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July 7, 2021

MEMORANDUM

TO: Jill Hayes, Budget Office Director

RE: Item F.40., Approval for Agreement Affirming the Local Workforce Development Board One-Stop Operator and Workforce Services Provider

The Board of County Commissioners, in regular session on July 6, 2021, approved and authorized the Chair to sign the Agreement, confirming C2 Global Professional Services, LLC (C2 GPS) as the designated One-Stop Operator for the Local Workforce Development Board (LWDB) Area. Enclosed is the fully-executed Agreement.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

Kimberly Powell, Clerk to the Board

/cld

Encl. (1)

cc: CareerSource Brevard

**AGREEMENT
ONE-STOP OPERATOR AND WORKFORCE SERVICES**

Whereas, this Agreement is required by Workforce Innovation and Opportunity Act (WIOA), and is made and entered into by and between the Brevard Workforce Development Board, Inc. d/b/a CareerSource Brevard (hereinafter referred to as "CareerSource"), C2 Global Professional Services, LLC (hereinafter referred to as "C2 GPS") and the Brevard County Board of County Commissioners (hereinafter referred to as "Chief Elected Official" or "CEO"), and;

Whereas, each of the parties to this Agreement serve distinct roles under WIOA, with CareerSource serving as the Local Workforce Development Board (LWDB), as fiscal agent, grant recipient and administrative entity, with C2 GPS serving as the contracted one-stop (Career Center) operator and provider of career services and the Chief Elected Official providing local approval authority, and;

Whereas, CareerSource developed a detailed Scope of Work for the services to be provided in the Brevard County LWDB One-Stop Service Delivery System region; and

Whereas, in March 2021, CareerSource properly procured the services of a One-Stop Operator and Career Services Provider under one procurement, as contained in RFP # CSB20-600-001, a copy of which is attached hereto and incorporated by this reference as Exhibit A; and

Whereas, CareerSource negotiated and entered into one (1) contract with C2 GPS, CSB20-600-002, on July 1, 2021 to provide One-Stop Operator and Career Services under WIOA, a copy of which is attached hereto and incorporated by this reference as Exhibit B; and

Whereas, this Agreement is developed to promote transparency regarding C2 GPS providing multiple functions in the local one-stop system according to the detailed Scope of Work in the contract; and

Whereas, the U.S. Department of Labor stresses the importance of appropriate firewalls between service provision staff and oversight of the system and requires that specific policies and procedures are in place, that standard protocols are established to address the oversight, monitoring, evaluation of performance for the One-Stop and Career Services operator pursuant to WIOA, 20 CFR § 679.430 and § 678.625; and

Whereas, notwithstanding any provision of this Agreement to the contrary, this Agreement shall remain in full force and effect as long as the contract between CareerSource and C2 GPS, attached as Exhibit B, remains in effect.

NOW, THEREFORE, the parties to this Agreement hereby agree as follows:

SECTION 1. APPOINTMENT OF C2 GPS.

CEO hereby appoints as C2 GPS as the One-Stop and Career Services Operator.

SECTION 2. DUTIES OF C2 GPS.

C2 GPS hereby agrees to the following terms and conditions:

- **C2 GPS will not:**
 - Be involved in the development of procurement documents or any part of the procurement and selection process as it relates to the Operator, Career Services, Youth Services, or any other procurement where C2 GPS may have a perceived or real interest.
 - Establish or implement policies or practices that create impediments to service providers to properly assist individuals or that creates an advantage to the C2 GPS Career Services programs over any other partner program (e.g. preference for referrals for services).
 - Convene system stakeholders to assist in the development of the Local plan.
 - Prepare and submit local plans as required under § 107 of WIOA.
 - Provide oversight of C2 GPS as either the Career Services Provider or the One-Stop Operator.
 - Select or terminate one-stop operators, career services or youth providers.
 - Negotiate local performance accountability measures on behalf of the local area and the State of Florida or on behalf of other service providers.
 - Develop and submit a budget for activities of the LWDB in the local area.

- **C2 GPS will:**
 - Promptly report all violations of the Code of Conduct by any team members/employees, proper disclosure, and accountability.
 - Notify CareerSource immediately in the event of an apparent or real conflict of interest come to the attention of a manager or supervisor.
 - Follow the C2 GPS Code of Ethics which was created to set standards for and promote honesty, ethical conduct, compliance, and avoidance of actual/apparent conflicts of interest.
 - Train new employees on the Code of Ethics upon hire and provide continuing training for all employees every two years.
 - Require all employees to submit written agreement to the terms of the Code of Ethics every two years.
 - Abide by all terms and conditions as contained in RFP # CSB20-600-001 and C2 GPS' response to the same, a copy of which is attached hereto and incorporated by this reference as Exhibit A.

SECTION 3. TERM AND TERMINATION.

This Agreement shall become effective on the date of the last signature set forth below ("Effective Date") and shall remain in full force and effect as long as the contract between CareerSource and C2 GPS, attached as Exhibit B, remains in effect. Either party may terminate this Agreement by providing the other party 120 days written notice.

SECTION 4. NOTICES.

All notices sent under this Agreement shall be sent to the following parties at the contact information below:

Brevard Workforce Development Board, Inc. d/b/a CareerSource Brevard
297 Barnes Blvd.
Rockledge, FL 32955

Brevard County
2725 Judge Fran Jamieson Way, C-308
Viera, Florida 32940

C2 Global Professional Services, LLC
5620 Oak Boulevard
Austin, TX 78735

SECTION 5. MODIFICATION.

This Agreement may only be modified by mutual written agreement of all parties.

IN WITNESS WHEREOF, C2 GPS, CareerSource and the CEO have caused this Agreement to be signed by their authorized officers on the day and year first set forth below:

Brevard Workforce Development Board, Inc.
d/b/a CareerSource Brevard

C2 Global Professional Services, LLC

Marci Murphy 06 / 16 / 2021
Marci Murphy, President Date

Chakib Chehadi 6/19/21
Chakib Chehadi, CEO Date

CEO
Brevard County Board of County Commissioners

Rita Pritchett
Rita Pritchett, Chair

Rachel M. Sadoff
Attest: Rachel M. Sadoff, Clerk
(As approved by Board of County
Commissioners on 07/06/2021)