

DATE: September 24, 2025

TO: Local Workforce Development Board 16: Pasco Hernando

FROM: Karmyn Hill, Chief, Bureau of One-Stop and Program Support 

SUBJECT: Related Party Contract Review Notification

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

Contracting Entity	Service Type	Contract Amount
Pasco County Schools	Apprenticeship	\$210,000

FloridaCommerce reviewed the documents provided to ensure compliance with Section 15 of the grantee-subgrantee agreement between FloridaCommerce 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 FloridaCommerce's review, the contract(s) is determined to be:

- ☐ **Compliant** – The above-referenced contract(s) did not require prior approval by FloridaCommerce 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 FloridaCommerce 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 FloridaCommerce team at worfor@commerce.fl.gov with any questions.

ACTION ITEM 8
Regional Apprenticeship Coordination

All contracts with organizations or individuals currently serving as Directors of Pasco-Hernando Workforce Board, Inc. (PHWB) shall require a two-thirds vote of the Board, quorum having been established.

Pasco-Hernando Workforce Board, Inc. (PHWB) / CareerSource Pasco Hernando (CSPH) currently receives funding for various programs that offer training and work opportunities including apprenticeship and pre-apprenticeship programs.

On April 23, 2025, an Executive Order issued by President Donald J. Trump, titled "Preparing Americans for High-Paying Skilled Trade Jobs of the Future," was signed. This order outlines a national strategy to modernize federal workforce development efforts, expand Registered Apprenticeships, promote alternative credentialing, and strengthen alignment with the skill needs of high-growth and emerging industries. In response to this and other state efforts, a Request for Proposal (RFP) was issued on May 15, 2025, to solicit an organization with expertise and demonstrated capacity to effectively and efficiently spearhead regional efforts to develop, expand, and support registered apprenticeship and pre-apprenticeship programs in Pasco and Hernando counties.

Three responses were received and were reviewed and scored based on the following criteria: Organization Experience Capabilities / Capacity, Plan Development and Ability to Implement Plan, Budget/Cost.

Organization	Max Points	Combined Average Points
Pasco County Schools	300	278
STEMA	300	263
T. Clark	300	256

*Scoring sheets available upon request

The funding period will be from October 1, 2025, through June 30, 2026, provided performance remains acceptable during that period and funding is available, the contract will include an option to renew for up to two (2) 1-year periods. Staff are seeking approval for an annual allocation of up to \$100,000.

FOR CONSIDERATION

Recommend the approval for staff to begin negotiations and enter into an agreement with Pasco County Schools for regional apprenticeship coordination. For the current program year, the allocation available for this initiative totals \$70,000.