

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$0				
Operating Costs	\$5,000				
External Revenues	(\$5,000)				
Program Income					
(County)	\$0				
In-Kind Match (County)	\$0				
 Net Fiscal Impact	 \$0				
 # Additional FTE	 0				
Positions					
(Cumulative)					

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2448 Object 3129

Does this item include the use of federal funds: Yes X No _____
 Does this item include the use of state funds: Yes _____ No X

Reporting Category _____

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

The Highway Safety grant is funded by the National Highway Traffic and Safety Administration and is administered at the State level by the Florida Department of Transportation. **There is no match requirement associated with this award.**

UNF High Visibility Enforcement Project-FY23-24	\$86,196.06
UNF Supplemental Funding #1	\$35,439.18
UNF Supplemental Funding #2	\$ 5,000.00
Total Program Budget	\$126,635.24

III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Lisa Martin 3/1/24
 CB 7/29 OFMB JF ABS
 V.S. 2/29

Brinda Muehle 3/1/24
 Contract Administration
 Filed 3/1/24

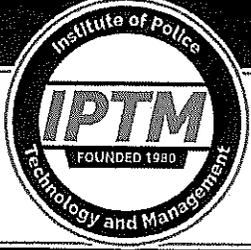
B. Legal Sufficiency:

Anne Delgent 3-4-24
 for Assistant County Attorney Richard Lema

C. Other Department Review:

 Department Director

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



Institute of Police Technology and Management

University of North Florida
12000 Alumni Drive | Jacksonville, Florida 32224
Phone: (904) 620-4786 | Fax: (904) 620-2453
www.iptm.org

January 9, 2024

Ms. Maura Andrews
Traffic Safety Program Manager
Florida Department of Transportation
605 Suwannee Street, MS 53
Tallahassee, Florida 32399

RE: Pedestrian and Bicycle Safety High Visibility Enforcement and Support Program
Project Number: 433144-1-8404
Contract Number: G2M61

Dear Ms. Andrews,

We are requesting a second amendment of the subcontract between IPTM and Palm Beach County Sheriff's Office executed on November 4, 2023. The amendment is to increase the contract by \$5,000.00 for a new total of \$126,635.24. This increase will allow the agency to continue High Visibility Enforcement (HVE) operations from January through May 10, 2024.

The revision is outlined in the attached Amendment No. 2 to Letter of Agreement and Contract.

I appreciate your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Angel Williams".

Angel Williams
Coordinator

Attachment

AMENDMENT NO. 2 TO LETTER OF AGREEMENT AND CONTRACT

WHEREAS the University of North Florida Training and Services Institute, Inc., d/b/a Institute of Police Technology and Management ("IPTM") and the Palm Beach County Sheriff's Office ("Vendor") have previously entered into an Agreement dated November 4, 2023.

WHEREAS, "IPTM" and "Vendor" agree to the following Amendment to the Original Agreement, such Amendment to be effective once the last party has signed the amendment.

All other provisions of the original agreement and any subsequent Amendments, if any, that are not in conflict with or changed by the Amendment above shall remain unchanged and in effect.

- The University and Vendor agree to increase the contract amount by \$5,000.00 for a new total of \$126,635.24

IN WITNESS WHEREOF, the parties have executed this instrument for the purposes herein expressed.

DocuSigned by:
Vince Smyth
 5A7E36787329478

Vince Smyth, Associate Vice President
 University of North Florida Training and Services Institute, Inc.
 d/b/a Institute of Police Technology and Management

1/18/2024

Date

Cameron Pucci

 Cameron Pucci, Director

1/18/24

 Date

lh

 Vendor's Authorized Agent Signature

1/17/2024

Date

Ric L. Bradshaw

Printed Name

Sheriff

Title

NON CONTRACTUAL SERVICES AGREEMENT REVIEWED AND APPROVED

PDOT APPROVAL

DocuSigned by:
Chris Craig
 807DFADA507CAE4
 01/11/24
 REVIEWED BY ADMINISTRATOR DATE

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

*BERV 022824*431*
*BEX 022824*1068*

FUND 1152 - Sheriff's Grants Fund

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
Revenues								
<u>UNF HVE Grant- FY23</u>								
160-2448-3129	Federal Grant - Other Public Safety	0	35,439	5,000	0	40,439		
	TOTAL REVENUES	11,523,997	\$15,563,970	\$5,000	\$0	15,568,970		
Expenditures								
<u>UNF HVE Grant- FY23</u>								
160-2448-9498	Transfer to Sheriff's Fund 1902	0	35,439	5,000	0	40,439		
	TOTAL EXPENDITURES	11,523,997	\$15,563,970	\$5,000	\$0	15,568,970		

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

[Signature] 2/15/24
[Signature] 3/1/2024

By Board of County Commissioners
At Meeting of March 5, 2024

Deputy Clerk to the
Board of County Commissioners

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

SB/ MCB 6-0
MGM 965
R-2023-1352

Meeting Date: September 19, 2023 Consent Regular
 Ordinance Public Hearing

Department:
Submitted By: Palm Beach County Sheriff's Office
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: A) Accept on behalf of the Palm Beach County Sheriff's Office, a Letter of Agreement and Contract between the Palm Beach County Sheriff's Office and the University of North Florida Training and Services Institute, Inc., d/b/a Institute of Police Technology and Management ("IPTM"), for the Palm Beach County Sheriff's Office's High Visibility Enforcement Project in the amount of \$86,196.06 for the period of August 21, 2023 through May 10, 2024; (B) Approve a budget amendment of \$86,197 in the Sheriff's Grants Fund.

Summary: On August 1, 2023, the University of North Florida Training and Services Institute, Inc., d/b/a Institute of Police Technology and Management ("IPTM"), awarded a High Visibility Enforcement (HVE) grant to the Palm Beach County Sheriff's Office (PBSO) in the amount of \$86,196.06 to support the Florida Department of Transportation's Bicycle Pedestrian Focused Initiative. These funds will be used to pay for overtime costs associated with the HVE project. **There is no match requirement associated with this award.** The Catalog of Federal Domestic Assistance (CFDA) number is 20.205, the project number is 433144-1-8404, and the FDOT Contract number is G2M61. Countywide (RS)

Background and Justification: The Florida Department of Transportation (DOT) awards grants from funds received from the National Highway Traffic Safety Administration for Highway Safety projects. DOT sub-awarded these funds to the University of North Florida Training and Services Institute, Inc., d/b/a Institute of Police Technology and Management ("IPTM") to implement Florida's Bicycle Pedestrian Focused Initiative. A component of the plan is to fund law enforcement's effort to conduct high visibility enforcement details throughout high risk intersections.

- Attachments:**
- 1. Letter of Agreement & Contract
 - 2. Budget Amendment

=====



8/29/2023

RECOMMENDED BY: _____
DEPARTMENT DIRECTOR DATE

APPROVED BY: N/A
COUNTY ADMINISTRATOR DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

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Capital Expenditures	\$0				
Operating Costs	\$86,197				
External Revenues	(\$86,197)				
Program Income					
(County)	\$0				
In-Kind Match (County)	\$0				
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Positions	0				
(Cumulative)					

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2448 Object 3129

Does this item include the use of federal funds: Yes _____ No X
Reporting Category _____

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

The Highway Safety grant is funded by the National Highway Traffic and Safety Administration and is administered at the State level by the Florida Department of Transportation. **There is no match requirement associated with this award.**

UNF High Visibility Enforcement Project-FY23-24	<u>\$86,197</u>
Total Program Budget	<u>\$86,197</u>

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

<u>ASDelle</u> 8/31/23	<u>Ar. J. Jacoby</u> 9/18/23 Contract Administration
M6 8/31 OFMB <u>JA 8/31</u>	
<u>8 8/31</u>	

B. Legal Sufficiency:

[Signature] 9/8/2023
Assistant County Attorney

C. Other Department Review:

Department Director

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



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

THE UNIVERSITY OF NORTH FLORIDA TRAINING AND SERVICE INSTITUTE, INC.

Filing Information

Document Number 746276
FEI/EIN Number 59-1982921
Date Filed 03/16/1979
State FL
Status ACTIVE
Last Event AMENDMENT
Event Date Filed 03/08/1996
Event Effective Date NONE

Principal Address

1 UNF DRIVE
 HICKS HALL
 BLDG 53, SUITE 2900
 JACKSONVILLE, FL 32224

Changed: 03/28/2018

Mailing Address

1 UNF DRIVE
 BLDG 53, SUITE 2750
 JACKSONVILLE, FL 32224

Changed: 02/21/2023

Registered Agent Name & Address

BENNETT, SCOTT
 1 UNF DRIVE
 BLDG 53, SUITE 2750
 JACKSONVILLE, FL 32224

Name Changed: 01/22/2020

Address Changed: 02/21/2023

Officer/Director Detail

Name & Address

Title President

BENNETT, SCOTT
1 UNF DRIVE
BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title DIRECTOR

Patterson, Karen
1 UNF DRIVE
BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title DIRECTOR

PATEL, NIKUL
1 UNF DRIVE
BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title SECRETARY

STONE, KAREN
1 UNF DRIVE
BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title DIRECTOR

RUSSELL, E LANNY
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BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title DIRECTOR

MARINATOS, ANTHONY
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JACKSONVILLE, FL 32224

Title DIRECTOR

PEASE, ISABEL
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JACKSONVILLE, FL 32224

Title VP

DUNCAN, HEATHER
1 UNF DRIVE
BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title Director

NICHOLS, TERESA
1 UNF DRIVE
BLDG 53, SUITE 2750
JACKSONVILLE, FL 32224

Title DIRECTOR

WYNN, RICHMOND
1 UNF DRIVE
BLDG 53, 2750
JACKSONVILLE, FL 32224

Annual Reports

Report Year	Filed Date
2021	01/29/2021
2022	02/08/2022
2023	02/21/2023

Document Images

02/21/2023 -- ANNUAL REPORT	View image in PDF format
02/08/2022 -- ANNUAL REPORT	View image in PDF format
01/29/2021 -- ANNUAL REPORT	View image in PDF format
01/22/2020 -- ANNUAL REPORT	View image in PDF format
02/06/2019 -- ANNUAL REPORT	View image in PDF format
03/28/2018 -- ANNUAL REPORT	View image in PDF format
02/21/2017 -- ANNUAL REPORT	View image in PDF format
03/30/2016 -- ANNUAL REPORT	View image in PDF format
04/21/2015 -- ANNUAL REPORT	View image in PDF format
01/07/2014 -- ANNUAL REPORT	View image in PDF format
04/12/2013 -- ANNUAL REPORT	View image in PDF format
02/06/2012 -- ANNUAL REPORT	View image in PDF format
01/04/2011 -- ANNUAL REPORT	View image in PDF format
01/04/2010 -- ANNUAL REPORT	View image in PDF format
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05/05/2008 -- ANNUAL REPORT	View image in PDF format
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