

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: December 21, 2021	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department
Submitted By: Community Services
Submitted For: Community Services

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Contracts for Provision of Services with the below listed agencies, for the period July 1, 2021 through September 30, 2022, in an amount totaling \$65,000, for the provision of housing counseling services for residents of Palm Beach County who were adversely impacted by the COVID-19 pandemic and are applying for rental and utility assistance under the Emergency Rental Assistance Program (ERAP - COVID-19), established into law through Section 501, Division N, Consolidated Appropriations Act 2021, Public Law No. 116-260:

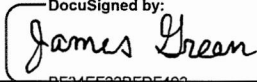
- 1. Credit Card Management Services, Inc., in an amount not-to-exceed \$40,000; and
- 2. Housing and Education Alliance, Inc., in an amount not-to-exceed \$25,000.

Summary: On January 21, 2021, the Board of County Commissioners (BCC) allocated funding to the Community Services Department to provide rental and utility assistance to individuals and families through ERAP - COVID-19. These funds are being used to address the economic impact of the COVID-19 pandemic in Palm Beach County. Funding was made available for eligible entities to implement the housing counseling services component of ERAP - COVID-19. The above listed agencies will assist clients with housing counseling services and will collectively serve approximately 650 unduplicated families and individuals. ERAP – COVID-19 provides up to twelve (12) months rental and utility assistance to eligible Palm Beach County residents who have experienced loss of income, reduction in hours of employment, or unemployment as a result of the COVID-19 pandemic. The agencies will perform housing counseling services to provide clients with assistance in stabilizing housing situations to prevent loss of residence to eviction. The Director of Purchasing has authority to execute this agreement pursuant to Section 2-54(f)(4) of the Palm Beach County Code. 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. **No County match is required.** (Community Services Department) Countywide (HH)

Background and Justification: The County allotted funding to be used to prevent, prepare for, and respond to COVID-19 by preventing County residents from becoming homeless. In providing this assistance to Palm Beach County residents, the County is working to prevent homelessness resulting from income loss due to the COVID-19 pandemic. The contracts include the following safeguards to protect the County: insurance coverage is mandatory, funds are paid on a unit cost equal to a unique client assistance, and funds cannot be used to initiate or pursue litigation against the County.

Attachments: Contracts for Provision of Services (2)

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DocuSigned by:	11/24/21
	
Recommended By: _____	_____
Department Director	Date

Approved By: _____	_____
Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures					
Operating Costs	\$65,000				
External Revenue	(\$65,000)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	0				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Proposed Budget: Yes X No
Does this item include the use of federal funds: Yes X No

Budget Account No.:
Fund 1161 Dept. 142 Unit VAR Object VAR Program Code_ Program Period:

B. Recommended Sources of Funds/Summary of Fiscal Impact:
Funding source is ERA – COVID-19 Treasury funding. No County funding required.

C. Departmental Fiscal Review:

DocuSigned by:
Julie Dowe
05AC9C7CC58C444

Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

12/1/21

OFMB

12/1/21

12/1/21

AP

12/1/21

12/15/21

Contract Development and Control

12-15-21

B. Legal Sufficiency:

12-15-21

Assistant County Attorney

C. Other Department Review:

Department Director

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