

HABERSHAM COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

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SUBJECT: FY24-25 Contract Addendum # 1 with Legacy Link

DATE: January 27, 2025

(X) RECOMMENDATION
() POLICY DISCUSSION
() STATUS REPORT
() OTHER

BUDGET INFORMATION

ANNUAL- \$
CAPITAL-

PRESENTED BY: Kathy Holcomb, Habersham Senior Center

COMMISSION ACTION REQUESTED ON: February 17, 2025

PURPOSE:

Requesting approval and Chairmen's signature to revise State and Federal funds for senior services at the Habersham County Senior Center for FY July 1, 2024, to June 30, 2025, as per contract with The Legacy Link, Inc.

BACKGROUND / HISTORY:

Annual contract approval with Legacy Link for aging and wellness funded services provided to the elderly and homebound clients of Habersham County Senior Center. Addendum revision reflects actual usage of funds YTD. Wellness allocation for ARPA was used FY 24 and adjusted this revision. Local resource match dollars reflect a revision based on the meal cost increase, first quarter FY25 budget. The addendum brings our budget current to daily operation.

FACTS AND ISSUES:

The following sections related to compensation and funding of the contract is listed below:

	<u>Original Contract</u>	<u>Add #1</u>	
5. Compensation Paid by Legacy to Habersham County			
(b) Nutrition site operation	\$128,520	\$129,082	
(b) Home-delivered meals	\$93,763	\$94,474	
(b) Congregate	\$27,847	\$27,847	
(c) Wellness	\$52,071	\$17,027	
(e) Transportation	\$18,902	\$18,902	
Total	\$321,103	\$287,332	(33,771)
6. Non-Federal Funds, county paid cash match/additional funds			
(a) Nutrition site operation	\$12,164	\$12,164	
(a) Transportation	\$2,274	\$2,274	
(a) Wellness	\$4,129	\$1,892	
(b) Minimum cash requirement Congregate Meals	\$34,822	\$37,667	
(b) Minimum cash requirement home-delivered	\$69,212	\$70,637	
(b) Non-match local resources	\$446,783	\$458,640	
Total	\$569,384	\$583,274	(13,890)

OPTIONS:

- 1) Approve recommendation of contract addendum with Legacy Link
 - 2) Deny recommendation for approval of the FY24-25 Contract addendum with Legacy Link
 - 3) Commission defined alternative
-

RECOMMENDED SAMPLE MOTION:

Move to approve contract addendum and authorize Chairman's approval.

Signature.

DEPARTMENT:

Prepared by: Kathy Holcomb

Director: ___Kathy Holcomb_

ADMINISTRATIVE

COMMENTS: _____

_____ **DATE:** _____

County Manager



January 9, 2025

Habersham County Board of Commissioners
Attn: Alicia Vaughn, County Manager
555 Monroe Street Unit 20
Clarksville, GA 30523

Dear Ms. Vaughn:

Enclosed are two (2) original copies of the FY-2025 Addendum #1 Contract between The Legacy Link, Inc. and the Habersham County Board of Commissioners for Nutrition Program Services. This Addendum is for the contract period of July 1, 2024 - June 30, 2025.

After the Addendums have been reviewed and approved, **please sign and notarize both copies and return both copies** to The Legacy Link, Inc.. Ms. Melissa Armstrong, Chief Executive Officer/AAA Director of The Legacy Link, Inc. will also sign them. A fully executed copy will then be returned to your office.

Please let me know if you have any questions about the enclosed. My phone number is (678) 710-6894 or e-mail at tnguyen@legacylink.org

Sincerely,

Tony Nguyen
Finance Manager

Enclosure

ADDENDUM NO. 1
TO
AGREEMENT

BETWEEN THE LEGACY LINK, INC., AND HABERSHAM COUNTY BOARD OF COMMISSIONERS FOR THE PROVISION OF Nutrition program and entered into on the first day of July, 2024.

Said agreement is amended to read as follows.

W I T N E S S E T H:

WHEREAS, the Legacy has entered into an Agreement with the Department of Human Services of the State of Georgia for the purpose of carrying out a component of the Legacy Link, Inc., Area Agency on Aging Plan; and

WHEREAS, this component of said Area Plan on Aging is the provision of Nutrition and Nutrition Screening services to the elderly; and

WHEREAS, this component of said Area Plan also includes the provision of Wellness services to elderly persons; and

WHEREAS, this component of said Area Plan also includes the provision of Transportation services to the elderly; and

2. Description of Services.

(b) Operation of the nutrition site includes serving one meal a day, five days a week (247 days per year) as specified in the Grant Application incorporated herein, for a total of 9,000 units of congregate nutrition services to 299 elderly persons, 49,432 units of home-delivered nutrition services to 181 elderly persons.

(c) Provide Wellness services for elderly persons in Habersham County as described in the Legacy Link, Inc., Area Agency Plan for the period July 1, 2024 to June 30, 2025. Services must be performed as provided in Section "D" of Title III of the Older Americans Act of 1965 as amended. A total of 1,300 units of Lifestyle Management services to 7,792 persons; a total of 200 units of Nutrition Education services to 223 persons; a total of 1,200 units of Physical Activity services to 8,248 persons; a total of 1,100 units of Program

Awareness/Prevention services to 300 persons in Habersham County.

(d) Provide Transportation services for elderly persons in Habersham County as described in the Legacy Link, Inc., Area Agency Plan for the period July 1, 2024 to June 30, 2025. Services must be performed as provided in Section "D" of Title III of the Older Americans Act of 1965 as amended. A total of 15,000 units of Transportation services to 135 persons.

5. Compensation.

(b) The total compensation paid by the Legacy to the Contractor for nutrition site operation pursuant to this Agreement shall not exceed One Hundred Twenty-Nine Thousand Eighty-Two Dollars (\$129,082.00).

The Legacy agrees to provide federal and state funds for congregate meals in the amount of Twenty-Seven Thousand Eight Hundred Forty-Seven Dollars (\$27,847.00) and federal and state funds for home-delivered meals in the amount of Ninety-Four Thousand Four Hundred Seventy-Four Dollars (\$94,474.00).

(c) The total compensation paid by the Legacy to the Contractor for Wellness services pursuant to this agreement shall not exceed Seventeen Thousand Twenty-Seven Dollars (\$17,027.00).

6. Non-Federal Funds.

(a) As a condition of this Agreement, the Contractor agrees to insure non-federal funds in the amount of Twelve Thousand One Hundred Sixty Four Dollars (\$12,164.00) will be available for nutrition site operations, Two Thousand Two Hundred Seventy Four Dollars (\$2,274.00) for Transportation services and One Thousand Eight Hundred Ninety-Two Dollars (\$1,892.00) for Wellness services.

(b) The Contractor further agrees to insure local cash based on actual cost per meal and available federal and state funds for 9,000 congregate and 49,432 home-delivered meals.

The minimum cash requirement for the term of the Agreement being Thirty-Seven Thousand Six Hundred Sixty-Seven Dollars (\$37,667.00) for congregate meals and Seventy Thousand Six Hundred Thirty-Seven Dollars

(\$70,637.00) for home-delivered meals.

The Contractor shall provide the necessary non-match local resources required for the provision of the services listed in Paragraph two (2) of this contract, this amount being Four Hundred Fifty-Eight Thousand Six Hundred Forty Dollars (\$458,640.00).

All other terms and conditions of this agreement remain unchanged.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

THE LEGACY LINK, INC.

By: _____
Chief Executive Officer/AAA Director

Subscribed and sworn to
in our presence:

Notary Public

CONTRACTOR:
HABERSHAM COUNTY BOARD OF COMMISSIONERS

By: _____
Chairman

Subscribed and sworn to
in our presence:

Notary Public