Agenda Item #: 3X-1

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	May 5, 2020	[X] []	Consent Ordinance	[] []	Regular Public Hearing
Department: Submitted By: Submitted For: ==========	Department of Pu Department of Pu Division of Victim	blic Sa	fety		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Second Amendment to Contract for Consulting/Professional Services with the Child Protection Team of Palm Beach, Inc. (CPT) (R2016-1720) increasing the third year contract amount beginning October 1, 2018 by \$7,500 for a new total not-to-exceed amount of \$751,250 which is retroactive to September 1, 2019.

Summary: On November 22, 2016, the County entered into a three year contract (October 1, 2016 through September 30, 2019) with CPT to provide medical evaluations for children 0-17 years of age who reside in Palm Beach County and are alleged victims of abuse, neglect and/or abandonment, excluding sexual abuse, and are referred to CPT by law enforcement, Department of Children and Families (DCF), and/or the courts. On December 5, 2017, the County amended the original contract to increase the contract amount by \$50 for each medical evaluation for up to 875 children, per fiscal year beginning October 1, 2017 based on a review of CPT's cost and survey of other county reimbursement rates. The new exam rate for services was \$300 per exam for a not-toexceed amount of \$262,500 per fiscal year. In October 2019, the County received the final invoice from CPT for FY19 and said invoice exceeded the third year contract amount by \$7,500 due to an additional 25 exams being completed. This second amendment is retroactive to September 1, 2019 in order to cover the costs for the additional exams completed during FY19. The second amendment increases the not-to-exceed contract amount from \$743,750 to \$751,250 and the total number exams from 875 to 900. Medical evaluations for children who are alleged victims of sexual abuse are excluded from this contract as those exams are funded by the Office of the Attorney General. R2013-1230 authorizes the County Administrator or designee to execute contracts and amendments/modifications with Child Protection Team of Palm Beach, Inc. on behalf of the Board of County Commissioners. Countywide (JW)

Continued on page 3.

Attachment:

1) Second Ame	ndment to Contract for Professional Service	es with CPT
Recommended By: _	Sepion	3/6/20
	Department Director	` ` Date
Approved By:	\mathcal{A}	3/18/4020
	Deputy County Administrator	Date
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II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	2020	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Personal Services					
Operating Costs	\$7,500				
Capital Expenditures					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	\$7,500				
# ADDITIONAL FTE					
POSITIONS (Cumulative)	0	0	0	0	0
	he use of fede : Fund <u>0001</u> : Fund I	ral funds? Y Department <u>66</u> Department <u>66</u>	0 Unit <u>322</u> 0 Unit <u>322</u>		
B. Recommended Sources Fund: General Fund Unit: 3220 – Victim S	Services and Su		I Impact:	$\hat{\mathcal{D}}$	
C. Departmental Fiscal Rev	/lew: <u>(NC) r</u>	(Prover			
	III. <u>REVI</u>		<u>s</u>		
A. OFMB Fiscal and/or Con	tract Dev. and	Control Com	nents:		
B. Legal Sufficiency:	3/11/2	\ \	$\frac{1}{3/12/20}$	And Control	12//2/5
<u>Sean_Quel</u> Assistant County	<u>William</u> Attorney	2			

C. Other Department Review:

Department Director

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

Background and Justification: The CPT program is funded by the Florida Legislature through the Department of Health, Children's Medical Services. 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. From October 1, 2016 through September 30, 2019, CPT conducted 2,285 examinations. On October 8, 2019, the Board of County Commissioner approved a contract with CPT for the period October 1, 2019 through September 30, 2022 to continue the same services.

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

THIS SECOND AMENDMENT TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES BETWEEN PALM BEACH COUNTY AND CHILD PROTECTION TEAM OF PALM BEACH COUNTY, INC. (hereinafter "Second Amendment") is made as of this $\underline{19}$ day of $\underline{4ebacca}$ 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 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 <u>65-0746922</u>.

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, a First Amendment to Contract (R-2017-1844) was entered on October 10, 2017. The parties 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).

WHEREAS, the amended Contract amount did not cover CPT's remaining costs through the termination date of the Contract; and

WHEREAS, the parties have agreed to amend the Contract retroactive to September 1, 2019 to increase the Contract amount by Seventy-Five Hundred Dollars (\$7500) and thereby increase the total not-to-exceed Contract amount to Seven Hundred Fifty-One Thousand, Two Hundred Fifty (\$751,250).

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. The Contract is hereby amended to increase the Contract amount by Seventy-Five Hundred Dollars (\$7500) retroactive to September 1, 2019.
- III. Exhibit "B-01" of the Contract is hereby deleted and replaced with Exhibit "B-02" attached hereto and incorporated herein by reference. All references in the Contract to Exhibit "B-01" are replaced with Exhibit "B-02".

- IV. Article 3(A) of the Contract is amended by replacing Seven Hundred Forty-Three Thousand, Seven Hundred Fifty Dollars (\$743,750) with Seven Hundred Fifty-One Thousand, Two Hundred Fifty Dollars (\$751,250).
- V. Except as expressly modified herein, the provisions of the Contract (R. 2016-1720) are hereby confirmed and ratified.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida, by and through its authorized representative, has made and executed this Second 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.

Itchick Bv:

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: Jean-adel Will Assistant County Attorney

APPROVED AS TO TERMS AND CONDITIONS

Komo Kα Bv:

Stephanie⁷Sejnoha, Director Public Safety Department

EXHIBIT "B-02"

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 \$751,250. 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. Year 3 is amended to increase the number of exams from 875 to 900 children.

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	Number of	Total Cost per
		Unit	Units per FY	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 900	\$270,000
		TOTAL CONTRACT		\$751,250

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