

**CONTRACT NO.: DMS-12/13-010**  
**BETWEEN**  
**FLORIDA DEPARTMENT OF MANAGEMENT SERVICES**  
**AND**  
**GEO CORRECTIONS AND DETENTION, LLC**  
**FOR THE**  
**GRACEVILLE CORRECTIONAL FACILITY**

**AMENDMENT NO.: 14**

This Amendment to Contract No.: DMS-12/13-010 (the "Contract") is by and between the State of Florida acting through the Florida Department of Management Services (the "Department"), Bureau of Private Prison Monitoring (the "Bureau") and GEO Corrections and Detention, LLC, a wholly owned subsidiary of THE GEO GROUP, INC., ("GEO", "GEO Corrections", or the "Contractor") and collectively known as the "Parties".

**Therefore**, the Parties agree to amend the Contract as follows:

1. Section 3.5, **REPRESENTATIONS OF CONTRACTOR**, subsection 3.5.1.5, **Scrutinized Companies** is hereby deleted in its entirety and replaced with the following:

3.5.1.5 **Scrutinized Companies – Termination by the Department**

The Department may, at its option, terminate the Contract if the Contractor is found to have submitted a false certification as provided under section 287.135(5), F.S., or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria, or to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

2. Section 12.21, **ACCESS TO RECORDS**, subsection 12.21.1.3 is hereby deleted in its entirety and replaced with the following:

12.21.1.3 **Contractor As Agent**

Solely for the purpose of this section, the Contract Manager is the agency custodian of public records. If, under this Contract, the Contractor is providing services and is acting on behalf of a public agency, as provided by section 119.0701, Florida Statutes, the Contractor shall:

12.21.1.3.1 Keep and maintain public records required by the public agency to perform the service.

12.21.1.3.2 Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within reasonable time and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

12.21.1.3.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law for the duration of the Contract term and

following the completion of the Contract if the Contractor does not transfer the records to the public agency.

12.21.1.3.4 Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of the Contractor or keep and maintain public records required by the public agency to perform the service. If the Contractor transfers all public records to the public agency upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

12.21.1.3.5 **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE TELEPHONE NUMBER, EMAIL ADDRESS AND MAILING ADDRESS PROVIDED FOR THE CONTRACT MANAGER.**

3. Cooperation with the Inspector General is hereby added as Section 12.27 of the Contract as follows:

12.27 **COOPERATION OF INSPECTOR GENERAL**

Pursuant to section 20.055(5), Florida Statutes, the Contractor and any subcontractors understand and will comply with their duty to cooperate with the inspector general in any investigation, audit, inspection, review or hearing.

4. Exhibit G is hereby deleted in its entirety and replaced, as attached, to this Amendment and incorporated herein by reference.
5. This Amendment and all of its Exhibits are hereby made a part of this Contract. All other terms and conditions of the Contract remain in full force and effect. Except as otherwise expressly set forth herein, the terms and conditions contained in the Contract and subsequent amendments are unchanged. This Amendment sets forth the entire understanding between the Parties with regard to the subject matter hereof.
6. This Amendment remains subject to section 287.0582, Florida Statutes.
7. This Amendment is effective on the last date of execution.

**SO AGREED** by the Parties' authorized representatives on the dates noted below:

**FLORIDA DEPARTMENT OF  
MANAGEMENT SERVICES**

  
\_\_\_\_\_  
David Clark, Chief of Staff

3/28/2019  
\_\_\_\_\_  
Date

**GEO CORRECTIONS AND DETENTION, LLC**

  
\_\_\_\_\_  
Amber D. Martin, Executive Vice President  
Contract Administration

3/26/2019  
\_\_\_\_\_  
Date

**Department of Management Services  
Private Prison Monitoring  
Budget Summary**

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF) Program Request

Facility:	Graceville Correctional Facility	Fiscal Year: 2018-2019	
Previous Year's Approved Budget:	\$ 221,261.22	Comment: 11 Months	
Previous Year's Total Expenditure:	\$ 129,184.60		
POIIWTF Allocated Budget:	\$ 372,219.00		
<b>POIIWTF Final Budget Approval:</b>	<b>\$ 312,073.60</b>		
Balance of Allocated Budget not Requested:	\$ 60,145.40		
		For Department Use Only	
Summary		Approval	Final Budget Approval
Architectural Drafting - Salary & Benefits	\$ 54,186.99	Approved	\$ 54,186.99
Architectural Drafting - Supplies	\$ 1,042.20	Approved	\$ 1,042.20
Architectural Drafting - Equipment	\$ 989.89	Approved	\$ 989.89
<b>Architectural Drafting - Program Total</b>	<b>\$ 56,219.08</b>		<b>\$ 56,219.08</b>
Canine Caretaker Instructor - Salary & Benefits	\$ 48,625.35	Approved	\$ 48,625.35
Canine Caretaker Assistant Instr - Salary & Benefits	\$ 34,034.00	Approved	\$ 34,034.00
Canine Caretaker - Travel	\$ 3,373.33	Approved	\$ 3,373.33
Canine Caretaker - Supplies	\$ 34,966.71	Approved	\$ 34,966.71
Canine Caretaker - Equipment <i>(Van &amp; Incentive videos Denied)</i>	\$ 25,391.67	Approved	\$ 1,945.00
<b>Canine Caretaker - Program Total</b>	<b>\$ 146,391.06</b>		<b>\$ 122,944.39</b>
Workforce Readiness Instructor - Salary & Benefits	\$ 36,655.66	Approved	\$ 36,655.66
Workforce Readiness Instructor - Supplies	\$ 20,093.18	Approved	\$ 13,614.05
Workforce Readiness Instructor - Equipment	\$ 4,890.42	Approved	\$ 4,890.42
<b>Workforce Readiness Instructor - Program Total</b>	<b>\$ 61,639.26</b>		<b>\$ 55,160.13</b>
<b>Pave Walking Track</b>	<b>\$ 77,750.00</b>	Approved	<b>\$ 77,750.00</b>
<b>POIIWTF Funds Requested Total:</b>	<b>\$ 341,999.40</b>		
		<b>Final Budget Approval</b>	<b>\$ 312,073.60</b>

Exhibit G  
 Department of Management Services  
 Private Prison Monitoring  
**Attachment A: POIWTF Program Request and Narrative**  
 Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

<b>Facility:</b>	Graceville CF	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program:</b>	Architectural Drafting		
<b>Program Instructor's Name:</b>	Jason Langford		
<b>Program Instructor's Title/Position:</b>	Architect Design Instructor		
<b>Total Hours of Program Participation Per Inmate Per Week:</b>	30	<b>POIWTF Funds Requested:</b>	\$ 56,219.08
<b>Target Inmate Population (Inmate Criteria):</b>	Verified HS Diploma or GED, TABE Scores of 10+ on Reading, Language and Math TABE Level A	<b>Previous Year's Approved Budget:</b>	\$ 63,765.62
<b>OBIS Course Code:</b>			

<b>1. Program Narrative:</b>
The GRCF Computer Aided Drafting and Design program is designed to prepare students for employment in the technical drafting industry. After successfully completing the program, students will be able to develop technical drawings with both a computer aided drafting software workstation and traditional drafting tools. The program focuses on the area of architectural drafting; however, students are also introduced to other disciplines, such as civil, structural electrical/electronic and mechanical drafting. Upon successful completion of our program, students will be qualified to pursue entry-level positions in drafting, product design, cartography, estimating sales and quality control.
<b>2. Specific Activities:</b>
(Include information about service delivery and timelines.)
The architectural drafting program is designed to prepare student for employment or advanced training in the drafting industry.
<b>3. How does this program have the potential to aid inmates' reintegration into society?</b>
Inmates completing AUTOCAD will receive a Department of Education Certificate issued for the highest level of mastery. This vocational skill will be a great addition to the completers resume, and also boost confidence of individual entering the job market.
<b>4. What are the specific goals and objectives of this program?</b>
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
Participants will master the following areas: DATA CODE A-Blueprint Reader, DATA CODE B-Drafting Assistant, DATA CODE C-Architectural Detailer
<b>5. Describe your evaluation plan for assessing how well the program met its goals and objectives.</b>
The success of the program will be determined by completion hours and the demonstration of competency on each of the standards, and hands-on activities at the 80% level.
<b>6. Staff Qualifications (Attach Job Description)</b>
(Include biographical information or required minimum qualifications for any staff and volunteers):
This requires a fulltime staff member to instruct the program. Staff member must be a Florida Department of Education Certified Instructor. (Job description is attached)
<b>7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)</b>
The warden or designee certifies that this POIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Warden  
 \_\_\_\_\_  
 Electronic Signature

July 12, 2018  
 \_\_\_\_\_  
 Date

## Exhibit G

### Department of Management Services Private Prison Monitoring

#### Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

1. **Personnel**
  - a. Each individual should be identified by name and position.- Jason Langford, **Architect Design Instructor**
  - b. Time commitments should be included as hours or percentage of time stated for each position.-**40 hrs per week**
  - c. The total charges for each person listed includes an explanation of how the costs have been calculated.-**\$54,186.99 (\$43,349.59 x 25%)**
  - d. Indicate which individuals (if any) are volunteers.-**N/A**
2. **Fringe Benefits**
  - a. Identify which individuals are eligible for fringe benefits.-**Jason Langford**
  - b. Identify the elements that comprise the fringe benefits figures.-**Salary x 25% (GEO burden rate)**
  - c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF.-**Yes**
3. **Travel**

**N/A**
4. **Supplies**

See attachment C
5. **Equipment Rental/Purchase**

See attachment C
6. **Other**

Sales Tax of 7.5%, Freight of 3%

Exhibit G  
 Department of Management Services  
 Private Prison Monitoring  
**Attachment C: Budget Narrative**  
 Privately Operated Institutions Inmate Welfare Trust Fund (POIITWF)

<b>Facility:</b>	Graceville CF	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program:</b>	Architectural Drafting	<b>Program Instructor's Name:</b>	Jason Langford
Previous Year's Approved Budget for This Program:	\$	63,765.62	
Previous Year's Expenditure for This Program:	\$	43,351.73	
POIITWF Funds Requested for This Program:	\$	56,219.08	

**Budget Summary** (Lines can be added as needed)

Item	Quantity	Amount Requested	Narrative
Staffing Salary	1	\$ 43,349.59	2% merit increase
Staffing Fringe Benefits	1	\$ 10,837.40	25%
Travel			
Supplies	1	\$ 1,042.20	
Equipment	1	\$ 989.89	
Other-Sales Tax 7.5%, Freight 3%			
<b>Total</b>		<b>\$ 56,219.08</b>	

**Supplies & Materials Breakdown** (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Toner Cartridge	1	\$ 155.99	\$ 142.99
Copy Paper	3	\$ 67.19	\$ 184.77
Premium Multipurpose Copy Paper 11"x17"	1	\$ 98.29	\$ 90.10
Logitech M100 Optical Mouse	5	\$ 9.99	\$ 45.79
Boise X-9 Multi-Use Copy Paper	2	\$ 67.19	\$ 123.18
Pressboard Classification Folders with fasteners	1	\$ 29.99	\$ 27.49
3-Hole Punch	1	\$ 12.99	\$ 11.91
Small Binder Clips	1	\$ 1.69	\$ 1.55
Jumbo Paper Clips	1	\$ 9.49	\$ 8.70
Regular Paper Clips	1	\$ 5.29	\$ 4.85
Small Paper Clips	1	\$ 2.99	\$ 2.74
Basic Drafting: A Manual for Beginning Drafters	1	\$ 40.00	\$ 36.67
The Architecture Reference & Specification Book	1	\$ 15.33	\$ 14.05
AutoCAD 2018 Instructor	5	\$ 44.00	\$ 201.67
Autodesk Revit 2018 Architecture Basics	1	\$ 38.00	\$ 34.83
Autodesk Maya 2018 Basic Guide	1	\$ 40.00	\$ 36.67
Auto Desk Inventor 2018	1	\$ 37.00	\$ 33.92
Autodesk 3dsMax 2019 Fundamentals	1	\$ 44.00	\$ 40.33
<b>Supplies &amp; Materials Total</b>			<b>\$ 1,042.20</b>

**Equipment Breakdown** (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
HP Color Laser Jet Wireless Laser Printer	1	\$ 379.99	\$ 348.32
Crucial-DDR3L-4GB-DIMM 240-pin	10	\$ 39.99	\$ 366.58
Workstation Video Card for Display Port	1	\$ 299.99	\$ 274.99
			\$ -
			\$ -
<b>Equipment Total</b>			<b>\$ 989.89</b>

Exhibit G  
 Department of Management Services  
 Private Prison Monitoring  
**Attachment A: POIWTF Program Request and Narrative**  
 Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

<b>Facility:</b>	Graceville Correctional Facility	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program:</b>	Canine Caretaker		
<b>Program Instructor's Name:</b>	Charles Linderman		
<b>Program Instructor's Title/Position:</b>	Dog Trainer, IWTF		
<b>Total Hours of Program Participation Per Inmate Per Week:</b>	30	<b>POIWTF Funds Requested:</b>	\$ 146,391.06
<b>Target Inmate Population (Inmate Criteria):</b>	HO3 inmates who desire to become involved in Canine Health	<b>Previous Year's Approved Budget:</b>	\$ 101,305.45
<b>OBIS Course Code:</b>			

<b>1. Program Narrative:</b>
According to the US Bureau of Labor Statistics, the need for trained veterinary assistants will continue to grow through a 2018 perspective. It is expected to have as many as 100,00 available jobs in 2018. Jobs will always be available because animals will always need care. This, along with other career opportunities within the field, makes training a good starting point in the field of veterinary care, especially since most of the inmates housed in the facility will continue to reside in Florida, once released.
<b>2. Specific Activities:</b>
(Include information about service delivery and timelines.)
This program will last for 1200 hours and require an inmate to have an 8th grade reading score and a 9th grade math score on the TABE test. The course will include class and supervised hands on demonstrations. They will receive coursework that will enable them to have a basic understanding of veterinary care and be able to practice these skills on live animals. Once released the skills acquired during the program, coupled with their ability to communicate effectively in an animal science environment will make them prime candidates in the veterinary care job market.
<b>3. How does this program have the potential to aid inmates' reintegration into society?</b>
The potential for a career that will allow the inmate to support himself without having to deal with the stigma of being a felon is of great benefit for those inmates that want to have legal employment. A man, in our society, is often defined according to whether he is employed or not. To be able to have the potential for employment stops a lot of the negativity witnessed among those that are about to EOS.
<b>4. What are the specific goals and objectives of this program?</b>
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
The goals of this program are: To provide the instructional components of the veterinarian assistant curriculum as prescribed by the program, To investigate job outlook and opportunities with each inmates community setting in the veterinarian assistants field, To train interested inmates in skills that would benefit them in other vocational areas offered at the facility, specifically the canine program.
<b>5. Describe your evaluation plan for assessing how well the program met its goals and objectives.</b>
This assessment will be how enrollees complete the course.
<b>6. Staff Qualifications (Attach Job Description)</b>
(Include biographical information or required minimum qualifications for any staff and volunteers):
Job Description is attached.
<b>7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)</b>

The warden or designee certifies that this POIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Warden  
 \_\_\_\_\_  
 Electronic Signature

July 12, 2018  
 \_\_\_\_\_  
 Date



**Exhibit G**  
**Department of Management Services**  
**Private Prison Monitoring**  
**Attachment B: Budget Instructions**  
Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

**1. Personnel**

- a. Each individual should be identified by name and position.-**Charles Linderman, Dog Trainer; Unknown, Assistant Dog Trainer**
- b. Time commitments should be included as hours or percentage of time stated for each position.-**40 hrs per week**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.-**\$48,625.35 (\$38,900.28 x 25%);**
- d. Indicate which individuals (if any) are volunteers. -**N/A** **\$34,034.00 (\$27,227.20 x 25%)**

**2. Fringe Benefits**

- a. Identify which individuals are eligible for fringe benefits.-**Charles Linderman; Assistant**
- b. Identify the elements that comprise the fringe benefits figures.-**Salary x 25% (GEO burden rate)**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF.-**Yes**

**3. Travel**

- a. The narrative must include a detailed breakdown of estimated travel costs.
- b. All travel costs must comply with state policies and procedures.
- c. Reimbursement requests for travel must include a state travel voucher.
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging.- **Auburn Quarterly Meetings (Auburn Alabama, 280 miles round-trip Van Rental \$205.00 x 4 = \$820.00, Gas \$60.00 x 4 = \$240.00 \$36.00 per diem for 5 days x 4 = \$720.00, and \$475.00x4 = \$1,900 for hotel.)**
- e. Detail the purpose of the proposed travel.-**Quarterly Meetings** **Mandatory Auburn Meetings**
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program.

**4. Supplies**

See attachment C

**5. Equipment Rental/Purchase**

See attachment C

**6. Other**

Sales Tax of 7.5%, Freight 3% on all equipment and supplies

Exhibit G  
**Department of Management Services**  
**Private Prison Monitoring**  
**Attachment C: Budget Narrative**  
Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

<b>Facility:</b>	Graceville CF	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program:</b>	Canine Caretaker	<b>Program Instructor's Name:</b>	Charles Linderman
Previous Year's Approved Budget for This Program:	\$ 101,305.45		
Previous Year's Expenditure for This Program:	\$ 66,803.15		
POIIWTF Funds Requested for This Program:	\$ <b>146,391.06</b>		

**Budget Summary** (Lines can be added as needed)

Item	Quantity	Amount Requested	Narrative
Staffing Salary	1	\$ 38,900.28	Instructor Salary
Staffing Fringe Benefits	1	\$ 9,725.07	25% Benefits
<b>Total Canine Caretaker Instructor</b>		<b>\$ 48,625.35</b>	
Staffing Salary		\$ 27,227.20	Assistant Instructor Salary
Staffing Fringe Benefits		\$ 6,806.80	25% Benefits
<b>Total Canine Caretaker Assistant Instructor</b>		<b>\$ 34,034.00</b>	
Travel	1	\$ 3,373.33	Quarterly Meetings
Supplies		\$ 34,966.71	
Equipment		\$ 25,391.67	
<b>Total</b>		<b>\$ 146,391.06</b>	

**Supplies & Materials Breakdown** (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Office Supplies (paper, pens, pencils, staples, folders, paper clips, lined paper, binders, diver tabs)	1	\$ 1,000.00	\$ 916.67
Ink Toner	2	\$ 125.00	\$ 229.17
Toys/Training Aids	1	\$ 750.00	\$ 687.50
Nylabones (Med/Large)	1	\$ 300.00	\$ 275.00
K-9 Waste Disposal bags (Roll #20)	325	\$ 1.00	\$ 297.92
Health Care Products K-9	1	\$ 650.00	\$ 595.83
Dog Care (Grooming Brushes/Tooth Brushes etc.)	1	\$ 120.00	\$ 110.00
Leashes/Collars/Harnesses/Couplers	30	\$ 9.35	\$ 257.13
Sanitation Supplies (Dust Pan/Brush Sets, Lg. Bags)	12	\$ 20.00	\$ 220.00
Vet Services	100	\$ 75.00	\$ 6,875.00
Heartguard/Heartworm Medication/(Per Dose)	168	\$ 8.00	\$ 1,232.00
K-9 AdvantixII/Flea & Tick Medication/(Per Dose)	276	\$ 11.00	\$ 2,783.00
Dog Food/Purina Pro Plan Sport	442	\$ 50.00	\$ 20,258.33
Identification Tags	50	\$ 5.00	\$ 229.17
<b>Supplies &amp; Materials Total</b>			<b>\$ 34,966.71</b>

Exhibit G

Equipment Breakdown (Lines can be added as needed)				
Description	Number of Units		Cost Per Unit	Total Cost
Colored Training Cones	12		\$ 10.00	\$ 110.00
Microchip Scanner	1		\$ 185.00	\$ 169.58
K9 First Aid/ Training Videos	<del>10</del>	1	\$ 20.00	\$ 20.00 <del>183.33</del>
Kennels	5		\$ 125.00	\$ 572.92
Incentive Entertainment Videos <b>Denied</b>	20		\$ 20.00	\$ <del>366.67</del>
Program DVD Player (Blu-Ray)	1		\$ 120.00	\$ 110.00
Dog Handler Equipment Pouches	12		\$ 7.50	\$ 82.50
K-9 Boots	7		\$ 40.00	\$ 256.67
Environmental-Obstacle/Confidence Open Tunnels	4		\$ 45.00	\$ 165.00
Construction Materials for K9 Training & Agility	1		\$ 500.00	\$ 458.33
2018 Ford Transit Van <b>Denied</b>	1		\$ 25,000.00	\$ <del>22,916.67</del>
<b>Equipment Total</b>				\$ <del>25,391.67</del>

**Revised Total:**  
\$1,945.00

Incentive Entertainment Videos is denied. In violation of FDC policy 501109 - (8)(d) Programs staff will not show videos for entertainment purposes or as an inducement or reward for achievement or good conduct.

2018 Ford Transit Van is denied. This item does not provide benefit to the inmates at the facility.

**Department of Management Service:  
Private Prison Monitoring  
Attachment A: POIWTF Program Request and Narrative**  
Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

<b>Facility</b>	Graceville Correctional Facility	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program</b>	Resource Teacher		
<b>Program Instructor's Name:</b>			
<b>Program Instructor's Title/Position:</b>	Academic Instructor		
<b>Total Hours of Program Participation Per Inmate Per Week</b>	30	<b>POIWTF Funds Requested:</b>	\$ 61,639.26
<b>Target Inmate Population (Inmate Criteria):</b>	Any students in our Program	<b>Previous Year's Approved Budget:</b>	\$ -
<b>OBIS Course Code:</b>			

<b>1. Program Narrative</b>
To provide as much academic assistance as possible. This will facilitate our mission to transition as many job ready inmates into society as possible. This position will provide our students a teacher who will help provide specialized instructions in student's accessed weak academic areas.
<b>2. Specific Activities:</b>
(Include information about service delivery and timelines.)
This instructor will be moved from class to class and dorm to dorm providing specialized academic instruction. This service will be provided daily during our AM and PM sessions. Activities may include, but are not limited to: Conducting guided groups Developing prior knowledge with trade books and textbooks Reading aloud Providing vocabulary enrichment activities Providing writing workshop assistance Providing assistance on classroom projects and/or reports Any other duties as assigned.
<b>3. How does this program have the potential to aid inmates' reintegration into society?</b>
Will enhance opportunities for employment in the career field chosen by the student.
<b>4. What are the specific goals and objectives of this program?</b>
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
The course will provide knowledge and remediation to those who are looking to pursue a GED here at our facility, raise their TABE scores for certification, and develop skills that will help them get jobs after they leave prison.
<b>5. Describe your evaluation plan for assessing how well the program met its goals and objectives.</b>
The means for evaluating this program are determined by the number of GED certificates received by inmates as well as in progression by grade level on the TABE.
<b>6. Staff Qualifications (Attach Job Description)</b>
(Include biographical information or required minimum qualifications for any staff and volunteers):
The instructor must possess a valid Florida teaching certificate or qualify for a temporary academic Florida teaching certificate.

Exhibit G

**7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)**

The warden or designee certifies that this POIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Warden

July 12, 2018

**Electronic Signature**

**Date**

## Exhibit G

### Department of Management Services

### Private Prison Monitoring

### Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

#### 1. Personnel

- a. Each individual should be identified by name and position.- **Unknown, Resource Teacher**
- b. Time commitments should be included as hours or percentage of time stated for each position. - **40 hours weekly**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.- **\$36,655.66 (\$29,324.53\*25%)**
- d. Indicate which individuals (if any) are volunteers. **N/A**

#### 2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. - **Unknown, Resource Teacher**
- b. Identify the elements that comprise the fringe benefits figures.- **Salary x 25% (GEO burden rate)**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. - **Yes**

#### 3. Travel

- a. The narrative must include a detailed breakdown of estimated travel costs. **N/A**
- b. All travel costs must comply with state policies and procedures.- **N/A**
- c. Reimbursement requests for travel must include a state travel voucher.- **N/A**
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging. **N/A**
- e. Detail the purpose of the proposed travel. **N/A**
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program. **N/A**

#### 4. Supplies

See attachment C

#### 5. Equipment Rental/Purchase

See attachment C

#### 6. Other

Sales Tax of 7.5%, Freight of 3%



Exhibit G  
 Department of Management Services  
 Private Prison Monitoring  
**Attachment A: POIWTF Program Request and Narrative**  
 Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

<b>Facility:</b>	Graceville Correctional Facility	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program:</b>	Pave Walking Tracks and Sidewalk		
<b>Program Instructor's Name:</b>	TBA		
<b>Program Instructor's Title/Position:</b>	Recreation Specialist		
<b>Total Hours of Program Participation Per Inmate Per Week:</b>	0	<b>POIWTF Funds Requested:</b>	\$ 77,750.00
<b>Target Inmate Population (Inmate Criteria):</b>		<b>Previous Year's Approved Budget:</b>	\$ -
<b>OBIS Course Code:</b>			

<b>1. Program Narrative:</b>
Enhance the Recreation area by paving the walking tracks and sidewalks.
<b>2. Specific Activities:</b>
(Include information about service delivery and timelines.)
Enhance the Recreation area by paving the walking tracks and sidewalks.
<b>3. How does this program have the potential to aid inmates' reintegration into society?</b>
Enhancing current exercise equipment supply will allow more inmates to prepare for reintergration to society by being healthy and physically fit.
<b>4. What are the specific goals and objectives of this program?</b>
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
Enhance the Recreation area.
<b>5. Describe your evaluation plan for assessing how well the program met its goals and objectives.</b>
Security staff will continue to monitor the inmates on the recreational yard.
<b>6. Staff Qualifications (Attach Job Description)</b>
(Include biographical information or required minimum qualifications for any staff and volunteers):
Outside vendor will provide all material and labor for project.
<b>7. Attach Program Curriculum (e.g., Department of Education, Auburn Univerisity, etc.)</b>

The warden or designee certifies that this POIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeffrey Thomas  
 \_\_\_\_\_  
 Electronic Signature

July 12, 2018  
 \_\_\_\_\_  
 Date



Exhibit G  
Department of Management Services  
Private Prison Monitoring  
**Attachment B: Budget Instructions**  
Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

**1. Personnel**

N/A

**2. Fringe Benefits**

N/A

**3. Travel**

N/A

**4. Supplies**

- a. Supplies must be itemized by type of material and nature of expense.
- b. For general office or business supplies, the total charge must provide support for the program activities.
- c. For specific items, include the number of units, cost per unit and total cost.
- d. Explain how these charges are necessary for the successful completion of the program.

**5. Equipment Rental/Purchase**

- a. See attachment C.

**6. Other**

N/A

Exhibit G  
 Department of Management Services  
 Private Prison Monitoring  
**Attachment C: Budget Narrative**

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

<b>Facility:</b>	Graceville CF	<b>Fiscal Year:</b>	2018-2019
<b>Title of Program:</b>	Pave Walking Tracks and	<b>Program Instructor's Name:</b>	
Previous Year's Approved Budget for This Program:			
Previous Year's Expenditure for This Program:			
POIIWTF Funds Requested for This Program:	\$	77,750.00	
<b>Budget Summary</b> (Lines can be added as needed)			
<b>Item</b>	<b>Quantity</b>	<b>Amount Requested</b>	<b>Narrative</b>
Staffing Salary			
Staffing Fringe Benefits			
Travel			
Supplies			
Equipment			
Other (Please Specify in Narrative)		\$ 77,750.00	Pave 2 walking tracks and sidewalks
<b>Total</b>		<b>\$ 77,750.00</b>	



PO Box 773 • Bonifay, Florida 32425  
Phone: (850)547-2891 • Fax: (850) 547-1214

**PROPOSAL**

25-Apr-18

Geo Group

**Location**

Graceville, FL.

**Description**

Please review carefully (this is a turn key bid)  
11,000 sq./ft concrete walking track  
4" concrete walking track and sidewalk  
All sidewalk and track to meet ADA requirements

Includes all material and labor

Will move extra soil and material to another place on site

**Exclusions**

Permitting  
Silt fence and erosion control  
Testing & Inspections  
Bonding is not included

**Terms & Conditions**

Scope of Work: SCCS, LLC. agrees to furnish all labor, materials, installation, insurance, equipment, tools and other facilities required for the prompt and efficient execution of the work described herein in a professional and workmanlike manner.

Quote Amount: Owner agrees to pay SCCS, LLC. for the strict performance of his work, the sum as indicated below subject to additions and deductions for changes in the scope of work as may be subsequently agreed upon.

Payment Schedule: SCCS, LLC. may, at its discretion, invoice for progress payments or at the end of the project. In any event, Owner agrees to make payment no later than 14 days from date of invoice.

Work Schedule: Owner agrees to provide SCCS, LLC. with a work schedule upon award of contract allowing a minimum of four weeks time prior to the desired start date. Work schedule may be amended based on additional scope of work inclusions, uncontrolled events, and deduction agreement made between the Owner and Contractor.

**Total** **\$77,750**

\_\_\_\_\_  
Joshua Smith  
President  
SCCS, LLC

\_\_\_\_\_  
Date