

Purchase Order Requisition

Purchasing Department use: P.O. Number 1376

Date September 28, 2017

Name and Address of Vendor/Contractor:
Moore
 f/k/a Moore Communications
 2011 Delta Blvd.
 Tallahassee, FL 32303

Mail Invoice to:
 Procurement Manager
 215 Market Street, Suite 300
 Jacksonville, FL 32202

Description of Supplies and/or Services Purchased:

CareerSource Florida has negotiated a statewide public information and outreach contract with Moore Communications Group that local workforce development boards may use to enhance their customized outreach and educational tools for employers and job seekers. This NFA is restricted for use with Moore Communications Group, only, for services under the FY2017-2018 contract negotiated by CareerSource Florida..

Quantity	Product Description (Be specific, Catalog number, etc.)	Unit Price	Total Cost
1	Scope of Work: Tradeshow Booth: Creative Design and Management, Printing and Production & Shipping. Popup Banners Table Top displays Tablecloths Employer and Job Seeker Outreach Items Management and Shipping	\$38,430.00	\$38,430.00

THIS SECTION MUST BE FILLED IN!

- | | |
|---|-------------------------------|
| <input type="checkbox"/> STATE CONTRACT # _____ | Subtotal <u>\$38,430.00</u> |
| <input type="checkbox"/> QUOTES (Attached) | Shipping _____ |
| <input checked="" type="checkbox"/> SOLE SOURCE (Attach justification for sole source)
Wagner Peysner Cooperative Outreach Program Grant
BLANKET PURCHASE ORDER
July 1, 2017 – June 30, 2018 | Other _____ |
| <input type="checkbox"/> | Total Cost <u>\$38,430.00</u> |

Purchasing Department Use:							
Element	Project	Transaction Code	Amount	Element	Project	Transaction Code	Amount

VENDOR JUSTIFICATION: DEO Grant Award-Wagner Peysner 7B 17-18 Cooperative Outreach Program.

Requestor:	<u>Candace Moody</u>	Date: <u>Sept. 28, 2017</u>
Procurer:	<u>Katherine Sineath</u>	Date: <u>Sept. 28, 2017</u>
President:	<u>Bruce Ferguson</u>	Date: <u>9/28/17</u>

Date of Notice: 9/28/17

Notice of Grant Award/Fund Availability

General Information

Local Workforce Development Board:	LWDB08 – First Coast Workforce Development, Inc. (DBA CareerSource Northeast Florida)	
Data Universal Numbering System (DUNS #):	158389275	
Federal Award Name:	Employment Services	
Grantor:	United States Department of Labor	
Federal Award Identification Number (FAIN):	ES-30982-17-55-A-12	
Federal Award Year:	PY2017	
CFDA/CSFA Title and Number:	Employment Service/Wagner-Peyser Funded Activities	17.207
Award for Research & Development (Y/N):	N	
Action being Taken:	Issue Award and Release	

Award Information

Program Year in OSMIS:	PY2017
Program in OSMIS:	Wagner Peyser
Program/Project in OSMIS:	WP7B 17-18 Cooperative Outreach Program
NFA ID #:	34238
FLAIR Grant Number:	WPB18
Award Period Begin Date:	July 1, 2017
Award Period End Date:	June 30, 2018
Close Out Due by:	August 31, 2018

Award and Fund Availability

	Award	Funds Available / Release (Maximum cash available for draw)
Current Award/Release:	\$0	\$0
This Action:	\$48,078	\$48,078
Revised Award/Release:	\$48,078	\$48,078

AWARD TERMS & CONDITIONS AND OTHER INSTRUCTIONS

General Conditions: CareerSource Florida has approved a grant award for your local workforce development board. These funds will be available for cash draws under the One Stop Management Information System (OSMIS) Program Year and Program Title/Project in OSMIS described on page one of this notice. Expenditures utilizing these funds must be consistent with the Grantee/Subgrantee Agreement executed between the Board and the Department of Economic Opportunity (DEO) and in compliance with the Board's approved plan and all federal and state rules, regulations, policies and grant conditions applicable to the grant program described on page one. The indirect cost rate for this subaward, whether federal or non-federal, will be the federally recognized indirect cost rate negotiated between the Board and the federal government or, if no such rate exists, either a rate negotiated between DEO and the Board, or the de minimis rate, if optionally elected by the Board.

Special Grant Conditions: CareerSource Florida has negotiated a statewide public information and outreach contract with Moore Communications Group that local workforce development boards may use to enhance their customized outreach and educational tools for employers and job seekers. This NFA is restricted for use with Moore Communications Group for services under the FY 2017-18 contract negotiated by CareerSource Florida.

LWDB08 must spend a minimum of \$38,438 for Moore Communications Group outreach services. The remaining amount may be used for indirect costs related to the payment for outreach services provided by Moore Communications Group.

Funds must be used to facilitate meeting the goals and outcome measures of the Wagner Peyser program. Use of these funds must be consistent with the Wagner Peyser PY2017 Annual Funding Agreement (between USDOL and DEO). The Wagner Peyser PY2017 Annual Funding Agreement is located at:

<http://www.floridajobs.org/local-workforce-development-board-resources/grants-management/grants-management/lwdb-grant-resources>

Financial Reporting Requirements: All cash draws and expenditures must be recorded in accordance with the OSMIS Business Rules. Expenditures must be reported within established timelines and by the cost categories and any subcost categories established for the particular grant program.

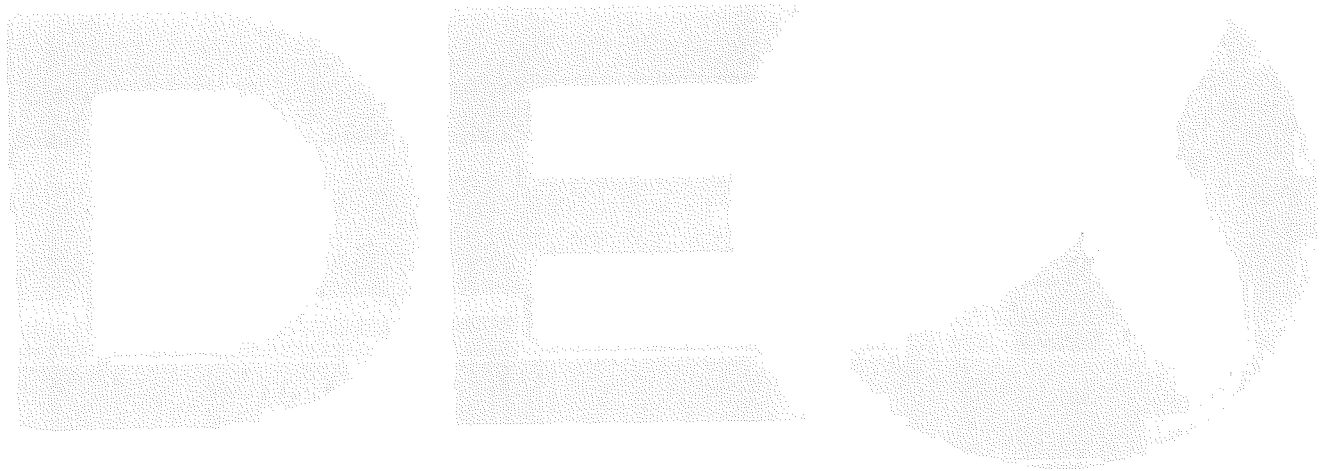
- Local Administration
- Projects without Participants

Program/Participant Reporting Requirements: None.

Closeout Procedures: Awards must be closed out and all obligations liquidated by the close out date indicated under Award Information. Only liquidated expenditures resulting from obligations incurred during the award period are allowable.

Other Notes/Comments:

Questions: Fiscal questions regarding these funds should be addressed to Carolyn Bishop at (850) 245-7489 or via email to carolyn.bishop@deo.myflorida.com. Program policy questions may be addressed to Jamaal Dickens at (850) 542-3596 or via email to Jamaal Dickens jdickens@careersourceflorida.com.



FLORIDA DEPARTMENT OF
REVENUE