

SECOND AMENDMENT TO
COST REIMBURSEMENT/PERFORMANCE BASED CONTRACT

BETWEEN ALACHUA BRADFORD WORKFORCE DEVELOPMENT BOARD

d/b/a

CAREERSOURCE NORTH CENTRAL FLORIDA

AND

CITRUS LEVY MARION REGIONAL WORKFORCE DEVELOPMENT BOARD, INC.

(CLMRWDB)

d/b/a

CAREERSOURCE CITRUS LEVY MARION

TO PROVIDE INTERIM ADMINISTRATIVE ENTITY SERVICES

This Second Amendment to the Contract, entered into by and between Alachua County, Florida, a charter county and a political subdivision of the State of Florida,, (hereinafter referred to as the "COUNTY"), on behalf of Local Workforce Development Board 9 (hereinafter referred to as "CSNCF"), collectively, the COUNTY and CSNCF are hereinafter referred to as "GRANTOR", and the Citrus Levy Marion Regional Workforce Development Board, Inc. d/b/a CareerSource Citrus Levy Marion, hereinafter referred to as "CSCLM" or "Contractor."

WHEREAS, on February 3, 2020, the Parties entered into the Contract for Interim Administrative Entity Services; and

WHEREAS, pursuant to the Contract, Contractor agreed to provide interim AE Services to CSNCF under the Workforce Programs as a sub-recipient; and

WHEREAS, on February 11, 2020, the Parties entered into the First Amendment to the Contract for Interim Administrative Entity Services, through which the Parties provided budget for Contractor to hire an interim CFO and support staff, all on a cost reimbursement basis.; and

WHEREAS, the Parties desire to further amend the Contract, as provided herein, to reduce the Contract Not to Exceed Amount from \$452,447.12 to \$342,817.61, to modify the Budget, Narrative Exhibit, modify the Authorization to Travel Expense Exhibit, and to modify the Scope of Service.

NOW THEREFORE, in consideration of the mutual promises herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby amend the Contract as follows:

1. Section 4.a. of the Contract is amended and replaced to read as follows:

4.a. This is a cost-reimbursement contract. During the Term of this Contract, the Contractor shall be paid in accordance with Section 3.b. of this Contract in a total amount that SHALL NOT EXCEED \$342,817.61.

2. The Authorization to Incur Travel Expenses for All Staff exhibit to the Contract is amended and replaced with the Second Amended Authorization to Incur Travel Expenses for All Staff exhibit attached hereto and incorporated by reference.
3. Paragraph 1 of Exhibit II, Scope of Service, is hereby amended in its entirety and replaced with the following:
 1. CSCLM agrees to provide temporary employment and payroll services for designated CSNCF staff and provide employment benefits consistent with those provided to regular employees of CSCLM. It is understood that the temporary CFO will be a temporary employee until June 30, 2020 at which time he will be transitioned to the CSNCFL payroll. The other temporary CSNCF employees will be retained in their temporary capacity until June 30, 2020 or whenever CSNCF establishes its own staffing structure and its own employment ability, whichever occurs first. CSNCF temporary employees' payroll will be maintained as a separate payroll within CSCLM's payroll system and the cost for this service will be billed monthly. CLM will also employ a COVID Project Coordinator through June 30, 2020.
4. Exhibit III to the Contract, Budget Narrative, is hereby amended and replaced with the Second Amended Exhibit III - Budget/Budget Narrative attached hereto and incorporated by reference.
5. This Second Amendment shall take effect immediately upon execution by both Parties.
6. Save and except as expressly amended herein, all other terms and provisions of the Contract shall remain in full force and effect.

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IN WITNESSES WHEREOF, the Parties hereto have duly executed this Second Amendment to Contract and in signing on the date written below, thereby validating this Contract, the Parties also certify that each possesses legal authority to contract and bind their respective organizations in their capacity as a signatory official.

**ALACHUA COUNTY BOARD OF
COUNTY COMMISSIONERS ON BEHALF
OF LOCAL WORKFORCE DEVELOPMENT
BOARD 9**

**CITRUS LEVY MARION REGIONAL
WORKFORCE DEVELOPMENT
BOARD, INC. D/B/A CAREERSOURCE
CITRUS LEVY MARION**

By: _____
Signature
**Robert Hutchinson, Chair Board of
County Commissioners**
Date: _____

By: _____
Signature

Attest:

Date

Name

Witness

Signature

Approved as to Form

Alachua County Attorney

Signature

Second Amended AUTHORIZATION TO INCUR EXPENSES FOR ALL STAFF
As amended by the Second Amendment
February 1, 2020-June 30, 2020

Contractor/Provider/Agency: Career Source Citrus Levy Marion

Staff Name	Position/Title	Travel Estimate Amount
Rusty Skinner	CEO	\$1,200.00
Kathleen Woordring	EVP	\$500.00
Dale French	Director of Operation	\$300.00
Cory Weaver	Assistant Operations Director	\$200.00
Lena Hadley	Support Specialist	\$100.00
Phyllis Marty	Program Development Mgr	\$200.00
John Garri	Interim CFO	\$200.00
Region 8 IT Team	IT Support	\$2,699.79

Travel Justification: Attends local, community and out of state board/committee meetings, partner workgroups, meetings with subcontractors, training opportunities, events and conferences requiring vicinity mileage travel

Agency Representative: _____

Name: _____

Date: _____

Approved by Alachua County Commissioners
 On behalf of CareerSource North Central Florida

 Robert Hutchinson, Chair

 Date

Second Amended EXHIBIT III - Budget/Budget Narrative
As amended by the Second Amendment
February 1, 2020-June 30, 2020

Budget Summary

CLM Staff Costs

STAFF	\$ 110,324.00
INDIRECT	\$ 14,461.63
ALLOCATIONS	\$ 44,314.03
TOTAL	\$ 169,099.69

Other Costs

IT Services	\$ 25,825.00
Staff Travel	\$ 2,699.79
TOTAL	\$ 28,524.79

Existing R9 Staff Costs

Staff Costs	\$ 112,940.00
Health Ins	\$ 2,783.00
TOTAL	\$ 115,723.00

Miscellaneous supporting expenses **\$29,470.13**

Revised Contract
Total **\$342,817.61**

Second Amended EXHIBIT III - Budget/Budget Narrative Continued
 As amended by the Second Amendment
 February 1, 2020-June 30, 2020

Staff Cost Breakout

CLM Staff

Thomas Skinner	\$59,090.00
Kathleen Woodring	\$20,637.00
Corian Weaver	\$ 3,101.00
Iris Pozo	\$ 1,237.00
Dale French	\$ 4,392.00

\$
88,457.00

Benefits

\$
21,867.00

Total CLM Staff Costs

\$110,324.00

CSNCFL RWB 9 Staff

John Garri	\$48,000.00
Phyllis Marty	\$26,000.00
Dhanya Nair	\$18,601.00
Lena Hadley	\$16,589.00
Project Coordinator	\$ 3,750.00

\$112,940.00

Benefits

\$ 2,783.00

Total CSNCFL Staff costs

\$115,723.00