

Agenda Item #:

3A-3

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

MEETING DATE: 05/06/08

Consent

Regular

Ordinance

Public Hearing

Department: Equal Opportunity

Submitted By: Equal Opportunity

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: A modification to an Award/Contract R-2007-0833 (Charge Resolution Contract No. 6FPSLP0103) with the U. S. Equal Employment Opportunity Commission (EEOC) allowing the Office of Equal Opportunity to receive revenue in the total amount of \$83,050 as payment for processing and resolving employment discrimination complaints.

Summary: Execution of this modified contract is required so that OEO can receive payment for processing and resolving complaints of employment discrimination pursuant to the Worksharing Agreement with the EEOC. This Charge Resolution Contract is for FY 2007-2008 and is in the amount of \$83,050 (\$80,850 - charge processing; \$700 Intake Services, and \$1,500 - attendance at EEOC sponsored annual training). EEOC Charge Resolution Contracts for all Fair Employment Practices Agencies nationwide provide payment at a rate of \$550 per charge. OEO's contract is for a total of 147 charges. (Countywide)(TKF)


Background and Policy Issues: On August 15, 1995, the BCC enacted an ordinance prohibiting discrimination in employment, granting OEO investigative and enforcement authority, and authorizing OEO to become a referral agency for the federal government. In each subsequent fiscal year, the BCC has approved Charge Resolution Contracts between the OEO and EEOC.


Execution of this contract is necessary in order for OEO to receive payment for the processing and investigation of employment discrimination complaints that are filed under federal employment discrimination statutes and Palm Beach County's Equal Employment Ordinance.

The EEOC contract is retroactive to October 1, 2007. EEOC distributed the FY 2007-2008 contracts to state and local agencies via letter dated March 31, 2008. (The contract was received by OEO on April 2, 2008). Expedited approval is needed to meet national contract award deadlines as established by EEOC. Pursuant to the instructions in the EEOC transmittal letter, OEO has requested an extension to the deadline for submission of the signed contracts.

Attachments:

1. EEOC Transmittal Letter
2. EEOC Award/Contract
3. Standard Form 30 (2)
4. OEO Letter to EEOC re: Extension of Submission Deadline

Recommended by:  Department Director 04-03-2008 Date

Approved by:  Assistant County Administrator 4/22/08 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2007	2008	2009	2010	2011
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	83,050	_____	_____
External Revenues	_____	_____	(83,050)	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	-0-	-0-	-0-	-0-	-0-

ADDITIONAL FTE
POSITIONS (Cumulative) 0 0 0 0 0

Is Item Included in Current Budget? Yes X No _____
Budget Account No.: Fund_1253 Department_402_ Unit_4161_ Object_3169_
Program Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

No Ad Valorem dollars are involved in this item, these funds are to be paid to the County by the United States Equal Employment Opportunity Commission.

C. Departmental Fiscal Review:

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

Revenue for this contract will be received in FY 2009.

[Signature] 4/14/08
OFMB 4/14/08
4/11/08

[Signature] 4/17/08
Contract Administration

B. Legal Sufficiency:

This amendment complies with our review requirements.

[Signature] 4/18/08
Assistant County Attorney

C. Other Department Review:

Department Director

THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.



U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

Washington, D.C. 20507

MAR 21 2008

Office of the Chief Financial Officer

Palm Beach County Office of Equal Opportunity
Attn: Harry L. Lamb, Jr., Director
215 North Olive Avenue, Suite 130
West Palm Beach, FL 33401

RE: Contract No. 6FPSLP0103, Modification No. 0005

Dear Mr. Lamb:

Enclosed are two (2) copies of the Standard Form (SF) 30.

In order to expedite the execution of this modification, please return two (2) signed copies of the SF 30 only within ten (10) days from receipt of this letter to the following address:

**Equal Employment Opportunity Commission
Acquisition Services Division
1801 L Street, N.W., Room 6222
Washington, D.C. 20507
Attn: Anthony R. Price, Contracting Officer**

It is essential that you adhere to the timely submission of the fully executed copies of the signed SF 30. Any request for extension should be made via telephone or in writing. Facsimile requests are acceptable. Our facsimile telephone number is (202) 663-4178.

The single modification is for your record.

Upon execution by the Government, one (1) fully executed copy of the modification will be returned to you for your file.

If you have any questions, please call me on (202) 663-4218.

Sincerely,

Anthony R. Price, Contracting Officer
Acquisition Services Division
Office of the Chief Financial Officer

Enclosure(s)

PALM BEACH COUNTY
OFFICE OF
EQUAL OPPORTUNITY
09 APR -2 AM 9:18

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	
2. AMENDMENT/MODIFICATION NO. 0005	3. EFFECTIVE DATE 03/20/2008	4. REQUISITION/PURCHASE REQ. NO. RQ FPSP08117	5. PROJECT NO. (If applicable)
6. ISSUED BY EEOC 1801 L Street NW 6th Floor Washington, DC 20507	CODE CFASD	7. ADMINISTERED BY (If other than Item 6) Equal Employment Opportunity Commission Miami District Office One Biscayne Tower Suite 2700 2 South Biscayne Boulevard Miami, FL 33131	CODE FPMIA
8. NAME AND ADDRESS OF CONTRACTOR (No., street, country, state and ZIP Code) PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS 215 NORTH OLIVE AVENUE, SUITE WEST PALM BEACH, FL 33401		(X)	9A. AMENDMENT OF SOLICITATION NO.
CODE 596000785			9B. DATED (SEE ITEM 11)
FACILITY CODE 001		X	10A. MODIFICATION OF CONTRACT/ORDER NO. 6FPSP0103
			10B. DATED (SEE ITEM 11) MAR 23 2006

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
2006-01-FPSP-SLCR-IMSCONVE-2510-FP

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) CLAUSE H.11

E. IMPORTANT: Contractor is not, is required to sign this document and return 2 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
Purpose: Exercise Option Year 2. Pursuant to Clause H.11 OPTION TO EXTEND THE TERM OF THE CONTRACT, the Government hereby exercises Option Year 2 to extend contract performance for a period of twelve (12) months commencing October 1, 2007.

APPROVED AS TO TERMS AND CONDITIONS

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

[Signature]
HARRY L. LAMB, JR., DIRECTOR, OEO

[Signature]
TAMMY K. FIELDS, ASST. CO. ATTY.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Addie L. Greene, Chair, Palm Beach County Board of County Commissioners		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Anthony Price Contracting Officer	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By _____ (Signature of Contracting Officer)	16C. DATE SIGNED

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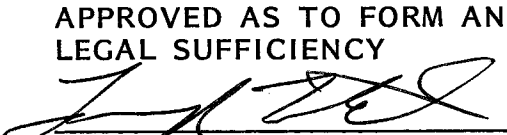
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