

**Ron DeSantis**  
GOVERNOR



**Dane Eagle**  
SECRETARY

**DATE:** January 7, 2022  
**TO:** Local Workforce Development Board 11: CareerSource Flagler Volusia  
**FROM:** Casey Penn, Chief, Bureau of One-Stop and Program Support *CP*  
**SUBJECT:** Related Party Contract Review Notification

The above-referenced local workforce development board (LWDB) submitted the following related party contract(s) to the Department of Economic Opportunity (DEO) for reporting purposes or prior approval:

Contracting Entity	Service Type	Contract Amount
United Way of Volusia-Flagler Counties	Master Services Contract for Work-Based Learning	\$20,000.00

DEO reviewed the documents provided to ensure compliance with Section 15 of the grantee-subgrantee agreement between DEO and the LWDB, as well as CareerSource Florida Strategic Policy (2012.05.24.A.2), as amended.

Based on the amount of the contract and the outcome of DEO's review, the contract(s) is determined to be:

- Compliant** – The above-referenced contract(s) did not require prior approval by DEO but was determined to meet the statutory requirements. The contract(s) must be published on the LWDB's website within 10 days after approval by the LWDB and must remain on the website for at least one year after the contract is terminated.
- Approved** – The above-referenced contract(s) was determined to meet the criteria for approval. The LWDB may proceed with the contracting process with the contracting entity. The contract(s) must be published on the LWDB's website within 10 days after approval by DEO and must remain on the website for at least one year after the contract is terminated.
- Denied** – The contract(s) submitted was determined not to meet the criteria for approval.

Please contact the DEO team at [WorkforceContract.Review@deo.myflorida.com](mailto:WorkforceContract.Review@deo.myflorida.com) with any questions.



## **MASTER SERVICES CONTRACT WORK-BASED-LEARNING**

This Master Services Contract is entered into between **Workforce Development Board of Flagler and Volusia Counties, Inc.**, d/b/a and hereinafter referred to as CareerSource Flagler Volusia, and **United Way of Volusia-Flagler Co., Inc.** for the purpose of committing CareerSource Flagler Volusia's support for future Work-Based Learning, such as On-the-Job Training (OJT) and/or Customized Training (CT) agreements.

It is understood by both parties that the actual obligation of the maximum funds contained in this Master Contract will be disbursed through individual training agreements, and that such agreements are subject to fund availability.

For the purpose of this master contract, the subsequent executed individual agreements are the actual encumbering documents. The parties understand that the obligation of funds is dependent on the availability of funding and the appropriate document, or documents in the case of multiple hires or training needs, being signed by the parties prior to the actual hire date or start of training.

**United Way of Volusia-Flagler Co., Inc.** understands that it will be required to invoice CareerSource Flagler Volusia, as stated in each agreement, to obtain reimbursement for its expenses and that such invoicing must be in a timely manner, as stated in each agreement.

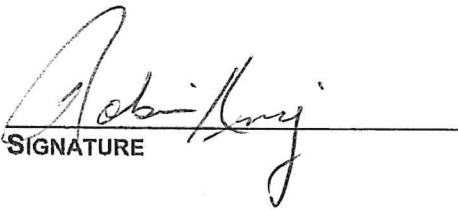
CareerSource Flagler Volusia agrees to commit a total of \$20,000.00 under the conditions stated herein.

The master services contract will be in effect November 12, 2021, or the date of the signature page, through June 30, 2022.

**SIGNATURE PAGE**

**IN WITNESSES WHEREOF**, the parties hereto have duly executed this Contract and in signing and dating same, thereby validating this Contract, the parties also certify that each possesses legal authority to contract and bind their respective organizations in their capacity as a signatory official.

**CareerSource Flagler Volusia**

  
SIGNATURE

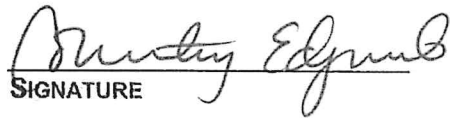
**Robin R. King**  
PRINTED NAME

**President & CEO**  
TITLE

**1/18/2021**  
DATE

**WITNESS:**  
  
SIGNATURE

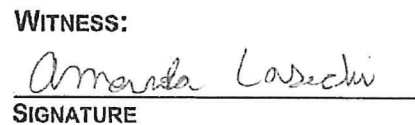
**United Way of Volusia-Flagler  
Co., Inc.**

  
SIGNATURE

**Courtney Edgcomb**  
PRINTED NAME

**President**  
TITLE

**1/14/22**  
DATE

**WITNESS:**  
  
SIGNATURE