

Arbor E & T, LLC

North Miami Beach One-Stop Career Center 11/1/18-6/30/19

Salaries:

		FUNDING SOURCES																			
		WIOA ADULT		WIOA DW		WIOA RR		TANF		UC		SNAP		RESEA							
G/L	Position	Name	Annual Salary	% of Annual	Effective Salary	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount		
5001	Workforce Center Director (4 Centers)	Brito, Hilma	94,275	16.5%	15,591.63	24.61%	3,836.72	21.49%	3,351.25	5.84%	910.18	34.55%	5,387.65	0.93%	145.71	7.89%	1,230.46	4.68%	729.66	100.00%	15,591.63
	Workforce Operations Supervisor	Isaac, Roxanne	53,000	57.7%	30,576.92	24.61%	7,524.24	21.49%	6,572.17	5.84%	1,784.96	34.55%	10,565.78	0.93%	285.76	7.89%	2,413.06	4.68%	1,430.95	100.00%	30,576.92
	Placement Specialist	Clark, Maria	36,999	57.7%	21,345.60	24.61%	5,252.63	21.49%	4,588.00	5.84%	1,246.07	34.55%	7,375.92	0.93%	199.49	7.89%	1,684.55	4.68%	998.94	100.00%	21,345.60
	Placement Specialist	TBD	41,361	57.7%	23,862.12	24.61%	5,871.89	21.49%	5,128.90	5.84%	1,392.98	34.55%	8,245.50	0.93%	223.01	7.89%	1,883.13	4.68%	1,116.71	100.00%	23,862.12
	Placement Specialist	TBD	37,000	57.7%	21,346.15	24.61%	5,252.77	21.49%	4,588.12	5.84%	1,246.11	34.55%	7,376.11	0.93%	199.49	7.89%	1,684.59	4.68%	998.96	100.00%	21,346.15
	Placement Specialist	TBD	37,000	57.7%	21,346.15	24.61%	5,252.77	21.49%	4,588.12	5.84%	1,246.11	34.55%	7,376.11	0.93%	199.49	7.89%	1,684.59	4.68%	998.96	100.00%	21,346.15
	Placement Specialist	TBD	37,000	57.7%	21,346.15	24.61%	5,252.77	21.49%	4,588.12	5.84%	1,246.11	34.55%	7,376.11	0.93%	199.49	7.89%	1,684.59	4.68%	998.96	100.00%	21,346.15
	Placement Specialist	TBD	37,000	57.7%	21,346.15	24.61%	5,252.77	21.49%	4,588.12	5.84%	1,246.11	34.55%	7,376.11	0.93%	199.49	7.89%	1,684.59	4.68%	998.96	100.00%	21,346.15
	Customer Service Rep	TBD	31,000	57.7%	17,884.62	24.61%	4,400.97	21.49%	3,844.10	5.84%	1,044.04	34.55%	6,179.99	0.93%	167.14	7.89%	1,411.41	4.68%	836.97	100.00%	17,884.62
	Customer Service Rep	TBD	31,000	57.7%	17,884.62	24.61%	4,400.97	21.49%	3,844.10	5.84%	1,044.04	34.55%	6,179.99	0.93%	167.14	7.89%	1,411.41	4.68%	836.97	100.00%	17,884.62
	Career Advisor	Richardson, Lovita	35,360	57.7%	20,400.00	24.61%	5,019.94	21.49%	4,384.76	5.84%	1,190.87	34.55%	7,049.17	0.93%	190.65	7.89%	1,609.92	4.68%	954.69	100.00%	20,400.00
	Career Advisor	Wodden, Patricia	35,360	57.7%	20,400.00	24.61%	5,019.94	21.49%	4,384.76	5.84%	1,190.87	34.55%	7,049.17	0.93%	190.65	7.89%	1,609.92	4.68%	954.69	100.00%	20,400.00
	Career Advisor	Phanor, Tamara	35,360	57.7%	20,400.00	24.61%	5,019.94	21.49%	4,384.76	5.84%	1,190.87	34.55%	7,049.17	0.93%	190.65	7.89%	1,609.92	4.68%	954.69	100.00%	20,400.00
	Career Advisor	Ferraras, Zola	35,360	57.7%	20,400.00	24.61%	5,019.94	21.49%	4,384.76	5.84%	1,190.87	34.55%	7,049.17	0.93%	190.65	7.89%	1,609.92	4.68%	954.69	100.00%	20,400.00
	Career Advisor	Valdez, Taymi	35,360	66.2%	20,473.44	24.61%	5,038.01	21.49%	4,400.54	5.84%	1,195.16	34.55%	7,074.56	0.93%	191.33	7.89%	1,615.72	4.68%	958.12	100.00%	20,473.44
	Program Assistant II	Dominguez, Gabriela	40,414	57.7%	23,316.00	24.61%	5,737.50	21.49%	5,011.52	5.84%	1,361.10	34.55%	8,056.79	0.93%	217.90	7.89%	1,840.04	4.68%	1,091.15	100.00%	23,316.00
	Program Assistant II	TBD	33,214	57.7%	19,161.95	24.61%	4,715.29	21.49%	4,118.65	5.84%	1,118.59	34.55%	6,621.37	0.93%	179.08	7.89%	1,512.22	4.68%	896.75	100.00%	19,161.95
	Program Assistant I	TBD	24,000	57.7%	13,846.15	24.61%	3,407.20	21.49%	2,976.08	5.84%	808.28	34.55%	4,784.50	0.93%	129.40	7.89%	1,092.71	4.68%	647.98	100.00%	13,846.15
	Program Assistant I	TBD	24,000	57.7%	13,846.15	24.61%	3,407.20	21.49%	2,976.08	5.84%	808.28	34.55%	4,784.50	0.93%	129.40	7.89%	1,092.71	4.68%	647.98	100.00%	13,846.15
	Program Assistant I	TBD	24,000	57.7%	13,846.15	24.61%	3,407.20	21.49%	2,976.08	5.84%	808.28	34.55%	4,784.50	0.93%	129.40	7.89%	1,092.71	4.68%	647.98	100.00%	13,846.15
	Program Assistant I	TBD	24,000	57.7%	13,846.15	24.61%	3,407.20	21.49%	2,976.08	5.84%	808.28	34.55%	4,784.50	0.93%	129.40	7.89%	1,092.71	4.68%	647.98	100.00%	13,846.15
	Program Assistant I	TBD	24,000	57.7%	13,846.15	24.61%	3,407.20	21.49%	2,976.08	5.84%	808.28	34.55%	4,784.50	0.93%	129.40	7.89%	1,092.71	4.68%	647.98	100.00%	13,846.15
	Workforce Operations Supervisor (3 Centers)	Alvarez, Berailo	54,600	22.0%	12,027.96	24.61%	2,959.79	21.49%	2,585.28	5.84%	702.15	34.55%	4,156.23	0.93%	112.40	7.89%	949.22	4.68%	562.89	100.00%	12,027.96
	Data Placement Specialist (3 Centers)	Soto, Francisco	43,680	22.0%	9,622.37	24.61%	2,367.83	21.49%	2,068.22	5.84%	561.72	34.55%	3,324.99	0.93%	89.92	7.89%	759.38	4.68%	450.31	100.00%	9,622.37
	Workforce Operations Supervisor (3 Centers)	Armstrong, Vanilla	53,000	22.0%	11,675.49	24.61%	2,873.05	21.49%	2,509.52	5.84%	681.57	34.55%	4,034.44	0.93%	109.12	7.89%	921.40	4.68%	546.39	100.00%	11,675.49
	Support Payment Processor/Project Accountant	Smock, Allen	76,000	7.3%	5,530.46	24.61%	1,360.91	21.49%	1,188.71	5.84%	322.85	34.55%	1,911.05	0.93%	51.69	7.89%	436.43	4.68%	258.82	100.00%	5,530.46

<b>5001 TOTAL BUDGETED SALARIES</b>			<b>1,070,343</b>	<b>45.5%</b>	<b>486,514.68</b>	<b>24.6076%</b>	<b>119,719.41</b>	<b>21.4939%</b>	<b>104,571.00</b>	<b>5.8376%</b>	<b>28,400.84</b>	<b>34.5548%</b>	<b>168,113.99</b>	<b>0.9346%</b>	<b>4,546.74</b>	<b>7.8918%</b>	<b>38,394.61</b>	<b>4.67984%</b>	<b>22,768.09</b>	<b>100.00%</b>	<b>486,514.68</b>
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							<b>0.00</b>				<b>0.00</b>				<b>0.00</b>						<b>0.00</b>	<b>486,514.68</b>
																						<b>\$0.00</b>

Fringe Benefits:	Annual Cost	Rate	% of Annual	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount		
Fica/Mica	81,881.24	7.65%	45.5%	37,218.37	24.61%	9,158.53	21.49%	7,999.68	5.84%	2,172.67	34.55%	12,860.72	0.93%	347.83	7.89%	2,937.18	4.68%	1,741.76	100.00%	37,218.37		
Workman's Comp	36,712.76	3.43%	45.5%	16,687.45	24.61%	4,106.37	21.49%	3,586.78	5.84%	974.15	34.55%	5,766.31	0.93%	155.95	7.89%	1,316.95	4.68%	780.94	100.00%	16,687.45		
Unemployment	40,673.03	3.80%	45.5%	18,487.56	24.61%	4,549.34	21.49%	3,973.70	5.84%	1,079.23	34.55%	6,388.33	0.93%	172.78	7.89%	1,459.00	4.68%	865.18	100.00%	18,487.56		
Health Ins.	113,991.53	10.65%	45.5%	51,813.80	24.61%	12,750.11	21.49%	11,136.81	5.84%	3,024.69	34.55%	17,904.14	0.93%	484.23	7.89%	4,089.02	4.68%	2,424.80	100.00%	51,813.80		
Life Ins., Disab & Pension	5,351.72	0.50%	45.5%	2,432.57	24.61%	598.60	21.49%	522.85	5.84%	142.01	34.55%	840.57	0.93%	22.73	7.89%	191.97	4.68%	113.84	100.00%	2,432.57		
<b>Total Fringe Benefits Annual Cost</b>	<b>278,610.28</b>																					

<b>5054 TOTAL Fringe Benefits</b>			<b>126,639.75</b>	<b>24.6076%</b>	<b>31,162.95</b>	<b>21.4939%</b>	<b>27,219.82</b>	<b>5.8376%</b>	<b>7,392.75</b>	<b>34.5548%</b>	<b>43,760.07</b>	<b>0.9346%</b>	<b>1,183.52</b>	<b>7.8918%</b>	<b>9,994.12</b>	<b>4.6798%</b>	<b>5,926.52</b>	<b>100.0%</b>	<b>126,639.75</b>
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Arbor E & T, LLC

North Miami Beach One-Stop Career Center 11/1/18-6/30/19

		FUNDING SOURCES																			
				WIOA ADULT		WIOA DW		WIOA RR		TANF		UC		SNAP		RESEA					
G/L	Position	Name	Annual Salary	% of Annual	Effective Salary	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount		
Salaries:																					
Operating Expenses:			Annual Cost	% of Annual	Amount														0%		
5227	Telephone		2,266.00	66.2%	1,500.00	24.6%	369.11	21.5%	322.41	5.8%	87.56	34.6%	518.32	0.9%	14.02	7.9%	118.38	4.7%	70.20	100%	1,500.00
	Supplies		-		-	24.6%	-	21.5%	-	5.8%	-	34.6%	-	0.9%	-	7.9%	-	4.7%	-	100%	-
5221	Office and Computer Supplies		7,855.00	66.2%	5,200.00	24.6%	1,279.59	21.5%	1,117.68	5.8%	303.56	34.6%	1,796.85	0.9%	48.60	7.9%	410.37	4.7%	243.35	100%	5,200.00
	Insurance		-		-	24.6%	-	21.5%	-	5.8%	-	34.6%	-	0.9%	-	7.9%	-	4.7%	-	100%	-
5250	General Liability Insurance		6,258.00	66.2%	4,143.00	24.6%	1,019.49	21.5%	890.49	5.8%	241.85	34.6%	1,431.60	0.9%	38.72	7.9%	326.96	4.7%	193.89	100%	4,143.00
	Travel		-		-	24.6%	-	21.5%	-	5.8%	-	34.6%	-	0.9%	-	7.9%	-	4.7%	-	100%	-
5241	Local Travel, including tolls and parking		3,776.00	66.2%	2,500.00	24.6%	615.19	21.5%	537.35	5.8%	145.94	34.6%	863.87	0.9%	23.36	7.9%	197.29	4.7%	117.00	100%	2,500.00
5243	Out of Town Travel		2,266.00	66.2%	1,500.00	24.6%	369.11	21.5%	322.41	5.8%	87.56	34.6%	518.32	0.9%	14.02	7.9%	118.38	4.7%	70.20	100%	1,500.00
	Other:		-		-	24.6%	-	21.5%	-	5.8%	-	34.6%	-	0.9%	-	7.9%	-	4.7%	-	100%	-
5209	Temp Labor		49,287.00	66.2%	32,634.44	24.6%	8,030.54	21.5%	7,014.42	5.8%	1,905.07	34.6%	11,276.75	0.9%	304.99	7.9%	2,575.43	4.7%	1,527.24	100%	32,634.44
5223	Postage		680.00	66.2%	450.00	24.6%	110.73	21.5%	96.72	5.8%	26.27	34.6%	155.50	0.9%	4.21	7.9%	35.51	4.7%	21.06	100%	450.00
5212	Courier		1,473.00	66.2%	975.00	24.6%	239.92	21.5%	209.57	5.8%	56.92	34.6%	336.91	0.9%	9.11	7.9%	76.94	4.7%	45.63	100%	975.00
5207	Licenses & Permit		-		-	24.6%	-	21.5%	-	5.8%	-	34.6%	-	0.9%	-	7.9%	-	4.7%	-	100%	-
5520	Participant Background and Fingerprinting		7,553.00	66.2%	5,000.00	24.6%	1,230.38	21.5%	1,074.70	5.8%	291.88	34.6%	1,727.73	0.9%	46.73	7.9%	394.59	4.7%	233.99	100%	5,000.00
5230	Background check-Staff		-	66.2%	1,550.00		381.42		333.16		90.48		535.60		14.49		122.32		72.53	0%	1,550.00
<b>Operating Expenses</b>			<b>81,424.00</b>	<b>68.1%</b>	<b>55,452.44</b>	<b>24.61%</b>	<b>13,645.48</b>	<b>21.49%</b>	<b>11,918.91</b>	<b>5.84%</b>	<b>3,237.09</b>	<b>34.55%</b>	<b>19,161.45</b>	<b>0.93%</b>	<b>518.25</b>	<b>7.89%</b>	<b>4,376.17</b>	<b>4.68%</b>	<b>2,595.09</b>	<b>100%</b>	<b>55,452.44</b>
<b>TOTAL Salary, Fringes, and Operating Costs before Profit</b>			<b>1,430,377</b>	<b>46.7%</b>	<b>\$668,606.87</b>	<b>24.61%</b>	<b>\$164,527.84</b>	<b>21.49%</b>	<b>\$143,709.73</b>	<b>5.84%</b>	<b>\$39,030.68</b>	<b>34.55%</b>	<b>\$231,035.51</b>	<b>0.93%</b>	<b>\$6,248.51</b>	<b>7.89%</b>	<b>\$52,764.90</b>	<b>4.68%</b>	<b>\$31,289.70</b>	<b>100%</b>	<b>\$668,606.87</b>
5604	Service Provider's Profit		-		33,735.52	24.61%	8,301.48	21.49%	7,251.08	5.84%	1,969.35	34.55%	11,657.24	0.93%	315.27	7.89%	2,662.33	4.68%	1,578.77	100%	33,735.52
<b>Total Profit</b>			<b>73,950.49</b>	<b>45.6%</b>	<b>33,735.52</b>	<b>24.6%</b>	<b>8,301.48</b>	<b>21.5%</b>	<b>7,251.08</b>	<b>5.84%</b>	<b>1,969.35</b>	<b>34.6%</b>	<b>11,657.24</b>	<b>0.9%</b>	<b>315.27</b>	<b>7.9%</b>	<b>2,662.33</b>	<b>4.7%</b>	<b>1,578.77</b>	<b>100%</b>	<b>33,735.52</b>
<b>TOTAL PROJECTED PROGRAM COST</b>			<b>1,504,327.49</b>	<b>46.7%</b>	<b>702,342.39</b>	<b>24.6%</b>	<b>\$172,829.32</b>	<b>21.5%</b>	<b>150,960.81</b>	<b>5.84%</b>	<b>41,000.03</b>	<b>34.6%</b>	<b>242,692.75</b>	<b>0.9%</b>	<b>6,563.78</b>	<b>7.9%</b>	<b>55,427.23</b>	<b>4.7%</b>	<b>32,868.47</b>	<b>100%</b>	<b>\$702,342.39</b>





Artor E&T, LLC  
 Projected Program Cost Narrative: North Miami Beach One-Stop Career Center

EXHIBIT H

Postage	Includes postage for mail-outs to participants and businesses, plus routine postage and courier service:				
Project Postage	56.25	average per month	8 months =	450.00	450.00
County Postage	121.88	average per month	8 months =	975.00	975.00
<b>Total Postage/Courier</b>				<b>1,425.00</b>	<b>1,425.00</b>

**Insurance**

Costs include General and Professional Liability Insurance for this project. Company insurance costs are allocated to contracts at a consistent percentage of revenue. The standard rate is \$5.18 per \$1000 total contract award.

Amount Budgeted: 780,370.00 / 1000 x \$5.31 = 4,143.79 ROUNDED Budgeted 4,143.00

Local travel

Local travel costs include mileage and tolls for trips made on staff personal automobiles in the course of contract-related business, such as travel to South Florida Workforce, to meetings, and travel between centers for the Workforce Centers Director

Mileage 0.45 / mile x 237.8 months 3 staff = 2,500.00 Budgeted 2,500.00

**Total Local Travel:** 1,550.00

**Out of Town Travel** 1,550.00

Project Director travel to Corp headquarters March 2016. This trip is made this time every year by the Program Director to meet, discuss and train on the latest Workforce Services developments with Executive staff and all other Program Directors around the country from our Company.

Air Travel (1 round trip ticket) \$600 X 1 = 600.00

Hotel, Meals & Parking \$150 X 5 Nights = 900.00

1,500.00

**Other Services: TALX Corp and Background checks**  
 Patchmen employment verification information service that staff utilize daily.

Our contract with SPFY now requires us to verify the employment of 100% of all placements reported from the Centers. This is a change from the past so we have budgeted additional TALX (work-number verifications) to accommodate this additional workload. We have a contracted rate with TALX that is greatly reduced from the regular rate because of the volume we do around the county. The increase is in the numbers we are now required to do.

Total Other Services: \$7.67 cost X 652 = 5,090.00 ROUNDED 5,090.00

**Temp Labor** 32,634.44

Temporary staff to meet performance goals and process very large amount of SAMSS awards is short period of time. Names and positions are TBD when needed. 32,634.44

Total Temp Labor 32,634.44

**Profit** 33,738.82

It is generally accepted that the level of profit should be set with regard to the complexity of work and the level of risk, among other factors.

**GRAND TOTAL** 702,342.39

EXHIBIT H

Projected Administrative Cost Narrative: North Miami Beach One-Stop Career Center

The budget presented is allowable, reasonable and cost effective based on the information provided in the RFP, Questions and Answers, and historical data for this project and similar projects of this size.

**Administrative Costs**

All Administrative costs other than indirect costs are excluded from Adhocs company-wide indirect cost calculation. This means that they are all allocated expenses and personnel that are specific to only this location.

**Salaries**

Salaries are competitive for the area and responsibilities and include paid holidays & paid time off.

Name	Biweekly	# of Pay	Annual Salary	%	Amount
Support Payment Processor/Project Accountant	2,923.08	26	76,000.00	7.750%	3,896.46
The 5.1% effective administrative salary for the Project Accountant/Support Payment Processor (4 centers) is calculated as 75% of \$76,000 annual salary / 4 centers for 8 month out and further allocated to programmatic and administrative duties at a 58.67% to 41.33% ratio.					
<b>Total staff salaries:</b>					<b>3,896.46</b>

**Fringe Benefits:**

Category	Computation	Annual Cost	Budgeted Cost
FICA/MICA	7.65%	5,814.00	296.08
Workman's Comp	3.43%	2,606.80	133.65
Unemployment	3.80%	2,888.00	148.07
Health Ins.	10.65%	8,094.00	414.87
Life Ins., Disab & Pension	0.50%	380.00	19.48
<b>Total payroll taxes, fringe benefits, and staff incentives</b>			<b>1,014.25</b>

**Payroll Fees**

ADP Payroll costs directly charged to projects as an allocation of Program and Administrative FTEs.

<b>Total Payroll Fees:</b>	23.67 FTEs	x	\$ 5.28	per FTE per month for 8 months	=	1,000.00
						<b>1,000.00</b>

**Audit**

Costs of agency audit, directly charged to projects as a percentage of the contract amount. (Has been adjusted down to .04% for budget purposes)

\$780,370.00	contract	x	0.04%	(approx.)	=	298.36
						<b>298.36</b>

**Total Administrative Expenses**

**6,209.06**

**Indirect Costs**

Indirect cost are real costs of providing and managing services on multiple contracts in multiple locations, costs that cannot be directly charged to each individual project in any feasible or cost-effective way.

**Indirect Cost Rate Calculation**

Allocation Base (Modified Total Direct Cost)	702,342.39
Total Direct Costs	6,209.06
Total Administrative Cost	708,551.45

Less: Lease/Rent	
Less: Capital Items	
Less: Equipment	
Less: Profit	(33,735.52)

Modified Total Direct Costs	674,815.93
Indirect Cost Rate--10.66%	71,918.55
Administrative Expenses	6,208.06
<b>TOTAL Administration Costs</b>	<b>78,027.61</b>

**Attention for Budget Purposes**

\$0.00

**TOTAL PROJECTED ADMINISTRATIVE COST**

**78,027.61**

**Total Administrative Costs**

**78,027.61**

**CONTRACT INVOICE**

Contractor Name: \_\_\_\_\_  
 Index Code: \_\_\_\_\_  
 Location Code: \_\_\_\_\_  
 Program Code: \_\_\_\_\_  
 Service Provider Code: \_\_\_\_\_

Prepared By: \_\_\_\_\_  
 Telephone #: \_\_\_\_\_  
 Invoice Date: \_\_\_\_\_  
 Invoice Period: \_\_\_\_\_

Total Monthly Performance Earned	
Administrative Portion 10% Max	\$ -
Remaining for Programmatic Expenses	\$ -

	WIOA Adult	WIOA DW	WIOA RR	TANF	FSET/SNAP (July-Sept)	FSET/SNAP (Oct-June)	UC	RESEA	TOTAL
<b>PROGRAM COSTS (Non-Training)</b>									
Staff Salaries									\$ -
Fringe Benefits									\$ -
Non-WIOA Participant costs (i.e. field trips, snacks, etc.) (Please Identify)									\$ -
1									\$ -
2									\$ -
3									\$ -
Other Costs									\$ -
Indirect Programmatic Cost (based on approved rate)									\$ -
Profit (for profit entities only)									\$ -
<b>TOTAL PROGRAM COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>JOB READINESS</b>									
Staff Salaries									\$ -
Fringe Benefits									\$ -
<b>TOTAL JOB READINESS COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>TRAINING PROGRAM MANAGEMENT COSTS</b>									
Staff Salaries									\$ -
Fringe Benefits									\$ -
<b>TOTAL TRAINING PROGRAM MANAGEMENT COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>TRAINING CASE MANAGEMENT COSTS</b>									
Staff Salaries									\$ -
Fringe Benefits									\$ -
<b>TOTAL TRAINING CASE MANAGEMENT COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>TOTAL PROGRAM COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Staff Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Programmatic Cost (based on approved rate)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Profit (for profit entities only)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROGRAM COSTS BILLED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROGRAM COSTS NOT BILLED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>ADMINISTRATIVE COSTS</b>									
Indirect Costs (based on approved rate)									\$ -
Other Direct Administrative Costs (please detail)									\$ -
<b>TOTAL ADMINISTRATIVE COSTS BILLED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ADMINISTRATIVE COSTS NOT BILLED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>TOTAL PAYMENT</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL SURPLUS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EARNED</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Training Program Management (TPM) - Costs directly related to developing, implementing, or coordinating authorized training programs (not services to individuals).  
 Training Case Management (TCM) - Staff expenditures directly related to case management and job placement services for clients in training (not clients seeking training). This includes staff expenditures associated with the provision of support services to individuals while they are in training.

The salary information and distribution across program funding streams are accurate and supported through detailed personnel activity report that meet the Uniform Guidelines.  
 We understand that failure to maintain the required supporting documentation for staff time and all related expenses will result in payment disallowances that will be deducted from future contract payments and / or payable in full to the South Florida Workforce Investment Board.

Name of Person Authorized to Sign Reimbursement/Justification Packages: \_\_\_\_\_  
 Signature of Person Authorized to Sign Reimbursement/Justification Packages: \_\_\_\_\_  
 Date: \_\_\_\_\_





**Performance Payment Invoice**  
**Effective Time Period of 7/1/2018 through 6/30/2019**

**Exhibit J**  
 (Page 1 of 1)

<b>Total Contract Amount: Contractor Center</b>	<b>8-month Award</b>	<b>Base</b>	<b>Carry Over</b>	<b>Monthly Payment Maximum</b>	<b>Earned</b>	<b>Not Earned</b>
						\$0

Job Placement Unit Funding  
 Minimum # of Placements to Carry Over Not Earned Dollars:  
 Max Placement:

Program	Monthly		Monthly Approved	
	Performance	Cost Per	Performance	Cost Per
Obtained Employment				
Direct Job Placements				
UDJP-Part Time/Temp/Seasonal				
UDJP-Full Time				
WIOA Act/DW				
Disability				
Veteran Ex Offenders				
RA Claimant or Homeless Person				
TANF / CAP or SNAP				
DJP Subtotals	0	\$0	0	\$0
<b>OE &amp; DJP Totals</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>

Program Completion	Training Pay Points		Payment	
	Performance	Cost Per	Performance	Cost Per
Credential Attainment				
<b>Total</b>	<b>0</b>	<b>\$0.00</b>		

Universal DJP - PT / Seasonal	Wage Rate Incentive		Payment	
	Performance	Cost Per	Performance	Cost Per
Universal DJP - FT / PWE				
WIOA DJP				
<b>Total</b>	<b>0</b>	<b>\$0.00</b>		

WIOA 2nd Payment for additional WIOA Placement	WIOA Second Payment		Payment	
	Performance	Cost Per	Performance	Cost Per
<b>Total</b>	<b>0</b>	<b>\$0.00</b>		

OE & DJP & Wage Rate Incentive & Training Milestones & WIOA 2nd Placement  
 Form B - Adjustments for Previously Paid Placement Request Form \$0.00  
 Form C - Placement Change Request Form \$0.00  
 Adjusted Total \$0.00  
 Payment \$0.00

Authorized Signature/Date \_\_\_\_\_

Authorized Signature/Date \_\_\_\_\_

SFW/B Authorized Staff Signature/Date \_\_\_\_\_

**Performance Payment Invoice**  
**Effective Time Period of 7/1/2018 through 6/30/2019**

**Exhibit J, Part A**  
**(Page 1 of 1)**

Retention/WIOA Follow Up Incentive: Contractor Center	8 Month Award	Quarterly Payment		Payment
		Earned	Not Earned	
Retention/WIOA Follow Up Incentive				
	<b>WIOA Follow-up Incentive</b>			
	<b>Performance</b>	<b>Cost Per</b>	<b>Payment</b>	<b>Payment</b>
2nd Quarter Follow-up	0			
4th Quarter Follow-up	0			
<b>Total</b>	<b>0</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Payment</b>				<b>\$0.00</b>

Authorized Signature/Date \_\_\_\_\_

Authorized Signature/Date \_\_\_\_\_

SFWIB Authorized Staff Signature/Date \_\_\_\_\_

**WORKFORCE SERVICES**

**Exhibit K**

**REQUIRED STAFFING LEVELS**

**(July 1, 2018 through June 30, 2019)**

<b>Provider</b>	<b>Career Center</b>	<b>Allocation</b>	<b>Staffing Levels (FTE)</b>	<b>Min Staffing (FTE)</b>
Arbor E&T, LLC	North Miami Beach	\$780,370	26	22
<b>TOTALS</b>			<b>26</b>	<b>22</b>