## Agenda Item #:

3A-1

## PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

## **AGENDA ITEM SUMMARY**

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MEETING DATE: 05/17/11		[X] Consent	[] Regular	
		[] Ordinance	[] Public Hearing	
Department:	Equal Opportunity			
Submitted By:	<b>Equal Opportunity</b>			
		=======================================		

### I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve: A)** A modification to an Award/Contract [R2009-1058] (Charge Resolution Contract No. EECCN090037, Modification No. 2) with the U. S. Equal Employment Opportunity Commission (EEOC) allowing the Office of Equal Opportunity to receive revenue in the total amount of \$105,250.00 as payment for processing and resolving employment discrimination complaints. **B)** An upward budget amendment of \$33,250 in the EEOC Fund to adjust the budget to the actual grant award.

**Summary:** Execution of this 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 2010 - 2011 and is in the amount of \$105,250.00 (\$102,000.00- charge processing; \$1,750 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 \$600 per charge. OEO's contract is for a total of 170 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, 2010. EEOC distributed the FY 2010 - 2011 contracts to state and local agencies via letter dated April 19, 2011. (The contract was received by OEO on April 22, 2011). 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
- 5. Budget Amendment

Recommended by:_	Jamelo -	28 April 2011	
15	Department Director	Date	
Approved by:	Par Meum	5/3/11	
	Assistant County Administrator	Date	

## **II. FISCAL IMPACT ANALYSIS**

A. Five Year S	ummary of Fisca	Impact:						
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B. Recommen	ded Sources of F	unds/Sum	mary of	Fiscal I	mpact:			
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C. Department	al Fiscal Review:							
		III. REV	/IEW CO	MMENT	<u>'S:</u>			
A. OFMB Fisca	al and/or Contract	Dev. and	She	un L	Λ	<u>uil3/EJ</u> on	<u>4/29/1)</u>	
B. Legal Suffic	siency: Signal III	56/u		tem comp ty policies	lies with cu	urrent		
Assistant (	County Attorney	<del></del>						
C. Other Depar	rtment Review:							
Departme	nt Director							

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



# U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION ACH COUNTY Washington, D.C. 20507 ECUAL OPPORTUNITY

APR 19 2011

Office of the Chief Financial Officer

11 APR 22 PM 2: 18

Palm Beach County Office of Equal Opportunity Attn: FEPA Director

215 North Olive Avenue, Suite 130 West Palm Beach, FL 33401

RE: Contract No. EECCN090037, Modification No. 0002

Dear FEPA Director:

Enclosed are two (2) copies of the Standard Form (SF) 30 and one (1) copy of the entire contract and all attachments.

In order to expedite the execution of this contract, present and provided a particular of the SE 30 only within (en (10)) days from receipt of this letter to the following address:

Equal Employment Opportunity Commission Acquisition Services Division 131 M Street, NE, 4<sup>th</sup> Floor Washington, DC 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 contract document with all attachments is for your records.

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

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

Sincerely,

Anthony R. Price, Contracting Officer

**Acquisition Services Division** 

Enclosure(s)

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHAS	E REO	NO.	5 PR	OJECT NO. (If applicat
0002	10/01/2010	RQ FPSLP11056				00201 (110. (11 <b>-</b> pp
B. ISSUED BY CODE	CFASD	7. ADMINISTERED BY (If ot	her than	Item 6)	CODE	FPMIA
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4th Floor		One Biscayne Tower Suite				
Washington, DC 20507		2 South Biscayne Boulevan Miami, FL 33131	ď			
			1 00	9A. AMENDME	NT OF SOL	CITATION NO
B. NAME AND ADDRESS OF CONTRACTOR (No., street, country	y, state and ZIP Code)		(X)	JA. AMENDINE		on Anomino.
PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS						
215 NORTH OLIVE AVENUE, SUITE WEST PALM BEACH, FL 33401				9B. DATED (SE	EE ITEM 11)	
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						ONTRACT/ORDER NO
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Offers must acknowledge receipt of this amendment pri	ior to the hour and date specific	ed in the solicitation or as amen	ided, by	one of the fo	llowing met	nods: (a) By
completing items 8 and 15, and returning	copies of the amendme	ent: (b) By acknowledging receig	ot of this	s amendment	on each co	py of the offer
submitted; or (c) By separate letter or telegram which in RECEIVED AT THE PLACE DESIGNATED FOR THE	ncludes a reference to the solic	itation and amendment number	rs. FAIL PECIFI	DRE OF YOU FD MAY RES	ULT IN RE	JECTION OF YOU
OFFER. If by virtue of this amendment your desire to c	hange an offer already submitte	ed, such change may be made	by tele	gram or letter,	provided e	ach telegram or let
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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 10/01/2010	RQ FPSLP11056		5. PROJECT NO. (If applicab
	CODE CFASD		BY (If other than Item 6)	CODE FPMIA
EEOC 131 M Street, N.E.		Miami District Offic		·
4th Floor Washington, DC 20507		One Biscayne Tow 2 South Biscayne B		
		Miami, FL 33131		
B. NAME AND ADDRESS OF CONTRACTOR (No., street, of	country, state and ZIP Code)		(X) 9A. AMENDMEN	T OF SOLICITATION NO.
PALM BEACH COUNTY				
BOARD OF COUNTY COMMISSIONERS 215 NORTH OLIVE AVENUE, SUITE				
WEST PALM BEACH, FL 33401			9B. DATED (SE	EIIEM 11)
			10A, MODIFICA	TION OF CONTRACT/ORDER NO
			EECCN09003	
			X 10B, DATED (SI	EE ITEM 11)
			07/21/2009	
CODE 596000785	FACILITY CODE 001	4P4(B4(P4))	OLIGITATIONS	
11. TI	HIS ITEM ONLY APPLIES TO AI	MENDMENTS OF S	OLICITATIONS	
The above numbered solicitation is amended a	as set forth in item 14. The hour and d	ate specified for receip	t of Offers is e	xtended, is not extende
Offers must calmoulade assets of this are a dis-	ont ories to the hour and data as 151-	d in the policitation	e amended by one of the fall	owing methods: (a) Rv
Offers must acknowledge receipt of this amendment completing items 8 and 15, and returning	conies of the amendmen	it: (h) By acknowledgin	receipt of this amendment o	in each copy of the offer
submitted: or (c) By separate letter or telegram will	hich includes a reference to the solicit	ation and amendment :	numbers. FAILURE OF YOU	R ACKNOWLEDGMENT TO I
RECEIVED AT THE PLACE DESIGNATED FOR OFFER. If by virtue of this amendment your desir	THE RECEIPT OF OFFERS PRIOR	TO THE HOUR AND D	ATE SPECIFIED MAY RESU	ILT IN REJECTION OF YOUR
makes reference to the solicitation and this amendment	e to change an oner aiready submitted dment, and is received prior to the op-	a, such change may be ening hour and date sp	ecified.	Some out to the state of the st
	•			
2. ACCOUNTING AND APPROPRIATION DATA (If require	ed)			
2011-201-FPSLP-SLCR-2510-FPMIA				
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appropriation date, etc.) SET FOR	RTH IN ITEM 14, PURSUANT TO TH	E AUTHORITY OF FAI	R 43.103(b).	G
C. THIS SUPPLEMENTAL AGRE	EMENT IS ENTERED INTO PURSU	ANT TO AUTHORITY	OF:	
D. OTHER (Specify type of modif	fication and authority)			
X CLAUSE H.10				
E. IMPORTANT: Contractor is not,			na office.	
لــُا لــا	is required to sign this document and return	2 copies to the issuir		
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	AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT					
AMENDMENT/MODIFICATION NO. 1002	3. EFFECTIVE DATE 10/01/2010	4. REQUISIT	TION/PURCHASE REC	Q. NO.	5. PROJECT NO. (If applicable	
SSUED BY CODE EEOC 131 M Street, N.E. 4th Floor Washington, DC 20507	CFASD	7. ADMINISTERED BY (If other than Item 6) CODE FPMIA  Equal Employment Opportunity Commiston Miami District Office One Biscayne Tower Suite 2700 2 South Biscayne Boulevard Miami, FL 33131				FPMIA
NAME AND ADDRESS OF CONTRACTOR (No., street, country, star	e and ZIP Code)		1 (x)	9A. AMENDME	ENT OF SOLIC	ITATION NO.
PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS 215 NORTH OLIVE AVENUE, SUITE WEST PALM BEACH, FL 33401				9B. DATED (S	·	
			×	10A. MODIFIC EECCN0900 10B. DATED (107/21/2009	)37	NTRACT/ORDER NO.
CODE 596000785 FA	ACILITY CODE 001					
11. THIS ITEM	ONLY APPLIES TO AM	IENDMENTS	OF SOLICITATI	SNC		
submitted; or (c) By separate letter or telegram which include RECEIVED AT THE PLACE DESIGNATED FOR THE RECOFFER. If by virtue of this amendment your desire to change the properties of the solicitation and this amendment, an ACCOUNTING AND APPROPRIATION DATA (If required) 011-201-FPSLP-SLCR-2510-FPMIA	EIPT OF OFFERS PRIOR T ge an offer already submitted	O THE HOUR , , such change r	AND DATE SPECIF nay be made by tel	FIED MAY RES	SULT IN REJI	ECTION OF YOUR
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<b>Section</b>	<u>Description</u>	Page Number
0	Commercial Clauses	
Α	Solicitation/Contract Form	
В	Supplies or Services and Prices/Costs	3
С	Descriptions/Specifications/Statement of Work.	4
D	Packaging and Marking	5
Е	Inspection and Acceptance	5
F	Deliveries or Performance	5
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H	Special Contract Requirements	5
I	Contract Clauses	6
J	List of Attachments	6

#### Section A - Solicitation/Contract Form

#### Section B - Supplies or Services and Prices/Costs

#### EFFECTIVE AS OF THE DATE OF THIS MODIFICATION, CONTRACT NUMBER EECCN090037, IS REVISED AS FOLLOWS:

Anumbers	comindativisme (1994)		Unit of side	r unimica.	roiel Countie also and
7	OPTION YEAR 2: TITLE VII, ADEA AND ADA	Original : 0.000000		Original: \$0.0000	Original:\$0.00
·	CHARGE RESOLUTIONS	Change: 170.000000		Change: \$600.0000	Change: \$102,000.00
		Total : 170.000000	EA	Total: \$600.0000	Total: \$102,000.00

Period of Performance: 10/01/2010 - 09/30/2011 Description: SEE SECTION B, PAGE B-1 FOR LINE ITEM DESCRIPTION.

Delivery Schedule:

**Delivery Number** 

**Delivery Date** 

Quantity

Number:	Commodil/Name 2	Quality <b>4</b> 2.		De Unit Erics	Total Cosif (Herdisciand
8	OPTION YEAR 2: TITLE VII, ADEA AND ADA	Original : 0.000000		Original: \$0.0000	Original:\$0.00
	INTAKE SERVICES	Change: 35.000000		Change: \$50.0000	Change: \$1,750.00
	·	Total: 35.000000 .	EA	Total: \$50.0000	Total: \$1,750.00

Period of Performance: 10/01/2010 - 09/30/2011

Description:PROVIDE INTAKE SERVICES FOR CHARGES, WITH AFFIDAVITS, FILED DURING THE PERIOD OCTOBER 1, 2010 TO SEPTEMBER 30, 2011, AT A PRICE OF \$50 PER CHARGE.

**Delivery Schedule:** 

**Delivery Number** 

Delivery Date

Quantity

Number	e a Commolit/Name as new years and a second	Overnity Junitor Sea	e y Unit Price	notal Costilino discand
9	OPTION YEAR 2: FY 2011 EEOC/FEPA	Original : 0.000000	Original: \$0.0000	Original:\$0.00
	TRAINING CONFERENCE	Change: 1.000000	Change: \$1,500.0000	Change: \$1,500.00

Number Commodity Name 1, 18, 1858	ovantly to	eا اعداد (Carlissus)		notel Cost, inc. also and
	Total: 1.000000	LT	Total: \$1,500.0000	Total: \$1,500.00

Period of Performance: 10/01/2010 - 09/30/2011

Description:TRAINING TO FACILITATE SUCCESSFUL COMPLETION OF CONTRACT, WHICH MUST INCLUDE ATTENDANCE AT EEOC-SPONSORED ANNUAL CONFERENCE.

**Delivery Schedule:** 

**Delivery Number** 

**Delivery Date** 

Quantity

AS A RESULT OF THIS MODIFICATION, THE TOTAL CONTRACT VALUE IS INCREASED BY \$105,250 FROM \$174,400 TO \$279,650.00. EXCEPT AS STATED ABOVE, ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

Accounting Line Accounting and Appropriations Data:

7 2011-201-FPSLP-SLCR-2510-FPMIA Original: \$0.00 Change: \$102,000.00 Total: \$102,000.00

8 2011-201-FPSLP-SLINTAKE-2510-FPMIA Original: \$0.00 Change: \$1,750.00 Total: \$1,750.00

9 2011-201-FPSLP-SLTRNG-2510-FPMIA Original: \$0.00 Change: \$1,500.00 Total: \$1,500.00

## **Accounting and Funding Total:**

Previous Total: \$174,400.00 Modification Total: \$105,250.00 Grand Total: \$279,650.00

### IDC Constraints Line Item

				Manufacture American	
Line Number	Minumum Quantity	Minimum Amount	Maximum Quantity	Maximum Amount	
7	0.00000	\$0.00	0.00000	\$0.00	
. 8	0.000000	\$0.00	0.000000	\$0.00	
9	0.000000	\$0.00	0.000000	\$0.00	

#### Section C - Descriptions/Specifications/Statement of Work

Descriptions & Specifications

# Section D - Packaging and Marking

Packaging and Marking

## Section E - Inspection and Acceptance

Inspection and Acceptance

## Section F - Deliveries or Performance

Deliveries or Performance PERIOD OF PERFORMANCE

ITEM 7

START 10/01/2010

END 09/30/2011

PERIOD OF PERFORMANCE

ITEM 8

START 10/01/2010

END

09/30/2011

PERIOD OF PERFORMANCE

ITEM 9

START 10/01/2010

END 09/30/2011

## Section G - Contract Administration Data

Contract Administration Data Accounting Data

## Section H - Special Contract Requirements

Special Contract Requirements

## Section I - Contract Clauses

Contract Clauses

## Section J - List of Attachments

Exhibits and Attachments TOC

Exhibits

## Line Item No. 7 Description - Option Year 2

Processing and Resolving, Title VII, ADEA, and ADA Charges. Each Charge must have been filed since October 1, 2006, (or since October 1, 2005, for each charge where a determination of reasonable cause is issued and the charge is processed through hearings and/or litigation) and resolved in accordance with a charge resolution plan if applicable.

In addition, listed below are the revised Sections of the contract:

#### Section C - DESCRIPTIONS AND SPECIFICATIONS

Section II, Paragraph B of the Statement of Work - The last sentence is revised to read as follows:

From: Upon execution, the Worksharing Agreement dated <u>10/21/2009</u>, is incorporated by reference into this contract.

To: Upon execution, the Worksharing Agreement dated <u>01/25/2011</u>, is incorporated by reference into this contract.

Section II, Paragraph E of the Statement of Work is revised to read as follows:

From: It is understood and expressly agreed to by both parties to this contract that all provisions of the EEOC's Contracting Principles for State and Local FEPA for Fiscal Year 2010 are incorporated in their entirety into this contract.

To: It is understood and expressly agreed to by both parties to this contract that all provisions of the EEOC's Contracting Principles for State and Local FEPA for Fiscal Year 2011 are incorporated in their entirety into this contract.

Section III, Paragraph C of the Statement of Work is revised to read as follows:

From: All charges submitted for credit under this contract shall be completed by the Contractor between October 1, 2009 and September 30, 2010 as follows:

To: All charges submitted for credit under this contract shall be completed by the Contractor between October 1, 2010 and September 30, 2011 as follows:

Section III, Paragraph C.8 of the Statement of Work is revised to read as follows:

From: Contract credit will not be allowed for any charge subject to a processing fee. If such a fee is imposed or implemented during the period of the contract, the contract may be terminated in accordance with Clause 52.249-4, Termination for Convenience of the Government.

To: Contract credit will not be allowed for any charge subject to a processing fee. If such a fee is imposed or implemented during the period of the contract, the contract may be terminated in accordance with FAR Clause 52.249-4,

Termination for Convenience of the Government (Services) (Short Form).

#### Section F - DELIVERIES OR PERFORMANCE

#### F.1 PERIOD OF PERFORMANCE

The period of performance in Paragraph F.1 is revised to read as follows:

From: October 1, 2009 through September 30, 2010

To: October 1, 2010 through September 30, 2011

#### F.2 TIME OF DELIVERY/DELIVERABLES

F.2.A.1 – The last sentence in Paragraph F.2.A.1 is revised to read as follows:

From: A determination not to award contract credit made may be reversed under the procedures set forth in Section III.B.5.a.of the FY 2010 Contracting Principles.

To: A determination not to award contract credit may be reversed under the procedures set forth in Section III.B.5.a.of the FY 2011 Contracting Principles.

Paragraph F.2.A.2 is revised to read as follows:

From: Enter basic charge data into the FEPA IMS or successor system within five days of the Contractor's receipt of each charge as set forth in Section III.B.5.a of the FY 2010 Contracting Principles in order to be eligible to receive contract credit.

To: Enter basic charge data into the FEPA IMS or successor system within five days of the Contractor's receipt of each charge as set forth in Section III.B.5.a of the FY 2011 Contracting Principles in order to be eligible to receive contract credit.

The first sentence of Paragraph F.2.A.3 is revised to read as follows:

From: Provide EEOC with a list of final actions within a time frame agreed upon by the COTR and the Contractor, but usually no later than 30 days after the resolution of each charge to meet the requirement of Section III. B.2 of the FY 2010 Contracting Principles.

To: Provide EEOC with a list of final actions within a time frame agreed upon by the COTR and the Contractor, but usually no later than 30 days after the resolution of each charge to meet the requirement of Section III. B.2 of the FY 2011 Contracting Principles.

Paragraph F.2.B.4 is revised to read as follows

From: The Contractor must make timely and accurate submission to the EEOC of EEOC Form 322 and EEOC Form 472. All reports covering the first three quarters of the FY 2010 contract must be received by the EEOC prior to September 30, 2010.

To: The Contractor must make timely and accurate submission to the EEOC of EEOC Form 322 and EEOC Form 472. All reports covering the first three quarters of the FY 2011 contract must be received by the EEOC prior to September 30, 2011.

## Section G - CONTRACT ADMINISTRATION DATA

Replace Section G.1 with the following:

#### G.1 CONTRACT ADMINISTRATION DATA

A. Contracting Officer: See Block 20A of SF 26

B. Inspection and Acceptance: See Section E of the Schedule

C. Accounting and Appropriation Data: See Accounting Line Accounting and Appropriations Data

D. Contracting Officer's Technical: Malcolm Medley, Director

Representative Miami District Office Telephone: (305) 808-1740

E. Paying Office: See Block 12 of SF-26

F. Program Director: Michael J. Dougherty, Director

State and Local Programs
Office of Field Programs
131 M Street, N.E., Fifth Floor
Washington, DC 20507
Telephone: (202) 663-4801

### G.5 PAYMENT SCHEDULE

Paragraph G.5 is revised to read as follows:

From: Upon contract execution, an advance payment invoice not to exceed fifty (50) percent of the number of charge resolutions stated in the contract, submitted by the Contractor. Subsequent payments will be based on the Contractor's actual production of accepted charge resolutions. The contractor can submit invoices for actual production on a quarterly basis (April 12, July 12, and October 11, 2010). No payment will be made until the contract and subsequent modifications, if any, are returned, properly executed, to the Equal Employment Opportunity Commission, Acquisition Services Division, 131 M Street, N.E., 4<sup>th</sup> Floor, Washington, D.C. 20507.

## FY 2011 EXTENSION OF WORKSHARING AGREEMENT

In as much as there have been no substantive changes in the processes, procedures, statutes, policies or regulations that would adversely affect or substantially alter the work sharing arrangement between the \_\_\_\_\_\_Miami District Office and Palm Beach County Office of Equal Opportunity, or that would affect the processing of charges filed under the pertinent Federal, state or local statutes, the parties agree to extend the current work sharing agreement that was executed on October 2008 through the FY 2011 Charge Resolution Contract Option Period. By executing this extension, the parties agree to abide by the confidentiality provisions of GINA as well as the other statutes cited in the agreement. This agreement, as well as the attendant Work sharing Agreement may be reopened and amended by mutual consent of the parties.

Robert Weisman, County Administrator

Palm Beach County, Florida

Delner Franklin Thomas Acting District Director 1/25/11 1/25/11

Date



### Office of Equal Opportunity

215 N. Olive Avenue, Suite 130
West Palm Beach, FL 33401
(561) 355-4884
Fax: (561) 355-4932

www.pbcgov.com/equalopportunity

#### Paim Beach County Board of County Commissioners

Karen T. Marcus, Chair

Shelley Vana, Vice Chair

Paulette Burdick

Steven L. Abrams

**Burt Aaronson** 

Jess R. Santamaria

Priscilla A. Taylor

#### **County Administrator**

Robert Weisman

"An Equal Opportunity Affirmative Action Employer

# **Fax**

To:

Anthony R. Price, Contracting Officer

Fax:

(202) 663-4178

From:

Pamela Guerrier, Manager

Date:

25 April 2011

Pages:

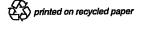
2, including this cover sheet

Attached is a request for extension of time submitted by the Palm Beach County Office of Equal Opportunity regarding contract no. **EECCN090037**, **Modification No. 0002**.

Please let me know if you need anything further.

From the desk of...

Pamela Guerrier Manager Palm Beach County Office of Equal Opportunity 215 North Olive Avenue, Suite 130 West Palm Beach, FL 33401 Pguerrie@pbcgov.org Tel. (561) 355-2558 Fax (561) 355-4932





#### Office of Equal Opportunity

215 N. Olive Avenue, Suite 130

West Palm Beach, FL 33401

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# Palm Beach County Board of County Commissioners

Karen T. Marcus, Chair
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Steven L. Abrams
Burt Aaronson
Jess R. Santamaria
Priscilla A. Taylor

#### **County Administrator**

Robert Weisman

## 25 April 2011

Equal Employment Opportunity Commission Acquisition Services Division 131 M Street, NE, 4<sup>th</sup> Floor Washington, DC 20507

Attn.: Anthony R. Price, Contracting Officer

Re: FY 2010-2011 FEPA Contract (Contract No. EECCN090037)

Palm Beach County Office of Equal Opportunity

Dear Mr. Price:

This correspondence is to acknowledge receipt of the FY 2010-2011 FEPA Contract No. EECCN090037 and Standard Form (SF) 30. Pursuant to the instructions in your transmittal letter, it is requested that the Palm Beach County Office of Equal Opportunity be granted an extension of time within which to submit the signed contracts.

Pursuant to the Charter and Ordinances of Palm Beach County, Florida, all contracts must be approved by the Board of County Commissioners at a public meeting. We have prepared the required documents to have this contract approved by the Board of County Commissioners at the May 17, 2011 meeting. Upon approval, the contracts will be returned to the EEOC via overnight express delivery.

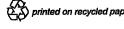
If you wish to discuss this matter, please reach me or Pamela Guerrier at (561) 255-2558 or via e-mail at <a href="mailto:Pguerrie@pbcgov.org">Pguerrie@pbcgov.org</a>

Sincerely,

Harry L. Lamb, Jr., Director

Cc: EEOC, Miami District Office

"An Equal Opportunity Affirmative Action Employer



# BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

## **Fund 1253 Fair Employment Contract**

BGRV 042611\*519 BGEX 042611\*1422

ACCOUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 04/26/11	REMAINING BALANCE
Revenues	·						
402-4161-4900 Charges for Services-Other	0	72,000	33,250	0	105,250		
TOTAL RECEIPTS & BALANCES	880,534	986,633	33,250	0	1,019,883		
<u>Expenditures</u>							
402-4161-3421 Contractual Service Training 402-4161-4801 Promot'l Activities (Ord 86-19)	1,500 5,000	1,500 5,000	25,000 8,250	0 0	26,500 13,250	0 0	26,500 13,250
TOTAL APPROPRIATIONS & EXPENDITURES	880,534	986,633	33,250	0	1,019,883		
Office of Financial Management & Budget					BY BOARD OF COUNTY COMMISSIONERS AT MEETING OF		
INITIATING DEPARTMENT/DIVISION Administration/Budget Department Approval OFMB Department - Posted	- Jame la	<b>*</b>	26 April 20	0()		May 17, 2011  Deputy Clerk to the of County Commission	oners