

Minutes of April 23, 2025, Executive Committee Meeting

MINUTES

Executive Committee Meeting #2

Wednesday, April 23, 2025, 10:30 am

1112 N. Main St.

Gainesville, FL 32601

Executive Committee Meeting Summary

Date: April 23, 2025

Time: 10:31 AM – 10:51 AM

Chair: Ethan Fieldman

Location: Zoom / CSNCFL Conference Room

Executive Committee Members in attendance: Chair Ethan Fieldman, Dr. Jeffrey Tate, Eugene Dukes, Staci Bertrand and Larry Thompson.

Staff in attendance: Anna Mendoza, Christina Brown, Karen Davis, Phyllis Marty, Rochelle Daniels (Board Counsel), Alexander Ganz, Roy Armstrong, Kelli Hutchins and Todd Hutchison

I. Meeting Opening

- Quorum confirmed.
- Meeting called to order at 10:31 AM by Chair Ethan Fieldman.

II. Approval Items

- **Agenda:** Dr. Tate made a motion to approve the agenda. Larry Thompson seconded the motion. The motion passed unanimously.
- **Approval of Minutes:** Larry Thompson made a motion to approve the Minutes from The Executive Committee Meeting held on March 6, 2025, 1:30 PM, Dr. Tate seconded the motion. The motion passed unanimously.

III. Public Comment: None

IV. Old Business

- No old business discussed.

V. Reports

RFQs for One-Stop Operator and Business Intermediary Services

- **Presentation:** Ms. Marty explained the background:
 - RFQs (Request for Quotes) are being issued to allow businesses in four newly consolidated counties to bid for services.
- **Decision:**
 - Chair Ethan Fieldman **appointed the Executive Committee as the ad hoc committee** to review RFQs.
- **Timeline:**
 - RFQ responses are **due April 30, 2025**.

VI. New Business

1. Acceptance of \$102,727 for Veterans and Hope Florida Program Services

- **Presentation:** Ms. Marty outlined:
 - No new hires: funds support an already employed staff member.
- **Hope Florida funds** are WIOA funds (two-year duration).
- **Veterans Program funds** are Wagner-Peyser Act funds (one-year duration).
- No concern regarding the ability to spend funds within the required periods.
- **Action:** Motion to accept funding: Eugene Dukes made a motion to approve acceptance of the \$102,727 for Veterans and Hope Florida Program Services, Dr. Tate seconded the motion. The motion passed unanimously.

2. Acceptance of Fiscal Report and Changes to Payment Approval Process

Presentation: Mr. Todd Hutchison detailed the new process: CareerSource is now an independent financial reporting entity.

- Weekly payment activity summaries will now be included as part of **consent agendas** rather than requiring individual approvals.
- Process mirrors the one used by the county and library district.
- **Action:** Motion to approve the process change: Dr. Tate made a motion to approve; Eugene Dukes seconded the motion. The motion passed unanimously.

3. Office Relocations and New Office Openings

- **Presentation:** Ms. Marty described the office realignment plan:
 - **Current Issues:**
 - Underutilized and expensive office spaces (e.g., \$24,000/month in Lake City, \$4,900/month in Old Town).
Internet access issues at Old Town
 - **Proposed Changes:**
 - Lake City: Relocate to Lake City Reporter building (cost-saving, county-owned space).
 - Old Town: Move to Cross City into a former emergency management center (better internet and location).
 - Gilchrist County (Trenton): Secure affordable private space (~\$16.50/sq ft, all-inclusive).
 - Union County: Partner with an agency for office space, possibly at no cost (shared expenses).
 - **Benefits:**

Serve all six counties directly.

- Reduce costs significantly.
- Improve service locations (near courthouses, stable internet).
- Strengthening relationships with counties, many of which have been supportive.
- **Board Support:**
 - Several members voiced strong support for the moves.

- Offer from Jeff Tate to assist with local site visits if needed.
- **Action:** Ms. Marty presented this item. James Ingle made a motion to approve acceptance of Office Relocations and New Office Openings; Larry Thompson seconded the motion. The motion passed unanimously.

I. Public Comment: None

- **No public comments:** There were no public comments.
- Chair Fieldman expressed gratitude to staff and board members for ongoing progress and cooperation.

II. Adjournment: Meeting was adjourned at 10:51 AM

**ALACHUA COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2024**

Note 1 - Summary of Significant Accounting Policies

A. Reporting Entity

Alachua County, Florida (the County) is a political subdivision of the State of Florida and is governed by a five-member elected Board of County Commissioners (the Board) that derives its authority from the County Charter and Florida Statutes and regulations. In addition to the members of the Board, there are five elected Constitutional Officers: the Sheriff, Supervisor of Elections, Property Appraiser, Clerk of the Circuit Court, and Tax Collector. The Constitutional Officers, except for the Supervisor of Elections, maintain separate accounting records and budgets.

The Board funds the operations of both the Sheriff and the Supervisor of Elections. The Board, the Library District, the St. Johns River Water Management District, and the Suwannee River Water Management District fund the operations of the Property Appraiser. The Clerk's duties as Clerk to the Board and Clerk of the County Court are funded from fees and charges authorized under Chapter 2009-61 and 2009-204, Laws of Florida, and the Board. The Tax Collector's operations are funded by fees collected by the Officer.

The accompanying financial statements present the County (primary government) and its Component Units.

The government-wide financial statements include the financial data of the County's Component Units. They are included because if excluded, the County's financial statements would be misleading. One blended component unit and two discretely presented component units are presented in the government-wide financial statements to emphasize their legal separation from the County. The following Component Units are included in the statements:

Blended Component Unit

1. CareerSource North Central Florida

The Dual County Workforce Development Council (the Council) was established by Interlocal Agreement pursuant to Chapter 163, Florida Statutes, to carry out the responsibilities under the Workforce Innovation and Opportunity Act (WIOA). The Council oversees the implementation of workforce programs and services in accordance with WIOA and such other workforce federal, state, and other non-governmental grants which may be awarded to the North Central Florida Workforce Development Area.

In June 2024 the State CareerSource Florida Board of Directors voted to consolidate the two county Local Workforce Development Area of Alachua and Bradford counties with the four county Local Workforce Development Area of Columbia, Dixie, Gilchrist, and Union counties, also known as CareerSource Florida Crown. Effective July 1, 2024, CareerSource Florida Crown and CareerSource North Central Florida were consolidated into a new six county region and the new region retained the name CareerSource North Central Florida. As of September 30, 2024, governance of the new six county region remained with the Dual County Workforce Development Council that was established by Interlocal Agreement pursuant to Chapter 163, Florida Statutes.

ALACHUA COUNTY, FLORIDA
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CareerSource North Central Florida refers to the Council, Workforce Board, career centers, and the Administrative Entity in accordance with the *Brand Standards Manual* dated August 2015 and published by CareerSource Florida. This blended component unit, although a legally separate entity, is in substance, part of the County's operations and so data from this unit is combined with data from the primary government.

Discretely Presented Component Units

2. John A. H. Murphree Law Library

The John A. H. Murphree Law Library, a dependent special district established by Special Act (57-1118) during the 1957 Florida Legislative session, is a discretely presented component unit that is fiscally dependent on the County and provides financial benefits to the Courts, County Officials, and the public at large. The Board of Trustees for the Law Library consists of one County Commissioner and several other local law community individuals. The Board of Trustees has full power and authority to establish, operate, and maintain the Law Library. The Board of County Commissioners is authorized to appropriate other available funds for the use of the Law Library. There are no separately issued financial statements.

3. Alachua County Housing Finance Authority

The Alachua County Housing Finance Authority (Chapter 159.601, Florida Statutes), a dependent special district, is a discretely presented component unit that provides financing for low-income housing in Alachua County. The members of the Alachua County Housing Finance Authority are appointed by the Alachua County Board of County Commissioners and the Alachua County Housing Finance Authority is required to obtain Board approval for all its fiscal activities. The Alachua County Housing Finance Authority is governed by a separate board and does not provide services exclusively to the County. There are no separately issued financial statements.

The fiscal year-end for both discretely presented component units is September 30.

Related Organizations

The Alachua County Library District (Chapter 98-502 as amended by 03-375, Laws of Florida) provides library system services and facilities for all citizens of the County. The Alachua County Health Facilities Authority (Chapter 154.201, Florida Statutes) assists in financing health care facilities. The Alachua County Housing Authority (Section 421.27, Florida Statutes) assists in providing safe and sanitary dwelling accommodations to persons of low income. The Children's Trust of Alachua County (Ordinance No. 18-08) provides children's services throughout Alachua County. Alachua County is not able to impose its will on these organizations, and there is no financial benefit/burden relationship between these organizations and the County. Therefore, these organizations are not component units and are not included in the accompanying financial statements.

As of September 30, 2024, the County had not participated in any joint ventures with any other governmental entities.

ALACHUA COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2024

E. Accounting Changes

GASB Statements Implemented

For the year ended September 30, 2024, the County implemented GASB Statement No. 100, *Accounting Changes and Error Corrections*. This statement enhances accounting and financial reporting requirements for accounting changes and error corrections to provide more understanding, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.

Change Within Reporting Entity

The County previously reported the Computer Replacement and Telephone Services funds as internal service funds. During the year, the County moved these funds activity into the County's General Fund. The County previously reported the Career Source Region 9 and COVID-19 Relief Funds as major governmental funds. However, during the year, these funds no longer met the threshold to be presented as major funds and are now included in non-major enterprise funds for the current year.

	<u>As Previously Reported</u>	<u>Change to or Within Reporting Entity</u>	<u>Restated</u>
Governmental Funds			
Major Fund:			
Career Source Region 9	\$ 10,426	\$ (10,426)	\$ -
COVID-19 Relief	-	-	-
Non-Major Funds	91,388,880	10,426	91,399,306
Proprietary Funds			
Internal Service Funds:			
Computer Replacement	\$ 1,575,791	\$ (1,575,791)	\$ -
Telephone Services	(376,941)	376,941	-
Governmental Funds			
General Fund	\$ 115,195,078	\$ 1,391,209	\$ 116,586,287
Government-Wide			
Governmental Activities*			

*Note: The County's Internal Service Funds are considered governmental activities; therefore, the GASB 34 adjustments were already included in governmental activities. This results in no change in net position for the governmental activities.

Note 2 - Stewardship, Compliance, and Accountability

The County uses the following procedures in establishing the budgetary data reflected in the Required Supplementary Information and Supplementary Information sections of this financial statement.

NON-MAJOR GOVERNMENTAL FUNDS DESCRIPTIONS

SPECIAL REVENUE FUNDS

- **THE COMMUNITY HEALTH OFFERING INNOVATIVE CARE AND EDUCATIONAL SERVICES PROGRAM (CHOICES) (010)**—This fund was established January 1, 2005 by Ordinance 04-05, pursuant to the August 2004 sales tax referendum, Alachua County, Florida (the County) received .25% sales tax from January 2005 through December 2011. This discretionary sales surtax provides a broad range of health care services to the adult working uninsured Alachua County residents. The Board of County Commissioners has changed the initial requirements for use of the funds allowing more residents to qualify.
- **CAREER SOURCE – REGION 26 (119)**—This fund was created in June 2024 when Regions 7 and 9 were combined to form Region 26. The combined workforce board services six counties; Alachua, Bradford, Columbia, Gilchrist, Dixie, and Union, and offers a wide array of resources for Employers, Job-Seekers, Career Advising, and Training Programs.
- **CAREER SOURCE – REGION 9 (120)**—This fund was established in FY2021, when the County became the Administrative Entity of the North Central Florida CareerSource, Local Workforce Development Board 9. This workforce board serves Alachua and Bradford counties, and offers a wide array of resources for Employers, Job-Seekers, Career Advising, and Training Programs.
- **MUNICIPAL SERVICES BENEFIT UNIT (MSBU) – REFUSE COLLECTION (148)**—This fund was established effective October 1, 1984 by Ordinance 84-7 and amended by Ordinance 97-4, which was passed on May 13, 1997. This fund accounts for all revenues and expenditures related to refuse/garbage collection within the mandatory designated County collection areas in accordance with Florida Statute 403.706(1).
- **GAS TAX USES (149)**—This fund was established by the Board of County Commissioners Resolution 00-85 in accordance with Florida Statute 336.025 to account for fuel tax revenues which are collected from the Local Option Gas Tax, Seventh Cent County Gas Tax, and intragovernmental services charges disbursed to the County to be expended in activities related to its transportation system. These activities include road and bridge maintenance, the Transportation Improvement Program, support for bus services for the disadvantaged, and fulfillment of related debt service requirements.
- **COVID-19 Relief (154)**—This fund was established in FY2024 to account for and administer federal stimulus revenues in connection with the COVID-19 public health emergency.
- **DRUG AND LAW ENFORCEMENT (811)**—To account for the receipt and use of funds designated for the criminal justice area. Sub-funds included are as follows:
 - JAG Byrne Grants (056)
 - Law Enforcement Training (159)
 - Treasury Forfeiture Fund (184)
 - Crime Prevention FS 775.083(2) (257)
 - Justice Forfeiture Fund (157)
 - Law Enforcement Trust (161)
 - Alcohol and Other Drug Abuse (221)
 - Metamorphosis Grant Fund (265)
- **ENVIRONMENTAL (812)**—To account for the revenue and expenditure of funds designated for environmentally related efforts. Sub-funds are as follows:
 - Boating Improvement Program (043)
 - Environmental Protection City Review (108)
 - Water Conservation Fund (123)
 - Resilient Florida Grant (134)
 - Stormwater Management (146)
 - FDEP Petro Cleanup S0477 (201)
 - FDEP Hazardous Waste Coop (236)
 - Water Conservation Grant (260)
 - NPDES Stormwater Cleanup (087)
 - FDEP Ambient Groundwater (116)
 - FDEP Tank Inspection Contract (125)
 - Hazardous Material Code-Env Prot (178)
 - Santa Fe Hills Water System (235)
 - Landscape/Irrigation Cost Share Grants (258)

ALACHUA COUNTY, FLORIDA
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2024

	Special Revenue Funds			
	010	119	120	148
	Choices	Career Source - Region 26	Career Source - Region 9	MSBU Refuse Collection
Assets				
Equity in Pooled Cash and Investments	\$ 3,761,364	\$ 291,744	\$ 5,425	\$ 4,688,218
Other Cash and Equivalents	-	-	-	-
Sinking Fund and Cash Reserves	-	-	-	-
Investments	-	-	-	-
Accounts Receivable	9,873	1,592	-	13,772
Assessment Receivable	-	-	-	-
Due from Other Funds	-	-	-	3,027
Due from Other Governments	-	771,754	-	15,456
Inventories or Assets Held for Resale	-	-	-	-
Prepaid Items	-	4,478	-	-
Total Assets	<u>3,771,237</u>	<u>1,069,568</u>	<u>5,425</u>	<u>4,720,473</u>
Liabilities and Fund Balances				
Liabilities				
Accounts Payable and Accrued Liabilities	77,714	257,634	-	799,137
Contracts Payable	-	-	-	-
Due to Individuals	-	-	-	-
Due to Other Funds	-	750,000	-	252
Due to Other Governments	11,253	6,074	-	-
Deposits	-	-	-	-
Unearned Revenue	-	-	-	-
Total Liabilities	<u>88,967</u>	<u>1,013,708</u>	<u>-</u>	<u>799,389</u>
Deferred Inflows of Resources				
Tax Revenue - Unavailable	-	-	-	-
Intergovernmental Revenue - Unavailable	-	60,501	-	-
Special Assessment Revenue - Unavailable	-	-	-	-
Total Deferred Inflows of Resources	<u>-</u>	<u>60,501</u>	<u>-</u>	<u>-</u>
Fund Balances				
Non-Spendable	-	4,478	-	-
Restricted	3,682,270	-	5,425	3,921,084
Committed	-	-	-	-
Assigned	-	-	-	-
Unassigned	-	(9,119)	-	-
Total Fund Balances	<u>3,682,270</u>	<u>(4,641)</u>	<u>5,425</u>	<u>3,921,084</u>
Total Liabilities and Fund Balances	<u>\$ 3,771,237</u>	<u>\$ 1,069,568</u>	<u>\$ 5,425</u>	<u>\$ 4,720,473</u>

ALACHUA COUNTY, FLORIDA
COMBINING STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2024

	Special Revenue Funds			
	010	119	120	148
	Choices	Career Source - Region 26	Career Source - Region 9	MSBU Refuse Collection
Revenues				
Taxes	\$ -	\$ -	\$ -	\$ -
Permits and Fees	-	-	-	-
Intergovernmental	-	1,502,592	2,762,507	-
Charges for Services	-	5,433	-	80,607
Fines and Forfeitures	-	-	-	-
Investment Income	239,085	-	-	379,027
Special Assessments and Impact Fees	-	-	-	6,729,027
Private Donation	-	7,000	3,000	-
Miscellaneous	-	3,623	-	16,799
Total Revenues	<u>239,085</u>	<u>1,518,648</u>	<u>2,765,507</u>	<u>7,205,460</u>
Expenditures				
Current:				
General Government	-	-	-	-
Public Safety	-	-	-	-
Physical Environment	-	-	-	6,706,341
Transportation	-	-	-	-
Economic Environment	-	1,503,178	2,630,625	-
Human Services	762,687	-	-	-
Culture and Recreation	-	-	-	-
Court Cost	-	-	-	-
Debt Service:				
Principal	-	20,111	127,908	-
Interest and Fiscal Charges	-	-	11,975	-
Excess Fees Distributed to the State	-	-	-	-
Capital Outlay	-	-	-	31,173
(Total Expenditures)	<u>762,687</u>	<u>1,523,289</u>	<u>2,770,508</u>	<u>6,737,514</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(523,602)</u>	<u>(4,641)</u>	<u>(5,001)</u>	<u>467,946</u>
Other Financing Sources (Uses)				
Transfers in	45,935	-	-	203,027
Transfers (out)	-	-	-	-
Other Finance Source - SBITAs	-	-	-	-
Total Other Financing Sources (Uses)	<u>45,935</u>	<u>-</u>	<u>-</u>	<u>203,027</u>
Net Change in Fund Balances	<u>(477,667)</u>	<u>(4,641)</u>	<u>(5,001)</u>	<u>670,973</u>
Fund Balances, Beginning of Year	<u>4,159,937</u>	<u>-</u>	<u>10,426</u>	<u>3,250,111</u>
Fund Balances, End of Year	<u>\$ 3,682,270</u>	<u>\$ (4,641)</u>	<u>\$ 5,425</u>	<u>\$ 3,921,084</u>

ALACHUA COUNTY, FLORIDA
SCHEDULES OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
NON-MAJOR SPECIAL REVENUE FUNDS, DEBT SERVICE FUNDS, AND CAPITAL PROJECT FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2024

	Special Revenue Funds			
	CHOICES (010)			
	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Taxes	\$ -	\$ -	\$ -	\$ -
Permits and Fees	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Investment Income	50,000	50,000	239,085	189,085
Special Assessments and Impact Fees	-	-	-	-
Private Donations	-	-	-	-
Miscellaneous	-	-	-	-
Total Revenues	50,000	50,000	239,085	189,085
Expenditures				
Current:				
General Government	-	-	-	-
Public Safety	-	-	-	-
Physical Environment	-	-	-	-
Transportation	-	-	-	-
Economic Environment	-	-	-	-
Human Services	853,174	854,174	762,687	91,487
Culture and Recreation	-	-	-	-
Court Cost	-	-	-	-
Reserve for Contingency	674,559	696,102	-	696,102
Debt Service:				
Principal	-	-	-	-
Interest and Fiscal Charges	-	-	-	-
Excess Fees Distributed to the State	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	1,527,733	1,550,276	762,687	787,589
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,477,733)	(1,500,276)	(523,602)	976,674
Other Financing Sources (Uses)				
Transfers in	45,935	45,935	45,935	-
Transfers (out)	-	-	-	-
Excess Reversion to Other Agencies	-	-	-	-
Refund of Long-Term Debt	-	-	-	-
Issuance of Debt	-	-	-	-
Other Finance Source - Leases	-	-	-	-
Other Finance Source - SBITAs	-	-	-	-
Sale of Capital Assets	-	-	-	-
Total Other Financing Sources (Uses)	45,935	45,935	45,935	-
Net Change in Fund Balances	(1,431,798)	(1,454,341)	(477,667)	976,674
Fund Balance - Beginning	1,431,798	1,454,341	4,159,937	2,705,596
Fund Balance - Ending	\$ -	\$ -	\$ 3,682,270	\$ 3,682,270

Special Revenue Funds							
CAREER SOURCE - REGION 26 (119)				CAREER SOURCE - REGION 9 (120)			
Budgeted Amounts		Actual	Variance with Final Budget - Positive (Negative)	Budgeted Amounts		Actual	Variance with Final Budget - Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	5,605,128	1,502,592	(4,102,536)	-	4,594,270	2,762,507	(1,831,763)
-	-	5,433	5,433	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	7,000	7,000	-	9,898	3,000	(6,898)
-	3,050	3,623	573	-	-	-	-
-	5,608,178	1,518,648	(4,089,530)	-	4,604,168	2,765,507	(1,838,661)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	5,608,178	1,503,178	4,105,000	3,622,178	4,604,168	2,630,625	1,973,543
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	20,111	(20,111)	-	-	127,908	(127,908)
-	-	-	-	-	-	11,975	(11,975)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	5,608,178	1,523,289	4,084,889	3,622,178	4,604,168	2,770,508	1,833,660
-	-	(4,641)	(4,641)	(3,622,178)	-	(5,001)	(5,001)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	(4,641)	(4,641)	(3,622,178)	-	(5,001)	(5,001)
-	-	-	-	3,622,178	-	10,426	10,426
\$ -	\$ -	\$ (4,641)	\$ (4,641)	\$ -	\$ -	\$ 5,425	\$ 5,425

Schedule 16
ALACHUA COUNTY, FLORIDA
FULL-TIME EQUIVALENT COUNTY GOVERNMENT EMPLOYEES
BY PROGRAM
LAST TEN FISCAL YEARS

		Fiscal Year									
		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Program	Dept Number										
Administration		333.7	328.4	356.8	362.7	385.3	399.8	403.1	391.3	375.7	358.1
Community services		40.5	50.0	47.9	46.0	59.0	57.0	86.5	70.5	63.5	53.0
Corrections	Sherriff	361.0	361.0	363.0	363.0	354.0	354.0	354.0	354.0	354.0	354.0
Courts		226.5	214.3	214.5	202.2	201.0	213.8	214.2	204.5	182.3	170.3
Culture & recreation	4000-4499	15.0	13.7	21.4	26.4	31.0	31.0	30.3	29.8	27.3	25.5
Tourist development	4500-4599	4.0	5.0	5.0	7.0	9.0	8.0	7.0	9.0	7.0	6.0
CareerSource ¹	4600-4699	-	-	-	-	-	-	25.0	19.0	13.0	12.0
Emergency services		355.0	351.0	374.5	390.5	375.0	411.5	409.5	390.5	348.5	328.5
Environmental services	5500-5999	42.0	43.5	37.3	38.3	43.0	43.8	38.3	36.3	32.9	29.0
Growth management		30.0	27.0	26.0	24.0	28.5	29.5	29.6	31.2	26.5	24.2
Law enforcement	Sheriff	353.8	342.8	349.8	349.8	355.8	362.8	360.5	364.0	364.0	371.3
Solid waste disposal system	7600-7699	58.0	55.8	61.0	66.0	66.0	66.0	53.1	60.8	55.7	51.0
Codes enforcement	Fund 410	23.0	21.5	25.0	24.5	24.5	24.5	20.0	18.0	16.3	17.3
Transportation	7900-7999	84.0	80.0	77.8	74.8	74.8	113.0	80.5	65.6	56.5	48.2
Total		1,926.5	1,894.0	1,960.0	1,975.2	2,006.9	2,114.7	2,111.5	2,044.4	1,923.1	1,848.2

¹CareerSource falls under Alachua County as of Fiscal Year 2021.

Source: Finance and Accounting Department, Constitutional Officers

ALACHUA COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024

Federal/State Agency, Pass-Through Entity, Federal Program/State Project	Assistance Listing/ CSFA No.	Contract/Grant Number	Expenditures	Transfer to Subrecipients	Received as Subrecipients
<u>Department of Agriculture</u>					
SNAP Cluster					
<i>Passed Through Florida Department of Commerce:</i>					
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	FSH24-43157	\$ 93,040	\$ 769	\$ -
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	FSH24-43907	19,664	-	-
		10.561 Total	112,704	769	-
SNAP Cluster Total			112,704	769	-
<u>Department of Housing and Urban Development</u>					
<i>Passed Through Florida Department of Commerce:</i>					
COVID-19-Community Development Block Grant/State's Program and Non-Entitlement Grants in Hawaii	14.228	22CV-S25	188,484	-	-
<u>Department of Justice</u>					
<i>Passed Through Florida Office of Attorney General:</i>					
Crime Victim Assistance	16.575	VOCA-2023-195	400,977	-	-
Crime Victim Assistance	16.575	VOCA-2023-00037	91,678	-	-
		16.575 Total	492,655	-	-
<i>Direct Program:</i>					
Public Safety Partnership and Community Policing Grants	16.710	15JCOPS-21-GG-02335-SPPS	66,617	-	-
<i>Direct Program:</i>					
Edward Byrne Memorial Justice Assistance Grant Program: Law Enforcement Equipment and Programs	16.738	15PBJA-23-GG-03291-JAGX	70,470	-	-
<i>Passed Through Florida Department of Law Enforcement:</i>					
Edward Byrne Memorial Justice Assistance Grant Program: Law Enforcement Equipment and Supplies Program	16.738	8C168	25,053	-	-
Law Enforcement Equipment and Supplies Program	16.738	R7111	20,235	-	-
		16.738 Total	115,758	-	-
<i>Direct Program:</i>					
Criminal and Juvenile Justice and Mental Health Collaboration Program: Alachua County FY20 JMHCP Project	16.745	2020-MO-BX-0021	163,652	-	-
<i>Direct Program:</i>					
Equitable Sharing Program	16.922	N/A	99,572	-	-
<u>Department of Labor</u>					
Employment Service Cluster - <1>					
<i>Passed Through Florida Department of Commerce:</i>					
Employment Service/Wagner-Peyser Funded Activities					
CSNCFL - Wagner-Peyser Hope Florida - Board 26	17.207	WPB24 - 43969	30,662	641	-
CSNCFL - Wagner-Peyser Hope Florida Navigator - Board 26	17.207	WPB25 - 44157	1,262	16	-
CSNCFL - Wagner-Peyser Apprenticeship Navigator - Board 26	17.207	WPB25 - 44180	325	-	-
CSNCFL - Wagner-Peyser Fund Board 9	17.207	WPA24 - 42875	92,170	200	-
CSNCFL - Wagner-Peyser Fund Board 26	17.207	WPA24 - 43968	984	-	-
CSNCFL - Wagner-Peyser Fund Board 26	17.207	WPA25 - 44031	39,103	-	-
		17.207 Total	164,506	857	-
Jobs for Veterans State Grants					
CSNCFL - Veterans Program - Disabled Veterans - Board 9	17.801	DVP23- 42338	8,439	-	-
CSNCFL - Veterans Program - Disabled Veterans - Board 9	17.801	DVP24- 43318	23,526	-	-
CSNCFL - Veterans Program - Disabled Veterans - Board 26	17.801	DVP24- 43912	17,344	-	-
CSNCFL - Veterans Program - Local Veterans - Board 9	17.801	LVR23 - 42207	2,849	-	-
CSNCFL - Veterans Program - Local Veterans - Board 9	17.801	LVR24 - 43264	12,848	-	-
CSNCFL - Veterans Program - Local Veterans - Board 26	17.801	LVR24 - 43913	5,522	-	-
CSNCFL - Veterans Program - Consolidated DVOP-LVER - Board 26	17.801	LVR24 - 44116	8,977	-	-
		17.801 Total	79,505	-	-
Employment Service Cluster Total			244,011	857	-

ALACHUA COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024
(Continued)

Federal/State Agency, Pass-Through Entity, Federal Program/State Project	Assistance Listing/ CSFA No.	Contract/Grant Number	Expenditures	Transfer to Subrecipients	Received as Subrecipients
<i>Passed Through Florida Department of Commerce:</i>					
Unemployment Insurance					
CSNCFL - Reemployment Services and Eligibility Assessments - Board 9	17.225	UCR22 - 041938	\$ 11,650	\$ -	\$ -
CSNCFL - Reemployment Services and Eligibility Assessments - Board 9	17.225	UCR23 - 043076	26,111	-	-
CSNCFL - Reemployment Services and Eligibility Assessments - Board 26	17.225	UCR23 - 043914	61,927	486	-
		17.225 Total	99,688	486	-
<i>Passed Through Florida Department of Commerce:</i>					
Trade Adjustment Assistance					
CSNCFL - Trade Adjustment Assistance - Case Management - Board 9	17.245	TAC22 - 43198	21,867	-	-
CSNCFL - Trade Adjustment Assistance - Case Management - Board 26	17.245	TAC22 - 43967	8,549	2	-
CSNCFL - Trade Adjustment Assistance - Training - Board 9	17.245	TAT22 - 43188	30,857	-	-
CSNCFL - Trade Adjustment Assistance - Training - Board 26	17.245	TAT22 - 43966	4,139	-	-
		17.245 Total	65,412	2	-
Workforce Innovation and Opportunity Act Cluster - <2>					
<i>Passed Through Florida Department of Commerce:</i>					
WIOA Adult Program					
CSNCFL - WIA Adult Program - Board 9	17.258	WIA23 - 41517	60,379	-	-
CSNCFL - WIA Adult Program - Board 9	17.258	WIA24 - 42794	260,211	1,888	-
CSNCFL - WIO Adult Program - Board 26	17.258	WIA24 - 43977	177,448	1,952	-
CSNCFL - WIA Adult Program - Board 26	17.258	WIA25 - 44083	132,213	-	-
CSNCFL - WIA Rural Initiatives SFY24-25 - Board 26	17.258	WIS24 - 44050	619	1	-
CSNCFL - Hope Florida - Board 9	17.258	WIS24 - 43051	5,974	50	-
CSNCFL - Hope Florida - Board 26	17.258	WIS24 - 43973	12,897	63	-
CSNCFL - Board Consolidation & Realignment - Board 9	17.258	WIS23 - 43208	6,504	-	-
CSNCFL - Board Consolidation & Realignment - Board 9	17.258	WIS23 - 43719	82	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.258	WIS23 - 43972	5,321	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.258	WIS23 - 43970	13,225	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.258	WIS24 - 44594	9,740	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.258	WIS23 - 43971	6,848	-	-
CSNCFL - WIOA Get There Faster At-Risk Floridians 2021	17.258	WIS22-40897	79,184	-	-
		17.258 Total	770,645	3,954	-
<i>Passed Through Florida Department of Commerce:</i>					
WIOA Youth Activities					
CSNCFL - WIA Youth Activities - Board 9	17.259	WIY23-41371	700,982	4,022	-
CSNCFL - WIA Youth Activities - Board 9	17.259	WIY24-42507	296,725	3,846	-
CSNCFL - WIA Youth Activities - Board 26	17.259	WIY24-043975	495,139	2,747	-
CSNCFL - WIOA Rural Initiatives SFY24-25 - Board 26	17.259	WIS24 - 44050	601	1	-
CSNCFL - Hope Florida - Board 9	17.259	WIS24 - 43051	5,793	49	-
CSNCFL - Hope Florida - Board 26	17.259	WIS24 - 43973	12,506	61	-
CSNCFL - Board Consolidation & Realignment - Board 9	17.259	WIS23 - 43208	6,307	-	-
CSNCFL - Board Consolidation & Realignment - Board 9	17.259	WIS23 - 43719	79	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.259	WIS23 - 43972	5,160	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.259	WIS23 - 43970	12,824	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.259	WIS24 - 44594	9,445	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.259	WIS23 - 43971	6,640	-	-
CSNCFL - WIOA Get There Faster At-Risk Floridians 2021	17.259	WIS22-40897	79,184	-	-
		17.259 Total	1,631,385	10,726	-
<i>Passed Through Florida Department of Commerce:</i>					
WIOA Dislocated Worker Formula Grants					
CSNCFL - WIOA Dislocated Worker - Board 9	17.278	WID23-41541	317,516	2,700	-
CSNCFL - WIOA Dislocated Worker - Board 9	17.278	WID24 - 42847	97,829	1,053	-
CSNCFL - WIOA Dislocated Worker - Board 26	17.278	WID24 - 043976	145,800	1,270	-
CSNCFL - WIOA Rapid Response - Board 9	17.278	WIR24 - 042823	40,778	524	-
CSNCFL - WIOA Rapid Response - Board 26	17.278	WIR25- 043934	1,465	-	-
CSNCFL - WIOA Rural Initiatives SFY24 - 25 - Board 26	17.278	WIS24 - 44050	657	2	-
CSNCFL - Hope Florida - Board 9	17.278	WIS24 - 43051	6,336	53	-
CSNCFL - Hope Florida - Board 26	17.278	WIS24 - 43973	13,678	66	-
CSNCFL - WIOA Rural Initiatives SFY23-24	17.278	WRS22-42750	40,503	-	-
CSNCFL - Board Consolidation & Realignment - Board 9	17.278	WIS23 - 43208	6,899	-	-
CSNCFL - Board Consolidation & Realignment - Board 9	17.278	WIS23 - 43719	87	-	-

ALACHUA COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024
(Continued)

Federal/State Agency, Pass-Through Entity, Federal Program/State Project	Assistance Listing/ CSFA No.	Contract/Grant Number	Expenditures	Transfer to Subrecipients	Received as Subrecipients
CSNCFL - Board Consolidation & Realignment - Board 26	17.278	WIS23 - 43972	\$ 5,644	\$ -	\$ -
CSNCFL - Board Consolidation & Realignment - Board 26	17.278	WIS23 - 43970	14,027	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.278	WIS24 - 44594	10,330	-	-
CSNCFL - Board Consolidation & Realignment - Board 26	17.278	WIS23 - 43971	7,263	-	-
CSNCFL - WIOA Get There Faster At-Risk Floridians 2021	17.278	WIS22-40897	89,083	-	-
		17.278 Total	797,895	5,668	-
Workforce Innovation and Opportunity Act Cluster Total:			3,199,925	20,348	-
<u>Department of Transportation</u>					
<i>Passed Through Florida Department of Transportation:</i>					
Highway Planning and Construction:					
CR241 - Fr Levy C/L to S. of Archer - Widen/Resurface	20.205	439499-1-58-01; 439499-1-68-01	213,870	-	-
SW 20th Ave - Sidewalk	20.205	441218-1-38-01, 441218-1-58-01, & 441218-1-68-02	949	-	-
NE 53rd/Animal Services Dr - Intersection Improv	20.205	441219-1-38-02, 441219-1-58-01, & 441219-1-68-02	540,015	-	-
CR231 at NW 156th - Intersection Imp.	20.205	FPN: 447476-1-38-01	843	-	-
Newberry Lane/CR235 - Intersection Improv	20.205	443252-1-58-01; 443252-1-68-02	183,591	-	-
NW 39th/NW 97th - Intersection Improv	20.205	447475-1-38-02; 447475-1-58-01; 447475-1-68-02	293	-	-
		20.205 Total	939,561	-	-
<i>Direct Program:</i>					
Safe Streets and Roads For All					
FY2022 Safe Streets and Roads For All	20.939	693JU32340130	14,282	-	-
<u>Department of Treasury</u>					
<i>Direct Program:</i>					
Equitable Sharing	21.016	NCIC #FL0010000	36,500	-	-
<i>Direct Program:</i>					
Emergency Rental Assistance Program:					
COVID-19-ERAP 2	21.023	N/A	1,610,640	-	-
<i>Passed Through Florida Department of Environmental Protection:</i>					
Coronavirus State and Local Fiscal Recovery Funds:					
COVID-19-AC Hills of Santa Fe Drainage Improvements	21.027	22FRP79	469,687	-	-
COVID-19-AC Pine Hills Drainage Improvements	21.027	22FRP78	349,279	-	-
		21.027 Total	818,966	-	-
<u>U.S. Department of Health and Human Services</u>					
<i>Passed Through Florida Department of Children and Families:</i>					
Substance Abuse and Mental Health Services Projects of					
Regional and National Significance:					
Crisis Center - 988 7/24-6/25	93.243	ME020	121,260	-	-
Crisis Center - 988 7/23-6/24	93.243	ME020	238,240	-	-
		93.243 Total	359,500	-	-
<i>Passed Through the Florida Council Against Sexual Violence:</i>					
American Rescue Plan Grants to Support Survivors					
Family Violence Prevention & Svcs Act Year 1	93.497	23FVP17	44,240	-	-
Family Violence Prevention & Svcs Act Year 2	93.497	23FVP17	8,927	-	-
		93.497 Total	53,167	-	-
477 Cluster:					
<i>Passed Through Florida Department of Commerce:</i>					
Temporary Assistance for Needy Families:					
Welfare Transition Program	93.558	WTS24 - 43235	338,716	2,346	-
Welfare Transition Program	93.558	WTS24 - 43874	109,603	-	-
Welfare Transition Program	93.558	WTS24 - 43965	110,085	1,442	-
		93.558 Total	558,404	3,788	-
477 Cluster Total			558,404	3,788	-
<i>Passed Through Florida Department of Revenue:</i>					
Child Support Services					
Child Support Enforcement - <3>	93.563	COC01	304,562	-	-
Child Support Enforcement	93.563	CSS72	19,331	-	-
		93.563 Total	323,893	-	-

ALACHUA COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024
(Concluded)

Notes

- <1> Programs 17.207 and 17.801 belong to the same cluster of federal programs; federal expenditures for this cluster total \$244,011.
- <2> Programs 17.258, 17.259, and 17.278 belong to the same cluster of federal programs; federal expenditures for this cluster total \$3,199,925.
- <3> Amount reported includes \$16,565 for Title IV-D hearing rooms.
- <4> Expenditures reported are from prior fiscal year.
- <5> Alachua County is a sub-recipient from St. Johns County Sheriffs Department.
- <6> Alachua County is a sub-recipient from Suwannee River Water Management District.
- <7> Alachua County Non-Cash Assistance - Cybersecurity Capabilities.
- <8> Alachua County is a sub-recipient from Fish & Wildlife Foundation of Florida.

Basis of Presentation

Because this schedule presents only a selected portion of the operations of Alachua County, Florida (the County), it is not intended to and does not present the financial position, changes in net position, or cash flows of the County.

The accompanying Schedule of Expenditures of Federal Awards includes the Federal award activity of the County and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the Uniform Guidance, Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards, which is required by the U.S. Office of Management and Budget.

The accompanying Schedule of State Financial Assistance includes the State award activity of the County and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Chapter 10.550, *Rules of the Auditor General*, of the State of Florida.

Other Notes

The County has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

The County does not participate in any loan or loan guarantee programs.

The County does not receive any federally funded insurance.

ALACHUA COUNTY, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS -
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
FOR THE YEAR ENDED SEPTEMBER 30, 2024

Summary of Auditor's Results

Financial Statements

1. The independent auditor's report expresses an unmodified opinion on the financial statements of the governmental activities, business-type activities, the aggregate discretely presented component units, each major fund, and the remaining fund information of Alachua County, Florida (the County).
2. The audit did not report any significant deficiencies or material weaknesses in internal control over financial reporting or on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
3. No instances of non-compliance material to the financial statements were disclosed during the audit.

Federal Awards and State Projects

4. The audit disclosed a significant deficiency (finding 2024-001) in internal control over major state projects that are required to be reported in the schedule of findings and questioned costs. The audit did not disclose any significant deficiencies in federal awards. The audit did not report any material weaknesses in internal controls over major federal programs or state projects.
5. The report on compliance for the major federal programs and state projects expresses an unmodified opinion.
6. The audit disclosed a finding that is required to be reported in accordance with Chapter 10.550, *Rules of the Auditor General*. The audit did not disclose any findings required in accordance with the Uniform Guidance.
7. The programs tested as major federal programs and state financial assistance projects included:

Federal Programs	<u>Assistance Listing No.</u>
Workforce Innovation and Opportunity Act Cluster:	
WIOA Adult Program	17.258
WIOA Youth Activities	17.259
WIOA Dislocated Worker Formula Grants	17.278
Highway Planning and Construction	20.205
Emergency Rental Assistance Program	21.023
Coronavirus State and Local Fiscal Recovery Funds - ARPA	21.027
Homeland Security Grant Program	97.067
State Projects	<u>CSFA No.</u>
Florida Springs Grant Program	37.052
SHIP Program	40.901
County Incentive Grant Program	55.008

8. The threshold for distinguishing Type A and B programs was \$750,000 for federal programs and state projects, respectively.
9. The County did qualify as a low-risk auditee for federal grant programs.

INTERLOCAL AGREEMENT BETWEEN THE CITY OF ALACHUA AND CAREERSOURCE
NORTH CENTRAL FLORIDA REGARDING CAREERSOURCE SERVICES IN ALACHUA

This interlocal agreement hereinafter referred to as "Agreement" is entered into on August __, 2025 between CareerSource North Central Florida, a local government agency created pursuant to Florida Statutes 5163.01, hereinafter referred to as "CareerSource" and the City of Alachua, a municipality located in Alachua County, Florida, hereinafter referred to as "City". City and CareerSource may jointly be referred to as the "Parties" or singularly as a "Party".

RECITALS

WHEREAS, the City and CareerSource are authorized by 163.01 Florida Statutes, to enter into interlocal agreements to cooperatively and efficiently use their powers to provide public services advancing the general welfare of the citizens within their jurisdictions; and

WHEREAS, the City is a vibrant, growing, economically and culturally diverse community located in Alachua County, Florida; and

WHEREAS, the City Commission adopted the Fiscal Year 2026 Strategic Plan, which includes as a priority, Strategic Initiative 1.3: Develop and implement a strategy to enhance, cultivate and maintain relationships in all sectors of the local economy; and

WHEREAS, CareerSource was created pursuant to Florida Statutes §163.01 to implement workforce and economic development services; and

WHEREAS, both the City and CareerSource wish to enable CareerSource services to be provided in-person within the City; and

WHEREAS, both the City and CareerSource deem providing these services in the City expands the availability of economic and workforce development services to the public and in furtherance of the public health, safety, and welfare to enter into this Agreement;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties hereto do mutually agree as follows:

1. Recitals. The above recitals are true and correct and are incorporated as material terms into this Agreement as though fully set forth below.
2. Effective Date. This Agreement is effective on the date the last party executes it.
3. City Responsibilities. The City shall have the following responsibilities:
 - a) Providing space within the Swick House for the non-exclusive use of CareerSource for the duration of this agreement; and
 - b) Maintaining the facility and keeping the major building systems (e.g. HVAC) in good repair; and
 - c) Maintaining insurance on the facility for protecting City interests.
4. CareerSource Responsibilities. CareerSource shall have the following responsibilities:

- a. Providing its services in the City at the Swick House; and
 - b. Staffing the location at the Swick House for use of CareerSource at a level commensurate with the demand for those services, which may vary from time to time by mutual consent of the Parties.
5. Notice. Except as otherwise provided in this Agreement any notice of termination from either Party to the other Party must be in writing and sent via electronic mail (e-mail), or by certified mail, return receipt requested, or by hand delivery with receipt. For purposes of all notices, representatives of both Parties are:

CareerSource: Phyllis Marty
Chief Executive Officer 1
112 North Main Street
Gainesville, FL 32601

City: Rodolfo Valladares
City Manager, City of Alachua
P.O. Box 9
Alachua, FL 32616

6. Liability. Each Party shall be solely responsible for the negligent or wrongful acts of its employees and agents. Nothing contained in this Agreement shall constitute a waiver by either Party of its sovereign immunity by any Party to which sovereign immunity may be applicable. Nothing in this Agreement shall be construed as consent to either Party being sued by a Third Party. Both Parties to this Agreement are state agencies or subdivisions as defined under 5768.28 Florida Statutes, and agree to be responsible for acts and omissions of their agents or employees to the extent permitted by law without waiving insurance coverage for any such limited liability.
7. Insurance.
 - a) CareerSource shall purchase liability insurance. CareerSource hereby assumes responsibility for any and all liability, claims, or damages imposed up to the monetary limits provided in §768.28 Florida Statutes, arising out of or in connection with the negligent acts, omissions, or misconduct of CareerSource and its agents or employees relating to the responsibilities of CareerSource and the services to be provided by CareerSource under this Agreement.
 - b) The City hereby assumes responsibility for any and all liability, claims, or damages up to the monetary limits provided in 5768.28 Florida Statutes, arising out of or in connection with the negligent acts, omissions, or misconduct of the City and its agents or employees relating to the responsibilities of the City and this Agreement through insurance maintained by the City.
 - c) Each Party agrees to provide the other with copies of the certificates of insurance or self-insurance for all coverages in effect throughout the term of

this Agreement and will provide the other Party with thirty (30) days written notice of any cancellation or amendment to the insurance coverage.

8. Employee Status. Performance and functions by an employee of either Party pursuant to this Agreement shall not be deemed to make said Party's employee an employee of the other Party nor shall they have any claim to pension, Workers' Compensation, civil service, salary, or other employee rights or privileges granted by the other Party to its employees.
9. Term and Termination. This Agreement is effective on the date the last party executes it and shall remain in effect until July 30, 2026 or until terminated upon ninety (90) days written notice via electronic mail (e-mail) by one Party to the other. In the event of notice of termination, both Parties agree to establish a suitable transition plan facilitating an orderly wind down of CareerSource services provided at the Swick House.
10. Laws and Regulations. Both Parties shall comply with all federal, state, and local laws, ordinances, regulations, and building code requirements applicable to their respective responsibilities under this Agreement.
11. Assignment of Interest. Neither Party shall assign or transfer any interest in this Agreement without prior written consent of the other Party.
12. Successors and Assigns. CareerSource and the City each bind the other and their respective successors and assigns in all respects to all of the terms, conditions, covenants, and provisions of this Agreement.
13. No Third Party Beneficiaries. This Agreement does not create any relationship with, or any rights in favor of, any third party.
14. Non-Waiver. The failure of any Party to exercise any right in this Agreement shall not be considered a waiver of such right.
15. Governing Law and Venue. This Agreement is governed in accordance with the laws of the State of Florida and venue shall be in Circuit Court in Alachua County, Florida.
16. Amendments. The Parties may only amend this Agreement in writing signed by both Parties.
17. Captions and Section Headings. Captions and section headings used herein are for convenience only and shall not be used in construing this Agreement.
18. Construction and Interpretation. The language of this Agreement has been agreed to by both Parties to express their mutual intent and no rule of strict construction shall be applied against either Party. It is recognized that both Parties have contributed to the preparation of this Agreement.
19. Recording of Agreement. The City, upon execution of this Agreement by all Parties, shall record this Agreement in the public records of Alachua County, Florida.

NB1

20. Entire Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes all prior written or oral agreements, understandings, or representations.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: The City of Alachua, by and through its Mayor in accordance with City of Alachua Commission action, and CareerSource North Central Florida signing by and through its CEO in accordance with the CareerSource North Central Florida governing boards action taken on _____, 2025.

AS TO THE CITY OF ALACHIA:

ATTEST:

CITY OF ALACHUA

Rodolfo Valladares
City Manager/City Clerk

By: _____

The Hon. Walter Welch, Mayor

Date: _____

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

BY: _____
(Signature)

NAME: PHYLLIS MARTY

TITLE: CEO

DATE: _____

Approved as to form

BY: _____

Rochelle J. Daniels
Attorney

Dixie County Commercial Lease Agreement

Parties and Effective Date

THIS COMMERCIAL LEASE AGREEMENT hereinafter known as the "Lease" is entered into this 1st day of October, 2025, ("Effective Date") by and between the Dixie County Board of County Commissioners, 214 NE Hwy 351, Cross City, FL 32628, hereinafter referred to as the "Lessor," and CareerSource North Central Florida, 1112 North Main Street, Gainesville, Florida 32601, hereinafter referred to as the "Lessee," collectively referred to herein as "the Parties."

Recitals

WHEREAS, the Board of County Commissioners of Dixie County, Florida, as the Lessor desires to lease the Premises defined herein to the Lessee under the terms and conditions as set forth herein; and

WHEREAS, the Lessee desires to lease the Premises defined herein from the Lessor under the terms and conditions set forth herein.

NOW THEREFORE, for and in consideration of the covenants and obligations set forth herein and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

1. The Premises

In accordance with the terms and conditions of this Lease, the Lessor hereby agrees to lease to the Lessee the property described below together with all the improvements thereto:

Address: 405 SE 22nd Ave., Cross City, FL 32628, hereinafter known as the "Premises". Total square footage 1788.

The Lessee hereby leases and takes from Lessor the Premises and confirms that the address of the Premises referred to above is designated by the Lessor.

2. Permitted Use

Lessee agrees to continuously and at all times use and occupy the Premises during the Lease Term solely for the Permitted Use(s) as office space and as a Career Center to provide workforce services to the public. ("Permitted Use")

No other use is permitted without prior written approval of Lessor, which approval Lessor may grant or withhold at its sole discretion.

3. Lease Term

NB2

The term of this Lease shall commence on 1st day of September 2025 and shall subsist for a period of twelve (12) months, and expire on the last day of the Lease term, the 31st day of August 2026. ("Lease Term")

4. Renewal

The Lessee may renew the lease for additional terms of one (1) year, (the "Renewal Term") upon mutual, written agreement of the parties. Notice of intent to renew is due 90 days prior to the end day of current term. In the event of the renewal of this Lease, the terms and conditions of this Lease shall remain in full force and effect for the duration of the Renewal Term unless otherwise agreed to in writing by the Parties. If either party does not intend to continue a subsequent renewal term, the party that wishes to terminate the lease term or renewal term shall provide the other party with ninety (90) days' notice prior to the end date.

5. Rent

The Lessee shall pay the net amount of two thousand six hundred eighty-two dollars (\$2,682.00) per month, payable by the 5th calendar day of each month, for a total of thirty-two thousand one hundred eighty-four dollars (\$32,184.00) for the twelve-month term of this original term of the Lease (herein after referred to as "Rent"). Renewal shall be for same terms.

6. Expenses

The Parties agree that the responsibility for the Expenses in relation to this Lease shall be borne as follows:

a. Utilities - The Utilities including: electricity and water charges, communications, telephone and data charges, gas and air conditioning, shall be borne and paid by the Lessee. However, Dixie County shall pay the water bill as long as Dixie County utilizes water to wash vehicles on the site.

b. Maintenance - The Maintenance of the Premises including the following shall be borne and paid by the Lessee:

Janitorial and pest control services

Garbage removal

HVAC Maintenance. HVAC replacement and repairs that cost \$5000 or more shall be paid by the Lessor

Minor Repairs that cost less than \$5000

c. Insurance

A. The Lessor shall obtain fire and extended coverage insurance upon the leasehold premises and improvements thereto in their full insurable value. The Landlord shall provide to the Tenant proof of such insurance coverage prior to the Tenant taking occupancy of the premises. Tenant is responsible for its property.

B. Lessee has in place and shall maintain during the term of this Lease a program of self-insurance pursuant to Florida Statutes Sections 111.072, 136.091 and 768.28. That the self-insurance program provides coverage for claims which emanate from Automobile Physical Damage and Public Liability incidents arising from Automobile Liability (both Bodily Injury and Property Damage), Commercial General Liability, and Workers' Compensation with a limit of liability not to exceed \$300,000 per accident/occurrence.

C. Nothing herein shall constitute a waiver by the Lessor or Lessee of its sovereign immunity, the limits of liability or any other provisions of §768.28, Florida Statutes.

d. Taxes - The Lessee shall bear all taxes and fees that are payable under Laws in connection with other payments made by the Lessee, the Lessee's interests under this Lease, the Lessee's improvements and property at the Premises, and the Lessee's activities at the Premises.

The Lessee shall bear all Taxes and fees that are payable under Laws in connection with the Rent.

The Lessee shall pay all Taxes and fees payable in connection with this Agreement under Laws to the extent that such Taxes and fees are payable under the applicable Laws such as sales tax, intangible taxes, personal property taxes.

7. Common Areas

The Lessor shall at all times have exclusive management and control of the Common Areas for any purpose or in any manner that it deems necessary or appropriate. Lessor reserves the right to remove, relocate or otherwise change or carry out any alteration or addition or other works to the Common Areas. Lessor shall not be liable to Lessee for any damage incidental to the exercise of its rights under this section, provided that such damage is not accompanied by any fault, negligence or bad faith on the part of the Lessor or his agents. The Lessee shall abide by the Lessor's rules and management of the Common Areas.

"Common Areas" refers to those portions of the structure in which the Premises are located and areas surrounding the Premises including the driveways, entrances and exits, pedestrian passageways, walkways, loading docks, landscaped and streetscaped areas, any on-site parking areas, facilities (such as escalators, and lifts), installations (such as doors, windows, electrical installations and wiring), water and drainage pipes, gas pipes, fire systems, security and air-conditioning facilities, and all other areas or improvements which may be provided by Lessor from time to time for the general use of Lessees of the structure in which the Premises are located and areas surrounding the Premises and their respective employees, guests, patrons, suppliers, licensees and other invitees.

8. Security Deposit

The Lessor is willing to waive the security deposit based upon prior relationship of the parties.

9. Alterations and Improvements

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No alterations to or improvements to the Premises shall be made by the Lessee without prior express consent of the Lessor to the same in writing. The Lessor agrees to not unreasonably withhold consent to reasonably necessary alterations or improvements. The Lessee shall ensure compliance with any and all applicable laws, rules, ordinances and codes when undertaking any alteration or improvement to the Premises.

a. Unauthorized Alterations or Improvements

In the event that the Lessee shall undertake alterations or improvements relating to the Premises in violation of this section the same shall be considered a material breach of this Lease and shall put the Lessee in default. The Lessor may, upon the Lessor's discretion, require the Lessee to undo the alterations or improvements and restore the Premises to its condition prior to any unauthorized alteration or improvement at the sole expense of the Lessee.

b. Ownership of Alterations and Improvements

In all cases of alterations, improvements, changes, accessories and the like that cannot be removed from the Premises without destroying or otherwise deteriorating the Premises or any surface thereof shall, upon creation, become the Lessor's property without need for any further transfer, delivery or assignment thereof.

10. Compliance With Law

The Lessee undertakes to comply with and abide by, at its sole expense, any and all Federal or Florida state laws, municipal or county ordinances, rules, regulations, codes and all other issuances from authorized government authorities respecting the Premises and the Lessee's occupation and use thereof, including but not limited to obtaining all pertinent licenses and permits and maintaining copies thereof in the Premises.

11. Obligations of the Lessee

a. The Lessee shall keep the premises in a clean, sanitary, neat and presentable condition.

b. The Lessee shall be responsible for minor repairs, outside of ordinary wear and tear, of any part of the Premises that do not affect the structural parts of the building or structure in which it is located ("Minor Repairs"), including but not limited to replacing light bulbs, cleaning or repairs of windows, doors, toilets and similar appurtenances. However irrespective of the above Lessee shall not be responsible for any repair that costs \$5000 or more, or that is considered a capital expenditure as defined by 2 CFR 200.439.

c. The Lessee shall, at its sole expense restore, repair and/or rectify any damage, outside of ordinary wear and tear, to the Premises caused by the Lessee or others that the Lessee permits into the Premises that are not covered or compensable by any insurance.

12. Assignment and Sublet

The Lessee acknowledges that this Lease is not transferable and that the Lessee may not assign the Lease, any part of the Lease or any of the rights or obligations herein without the prior express and written consent of the Lessor. The Lessee shall not sublet, sublease or otherwise grant any other party any license or right in relation to the Premises or this Lease without such written consent. Any license, assignment, sublease or agreement in violation of this clause shall be null and void with no legal force whatsoever. Alachua County, as the Administrative Entity for CareerSource North Central Florida, is leasing said Premises for use as a Satellite or Affiliate Career Center to provide workforce services and such use is expressly permitted by this Lease.

13. Right of Entry

The Lessor shall, upon giving 5 days' notice, be granted by the Lessee access and allowed by the latter to enter the Premises to make necessary inspections, repairs or alterations on the property, or pursuant to any lawful purpose as the Lessor, provided that the time of entry requested is reasonable considering the purpose.

14. Damage to Leased Premises

In the event the leased premises be rendered un-tenantable by reason of fire, explosion, hurricane, or other casualty, Lessor, at its option, may either repair the premises to make the same tenantable within ninety (90) days thereafter, or may, at its option, terminate this lease. In the event of such termination, Lessor shall give Lessee thirty (30) days' notice in writing, whereupon this lease shall be terminated in accordance with such notice. The termination date does not have to be at the end of a rental month. If the premises are damaged but not rendered un-tenantable, the rental due hereunder shall not cease or be abated during the period of repair of such damage but Lessor shall proceed with such repairs as expeditiously as possible under existing circumstances. Lessor shall not be liable for any injury or damage to persons or property caused by such casualty. In any event, Lessee shall not be liable for rent for any period when the premises are un-tenantable.

In the event such repair cannot be accomplished or of total destruction the Lease shall cease and terminate with no early termination or other liability accruing to either of the Parties.

15. Default and Possession

In the event that the Lessee violates the terms and conditions of this Lease, the Lessor shall promptly provide the Lessee with notice of such default, informing the Lessee that failure to rectify the same within 15 days will terminate the Lease and allow the Lessor to recover the premises at the end of such period. Should the Lessee fail to rectify the same within 15 days after receiving such Notice of Default, the Lessor may terminate this Lease and recover the Premises from the Lessee. In such an event, the Lessor may hold the Lessee's possessions found in the Premises as security until sums owed by the Lessee has been paid.

16. Surrender of Premises

On or before 11:59 P.M. on the last day of the Lease Term, the Lessee shall deliver up vacant possession of the Premises to Lessor more or less in the condition it was delivered to the Lessee,

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save ordinary wear and tear, and the Parties shall carry out the inspection of the Premises and shall sign a handover form jointly prepared and signed by Parties to confirm the condition and handover of the Premises. The Lessee shall also return all keys and other devices giving access to any part of the Premises and the building or structure in which it is located.

Without prejudice to the foregoing, the Lessee shall at its expense, at the request of Lessor, immediately make good any deficiencies identified during the handover inspection and remove from the Premises any alterations, fixtures or property of Lessee that Lessor requests to be removed, provided that the same were not existing in the Premises delivered by the Lessor or do not consist of alterations or improvements consented to by the Lessor as provided in Section 9 hereof.

Failure of the Lessee to return the Premises to Lessor in accordance with the above, shall entitle Lessor to enter the Premises and carry out appropriate repair to the Premises and removal of any property of Lessee and any cost so incurred shall be borne by Lessee. All property left in the Premises by Lessee shall be deemed to have been abandoned by Lessee and Lessor shall be entitled to dispose of the same as Lessor deems appropriate.

17. Liability

The Lessor, the Lessee, and CareerSource North Central Florida each fully retains all sovereign immunity protections afforded to it under law. Without in any way waiving, limiting or restricting any defenses of sovereign immunity, each party shall be solely responsible for its own negligent acts or omissions, as well as those of its own employees. This Lease is not intended, and shall not be interpreted to constitute, a waiver of sovereign immunity, an authorization or claim by third parties, a waiver of the limits of liability as established by §768.28, Florida Statutes, or to waive any other provision of §768.28, Florida Statutes.

18. Governing Law

This Lease shall be governed by its terms and conditions and be interpreted according to the laws of the State of Florida, specifically in Dixie County, Florida.

19. Notice

All notices in relation to this Lease shall be delivered to the following addresses:

To the Lessor:

County Manager, Dixie County, 214 NE Hwy 351, Cross City, FL 32628

To the Lessee:

Phyllis Marty, CEO, CareerSource North Central Florida, 1112 North Main Street, Gainesville, Florida 32601.

20. Severability

Should any provision of this Lease be found, for whatever reason, invalid or unenforceable, such nullity or unenforceability shall be limited to those provisions. All other provisions herein not affected by such nullity or dependent on such invalid or unenforceable provisions shall remain valid and binding and shall be enforceable to the full extent allowed by law.

21. Binding Effect

The terms, obligations, conditions and covenants of this Lease shall be binding on Lessee, the Lessor, their heirs, legal representatives and successors in interest and shall inure to the benefit of the same.

22. Entire Agreement. No Recordation of Agreement

This Lease and, if any, attached documents are the complete agreement between the Lessor and the Lessee concerning the Premises. There are no oral agreements, understandings, promises, or representations between the Lessor and the Lessee affecting this Lease. All prior negotiations and understandings, if any, between the Parties hereto with respect to the Premises shall be of no force or effect and shall not be used to interpret this Lease. No modification or alteration to the terms or conditions of this Lease shall be binding unless expressly agreed to by the Lessor and the Lessee in a written instrument signed by both Parties.

The parties understand and agree that neither this Commercial Lease Agreement nor any memorandum or short form thereof shall or may be recorded in any of the public records of this or any other State.

23. Miscellaneous Provisions

Lead Paint Disclosure. The Lessor hereby informs the Lessee there is a possibility that lead-based paint may have been used on the property. This is something that can be hazardous to pregnant women as well as young children.

Radon Gas Disclosure. Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county health department.

No Waiver. No waiver of any covenant or condition or of the breach of any covenant or condition of this Lease shall be taken to constitute a waiver of any subsequent breach of such covenant or condition nor to justify or authorize the nonobservance on any other occasion of the same or of any other covenant or condition hereof, nor shall the acceptance of rent by Lessor at any time when Lessee is in default under any covenant or condition hereof be construed as waiver of such default or of Lessor's right to terminate this Lease on account of such default; nor shall any waiver or indulgence granted by Lessor to Lessee be taken as an estoppel against Lessor, it being expressly understood that if at any time Lessee shall be in default in any of its covenants or conditions hereunder, an acceptance by Lessor of rental during the continuance of such default or the failure

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on the part of Lessor promptly to avail itself of such other rights or remedies as Lessor may have, shall not be construed as waiver of such default, but Lessor may at any time thereafter, if such default continues, terminate this Lease on account of such default in the manner hereinbefore provided.

Lien. Lessee shall not cause or permit any lien, mortgage, encumbrance, or other claim against the subject premises and property without the express written consent of Lessor. Lessee shall immediately indemnify the Lessor in the event of such lien, mortgage, encumbrance or other claim accrues against the property through any action or inaction of Lessee.

Quiet Enjoyment. Lessor covenants and agrees that so long as Lessee shall keep and perform each and every covenant, term, provision and condition as set forth herein, Lessee shall have quiet and undisturbed and continued possession of the premises during the term of this Lease, free from any claims against Lessor and all persons claiming under, by or through Lessor.

Attorneys' Fees. In any legal proceeding, including appellate proceedings concerning this Lease Agreement, the prevailing party shall be entitled to costs, and governmental entity will be responsible for their own attorney's fees.

Succession. This lease Agreement shall bind the heirs, assignees, administrators, legal representatives, executors or successors as the case may be of both parties, however, this shall not expand the right of Lessee to sublet the premises beyond the provisions set forth above.

Waiver of Jury Trial. The parties hereby specifically waive their right to demand a jury trial in respect to the enforcement of this agreement.

Time is of the Essence. Time shall be of the essence in interpreting the provisions of this Lease Agreement.

Public records. The Lessee acknowledges the County's obligation under Art. I, Section 24, Florida Constitution, and Chapter 119, Florida Statutes, as from time to time amended (together, the Public Records Laws), to release public records to members of the public upon request. The Lessee acknowledges that the County is required to comply with the Public Records Laws in the handling of the materials created under this Lease and that the Public Records Laws control over any contrary terms in this Lease.

IF THE LESSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LESSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS LEASE, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (352) 498-1206, DIXIE COUNTY BOARD OF COUNTY COMMISSIONERS OFFICE, 214 NE HWY 351, PO BOX 2600, CROSS CITY, FLORIDA 32628.

IN WITNESS WHEREOF, the parties hereto set their hands and seal this ____ day of August 2025.

Lessor:

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BOARD OF COUNTY COMMISSIONERS
OF DIXIE COUNTY, FLORIDA

By: Jody Stephenson, Chairman

ATTEST:

Barbie Higginbotham
Dixie County Clerk of Court

APPROVED AS TO FORM

Chana M. Watson
Dixie County Attorney

Lessee:

CAREERSOURCE NORTH CENTRAL FLORIDA

By: Phyllis Marty, CEO

ATTEST:

Print name: _____

APPROVED AS TO FORM

Rochelle Daniels



Software Support, Maintenance and Updates Agreement Amendment No. 005

THIS SOFTWARE SUPPORT AGREEMENT AMENDMENT No. 005 (the "Amendment") dated this 1st day of July 2025 (the "Execution Date")

BETWEEN:

Ryman, Inc. DBA: Complete Technology Solutions
(the "Vendor")

OF THE FIRST PART

AND

CareerSource North Central Florida
(the "Licensee")

WHEREAS, the parties entered into the Software Support, Maintenance, Cloud Hosting and Updates Agreement and ATLAS Employer Portal on the 1st day of July, 2022 and now desire to amend the Agreement through Amendment No. 005.

Term

1. This Amendment shall serve to extend the Software Support, Maintenance, and updates agreement to June 30th, 2026.

Services

1. This Amendment shall reflect CSNCF staff users for ATLAS CORE bundle (ATLAS CORE Bundled Module includes ATLAS Assignments, Audit Interface, Case Management, Customer Dashboard, Programs/Forms Builder, E-Courses, Events, E-Signature, Flags, Forms Report, Locations, Staff Forms, Staff Positions, System Alerts, Reports and Workflows. ATLAS Document Storage and ATLAS Kiosk Software), cloud hosting fees and Employer Portal.

Compensation

1. This Amendment reflects the modified service and costs to the original contact:
Based on changes in services and compensation outlined above, the amendment will be billed at:

ATLAS CORE, Cloud Hosting Fees & Employer Portal Q1-Q4 (July 1, 2025- June 30, 2026)	\$71,360.76 Annual (\$5,946.73 per month)
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ANY PROVISION OF THE SOFTWARE SUPPORT AGREEMENT THAT IS NOT SPECIFICALLY IDENTIFIED IN THIS AMENDMENT SHALL REMAIN IN FULL FORCE AND EFFECT, AND IT IS THE SPECIFIC INTENT OF THE PARTIES TO ABIDE BY ALL UNMODIFIED PROVISIONS OF THE SOFTWARE SUPPORT AGREEMENT.

IN WITNESS whereof, the parties have executed this Amendment on the dates appearing below their respective signatures.

CareerSource North Central Florida

Licensee Name: CareerSource North Central Florida

Signature: _____

Name of Licensee's Agent: Phyllis Marty

Title: Executive Director

Date: _____

RYMAN, INC D/B/A
COMPLETE TECHNOLOGY SOLUTIONS
Ryman, Inc.
Complete Technology solutions
Vendor Name: _____

Signature: _____

Name of Vendor's Agent: Maurice Ryman

Title: VP of workforce Development
Initiatives

Date: _____

AMENDMENT # 1

PROGRAM YEAR 2025 - 2026

TO

VENDOR CONTRACT
(PROGRAM YEAR 2024-2025)

NO. 2024-2025VendorBS21

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

BARKLEY SECURITY AGENCY, INC

A FOR PROFIT ORGANIZATION

THIS IS NOT A CONTRACT FOR RESEARCH AND DEVELOPMENT

UEI #	
FEDERAL AWARD IDENTIFICATION NUMBER (FAIN) #	
FEDERAL AWARD DATE	
TOTAL FEDERAL AWARD	\$
FEDERAL AWARDDING AGENCY	US DOL, US HHS
ALN #	
PASS THROUGH ENTITY	Florida Department of Commerce
CONTRACT OFFICER	Phyllis Marty
CONTACT INFORMATION	1112 North Main Street, Gainesville, FL 32601

In accordance with [Public Law 101-166](#), Section 511, known as the Steven's Amendment, this
Contract is 100% funded with Federal funds.

AMENDMENT #1

PROGRAM YEAR 2025 - 2026

TO

VENDOR CONTRACT NO. 2024-2025VendorBS21

(PROGRAM YEAR 2024-2025)

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

BARKLEY SECURITY, INC.

THIS is an AMENDMENT NO. 1 to the CONTRACT, entered into the ____ day of ____ 2025, by and between CareerSource North Central Florida (hereinafter CSNCFL), having its principle office at 1112 North Main Street, Gainesville, Florida, 32601 and Barkley Security Agency, Inc. (hereinafter Contractor) existing under and by virtue of the laws of the State of Florida as a for profit corporation, having its principal office at Post Office Box 1726, 18229 Blue Star Highway Quincy, Florida 32351 to begin on October 1, 2025.

RECITALS

WHEREAS, Alachua County issued a procurement for Security Services and pursuant to the CSNCFL Procurement policies which allow reliance on a governmental or local board procurement CSNCFL entered into a contract with Barkley Security whose services were procured by Alachua County; and

WHEREAS, the Contract with Contractor may be renewed for an additional one-year term and the CSNCFL governing boards wish to renew the contract for the period October 1, 2025 to September 30, 2026;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows:

1. Paragraph 1 is amended to add the underscored language and to delete the language which is stricken as follows:

Contractor agrees to provide unarmed security guard services for CSNCFL at the following locations:

- a. The Gainesville One-Stop Career Center, 1112 North Main Street, Gainesville, FL 32601
- b. The Starke One-Stop Career Center, 925 North Temple Ave, Suite C, Starke, FL 32091

- c. Such other locations as may need to be added to assure the security for the staff and public as may be determined by the CSNCFL CEO.
2. Paragraph 8, Compensation is amended to add the underscored language and to delete the language which is stricken as follows:

Compensation

- a. The Agency Contractor shall invoice CSNCF shall be billed monthly at the rate of \$20.55 per hour. Each guard will be paid an hourly rate in compliance with the Alachua County Liveable Wage Ordinance \$15.00 per guard per hour which is in accordance with the living wage of the Alachua County Government. (See Exhibit A). The maximum annual amount to be billed for the Gainesville career center shall not exceed \$45,000 and the maximum annual amount billed for the Starke career center shall not exceed \$45,000 for a total annual amount to be billed not to exceed \$90,000. Except that it is solely at the discretion of CSNCFL the Agency to increase locations or hours at the same rate of pay of \$20.55 per guard hour upon notice to Contractor. Notice shall be in writing and shall indicate the additional fees to be added to the compensation due under this contract. The Notice shall be appended to the contract file and shall not require an additional amendment to this Contract.
 - b. Fees may be renegotiated prior to each renewal period.
 - c. Contractor agrees, upon receipt of a written explanation and request from CSNCFL and following an opportunity to discuss the matter with CSNCFL, to return to CSNCFL any fees paid by CSNCFL to the Contractor which may have been erroneously paid and/or in excess of the fees owing to the Contractor under this Contract.
 - d. Contractor shall submit the final invoice for payment to CSNCFL no later than sixty (60) days after the Contract ends following the end of the renewal periods or in the event the Contract is terminated within sixty days of Contract Termination . If Contractor fails to do so, all rights to payment are forfeited and the CSNCFL will not honor any requests submitted after the aforesaid time period. Any payment due under the terms of this Contract may be withheld at any time until all reports due from the Contractor and necessary adjustments hereto have been approved by the CSNCFL.
3. All provisions of said Agreement, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.
4. This Amendment and all its attachments are made a part of said Agreement.
5. The effective date of this Amendment shall be the date on which it has been signed by both parties.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: Barkley Security, Inc. by and through its CEO, and CareerSource North Central Florida signing by and through its Chief Executive Officer in accordance with the CareerSource North Central Florida governing boards action taken on _____, 2025.

AS TO BARKLEY SECURITY, INC.:

ATTEST:

BY: _____

(Signature)

NAME: Lamar Barkley

TITLE: CEO

DATE: _____

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

BY: _____

(Signature)

NAME: Phyllis Marty

TITLE: Chief Executive Officer

DATE: _____

Approved as to form

BY: _____
Rochelle J. Daniels
Attorney

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FIRST AMENDMENT TO AGREEMENT NO. 2024-2025 Vendor CWFS

FOR

JANITORIAL SERVICES

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

NORTH FLORIDA BUILDING MAINTENANCE, LLC

DBA

CITY WIDE FACILITY SOLUTIONS

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THIS IS AMENDMENT NUMBER ONE TO AGREEMENT NO. 2024-2025 Vendor CWFS, entered into the 20th day of November, 2024, by and between CAREERSOURCE NORTH CENTRAL FLORIDA, (hereinafter "CSNCFL") the administrative entity for the CareerSource North Central Florida Council of the Elected Officials (hereinafter the "COUNCIL") and the North Central Florida Workforce Development Board, having its principal office at 1112 North Main Street Gainesville, FL 32601 and NORTH FLORIDA BUILDING MAINTENANCE, LLC DBA CITY WIDE FACILITY SOLUTIONS (hereinafter referred to as "Contractor"), a for-profit corporation, having its principal office at 4963 Beach Blvd., Jacksonville, FL 32207 to begin on the date this Contract is executed by the parties.

RECITALS

WHEREAS, the CSNCFL governing boards approved entry into a contract for janitorial services at their meeting in October 2024; and,

WHEREAS, the contract allows for three renewals subject to satisfactory performance, agreement of the parties, and approval by the CSNCF governing boards; and

WHEREAS, CSNCFL and Contractor wish to renew and extend the contract for the period October 1, 2025 through September 30, 2026 so that Contractor can continue to provide Janitorial Services;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto understand and agree as follows

1. Paragraph 1, is amended to add the underscored words and to delete the stricken language as follows:

Contractor will perform cleaning services in a good and workmanlike manner at the premises located at:

- a. 1112 North Main St., Gainesville, FL 32601
- ~~b. 1389 North Highway 90 #170, Lake City, FL 32055~~
- b. 925 Temple Ave, Ste C, Starke, FL 32091

2. Paragraph 16, is amended to add the underscored words and to delete the stricken language as follows:

The term of this Agreement shall commence on October 1, 2025 ~~or after November 1, 2024 (date signed)~~ and shall remain in effect through September 30, 2026 ~~2025~~. This agreement may be renewed for two (2) ~~three (3)~~ 1-year periods as follows:

- ~~a. October 1, 2025 – September 30, 2026~~

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- a. October 1, 2026 - September 30, 2027
 - b. October 1, 2027 - September 30, 2028
3. Paragraph 18, is amended to delete the offices located at 1389 North Highway 90 #170, Lake City, FL 32055, from the list of offices to be cleaned during the renewal period and to provide for an increase of the fee to clean the remaining offices by 1% as provided in Paragraph 18 subparagraph "d".
 4. Paragraph 18, is amended to add the underscored words and to delete the stricken language as follows:
 - a. Regular Services as listed on Exhibit A shall be provided at a base rate of ~~two thousand two hundred fifty Dollars (\$2,250.00)~~ of two thousand two hundred Seventy-Two Dollars and Fifty Cents (\$2,272.50) per month for services five days per week at the Gainesville location.
 - ~~b. Regular Services as listed on Exhibit A shall be provided at a base rate of two thousand Dollars (\$2,000.00) per month for services five days per week at the Lake City location.~~
 - b. Regular Services as listed on Exhibit A shall be provided at a base rate of ~~five hundred fifty Dollars (\$550.00)~~ five hundred fifty-five Dollars (\$550.50) per month for services two days per week at the Starke City location.
 - c. Such other locations as may need to be added to assure the sanitation and cleanliness for the staff and public as may be determined by the CSNCFL CEO. SOW and rates will be negotiated for added locations.
 - d. The amount to be paid to CONTRACTOR shall be increased by percent 1% of the base rate of the previous year for each renewal year.
 - e. CSNCFL shall pay CONTRACTOR within 30 days of receipt of an error free monthly invoice.
 - f. CSNCFL may request additional services upon request of the CEO as listed below:
 - i. Extraction Carpet Cleaning ~~\$2,550.00 Lake City per occurrence.~~
\$575.00-Starke per occurrence recommended bi-annually ~~(Upon request of CEO).~~
 - ii. Machine Scrub Services: Gainesville location, White pad machine scrub \$2,750.00 to all VCT flooring, recommended 3 times per year. ~~(upon request by CEO)~~ Hard Surface Floor Care (VCT: Strip and 5 coats of **wax**) \$6850.00 per occurrence ~~(upon request by CEO).~~
 5. All provisions of the North Florida Building Maintenance, LLL, DBA City Wide Facility Solutions, for Janitorial Services which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.
 6. This Amendment and all its attachments are made a part of the North Florida Building Maintenance, LLC, DBA City Wide Facility Solutions Janitorial Contract which are not in

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conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.

7. The effective date of this Amendment shall be the date on which it has been signed by both parties.

EXHIBIT A

This following service shall be performed in accordance with the schedule listed:

CAREERSOURCE NORTH CENTRAL FLORIDA			
	Frequency	Days/Time	
Evening Cleaning	5 Days	M-F 5 pm Gainesville and Lake City	\$2,272.50
Evening Cleaning	2 Days	M-F 5 pm Starke	\$555.50
Monthly Total			\$2,828.00

Sales Tax Excluded as N/A

General Cleaning Specifications

Offices, Hallways, Lobby - Nightly 5 Times Per Week/2 times/week-Starke
 Empty all waste receptacles, removing office, trash to area on premises for disposal and replace plastic liners as needed
 Sweep and mop all hard floor surfaces (only utilize flat microfiber mop system)
 Vacuum and mop all hard flooring with a neutral cleaner.
 Hand dust/wipe down office furniture, window-sills, ledges, moldings, counters, picture frames, cabinets, etc.
 Dust on top of file cabinets
 Vacuum all carpeting moving all light movable furniture and objects
 Wipe all picture frames and wall hangings.
 Wipe and polish sinks, drinking fountains any other stainless steel
 Spot clean walls as needed (depends on type of oil or water-based paint).
 Spot clean all interior glass partition and doors as needed.
 Spot clean all carpet stains
 Wipe down reception area counter.
 Do not to touch any papers on employee's desks.
 Clean front glass doors - inside and outside on a nightly basis.
 Wipe down all conference room tables
 Organize and clean all janitorial closets
 Lock and secure facility each evening (all lights turned off- if needed)

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: North Florida Building Maintenance, LLC, DBA City Wide Facility Solutions. and CareerSource North Central Florida signing by and through its Chief Executive Officer in accordance with the CareerSource North Central Florida governing boards action taken on _____, 2025.

AS TO: NORTH FLORIDA BUILDING MAINTENANCE, LLC, DBA CITY WIDE FACILITY SOLUTIONS

ATTEST:

BY: _____
(Signature)

NAME: _____

TITLE: _____

DATE: _____

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

BY: _____
(Signature)

NAME: Phyllis Marty

TITLE: Chief Executive Officer

DATE: _____

VENDOR CONTRACT

NO. BCIS-UP-WTP-2025 -2026

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

BRADFORD COMMUNITIES IN SCHOOLS, INC.

A NOT-FOR-PROFIT ORGANIZATION

THIS IS NOT A CONTRACT FOR RESEARCH AND DEVELOPMENT

UEI #	
FEDERAL AWARD IDENTIFICATION NUMBERS (FAIN) #	
FEDERAL AWARD DATE	
TOTAL FEDERAL AWARD	
FEDERAL AWARDDING AGENCY	US HHS
ALN (Formerly CFDA) #	
PASS THROUGH ENTITY	Florida Department of Commerce
CONTRACT OFFICER	Phyllis Marty
CONTACT INFORMATION	1112 North Main Street Gainesville, FL 32601

In accordance with [Public Law 101-166](#), Section 511, known as the Steven's Amendment, this Contract in the amount of \$60,000 is 100% funded with Federal funds.

CONTRACT NO. BCIS-UP-WTP-Vendor- 2025 – 2026

THIS CONTRACT, is entered into this ____ day of _____, 2025 by and between CareerSource North Central Florida (hereinafter CSNCFL), the administrative entity for the CSNCFL Council of Elected Officials (hereinafter "Council") and the North Central Florida Workforce Development Board (NCFWDB) having its principal office at 1112 North Main Street, Gainesville, FL 32601 and **BRADFORD COMMUNITIES IN SCHOOLS, INC.**, hereinafter "Contractor" existing under and by virtue of the laws of the State of Florida as a not for profit corporation having its principal office at 113 East Call Street Starke, FL 32091 to begin on October 1, 2025.

RECITALS

WHEREAS, CSNCFL has entered into a Contract with the Governor of the State of Florida for grants to implement workforce development programs; and

WHEREAS, CSNCFL issued a request for quotes (RFQ) in 2023 to provide for pregnancy prevention and summer work experience for youth at risk of needing welfare services as adults; and

WHEREAS, CSNCFL received a proposal from Contractor which was reviewed by a Committee of the NCFWDB which recommended funding to the CSNCFL Governing Boards; and

WHEREAS the CSNCFL Governing Boards, wish to engage Contractor to provide for the services detailed in Contractor's response to the RFQ;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto understand and agree as follows:

ARTICLE 1

PURPOSE

- 1.1 It is the purpose of this Contract to state the terms and conditions under which the Contractor shall provide family planning guidance and develop host worksites for youth who can benefit from a summer work experience to the extent funds are available, as described herein.

ARTICLE 2

DEFINITIONS

2.1 ALN FORMERLY CFDA NUMBER

Assistance Listing Number. The number assigned to a Federal program in the Catalog of Federal Domestic Assistance (CFDA). The CSNCF ALN/CFDA numbers are contained in the CSNCFL ledgers.

2.2 CONTRACTOR

Bradford Communities In School, Inc.

2.3 COMBINED FINANCIAL STATEMENTS

A balance sheet with the combined statement of revenues and expenditures, budgeted and actual and accompanying notes, derived from the accounting records.

2.4 COMPLIANCE SUPPLEMENT

The Uniform Guidance Compliance Supplement. Contractor shall perform tests as necessary with respect to the Compliance Supplement for the grants received from CSNCF.

2.5 CAREERSOURCE NORTH CENTRAL FLORIDA

The Administrative Entity, for the CareerSource Council of Elected Officials and the North Central Florida Workforce Development Board.

2.6 FEDERAL AWARD

Means federal financial assistance and federal cost-reimbursement contracts that non-Federal entities receive directly from Federal awarding agencies or indirectly from pass-through entities. It does not include procurement contracts under grants or contracts, used to buy goods or services from vendors. Any audits of such vendors shall be covered by the terms and conditions of those contracts. Contracts to operate Federal Government owned, contractor operated facilities (GOCOs) are excluded from the requirements of this part.

2.7 GOVERNOR

The Governor of the State of Florida.

2.8 HHS

The Department of Health and Human Services.

2.9 PROGRAM YEAR

This is the twelve (12) month period encompassing the award of CSNCFL's workforce formula grants and begins July 1 and ends June 30.

2.10 UEI

Unique Entity ID

ARTICLE 3

TERM

- 3.1 This Contract shall commence on the date that this Contract is fully executed by both parties. This Contract may be renewed for two (2) additional one (1) year periods:

October 1, 2026 – September 30, 2027

October 1, 2027 – September 30, 2028

ARTICLE 4

4.1 DESCRIPTION OF THE SERVICES TO BE PROVIDED

- 4.1.1 Contractor shall provide family planning education to youth enrolled in the Bradford County high schools, who at risk of needing welfare in the future. Services to be provided include:

- a. Contractor shall identify **70** in-school youth between the ages of **14 and 19** who meet the at-risk criteria for needing welfare services because of the possibility of a teen pregnancy. Youth considered at risk shall have one or more of the following characteristics:
 - i. A GPA below a "C" average
 - ii. Youth at risk of dropping out of high school for other factors
 - iii. Youth whose literacy levels are below grade level
 - iv. Currently pregnant or parenting teen, male or female

- v. Youth who have been subject to some phase of the criminal justice system
- vi. Youth with a parent who has been incarcerated
- vii. Youth or a family member who is/was gang involved
- viii. Low income youth
- ix. Youth for whom English is a second language
- x. Youth with disabilities
- xi. Foster care youth
- xii. Homeless youth
- xiii. Youth from a home with documented history of domestic violence
- b. Contractor shall provide a needs assessment as part of the process of enrollment and shall document the youth's barrier as well as collect all information necessary to do the data entry into OSST the State's data base for the youth.

4.1.2 Contractor shall provide those youth with various aspects of the Bradford Communities In Schools curriculum which includes:

- a. Academic assistance
- b. Basic Need
- c. Behavioral Interventions
- d. College Career Prep
- e. Community Service Learning
- f. Enrichment
- g. Family Engagement
- h. Life Skills
- i. Mental Health

4.1.3 Contractor shall distribute the “Girls Circle” activity guides or other evidence-based materials and similar appropriate curricula for any of the males enrolled in the program.

4.1.4 Contractor shall emphasize the value of family planning and waiting to start a family until a time when youth have graduated high school and are on a path to self-sufficiency.

4.2 REPORTS

4.2.1 Contractor shall submit a monthly report which includes:

- a. The names of the youth enrolled in the program along with the last 4 digits of their social security numbers
- b. The dates of the youth’s assessment and enrollment into the program
- c. The youth’s barrier
- d. The activities and/or training in which the youth participated
- e. The case notes relating to the program funded by this agreement
- f. Information requested by CSNCFL needed to be entered into OSST

4.2.2 An end of year report regarding whether the youth became pregnant during their participation in the program.

4.3 SUMMER WORKSITE DEVELOPMENT

4.3.1 Each summer that this Contract is in effect Contractor shall coordinate with CSNCFL to identify the number of summer worksites to be made available to some of the youth participating in the family and life skills program provided by Contractor.

4.3.2 Contractor shall be responsible for developing the worksites.

4.3.3 The worksites shall be aligned with the youths’ career interests.

4.3.4 Contractor shall be responsible for visiting the worksites where youth are placed several times a week in accordance with a schedule approved by CSNCFL.

4.3.5 Contractor shall use the CSNCFL worksite agreement which they shall assure is executed between CSNCFL and the worksite before youth are assigned to the worksite.

4.3.6 Contractor shall coordinate the collection of time sheets or submission of electronic timesheets to CSNCFL for distribution to the staffing company selected by CSNCFL which shall serve to manage the payroll and act as the youths' employer of record.

4.4 REQUIRED PERFORMANCE

4.4.1 Youth participating in the program who are not pregnant upon enrollment into the classes shall not become pregnant during program participation.

4.4.2 Youth enrolled shall attend for a minimum of 85% of the attendance/activity days.

4.4.3 Youth shall return to school the year following their participation in the program.

4.4.4 Based on the number of worksites a concomitant number of youths shall be referred to a summer work experience.

ARTICLE V

COMPENSATION 857.16

5.1 MAXIMUM FEE

5.1.1 The maximum fee shall be Sixty thousand Dollars (\$60,000) for the period October 1, 2025 and ending September 30, 2026.

5.1.2 The fee is based on a twelve-month cost of Eight Hundred Fifty-Seven Dollars and Sixteen Cents (\$857.16) per youth. The fee includes staff, materials, required travel, supplies and technology.

5.1.3 To be paid Contractor shall bill CSNCFL 15 days following the close of the month covered by the invoice along with submission of the service report described in Article IV.

5.1.4 CSNCFL shall pay Contractor within 30 days of submission of their invoice.

5.1.5 Invoices more than sixty (60) days late shall be paid at the discretion of CSNCFL and the availability of funds to cover the invoiced amount.

5.2 FEE FOR SUBSEQUENT PERIODS

The maximum fee for subsequent periods covered under this Contract shall be negotiated ninety (90) days prior to the start of the contract term.

5.3 ANALYSIS OF CONTRACTOR COSTS

Contractor agrees to present CSNCFL with a cost analysis of their fees in the format prescribed by the state if required.

ARTICLE 6

GENERAL

6.1 COMPLIANCE WITH FEDERAL GRANT REQUIREMENTS

Contractor assures, warrants, covenants, and agrees that in the performance of its duties and obligations pursuant to this Contract, Contractor is and will be in full and complete compliance with all applicable regulations promulgated by the oversight authority for the grants and fund sources administered by CSNCFL and all other applicable laws, government regulations and guides governing said performance.

6.2 COMPLIANCE WITH THE STATE, HHS AND DOL REQUIREMENTS

If Contractor receives \$1,000,000 or more in federal grant funds and is determined to be required to conduct an audit in accordance with 2 CFT 200 Part F Contractor shall comply with the requirements.

6.3 DISCLOSURE OF FINANCIAL INTERESTS

6.3.1 Contractor warrants that no member of, or delegate to the Congress of the United States, or CSNCFL official, employee, or governing board member shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom

6.3.2 Contractor also warrants that neither their firm nor any partner or principal has employed any person or solicited or secured this Contract through any Contract for a commission, percentage, brokerage, or contingent fee. Breach of this warranty shall give CSNCFL the right to terminate this Contract.

6.3.3 Contractor certifies that no person who presently exercises any functions or responsibilities in connection with CSNCFL has any personal or financial interest, direct or indirect in this Contract, and that no person having any

conflicting interest shall be employed by Contractor. Any interest on the part of the Contractor or its employees must be disclosed to CSNCFL. This paragraph shall not be construed so as to unreasonably impede the statutory requirement that maximum opportunity be provide for employment and/or participation by residents of the area.

6.3.4 When applicable, the Contractor shall disclose all related party transactions.

6.4 AMENDMENTS TO THIS CONTRACT

If either Contractor or CSNCFL wishes to modify, change, or amend this Contract, the proposed changes shall be submitted to the other party in accordance with the Notice section under this Contract. No such change shall be effective until approved by CSNCFL and/or Contractor and a formal amendment to this Contract is executed by both parties.

6.5 INDEMNIFICATION AND INSURANCE

6.5.1 Contractor shall at all times hereafter indemnify, hold CSNCL, its officers, agents, servants, and employees harmless and, at CSNCFL's option, defend or pay for an attorney to defend CSNCFL, its officers, agents, servants, and employees against any and all claims, losses, liabilities, and expenditures of any kind, including attorney fees, court costs, and expenses, caused by a negligent act or omission of Contractor, its employees, agents, servants, or officers, or accruing, resulting from, or related to the subject matter of this Contract including, without limitation, any and all claims, demands, or causes of action of any nature whatsoever resulting from injuries or damages sustained by CSNCFL, its governing boards or staff. The provisions of this section shall survive the expiration or earlier termination of this Contract. To the extent considered necessary by CSNCFL any sums due Contractor under this Contract may be retained by CSNCFL until all of CSNCFL's claims for indemnification pursuant to this Contract have been settled or otherwise resolved; and any amount withheld shall not be subject to payment of interest by CSNCFL.

6.5.2 No payment by CSNCFL to Contractor shall be construed as a waiver by CSNCFL of any breach or default of Contractor in the performance of any condition of this Contract or any Amendment hereto; nor shall such payment impair or prejudice any right of CSNCFL with respect to such breach or default; nor shall any assent by CSNCFL expressed or implied, to such breach or default, by construed as assent to any succeeding breach or default.

6.5.3 Insurance

Contractor shall maintain the insurance and bonding specified below during the term of this Contract.

a. Third Party Liability

Third Party General Liability Insurance on a negligence basis, including injuries and accidental death to any person in an amount not less than one million dollars (\$1,000,000.00) and subject to the same limit for more than one (1) person in an amount not less than three million dollars (\$3,000,000.00) per occurrence and shall name CSNCFL as an additional insured.

b. Non-Owner Coverage

Contractor shall maintain non-owner vehicle insurance coverage and shall name CSNCFL as an additional insured.

c. Directors and Officers, Employment Practice Liability and Errors and Omission Coverage

Non-governmental Contractors shall maintain Directors and Officers Liability Insurance, which shall include Employment Practices Liability and Errors and Omission Coverage. Coverage shall be in the amount of at least one million dollars (\$1,000,000.00) and shall name CSNCFL as an additional insured.

d. Addition of CSNCFL as a Named Insured

All insurance coverage required by CSNCFL shall cite CSNCFL as an additional insured under the policy. In the event the policy is cancelled CSNCFL shall have the right to cancel this Contract. Upon request Contractor shall make Certificates of Insurance and Bonding available to CSNCFL with such certificates clearly indicating that Contractor has obtained insurance and bonding in the amounts, type and classifications specified in this section and naming CSNCFL as an additional insured.

e. Failure to Maintain Insurance

Contractor shall not cancel, materially change, or not renew insurance coverages affecting this contract before final payment by CSNCFL is made to Contractor. Contractor shall notify CSNCFL in writing, of any material reduction or exhaustion of aggregate limits. Any exposure realized as a result of being underinsured will be covered by Contractor with non-federal funds. Failure to maintain the insurance coverages required herein, may result in termination of the contract.

6.6 NOTICE

All notices required to be given to CSNCFL under this Contract shall be sufficient when handed delivered or mailed to the CSNCFL Executive Director at their office located at 1112 North Main Street, Gainesville, FL 32601. All notices required to be given to Contractor under this Contract shall be sufficient when hand delivered or mailed to the Contractor at its office located at 113 East Call Street Starke, FL 32

6.7 ASSIGNMENT AND/OR SUBCONTRACTING

Contractor shall not subcontract, assign or transfer any of its interest or duties or obligations under this Contract except those claims for monies due or to become due from CSNCFL under the Contract may be assigned to a bank, trust company, or other financial institution. If the Contractor is a partnership, this Contract shall inure to the benefit of the surviving or remaining members of such partnership

6.8 COMPLAINE WITH FEDERAL LAWS

6.8.1 To the extent this contract is funded with federal funds in excess of one hundred thousand dollars (\$100,000.00) Contractor shall comply with all applicable standards, orders, or regulations issued under section 306 of the Clean Air Act, as amended (42 USC 1857(h) et seq.), section 508 of the Clean Water Act, as amended (33 USC 1368 et seq.), Executive Order 11738, and Environmental Protection Agency regulations (40CFR Part 15), and the Energy Policy and Conservation Act of 1988 as amended. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8079, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995]

6.8.2 Contractor certifies that it is in compliance with the Drug Free Workplace Act of 1988 and all state and federal implementing regulations.

6.8.3 Contractor shall ensure that all its activities under this Contract shall be conducted in conformance with: 45 CFR Part 74 and/or 45 CFR Part 92 and/or 220 CFR Part 600 et. seq., and all other applicable federal regulations as applicable

6.8.4 Contractor shall comply with Title VI of the Civil Rights Act of 1964 as amended, 42 U.S.C. 2000d et seq., which prohibits discrimination on the basis of race, color or national origin.

6.8.5 Contractor shall comply with Section 504 of the Rehabilitation Act of 1973 as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of disability.

- 6.8.6 Contractor shall comply with Title IX of the Education Amendments of 1972 as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in educational programs.
- 6.8.7 Contractor shall comply with the Age Discrimination Act of 1975 as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age.
- 6.8.8 Contractor shall comply with Section 654 of the Omnibus Budget Reconciliation Act of 1981 as amended, 42 U.S.C. 9849, which prohibits discrimination on the basis of race, creed, color, national origin, sex, handicap, political affiliation, or beliefs.
- 6.8.9 Contractor shall comply with Section 188 of the Workforce Innovation and Opportunity Act of 2014 (WIOA), which prohibits discrimination against all individuals in the United States on the basis of race, color religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I – financially assisted program or activity.
- 6.8.10 Contractor shall comply with The American with Disabilities Act of 1990, P.L. 101-336, which prohibits discrimination on the basis of disability and requires reasonable accommodation for persons with disabilities.
- 6.8.11 Contractor shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a7).
- 6.8.12 Contractor shall comply with the Copeland Anti-Kickback Act (40 U.S.C. 276c and 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act (40.327-333), regarding labor standards for federally assisted construction sub-Contracts.
- 6.8.13 Equal Employment Opportunity. Contractor agrees that it shall comply with Exec. Order No. 11246, Equal Employment Opportunity, as amended by Exec. Order No. 11375, and as supplemented in Department of Labor regulation 41 C.F. R., pt. 60, if applicable.
- 6.8.14 Non-Discrimination and Harassment-Free Workplace. Contractor shall not discriminate against any employee employed in the performance of a Contract, or against any applicant for employment because of race, creed, color, handicap, national origin, marital status, or sex. The Contract shall provide a harassment-free workplace and give any allegations of harassment priority attention and action by management. The Contractor agrees to insert a similar provision in all subcontracts

that will meet the requirements as set forth in Public Law 105-220, section 188.

6.8.15 Unauthorized Aliens. Contractor agrees not to employ unauthorized aliens. CSNCFL shall consider the employment of unauthorized aliens a violation of section 274A (e) of the Immigrations and Nationality Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Contract by CSNCFL. Contractor shall obtain affidavits from its subcontractors swearing and affirming that they do not employ, contract with, or subcontract with an unauthorized alien, Contractor shall maintain a copy of subcontractor affidavits.

6.8.16 Debarment and Suspension. Contractor certifies that they are not presently nor within the three (3) year period preceding the effective date of this Contract, debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. When applicable, as required by the regulation implementing Executive Order No. 12549, Debarment and Suspension 29 CFR 98.

6.8.17 Pro-Children Act. Contractor agrees to comply with the Pro-Children Act of 1994, 20 U.S. C. 6083.

6.8.18 Domestic Preferences for Procurements

As applicable Contractor shall comply with 2 CFR§ 200.322 Domestic preferences for procurement.

6.8.19 Procurement of Recovered Materials

As applicable Contractor shall comply with 2 CFR§ 200.323 Procurement of recovered materials.

6.9 LOBBYING AND RELATED PARTIES

6.9.1 Lobbying. Contractor shall complete the Lobbying Certification Form and Disclosure of Lobbying Activities Form, Standard Form-LLL.

6.10 Contractor attests that he has not employed any person to solicit or secure this Contract through any Contract for a commission, percentage, brokerage, or contingent fee. Contractor agrees and understands that no officer, employee, or agent of the Contractor shall tender, or solicit gratuities, favors or anything of monetary value from any actual or potential sub-contractor or employer or from any staff person or elected official connected with CSNCFL or its governing boards. Breach of this clause may result in termination of this Contract, or, at CSNCFL's

discretion to deduct from the Contractor's fee the amount of such commission, percentage, brokerage, or contingent fee.

6.11 INTEGRATION

6.11.1 The parties hereto agree and understand that the words and figures contained in the following list of documents which are attached hereto or incorporated by reference shall, taken as a whole, constitute the Contract between the parties hereto and are as fully a part of the Contract as if they were set forth verbatim and at length herein:

- a. Exhibit A – Assurances and Certifications.
- b. Exhibit B – Individual Nondisclosure Confidentiality Certification
- c. Exhibit C – State Data Sharing Sub-grant Agreement (Non- Disclosure and Confidentiality Sub-grant Agreement)
- d. Exhibit D - Debarment Form.
- e. Exhibit E - Lobbying Form.
- f. Exhibit F – Lobbying Certification Form
- g. Exhibit G – Drug Free Workplace Certificate
- h. Exhibit H – Certification Regarding Environmental Tobacco Smoke
- i. Exhibit I - The Request for Quotes Response except as it has been modified by this Contract.
- j. Exhibit J - The Personal Responsibility and Work Opportunity Reconciliation Act Pub 104-193 (August 22, 1997), statutes and regulations.
- k. Exhibit K - Child Labor Laws, as applicable. (29 USC 203): Employment of Minors Between Fourteen(14) and Sixteen(16) Years of Age (Subpart C), Occupations Particularly Hazardous for the Employment of Minors Between Sixteen(16) and Eighteen(18) Years of Age or Detrimental to Their Health or Well-being (subpart E).
- l. Exhibit L - Immigration and naturalization service regulations for employers and employees **Public Law** 107 -124 and 107-125

6.12 TERMINATION

6.12.1 It is understood and agreed that this Contract may be terminated for convenience upon ninety (90) days written notice by either party to the other party.

6.12.2 Contractor agrees and understands that funds allocated to the Contractor under this Contract or any amendment or modification hereto are contingent upon CSNCFL's receipt of the federal grant funds under which this Contract is funded. CSNCFL, therefore, reserves unto itself the right to unilaterally de-obligate, or if necessary, to suspend or terminate this Contract or any amendment hereto instantaneously and as may be necessitated by CSNCFL's funding levels. Any de-obligation, modification or amendment shall be effective upon written notification to the Contractor by CSNCFL. CSNCFL shall provide Contractor thirty (30) days' written notice, or in the event CSNCFL receives less than thirty (30) days' notice, CSNCFL shall provide such notice as CSNCFL receives from its funding sources. In such instances, if work has begun under this contract Contractor shall be paid the monthly fee through the end of the month of termination.

6.12.3 Obligations Extending Beyond Contract Termination. Provisions of this Contract which by their terms extend beyond the termination or non-renewal of this Contract will remain effective after termination or non-renewal.

6.12.4 CSNCFL may terminate this contract in the event of the occurrence of any of the below listed events, upon 24 Hours written notice, pursuant to Section 6 following a period of 48 hours to allow Contractor the opportunity to respond. The decision to accept Contractor's response shall be at the sole discretion of CSNCFL.

- a. Becomes bankrupt or insolvent
- b. Discontinues operations
- c. Is the subject of lawsuits or other legal action that may materially impact the financial viability of Contractor
- d. Is the subject of official investigations of fraud or abuse on the part of Contractor, their staff, officers, or directors, and/or
- e. Experiences theft or loss of funds or equipment that are materially needed to support the contracted services at the discretion of CSNCFL.

6.12.5 CSNCFL may terminate this Contract in the event of breach of this Contract by giving written notice to the Contractor in accordance with

herein, after allowing Contractor 48 hours to respond and an opportunity to cure. The decision to accept Contractor's response and an opportunity to cure shall be at the sole discretion of CSNCFL.

6.12.6 In the event of termination for cause, CSNCFL shall be liable for payment only for services rendered or goods delivered prior to the effective date of termination.

6.13 ALL PRIOR CONTRACTS

6.13.1 It is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or Contracts whether oral or written.

6.14 CONTRACTOR SHALL BE FAMILIAR WITH ALL APPLICABLE LAWS

The Contractor shall familiarize himself with and comply with the provisions of any and all federal, state and county orders, statutes, ordinances, charter, bond covenants, administrative code, rules and regulations which may pertain to the work required under this Contract, including specifically those which pertain to "Conflicts of Interest" and "Employment Discrimination". In addition, the Contractor is required to execute a Truth-in-Negotiation Certificate stating that the rates of compensation and other factual unit costs supporting this compensation are accurate, complete, and current at the time of contracting.

Contractor agrees that none of its officers or employees shall during the term of this Contract serve as an expert witness against CSNCFL, or its governing boards in any legal or administrative proceeding in which he or she is not a party unless compelled by court process, nor shall such persons give sworn testimony or issue a report or writing as an expression of his or her expert opinion which is adverse or prejudicial to the interests of CSNCFL or its governing boards in connection with any such pending or threatened legal or administrative proceeding. The limitations of this section shall not preclude such persons from representing themselves in any action or in any administrative or legal proceeding.

In the event Contractor is given written authorization from CSNCFL to utilize subcontractors to perform any services required by this Contract Contractor agrees to prohibit such subcontractors by written contract, from having any conflicts as within the meaning of this section.

6.15 E-VERIFY

6.15.1 Contractor agrees to comply with Florida Statutes 448.095 and shall:

1. Use the E-Verify system to verify the work authorization status of all newly hired employees, contractors and subcontractors

2. Not employ, contract with, or subcontract with an unauthorized alien

6.15.2 Obtain affidavits from its applicable subcontractors swearing and affirming that such subcontractor does not employ, contract with, or subcontract with an unauthorized alien, and shall maintain a copy of any such subcontractor affidavits

6.16 PUBLIC RECORDS

Public records. The Lessee acknowledges the County's obligation under Art. I, Section 24, Florida Constitution, and Chapter 119, Florida Statutes, as from time to time amended (together, the Public Records Laws), to release public records to members of the public upon request. The Lessee acknowledges that the County is required to comply with the Public Records Laws in the handling of the materials created under this Lease and that the Public Records Laws control over any contrary terms in this Lease.

IF THE LESSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LESSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS LEASE, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (352) 498-1206, DIXIE COUNTY BOARD OF COUNTY COMMISSIONERS OFFICE, 214 NE HWY 351, PO BOX 2600, CROSS CITY, FLORIDA 32628.

- 6.17 Contractor shall comply with 2 CFR 200.216 Prohibition on Certain Telecommuting and Video Surveillance Services or Equipment
- 6.18 Contractor shall comply with 2 CFR 200.300 Statutory And National Policy Requirements
- 6.19 Contractor is aware of FFATA requirements, which includes requirements on executive compensation, and also requirements implementing the Act for the non-Federal entity at 2 CFR parts 25 and 170. See also statutory requirements for whistleblower protections at 10 U.S.C. 2409, 41 U.S.C. 4712, and 10 U.S.C. 2324, 41 U.S.C. 4304 and 4310.

6.20 PUBLIC ENTITIES CRIME

Contractor represents that the execution of this Contract will not violate the Public Entity Crimes Act (§ 287.133, Florida Statutes) which essentially provides that a person or affiliate who is a contractor, consultant or other provider and who has been placed on the convicted vendor list following a conviction for a Public Entity Crime may not submit a bid on a contract to provide any goods or services to CSNCFL, may not submit a bid on a contract with CSNCFL for the

construction or repair of a public building or public work, may not submit bids on leases of real property to CSNCFL, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the CSNCFL, and may not transact any business with the CSNCFL in excess of the threshold amount provided in § 287.017, Florida Statutes, for category two (2) purchases for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Contract and recovery of all monies paid hereto, and may result in debarment from the CSNCFL's competitive procurement activities.

In addition to the foregoing, Contractor further represents that there has been no determination, based on an audit, that he or she committed an act defined by § 287.133, Florida Statutes, as a "public entity crime" and that he or she has not been formally charged with committing an act defined as a "public entity crime," regardless of the amount of money involved or whether Contractor has been placed on the convicted vendor list.

6.21 PATENTS, COPYRIGHTS, AND ROYALTIES

6.21.1 Pursuant to Section 286.021, F.S., if any discovery or invention arises or is developed in the course or as a result of work or services performed with funds from this Contract, the Contractor shall refer the discovery or invention to the CSNCFL who will refer it to the Department of State to determine whether patent protection will be sought in the name of the State of Florida. Any and all patent rights accruing under or in connection with the performance of the Contract are hereby reserved to the State of Florida.

6.21.2 In the event that any books, manuals, films, or other copyrightable materials are produced the Contractor shall notify the CSNCFL. Any and all copyrights accruing under or in connection with the performance funded by this Contract are hereby reserved to the State of Florida.

6.22 VESTED POWERS

All powers not explicitly vested in the Contractor by this Contract will remain with CSNCFL.

6.23 VENUE

This Contract shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Venue for litigation concerning this Contract shall be in Alachua County, Florida.

6.24 EXECUTION

This document may be executed in multiple originals, may be executed in digital format and may be executed in multiple counterparts, each of which shall be deemed an original.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: Communities In Schools of Bradford County, by and through its _____, and CareerSource North Central Florida signing by and through its _____ in accordance with the CareerSource North Central Florida governing boards action taken on _____, 2025.

AS TO COMMUNITIES IN SCHOOL OF BRADFORD COUNTY INC.:

ATTEST:

BY: _____
(Signature)

NAME:

TITLE: _____

DATE: _____

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

BY: _____
(Signature)

NAME:

TITLE:

DATE: _____

Approved as to form

BY: _____
Rochelle J. Daniels
Attorney

FIRST AMENDMENT TO AGREEMENT FOR PROFESSIONAL LEGAL SERVICES

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA (CSNCFL)

THE ADMINISTRATIVE ENTITY

FOR THE

CSNCFL COUNCIL OF ELECTED OFFICIALS

AND

THE NORTH CENTRAL FLORIDA WORKFORCE DEVELOPMENT BOARD

AND

ROCHELLE J. DANIELS, ESQ.

THIS FIRST AMENDMENT TO AGREEMENT entered into when executed by both parties this 1st day of July, 2026 by and between CareerSource North Central Florida, (hereinafter "CSNCFL") the administrative Entity created under the Florida Statutes §163.01 for the CSNCFL Council of Elected Officials ("Council") and the North Central Florida Workforce Development Board, ("NCFWDB"), and Rochelle J. Daniels, Esq., an individual licensed to practice law in the State of Florida, (hereinafter referred to as "ATTORNEY"). Individually, CSNCFL and the ATTORNEY may be referred to herein as a "Party" and collectively may be referred to herein as the "Parties".

RECITALS

WHEREAS, the Council and the NCFWDB determined that there was a need for legal services to provide advice and counsel to CSNCFL their administrative entity and to the local workforce area Governing Boards serving Workforce Development Region 26; and

WHEREAS, a Request for Quotations for professional legal services was published around February 16, 2024 requiring responses by March 15, 2024; and

WHEREAS, Ms. Daniels was selected to provide Legal Services; and

WHEREAS, the Agreement entered into provides the Governing Boards with the option to renew the term of the agreement for three (3) additional one (1) year periods; and

WHEREAS, CSNCFL and its governing boards continue to be satisfied with the legal services provided by Ms. Daniels and wish to exercise their first option to extend the term of the Agreement for the period commencing July 1, 2025 through June 30, 2026;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties do mutually agree as follows:

1. RENEWAL OF TERM. The term of the Agreement is renewed for the period of July 1, 2025 through June 30, 2026 ("First Renewal Term").
2. PAYMENT OF FEES AND EXPENSES. The Attorney's fee and expenses during the First Renewal Term SHALL NOT EXCEED \$75,000.00 (the "Not to Exceed Amount").
3. TERMS AND CONDITIONS. All other terms and conditions of the Agreement shall remain unchanged and shall remain in full force and effect.
4. COUNTERPARTS. This First Amendment to Agreement may be executed in any number of and by the different Parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same instrument. The Parties agree that an electronic version of the First Amendment to Agreement shall have the same legal effect and enforceability as a paper version and may be executed by use of electronic signatures.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: Rochelle Daniels, Attorney and CareerSource North Central Florida signing by and through its Chief Executive Officer in accordance with the CareerSource North Central Florida governing boards action taken on _____, 2025.

AS TO: ATTORNEY ROCHELLE DANIELS

ATTEST:

BY: _____

(Signature)

NAME: Rochelle Daniels

TITLE: Attorney

DATE: _____

AS TO: CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST:

BY: _____

(Signature)

NAME: Phyllis Marty

TITLE: Chief Executive Officer

DATE: _____

AMENDMENT NO. 2
PROGRAM YEAR 2025 2026
TO
VENDOR CONTRACT NO. 2023-2024 VENDOR – THMP2324
BETWEEN
CAREERSOURCE NORTH CENTRAL FLORIDA
AND
TAYLOR HALL MILLER PARKER, P.A.
FOR
PROGRAM AND FISCAL MONITORING SERVICES

This is not a contract for Research and Development

UEI#	596000501		
FEDERAL AWARD IDENTIFICATION # (FAIN)	AA-38523-22A-12		
TOTAL FEDERAL AWARD	6687775		
FEDERAL AWARDDING AGENCY	USDOL, US HHS		
ALN (CFDA) #	TANF		93.558
	WIOA ADULT		17.258
	WIOA DW		17.275
	WIOA Youth		17.259
	SNAP		10.561
	WP		17.207
	LVER/DVOP		17.801
	UC		17.225
PASS THROUGH ENTITY	FL Department of Commerce		
CONTRACTING OFFICER	Phyllis Marty, CEO		
CONTRACT INFORMATION	pmarty@careersourcencfl.com		
	112 North Main Street		
	Gainesville, FL 32601		
	352-681-3320		

This Workforce Innovation and Opportunity Act Contract is fully supported by the Employment and Training Administration of the U.S. Department of Labor and Personal Responsibility and Work Opportunity Reconciliation Act is fully supported by the Department of Health and human Services which together total \$6,687,775 with funds from the federal funding streams listed above. The total funds for this contract are \$60,000. Pursuant to the Steven's Amendment 100% of the funds support this contract are federal funds.

AMENDMENT #2 TO CONTRACT NO. 2023-2024-VENDOR-THMP2324

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

TAYLOR HALL MILLER PARKER, P.A.

THIS IS AMENDMENT NO. 2 TO CONTRACT, 2023-2024 VENDOR – THMP2324 entered into on the ____ day of _____, 2025 by and between CareerSource North Central Florida (hereinafter CSNCFL). Having its principle office at 1112 North Main Street, Gainesville, Florida, 32601 and Taylor Hall Miller Parker, P.A. (hereinafter Contractor) existing under and by virtue of the laws of the State of Florida as a Professional Association, having its principal office at 225 E. Robinson Street, Suite 455, Orlando, FL 32801.

RECITALS

WHEREAS, CSNCFL entered into a Contract with the Governor of the State of Florida for grants to implement workforce development programs and serve as the grant recipient and administrative entity; and

WHEREAS, CSNCFL issued a Request for Quotes (RFQ) for Monitoring Services in 2023; and

WHEREAS, Contractor submitted a response to the RFQ and was selected by the CSNCFL governing boards to conduct program and fiscal monitoring of CSNCFL and its service providers; and

WHEREAS, CSNCFL entered into a contract to retain Contractor for a one-year term which was subject to renewal for four additional one-year terms to provide program monitoring services, as outlined in their Contract; and

WHEREAS, the CSNCFL governing boards have approved the renewal of the Contract for the period October 1, 2025 to September 30, 2026;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree to amend Contractor's Program and Fiscal Monitoring Contract as follows:

1. Article 3, Term, 3.1 shall be amended to include the underscored language and to delete the stricken language as follows:

This Amendment shall commence on the date that it is fully executed by both parties. The term to be encompassed by this Amendment shall begin on October 1, 2024 2025 and shall end on September 30, ~~2025~~ 2026. This Contract may be renewed by the CSNCFL governing boards for ~~three (3)~~ two (2) additional one (1) year periods

~~October 1, 2025 – September 30, 2026~~

October 1, 2026 - September 30, 2027

October 1, 2027 - September 30, 2028

The period to be monitored under this Contract Amendment shall begin on July 1, 2025 and shall end on June 30, 2026. The renewal periods shall cover program operations and expenditures for the CSNCFL program years:

July 1, 2026 – June 30, 2027

July 1, 2027 – June 30, 2028

2. Article 4, Scope of Services, 4.4 Monitoring Visit Schedule shall be amended to include the underscored language and to delete the stricken language as follows:

4.4.1 The monitoring schedule for the period covered by this amendment shall be as follows:

~~a. Program Visit #1 – January 22-25, 2025~~

~~b. Fiscal Visit #1 – February 12-15, 2025~~

a. Program Visit #1 - Week of November 10-14, 2025

b. Fiscal Visit #1 - Week of: January 26-30, 2026

4.4.2 The dates of the visits may be modified to meet the convenience of the parties.

4.4.3 Mutually agreed upon dates for performing the agreed upon procedures for each Contract renewal period will be coordinated with CSNCFL staff at the end of the CSNCFL fiscal year each year that the contract is in effect.

3. Article 6, Compensation, 6.1 Monitoring Fee, is amended to delete the stricken language and to include the underscored language as follows:

6.1.1 Contractor shall be paid ~~Twenty Five Thousand Dollars (\$25,000)~~ Thirty Thousand Dollars (\$30,000.00) for each of one program monitoring visit and one fiscal monitoring visit, between October 1, 2025 and September 30,

2026 for a total amount of ~~Fifty Thousand Dollars (\$50,000)~~ Sixty Thousand Dollars (\$60,000.00) a year.

- 6.1.2 Each payment shall be divided into two (2) equal payments of ~~Twelve Thousand Five Hundred Dollars (\$12,500.00)~~ Fifteen Thousand Dollars (\$15,000.00).
- 6.1.3 The first payment of ~~Twelve Thousand Five Hundred Dollars (\$12,500.00)~~ Fifteen Thousand Dollars (\$15,000.00), shall be paid to Contractor upon the completion of their fieldwork and submission of any substantiating documentation related to any findings reported for the visit.
- 6.1.4 The second payment shall be paid upon submission of the final monitoring report for that visit.
- 4. All provisions of the contract which are not in conflict with this Amendment shall continue to be enforced in accordance with the terms and conditions therein.
- 5. This Amendment and all its attachments and exhibits are made a part of the said Contract. The effective date of this Amendment shall be the date on which it has been signed by all parties.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: Taylor Hall Miller Parker, P.A. by and through its PARTNER, and CareerSource North Central Florida signing by and through its Chief Executive Officer in accordance with the CareerSource North Central Florida governing boards' action taken on _____ 2025.

AS TO: TAYLOR HALL MILLER PARKER, P.A.

ATTEST: _____

BY: _____

(signature)

NAME: DALTON HALL

TITLE: Shareholder

DATE: _____

AS TO CAREERSOURCE NORTH CENTRAL FLOROIDA:

ATTEST:

BY: _____

(Signature)

NAME: PHYLLIS MARTY

TITLE: Chief Executive Officer

DATE: _____

Approved as to form by
Rochelle Daniels
Attorney

BY: _____

Rochelle J. Daniels

AMENDMENT NO. 3

PROGRAM YEAR 2025-2026

VENDOR AGREEMENT

2023 Vendor-Marketing/Outreach SCAD 0423

BETWEEN

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

SCAD MEDIA, L.L.C.

THIS IS NOT AN AGREEMENT FOR RESEARCH AND DEVELOPMENT

UEI	596000501	
FEDERAL AWARD ID #	AA-38523-22A-12	
TOTAL FEDERAL AWARD	6687775	
FEDERAL AWARDING AGENCY	USDOL, HHS	
ALN #	TANF	93.588
	WIOA ADULT	17.258
	WIOA DW	17.275
	SNAP	10.561
	WP	17.207
	LVER	17.801
	UC	17.225
PASS THROUGH AGENCY	FLORIDA COMMERCE	
CONTRACT OFFICER	PHYLLIS MARTY	
	pmarty@careersourceersoucencfl.com 1112 North Main Street, Gainesville FL 32601 352-681-3320	

Pursuant to the Steven's Amendment

Consolidated Appropriations Act of 2018 Pub. L No. 115-141 132 Stat 348, div. H, Title V Sec. 505 (Mar 23, 2018)

1. The percentage of the total costs of the program or project which will be financed with Federal funds is 100 percent
2. The dollar amount of Federal Funds for the project or program is \$75,000.00 The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources is 0 percent

AMENDMENT NO. 3 TO CONTRACT # 2023 Vendor-Marketing/Outreach SCAD
0423

THIS AMENDMENT NO. 3 TO CONTRACT NO. # 2023 Vendor-Marketing / Outreach SCAD by and between CAREERSOURCE NORTH CENTRAL FLORIDA hereinafter "CSNCFL," the Administrative entity for Workforce Development Region 26 governed by the CSNCFL Council of Elected Officials and the North Central Florida Workforce Development Board, Inc. hereinafter "NCFWDB" having its principal office at 1112 North Main Street, Gainesville, FL 32601 and SCAD MEDIA, LLC, hereinafter referred to as "Contractor," existing under by virtue of the laws of the State of Florida as a for-profit Limited Liability Corporation having its principal office at 747 SW 2nd Ave IMB 32 #381, Gainesville, FL 32601 to begin on October 1, 2025 and to terminate on September 30, 2026.

RECITALS

WHEREAS, CSNCFL entered into a Contract with the Governor of the State of Florida for grants to implement workforce development programs and serve as the grant recipient and administrative entity; and

WHEREAS, in accordance with WIOA, the CSNCFL governing boards selected Contractor to provide outreach and marketing services, and

WHEREAS the CSNCFL governing boards have voted to extend the Contract for an additional 1-year period from October 1, 2025, through September 30, 2026;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows:

- I. Paragraph II Rates Compensation, Section is amended to substitute the underscored language for Section A as follows:

II. Rates and Compensation

- A. Contractor shall be paid up to Seventy-Five Thousand Dollars (\$75,000.00) for the Marketing/Outreach Services to be conducted under this Contract as follows:

1. Payment shall be based on the CSNCFL approved budget for each individual project requested as described in Article I of the original Contract covering the Program Year covered by this Amendment and in accordance with the schedule attached as Exhibit 1.

2. Article VIII Contract Term is amended to substitute the underscored language and to delete:

VIII. Contract Term

The term of this Contract shall begin on the date of execution through September 30, 2025, and may be renewed for 1 successive one-year period at the discretion of CSNCFL and its governing boards and the availability of funds. The budget for the renewal periods shall be negotiated annually.

6. All provisions of said Contract, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.
7. This Amendment and all its attachments are made a part of said Contract.
8. The effective date of this Amendment shall be the date on which it has been signed by both parties.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: SCAD MEDIA, signing by and through its CEO on the ____ day of _____, 2025 and CareerSource North Central Florida signing by and through its CEO following governing boards' Action on the ____ day of _____, 2025.

AS TO SCAD MEDIA:

ATTEST:

BY: _____
(Signature)
NAME: Alexander Ganz
TITLE: CEO
DATE: _____

AS TO CAREERSOURCE NORTH CENTRAL FLORIDA:

ATTEST

BY: _____
(Signature)
NAME: Phyllis Marty
TITLE: CEO
DATE: _____

Approved as to form

BY: _____
Rochelle J. Daniels
Attorney

**Memorandum of Understanding
for Workforce Development Partners**

By and between CareerSource [Name]
And
[Partner Organization Name]

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between CareerSource [Name], ("CS [Name]"); and the [partner organization name], ("Partner"). CS [Name] and Partner are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One-Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CS[Name] and Partner and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating costs of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevents duplication of services and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CS [Name]. In addition, this MOU establishes joint processes and procedures that will enable Partner to integrate with the current one-stop delivery system, resulting in a seamless and comprehensive array of education, human service, job training, and other workforce development services.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to [20 CFR 678.400](#), required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:
 - a. Adults
 - b. Dislocated workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs

2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act ([29 U.S.C. 49](#) et seq.), as amended by WIOA title III;
3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA
4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 ([29 U.S.C. 720](#) et seq.), as amended by WIOA title IV, including VR services provided by the Division of Blind Services
5. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 ([42 U.S.C. 3056](#) et seq.) (Florida Department of Elder Affairs)
6. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 ([20 U.S.C. 2301](#) et seq.) (Perkins V)
7. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 ([19 U.S.C. 2271](#) et seq.)
8. Jobs for Veterans State Grants programs authorized under [chapter 41 of title 38, U.S.C.](#);
9. Employment and training activities carried out under the Community Services Block Grant ([42 U.S.C. 9901](#) et seq.)
10. Employment and training activities carried out by the Department of Housing and Urban Development
11. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
12. Programs authorized under sec. 212 of the Second Chance Act of 2007 ([42 U.S.C. 17532](#))
13. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act ([42 U.S.C. 601](#) et seq.) (Florida Department of Children and Families)

Additional partners in the local one-stop delivery system:

Section 4. Provision of Services

- A. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the one-stop delivery system by:
 1. Exchanging participants' eligibility requirements for their workforce funding streams, identifying their program career services and designating services and activities that may be appropriate for integration into the one-stop delivery system.
 2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
 3. Coordinating outreach and recruitment through links on each other's websites.
- B. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:
 1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as by co-locating in a comprehensive or affiliate one-stop location site.

- 86 2. Working together on enhancing employer engagement to build a demand-driven
87 system, improve business services, and match participants with work-based
88 learning opportunities.
- 89 3. Promoting continuous improvement through the coordination of staff training to
90 provide frontline staff with information and knowledge regarding each other's
91 services.
- 92 4. Participating in the one-stop delivery system consistent with the terms of this MOU
93 and the requirements of federal and state laws authorizing the program or activities
94 and any related grant agreements.
- 95 C. Cross Referral. The Parties will implement policies and procedures that encourage the
96 referral of customers to each other as appropriate by:
- 97 1. Reviewing their individual program policies, procedures, and processes to align
98 them to the extent allowed by each program's specific laws and regulations, to
99 better serve customers through cross referral, sequential, or co-enrollment as may
100 best benefit the customer.
- 101 2. Using established methods for follow-up and reporting to each other on the
102 services provided to the customer and the outcomes obtained.
- 103 D. Information Sharing. The Parties agree that the collection, use, and disclosure of
104 customers' personally identifiable information (PII) is subject to various requirements set
105 forth in federal and state privacy laws. Partner acknowledges that the execution of this
106 MOU, by itself, does not function to satisfy all of these requirements.
- 107 E. All One-Stop center and Required Partner staff will be trained in the protection, use, and
108 disclosure requirements governing PII and any other confidential data for all applicable
109 programs.
- 110 F. Accessibility. The Parties will ensure access for individuals with barriers to employment,
111 including consideration of technological tools for individuals with disabilities, in each of the
112 one-stop centers and affiliate locations. The Parties will offer priority for services to
113 recipients of public assistance, other low-income individuals, or individuals who are skills
114 deficient for individualized career services and training services funded with WIOA adult
115 funds.

116 Section 5. Funding of Infrastructure and Operating Costs

118 Costs of the infrastructure of the One-Stop career centers will be funded in accordance with
119 **Attachment [redacted] – Infrastructure Funding Agreement**, incorporated herein by reference. As
120 required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget
121 will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure
122 that it reflects a cost allocation methodology that demonstrates how infrastructure costs are
123 charged to each partner in proportion to its use of the one-stop center and relative benefit
124 received, and that complies with [2 CFR part 200](#).

125 Section 6. Term

127 This MOU is effective [month day, year], or the date executed by both parties, whichever is later,
128 through [month day, year], unless the MOU is terminated by either Party in accordance with the
129 terms set forth herein.

130 Section 7. Modification and Renewal

- 131 A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less
132 than once every 3-year period to ensure appropriate funding and delivery of services.

- 133 B. The MOU must be updated not less than every 3 years to reflect any changes in the
134 signatory official of CS [Name], one-stop partners, and chief elected officials, or one-stop
135 infrastructure funding.
136 C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance
137 of a written amendment executed by the Parties.
138 D. The Parties may choose to include, via addendum to this MOU, other provisions that are
139 consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner
140 programs, and the WIOA regulations.
141

142 **Section 8. Termination**

- 143 A. Either Party may terminate this MOU for convenience by giving 30 days' written notice
144 pursuant to Section 9 (Notice).
145 B. In the event of termination, the Parties will convene with (xx) days to renegotiate a mutually
146 acceptable replacement MOU, if required by law to do so.

147 **Section 9. Notice**

- 148 A. All notices required to be given to CS[Name] under this MOU shall be sufficient when hand
149 delivered or mailed to CS [Name] at its office located at [REDACTED], addressed to the
150 President/CEO.
151 B. All notices required to be given to Partner under this MOU shall be sufficient when hand
152 delivered or mailed to Partner at its office located at [REDACTED].

153 **Section 10. Nondiscrimination**

154 The Parties agree to comply with the prohibitions against discrimination on the basis of age under
155 the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability
156 under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under
157 title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race,
158 color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.).
159 The Parties agree that no individual shall be excluded from participation in, denied the benefits
160 of, subjected to discrimination under, or denied employment in the administration of or in
161 connection with, any program or activity relating to the operation of the one-stop delivery system
162 because of race, color, religion, sex (except as otherwise permitted under title IX of the Education
163 Amendments of 1972), national origin, age, disability, or political affiliation or belief.

164 **Section 11. Confidentiality**

165 The Parties agree to abide by all applicable federal, state, and local laws and regulations
166 regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR section
167 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the
168 collection and use of any information, systems, or records that contain personally identifiable
169 information ("PII") and other confidential/exempt information will be limited to purposes that
170 support the programs and activities described in this MOU and will comply with applicable law.
171 Each Party will ensure that access to software systems and files under its control that contain PII
172 or other personal or confidential information will be limited to authorized staff members who are
173 assigned responsibilities in support of the services and activities described herein and will comply

174 with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other
175 personal or confidential information is accessible by unauthorized individuals.

176 To the extent that confidential information needs to be shared amongst the Parties for the Parties'
177 performance of their obligations under this MOU, and to the extent that such sharing is permitted
178 by applicable law, any required data sharing agreements will be created and required
179 confidentiality and ethical certifications will be signed by authorized individuals.

180 **Section 12. Signatures**

181 IN WITNESS WHEREOF, Partner and CareerSource [Name] have caused this MOU to be duly
182 executed as of the date set forth below.

183 The MOU must contain the signatures of the Chief Local Elected Official(s). Any changes in the
184 signatory official of the board, one-stop partners, and Chief Local Elected Officials must be
185 reflected in the current MOU. The MOU must be updated at least once every three years and
186 included in the local board's WIOA Workforce Services' plan.

Approved by:

CareerSource [Name]

Name: _____

Signature: _____

Name: _____

Title: _____

Date: _____

Approved by Partner:

[Partner Name]

Name: _____

Signature: _____

Title: _____

Date: _____

Approved by Chief Local Elected Official:

[CLEO Name]

Name: _____

Signature: _____

Title: _____

Date: _____