

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: July 13, 2021

Consent Regular
 Ordinance Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: the following 5 executed Independent Contractor Agreements and 3 Independent Contractor Termination letters:

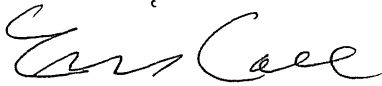
- A) Coralytes LLC, US Synchronized Swimming Coach at Aqua Crest Pool, for the period of May 1, 2021 through September 30, 2021 in an amount not to exceed \$19,840;
- B) LB2 Enterprises, Inc., d/b/a Palm Beach Masters, US Masters Swimming Coach at North County Aquatic Complex, for the period of May 1, 2021 through September 30, 2021 in an amount not to exceed \$48,000;
- C) Kiril Zahariev, USA Swimming Coach at North County Aquatic Complex, for the period of May 1, 2021 through September 30, 2021 in an amount not to exceed \$87,660;
- D) LB2 Enterprises, Inc., d/b/a Palm Beach Masters, US Masters Swimming Coach at Aqua Crest Pool, for the period of May 1, 2021 through September 30, 2021 in an amount not to exceed \$36,000;
- E) Janet Troy Labanara, Aqua Motion Fitness Classes at Gleneagles Therapeutic Recreation Complex Pool, for the period of June 1, 2021 through September 30, 2021 in an amount not to exceed \$2,000;
- F) A Termination letter, terminating the agreement R2020-1823 and R2020-1828 between the County and LB2 Enterprises, Inc effective May 1, 2021;
- G) A Termination letter, terminating the agreement R2020-1827 between the County and Kiril Zahariev, effective May 1, 2021; and
- H) A Termination letter, terminating the agreement R2020-0071 between the County and Coralytes LLC, effective May 1, 2021.

Summary: The Independent Contractor Agreements have been fully executed on behalf of the Board of County Commissioners (BCC) by the County Administrator and Director of the Parks and Recreation Department in accordance with Resolution 94-422, amended by Resolutions 2002-2103, 2007-0409, 2012-0168, 2017-0822 and 2021-2049. The Department is now submitting these agreements in accordance with County PPM CW-O-051, which requires all delegated agreements to be submitted by the initiating Department to the BCC as a Receive and File agenda item. The termination letters were required due to significant changes to the standard contract language including updated exhibits and revisions to fees charged to participants that are collected by the contractor. The termination letters are now being submitted to the BCC as a receive and file. Districts 1, 3 and 7 (AH)

Background and Justification: A resolution providing authority to execute Independent Contractor Agreements with recreation instructors and sports officials (Resolution 94-422, amended by Resolutions 2002-2103, 2007-0409, 2012-0168, 2017-0822 and 2021-0249) was adopted by the BCC to streamline the hiring process. The BCC granted the Director of Parks and Recreation authority to execute Independent Contractor agreements and amendments with recreation instructors and sports officials up to \$10,000, with contracts of \$10,000 or more requiring the County Administrator's approval.

The Agreements attached have been executed on behalf of the BCC by the County Administrator and Director of the Parks and Recreation Department in accordance with the authority delegated by the BCC, and are now being submitted to the BCC to receive and file.

Attachments: Independent Contractor Agreements (5)
Termination Letters (3)

Recommended by:  6-28-21
Department Director Date

Approved by:  6/28/21
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	<u>193,500</u>	_____	_____	_____	_____
External Revenues	<u>(241,391)</u>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>*(47,891)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget:		Yes	<u>X</u>	No	_____
Does this item include use of federal funds?		Yes	_____	No	<u>X</u>

Budget Account No.: Fund 0001 Department 580 Unit Various
 Object 3422 / Revenue Source 4724 Program N/A

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

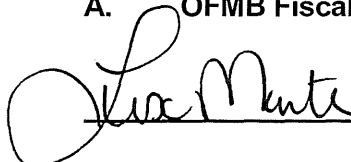
Item	Contractor	Revenue	Expense	% Split
A	Coralytes LLC	\$24,800	\$19,840	80/20
B	LB2 Enterprises, Inc., d/b/a Palm Beach Masters	\$60,000	\$48,000	80/20
C	Kiril Zahariev	\$109,575	\$87,660	80/20
D	LB2 Enterprises, Inc., d/b/a Palm Beach Masters	\$45,000	\$36,000	80/20
E	Janet Troy Labanara	\$2,016	\$2,000	
	Totals	\$241,391	\$193,500	

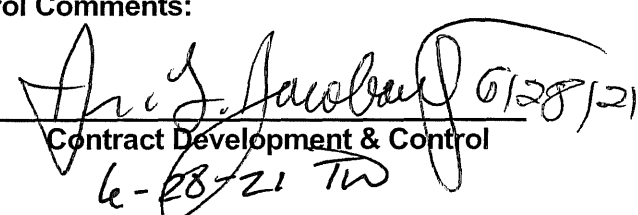
*Estimated net revenue for these agreements is \$47,891. Actual revenue and operating costs will be determined at the termination of these agreements.


C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

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

 6/22/21
 OFMB 6/22/21 BR 6/21

 6/28/21
 Contract Development & Control
 6-28-21 TW

B. Legal Sufficiency:
 for A. Helfant 6/28/21
 Assistant County Attorney

C. Other Departmental Review:

 Department Director

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