

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 14, 2024

Consent Regular
 Ordinance Public Hearing

Department

Submitted By: Community Services

Submitted For: Division of Senior and Veteran Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) receive and file Amendment 006 to Standard Agreement No. IRP22-9500 (R2022-0395) for the American Rescue Plan Act (ARPA) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period January 1, 2022 through September 30, 2024, to amend, revise and replace portions of the standard agreement and increase the overall total funding by \$100,000 for a new not-to-exceed amount of \$2,762,277, to prevent, prepare and respond to the pandemic by providing supportive services to vulnerable seniors; and

B) approve a downward Budget Amendment of \$463,230 in the Division of Senior and Veteran Services (DSVS) Administration Fund to align the budget with the amended grant award.

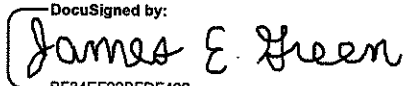
Summary: To meet the needs of older adults and family caregivers, the American Rescue Plan (ARP) Program prevents, prepares for, and responds to the coronavirus pandemic. Amendment 006 to the Standard Agreement increases funding by \$100,000 to serve an additional fifteen (15) clients with personal care services for approximately four (4) months. On March 12, 2013, the Board of County Commissioners (BCC) authorized the County Administrator, or designee, signatory authority on additional forms, contracts/agreements and amendments thereto. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating Department as receive and file agenda items. DSVS is responsible for providing services north of Hypoluxo Road. The areas of service include all of the districts, excluding District 2, 4, 5 and 7 south of Hypoluxo Road. The Mae Volen Center, Inc. is responsible for providing services in the areas south of Hypoluxo Road. **There is a 10% required County match in the amount of \$11,110 that is already included in the budget.** ARP Amendment 006 Catalog of Federal Domestic Assistance (CFDA) Number is 93.044. DSVS Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (HH)

Background and Justification:

ARP Agreement provides services in accordance with the terms and conditions specified in this contract agreement. ARP funds are used to provide various in-home and community-based services to eligible older adults age 60 and older and their caregivers in, which preserves their independence and defers the need for more costly institutions.

Attachments:

- 1. ARPA Amendment 006 to Standard Agreement No. IRP22-9500 with walkthrough memo
- 2. Budget Amendment

Recommended By:  4/29/2024
Department Director Date

Approved By:  5/7/24
Assistant County Administrator Date

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures					
Operating Costs	111,110				
External Revenue	(100,000)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	11,110				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes No X
 Does this item include the use of federal funds? Yes X No
 Does this item include the use of state funds? Yes No X

Budget Account No.:
 Fund 1006 Dept. 144 Unit 1457 Object 3401 Program Code Var. Program Period Var.

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding source is Federal and Palm Beach County. No additional County funds are needed.

Total Funding	1457
Funds	RP3B
Grant	100,000
Match (10%)	11,110
NSIP	0
Program Income	0
Addnl. County Funds	0
Total	111,110

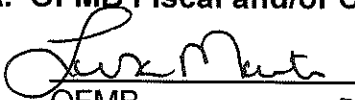
DocuSigned by:

 Julie Dowe, Director, Financial & Support Services

C. Departmental Fiscal Review:


II. REVIEW COMMENTS

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


 OFMB
 ESW
 5-01-24


 Contract Development and Control

B. Legal Sufficiency:

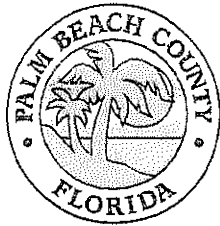

 Senior Assistant County Attorney

C. Other Department Review:

 Department Director

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

MEMORANDUM



Community Services Department

810 Datura Street
West Palm Beach, FL 33401
(561) 355-4700
FAX: (561) 355-3863
www.pbcgov.com

Palm Beach County Board of County Commissioners

Maria Sachs, Mayor
Maria G. Marino, Vice Mayor
Gregg K. Weiss
Michael A. Barnett
Marci Woodward
Sara Baxter
Mack Bernard

County Administrator
Verdenia C. Baker

**Palm Beach County
COMMUNITY
SERVICES**

"An Equal Opportunity
Affirmative Action Employer"

TO: Verdenia C. Baker, County Administrator
Board of County Commissioners

THRU: Tammy K. Fields, Assistant County Administrator, *TJF*
Board of County Commissioners

FROM: James Green, Director II DS
JG
Community Services Department

DATE: February 21, 2024

RE: Amendment No. 0006 to Standard Agreement No. IRP22-9500 for the American Rescue Plan Act with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc.

On December 19, 2023 (Agenda Item 3E-7), the Board of County Commissioners (BCC) granted signature authority to the County Administrator, or designee, to execute grant agreements and amendments thereto, and all other necessary documents related to AAA that do not substantially change the scope of work, terms or conditions to the agreement. In accordance with this authority, the Community Services Department respectfully requests your approval and signature on Amendment 006 to Standard Agreement No. IRP22-9500 (R2022-0395) for the American Rescue Plan Act (ARPA) with AAA, for the period January 1, 2022 through September 30, 2024, to increase the overall total funding by \$100,000, for a new total amount not-to-exceed \$2,762,277.

The goal of the ARPA Program is to prevent, prepare for, and respond to the pandemic. Supportive services are geared towards seniors and family caregivers. In order to respond to the needs of seniors, AAA is increasing the original contract total by \$100,000 to ARP for seniors and family caregivers under Title III-E of the Older Americans Act. There is a 10% required County match of \$11,110 that is already included in the budget.

The walkthrough signature process is being utilized because there is not sufficient time to submit this item through the BCC agenda process. Staff will submit this item at the next available BCC meeting as a "Receive and File" item to allow the Clerk and Comptroller's office to note and receive the document in accordance with PPM CW-O-051. For additional information, please contact Faith Manfra, Division Director III at (561)355-4753.

Approved by: DocuSigned by:
Julie Dowe
05A9C7CC58C44...
Director, Financial & Support Svcs.
DocuSigned by:
Helene C. Hvizd
BF3DF2DB2223413...
Helene C. Hvizd
Senior Assistant County Attorney

DocuSigned by:
Tanuna Malhotra
1459E4101E1049C...
Deputy Director
[Signature]
OFMB

Attachment: ARPA Amendment 006 to Standard Agreement No. IRP22-9500

This AMENDMENT entered into by the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. hereinafter referred to as the "Agency", and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners hereinafter referred to as the "Provider", and collectively referred to as "Parties" amends Agreement IRP22-9500.

The purpose of this amendment is to increase the overall total funding for the period January 1, 2022 through September 30, 2024 by \$100,000.00. Additionally, this amendment (1) amends Paragraph 4, of the Standard Agreement; (2) revises and replaces Attachment II, Exhibit 2, Funding Summary; and (3) revises and replaces Attachment IX, ARP Budget Summary.

(1) Paragraph 4 of the Standard Agreement is hereby amended to read:

4. Agreement Amount

The Agency agrees to pay for contracted services according to the terms and conditions of this Agreement in an amount not to exceed \$2,762,277.00 subject to the availability of funds. Any costs or services paid for under any other contract or agreement or from any other source are not eligible for payment under this Agreement.

(2) ATTACHMENT II – Exhibit 2, Funding Summary, of the Standard Agreement is hereby replaced with the following ATTACHMENT II, Exhibit 2.

**ATTACHMENT II
EXHIBIT 2 FUNDING SUMMARY**

Note: Title 2 CFR, as revised, and Section 215.97, F.S. require that the information about Federal Programs and State Projects included in Attachment II, Exhibit 1 be provided to the recipient. Information contained herein is a prediction of funding sources and related amounts based on the contract budget.

**1. FEDERAL RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:**

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
American Rescue Plan Administration	U.S. Health and Human Services	93.043-045 & 93.052	\$0.00
American Rescue Plan for Supportive Services under Title III-B of the Older Americans Act	U.S. Health and Human Services	93.044	\$850,974.00
American Rescue Plan for Congregate Meals under Title III-C1 of the Older Americans Act	U.S. Health and Human Services	93.045	\$725,406.00
American Rescue Plan for Home Delivered Meals under Title III-C2 of the Older Americans Act	U.S. Health and Human Services	93.045	\$555,527.00
American Rescue Plan for Family Caregivers under Title III-E of the Older Americans Act	U.S. Health and Human Services	93.052	\$630,370.00
TOTAL FEDERAL AWARD			\$2,762,277.00

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

FEDERAL FUNDS:

2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

**2. STATE RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS
AGREEMENT CONSIST OF THE FOLLOWING:**

MATCHING RESOURCES FOR FEDERAL PROGRAMS

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
TOTAL STATE AWARD			

STATE FINANCIAL ASSISTANCE SUBJECT TO Sec. 215.97, F.S.

PROGRAM TITLE	FUNDING SOURCE	CSFA	AMOUNT
TOTAL AWARD			

AMENDMENT 006

IRP22-9500

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

STATE FINANCIAL ASSISTANCE

Sections 215.97 & 215.971, F.S., Chapter 69I-5, F.A.C, State Projects Compliance Supplement

Reference Guide for State Expenditures

Other fiscal requirements set forth in program laws, rules, and regulations.

(3) ATTACHMENT IX of the Standard Agreement, ARP Budget Summary, is hereby replaced with the following ATTACHMENT IX.

ATTACHMENT IX

	ARP Budget Summary	Amount
1	Title IIIB Supportive Services	\$850,974.00
2	Title IIIC1 Nutrition Services	\$725,406.00
3	Title IIIC2 Nutrition Services	\$555,527.00
4	Title IIIE Caregiver Support Services	\$630,370.00
5	Total	\$2,762,277.00

This amendment is retroactive to December 1, 2023.

All provisions in the Agreement and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the Agreement.

This amendment and all of its attachments are hereby made a part of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this 6 page amendment to be executed by their officials there unto duly authorized.

Provider: ^{2/19} Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners

AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC.

SIGNED BY: *VC Baker*
Verdenia C. Baker, County Administrator

SIGNED BY: *D Chenette*

DATE: 3/5/24

ATTEST: JOSEPH ABRUZZO, Clerk and Comptroller

NAME: *Dwight Chenette*

BY: _____

TITLE: *CEO*

DATE: _____

DATE: 3/18/2024

Federal Tax ID: 59-6000785
Fiscal Year Ending Date: _____

Approved as to form and legal sufficiency

DocuSigned by:
Helene C. Hvizd

BF3DF20B2223413...
Senior Assistant County Attorney

Approved as to terms and conditions

DocuSigned by:
James E. Green

BF34EF22BFDF482...
Department Director

Attestation Statement

Agreement Number IRP22-9500

Amendment Number 006

ZIG

I, Verdenia C. Baker, County Administrator, attest that no changes or revisions have
(*Provider Representative*)

been made to the content of the above referenced amendment between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners. The only exception to this statement would be for changes in page formatting, due to the differences in electronic data processing media, which has no effect on the agreement content.

VC Baker

Signature of Provider Representative

3/5/24

Date

Approved as to Form and Legal Sufficiency

DocuSigned by:

By: Helene C. Hvizd

Senior Assistant County Attorney

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA

BUDGET AMENDMENT

BGEX - 144 - 021524*1023
BGRV - 144 - 021524*422

FUND (1006) - DOSS - Administration

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 AS OF 4/22/2024	REMAINING BALANCE
REVENUE								
DOSS-3B								
144 1457 3169	Fed Grnt Other Human Services	750,974	563,241		463,230	100,011		
Total Revenue		17,093,992	19,383,927	0	463,230	18,920,697		
EXPENDITURE								
DOSS-3B								
144 1457 3401	Other Contractual Services	2,265,579	2,923,899		463,230	2,460,669	1,407,704	1,052,965
Total Expenditures		17,093,992	19,383,927	0	463,230	18,920,697	8,802,491	10,118,206

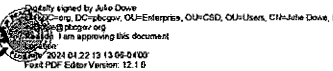
COMMUNITY SERVICES
INITIATING DEPARTMENT/DIVISION Julie Dowe
Administration/Budget Department Approval
OFMB Department - Posted

Signatures

Date

By Board of County Commissioners
At Meeting on May 14, 2024

Julie Dowe



Lucy Mack 5/12/2024

Deputy Clerk to the
Board of County Commissioners