AMENDMENT 1

PROGRAM YEAR 2023 - 2024

TO

VENDOR AGREEMENT NO. 2022 - 2023 Vendor - 12004

BETWEEN

CAREERSOUCE BROWARD

AND

INTEGRATIVE STAFFING, GROUP, LLC.

FOR

TEMPORARY STAFFING SERVICES

This is not an agreement for Research and Development

UEI#	KXKJW1AM10	G85		
FEDERAL	U.S. DOL			
AWARDING AGENCY				
TOTAL FEDERAL	\$15,651,795			
AWARD				
FEDERAL AWARD	ALN (CFDA)	FDA/CSFA	FEDERAL	TOTAL FEDERAL
IDENTIFICATION #	#	Title	AWARD	AWARD
(FAIN)			DATE	AWAND
HL9AA84QLED4	10.561	SNAP	1/24/23	\$342,700
G-2001FLTANF	93.558	TANF	12/22/22	\$3,022,399
AA-38523-22-55-A-12	17.258	WIOA Adult	7/6/222	\$3,333,563
AA-38523-22-55-A-12	17.278	WIOA DW	7/26/22	\$4,160,696
AA-38523-22-55-A-12	17.259	WIOA Youth	6/24/22	\$2,914,085
ES-38724-22-55-A-12	17.207	WP	8/4/2022	\$966,776
DV-37868-22-55-5-12	17.804	LVER/DVOP	12/5/22,2/3/23	\$68,047, \$135,091
UI-37975-20-60-A-12	17.225	RESEA	11/4/22	\$708,438
PASS THROUGH	FL. Department of Commerce			
ENTITY				
CONTRACTING	Carol Hylton, President/CEO			
OFFICER				
CONTACT	CareerSource			
INFORMATION	2890 W. Cypress Creek Road			
IN ORWATION	Ft. Lauderdale	e, FL 33309		

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 \$15,651,795 with funds from the federal funding streams listed above.

Pursuant to the <u>Steven's Amendment</u> 100% of the funds support this program are federal funds.

ISG Amendment No.1 to

Agreement No. 2022-2023-Vendor-12004

AMENDMENT 1 TO AGREEMENT NO. 2022 - 2023 Vendor - 12004

This Amendment 1 to Agreement 2022 – 2023 Vendor – 12004, between CareerSource Broward ("CSBD"), located at, 2890 W. Cypress Creek Road, Fort Lauderdale, FL 33309 and **INTEGRATIVE STAFFING GROUP, LLC**, hereinafter referred to as "Contractor," located at 940 Beaver Grade Road, Coraopolis, PA 15108 shall be effective on the date signed by all the parties.

RECITALS

WHEREAS CSBD issued a Request for Proposals for Staffing Services in April, 2022; and

WHEREAS, Contractor is in the business of providing certain Human Resources, Staffing and Workforce Management Services as sought by CSBD; and

WHEREAS, the CSBD governing boards selected Contractor as the low bidder at their Meeting on June 23, 2022, to provide the requested staffing services; and

WHEREAS, the CSBD governing boards wish to extend the contract for the period July 1, 2023 through June 30, 2024;

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. Article IV Rates and Compensation paragraph K is amended to add the underscored language as follows:
 - K. <u>An updated Exhibit A shall be completed and submitted to CSBD within 30 days of execution of this Contract. Invoices for pass through costs shall be contingent upon submission and acceptance of Exhibit A by CSBD.</u>
- 2. Article IX Contract Term paragraph A is amended to delete the language that is stricken and to insert the underscored language as follows:
 - A. The term of this Contract shall be twelve (12) months, beginning on July 1, 2022 2023 and terminating on June 30, 2024 2023, or such other date as the parties may mutually agree upon, and may be renewed for two (2) additional periods of one year each as follows:

Renewal Period 2 shall be July 1, 2024 to June 30, 2025

Renewal Period 3 shall be July 1, 2025 to June 30, 2026

- 3. Article XIV, Contract Terms and Conditions, is amended to add the following new paragraphs which are underscored as follows:
 - F. <u>Domestic Preferences for Procurements</u>

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

G. Procurement of Recovered Materials

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

- 4. Article XIX Record Retention is amended to add a new paragraph D which is underscored as follows:
 - D. Contractor shall make books and records accessible to CSBD in Broward County for monitoring, time worked by career center employees, wages, payroll, required withholdings, and other benefit payments. The records can be made available electronically.

Upon request from CSBD provide CSBD with a copy of any requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost as set forth in the Florida Statutes.

Ensure that public records that are exempt or confidential and public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

- IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, AND THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR CAREERSOURCE BROWARD AT 954-202-3830,
- PUBLICRECORDS@CAREERSOURCEBROWARD.COM, 2890 W. CYPRESS CREEK ROAD, FORT LAUDERDALE, FL 33309.
- 5. All provisions of the Contract entered into on July 18th, 2022, 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 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: Integrative Staffing Group, LLC signing by and through its President on the 23rd day of June 2023 and CareerSource Broward signing by and through its President/CEO, following Board Action on the 22th day of June, 2023.

AS TO INTEGRATIVE STAFFING GROUP LLC .:

ATTEST: Guy Withins	BY: (Signature) NAME: William F. Scherfel, Jr TITLE: Managing Partner DATE: 06/23/2023
AS TO CAREERSOURCE BROWARD:	
Michele Baldis Moya Brathwaite	BY: Carol Hylton (Signature) NAME: CAROL HYLTON TITLE: PRESIDENT/CEO DATE:06/23/2023
Approved as to form By the Caroor Source Broward	

General Counsel

BY:

2890 W. Cypress Creek Blvd Ft. Lauderdale, FL 33309

> Rochelle J. Daniels General Counsel

Exhibit A

Contract for Human Resources and Staffing Services

Dated July 1, 2023

Between CareerSource Broward
And
Integrative Staffing Group, LLC.
Payroll Cost and Benefit Rate Schedule

This Schedule is as of the date of entry into the Contract. Changes to any of the payroll costs identified below identified items as a result of increases or decreases not initiated by the Contractor shall be identified by formal notice from the appropriate party to the other and cost / payment shall be adjusted to meet the cost/payment requirement without requiring a contract modification.

Payroll Costs

Social Security Taxes (OASDI, employer portion)	6.20% of all wages
Medicare Taxes (employer portion)	1.45% of all wages
Federal Unemployment Insurance	.6% of all wages
Florida Unemployment Insurance (SUTA)	2.70% of all wages
Workers' compensation Premiums	.00357% of all wages

Note: "wages" for purposes of determining Payroll Costs include all cash compensation (such as but not limited to salaries, bonuses and paid leave time as approved by the CSBD governing Boards)

Contractor Fee After Initial 90 Day Assignment

Applied to total Payroll Cost Period

\$85.00 per employee per pay

Employee Benefits (Costs passed through to CSBD)

Health Insurance	\$814.42 / employee / month
Vision Insurance	\$4.83 / employee / month
Dental Insurance	\$13.30 DHMO / employee / month
Life Insurance with AD &D	.17/\$1000 and .02/\$1000 AD&D
Long Term Disability	.24 / \$100
Short Term Disability	.29 / \$10
401K Employer match	For 2023 – 100% of employee contribution up to \$10,250 – Total cost passed to CSBD
401k administrative fees – Third Party Administrator costs	\$1200 base + \$250 plan document maintenance fee. These are annual costs.

	American Funds Fees • Base Fee - \$750 (Reduced to \$500 when plan assets exceed \$500,000)
401k Audit; Plan	The plan will initially be exempt from the audit cost. Once the participant count exceeds 120, the audit requirement will apply and the cost will be determined from an independent accounting/CPA firm. Annual costs for the audit typically run \$6k to \$8k.
401(K) Plan Restatement (Needed if IRS makes major changes to retirement plans)	The is no charge for this\$0.00

^{*401}K Fees are based on the current approximate plan asset amount of \$400,000.

Electronic Payroll / TimeKeeping / Customized Reporting

Time/Attendance Management with Scheduling and Time Collection – Includes configurations for various time entry methods (hour entry, allocations by site, etc.) and related scheduling. In addition, included is the Administrative/Manager Training and Support.

Sentric Monthly Subscription Fees – Based on active employees............\$2.50 per employee per month

<u>Recruiting / Background Checks and Screening....</u>CSBD will fully reimburse ISG for credit reporting, motor vehicle history, drug screening, civil court checks.

Credit Report

\$ 10.00

MVR

\$ 3.00

All 9-Panel Drug Testing / Screening

Up to \$39

(\$24 for test/collection)

(\$15 additional only when a positive test result must have

an MRO to review/provide confirmation)

Civil Court Actions Check

Public records check - Free

Additional Civil Court Check - If needed

\$8.17

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SIGNATURE CERTIFICATE



REFERENCE NUMBER

C78D6AAD-FDA7-419B-B677-B0EFA15FC039

TRANSACTION DETAILS

Reference Number

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06/15/2023 13:04 EDT

Executed At

06/23/2023 15:36 EDT

Identity Method email

Distribution Method

email

Signed Checksum

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Signer Sequencing

Enabled

Document Passcode

Disabled

SIGNER

DOCUMENT DETAILS

Document Name

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Filename

 $isg-py_23-24-amendment_no_1_to_vendor_agreement_no_2022-2023-vendor-contractor-12004.pdf$

Pages 5 pages

Content Type application/pdf

File Size 31.9 KB

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Original Checksum

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	Drawn Signature	
	WHO	
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	Signature Biometric Count	

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Signer Sequencing

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Pages 7 pages

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File Size 128 KB

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Executed At

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Distribution Method

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Document Passcode

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DOCUMENT DETAILS

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Identity Authenticated At

SIGNERS

SIGNER

Name

Thomas A. Masters

Email

tmasters@isgwork.com

Signer Sequence

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Components

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Amy Watkins

Email

awatkins@isgwork.com

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army S. Watkins

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SIGNATURE CERTIFICATE



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TRANSACTION DETAILS

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Signer Sequencing

Enabled

Document Passcode

Disabled

SIGNERS

SIGNER	
Name	

Moya Brathwaite

mbrathwaite@careersourcebroward.com

Signer Sequence

Components

E-SIGNATURE

Status signed

Multi-factor Digital Fingerprint Checksum

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Device

Chrome via Windows

Typed Signature

Moya Brathwaite

Signature Reference ID

815AC083

Name

Michele Baldis

Email

mbaldis@careersourcebroward.com

Signer Sequence

Components

Status

Multi-factor Digital Fingerprint Checksum

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Device

Chrome via Windows

Typed Signature

Michele Baldie

Signature Reference ID

764389ED

Document Name

Pe-Isg-Py 23-24-Amendment No 1 To Vendor Agreement No 2022-2023-Vendor-Contractor-12004-Signed-Certificate

DOCUMENT DETAILS

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Pages 8 pages

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File Size 167 KB

Original Checksum

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EVENTS

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06/23/2023 16:55 EDT

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06/23/2023 16:55 EDT

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Identity Authenticated At

06/23/2023 16:24 EDT

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TIMESTAMP	AUDIT
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06/23/2023 16:08 EDT	Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.
06/23/2023 16:20 EDT	Carol Hylton (chylton@careersourcebroward.com) viewed the document on Mobile Safari via iOS from 174.239.88.62.
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