

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

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Meeting Date: December 7, 2021 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Justice Services
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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: First Amendment to Contract for Youth Reentry Services with Gulfstream Goodwill Industries, Inc. (GGI) (R2020-1766) which combines two line items in Exhibit B.

Summary: Palm Beach County Division of Justice Services subcontracts with three reentry providers to coordinate adult and youth reentry services to those returning to Palm Beach County from incarceration. This amendment to GGI – Youth Reentry modifies the budget to expand the use of existing ad valorem funds to support professional and case management support services. These updates will be reflected in Exhibit B-1 which will replace Exhibit B. This change will afford GGI flexibility in spending their contracted allocation without the need to amend the budget, reducing potential disruption of services. On November 17, 2020, the Board of County Commissioners authorized the County Administrator or designee to execute amendments and administrative documents associated with these contracts on behalf of the Board of County Commissioners after approval of legal sufficiency by the County Attorney’s Office and within budgeted allocations. This contract amendment is retroactive to August 1, 2021. **Countywide** (SF)

Background and Justification: Palm Beach County has developed a Strategic Plan for providing effective and coordinated reentry services to those returning from incarceration. The programs are intended to reduce recidivism among transitioning offenders as well as reduce future victimization, enhance public safety and improve the lives of communities, victims and offenders. Subcontracts were awarded to three reentry providers through a competitive process and will ensure that the County will continue to meet the needs of those returning from incarceration. Reentry services are customized to each individual's unique needs, but include outreach services, case management, risk and needs assessments, transitional housing, employment assistance, transportation assistance and substance abuse and mental health treatment. These contracts are funded through ad valorem funds, Justice Assistance Grant funding from DOJ and FDLE, and a legislative allocation from the State of Florida, FDC. Palm Beach County is the recipient of funding from state and federal levels, the three reentry providers are sub-recipients receiving a sub-award.

Attachments:

- 1) First Amendment to Contract for Youth Reentry - GGI (w/ Exhibit B-1)

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Recommended By: [Signature] Department Director Date 11/17/21

Approved By: [Signature] Assistant County Administrator Date 12/7/21

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Personal Services	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
Grants and Aids	_____	_____	_____	_____	_____
Capital Expenditures	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	* _____	_____	_____	_____	_____

ADDITIONAL FTE POSITIONS (Cumulative) 0 0 0 0 0

Is Item Included In Current Budget? Yes X No _____
 Does this item include the use of federal funds? Yes _____ No X
 Budget Account Exp No: Fund 1436 Dept. 662 Unit 5700 Obj. 8201
 Major Prog. YTH21.
 Rev No: Fund 1436 Dept.662 Unit 5700 Rev.8000

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

Fund: Justice Service Grant Fund
 Unit: Juvenile Reentry

No additional fiscal impact, reallocation of funds between categories.

C. Departmental Fiscal Review: [Signature] 10/14/21

III. REVIEW COMMENTS

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

[Signature] 11/18/21
 OFMB GA 11-18-21
[Signature] 11-18-21

[Signature] 11/29/21
 Contract Dev. And Control
[Signature] 11-29-21 TW

B. Legal Sufficiency:

[Signature]
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

FIRST AMENDMENT TO CONTRACT FOR
YOUTH REENTRY SERVICES
GULFSTREAM GOODWILL INDUSTRIES, INC.

THIS FIRST AMENDMENT TO CONTRACT FOR YOUTH REENTRY SERVICES GULFSTREAM GOODWILL INDUSTRIES, INC. (hereinafter “First Amendment”) is made as of this 5th day of October 2021, by and between Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as the “County” and Gulfstream Goodwill Industries, Inc. a not-for-profit corporation authorized to do business in the State of Florida, herein referred to as the “CONSULTANT”, whose Federal I.D. is 59-1197040.

WITNESSETH:

WHEREAS, the parties, entered into that certain Contract on November 17, 2020 (R2020-1766) (“Contract”) for an amount not to exceed \$401,608; and

WHEREAS, the project budget is being amended to add Professional Services (Choice to Change) and Support Services to the Case Management, Ad Valorem – Youth Services Department line-item.

NOW THEREFORE, the parties hereby agree as follows:


1. The above-cited WHEREAS clauses are incorporated herein by reference.
2. This First Amendment is effective retroactively as of August 1, 2021.
3. “Exhibit B-1” which is attached hereto and incorporated herein shall hereby replace and supersede all previous references to “Exhibit B” in the Contract, as amended.
4. In all other respects except as specifically modified herein, the original Contract shall remain in force and effect.

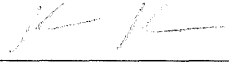
Remainder of the page intentionally left blank.

IN WITNESS WHEREOF, Palm Beach County, Florida, through its authorized representative, has made and executed this Third Amendment on behalf of the County, and Gulfstream Goodwill Industries, Inc. has hereunto executed same.

**PALM BEACH COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

**GULFSTREAM GOODWILL
INDUSTRIES, INC.**

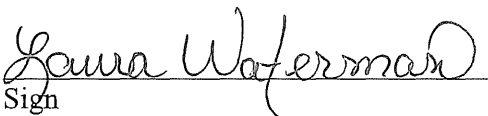
By: 
Verdenia Baker,
County Administrator

By: 
Keith Kennedy,
President & CEO

**APPROVED AS TO FORM
LEGAL SUFFICIENCY**

WITNESS:

By: 
Assistant County Attorney


Sign
Laura Waterman
Printed Name

**APPROVED AS TO TERMS AND
CONDITIONS**

By: 
Department Director

Schedule of Payments

The Subrecipient will prepare and submit monthly invoices to the Palm Beach County Public Safety Department by the 22nd day of each month. Invoices must include the Acknowledgement of Services Forms for Client Support Services. Invoices will be reviewed and approved by the County's representative to verify that services have been rendered in conformity with the contract. Approved invoices will then be sent to the Finance Department for payment.

Budget Worksheet

A. PERSONNEL- Salaries and Benefits	
SUB-TOTAL PERSONNEL	
B. OPERATIONAL EXPENSES- Allowable expenses found in Compensation Chart	
Case Management, Support Services and/or Choice to Change (Professional Services), Ad Valorem - Youth Services Department	\$236,765.00
Case Management and/or Support Services, Ad Valorem	\$36,465.00
Operating, Ad Valorem*	\$23,650.00
Choice to Change (Professional Services), Ad Valorem	\$43,389.00
Choice to Change (Professional Services), U.S. Department of Justice (DOJ) Justice Assistance Grant (JAG) - Florida Department of Law Enforcement (FDLE), CFDA# 16.738	\$24,611.00
Administration, Ad Valorem	\$36,728.00
SUB-TOTAL OPERATIONAL	\$401,608.00
C. CAPITAL EXPENDITURES	
SUB-TOTAL CAPITAL EXPENDITURES	
TOTALS	
A. PERSONNEL	
B. OPERATIONAL EXPENSES	\$401,608.00
C. CAPITAL EXPENSITURES	
TOTAL PROJECT BUDGET	\$401,608.00

*Out of Pocket Expenses referenced in Article 3c

COMPENSATION CHART- Services must be delivered in accordance with the chart below			
Case Management Services			
Category	Service	Rate	Requirements
Case Management Unit Cost	These services will include the provision of individual case management sessions with all clients at regularly scheduled intervals; develop individual service plans for all clients that identify barriers to successful reentry; document all client contact and progress, including time and date, type of contact, outcome and plan of action; provide or broker services to holistically address clients' needs.	\$19.47 per each 15 minutes of service delivery, may be multiple 15 minute increments billed	Spreadsheet documenting the number of hours worked by each qualified case manager, the service provided and the offender or inmate name and JJIS number for whom the service was provided.
Client Support Services			
Category	Service	Rate <i>(Recommended maximum thresholds)</i>	Requirements
Post-Release Program Incentives	Incentives for successful performance outcomes relating to education, employment and/or completion of program goals. Participants and/or family members of participants may be eligible.	\$25.00 per participant and/or family member per month	Monthly incentives are based on the Case Manager's discretion. <i>(Reimbursable by Ad Valorem Funds ONLY unless directed otherwise)</i>
Post-Release Pro-Social Events/Activities	Events or activities organized by the program administration. Participants and/or family members of participants may join.	\$75.00 maximum per participant and/or family member per event/activity	Program administration must submit Pre-Approval Authorization Form prior to event and submit sign-in sheet. Maximum amount can be increased with approval by Reentry Program Coordinator. <i>(Reimbursable by Ad Valorem Funds ONLY unless directed otherwise)</i>
Post-Release Transportation	Daily Bus, Monthly Bus, Tri-Rail Passes, Uber/Lyft Cards, Bicycle, and Bicycle equipment	\$55.00 maximum per participant per month for bus passes, \$100.00 maximum per participant per month for Tri-Rail passes, \$300 maximum per participant for bicycle and bicycle equipment	Palm Tran Connection Receipt of bus pass or Tri-Rail pass, proof of payment for bus pass, and Agency Bus Pass Distribution Log showing issued date, participant name, DC number, and signature, bus pass type and cost, bus pass serial number, and case manager signature. For bicycle and bicycle equipment, receipt for product along with program client acknowledgement form. <i>(Cannot be reimbursed by FDLE funds)</i>
Post-Release Employment Assistance	Job related supplies for Department participants (e.g., work boots, clothes, safety glasses, vests and tools)	\$300.00 maximum per participant	Receipt for product along with program client acknowledgement form <i>(Cannot be reimbursed by FDLE funds)</i>
Transitional Job (TJ)	Hands on employment training through a designated TJ coupled with CBI	\$550 maximum per participant per week	Receipt of stipend along with client acknowledgement form and client "time" sheet. <i>(Cannot be reimbursed by FDLE funds)</i>
Cognitive Behavioral Intervention	CBI classes (MRT or CBI-EMP)	\$25 per participant per class	Receipt for stipend along with client acknowledgement form. <i>(Cannot be reimbursed by FDLE funds)</i>
Post-Release Medical Financial Assistance	Medication or medical assistance	\$500.00 maximum per participant	Receipt from medical facility and/or receipt for medication along with client acknowledgement form.
Pre- or Post-Release Financial Identification Assistance	Birth certificate, driver license, Florida identification card, driver improvement classes, defensive driving course (for reinstatement and maintenance of license).	\$250.00 maximum per participant/ Additional fees upon approval	Receipt from identification provider along with client acknowledgement form
Post-Release Basic Needs	Water, clothing, tents, small household appliances, bedding, towels, linens, utensils, dishes, pots, pans, toiletries, etc.	\$300.00 maximum per participant	Client acknowledgement form and purchase receipt. <i>(Cannot be reimbursed by FDLE funds)</i>
Post-Release Basic Technology Needs and Financial Assistance	Technology items (purchase of phone/tablet), and paying for minutes or phone bill	\$500.00 maximum per participant	Client acknowledgement form and purchase receipt. <i>(Cannot be reimbursed by FDLE funds)</i>
Post-Release Education Preparation Class	Academic Instruction to Improve Basic Literacy (GED Instruction)	\$128.00 full battery of GED tests; \$32.00 each GED section/content area; \$12.00 retest per GED section/content area; \$30.00 tuition fee GED Prep	\$195.00 maximum per participant. Client acknowledgement form
Post-Release Substance Abuse Assessments	Assessment used to address severity of problems	\$100.00 maximum per assessment	Receipt from provider along with client acknowledgement form
Post-Release Substance Abuse Education	Educational classes designed to address misuse of drugs and alcohol	\$300.00 maximum per participant	Receipt from provider along with client acknowledgement form
Post-Release Mental Health Assessment	Mental health assessment	\$300.00 maximum per assessment	Receipt from provider along with client acknowledgement form
Post-Release Mental Health Treatment (Individual or Group Sessions)	Mental Health Treatment (Individual or Group counseling)	\$1,000.00 maximum per participant	Receipt from provider along with client acknowledgement form
Post-Release Transitional Housing	Direct service or referral based	\$6,510.00 maximum per participant	Provided at a cost of \$35.00 per day, maximum of \$6,510.00 per participant; need for housing must be in transition plan
Pre- or Post-Release Vocational Training	Vocational job training	\$2,000.00 maximum per participant	Receipt for course registration and client acknowledgement form
Operating Expenses			
Category	Service	Rate	Requirements
Operating Costs	Communications, travel, training, office and program supplies, and copier expenses	Not to exceed \$23,650	Receipts, proof of payment to vendors or individuals