Agenda Item #: 3E-7

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

| Meeting Date: Sept | ember 13, 2022 | [X] | Consent Ordinance |] |] | Regular Public Hearing |
|--|--|--|---|--|-------------------------------|---|
| Department Submitted By: Submitted For: | Community Services Community Action Progr | ram | | | | |
| | I. EXI | ECUTIV | E BRIEF | | | |
| Provision of Services May 1, 2022 through funding by \$100,000 | s with Palm Beach County n September 30, 2022, to | Food B revise p mount n | eank, Inc. (PB0 cortions of the ot-to-exceed \$ | CFB cor |) (F | nt No. 1 to the Contract for R2022-0660), for the period of ct and to increase the overall 00, to provide food distribution |
| income residents of Grant (CSBG). To approximately 200 p income residents. Pl families and caregive reduce food insecuri meet the distribution | Palm Beach County (PBC help end hunger needs artners. In 2021, PBCFB was BCFB is experiencing an inters are turning to food bank ty. Funding will be used to needs of our community and families who are PBC | c). Fund in PE ras able acreased as for for assist partner | ing is provide BC, PBCFB of to assist with demand for to donations a with the purch agencies to | d by distr 14.5 food and nase prov | y thibut 5 m as: food of vide | d pantry services for the low- le Community Services Block des the majority of food to illion meals distributed to low- sistance due to inflation. PBC d sources to bridge the gap to non-perishable food items to hunger relief to eligible low- tch is required. (Community |
| identified a need for funds are used to p income households. services, and finance | r nutritional food resource rovide various services, so A portion of the funds is | es in low uch as used to od distr | w-income neignental and utile provide emploidution to qua | ghbo ities oym lified | as ent d P | County Hunger Relief Plan bods and households. CSBG sistance, and training to low- skills training, job placement alm Beach County residents. useholds. |
| Attachments: Amer | ndment No. 1 with PBCFB | | | | | |
| Recommended By: | DocuSigned by: James Ut | rean | 8. | 17/ | 22 | |
| • | Department Director |) | | | | Date |
| Approved By: | Assistant County Admir | nistrator | | | | 8/18/22 Date (|

II. FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact: A.

| Fiscal Years | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|-----------|------|------|------|------|
| Capital Expenditures | | | | | |
| Operating Costs | 450000 | | | | |
| External Revenue | (450,000) | | | | |
| Program Income (County) | | | | | |
| In-Kind Match (County) | | | | | |
| NET FISCAL IMPACT | 0 | 0 | | | |
| | | | | | |
| No. ADDITIONAL FTE POSITIONS (Cumulative) | | | | | |

| | ded In Current Budget? Ye em include the use of federal funds: Ye | es _X _ No es _X _ No |
|-----------------------------|--|---|
| Budget Accou Fund 1003 D | unt No.: Dept <u>145</u> Unit <u>1465</u> Object <u>Var</u> Prograr | m Code <u>Var</u> Program Period <u>GY21</u> |
| B. Recon | nmended Sources of Funds/Summary of | Fiscal Impact: |
| US Dept. of H | dealth and Human Services, thru the Florida | Department of Economic Opportunity Julic Powe 05AC9C7CC5BC4A4 |
| C. | Departmental Fiscal Review: | |

III. REVIEW COMMENTS

Julie Dowe, Director, Financial & Support Svcs.

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

| Jus Mut 8/18/22 OFMB 9/18 | Contract Development and Control 8-23/22 The Contract Development and Control 8-23/22 |
|------------------------------|--|
| Legal Sufficiency: | |

B.

C. Other Department Review:

Department Director

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

FIRST AMENDMENT TO CONTRACT FOR PROVISION OF SERVICES

THIS FIRST AMENDMENT TO THE CONTRACT FOR PROVISION OF SERVICES (R2022-0660) made and entered into in Palm Beach County Florida, on this ____ day of ____, 2022 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 County Food Bank, Inc., hereinafter referred to as the AGENCY, a not-for-profit corporation authorized to do business in the State of Florida, whose Federal Tax I.D. is 90-0778707.

WHEREAS, on July 12th, 2022, the parties entered into a Contract for Provision of Services (R2022-0660) (the Contract), in an amount not to exceed \$350,000.00 to provide Food Pantry services to low-income residents of Palm Beach County: and

WHEREAS, the need exists to amend the Contract with the AGENCY to increase the total amount to be paid by amending ARTICLE 5 – PAYMENTS TO AGENCY, and to replace EXHIBIT A - SCOPE OF WORK and EXHIBIT B – PAYMENT SCHEDULE.

NOW THEREFORE, the above named parties hereby mutually agree that the Contract is amended as follows:

- I. The foregoing recitals are true and correct and incorporated herein by reference and made a part of the parties' Contract.
- II. The first paragraph of **ARTICLE 5 <u>PAYMENTS TO AGENCY</u>** shall be replaced with the following:

The total amount to be paid by the COUNTY under this Contract for all services and materials shall not exceed a total contract amount of <u>FOUR HUNDRED AND</u> <u>FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$450,000.00)</u>.

- III. **Exhibit A** is hereby replaced in its entirety with **Exhibit A-1**, attached hereto and incorporated herein by reference.
- IV. Exhibit B is hereby replaced in its entirety with Exhibit B-1, attached hereto and incorporated herein by reference.
- V. All other provisions of the Contract not modified in this First Amendment are still in effect and are to be performed at the same level as specified in the Contract.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this First Amendment 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 and Comptroller Palm Beach County | PALM BEACH COUNTY, FLORIDA, a Political Subdivision of the State of Florida |
| | BOARD OF COUNTY COMMISSIONERS |
| BY: | BY: |
| Deputy Clerk | BY: Robert S. Weinroth. Mayor |
| | AGENCY: |
| | Palm Beach County Food Bank, Inc. |
| | BY: Jamie kundall D128150F9C88403 Agency's Signatory Name |
| | Jamie Kendall AGENCY's Signatory Name Typed |
| APPROVED AS TO FORM AND LEGAL SUFFICIENCY | APPROVED AS TO TERMS AND CONDITIONS |
| BY: DocuSigned by: Helene C. Hvizd BF3DF20B2223413 | BY: Docusigned by: Tanuna Malliotra |
| Assistant County Attorney | Taruna Malhotra, Assistant Director Community Services Department |

EXHIBIT A-1

SCOPE OF WORK **FY 2022 COMMUNITY ACTION PROGRAM** COMMUNITY SERVICES BLOCK GRANT

Agency Name:

Palm Beach Food Bank Inc., (PBCFB)

Program Name:

Food Pantry

Target Audience: Low-Income Palm Beach County Residents at or Below 200% of the

Federal Poverty Guideline (FPLG)

Overview:

Palm Beach County Food Bank Inc. (PBCFB) works with approximately 200 partner agencies throughout Palm Beach County, to assist pantries to meet the distribution needs with non-perishable food products in efforts to end food insecurity in communities the partner agencies serve.

(PBCFB) anticipates that demands for food assistance will rise during summer months when children are out of school where they normally receive breakfast and lunch, and their families/caregivers turn to food banks for food donations and food sources to bridge the gap to reduce food insecurity.

Services:

The funding will be used to assist with the purchase of non-perishable food items to meet the distribution needs of our community partner agencies to provide hunger relief to eligible low-income individual and family Palm Beach County residents. PBCFB will track the number of individuals and families who receive food items and will ensure that all food recipients meet the income eligibility requirements.

Services may be provided in four (4) stages during the term of the Agreement. However, Stage 2, 3, and 4 Services, and funding can only be utilized upon notice by Palm Beach County.

Reporting:

PBCFB is required to report on the following performance indicators on a quarterly basis:

Performance Indicator: Number of Clients Palm Beach County Food Pantry Served

Report Due Dates: July 10th and October 10th of the FY 2022 grant year.

Failure to submit the required report on the due dates may result in the withholding of payment.

EXHIBIT B-1

UNITS OF SERVICE RATE AND DEFINITION FY 2022 COMMUNITY ACTION PROGRAM CONTRACT

Agency: Palm Beach County Food Bank, Inc. (PBCFB)

Service Description: Food Pantry

| Service Name and Definition of Unit of Service | Stage 1 | Stage 2 | Stage 3 | Stage 4 | Total Contract Amount |
|---|-----------|-----------|----------|----------|-----------------------------|
| Service: Food Bank Agency will submit itemized receipts for non-perishable food purchased along with proof of non- perishable items distributed to the clients for payment. | \$250,000 | \$100,000 | \$85,000 | \$15,000 | \$450,000 |

PBCFB will utilize Stage 1 funding up to \$250,000. Palm Beach County Community Action Program will further assess and determine if Stage 2 up to \$100,000, Stage 3, up to \$85,000, and Stage 4, up to \$15,000 will be available for use, otherwise Stages 2, 3, and 4 will not be expended.



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 |
|---------------|--------------------------------|----------------|---|-----------------|-----------|-----------|---|-----------------|---------------|
| DX00001159 | Palm Beach County Food Bank | | Deficient | | | | *************************************** | 038-01 | FAA |
| | | A+p, XV | Nationwide Mutual Insurance Company | CMB00000029651R | 7/1/2022 | 7/1/2023 | Excess Liability | | |
| | | A+p, XV | Nationwide Mutual Insurance Company | GL00000029649R | 7/1/2022 | 7/1/2023 | General Liability | | |
| | | A+p, XV | Nationwide Mutual Insurance Company | PL00000029652R | 7/1/2021 | 7/1/2022 | Professional Liability | | |
| | | A+ , X | Bridgefield Casualty Insurance Company | 19621609 | 7/1/2022 | 7/1/2023 | Workers Comp | | |

Risk Profile:

Standard - Professional Services

Required Additional Insured: Palm Beach County Board of County Commissioners

Ownership Entity: