

**AGREEMENT BETWEEN CAREERSOURCE
NORTH CENTRAL FLORIDA AND THE CITY
OF LAKE CITY, FLORIDA**

THIS AGREEMENT made and entered into this _____ day of May A.D. 2026, by and between CareerSource North Central Florida, ("CSNCFL") a local government agency, created pursuant to §163.01 and §445.007, Florida Statutes, whose main office is at 1112 North Main Street, Gainesville, FL 32601 and the City of Lake City, Florida, (the "City") a Florida municipality, whose main office is at 205 N Marion Ave. Lake City, FL 32055, collectively, CSNCFL and the City are hereinafter referred to as the "Parties," to begin on the date this Agreement is executed by all the Parties.

RECITALS

WHEREAS, CSNCFL operates a summer program in its six county area which includes Columbia County; and

WHEREAS, the City of Lake City is located in Columbia County; and

WHEREAS, the Parties wish to enter into an agreement for the purpose of CSNCFL providing for an Summer Employment Program for ten (10) Lake City youth; a

NOW THEREFORE, in consideration of the premises set forth above and the mutual promises, covenants, duties and benefits set forth herein, and other valuable consideration, the receipt and sufficiency of are hereby conclusively acknowledged, the Parties do agree as follows:

SECTION 1 TERM.

This Agreement shall commence on May 1, 2026 and become effective upon execution by both parties, and continue through July 31, 2026 unless earlier terminated as provided herein.

SECTION 2 DUTIES OF CSNCFL.

- 2.01** CSNCFL operates a Summer Youth Employment Program (SYEP) by providing youth with employability skills and a paid work experience.
- 2.02** Youth are employed by Quality Labor Management, Inc. (QLM) which serves as their employer of record, responsible for the employer portion of mandatory taxes and Medicaid as well as for Workers Compensation.
- 2.03** CSNCFL shall provide an SYEP for ten (10) Lake City youth. The youth shall receive employability skills training and a paid work experience. QLM shall serve as the youths' employer of record responsible for the employer portion of mandatory taxes and Medicaid as well as for Workers Compensation.

2.04 The youth shall be paid \$15.00 an hour for 32 hours a week for four (4) weeks.

2.05 CSNCFL shall be responsible for determining the eligibility for the youth to be served under this Agreement. Eligible youth shall be:

- a. Lake City residents
- b. Between the ages of _16 and 20
- c. Eligible to work in the US by presentation of a current I-9
- d. Such other eligibility information as requested by Lake City

2.06 Youth may be placed at host worksites:

- a. In the City of Lake City Government Offices
- b. In public agency offices located in Lake City
- c. With private for-profit entities
- d. With not for profit entities

2.07 CSNCFL shall assure there is a worksite agreement with every worksite hosting the youth.

2.08 Additional CSNCFL duties are described in Exhibit A to this Agreement.

SECTION 3 DUTIES OF THE CITY.

3.01. The City shall reimburse CSNCFL the amount of \$3,250.00 per youth.

3.02 Additional Lake City duties are described in Exhibit B to this Agreement.

SECTION 4 PAYMENT.

4.02 Lake City shall reimburse CSNCFL up to \$3,250.00 per youth for up to 10 youth for a total amount of \$32,500.00.

4.03 The cost per youth includes:

- a. The CSNCFL indirect cost rate of 10% which is the fair share cost of CSNCFL administering the program and developing a worksite agreement with each worksite per 2 CFR 200.
- b. \$15.00/hour per youth for up to 32 hours a week for up to 4 weeks.
- c. The cost of employability skills training provided to each youth
- d. The QLM Burden which covers the youths' background checks, the Employer portion of FUTA, SUTA and Medicaid as well as their fee the total of which constitutes their burden.

4.04 At the end of the summer CSNCFL shall provide Lake City with a detailed cost schedule and shall reimburse the City for any excess revenue based on funds budgeted for youths' wages but not paid to the youth.

4.05 CSNCFL may invoice Lake City in advance, within 10 days of execution of this agreement so as to be able to cover the cost of the youths wages, their ICR and the QLM burden.

4.04 The City shall reimburse CSNCFL within ten days of receipt of a clean invoice.

SECTION 5 NOTICE

All notices to be provided under this Agreement from a party to another party must be by one of the following methods: (i) in writing and sent by certified mail, return receipt requested, (ii) by personal delivery with receipt, or (iii) via electronic mail. All notices shall be deemed received three (3) business days after mailing, unless deliver is by personal deliver in which case delivery shall be deemed to occur upon actual receipt by another party. For purposes of all notices, the representatives of the City and CSNCFL are:

City of Lake City, Florida
Attn: Don Rosenthal, City Manager
205 N Marion Ave.
Lake City, FL 32055
(386) 752-2031

With a copy to:
City of Lake City, Florida
Attn: Clay Martin, City Attorney

205 N Marion Ave.
Lake City, FL 32055
(386) 719-5825

CSNCFL
Phyllis Marty
Chief Executive Officer
1112 N Main Street
Gainesville, FL 32601
352.681.3320

SECTION 6 DEFAULT AND TERMINATION.

- 6.01 If either Party fails to perform any material obligation under this Agreement, the other Party shall provide written notice as provided herein, to the other party, describing the default. The Defaulting Party shall have **ten (10) business days** after receipt of the notice to cure the default

If the Defaulting Party fails to cure within the cure period, the Non-Defaulting Party may terminate t this Agreement for cause.

Notwithstanding the foregoing, if the default cannot reasonably be cured within ten (10) business days, the Defaulting Party shall not be in breach so long as it commences a cure within the cure period and diligently continues to complete the cure within a reasonable time

- 6.02 Additionally, any party may terminate this Agreement for convenience by providing THIRTY (30) days written notice to the other parties. The Parties will discontinue all services upon the effective date of the termination notice. In the event of a termination for convenience CSNCFL shall be paid for any costs incurred through the date of termination.
- 6.03 Disputes under this Agreement shall be handled in accordance with Chapter 164, Florida Statutes.

SECTION 7 PROJECT RECORDS.

All program and fiscal records relating to the program and services to be provided under this Agreement that are in the possession of one party to this Agreement shall be made

available to the other parties for inspection and copying upon written request.

Records shall be retained as required by Florida Public Records law except that participant records shall be confidential with respect to any request for public records in accordance with federal law as it applies to WIOA participants and TANF recipients.

SECTION 8 PUBLIC RECORDS.

The Parties shall comply with Florida's public records laws, and CSNCFL shall ensure QLM complies to the extent allowable as it applies to participant records. The Parties shall each:

Each Party acknowledges that it is a public agency subject to Chapter 119, Florida Statutes (the "Public Records Law"), and that this Agreement and all documents, materials, and information created or received in connection with this Agreement are public records and may be subject to disclosure unless an exemption applies.

Each Party shall be responsible for responding to public records requests directed to that Party and for determining whether any requested records are exempt or confidential under Florida law. Nothing in this Agreement shall be construed to expand, limit, or modify either Party's obligations or rights under the Public Records Law.

If a party has questions regarding the application of Chapter 119, Florida Statutes, to such party's duty to provide public records relating to this contract, such party shall contact said party's Custodian of

Public Records at:

**Custodian of Records for the City
Audrey E. Sikes, City Clerk,
City of Lake City
Custodian of Public Records
Phone: 386-719-5756
Email: SikesA@lcfla.com
Mailing Address:
205 North Marion Avenue
Lake City, Florida 32055.**

**Custodian of Records for CSNCFL
Phyllis Marty, Executive Director
Career Source North Central Florida
Custodian of Public Records
Phone: 352-955-2245 x. 5950
Email: PMarty@careersourcencfl.com
Mailing Address:
1112 North Main Street
Gainesville, FL 32601**

SECTION 9 SOVEREIGN IMMUNITY.

The Parties intend to avail themselves of the benefits of §768.28 and §163.01(9)(a), Florida Statutes, and of other statutes and the common law governing sovereign immunity to the fullest extent possible. In accordance with §163.01(5)(o), Florida Statutes, therefore, one party shall not be jointly liable for the torts committed by the officers, employees, agents, representative or contractors of the other party. Each party shall be solely responsible for the negligent acts and omissions of its officers, employees, agents, representative and contractors, and then only to the extent of the limited waiver of sovereign immunity or limitation of liability specified in §768.28, Florida Statutes. Nothing in this Agreement is intended to inure to the benefit of any third party for the purposes of allowing any claim that would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

SECTION 10 ASSIGNMENT OF INTEREST.

No party may assign, convey, pledge, sublet, transfer or otherwise dispose any interest in this Agreement without prior written consent of the other party.

The City and CSNCFL each bind the others and their respective successors and assigns in all respects to all of the terms, conditions, covenants and provisions of this Agreement.

SECTION 11 THIRD PARTY BENEFICIARIES.

This Agreement does not create any relationship with, or any rights in favor of, any third party.

SECTION 12 SEVERABILITY.

If any provision of this Agreement is declared void by a court of law, all other provisions will remain in full force and effect.

SECTION 13 NON-WAIVER.

The failure of any party to exercise any right in this Agreement shall not be considered a waiver of such right.

SECTION 14 GOVERNING LAW AND VENUE.

This Agreement is governed and construed in accordance with the laws of the State of Florida.

SECTION 15 ATTACHMENTS.

The exhibit attached to this Agreement are incorporated into and made part of this Agreement by reference.

SECTION 16 AMENDMENTS.

The Parties may amend this Agreement by mutual written agreement that is executed by both Parties and duly recorded in accordance with §163.01(11), Florida Statutes.

SECTION 17 CAPTIONS AND SECTION HEADINGS.

Captions and section headings used herein are for convenience only and shall not be used in construing this Agreement.

SECTION 18 CONSTRUCTION.

This Agreement shall not be construed more strictly against one party than against the others merely by virtue of the fact that it may have been prepared by one of the Parties. It is recognized that all Parties have substantially contributed to the preparation of this Agreement.

SECTION 19 COUNTERPART.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

SECTION 20 RECORDING OF INTERLOCAL AGREEMENT AND AMENDMENTS.

Upon execution by the Parties hereto, the City shall record this Agreement in the Official Records of the City of Lake City, Florida, within 10 business days after the execution of this Agreement. All subsequent amendments to this Interlocal Agreement, if any, shall be recorded in the Official Records of the City of Lake City, Florida, with 10 business days of the execution of the amendment.

SECTION 21 ENTIRE AGREEMENT.

This Agreement constitutes the entire agreement and supersedes all prior written or oral agreements, understandings or representations.

[REMAINDER OF PAGE INTENTIONALLY BLANK]

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties have caused this Interlocal Agreement to be approved by their respective Governing Boards and to be executed and delivered on the day and year first above written.

CAREER SOURCE NORTH CENTRAL
FLORIDA

CITY OF LAKE CITY, FLORIDA

By

BY THE MAYOR OF THE CITY OF LAKE
CITY, FLORIDA

Phyllis Marty, Chief Executive Officer

Noah Walker, Mayor
ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF LAKE
CITY, FLORIDA:

Audrey Sikes, City Clerk
APPROVED AS TO FORM AND
LEGALITY:

Clay Martin, City Attorney

EXHIBIT A: DUTIES OF CSNCFL

Duties of CSNCFL

1. Enter into an employment contract with QLM under which QLM shall serve as the employer of record for the youth
2. Provide the youth with soft skills training through Florida Ready to Work for all youth participants
3. Ensure compliance with performance standards if any established by the City
4. Assure only youth eligible to work in the USA in accordance with their I-9 and e-verify, participate in the program. Copies of these documents and the youths' eligibility and identification information shall be maintained
5. Develop a worksite agreement with each youth host worksite
6. Refer eligible youth to QLM for processing
7. Pay QLM invoices once invoices have been reviewed and CSNCFL has assured that the time sheets are signed and match the hours for which they were paid.
8. Request reimbursement from the City for eligible participants.
9. Assist in the placement of youth into unsubsidized employment if they are not returning to school after the summer

EXHIBIT B: DUTIES OF LAKE CITY

The City of Lake City shall:

1. Receive applications from interested youth, review the applications for completeness and contact the youth and families.
2. Maintaining all records related to non-TANF enrolled youth.
3. Maintain all documents for youth enrolled in the program
4. Reimburse CSNCFL for the costs of the SYEP not to exceed \$32,500 for up to 10 youth.