PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: Ju	une 13, 2023	[X] []	Consent Ordinance	[[]	Regular Public Hearing
	Community Services Financially Assisted	Agenc	<u>ies</u> 	- 23		

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 1 to Contract for Provision of Financial Assistance with Alzheimer's Community Care, Inc. (ACC) (R2019-1610), to extend the end date from September 30, 2023 to September 30, 2024, to amend, revise and replace portions of the agreement, and increase the overall total contract amount by \$563,721, for a new not-to-exceed amount of \$2,818,605, for the provision of dementia specific wrap-around services for clients and family caregivers.

Summary: This amendment extends the term end date by twelve (12) months and increases funding, allowing ACC to continue providing direct client services to clients and family caregivers through the Family Nurse Navigator Program (FNNP). FNNP provides a variety of services, which includes support to family caregivers, cognitive evaluation, support groups and specialized Alzheimer's day care services. In FY 2022, many caregivers were keeping their loved ones home due to the pandemic. Currently, there is a change in the number of clients seeking these programs, allowing ACC to serve many more clients and family caregivers. In FY 2022, 274 clients were served in specialized adult day care services and 574 clients and family caregivers were provided family nurse consultant services. In the new contract term, approximately 400 clients will be provided specialized adult day care services and approximately 900 clients and family caregivers will be provided family nurse consultant services. (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 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. Funded organizations are monitored by Community Services Department to maintain programmatic and fiscal accountability. Agreements include the following safeguards to protect the County: insurance coverage is mandatory and agencies are fiscally monitored to ensure funds are appropriately expended.

Attachments: Amendment No. 1 to Contract for the Provision of Financial Assistance with ACC

Recommended By:	Jonnes E. Freen BF34EF22BFCF462	5/15/2023
	Department Director	Date
Approved By:	Assistant County Administrator	5/15/23 Date
	V	

II. FISCAL IMPACT ANALYSIS

Α. **Five Year Summary of Fiscal Impact:**

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures					
Operating Costs	563,721	563,721			
External Revenue					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	563,721	563,721			
# ADDITIONAL FTE POSITIONS (Cumulative)					
is item included in Curr Does this item include			Yes ds? Yes	s <u>X</u> s	No No _X
Budget Account No.: Fund <u>0001</u> Dept <u>740</u> U	nit <u>VAR</u> C	bject <u>8201</u>	Program	Code <u>VAR</u>	Program
B. Recommended S Funding Source is			-	•	act:

C.

III. REVIEW COMMENTS

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

В. Legal Sufficiency:

5/12/23 Mat 5/9/2013 Ar Je Hawling 6/8 M6 5/8 Contract Development and Control mat 5/1/201

Assistant County

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 FINANCIAL ASSISTANCE

THIS FIRST AMENDMENT TO CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE dated October 22, 2019, (R2019-1610), is made on this _____ day of _____, 2023, 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 <u>Alzheimer's Community Care, Inc.</u>, 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 <u>31-1481653</u>.

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

WHEREAS, on October 22, 2019, the above named parties entered into a Contract for Provision of Financial Assistance, (R2019-1610) (the Contract), in an amount not to exceed \$2,254,884 to provide Family Nurse Consultant and Specialized Alzheimer's Day Care services to family caregivers and persons with Alzheimer's and related disorders who are residents of Palm Beach County; and

WHEREAS, the need exists to amend the Contract, to update ARTICLE 2 – <u>SCHEDULE</u>; ARTICLE 3 – <u>PAYMENTS</u>; EXHIBIT A, SCOPE OF WORK, and replace EXHIBIT B – UNITS OF SERVICES RATE AND DEFINITION, with EXHIBIT B1 – UNITS OF SERVICE RATE AND DEFINITION.

NOW THEREFORE, the COUNTY and the AGENCY mutually agree that the Contract entered into on October 22, 2019 is hereby 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 in **ARTICLE 2** <u>SCHEDULE</u> is amended to read as follows:

The term of this Contract shall be for one (1) year, starting October 1, 2019 and will automatically renew for four (4) one (1) year terms, unless either party notifies the other prior to the expiration of the initial term or any extended term of its intent not to renew in accordance with the time parameters stated herein. Reports and other items shall be delivered or completed in accordance with the detailed schedule set forth in Article 14.

III. The first three paragraphs of **ARTICLE 3 – <u>PAYMENTS</u>** are amended to read as follows:

The COUNTY shall pay to the AGENCY for services rendered under this Contract in an amount not exceed a total amount of <u>TWO MILLION, EIGHT HUNDRED EIGHTEEN</u> <u>THOUSAND, SIX HUNDRED AND FIVE DOLLARS AND ZERO CENTS</u> (\$2,818,605.00) over a five-year period of which FIVE HUNDRED SIXTY THREE <u>THOUSAND, SEVEN HUNDRED TWENTY-ONE DOLLARS AND ZERO CENTS</u> (\$563,721.00) is budgeted in Fiscal Year 2020 with an anticipated annual allocation of FIVE HUNDRED SIXTY THREE THOUSAND, SEVEN HUNDRED TWENTY-ONE

DOLLARS AND ZERO CENTS (\$563,721.00) in each subsequent fiscal year for the term of this agreement.

The AGENCY will bill the COUNTY on a quarterly basis, or as otherwise provided, at the amounts set forth in **EXHIBIT** – **B1** for services rendered toward the completion of the Scope of Work. Where incremental billings for partially completed items are permitted, the total billings shall not exceed the estimated percentage of completion as of the billing date.

The program and unit cost definitions for this Contract year are set forth in **EXHIBIT – B1**. All requests for payments of this Contract shall include an original cover memo on AGENCY letterhead signed by the Chief Executive Officer, Chief Financial Officer, or their designee.

IV. The second line following the title of **EXHIBIT A – SCOPE OF WORK**, which currently reads "**Program Name:** Family Nurse Consultant Program" is amended to read as follows:

Program Name: Family Nurse Navigator Program

- V. A new EXHIBIT B1 UNITS OF SERVICE RATE AND DEFINITION, attached hereto, shall replace EXHIBIT B UNITS OF SERVICES AND DEFINITION in its entirety.
- VI. All other provisions of the Contract 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 First Amendment on behalf of the COUNTY and AGENCY has hereunto set his/her hand the day and year above written.

ATTEST:

BY_

Joseph Abruzzo, Clerk of the Circuit Court and Comptroller Palm Beach County

Deputy Clerk

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

BY

Gregg K. Weiss, Mayor

AGENCY:

Alzheimer's Community Care, Inc. AGENCY'S Name Typed

-DocuSigned by:

Michael Jessup

AGENCY'S'Signatory Name

<u>Michael Jessup, President/CEO</u> AGENCY'S Signatory Name Typed

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND CONDITIONS

-DocuSigned by:

-DocuSigned by:

Helene C. Hvizd

Assistant County Attorney

Tanuna Malhotra

Taruna Malhotra, Assistant Director Community Services Department

UNITS OF SERVICE RATE AND DEFINITION 2020-2024 FINANCIAL ASSISTANCE CONTRACT

Agency Name: Program Name: Alzheimer's Community Care, Inc. Family Nurse Navigator Program

Service Name and Definition of Unit of Service	Unit Cost	Total FY24	Total FY21	Total FY22	Total FY22	Total FY24	Total 5 Year Contract Amount
Family Nurse Navigator Program: A unit of service is defined as one hour of staff time in direct client services and can include family nurse navigator services directly related to serving patients/caregivers.	\$85	\$341,649	\$341,649	\$341,649	\$341,649	\$341,649	\$1,708,245
Specialized Alzheimer's Adult Day Services: A unit of service is defined as one hour of staff time in direct client services work and can include patient care and enrollment activities.	\$19	\$222,072	\$222,072	\$222,072	\$222,072	\$222,072	\$1,110,360
Total Contract over a four (period	5) year	\$563,721	\$563,721	\$563,721	\$563,721	\$563,721	\$2,818,605

Unit Cost expenses shall mean the actual expenses as authorized by the COUNTY pursuant to this Contract, and reasonably incurred by AGENCY directly in connection with AGENCY'S performance of its duties and Scope of Work pursuant to this Contract. AGENCY will sustain the program for the full Contract period regardless of the rate of expenditure of above funds.

The AGENCY is allowed to expend up funds for initial Non-Profits First certification or for the annual renewal fee every year of the Contract. 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 15 of this Contract.

Print Date 5/8/2023 9:36:46 AM

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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
DX00002253	Alzheimer's Community Care, Inc.		Compliant					004-01	Adult Day Care Services
		A++p , XV	Philadelphia Indemnity Insurance Company	e PHUB827977	8/15/2022	8/15/2023	Excess Liability		
		A++p , XV	Philadelphia Indemnity Insurance Company	e PHPK2450873	8/15/2022	8/15/2023	General Liability		
		A++p , XV	Philadelphia Indemnity Insurance Company	e PHPK2450873	8/15/2022	8/15/2023	Professional Liability		
		А-р , XV	Technology Insurance Company Inc.	r, TWC4188916	1/1/2023	1/1/2024	Workers Comp		
Risk Profile :	Standard - Professional Serv	içes							

Required Additional Insured : Palm Beach County Board of County Commissioners

Ownership Entity :

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