

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: March 9, 2021 [X] Consent [] Regular
[] Ordinance [] Public Hearing
Department
Submitted By: Community Services
Submitted For: Financially Assisted Agencies

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 1 to the Agreement for the Provision of Financial Assistance with Palm Beach Habilitation Center, Inc. (R2020-1549), for the two (2) year period October 1, 2020 through September 30, 2022, in an amount totaling \$711,658, to update and replace service category amounts in the computer training program from \$215,327 to \$73,389, and the seniors in transition and retirement program from \$73,389 to \$215,327, with no change to the overall total contract amount, for the provision of economic stability/poverty services to adults with disabilities.

Summary: Amendment No. 1 is necessary to correct a scrivener's error regarding funding allocation in each category and corrects the allocation for each program with no change to the original contract amount. Palm Beach Habilitation Center, Inc. will continue to provide computer-training services, seniors in transition and retirement services, and supported employment to adults with disabilities. In FY 2020, Palm Beach Habilitation Center, Inc. served 160 adult clients with disabilities, and will continue to serve 160 adult clients with disabilities under the current agreement. No additional County funding required. (Financially Assisted Agencies) Countywide (HH).

Background and Justification: In providing for human service needs, Palm Beach County augments its own service mix through the provision of funding for programming and services delivered by community-based agencies. The FAA Program was established in the early 1980s to overcome the adverse impact of reduced federal funding. It is now an important component of the federal, state, and local funding sources that support the County's system of care. The Board of County Commissioners has directed staff to pursue data-driven, evidence-based programming and outcome measures that ensure effective changes in the lives of those in our community. The funded organization is monitored by the Community Services Department to maintain programmatic and fiscal accountability. The Agreement include the following safeguards to protect the County: insurance coverage is mandatory, funds are paid out on a unit cost basis, and funds cannot be used to initiate or pursue litigation against the County.

Attachments: Amendment No. 1 with Palm Beach Habilitation Center, Inc.

Recommended By: James Green 2/5/2021
Department Director Date
Approved By: Nancy J. Beardsley 2/12/2021
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

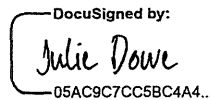
Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT					

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 No X

Budget Account No.:
 Fund 0001 Dept 740 Unit 2026 Object 8201 Program Code Program Period

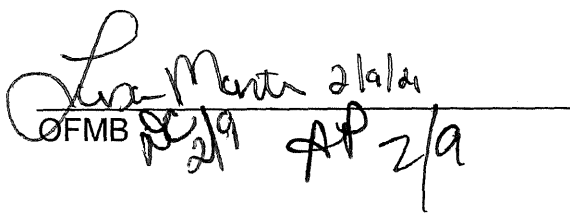
**B. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding Source is Palm Beach County**

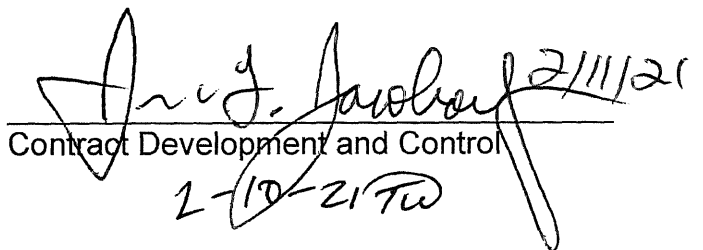
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C. Departmental Fiscal Review: _____
 Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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


 OFMB 2/9 AP 2/9


 Contract Development and Control
2-10-21 TW

B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

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

AMENDMENT 1

AGREEMENT FOR PROVISION OF FINANCIAL ASSISTANCE

THIS AMENDMENT TO THE AGREEMENT FOR PROVISION OF FINANCIAL ASSISTANCE (**R-2020-1549**) made and entered into in Palm Beach County on this ____ day of _____, 20____, 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 **PALM BEACH HABILITATION CENTER INC.**, hereinafter referred to as the AGENCY, a nonprofit corporation authorized to do business in the State of Florida, whose Federal Tax I.D. is **59-6213381**.

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

WITNESSETH:

WHEREAS, Palm Beach Habilitation Center, Inc. (PB Hab. Center) and the COUNTY entered into a two-year Agreement on October 20, 2020 (R-2020-1549) (the Agreement) to provide certain services under the Economic Stability Priority Area in an annual amount of \$355,829.00; and

WHEREAS, the need exists to amend the Agreement with PB Hab. Center to update the Agreement amounts for each program by updating and replacing **Exhibit B - Units of Service Rates and Definitions** with **Exhibit B1 - Units of Service Rates and Definitions**.

NOW, THEREFORE, the COUNTY and the AGENCY mutually agree that the Agreement entered into on October 20, 2020 is hereby amended as follows:

- I. The Whereas clauses above are true and correct and are expressly incorporated herein by reference and made part of the parties' Agreement.
- II. A new **Exhibit B1 - Units of Service Rates and Definitions**, attached hereto, shall replace **Exhibit B - Units of Service Rates and Definitions** in its entirety.
- III. All other provisions of the Agreement, not modified in this First Amendment remain in full force and effect.

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

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

ATTEST:

Joseph Abruzzo, Clerk of the Circuit Court
& Comptroller

Palm Beach County

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida
BOARD OF COUNTY COMMISSIONERS**

BY _____
Deputy Clerk

BY _____
Dave Kerner, Mayor

AGENCY:

PALM BEACH HABILITATION CENTER INC.

AGENCY'S Name Typed

DocuSigned by:
Patty Isola
7CA119453B8C434

AGENCY'S Signatory Name

Interim CEO

AGENCY'S Signatory Title Typed

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

DocuSigned by:
Helene C. Hvizd
BF3DF20B2223413...

Assistant County Attorney

**APPROVED AS TO TERMS
AND CONDITIONS**

DocuSigned by:
Taruna Malhotra
1459E4101F1049C...

**Taruna Malhotra, Assistant Director
Community Services Department**

EXHIBIT B1

**UNITS OF SERVICE RATE AND DEFINITION
FY 2021 FINANCIAL ASSISTANCE AGREEMENT**

AGENCY: Palm Beach County Habilitation Center

Description	Unit Cost	Total FY 2021	Total FY 2022
<p><u>Computer Training Program:</u> A unit of service in the Computer Training Program is defined as one day of a minimum of 1.5 hours of instruction in computer training. Participants are provided individualized instruction on employment related software, basic operating and computer skills, accessing the internet, social media, receiving and sending e-mails, improving their reading, math and reasoning skills. Adaptive equipment and software including Dragon Naturally Speaking voice activated software, are available for students who need alternative methods of accessing and manipulating the computer.</p>	\$26.25	\$73,389.00	\$73,389.00
<p><u>Seniors in Transition and Retirement Services:</u> A unit of service is defined as one day of a minimum of 3 hours of programming per person. Programming can include: opportunities to access proper exercise, nutrition, and community integration experiences. Individual and small group activities focus on providing stimulating activities and physical exercise. Proper nutrition and education concerning the dietary changes are provided through games, instructional materials, and individual and group meetings. Community integration opportunities are provided four to five times per week and include the use of Palm Beach County Parks and Recreation facilities, local bowling facilities, Very Special Arts program, libraries, museums and other community facilities.</p>	\$46.97	\$215,327.00	\$215,327.00
<p><u>Supported Employment:</u> A unit of service will be one hour of staff time in direct client services.</p>	\$42.00	\$67,113.00	\$67,113.00
Total Contract		\$355,829.00	\$355,829.00

The AGENCY is allowed to expend up to \$4,000 for initial certification or \$1,500 for the annual renewal fee every year of the Agreement. This option exercised by the AGENCY will be taken from the approved budget thus reducing the number of units to be provided. Certification is a requirement of contracting with the COUNTY as referenced in **Article 17** of this Agreement.



**Palm Beach County
Compliance Summary Report**

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00000867	Palm Beach Habilitation Center, Inc.		Compliant					250610	JANITORIAL AND TRASH REMOVAL SERVICES AT PALM TRAN INTERMODAL TRANSIT CENTER, TERM CONTRACT
		Ag , XIV	Markel Global Reinsurance Company	FITAU356802020	6/1/2020	6/1/2021	Auto Liability		
		Ag , XIV	Markel Global Reinsurance Company	FITXS356802020	6/1/2020	6/1/2021	Excess Liability		
		Ag , XIV	Markel Global Reinsurance Company	FITGL356802020	6/1/2020	6/1/2021	General Liability		
		A- , X	Star Insurance Company	FITWC356802020	6/1/2020	6/1/2021	Workers Comp		

Risk Profile : Standard - General Services
Required Additional Insured : Palm Beach County Board of County Commissioners
Ownership Entity :