

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: February 4, 2025 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) receive & file** a contract amendment between the Palm Beach County Sheriff's Office (PBSO) and the University of North Florida Training and Services Institute, Inc., d/b/a Institute of Police Technology and Management (IPTM), to provide \$50,000 in supplemental funding for the PBSO's High Visibility Enforcement (HVE) Project; **(B) approve** a Budget Amendment of \$50,000 in the Sheriff's Grants Fund.

Summary: On July 18, 2024, the IPTM awarded a HVE grant to PBSO in the amount of \$113,377.19 to support the Florida Department of Transportation's (FDOT) Bicycle Pedestrian Focused Initiative. These supplemental funds in the amount of \$50,000 will be used to offset overtime costs associated with the HVE project which brings the total award to \$163,377.19. **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 G2X22. Countywide (RS)

Background and Justification: The FDOT awards grants from funds received from the National Highway Traffic Safety Administration for Highway Safety projects. FDOT sub-awarded these funds to the IPTM to implement Florida's Bicycle Pedestrian Focused Initiative. A component of the plan is to fund law enforcement's effort to conduct HVE details throughout high risk intersections.

- Attachments:**
1. Contract Amendment
 2. Budget Amendment

=====

RECOMMENDED BY:  1/13/25
DEPARTMENT DIRECTOR DATE

APPROVED BY: N/A
COUNTY ADMINISTRATOR DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	\$0				
Operating Costs	\$50,000				
External Revenues	(\$50,000)				
Program Income					
(County)	\$0				
In-Kind Match (County)	\$0				
 Net Fiscal Impact	 \$0				
 # Additional FTE Positions (Cumulative)	 0				

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2473 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-FY24-25	\$113,377.19
UNF Supplemental Funds	<u>\$ 50,000.00</u>
Total Program Budget	\$163,377.19

III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Lisa M. [Signature] 1/15/25
 CB 1/14 OFMB QA 1/14
 VS 1/14

[Signature] 1/15/25
 Contract Administration
 ZG 1.15.25

B. Legal Sufficiency:

[Signature] 1/16/25
 Assistant County Attorney

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
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www.iptm.org

December 2, 2024

Mr. Chris Craig
Traffic Safety Administrator
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: #33144-1-B004
Contract Number: G2X22

Dear Mr. Craig,

We are requesting an amendment of the subcontract between IPTM and the Palm Beach County Sheriff's Office executed on July 18, 2024. The amendment is to increase the contract by \$50,000.00 for a new total of \$163,377.19. This increase will allow the agency to continue High Visibility Enforcement (HVE) operations from December 2024 through May 9, 2025.

The revision is outlined in the attached Amendment No. 1 to Letter of Agreement and Contract.

I appreciate your consideration of this request.

Sincerely,

Angel Williams
Coordinator

Attachment

AMENDMENT NO. 1 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 July 18, 2024.

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 \$50,000.00 for a new total of \$163,377.19.

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

DocuSigned by:

Vince Smyth

12/17/2024

6A7E86787329478

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

Date

Cameron Pucci

12/19/24

Cameron Pucci, Director

Date

[Signature]

12/12/24

Vendor's Authorized Agent Signature

Date

Ric L. Bradshaw

Sheriff

Printed Name

Title

DocuSigned by:

Chris Craig

12/04/2024 | 3:42 PM EST

FCOI APPROVAL

25-0336

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT**

BGRV - 011425*311
BGEX - 011425*718

FUND 1152 - Sheriff's Grants

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 1/6/2025	REMAINING BALANCE
REVENUES									
160-2473-3129	Federal Grant - Other Public Safety	UNF High Visibility Enforcement Grant FY24	0	0	50,000	0	50,000		50,000
Total Fund Revenues			11,660,539	14,347,222	50,000	0	14,397,222		
EXPENDITURES									
160-2473-9498	Transfer to Sheriff's Fund 1902	UNF High Visibility Enforcement Grant FY24	0	0	50,000	0	50,000	0	50,000
Total Fund Expenditures			11,660,539	14,347,222	50,000	0	14,397,222		

SIGNATURE

Initiating Department/Division

Administration/Budget Department Approval

DATE

1/13/2025

1/15/2025

OFMB Department - Posted

BY BOARD OF COUNTY COMMISSIONERS	
At Meeting of:	2/4/2025
Deputy Clerk to the Board of County Commissioners	