

81962  
PY'22-23  
PROFESSIONAL SERVICES AGREEMENT

AMENDMENT #4

THIS AMENDMENT #4, hereinafter referred to as the "AMENDMENT", entered into between **Alpha 1 Staffing/Search Firm LLC**, hereinafter referred to as the "CONTRACTOR", and the South Florida Workforce Investment Board, hereinafter referred to as the "SFWIB", amends the Professional Services Agreement entered between the parties on **June 1, 2020**. The Professional Services Agreement and this Amendment are hereinafter collectively referred to as the "AGREEMENT", between the SFWIB and the CONTRACTOR dated June 1, 2020 and expiring June 30, 2023 to provide recruiting and payroll services.

Exhibit A, Statement of Work is replaced in its entirety with Exhibit A-4, Modified Statement of Work.

Attachment 1, Job Descriptions, Exhibit A is replaced in its entirety with Attachment 1-B, Modified Job Descriptions, Exhibit A-4.

Attachment 2, Pay Rate Table, Exhibit A is replaced in its entirety with Attachment 2-B, Modified Pay Rate Table, Exhibit A-4.

All provisions in the AGREEMENT and any attachments thereto in conflict with this AMENDMENT shall be and hereby are changed to conform with this AMENDMENT.

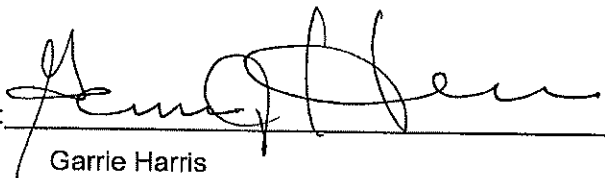
All other terms and conditions not in conflict with this AMENDMENT remain unchanged as agreed to in the original AGREEMENT.

**SIGNATURES APPEAR ON THE FOLLOWING PAGE**

**SIGNATORY FORM**

THE PARTIES HERETO ARE DULY AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF THE RESPECTIVE PARTIES:

AUTHORIZED SIGNATURE FOR: **Alpha 1 Staffing/Search Firm, LLC**  
PROGRAM ENTITLED: **Staffing Services**  
INDEX CODE: **81962**  
CFDA: **WIOA NDWG 17.277**

BY:  \_\_\_\_\_ 9/30/2022  
Date  
Garrie Harris  
President/CEO  
Alpha 1 Staffing/Search Firm, LLC

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

BY:  \_\_\_\_\_ 10/11/22  
Date  
Rick Beasley  
Executive Director  
South Florida Workforce Investment Board

(Job Description)  
**MOBILE CAREER ASSISTANCE CENTER OPERATOR**

**GENERAL DESCRIPTION**

Responsible for the safe operation of a mobile unit to several sites throughout Miami-Dade and Monroe counties providing access to workforce services within the local communities. Plans, schedules and coordinates the destinations of the mobile with Management, Career Center operators, employers, local organizations, etc. Assist the general public obtain gainful employment by mean of referrals to employers. Ensures accurate information is provided to all customers/visitors, the equipment on board is operational, and sufficient supply of brochures, materials and related resource information is on-hand.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Experience operating forty-foot diesel or alternate fuel vehicle, or experience driving medium to large vehicles. Experience may substitute for the required education on a year-for-year basis.
- Must possess a valid Commercial Driver License for a minimum of two (2) years
- Excellent driving history to include no points within the prior 24 month period
- Proof of insurance
- Must be able to work week-ends and some holidays
- Customer service skills
- Excellent written and verbal communication skills, preferable bilingual
- Excellent leadership, planning, and organizational skills
- Excellent computer skills, Microsoft word, excel, powerpoint, and similar software experience
- Ability to lift and handle items weighing up to 50 pounds
- Ability to develop and maintain professional working relationships with management, co-workers, and the general public
- Ability to handle multiple tasks simultaneously
- Ability to manage groups under high pressure situations
- Ability to prioritize multiple assignments, tasks, or projects
- Prior experience with workforce development desired
- CPR certification desired

(Job Description)  
**MOBILE CAREER ASSISTANCE CENTER OPERATOR**

**RESPONSIBILITIES**

- Operation of the workforce mobile equipment to several sites which may include week-ends
- Assist with information gathering, searching electronic databases and answering routine customer inquiries
- Assisting the general public in obtaining gainful employment to include making referrals to employers
- Interview job applicants to match their qualifications with employers' needs, recording and evaluating applicant experience, education, training, and skills
- Review employment applications and job orders to match applicants with job requirements, using manual or computerized file searches.
- Select qualified applicants or refer them to employers, according to organization policy.
- Assisting the general public with access to a variety of employment and training services by means of verbal or written instructions, audio-visual equipment, or related workforce materials
- Assisting the general public in the use of computers and self-service materials stationed on the workforce mobile
- Maintains and develops relationships with local organizations
- Performs maintenance of the mobile to include minor preventative maintenance; such as checking tire pressure, fluid levels, cleanliness of the interior and inspects safety equipment
- Operates general office equipment; i.e. copier, calculator and performs routine clerical duties to include typing memos, correspondence and other materials
- Performs related duties as assigned

Attachment 2-A  
(Exhibit A-1)

Alpha1 Staffing/Search Firm, LLC				
PY' 19-23 Modified Pay Rate Table				

	Group A Job Title	Hourly Pay Rate Range		Mark-up Rate	Bill Rates			
		Minimum	Maximum		Minimum	Overtime	Maximum	Overtime
1	C & R Cook 1	\$14.00	\$24.00	40%	\$19.60	\$29.40	\$33.60	\$50.40
2	C & R Cook 2	\$16.00	\$26.00	40%	\$22.40	\$33.60	\$36.40	\$54.60
3	Custodial Worker 1	\$10.00	\$15.00	40%	\$14.00	\$21.00	\$21.00	\$31.50
4	Custodial Worker 2	\$11.00	\$17.00	40%	\$15.40	\$23.11	\$23.80	\$35.70
5	Debris/Clean-up Workers	\$15.00	\$20.00	40%	\$21.00	\$31.50	\$28.00	\$42.00
6	Driver	\$16.00	\$22.00	40%	\$22.40	\$33.60	\$30.80	\$46.20
7	Fisherman	\$10.00	\$30.00	40%	\$14.00	\$21.00	\$42.00	\$63.00
8	Food Service Worker 1	\$10.00	\$16.00	40%	\$14.00	\$21.00	\$22.40	\$33.60
9	Food Service Worker 2	\$11.00	\$18.00	40%	\$15.40	\$23.00	\$25.20	\$37.80
10	General Laborer	\$15.00	\$20.00	40%	\$21.00	\$31.50	\$28.00	\$42.00
11	General Maintenance Worker/Repairer	\$14.00	\$25.00	40%	\$19.60	\$29.40	\$35.00	\$52.50
12	Line Cook/Food Preparation Worker	\$16.00	\$25.00	40%	\$20.40	\$30.60	\$35.00	\$52.50
13	Litter Removal	\$14.00	\$22.00	40%	\$19.60	\$29.40	\$30.80	\$46.20
14	Maintenance Repairer 1	\$14.00	\$20.00	40%	\$19.60	\$29.40	\$28.00	\$42.00
15	Sanitation/Janitorial Worker	\$14.00	\$20.00	40%	\$19.60	\$29.40	\$28.00	\$42.00
16	Warehouse Worker/Clerk	\$16.00	\$22.00	40%	\$22.40	\$33.60	\$30.80	\$46.20
17	Mobile Career Assistance Centert OP	\$15.83	\$0.00	40%	\$22.16	\$33.24	\$0.00	\$0.00

	Group A Job Title	Hourly Pay Rate Range		Mark-up Rate	Bill Rates			
		Minimum	Maximum		Minimum	Overtime	Maximum	Overtime
1	Account Clerk	\$14.00	\$23.00	29.50%	\$18.06	\$27.09	\$29.79	\$44.68
2	Accountant	\$18.00	\$30.00	29.50%	\$23.22	\$34.83	\$36.85	\$58.28
3	Customer Service Representative (DWG)	\$15.00	\$20.00	29.50%	\$19.42	\$29.13	\$25.90	\$38.85
4	Eligibility Specialist (Disaster/DWG)	\$12.00	\$20.00	29.50%	\$15.54	\$23.31	\$25.90	\$38.85
5	Grant Writer	\$20.00	\$45.00	29.50%	\$25.80	\$38.70	\$58.28	\$87.41
6	Regional Community Services Advocate	\$15.00	\$25.00	29.50%	\$19.42	\$29.13	\$32.38	\$48.56
7	Special Projects Administrator	\$19.00	\$35.00	29.50%	\$24.60	\$36.90	\$45.33	\$67.99
8	Violence Prevention Community Advocate	\$17.00	\$30.00	29.50%	\$22.01	\$33.02	\$38.85	\$58.28
9	Eligibility Worker	\$15.00	\$25.00	29.50%	\$19.42	\$29.13	\$32.38	\$48.56
10	Senior Meal Program Resolution Worker	\$15.00	\$25.00	29.50%	\$19.42	\$29.13	\$32.38	\$48.56
11	Telephone Reassurance Worker	\$15.00	\$25.00	29.50%	\$19.42	\$29.13	\$32.38	\$48.56