

AMENDMENT NO. 2
PROGRAM YEAR 2024 - 2025
TO
VENDOR AGREEMENT NO. 2022 – 2023 Vendor - 12004
BETWEEN
CAREERSOUCÉ BROWARD
AND
INTEGRATIVE STAFFING, GROUP, LLC.
FOR
TEMPORARY STAFFING SERVICES

This is not an agreement for Research and Development

| | | | | |
|---------------------------------------|--------------------------------------------------------------------------------|----------------|--------------------|---------------------|
| UEI # | KXKJW1AM1G85 | | | |
| FEDERAL AWARDING AGENCY | U.S. DOL | | | |
| TOTAL FEDERAL AWARD | \$13,144,265 | | | |
| FEDERAL AWARD IDENTIFICATION # (FAIN) | ALN (CFDA) # | FDA/CSFA Title | FEDERAL AWARD DATE | TOTAL FEDERAL AWARD |
| 245FL412Q7503 | 10.561 | SNAP | 10/01/23 | \$234,533 |
| G2401FLTANF | 93.558 | TANF | 10/01/23 | \$2,897,485 |
| 23A55AT000009 | 17.258 | WIOA Adult | 7/1/23 | \$2,666,135 |
| 23A55AW000012 | 17.278 | WIOA DW | 7/1/23 | \$3,077,844 |
| 23A55AY000003 | 17.259 | WIOA Youth | 4/1/23 | \$2,324,084 |
| 23A55WP000018 | 17.207 | WP | 7/1/23 | \$1,273,356 |
| 24555DV000065 | 17.801 | LVER/DVOP | 10/1/23 | \$105,828 |
| 23A60UR000036 | 17.225 | RESEA | 1/1/23 | \$565,000 |
| PASS THROUGH ENTITY | FL Department of Commerce | | | |
| CONTRACTING OFFICER | Carol Hylton, President/CEO | | | |
| CONTACT INFORMATION | CareerSource Broward 2890 W. Cypress Creek Road Ft. Lauderdale, FL 33309 | | | |

Pursuant to the Steven's Amendment 100% of the funds from the federal funding streams listed above support this Contract.

AMENDMENT NO. 2 TO AGREEMENT NO. 2022 – 2023 Vendor - 12004

This Amendment No. 2 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, 2024 through June 30, 2025;

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. 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.
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, ~~2023~~ 2024 and terminating on June 30, ~~2025~~ 2024, or such other date as the parties may mutually agree upon, and may be renewed for one (1) ~~two (2)~~ additional period of one year ~~each~~ as follows:

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

3. 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.
4. 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 Managing Partner (Title of Signatory) on the 10th day of June, 2024 and CareerSource Broward signing by and through its President/CEO, following Board Action on the 23rd day of May, 2024.

AS TO INTEGRATIVE STAFFING GROUP LLC.:

ATTEST: Amy S. Watkins
Shelley Fuda

BY: [Signature]
(Signature)
NAME: William F. Scherfel, Jr.
TITLE: Managing Partner
DATE: 06/10/2024

AS TO CAREERSOURCE BROWARD:

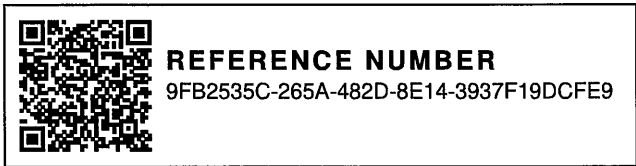
ATTEST: Amber Williams
Moya Brathwaite

BY: Carol Hylton
(Signature)
NAME: CAROL HYLTON
TITLE: PRESIDENT/CEO
DATE: 06/10/2024

Approved as to form
By the CareerSource Broward
General Counsel
2890 W. Cypress Creek Blvd
Ft. Lauderdale, FL 33309

BY: [Signature]
Rochelle J. Daniels
General Counsel

SIGNATURE CERTIFICATE



TRANSACTION DETAILS | **DOCUMENT DETAILS**

Reference Number
9FB2535C-265A-482D-8E14-3937F19DCFE9

Transaction Type
Signature Request

Sent At
06/07/2024 17:27 EDT

Executed At
06/10/2024 14:08 EDT

Identity Method
email

Distribution Method
email

Signed Checksum
0ad9aa2e95606322cb079853687c977c009117086742b22f794636142f2d98722

Signer Sequencing
Enabled

Document Passcode
Disabled

Document Name
ISG-PY 24-25-Amendment No 2 to Vendor Agreement No 2022-2023-Vendor-Contractor-12004

Filename
ISG-PY_24-25-Amendment_No_2_to_Vendor_Agreement_No_2022-2023-Vendor-Contractor-12004.pdf

Pages
4 pages


Content Type
application/pdf

File Size
27 KB

Original Checksum
d00da9aed092606b7f371defbfb3ee597493442022342a9ae068639f1f0c766

SIGNERS


| SIGNER | E-SIGNATURE | EVENTS |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Name Sue Ellen Trella</p> <p>Email strella@isgwork.com</p> <p>Signer Sequence 2</p> <p>Components 1</p> | <p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum c6c238140f3acb12f911c2e8b694893fcb69c8cf7025b3aab6bd23c60c4f6984</p> <p>IP Address 70.89.106.57</p> <p>Device Chrome via Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID A1F1CEDB</p> <p>Signature Biometric Count 4</p> | <p>Viewed At 06/10/2024 14:07 EDT</p> <p>Identity Authenticated At 06/10/2024 14:08 EDT</p> <p>Signed At 06/10/2024 14:08 EDT</p> |
| <p>Name Amy Watkins</p> <p>Email awatkins@isgwork.com</p> <p>Signer Sequence 1</p> <p>Components 1</p> | <p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 7927ae377c46a0d50f9ac1c60a2ab6642d8d68a777ed86e6b636cff3b48fb972</p> <p>IP Address 70.89.106.57</p> <p>Device Chrome via Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID 2C2B3D7F</p> <p>Signature Biometric Count 7</p> | <p>Viewed At 06/10/2024 14:06 EDT</p> <p>Identity Authenticated At 06/10/2024 14:07 EDT</p> <p>Signed At 06/10/2024 14:07 EDT</p> |

| SIGNER | E-SIGNATURE | EVENTS |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Name William F. Scherfel Jr. | Status signed | Viewed At 06/10/2024 14:00 EDT |
| Email bscherfel@isgwork.com | Multi-factor Digital Fingerprint Checksum 9016575c6a00f5d6ef2e47a7ea59d95e83a290a4dbfc673bf12bf796cd1ce509 | Identity Authenticated At 06/10/2024 14:04 EDT |
| Signer Sequence 0 | IP Address 70.89.106.57 | Signed At 06/10/2024 14:04 EDT |
| Components 7 | Device Microsoft Edge via Windows | |
| | Drawn Signature  | |
| | Signature Reference ID 54BA7CC7 | |
| | Signature Biometric Count 4 | |

AUDITS

| TIMESTAMP | AUDIT |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 06/07/2024 17:27 EDT | Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'ISG-PY_24-25-Amendment_No_2_to_Vendor_Agreement_No_2022-2023-Vendor-Contractor-12004.pdf' on Chrome via Windows from 67.23.70.69. |
| 06/07/2024 17:27 EDT | William F. Scherfel Jr. (bscherfel@isgwork.com) was emailed a link to sign. |
| 06/10/2024 11:10 EDT | William F. Scherfel Jr. (bscherfel@isgwork.com) viewed the document on Microsoft Edge via Windows from 70.89.106.57. |
| 06/10/2024 14:00 EDT | William F. Scherfel Jr. (bscherfel@isgwork.com) viewed the document on Microsoft Edge via Windows from 70.89.106.57. |
| 06/10/2024 14:04 EDT | William F. Scherfel Jr. (bscherfel@isgwork.com) authenticated via email on Microsoft Edge via Windows from 70.89.106.57. |
| 06/10/2024 14:04 EDT | William F. Scherfel Jr. (bscherfel@isgwork.com) signed the document on Microsoft Edge via Windows from 70.89.106.57. |
| 06/10/2024 14:04 EDT | Amy Watkins (awatkins@isgwork.com) was emailed a link to sign. |
| 06/10/2024 14:06 EDT | Amy Watkins (awatkins@isgwork.com) viewed the document on Chrome via Windows from 70.89.106.57. |
| 06/10/2024 14:07 EDT | Amy Watkins (awatkins@isgwork.com) authenticated via email on Chrome via Windows from 70.89.106.57. |
| 06/10/2024 14:07 EDT | Amy Watkins (awatkins@isgwork.com) signed the document on Chrome via Windows from 70.89.106.57. |
| 06/10/2024 14:07 EDT | Sue Ellen Trella (strella@isgwork.com) was emailed a link to sign. |
| 06/10/2024 14:07 EDT | Sue Ellen Trella (strella@isgwork.com) viewed the document on Chrome via Windows from 70.89.106.57. |
| 06/10/2024 14:08 EDT | Sue Ellen Trella (strella@isgwork.com) authenticated via email on Chrome via Windows from 70.89.106.57. |
| 06/10/2024 14:08 EDT | Sue Ellen Trella (strella@isgwork.com) signed the document on Chrome via Windows from 70.89.106.57. |

SIGNATURE CERTIFICATE



REFERENCE NUMBER
18AE6F10-2BA9-405A-BB93-336A58F355B7

| TRANSACTION DETAILS | DOCUMENT DETAILS |
|---------------------|------------------|
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| <p>Reference Number 18AE6F10-2BA9-405A-BB93-336A58F355B7</p> <p>Transaction Type Signature Request</p> <p>Sent At 06/10/2024 16:35 EDT</p> <p>Executed At 06/11/2024 14:07 EDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 3a29dc96472a315968a31fa1b56315b751e21f89860b0e512f23ed14921a30</p> <p>Signer Sequencing Enabled</p> <p>Document Passcode Disabled</p> | <p>Document Name PE-ISG-PY 24-25-Amendment No 2 to Vendor Agreement No 2022-2023-Vendor-Contractor-12004-signed-certificate</p> <p>Filename PE-ISG-PY_24-25-Amendment_No_2_to_Vendor_Agreement_No_2022-2023-Vendor-Contractor-12004-signed-certificate.pdf</p> <p>Pages 6 pages</p> <p>Content Type application/pdf</p> <p>File Size 149 KB</p> <p>Original Checksum 374f3b4a48013bf4894210b6eb74aa4df2d105c5638a226d568e5459b6a2b688</p> |
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SIGNERS

| SIGNER | E-SIGNATURE | EVENTS |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Name Moya Brathwaite</p> <p>Email mbrathwaite@careersourcebroward.com</p> <p>Signer Sequence 2</p> <p>Components 1</p> | <p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 6c3071ca276f19c77249e7c1ef5a5edd186fef22c974d20385a03a15b15d7128</p> <p>IP Address 67.23.70.69</p> <p>Device Chrome via Windows</p> <p>Typed Signature <i>Moya Brathwaite</i></p> <p>Signature Reference ID 2AD0F4D7</p> | <p>Viewed At 06/11/2024 14:07 EDT</p> <p>Identity Authenticated At 06/11/2024 14:07 EDT</p> <p>Signed At 06/11/2024 14:07 EDT</p> |
| <p>Name Amber Williams</p> <p>Email amwilliams@careersourcebroward.com</p> <p>Signer Sequence 1</p> <p>Components 1</p> | <p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum a9985c4cff6b5aabea4cee8071f33148fa37f30d13a266f4874a42eb5fc9c7b9</p> <p>IP Address 67.23.70.69</p> <p>Device Chrome via Windows</p> <p>Typed Signature <i>Amber Williams</i></p> <p>Signature Reference ID 04FCF13C</p> | <p>Viewed At 06/11/2024 14:01 EDT</p> <p>Identity Authenticated At 06/11/2024 14:02 EDT</p> <p>Signed At 06/11/2024 14:02 EDT</p> |

| SIGNER | E-SIGNATURE | EVENTS |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Name Carol Hylton | Status signed | Viewed At 06/10/2024 16:55 EDT |
| Email chylton@careersourcebroward.com | Multi-factor Digital Fingerprint Checksum d0937f8b5e30e07367d8b9c55d0b61de6848e32fd7813a8df566ec4a44ea5b7 | Identity Authenticated At 06/10/2024 16:55 EDT |
| Signer Sequence 0 | IP Address 67.23.70.69 | Signed At 06/10/2024 16:55 EDT |
| Components 2 | Device Chrome via Windows | |
| | Typed Signature <i>Carol Hylton</i> | |
| | Signature Reference ID 3A869670 | |

AUDITS

| TIMESTAMP | AUDIT |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 06/10/2024 16:35 EDT | Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'PE-ISG-PY_24-25-Amendment_No_2_to_Vendor_Agreement_No_2022-2023-Vendor-Contractor-12004-signed-certificate.pdf' on Chrome via Windows from 67.23.70.69. |
| 06/10/2024 16:35 EDT | Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign. |
| 06/10/2024 16:55 EDT | Carol Hylton (chylton@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69. |
| 06/10/2024 16:55 EDT | Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69. |
| 06/10/2024 16:55 EDT | Carol Hylton (chylton@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69. |
| 06/10/2024 16:55 EDT | Michell Williams (mwilliams@careersourcebroward.com) was emailed a link to sign. |
| 06/11/2024 13:57 EDT | Moya Brathwaite (mbrathwaite@careersourcebroward.com) modified the signer name from 'Michell Williams' to 'Amber Williams' and email from 'mwilliams@careersourcebroward.com' to 'amwilliams@careersourcebroward.com'. |
| 06/11/2024 13:57 EDT | Moya Brathwaite (mbrathwaite@careersourcebroward.com) modified signer email/name for 'PE-ISG-PY_24-25-Amendment_No_2_to_Vendor_Agreement_No_2022-2023-Vendor-Contractor-12004-signed-certificate.pdf' on Chrome via Windows from 67.23.70.69. |
| 06/11/2024 13:57 EDT | Amber Williams (amwilliams@careersourcebroward.com) was emailed a link to sign. |
| 06/11/2024 14:01 EDT | Amber Williams (amwilliams@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69. |
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| 06/11/2024 14:07 EDT | Moya Brathwaite (mbrathwaite@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69. |

Exhibit A

Contract for Human Resources and Staffing Services

Dated July 1, 2024

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 | .00543% 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 - \$85.00 per employee per pay period

Employee Benefits (Costs passed through to CSBD)

| | |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Health Insurance | \$ 1041.08 / 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 2024 – 100% of employee contribution up to \$ 11,500 – Total cost passed to CSBD |
| 401k administrative fees – Third Party Administrator costs | \$1200.00 base \$250.00 plan document maintenance fee \$12 per eligible participant with an account balance at the end of the plan year. These are all annual costs. |

| | |
|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <p>American Funds Fees</p> <ul style="list-style-type: none"> • Base Fee - \$500 (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) | There is no charge for this.....\$0.00 |

***401K Fees are based on the current approximate plan asset amount of \$840,955.73.**

Electronic Payroll / Time-Keeping / 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.

Paylocity Monthly Subscription Fees – Based on active employees.....**\$2.95 per employee per month**

Recruiting / Background Checks and Screening....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 <i>(\$24 for test/collection)</i> <i>(\$15 additional only when a positive test result must have an MRO to review/provide confirmation)</i> |
| Civil Court Actions Check | Public records check – Free |
| Additional Civil Court Check – <i>If needed</i> | \$ 8.17 |