

VENDOR AGREEMENT

AGREEMENT NO. 2020 – 2023 Vendor - DWG – 409001

BETWEEN

CAREERSOUCÉ BROWARD

AND

FIRST STAFF D/B/A EMPHIRE STAFFING, INC.

FOR

DISASTER RELATED

TEMPORARY STAFFING SERVICES

DUNS #	
FEDERAL AWARD IDENTIFICATION # (FAIN)	
FEDERAL AWARD DATE	
TOTAL FEDERAL AWARD	
FEDERAL AWARDFING AGENCY	
CFDA NUMBERS	
PASS THROUGH ENTITY	FL. Dept. Economic Opportunity
CONTRACTING OFFICER	Mason C. Jackson, President/CEO
CONTACT INFORMATION	CareerSource Broward 2890 W. Cypress Creek Road Ft. Lauderdale, FL 33309

Pursuant to the Steven's Amendment in the Consolidated Appropriations Act of 2018, Pub. L. No. 115- 141, 132 Stat. 348, div. H, Title V, Sec. 505 (Mar. 23, 2018)

This project is 100% financed by national disaster workforce grants. Federal funds. The dollar amount will be determined by the total number of temporary worker hires.

This is not an agreement for Research and Development

AGREEMENT NO. 2020 – 2023 Vendor - DWG – 409001

This Agreement dated April 10, 2020 between CareerSource Broward ("CSBD"), located at, 2890 W. Cypress Creek Road, Fort Lauderdale, FL 33309 and FIRST STAFF D/B/A EMPHIRE STAFFING, INC., hereinafter referred to as "Contractor," with offices at 8551 Sunrise Blvd., Suite 304, Plantation, FL 33322.

WITNESSTH THAT

WHEREAS CSBD issued a Request for Proposals for Staffing Services on September 17, 2019; and

WHEREAS Contractor responded to the Request for Proposals; and

WHEREAS, at their meeting on February 27th, 2020, the CSBD governing boards approved an award of a contract to Contractor to provide disaster related staffing services to be funded under the Workforce Innovation and Opportunity Act of 2014; (WIOA 29 U.S.C. Sec. 3101, et. seq. Public Law 113-128);

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. Contractor's Duties and Responsibilities

Contractor will serve as the employer of record for participants employed in temporary jobs including work experience identified by CSBD and referred to Contractor to place into worksites developed by CSBD. Contractor shall:

A. Refer and place participants at worksites with the entities approved by CSBD.

1. Contractor shall develop a referral form which shall be shared with the worksite and which shall be given to each worker.
2. The referral form shall indicate the worksite name, location, days and hours of work.
3. Contractor shall inform worksites not to accept any temporary worker who does not present the agreed upon referral form.

B. Conduct background checks including but not limited to FDLE Criminal background checks, reference checks, education verification, motor vehicle history checks and drug screenings of all individuals assigned to the disaster relief jobs as required by the job site. Contractor shall require all applicants for temporary staff positions to provide I-9 verification to assure that such person is

not an unauthorized alien as defined in 274A (e) of the Immigration and Nationality Act (8 USC 1324(a)).

- C. Maintain paperwork as required by CSBD which shall include participant/temporary worker original signed Standardized CSBD Time Sheets, and all related paperwork connected with the individual's hire.
- D. Coordinate the work schedules, consistent with the Job Order approved by CSBD, and direct and control the performance of the temporary staff.
- E. Be responsible for payment of wages and all statutory payroll taxes; provide unemployment insurance and workers' compensation benefits, and handle unemployment and workers' compensation claims involving the temporary workers.
- F. Pay all temporary worker wages through automatic deposit in the bank of the employee's choice, check or through a payroll bank debit and ATM card ("pay card"). Contractor shall not pay any temporary worker with cash.
- G. Assure no temporary staff assignment exceeds the duration of the assignment as approved by CSBD in the temporary worker referral form/job order.
- H. Shall not authorize any overtime and shall inform participants and the worksite when making the referral that overtime is prohibited.
- I. Shall assure participant compensation meets the following conditions:
 - 1. Participant/temporary workers' compensation shall be at the hourly rate identified on the CSBD referral form/job order, for that position, and in accordance with grant guidelines.
 - 2. Participant/temporary worker pay reimbursement requests may not include overtime pay. Contractor shall notify the host worksite employer that no participant may work overtime. Any wages associated with overtime shall be paid by Contractor, and shall not be charged to CSBD and shall not be reimbursed by CSBD.
 - 3. Participant/temporary worker time sheets shall be examined by Contractor to assure the required signatures are original, and that the participant/temporary worker signature matches the participant signature on file with Contractor prior to authorizing the payment of the participant/temporary worker's wage payment.

- J. Shall assure:
1. Health and safety standards established under Federal and State law otherwise applicable, to working conditions of employees, in similar positions or with similar duties, are being maintained.
 2. That Contractor is providing workers' compensation coverage to all participants.
 3. Compliance with the Occupational Safety and Health Act of 1970 to assure safe working conditions for all temporary job participants.
 4. Contractor shall ensure that temporary job participants receive appropriate safety training as required below.
- K. Assure participants are not working on private property unless agreed to in writing by CSBD.
- L. Make books and records related to this contract accessible to CSBD in Broward County so that CSBD can monitor time worked by temporary staff, their wages, payroll, required withholdings and other benefit payments as appropriate.
- M. Assure that only the standardized uniform approved CSBD Time Sheet is used by all participants, for whom, wage reimbursement and the management fee is requested.
- N. Assure that hours recorded as, "worked" on the CSBD Time Sheet, matches or is less than the hours authorized, on the referral form/job order. Hours worked per "pay period" in excess of those authorized by CSBD or which extend beyond the period authorized on the referral form/job order shall not be reimbursed nor shall the management fee be paid for those hours, and payment of the wages shall be the responsibility of Contractor.
- O. Provide CSBD with wage reports, benefit reports, application for employment forms, including supporting or related documentation created or received by Contractor and related to any term and condition of this agreement. These shall be submitted to CSBD along with the Contractor's invoice. CSBD shall maintain the records as these are public records, within the meaning and intent of chapter 119, Florida Statutes, and shall be subject to public inspection in accordance with chapter 119, Fla. State.
- P. Obtain and maintain insurance coverage as required in this Agreement.
- Q. Coordinate with CSBD to disseminate information to temporary workers regarding program guidelines as applicable.

- R. Assure the temporary workers complete an application for employment form, which at a minimum shall include the name, address and social security number of individuals hired, a copy of which shall be provided to CSBD along with the first wage reimbursement request for that individual.
- S. Assess each individual to determine the appropriateness of a referral to a temporary job, which shall be based upon the skills needed for the job and the person's background and experience.
- T. Provide appropriate Safety Training, in accordance with OSHA guidelines, to all participant/workers who will be assigned to physical type of activities or activities for which OSHA training is required, prior to assigning the individual to a worksite.
- U. Comply with the Assurances and Certifications attached to this Agreement as **Exhibit B** which is hereby incorporated into this Agreement with the same force and effect as if fully set forth herein.

II. Nature of Relationship

- A. The services that Contractor will render to CSBD under this Agreement shall be as an independent contractor. Nothing contained in this Agreement shall be construed to create the relationship of principal and agent, or employer and employee, between Contractor and CSBD. Neither party shall have authority to make purchases, incur expenses or incur any obligation on behalf of the other party, beyond what is specifically provided in this Agreement.
- B. The temporary workers shall be the sole and exclusive employees of Contractor. During the term of this Agreement, all temporary workers will receive wages only from Contractor and Contractor will issue an IRS Form W-2 to each temporary employee for wages earned during the calendar year (or part hereof) for work performed as a result of this Agreement
- C. CSBD shall have the right to request the removal and/or termination of assignment of any temporary worker for cause or for any lawful reason and Contractor shall comply with any such request and shall replace the temporary worker if the temporary job is still open, at the earliest practical time.

III. Compensation

- A. CSBD agrees to pay Contractor, in accordance with Schedule A.
- B. CSBD has developed an Invoice Checklist. Contractor shall complete the invoice checklist and shall affix it to each invoice package. Invoice packages which do not

include the Invoice Checklist shall be considered a “partial invoice” and shall not be paid and shall be returned to Contractor for completion.

- C. Contractor shall be responsible for payment of the temporary worker participants’ wages. Contractor shall not be reimbursed for any unauthorized hours worked by a temporary worker participant.
- D. Payment to Contractor shall be made on a reimbursement basis.
 - 1. Contractor's invoices shall include supporting documentation consisting of all of the following:
 - a. The Invoice Checklist
 - b. The payroll register detailing the benefits and withholding as well as the cost of all participant/temporary workers’ wages.
 - c. Individual participant/temporary worker paystub, or ACH or Direct Deposit Detail.
 - d. The CSBD Standardized Time Sheet detailing the individual participant/temporary worker’s name, worksite, last four digits of the participants’ social security number, hourly rate, assigned work schedule and actual days and hours worked. The time sheets shall have the original signatures of the supervisor and participant/temporary worker.
 - i. Participant/temporary workers may not be assigned or serve as a supervisor for purposes of certification of time sheets.
 - ii. Time sheets must be completed concurrent with time actually worked during the pay period.
 - 2. Contractor shall submit invoices to CSBD bi-weekly and CSBD shall pay all invoices within 30 days of the invoice date:
 - a. To be reimbursed, no portion of the invoice may be disputed. If a portion of any invoice is disputed, CSBD will notify Contractor of such dispute within ten (10) business days of receipt of the Invoice.
 - b. CSBD shall not reimburse partial or disputed invoices until the invoice issues are resolved. .

IV. Confidential Information

- A. Both parties have received or will receive information that is proprietary to or confidential to the other party or its affiliated companies or agencies. In addition, CSBD may have access to personal and confidential information (such as Social Security numbers) for temporary staff provided to CSBD by Contractor. Both parties agree to hold all such information and the terms of this Agreement, in strict confidence and not to disclose such information to third parties or to use such information for any purpose whatsoever other than performing under this Agreement or as required by law.
- B. In accordance with state requirements Contractor shall require staff with access to protected information as determined by the state or federal government to sign a confidentiality agreement related to information which they will be able to access. This shall be done upon hire. Contractor agrees to immediately terminate any individual refusing to sign the confidentiality agreement required by the state or federal governments.

V. Cooperation

The parties agree to cooperate fully and to provide assistance to the other party in the investigation and resolution of any complaints, claims, actions, or proceedings that may be brought by or that may involve temporary staff. Contractor agrees to cooperate with and provide such information as may be requested by CSBD for purposes of filing reports required by the State of Florida or the CSBD Governing Boards or the United States Department of Labor or the Department of Health and Human Services.

VI. Equal Employment Opportunity

The Parties shall comply with the prohibitions against discrimination including but not limited to the prohibitions stated in the following, the Age Discrimination Act of 1975, section 504 of the Rehabilitation Act, Title IX of the Education Amendments of 1972, and Title VI of the Civil Rights Act of 1964 with respect to the performance of their obligations under this Agreement, and shall comply with the physical and programmatic accessibility and reasonable accommodations requirements of section 504 of the Vocational Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990 as amended. The Parties shall not discriminate against any employee or applicant for employment because of race, age, religion, color, gender, national origin, marital status, political affiliation, or physical or mental disability.

VII. Liability

CSBD is a state agency or subdivision as defined in Chapter 768.28, Florida Statutes, and agrees to be fully responsible for acts and omissions of its officers, agents, and employees to the extent permitted by law. Nothing herein is intended to serve as a waiver of sovereign immunity by CSBD to which sovereign immunity may be applicable. Nothing herein shall be construed as consent by a state agency or subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement or any other contract.

VIII. Indemnification and Limitation of Liability

Contractor shall at all times hereafter indemnify, hold harmless and, at CSBD's option, defend or pay for an attorney selected by the CSBD to defend CSBD, its officers, agents, servants, and employees against any and all claims, losses, liabilities, and expenditures of any kind, including attorney's 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 Agreement including, without limitation, any and all claims, demands, or causes of action of any nature whatsoever resulting from injuries or damages sustained by any person or property. The provisions of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by CSBD any sums due Contractor under this Agreement may be retained by CSBD until all of CSBD's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved; and any amount withheld shall not be subject to special fees, markups or interest payments on the part of CSBD.

IX. Insurance

- A. Contractor agrees to maintain the insurance required by this Agreement in full force and effect throughout the term of the Agreement. Contractor will provide CSBD Certificates of Insurance, including all endorsements required herein and to keep such certificates current during the entire term of this Agreement. If the proposer fails to maintain insurance as specified in paragraph 20 of this Agreement, CSBD may terminate this Agreement upon twenty-four (24) hours written notice, in accordance with this Agreement.
- B. All insurance policies required by this Agreement shall declare any deductible or self-insured retention (SIR) in an amount in excess of \$25,000, which deductible shall be subject to approval by the CSBD. Contractor shall be solely responsible for reimbursement of any deductible to the insurer.
- C. The policy or policies of insurance required by this Agreement must be issued by an insurer licensed to do business in the State of Florida. If the carrier is a

non-admitted carrier in the State of Florida, CSBD retains the right to approve or reject the carrier after a review of the company's performance and financial ratings. The policy or policies of insurance maintained by the Contractor shall provide the minimum limits and coverage as applicable to this project as set forth below:

Coverage	Minimum Limits
Commercial General Liability to include \$1, 000,000 combined single Broad Form Property Damage Endorsement: limit per occurrence. and Contractual Liability	\$2,000,000 Aggregate
Workers' Compensation	Statutory
Coverage	Minimum Limits
Employer Practices Liability	\$1,000,000 per occurrence
Professional Liability	\$1, 000.000
Fidelity /Crime/Honesty Bond	\$2,000,000

D. CSBD shall retain the right at any time to review the coverage, form and amount of the insurance required hereby (as described above). If, in the opinion of CSBD, the insurance provisions in this Agreement do not provide adequate protection for CSBD, CSBD may, by providing Contractor at least sixty (60) days written notice, require Contractor to obtain insurance sufficient in coverage, form and amount to provide adequate protection. CSBD requirements shall be reasonable and shall be designed to assure protection from and against the kind and extent of risks which actually exist at the time a change in insurance is required. In event CSBD should change its insurance requirements as provided in this paragraph and Contractor shall secure different or additional insurance, the additional cost directly associated with meeting CSBD's new insurance requirements, if any, shall be charged to and paid by CSBD. Each insurance policy required by this Agreement shall be endorsed to provide for the following:

1. Insurance shall not be changed, canceled, limited in scope of coverage or non-renewed until after 30 days written notice has been given to CSBD. If a 30-day notice of cancellation endorsement is not received, the cancellation clause must include language as follows:

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED.

2. With respect to the operations of the named insured performed on behalf of CSBD, CSBD will be added as an additional insured except for Workers' Compensation. (Endorsement must be attached to Certificate of Insurance).

3. It is agreed that any insurance maintained by CSBD will apply in excess of, and not contribute with the insurance provided under this contract.
4. Contractor agrees to maintain Professional Liability Insurance as appropriate, for a period of two years following completion of this Agreement.

X. Term of the Agreement

- A. The term of this Contract shall be three years, beginning on the date the contract is executed and terminating on June 30, 2023.
- B. This Contract may be renewed for an additional three year period. Renewal will be at the option of both parties This Agreement may be terminated for the convenience of either party by providing the other party at least ninety (90) days advance notice in writing, except that, if a party becomes bankrupt or insolvent, discontinues operations, or fails to make any payments as required by the Contract, either party may terminate the Contract upon twenty-four (24) hours written notice.
- C. CSBD, reserves unto itself the right to unilaterally de-obligate, or if necessary, to suspend or terminate this Agreement or any amendment hereto instantaneously and as may be necessitated by CSBD's funding levels. Any de-obligation, modification or amendment shall be effective upon notification to the Contractor by CSBD. CSBD shall provide Contractor thirty (30) days' notice or in the event CSBD receives less than thirty (30) days' notice CSBD shall provide such notice as CSBD receives from its funding sources. In such instances, costs will be reimbursed up to the date of cancellation only; thereafter neither CSBD nor Contractor shall have any obligation whatsoever to complete or otherwise continue the Contract.

XI. Miscellaneous

- A. The provisions of this Agreement, which by their terms extend beyond the termination or non-renewal of this Agreement will remain effective after termination or non-renewal.
- B. This Agreement and the exhibits attached to it contain the entire understanding between the parties and no provision of this Agreement may be amended or waived unless agreed to in a writing signed by the parties. The following are the Exhibits to this Agreement:

EXHIBIT A	The Payment Schedule
EXHIBIT B	The Assurances And Certifications
EXHIBIT C	Debarment and Suspension Certification
EXHIBIT D	Anti-Smoking Certification
EXHIBIT E	Drug Free Work Place Certification
EXHIBIT F	Disclosure of Lobbying Activities
EXHIBIT G	Lobbying Certification
EXHIBIT H	Disaster Relief Worksite Agreement

- C. Each provision of this Agreement will be considered severable, such that if any one provision or clause conflicts with existing or future applicable law (or may not be given full effect because of such law), no other provision that can operate without the conflicting provision or clause will be affected.
- D. The provisions of this Agreement will inure to the benefit of and be binding on the parties and their respective representatives, successors, and assigns. Neither CSBD nor Contractor may subcontract transfer or assign this Agreement without the other party's written consent
- E. In the discharge of Contractor's duties, Contractor agrees to adhere to all federal and state equal employment opportunity laws as applicable.
- F. All powers not explicitly vested in the Contractor by this Agreement will remain with CSBD.
- G. By execution of this Contract, Contractor represents that it has not been placed on the discriminatory vendor list (as provided in Section 287.134, Florida Statutes) and certifies that they have not been placed on the Federal Debarment and Suspension List. CSBD hereby materially relies on such representation in entering into this Agreement. An untrue representation of the foregoing shall entitle CSBD to terminate this Agreement and recover from Contractor all monies paid by CSBD pursuant to this Agreement, and may result in debarment from CSBD's competitive procurement activities.
- H. The failure of a party to enforce the provisions of this Agreement will not be a waiver of any provision or the right of such party thereafter to enforce each and every provision of this Agreement
- I. Any notice or other communication will be deemed to be properly given only when sent via the U.S. Postal Service or a nationally recognized courier, addressed as shown on the first page of this Agreement

- J. Neither party will be responsible for failure or delay in performance of this Agreement if the failure or delay is due to labor disputes, strikes, fire, riot, war, terrorism, acts of God, or any other causes beyond the control of the nonperforming party.
- K. To the extent this contract is funded in excess of one hundred thousand dollars (\$100,000.00) of funds made available from the federal government the provider 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].
- L. Contractor certifies that it is in compliance with the Drug Free Workplace Act of 1988 and all state and federal implementing regulations.
- M. Contractor warrants that it is licensed to do business in the State of Florida as a Florida corporation and has duly filed all appropriate documents with the State of Florida and is licensed to do business in the County in Florida in which Contractor offices are located.
- N. In general Contractor shall keep copies of all records, accounts, and documents pertaining to the operation of this Agreement or any amendment hereto for not less than five (5) years following the expiration of this Agreement. However, if any audit, claim, litigation, negotiation or other action involving this Agreement or amendment hereto has been started before the expiration of the five (5) year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five (5) year period, whichever is later.
- O. Third Party Beneficiaries. Neither CSBD nor Contractor intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties acknowledge that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a right or claim against either of them based upon this Agreement.
- P. Joint Preparation. This Agreement has been jointly prepared by the Parties hereto, and shall not be construed more strictly against either Party.
- Q. Contractor warrants that he has not employed any person to solicit or secure this agreement through any agreement 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 CSBD or its governing boards. Breach of this warranty shall give CSBD the right to terminate this Agreement, or, at its discretion to deduct from the Contractor's fee the amount of such commission percentage, brokerage, or contingent fee.

R. Contractor warrants that no member of, or delegate to the Congress of the United States or Resident Commissioner, or CSBD Official or Employee shall be admitted to any share or part of this Agreement or to any benefit that may arise there from.

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

T. Public Entities Crime

1. The Parties represent that the execution of this Agreement will not violate the Public Entity Crime Act (Section 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 CSBD or Contractor, may not submit a bid on a contract with CSBD or Contractor for the construction or repair of a public building or public work, may not submit bids on leases of real property to CSBD or Contractor, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with CSBD or Contractor, and may not transact any business with CSBD or Contractor in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two 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 Agreement and recovery of any monies paid by CSBD pursuant to this Agreement, and may result in debarment from CSBD's and Contractor's competitive procurement activities.

2. In addition to the foregoing, the Parties further represent that there has been no determination, based on an audit, that either party has committed an act defined by Section 287.133, Florida Statutes, as a public entity crime and that the Parties have not been formally charged with committing an act defined as a public entity crime regardless of the amount of money involved or whether Contractor or CSBD have been placed on the convicted vendor list.

U. This Agreement constitutes the entire agreement between the parties.

V. Amendments

1. Any amendment of this Agreement must refer to this Agreement and be attached hereto and made a part of the contract file(s), documents and papers. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by the CSBD and Contractor.
2. Either party may, before or during the conduct of services, request changes in the scope of services to be performed under this contract. Such changes, including any increase or decrease in the services to be rendered or in the amount of Contractor's compensation, which are mutually agreed upon, shall be in writing and shall be incorporated by written amendments into this agreement.

W. Execution

1. Each individual executing this Agreement on behalf of a party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such party and does so with full and legal authority.
2. This Agreement shall be executed on two (2) copies, each of which shall be deemed to be an original.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: FIRST STAFF D/B/ A EMPHIRE STAFFING INC. through its Executive (Board, Commission, Executive, as applicable) signing by and through its President and CEO (Title of Signatory) following _____ (Board or other authorizing entity) action on the 10th day of April, 2020, and CareerSource Broward signing by and through its President/CEO, following Board Action on the 27th day of February, 2020.
AS TO CAREERSOURCE BROWARD:

ATTEST:

Amy Winer

Moya Brathwaite

AS TO CAREERSOURCE BROWARD:

ATTEST:

Giri Castillo

Jose J. Castillo Loya

BY: Mason Jackson
(Signature)

Mason Jackson
TITLE: President / CEO
DATE: 4/10/2020

BY: Vaughn Stertzbach
(Signature)

Vaughn Stertzbach
TITLE: President and CEO
DATE: 04/10/2020

Approved as to form by the
CareerSource Broward General Counsel
2890 West Cypress Creek Road
Fort Lauderdale, FL 33309

BY: Rochelle J. Daniels
Rochelle J. Daniels
General Counsel