1		19. FUTURE RECOMMENDED FUNDING: \$0.00		
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE
20 - 3779208	93.914	20H89HA00034	\$1,365,668.00	\$0.00	FRML	HIV1-20
20 - 3779207	93.914	20H89HA00034	\$128,914.00	\$0.00	MAI	HIV1-20

Amendment 1

**AMENDMENT TO INTERGOVERNMENTAL AGREEMENT
FOR RYAN WHITE PART A HIV HEALTH SUPPORT SERVICES**

THIS AMENDMENT TO INTERGOVERNMENTAL AGREEMENT FOR RYAN WHITE PART A HIV HEALTH SUPPORT SERVICES (R2019-0492) made and entered into at West Palm Beach Florida, on this 22 day of JANUARY, 2020, 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 The **Florida International University Board of Trustees**, a public university of the State of Florida, hereinafter referred to as the AGENCY, a governmental AGENCY of the State of Florida, entitled to do business in the State of Florida, whose Federal Tax I.D. is **65-0177616**.

In consideration of the mutual promises contained herein, the COUNTY and the Agency agree as follows:

WITNESSETH:

WHEREAS, Florida International University Board of Trustees (FIU), entered into a three-year contract with the County on April 16, 2019 (R2019-0492), to provide evaluation services for the County's Ryan White Part A Program (RW) and research opportunities to FIU, which contract was in an annual amount of \$75,000 and

WHEREAS, the need exists to amend the contract with FIU, in order to change the timeframe in the scope of work (Exhibit B).

NOW THEREFORE, the above named parties hereby mutually agree that the Intergovernmental Agreement entered into on April 16, 2019 (R2019-0492), is hereby amended as follows:

- I. New Exhibit "B1" attached hereto shall replace Exhibit "B" in its entirety.
- II. **ARTICLE 9 NONDISCRIMINATION** shall read: The COUNTY is committed to assuring equal opportunity in the award of contracts and complies with all laws prohibiting discrimination. Pursuant to Palm Beach County Resolution R2017-1770, as may be amended, the AGENCY warrants and represents that throughout the term of the Contract, including any renewals thereof, if applicable, all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity or expression, or genetic information. Failure to meet this requirement shall be considered default of the Contract. As a condition of entering into this Contract, the AGENCY represents and warrants that it will comply with the COUNTY'S Commercial Nondiscrimination Policy as described in Resolution 2017-1770, as amended, and as applicable to Agency. As part of such compliance, the AGENCY shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity or expression, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the AGENCY retaliate against any person for reporting instances of such discrimination. The AGENCY shall provide equal opportunity for subcontractors, vendors and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities,

provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the County's relevant marketplace in Palm Beach County. The AGENCY understands and agrees that a material violation of this clause shall be considered a material breach of this Contract and may result in termination of this Contract, disqualification or debarment of the company from participating in County contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party. AGENCY shall include this language in its subcontracts.

III. **ARTICLE 10 - AGENCY'S PROGRAMMATIC INTERGOVERNMENTAL AGREEMENTS** shall be amended by the addition of the following:

22. **The Agency must comply with 2 C.F.R. 200.**

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Intergovernmental Agreement on behalf of the COUNTY and AGENCY has hereunto set his/her hand the day and year above written.

ATTEST:

Sharon R. Bock
Clerk and Comptroller

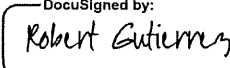
PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS

BY _____
Deputy Clerk

BY 
Kathy Scarlett, Director of Purchasing

AGENCY:

THE FLORIDA INTERNATIONAL
UNIVERSITY BOARD OF TRUSTEES
Agency's Name Typed

DocuSigned by:


Agency's Signatory Name

Roberto M. Gutierrez
Assistant Vice President for
~~Research~~

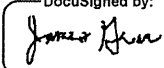
Agency's Signatory Title Typed

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS



Assistant County Attorney

DocuSigned by:


James Green, Director
Department of Community Services

EXHIBIT B1

Payment and Deliverable Schedule:

Task #	Task	Timeframe	Cost Per Deliverable
1	Training of FIU staff pertaining to required tasks <ul style="list-style-type: none"> • RW Program • PE database systems 	December 2018- January 2019	\$0.00
2	Meeting with Program Staff to review RW case management program and requesting data for the assessment: <ul style="list-style-type: none"> • Review existing data and determine data extraction strategies • Apply for IRB approval from FIU • Determine and reach agreement on measures to be examined • Produce data export file • Determine and request internal cost data necessary for the assessment • Obtain data dictionary from Provide • Expand and refine data export file based on data dictionary 	February - June 2019	\$2,000
3	Data extraction and preparation: <ul style="list-style-type: none"> • Work with Data Analyst to extract necessary variables from <ul style="list-style-type: none"> ○ Client profiles ○ Services profiles ○ Service activities ○ Eligibility history ○ Action plan and plan goals ○ Test Results • Work with Data Analyst to de-identify protected information • Data quality control and cleaning 	July – November 2019	\$3,000
4	Analyzing data: <ul style="list-style-type: none"> • Compare services across four agencies <ul style="list-style-type: none"> ○ for medical and non-medical case management activities ○ for standard alignment ○ for health outcomes ○ for cost 	December 2019– February 2020	\$10,000

	•		
5	<p>Report:</p> <ul style="list-style-type: none"> ○ Compile summary of results • Present and discuss preliminary findings to RW Program staff and Case Management agencies 	March 2020	\$5,000
6	<p>Completing the data analyses:</p> <ul style="list-style-type: none"> • Respond to feedbacks on preliminary findings • Refine the data analyses <p>Report:</p> <ul style="list-style-type: none"> • Finalize the report • Provide suggestions for change <p>Discussions and reaching agreement on next steps</p>	April -July 2020	\$5,000
Intergovernmental Agreement Amount for Year 1			\$25,000
Intergovernmental Agreement Amount for Year 2 (Activities and Timeline to be determined by Quality Management Coordinator)			\$25,000
Intergovernmental Agreement Amount for Year 3 (Activities and Timeline to be determined by Quality Management Coordinator)			\$25,000
Total Intergovernmental Agreement Amount			\$75,000

Goals and Outcomes:

GOAL
Assess current program activities
HOW GOAL WILL BE ACHIEVED
FIU staff will assess medical vs. non-medical case management activities documented in the RW data system. Results will be shared with the collaborative.

GOAL
Determine quality activities
HOW GOAL WILL BE ACHIEVED
FIU staff will determine quality activities to be completed by each of the case management areas. Results will be shared with the collaborative.

GOAL
Suggestions for change
HOW GOAL WILL BE ACHIEVED
Suggest changes to the current program, to establish an improved quality of case management services provided. Suggestions will be shared with the collaborative.

GOAL
Follow-up assessment
HOW GOAL WILL BE ACHIEVED
After the RW program implements a PDSA cycle for suggested improvements, FIU will reassess medical vs. non-medical case management activities documented in the RW data system. FIU will analyze the change results and share with the collaborative, to determine any needed additional activities.



DEPARTMENT OF FINANCIAL SERVICES
Division of Risk Management

STATE RISK MANAGEMENT
TRUST FUND

Policy Number: AL-0241 Fleet Automobile Liability
Certificate of Coverage

Name Insured: Florida International University

Automobile Liability Coverage provided pursuant to Chapter 284, Part II, Section 768.28,
Florida Statutes, the Florida Vehicle No-Fault Law, and any rules promulgated thereunder.

Coverage Limits:

General Liability: \$200,000.00 each person
\$300,000.00 each occurrence

Personal Injury: \$10,000.00 each person
\$10,000.00 each occurrence

Inception Date: July 1, 2019

Expiration Date: July 1, 2020



DEPARTMENT OF FINANCIAL SERVICES
Division of Risk Management

**STATE RISK MANAGEMENT
TRUST FUND**

Policy Number: GL-0241 General Liability
Certificate of Coverage

Name Insured: Florida International University

General Liability Coverage provided pursuant to Chapter 284, Part II, Section 768.28, Florida Statutes, and any rules promulgated thereunder.

Coverage Limits:

General Liability: \$200,000.00 each person
\$300,000.00 each occurrence

Inception Date: July 1, 2019

Expiration Date: July 1, 2020



DEPARTMENT OF FINANCIAL SERVICES
Division of Risk Management

**STATE RISK MANAGEMENT
TRUST FUND**

**Certificate of Insurance for Off-Duty Law Enforcement Officers
(First-Person Property Damage Coverage)**

Policy Number: AL-0241-ODLE

Named Insured: Florida International University

Property Damage Coverage for State-owned vehicles used by law enforcement officers for approved off-duty work, provided pursuant to Chapter 284, Section 311, Florida Statutes, and any rules promulgated thereunder.

COVERAGE LIMITS

Property Damage: Lesser of the actual cash value of the damaged property (defined in Rule 69H-2004), or an amount necessary to repair or replace the property with other property of like kind and quality.

Inception Date: July 1, 2019

Expiration Date: July 1, 2020



DEPARTMENT OF FINANCIAL SERVICES
Division of Risk Management

**STATE RISK MANAGEMENT
TRUST FUND**

Policy Number: WC-0241 State Employee Workers' Compensation
and Employer's Liability
Certificate of Coverage

Name Insured: Florida International University

Coverage Limits:

Coverage A - Compensation coverage is provided to comply with the applicable State Workers' Compensation, Occupational Disease Laws and any rule promulgated thereunder.

Coverage B \$200,000.00 each person
\$300,000.00 each occurrence

Inception Date: July 1, 2019

Expiration Date: July 1, 2020