

## Grants & Contracts - Transmittal Memo

DATE: December 13, 2018

FROM: Purchasing Division, Contracts

TO: Cathie Whitney, Tom Tonkavich

CONTRACT #: 10768

VENDOR: Meridian Behavioral Healthcare. Inc.

DESCRIPTION: #10768 2<sup>nd</sup> Amendment Meridian Behavioral Healthcare. Inc. to benefit homeless individuals program services updating Method of Payment

APPROVED BY: Board of County Commissioners

APPROVAL DATE: December 11, 2018

RECEIVED ON: December 13, 2018

TERM START: December 11, 2018

TERM END: September 30, 2019

AMOUNT: \$139,192.95

RFP/BID #:

POR #  
(ENCUMBERANCE)

ACTIONS REQUIRED: Please forward a copy to the vendor & retain a copy for your files.

**SECOND AMENDMENT TO AGREEMENT #10768  
BETWEEN ALACHUA COUNTY AND MERIDIAN BEHAVIORAL HEALTHCARE, INC.  
TO BENEFIT HOMELESS INDIVIDUALS  
PROGRAM SERVICES**

THIS **Second** AMENDMENT TO AGREEMENT #10768, made and entered into this 11<sup>th</sup> day of December A.D. 2018, by and between Alachua County, a charter county and political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as "County", and **MERIDIAN Behavioral Healthcare, Inc., (hereinafter MERIDIAN)**. Collectively, hereinafter the County and Meridian are referred to as the "Parties".

**WITNESSETH:**

**WHEREAS**, on September 13, 2017 the County was awarded a Cooperative Agreement to Benefit Homeless Individuals (CABHI) Grant (the "Grant") in response to an application submitted to the Substance Abuse and Mental Health Services Administration (SAMHSA); and,

**WHEREAS**, the Parties hereto previously entered into the Agreement to Benefit dated December 12, 2017 (the "Agreement") utilizing the funds from the Grant; and,

**WHEREAS**, the Parties hereto previously entered into the First Amendment to the Agreement (the "First Amendment") dated September 25, 2018, through which the parties agreed to adjust the reimbursement unit rates for the services provided to ensure compliance with the Grant; and,

**WHEREAS**, Meridian expended organizational funds for allowable administrative, startup activities during the initial year of the Agreement for which they have requested reimbursement from the County; and,

**WHEREAS**, the Parties wish to further amend the Agreement, as amended by the First Amendment, through which the County agrees to reimburse Meridian for allowable administrative, startup activities, in an amount that does not increase the annual not to exceeds amount under the Agreement; and,

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties hereby agree to further amend the Agreement as follows:

A. SECTION # 6 of the Agreement (*Consideration and Method of Payment for Services*), sub-section 6.1, as amended by the First Amendment, is further amended to add sub-section 6.1.1 to read as follows:

6.1.1 The County agrees to reimburse Meridian an amount of \$136,192.95 to cover administrative, startup activities, incurred during the initial year of the Agreement from December 1, 2017 through September 30, 2018. Project expenses to be reimbursed are detailed in **Attachment "D"** which is attached to this Amendment and made part of the Agreement. No startup cost shall be reimbursed without

appropriate backup as required by the County or Grant or both.

B. SECTION #34 of the Agreement (*Attachments*) is hereby amended with the addition of sub-section 34.5, to read as follows:

34.1 **Attachment D**, "CABHI Grant Statement of Revenues and Expenditures 12/1/17 – 9/30/18"" consisting of one (1) page.

This Second Amendment shall take effect upon the date of execution by the parties

.SAVE and EXCEPT as expressly amended herein, all other terms and provisions of the original Agreement, as amended by the First Amendment, shall be and remain in full force and effect.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

IN WITNESS WHEREOF, the parties have caused this Second Amendment to Agreement to be executed for the uses and purposes therein expressed on the day and year first above-written.

**ALACHUA COUNTY, FLORIDA**

By: Charles Chestnut, IV  
Charles Chestnut, IV, Chair  
Board of County Commissioners  
Date: 12/11/2018

ATTEST:

J.K. "Jess" Irby  
J.K. "Jess" Irby, Esq., Clerk

(SEAL)

APPROVED AS TO FORM

[Signature]  
Alachua County Attorney's Office

**MERIDIAN**

ATTEST (By Corporate Officer)  
By: [Signature]  
Print: Wanda Aviles  
Title: Exec. Asst.

By: [Signature]  
Print: Margarita Labarta, Ph.D.  
Title: President/CEO  
Date: 11/20/2018



Attachment D, "CABHI Grant Statement of Revenues and Expenditures 12/1/17 – 9/30/18

3427 - CABHI GRANT STATEMENT OF REVENUE AND EXPENDITURES, 12/1/17-9/30/18	
Grand Total	Account Description
	CLINICAL REVENUES
104,268.85	304243 CABHI GRANT REVENUES
104,268.85	TOTAL REVENUES
	EXPENSES
	SALARIES AND RELATED EXPENSES
155,348.80	510000 SALARIES
97.41	510003 OVERTIME
8,442.69	510007 PTO TAKEN
163,888.90	Total SALARIES AND RELATED EXPENSES
	PAYROLL RELATED & FRINGE EXPENSES
2,384.30	520001 PAYROLL MEDICARE CO. PORTION
12,116.30	520002 HEALTH INSURANCE
192.20	520003 UNEMPLOYMENT INSURANCE
10,074.85	520004 FICA
684.84	520005 LIFE AND DISABILITY INSURANCE
2,105.88	520007 WORKERS COMPENSATION INSURANCE
567.24	520009 RETIREMENT
28,125.61	Total PAYROLL RELATED & FRINGE EXPENSES
	TRAVEL & PROFESSIONAL DEVELOPMENT
907.99	608200 SERVICE MILEAGE REIMBURSE
0.00	608209 STATE MILEAGE RATE OFFSET
1,850.00	608210 TRAIN. & DEV. REGISTRATIONS
537.23	608211 TRAIN. & DEV.- MILEAGE
336.25	608212 TRAIN. & DEV. - MEALS
1,415.63	608213 TRAIN. & DEV. - LODGING
134.29	608216 BUSINESS MTGS - MILEAGE
5,181.39	Total TRAVEL & PROFESSIONAL DEVELOPMENT
	EQUIPMENT COSTS
1,647.31	602011 FURNITURE UNDER \$1000
135.00	608015 COMPUTER SUPPLIES
1,782.31	Total EQUIPMENT COSTS
	MEDICAL & PHARMACY
262.09	605001 PHARMACEUTICALS
436.75	605010 LABS / TEST FEES
698.84	Total MEDICAL & PHARMACY
	GENERAL OPERATIONAL EXPENSES
1,428.51	601040 TELEPHONE
10,612.80	608015 LAPTOP COMPUTERS
7,190.82	601060 MOBILE PHONES
5.00	608010 COPY/PRINTING/SHREDDING COSTS
793.88	608011 OFFICE AND ADMIN SUPPLIES
1,379.29	608018 CLIENT FLEX FUNDS
173.00	609018 DUES AND MEMBERSHIPS
21,583.30	Total GENERAL OPERATIONAL EXPENSES
221,260.35	Total EXPENSES
(116,991.50)	CONTROLLABLE INCOME/(LOSS) FROM OPERATIONS
19,201.45	901200 ADMINISTRATION - ALLOCATION
(136,192.95)	EXCESS/ (DEFICIT) OF REVENUES OVER EXPENSES



# Agenda

## ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

Jack Durrance Board Room  
12 SE 1st Street, 2nd Floor  
Gainesville, Florida

December 11, 2018 BoCC Regular Meeting 9:00AM

### Agenda Item #26.

#### Agenda Item Name:

Second Amendment to the agreement to Benefit Homeless Individuals with Meridian Behavioral Healthcare, Inc.

#### Presenter:

Claudia Tuck, 264-6706

#### Item Description:

Second Amendment to the agreement to Benefit Homeless Individuals with Meridian Behavioral Healthcare, Inc. to provide for a true up of first year actual expenses.

#### Recommended Action:

Approve the second amendment to the agreement to Benefit Homeless Individuals with Meridian Behavioral Healthcare, Inc. and authorize the Chair to sign.

#### Prior Board Motions

On 12/12/17 the Board approved the original agreement with Meridian by adopting the consent agenda (Item # 25). The First Amendment to the agreement was approved by the Board on 9/25/18 (Consent Agenda Item # 21).

#### Fiscal Consideration:

FY19 Adopted Budget 274,292,954.563.31.00 \$655,915  
Amount requested \$136,192.95.

#### Background:

Alachua County was awarded a federal Cooperative Agreement to Benefit Homeless Individuals (CABHI) grant by the Substance Abuse and Mental Health Services Administration (SAMHSA) that provides funding in part for behavioral healthcare services. Meridian Behavioral Healthcare provides these services by creating an Assertive Community Treatment (ACT) Team which includes therapists, nursing services, and care coordination to help people with substance abuse and/or mental health diagnoses. The original and amended agreements are based on a unit of service payment term wherein Meridian is paid a set amount for each various unit of service provided.

Since initiating services in January 2018, the project has experienced some normal start up delays related to staffing, initiating a referral process, and conducting outreach activities with a difficult to serve population. As

a result, Meridian incurred significant start up costs which have not been fully recovered through the unit of service rate reimbursement. The Second Amendment creates a "true up" process to provide reimbursement to Meridian for expenses incurred and not reimbursed. Reimbursement for true up expenses would be paid from the SAMHSA grant funds, no local funding is required.