



Recommended By:  7/8/05
Department Director Date

Approved By:  8/2/05
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Personal Services	_____	_____	_____	_____	_____
Operating Expenses	_____	_____	_____	_____	_____
Capital Outlay	_____	_____	_____	_____	_____
Grants & Aids	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	_____*	_____	_____	_____	_____

ADDITIONAL FTE

POSITIONS (Cumulative) _____ 0 _____ 0 _____ 0 _____ 0 _____ 0

Is Item Included In Current Budget? Yes X No _____
Is this item using Federal Funds? Yes _____ No X
Is this item using State Funds? Yes _____ No X

Budget Account Exp No: Fund 1501 Dept. 820 Unit 7607 Obj. 9000 Prog. _____
Exp No: Fund 0001 Dept. 660 Unit 3220 Obj. 3401 Prog. _____
Rev No: Fund 0001 Dept. 660 Unit 3220 Rev. 8096 Prog. _____
Rev No: Fund 1501 Dept. 800 Unit 7607 Rev. 8901 Prog. _____

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

Fund: 1501 Domestic Violence Fund

Unit: 7607 Criminal Justice Commission

Fund: 0001 General Fund

Unit: 3220 Victim Services and Support

*No additional fiscal impact. Minor changes to Scope of Work and updated Nongovernmental Human Trafficking Affidavit.

C. Departmental Fiscal Review: _____
⑫

III. REVIEW COMMENTS

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

Lisa M. Smith 7/22/2025
OFMB
JA 7/21
VS 7/21

Brenda Znachko 7/29/25
Contract Dev. And Control 7/28/25

B. Legal Sufficiency:

[Signature] 7/29/25
Assistant County Attorney

C. Other Department Review:

Department Director

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

Background and Justification continued from page 1:

Previously, in April 2018, the CJC approved funding not to exceed \$150,000 from the Domestic Violence Trust Fund for a three (3)-year training and best-practices evaluation of the County's response to domestic violence. They partnered with PBCVS to lead the project and contracted with the BWJP for this program, (R2018-1650). The BWJP is the national resource center on civil and criminal justice responses to intimate partner violence. Their mission is to promote systemic change to ensure an effective and just response to victims and perpetrators and the children exposed to violence. The BWJP will systematically implement best practices and document the overall response to domestic violence, which may lead to protocol changes, practice enhancements and a comprehensive community response. According to the 2020 Florida Department of Law Enforcement Statistics, in Palm Beach County there were 4359 reported Domestic Violence offenses.

FIRST AMENDMENT TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES

THIS FIRST AMENDMENT TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES (“First Amendment”) is made as of this 23rd day of May, 2025 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 (“COUNTY”) and **BATTERED WOMEN’S JUSTICE PROJECT, INC. (BWJP)**, a non-profit corporation authorized to do business in the State of Florida, hereinafter referred to as (“CONSULTANT”), whose Federal I.D. is 46-3584341.

WITNESSETH:

WHEREAS, on September 13, 2022, the parties entered into that certain contract for professional/consulting services (R2022-1002) (the “Contract”), to provide professional/consultation services to provide an assessment of our county’s response to Domestic Violence and implement customized training for law enforcement to address identified gaps with an expiration date of September 30, 2025; and

WHEREAS, the Contract provided that Consultant shall commence services for the period September 13, 2022 and complete all services by September 30, 2025; and

WHEREAS, the deliverables related to language access, the implementation of a Language Access Plan (“LAP”), and efforts to enhance services for marginalized survivors proved more challenging than anticipated. Implementation of the LAP faced multiple issues, including delays in approval and coordination with law enforcement. As a result, the parties agree to revise the Scope of Work to develop a more comprehensive roadmap; and

WHEREAS, the parties agree that the Schedule of Payments will be updated to reflect the change in deliverables. There is no change in cost; and

WHEREAS, the parties agree to add Article 35 and Exhibit C (Nongovernmental Entity Human Trafficking Affidavit) pursuant to section 787.06(13), Florida Statutes, requiring the Consultant to execute the Nongovernmental Entity Human Trafficking Affidavit.

NOW THEREFORE, the above named parties hereby mutually agree to amend the Contract and enter this First Amendment as follows:

- I. The Scope of Work attached to the Contract as Exhibit A is hereby replaced with the Scope of Work attached hereto as Exhibit A.
- II. The Schedule of Payments attached to the Contract as Exhibit B is hereby replaced with Schedule of Payments attached hereto as Exhibit B.
- III. Article 35, “Human Trafficking Affidavit,” is added to the Contract and provides:

CONSULTANT warrants and represents that it does not use coercion for labor or services as defined in section 787.06, Florida Statutes.

- IV. CONSULTANT has executed **Exhibit C**, Nongovernmental Entity Human Trafficking Affidavit, which is attached hereto and incorporated herein by reference.
- V. All other provisions not in conflict with this First Amendment remain in effect and are to be performed at the same level as specified in the Contract.

Remainder of page intentionally left blank

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 CONSULTANT has hereunto set its hand the day and year above written.

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS:

By: 
County Administrator or Designee

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

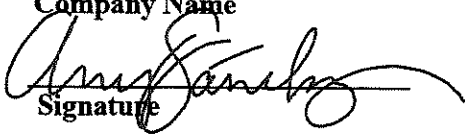
By: 
County Attorney

APPROVED AS TO TERMS
AND CONDITIONS

By: 
Stephanie Sejnoha,
Director of Public Safety

CONSULTANT:

BATTERED WOMEN'S JUSTICE
PROJECT, INC.
Company Name


Signature

Typed Name: Amy J. Sánchez

CEO
Title

SCOPE OF WORK

CONSULTANT agrees to work collaboratively with Palm Beach County (PBC) Victim Services (PBCVS) and other project partners supporting the three-year multidisciplinary coordinated community response (CCR) to domestic violence.

Battered Women's Justice Project (BWJP): the national resource center on civil and criminal justice responses to Intimate Partner Violence (IPV) will work to advance the consistency and quality of responses by law enforcement (LE) and the criminal justice system to victims of domestic violence by centering the lived experiences of all survivors.

BWJP in close collaboration with PBCVS will develop and implement special trainings for LE and systems professionals on topics such as documentation, primary aggressor, strangulation and working with marginalized survivors. Discussions will begin with reviewing internal policies and the current status of IPV offender services in the county. BWJP will systematically evaluate and document the overall response to domestic violence, which may lead to protocol changes and practice enhancements.

For the purpose of this scope of work, "future state" is defined as the envisioned or desired outcome that PBC aims to achieve regarding language access and support for marginalized survivors. It represents the ideal condition in which the Language Access Plan (LAP) is fully implemented, operational challenges are resolved, and services are effectively reaching all intended populations.

Specifically, the "future state" may include:

- A fully implemented and functional Language Access Plan ensuring equitable access to services.
- Increased accessibility of victim services for marginalized survivors, including improved outreach and culturally responsive support.
- Enhanced collaboration among stakeholders, such as law enforcement and service providers, to ensure smooth execution of language access initiatives.
- Clear policies, resources, and training in place to sustain language access efforts long-term.

The "current state" refers to the existing conditions, challenges, and effectiveness of the collaboration and work in PBC related to language access and services for marginalized survivors. It provides a snapshot of where things stand before any improvements or changes are implemented.

The **current state** analysis may include:

- The level of access marginalized survivors currently have to services.
- Existing policies, procedures, and resources related to language access.
- Gaps, barriers, and challenges in collaboration between stakeholders (e.g., law enforcement, victim service providers, and community organizations).
- The effectiveness of current strategies in meeting the needs of survivors.
- Any delays, inefficiencies, or limitations in implementing the Language Access Plan (LAP).

Timeline

October 2022- September 2025

- Phase 1A
- Phase 1B
- Phase 2A
- Phase 2B
- Phase 3A
- Phase 3B

PHASE 1A DELIVERABLES

During the phase **1A** of the Project, BWJP will:

- Draft Language Access Plan (LAP) in conjunction with PBCVS and CCR.
- Plan training for Palm Beach County (PBC).
- Draft plan for working with culturally specific organizations to enhance LE response.

PHASE 1B DELIVERABLES

During the phase **1B** of the Project, BWJP will:

- Complete LAP plan.
- Complete training for PBC.
- Complete plan for working with culturally specific organizations to enhance LE response.
- Work on IPV offender services.
- Year-end report to document project progress.

PHASE 2A DELIVERABLES

During the phase **2A** of the Project, BWJP will:

- Develop and implement trainings for LE on working with marginalized survivors.
- Draft Plan on IPV Offender Services.
- Phase 2 Year End report.

PHASE 2B DELIVERABLES

During the phase **2B** of the Project, BWJP will:

- Develop a two-day institute.
- Conduct a two-day institute with an implementation plan.
Complete a road map to achieving the “future state” with three to four broad goals and high-level activities relating to each goal.

PHASE 3A DELIVERABLES

During the phase **3A** of the Project, BWJP will:

- Complete a summary and analysis of the “current state” of the collaboration and work in PBC.
- Complete a summary and analysis of the “future state” of the collaboration and work in PBC.

PHASE 3B DELIVERABLES

During the phase **3B** of the Project, BWJP will:

- Share all findings with CCR and Criminal Justice Commission.
- Create and deliver a comprehensive final report.

SCHEDULE OF PAYMENTS

The total compensation for the project is \$300,000.00 paid throughout the contract period. COUNTY will reimburse CONSULTANT at a fixed price each invoice period upon completion of deliverables. The CONSULTANT understands and agrees to submit invoices and required documentation within 15 days following the completion of each phase’s deliverables. The final payment will not be paid until all deliverables are met. Travel in support of the project is included in the total compensation billing schedule and amounts.

CONSULTANT will include a written description of activities conducted in support of the project during the invoice period and support documentation. Support documentation for the activities described in the invoice may include copies of work product developed (in draft or final form), meeting attendance sheet, meeting agendas, assessment results, planning instruments, or other similarly related documents.

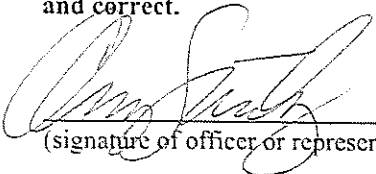
Phase	Payment Number		Deliverables	Payment Amount
1A	1	Upon Completion	<ul style="list-style-type: none">• Draft Language Access Plan (LAP) in conjunction with PBCVS and CCR.• Plan training for PBC.• Draft plan for working with culturally specific organizations to enhance LE response.	\$55,754
1B	2	Upon Completion	<ul style="list-style-type: none">• Complete LAP plan.• Complete training.• Complete plan for working with culturally specific organizations to enhance LE response.• Work on IPV offender services.• Year-end report to document project progress.	\$55,752

2A	3	Upon Completion	<ul style="list-style-type: none"> • Trainings for LE on working with marginalized survivors. • Draft Plan on IPV Offender Services. • Phase 2 Year End Report 	\$56,172
2B	4	Upon Completion	<ul style="list-style-type: none"> • Develop a two-day institute. • Conduct a two-day institute with an implementation plan • Complete a road map to achieving the “future state” with three to four broad goals and high-level activities relating to each goal. 	\$56,172
3A	5	Upon Completion	<ul style="list-style-type: none"> • Complete a summary and analysis of the “current state” of the collaboration and work in PBC. • Complete a summary and analysis of the “future state” of the collaboration and work in PBC. 	\$38,076
3B	6	Upon Completion	<ul style="list-style-type: none"> • Share all findings with CCR and Criminal Justice Commission. • Create and deliver a comprehensive final report. 	\$38,074
Project Total				\$300,000

NONGOVERNMENTAL ENTITY HUMAN
TRAFFICKING AFFIDAVIT (§ 787.06(13), Fla. Stat.)
THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED

I, the undersigned, am an officer or representative of Battered Women's Justice Project
(ENTITY) and attest that ENTITY does not use coercion for labor or services as defined in
section 787.06, Florida Statutes.

Under penalty of perjury, I hereby declare and affirm that the above stated facts are true
and correct.


(signature of officer or representative)


Amy J. Sánchez
(printed name of officer or representative)

State of Minnesota, County of Washington

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization
this. 15 day of April, 2025, by Amy Sanchez.

Personally known ☐ OR produced identification ☒.

Type of identification produced Drivers License.


NOTARY PUBLIC
My Commission Jan, 31 2027

