Agenda Item #: 31-1

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 15, 2020 [X] Consent [] Regular [] Ordinance [] Public Hearing

Department: Housing and Economic Sustainability

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: eight (8) Agreements, each in an amount not to exceed \$40,000, as follows:

- A) CARES Act Program Agreement with Credit Card Management Services, Inc.;
- B) CARES Act Program Agreement with CreditGuard of America, Inc.;
- C) CARES Act Program Agreement with Housing Foundation of America, Inc.;
- **D)** CARES Act Program Agreement with Housing Partnership, Inc. d/b/a Community Partners of South Florida.;
- E) CARES Act Program Agreement with Real Estate, Education and Community Housing, Inc.;
- F) CARES Act Program Agreement with Urban League of Palm Beach County, Inc.;
- G) CARES Act Program Agreement with We Help Communities "2" Develop Corporation; and
- H) CARES Act Program Agreement with the West Palm Beach Housing Authority.

Summary: The attached Agreements have been executed on behalf of the Board of County Commissioners (BCC) by Kathleen M. Scarlett, Director of Purchasing, in accordance with PPM CW-L-049 (Requirements for Procurements of Non-Construction Related Goods and Services Purchased or Reimbursed with Federal Funds). In accordance with Agenda Item 6C-3, dated May 5, 2020, the BCC authorized the allocation of CARES Act Program funds to no more than eight (8) certified housing counseling agencies to provide housing counseling assistance to homeowners and renters impacted by COVID-19. Each of these Agreements are in an amount not to exceed \$40,000. In accordance with County PPM CW-0-051, all delegated contracts, agreements and grants must be submitted by the initiating Department as a receive and file agenda item. **CARES Act funds do not require a local match.** Countywide (HJF)

Background and Justification: In response to the COVID-19 pandemic, Palm Beach County received Federal funding via the CARES Act. A Housing Counseling Program was established to assist both homeowners and renters impacted by COVID-19. HES requested applications from Palm Beach County's housing related non-profits to participate in the Program. Eight of the respondents met the application's requirements and qualified as certified housing counseling agencies and each were awarded a contract to perform the counseling services. The expenditure eligibility period extends until December 31, 2020. The financial impact of COVID-19 and the timeline for funding expenditure required immediate implementation of an emergency contract procurement through the Purchasing Department.

Attachment(s): Documents as listed in A through H above

Approved By:

Assistant County Administrator

Approved By:

Assistant County Administrator

Approved By:

Assistant County Administrator

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Departmental Fiscal Review:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures					
Operating Costs	\$320,000				
External Revenues	(\$320,000)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$0		<u>'</u>		

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# ADDITIONAL FTE							
POSITIONS (Cumulative)		1					
Is Item Included In Current Budget? Yes X No Does this Item include the use of Federal funds? Yes X No No Does this Item include the use of Federal funds?							
Fund 1160 Dept 143 Unit	CV63 Object	3401 Progra	am Code/Pe	eriod	_		
B. Recommended Sources of Funds/Summary of Fiscal Impact:							

III. REVIEW COMMENTS

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

	OFMBAR 8/21/2020	Contract Development ar	what 8/31/a	7095
B.	Legal Sufficiency:			
•	Mollerman for Howard Falcon Assistant County Attorney	111 9/2/2020		

Shairette Major, Fiscal Manager II

C. Other Department Review:

C.

Department Director