

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

3A.2

AGENDA ITEM SUMMARY

MEETING DATE: October 21, 2014

☒ Consent

☐ Regular

☐ Ordinance

☐ Public Hearing

Department: Equal Opportunity

Submitted By: Equal Opportunity

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to ratify: The signature of the Mayor on the Amendment of Solicitation/Modification of Contract (EECCN120020) No. 0004 [R-2012-0659] with the U. S. Equal Employment Opportunity Commission (EEOC) allowing the Office of Equal Opportunity to receive increased revenue in the amount of \$500.00 as payment for increasing the number of intake services by 10 from 10 to 20.

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. Modification No. 0004 is for FY 2013 - 2014 and is in the amount of \$1,000.00 for Intake Services. EEOC Charge Resolution Contracts for all Fair Employment Practices Agencies nationwide provide payment at a rate of \$50 per intake. OEO's contract is for a total of 20 intakes. FY 2014 Extension of Worksharing Agreement was signed by the County Administrator on September 26, 2013. On November 26, 1996, the Board of County Commissioners approved staff's recommendation that future Worksharing Agreements be executed by the County Administrator, or his designee, because of the recurring time constraints involved in this process. The Worksharing Agreement is a prerequisite to the receipt of a Charge Resolution Contract. The Amendment of Solicitation/Modification of Contract to receive the revenue needed to be signed by the Mayor. The Mayor signed the Amendment on September 25, 2014 for OEO to receive the revenue, but the full Board needs to ratify the Mayor's signature. Countywide (DO)

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 the payment for increased intakes that are completed under federal employment discrimination statutes and Palm Beach County's Equal Employment Ordinance.

Modification No. 0004 is retroactive to October 1, 2013. EEOC distributed the modification contract FY 2013 - 2014 to OEO via letter dated September 16, 2014. (The contract was received by OEO on September 23, 2014). Expedited approval is needed to meet contract award deadlines as established by EEOC.

Attachments:

1. EEOC Transmittal Letter
2. Amendment of Solicitation/Modification of Contract (EECCN120020), No. 0004 (2)
3. FY 2014 Extension of Worksharing Agreement

Recommended by: _____

Department Director

Date

Approved by: _____

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures					
Operating Costs					
External Revenues	(500)				
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 _____ No x _____

Budget Account No.: Fund_0001 Department_400_ Unit_4160_ Object_4801_

Program Category _____

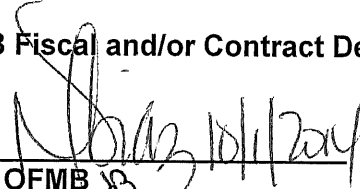
B. Recommended Sources of Funds/Summary of Fiscal Impact:

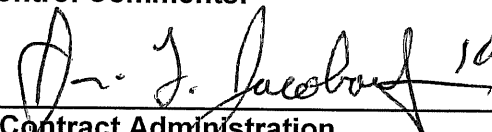
No Ad Valorem dollars are involved in this item, these funds are to be paid to the County by the United States Equal Employment Opportunity Commission.

C. Departmental Fiscal Review:


III. REVIEW COMMENTS:

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


OFMB
9/30


Contract Administration
10-14-14 B. Wheeler

B. Legal Sufficiency:


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

Office of the Chief Financial Officer

SEP 16 2014

16 SEP 23 AM 9:41
Pg

Palm Beach County Office of Equal Opportunity
Attn: FEPA Director
215 North Olive Avenue, Suite 126
West Palm Beach, FL 33401

Subject: Contract No. EECN120020, Modification No. 0004

Dear FEPA Director:

Enclosed is a properly executed copy of Modification No. 0004 under the subject contract. It is being forwarded for your information, appropriate action, and file.

Should you have any questions regarding this modification, please do not hesitate to contact me on (202) 663-4218.

Sincerely,

A handwritten signature in black ink, appearing to be "AP", written over a horizontal line.

Anthony R. Price, Contracting Officer
Acquisition Services Division

Enclosure(s)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 2	
2. AMENDMENT/MODIFICATION NO. 0004		3. EFFECTIVE DATE 09/12/2014		4. REQUISITION/PURCHASE REQ. NO. 2114FPSP0070/0001	
5. PROJECT NO. (If applicable)		6. ISSUED BY CODE CFASD		7. ADMINISTERED BY (If other than Item 6) CODE FPMIA	
Equal Employment Opportunity Comm. 131 M Street N.E. 4th Floor Washington DC 20507		Equal Employment Opportunity Comm. 2 South Biscayne Boulevard Suite 2700 Miami FL 33131			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x)		9A. AMENDMENT OF SOLICITATION NO.	
PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS WEST PALM BEACH FL 33401				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EECCN120020	
				10B. DATED (SEE ITEM 13) 05/21/2012	
CODE 000239		FACILITY CODE			

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 ACKNOWLEDGEMENT 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 you 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) Net Increase: \$500.00
4501001414BD20140100001014SLP00014PS0FPSP0SLINTK-FPMIA0-251010

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.
X	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:
	D. OTHER (Specify type of modification and authority)

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

THE PURPOSE OF THIS MODIFICATION IS TO INCREASE THE NUMBER OF INTAKE SERVICES BY 10 FROM 10 TO 20 FOR FY 2014 AND INCREASE THE TOTAL AMOUNT FOR CLIN 0014 BY \$500.00 FROM \$500.00 TO \$1,000.00 UNDER CONTRACT NO. EECCN120020. SEE PAGE 2 FOR DETAILS.

EFFECTIVE AS OF THE DATE OF THIS MODIFICATION, CONTRACT NO. EECCN120020 IS REVISED AS FOLLOWS:

Payment:

Equal Employment Opportunity Comm.

PO Box 8790

Reston VA 20195-8790

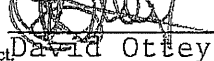
Period of Performance: 10/01/2013 to 09/30/2014

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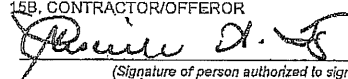
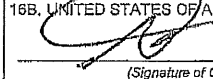
Approved as to terms and conditions


Pamela Guerrier, Dir., OEO

Approved as to form and Legal Sufficiency


David Ottey

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) Priscilla A. Taylor, Mayor, BCC		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Anthony Price	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED 9/25/14	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 9/16/14

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

NAME OF OFFEROR OR CONTRACTOR
PALM BEACH COUNTY

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0014	<p>Change Item 0014 to read as follows (amount shown is the obligated amount):</p> <p>OPTION YEAR 2 - Title VII, ADEA, ADA, AND GINA INTAKE SERVICES: Provide Intake Services for charges, with affidavits, filed during the period October 1, 2013 to September 30, 2014, at a price of \$50 per charge.</p> <p>UPWARD MODIFICATION TO CONTRACT. Obligated Amount: \$500.00</p> <p>Delivery Location Code: MIA00 Miami District Office One Biscayne Tower Suite 2700 Miami FL 33131 USA</p> <p>Delivery Location Code: FPSLP Field Programs - State and Local 131 M Street N.E. Washington DC 20507 Quantity: 20</p> <p>AS A RESULT OF THIS MODIFICATION, THE TOTAL OBLIGATION FOR CONTRACT NO. EECCN120020 IS INCREASED BY \$500.00 FROM \$272,850.00 TO \$273,350.00.</p> <p>EXCEPT AS STATED ABOVE, ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.</p>	10	JA	50.00	500.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
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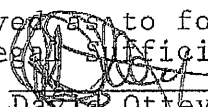
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Reston VA 20195-8790
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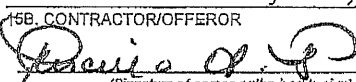
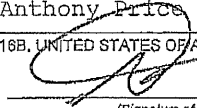
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Pamela Guerrier, Dir., OEO

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David Ottey
Asst. Co. Atty.

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Priscilla A. Taylor, Mayor, BCC		Anthony Price	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
 (Signature of person authorized to sign)	9/25/14	 (Signature of Contracting Officer)	9/16/14

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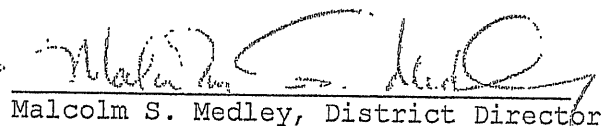
FY 2014 EXTENSION OF WORKSHARING AGREEMENT

Inasmuch 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 the 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 September 26, 2013 through the FY 2014 Charge Resolution Contract Option Period.

The agencies agree to work together in furtherance of the provisions of EEOC's 2012-2016 Strategic Plan and the 2013 FEPA Engagement Plan, when assessing the allocation of charges under this agreement and to cooperate in compliance and enforcement efforts as well as training, outreach and technical assistance efforts encompassed by the Plans. 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 Worksharing Agreement may be reopened and amended by mutual consent of the parties.


Robert Weisman, County Administrator
Palm Beach County

9/26/13
Date


Malcolm S. Medley, District Director

11/7/13
Date