



State of Florida  
Department of Children and Families

Ron DeSantis  
Governor

Chad Poppell  
Secretary

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October 10, 2019

Mr. Rick Beasley  
Executive Director  
South Florida Workforce Investment Board  
7300 Corporate Center Drive, Suite 500  
Miami, FL 33125

Re: **Executed Amendment #0006 to Contract XK050**

Dear Mr. Beasley:

Please find enclosed for your files, an executed copy of Amendment #0006 to renew Contract XK050 - Employment Services for one year.

I sincerely appreciate your assistance in expediting these documents. Should you have any questions or concerns, please feel free to call me at (786) 257-5175.

Sincerely,



Andrea Gordon  
Contract Manager  
Refugee Services

cc: Contract File #XK050

Encls.

Refugee Services Program  
401 NW 2<sup>nd</sup> Avenue, Suite N-812, Miami, Florida 33128

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Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency


Effective the latter of September 30, 2019 or the last date of the signatories, this amendment renews the above referenced **Contract as follows:**

- 1. In CF Standard Contract 2018, Part 1 of 2, Section 1.1 – Purpose and Contract Amount, the amount \$44,326,330.00 is replaced by \$51,826,330.00.**
- 2. In CF Standard Contract 2018, Part 1 of 2, Section 1.3 – Effective and Ending Dates, the date September 30, 2019 is replaced by September 30, 2020.**

All provisions in the Contract and Any attachments thereto in conflict with this Amendment are changed to conform with this Amendment. All provisions not in conflict with this Amendment are still in effect and are to be performed at the level specified in the Contract. This Amendment and all its attachments are made a part of the Contract.

IN WITNESS THEREOF, the parties cause this amendment to be executed by their duly authorized officials.

**PROVIDER: SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**      **DEPARTMENT: STATE OF FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES**

SIGNED BY: 

NAME: Rick Beasley  
TITLE: Executive Director

SIGNED BY: 

NAME: Patti Grogan  
TITLE: Director, Refugee Services

DATE: 9/15/19

DATE: 9/30/19

Federal ID Number: F204957175

**MEMORANDUM OF NEGOTIATION**  
**Contract # XK050**  
**South Florida Workforce Investment Board**  
**Employment Services**  
**Friday, August 23, 2019 @ 1:00PM**

**I. Opening and Introductions**

A. Participants:

**Refugee Services Program Staff:**

Ileana Bustelo  
Tera Bivens  
Erica Perdomo

**South Florida Workforce Investment Board Staff:**

David Gilbert  
Ibis Valdes  
Martha Ferrer  
Odell Ford

**II. Action Type**

Purpose of Meeting: To proceed with Amendment #0006 and #0007 to Contract XK050 with South Florida Workforce Investment Board (SFWIB) for Employment Services, to serve eligible refugee/entrant clients who reside in Miami-Dade County, Florida. The continuation of services is based on the terms and conditions negotiated for the Federal Fiscal Year 2020 contract period.

**III. Narrative Summary of Negotiations**

The purpose of Amendment #0006 is to exercise the option to renew the contract in accordance with CF Standard Contract 2018, Section 1.3, for one additional year and to increase the contract amount by \$7,500,000.00 (\$4,350,000.00 for State Fiscal Year 2019-2020 and \$3,150,000.00 for State Fiscal Year 2020-2021, for a total contract amount not to exceed \$51,826,330.00, subject to the availability of funds. Additionally, upon renewal of the contract the Amendment #0007 will revise contract language, EXHIBIT A1-PROGRAMMATIC DEFINITIONS, EXHIBIT C-SERVICE TASK, EXHIBIT D-DELIVERABLES, EXHIBIT E-MINIMUM PERFORMANCE MEASURES, EXHIBIT F-METHOD OF PAYMENT, EXHIBIT F1-ADDITIONAL FINANCIAL CONSEQUENCES and revise EXHIBIT F2-PROJECT BUDGET SUMMARY FOR FFY2020. There was no budgetary impact or change as a result of Amendment #0007 and therefore, the contract total amount remains estimated as \$51,826,330.00, subject to the availability of funds. The Department will continue to monitor arrival patterns and ensure the most cost-efficient manner to deliver quality services.

The following is a summary of the changes to contract XK050 that are included in Amendment #0006:

- **Renewed contract for one additional year under the same terms and conditions of the original contract and subsequent amendments.**
- **Revised contract end date to September 30, 2020.**
- **Increased contract value to include one-year renewal period.**

The following is a summary of the changes to contract XK050 that are included in Amendment #0007:

○ **Revised Exhibit A1- Programmatic Definitions**

- Section A1-1.12. Family Self Sufficiency Plan has been revised.

The definitions below have been added:

- Section A1-1.26. Career Laddering Placement.
- Section A1-1.27. Refugee Services Assessment
- Section A1-1.28. Non-Employable Entrants

○ **Revised Exhibit B - Scope of Work**

- The first sentence of Section B-5.1. has been revised.
- Section B-8.4. have been added.

○ **Revised Exhibit C – Task List**

The sections below have been revised:

- Family Self Sufficiency Plan
- Revised Exhibit C-8- Reporting Requirements

The section below has been added:

- Career Laddering Job Placement

○ **Revised Exhibit D - Deliverables**

The below Deliverables have been added to read:

**D-1.1.7.** The Provider shall deliver the following service units for the period of October 1, 2019 through September 30, 2020. Service Units are verified job placements as described in the Task List, Sections C-1.16 and C-1.19 of this contract. A verified job placement has been delivered when an eligible client accepts full-time employment as a result of a referral from the Provider.

**D-1.1.8.** For the period of October 1, 2019 through September 30, 2020, the Provider shall provide at least 5457 verified job placements. The minimum monthly job placements shall not be fewer than 432.

**D-1.1.9.** For the period of October 1, 2019 through September 30, 2020, the Provider shall deliver a minimum of 35 verified Career Laddering job placements.

○ **Revised Exhibit E – Performance Measures**

- The ending date for the below sections have been revised to read as September 30, 2020:
  - Section E-1.4.
  - Section E-1.5.
  - Section E-3.4.
  - Section E-3.5.

○ **Revised Exhibit F – Method of Payment**

- The ending date for the below sections have been revised to read as September 30, 2020:
  - Section F-3.1.
  - Section F-3.6.

○ **Total Contract Amount:**

The estimated funding level from October 1, 2015 to September 30, 2020 is depicted below in table format:

<b>Total Contract Amount (by budget period)</b>	
<b>Budget Period</b>	<b>Budget Amount</b>
FFY2015-2016	\$12,522,250.00
FFY2016-2017	\$14,304,080.00
FFY2017-2018	\$10,000,000.00
FFY2018-2019	\$7,500,000.00
FFY2019-2020	\$7,500,000.00
<b>Total Contract Amount</b>	<b>\$51,826,330.00</b>

o **Fixed Price (Unit Costs):**

<b>Total Provider Service Unit Costs (by budget period)</b>	
<b>Budget Period</b>	<b>Placement Unit Costs</b>
FFY2015-2016	\$12,107,407.00
FFY2016-2017	\$12,820,896.00
FFY2017-2018	\$9,172,002.00
FFY2018-2019	\$6,769,142.00
FFY2019-2020	\$6,727,200.00
<b>Total Provider Service Unit Costs</b>	<b>\$47,596,647.00</b>

o **Conditions of Fixed Price Payment**

- o Section F-3.6.1., the phrase "section F-3.4." is replaced by "section F-3.7. for the period October 1, 2018 through September 30, 2019, and section F-3.8. for the period October 1, 2019 through September 30, 2020.
- o Section F-3.6.3., is amended to read:
  - o F-3.6.3. The maximum monthly service cost shall not exceed \$564,095.16 for the period October 1, 2018 through September 30, 2019, and \$560,600.00 for the period October 1, 2019 through September 30, 2020, excluding training costs.

o **Service Unit Fee Table for the period October 1, 2019 to September 30, 2020:**

<b>Service Unit Type</b>	<b>Unit Rate</b>
Verified regular job placement 0-12 Months (applies to arrivals as of October 1, 2019)	\$840.00
Verified regular job placement 0-12 Months (applies to arrivals prior to October 1, 2019)	\$1,040.00
Verified regular job placement 12 – 24 months (5 placement cap for client)	
Verified regular job placement 25 – 60 months (5 placement cap for client)	\$1,350.00
Verified regular job placement >12-36 months (never previously placed)	\$1,200.00
0-12 Months Enrollment (Enrollment includes completion of the FSSP/RS Assessment, Employability Plan, orientation, and at least one pre-employment activity). (Applies to arrivals as of October 1, 2019). Limit to one-time payment per client.	\$200.00
Wage Rate Incentive \$14.00 p/h employed on the 180 days	\$200.00

Verified regular job placement during/upon completion of CL participation	\$700.00
<b>Career Laddering</b>	<b>Unit Rate</b>
Completion of CL Assessment and CL Plan per C-1.16	\$200.00
Career Laddering Job Placement in field of study	\$1,400.00

o **Cost Reimbursement:**

Total Cost Reimbursement Amount (by budget period)	
Budget Period	Budget Amount
FFY2015-2016	\$414,843.00
FFY2016-2017	\$1,483,184.00
FFY2017-2018	\$827,998.00
FFY2018-2019	\$730,858.00
FFY2019-2020	\$772,800.00
<b>Total Cost Reimbursement Amount</b>	<b>\$4,229,683.00</b>

o **Supporting Documentation Requirements**

- The following table shows the negotiated Service Unit breakdown with associated rates for the period of October 1, 2019 to September 30, 2020:

Employment Service Unit Table				
Service Units DCF Contract	Minimum Monthly Verified Job Placements (95% of approximate max)	Service Unit Fee	Approximate # of Units Monthly Max	Approximate # of Units Annually
<b>Placements</b>				
Verified regular job placement 0-12 months (applies to arrivals as of October 1, 2019)	<u>432</u>	\$840.00	13	150
Verified regular job placement 0-12 months (applies to arrivals prior to October 1, 2019)		\$1,040.00	177	2125
Verified regular job placement 12-24 months (5 placement cap for client)		\$1,350.00	242	2902
Verified regular job placement 25-60 months (5 placement cap for client)		\$1,200.00	19	230
Verified regular job placement >12-36 months (never previously placed)		\$1,400.00	3	35
*Career Laddering Training Related Job Placement		\$700.00	1	15
Job placement not training related during/upon completion of CL		\$ 200.00	25	300
0-12 Months Enrollment (Enrollment includes completion of the FSSP/RS Assessment, Employability Plan, orientation, and at least one pre-employment activity). (Applies to arrivals as of October 1, 2019). Limit to one-time payment per client.				
Completion of Assessment & CL Plan		\$200.00	4	50
Wage Rate Incentive \$14.00 p/h employed on the 180 days		\$200.00	28	340
<b>Total Job Placements</b>			<b><u>455</u></b>	<b><u>5457</u></b>

\*The table above is not included in the final contract as it is a tool used to determine the number of units negotiated (see Revised Exhibit D-Deliverables), the corresponding monthly minimum placement requirement and the maximum monthly number of units that would be allocated to each service unit type based on the maximum monthly service cost.

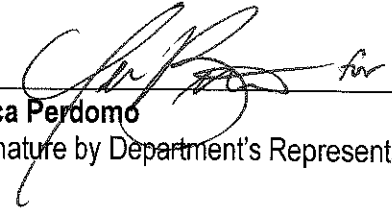
- Revised Exhibit F1 – Additional Financial Consequences
- Inserted Exhibit F2 – FFY20 Project Budget Summary

**IV. Summary and Closing**

The Department will proceed with Amendment #0006 and #0007 to Contract # XK050 with South Florida Workforce Investment Board (SFWIB), for the purpose of delivering Employment Services to eligible refugee/entrant clients in Miami-Dade County, based on the terms and conditions negotiated.

**V. Signatures**

  
**Rick Beasley**  
Signature by Provider's Representative

  
**Erica Perdomo**  
Signature by Department's Representative

Title: Executive Director

Title: Contract Manager

Date: 9/26/19

Date: \_\_\_\_\_