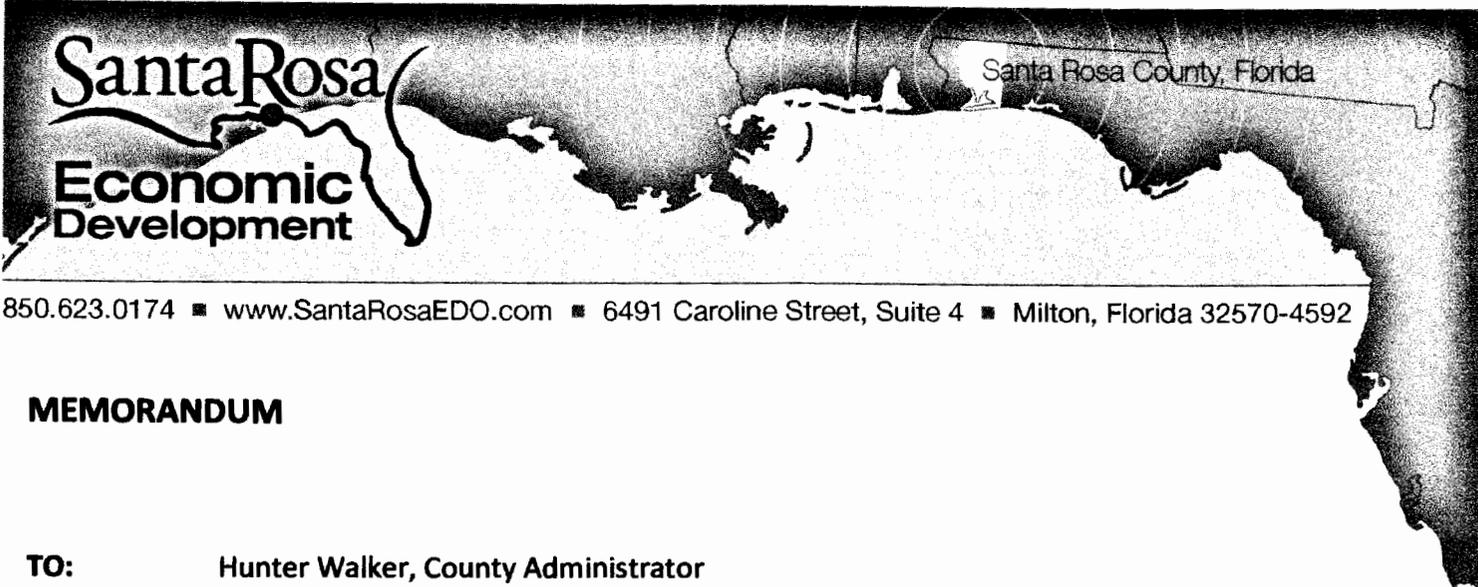


July 6, 2015

ECONOMIC DEVELOPMENT COMMITTEE

1. Discussion of re-appointment of Ferdinand Salomon and Gretchen Clarke as private sector representatives to the CareerSource Escarosa, Inc. Board of Directors.
2. Discussion of Agreement with Enterprise Florida, Inc. for FY2015-2016 Florida Defense Support Task Force grant in the amount of \$41,310 for update to 2003 Land Acquisition Study for properties proximate to NAS Whiting Field and outlying fields.



Santa Rosa

Economic
Development

Santa Rosa County, Florida

850.623.0174 ■ www.SantaRosaEDO.com ■ 6491 Caroline Street, Suite 4 ■ Milton, Florida 32570-4592

MEMORANDUM

TO: Hunter Walker, County Administrator
Santa Rosa County Board of Commissioners

FROM: Shannon Ogletree, CEcd, Director
Santa Rosa Economic Development

DATE: June 25, 2015

RE: Recommendation to Re-appoint two Board Members to the CareerSource Escarosa Board of Directors

RECOMMENDATION

Santa Rosa EDC is requesting that the BOCC approve the reinstatement of Ferdinand L. Salomon of Salomon Goldstein and Gretchen Clarke of Appriver, as private sector members of the CareerSource Escarosa Board of Directors.

BACKGROUND

Ms. Clarke and Mr. Salomon have been excellent Board members who have taken an active role in making decisions regarding issues brought before the Board. Both have been contacted and would like to continue their positions. Below you will find their term expiration dates:

Ferdinand L. Salomon – Salomon-Goldstein Properties, LLC (term expiration: 6/30/2015)
Gretchen Clarke – AppRiver (term expiration: 8/15/2015)

Please let me know if you have any questions.

cc: Susan Nelms, Careersource Escarosa

Hunter Walker

From: Sheila Fitzgerald
Sent: Thursday, July 02, 2015 3:02 PM
To: Hunter Walker
Cc: Emily Spencer; Roy Andrews; Merry Beth Andrews; Commissioner Salter; Shannon Ogletree; Pete Gandy (mpgandy@att.net)
Subject: Agenda Item - Santa Rosa County FDSTF FY 2015-16 Contract
Attachments: board-members-list.pdf; Santa Rosa FY 2015-16.pdf; Santa Rosa FY 2015-16 Award Letter.pdf

Hunter,

Attached is the award letter and contract for the Florida Defense Support Task Force grant in the amount of \$41,310 to update the April 2003 Land Acquisition Study and the 2006 prioritized land acquisition property list. (attached as Exhibit A to Grant Agreement).

Matching funds in the amount of \$41,310 will bring the total project estimate to \$82,620. Matching funds are a combination of \$4,620 in-kind from staff and \$36,690 cash match.

***Please note, my email address is now sheilaf@santarosa.fl.gov.

Sheila A. Fitzgerald, Special Projects/Grants
Santa Rosa County BOCC
6495 Caroline Street, Suite H
Milton, Florida 32570
(850) 983-1848 (850) 393-5239 (Cell)
(850) 983-1944 Fax
sheilaf@santarosa.fl.gov

From: Camila Hornung [mailto:chornung@eflorida.com]
Sent: Thursday, July 02, 2015 2:12 PM
To: Sheila Fitzgerald
Subject: Santa Rosa County FDSTF FY 2015-16 Contract

Santa Rosa County Board of Commissioners:

Attached is the **FY 15-16** Florida Defense Support Task Force Grant contract. Please review the document and sign page 8 if you agree to the contract terms.

Please email one copy of the signed agreement and mail 2 original hard copies to my address below.

NOTE that the **contract is not effective**, and no funds can be expended against it, **until the CEO of EFI signs the contract** after it is received from each grantee. You will be notified as soon as there is an effective date to commence execution.

Along with the contract, I need the following:



Florida Defense Support Task Force

July 2, 2015

Sheila Fitzgerald
Santa Rosa County Board of Commissioners
6495 Caroline Street, Suite H
Milton, Florida 32570

Dear Ms. Fitzgerald:

On behalf of Governor Rick Scott and the Florida Defense Support Task Force, I am pleased to inform you that the Santa Rosa County Board of Commissioners has been awarded \$41,310 under the Fiscal Year 2015-2016 Florida Defense Support Task Force local grants program. Congratulations!

The award is to be used to update the 2003 Land Acquisition Study and complete a phased plan to limit encroachment at Naval Air Station Whiting Field. Enterprise Florida, Inc. (EFI) will develop the contractual and administrative support for this Task Force grant.

You will receive a Fiscal Year 2015-2016 Florida Defense Support Task Force contract in the near future. Please review the document and sign indicating agreement to the contract terms. Email one copy of the signed agreement and mail 2 original hard copies to Camila Hornung as soon as possible. EFI will notify you of the effective contract date by return of one completed original as soon as possible. Please note that this contract will be effective on the date of EFI execution, and that funds cannot be charged before that effective date. You will be notified of the effective date as soon as possible.

Please enclose a copy of your organization's current W9 with the signed contract. Additionally, review the list of EFI Board of Directors that will accompany the contract and certify via email that no conflict of interest exists with any listed party.

Should you require additional information please contact Camila Hornung at 850-878-4578 or via email at chornung@enterpriseflorida.com.

Sincerely,

Bruce Grant
Florida Defense Support Task Force
Executive Director

cc: Rocky McPherson, Vice President, Military and Defense Programs, EFI

July 6, 2015

ADMINISTRATIVE COMMITTEE

1. Discussion of Sublease from Peter Prince Aviation Partners, LLC and Med-Trans Corporation d/b/a Lifeguard Air Ambulance for hangar space at Peter Prince Airport.
2. Discussion of proposal from Florida Association of County Managers (FACM) in the amount of \$5,000 for assistance in County Administrator recruitment process.
3. Discussion of submission of application to the Florida Division of Emergency Management for FY 2015 Flood Mitigation Assistance Program grant for elevation of six repetitive loss or severe repetitive loss structures.
4. Discussion of scheduling workshop on 2016 legislative priorities with lobbying/advocacy firm Johnson-Blanton, Inc.
5. Discussion of renewal of contract with Lewis Funeral Home for indigent body removal/storage and cremation services.
6. Discussion of Resolution establishing tentative rates for 2015-2016 Municipal Service Benefit Unit (MSBU) projects.
7. Discussion of 5K Run Walk on November 14, 2015 beginning at 8:30 a.m. sponsored by Pace Assembly Ministries in neighborhoods adjacent to church.
8. **INFO ONLY:** Public Hearing items scheduled for 9:30 a.m. Thursday, July 9, 2015: None



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

Santa Rosa Administrative Offices
6495 Caroline Street, Suite M
Milton, Florida 32570-4592



JAYER WILLIAMSON, District 1
ROBERT A. "BOB" COLE, District 2
W. D. "DON" SALTER, District 3
ROB WILLIAMSON, District 4
R. LANE LYNCHARD, District 5

HUNTER WALKER, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS, SANTA ROSA COUNTY

FROM: ROY V. ANDREWS

DATE: JUNE 30, 2015

**RE: SUBLEASE BETWEEN PETER PRINCE AVIATION PARTNERS,
LLC, and MED-TRANS CORPORATION**

A proposed sublease from Peter Prince Aviation Partners, LLC, and Med-Trans Corporation, doing business as Lifeguard Air Ambulance, is attached. Section 4.2 of The Minimum Standard Requirements for Aeronautical Business Activities, previously adopted by Santa Rosa County, requires that Santa Rosa County approve all subleases and further states:

The Operator may be required to pay the County additional fees, which will be negotiated, based upon the extent that the lessee Operator's premises are to be subleased and the types of services that the sub lessee Operator proposes to furnish.

Peter Prince Aviation Partners has a ground lease from Santa Rosa County, for which they pay \$.25 per sq. ft. per year. They propose a sublease of one half (1/2) of the hangar they constructed to Med-Trans with the rent set at \$.60 per month.

* * * * *

Attachment (Sublease)

Copy to: Hunter Walker, County Administrator
Roger Blaylock

HANGAR SUB-LEASE AGREEMENT

THIS HANGAR SUB-LEASE AGREEMENT (the "Agreement"), made and entered into on this _____ day of July, 2015 by and between Peter Prince Aviation Partners, LLC ("Sub-Lessor") and Med-Trans Corporation ("Sub-Lessee") collectively referred to as "the Parties".

This Agreement is subject to all terms and conditions of the lease between Santa Rosa County, Florida and Milton Aviation Partners, LLC dated April 28, 2011, and any amendments thereto.

The parties agree as follows:

Premises

2500 sq. ft. of 5000 sq. ft. hangar

In consideration of the rents to be paid hereunder and the covenants and obligations to be observed by the Sub-Lessee, Sub-Lessor does hereby lease to the Sub-Lessee and the Sub-Lessee does hereby lease and take from the Sub-Lessor, one-half (1/2) of the hangar known as Hangar C, located at 5800 Aviation Drive, Milton, Florida, together with all improvements located thereon, as shown on Exhibit "A", attached hereto and incorporated herein by this reference (the "Premises").

Term

The term of this Lease shall commence on the _____ day of July, 2015 and shall continue for an initial term of one (1) year, until June 30, 2016. Sub-Lessee may at its option renew the Lease for an extended term of one (1) additional year. If Sub-Lessee desires to exercise such renewal option, Sub-Lessee shall exercise such renewal option by giving written notice of not less than thirty (30) days to Sub-Lessor.

Rent

For and during the initial term of the Lease, Sub-Lessee shall pay to Sub-Lessor annual rent of \$18,000/year (\$0.60 per sq. ft. per month) plus applicable taxes (6.5%). The annual rent shall be payable in advance in equal monthly installments of \$1,597.50 per month - this includes the FL sales tax of 6.5%. The monthly payment shall be due and payable on the first day of each calendar month as a direct deposit or at such other place designated by written notice from Sub-Lessor or Sub-Lessee. Any rent payment not made by the 15th day of the month shall be considered overdue

and in addition to Sub-Lessor's other remedies, Sub-Lessor may levy a late payment charge equal to \$100.00 per month on any overdue amount. Rates will be adjusted yearly based on annual inflation. Such rent shall include utilities.

Signs

Upon obtaining Sub-Lessor's consent, Sub-Lessee shall have the right to place any signs which are permitted by the lease with Santa Rosa County, Florida, applicable zoning ordinances and private restrictions on the Premises, at locations selected by Sub-Lessee. Sub-Lessor may refuse such consent if it is in Sub-Lessor's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Premises. Sub-Lessee shall repair all damage to the Leased Premises resulting from the removal of signs installed by Sub-Lessee.

Alterations & Improvements

Sub-Lessee may, at its sole expense, redecorate the Premises and make such non-structural alterations and changes as Sub-Lessee shall deem expedient or necessary, provided, however, such alterations and changes shall neither impair the structural soundness nor diminish the value of the Premises. The Sub-Lessee may make structural alterations and additions to the Premises provided Sub-Lessee first obtains the consent of the Sub-Lessor in writing. The Sub-Lessor agrees that it shall not withhold such consent unreasonably.

Use

Sub-Lessee shall use the premises for aviation related services only and for no other purposes.

Entry

Sub-Lessor shall have the right to enter upon the Premises at reasonable hours, on reasonable prior notice, except in case of emergency or default by Sub-Lessee hereunder, to inspect the same, provided Sub-Lessor shall not thereby unreasonably interfere with Sub-Lessee's business on the Premises.

Repairs

Sub-Lessee shall, at its own expense, keep the Premises in a clean order and condition, and shall make all necessary repairs to the Premises caused by Sub-Lessee's act or omission. Sub-Lessor shall generally repair and maintain the Premises, to include routine repairs of floors, walls, ceilings, and

other parts of the Premises damaged or worn through normal occupancy, as well as major mechanical systems, foundation, or the roof.

Termination

Either party may terminate this Agreement without cause by giving ninety (90) days written notice to the other party. Upon the expiration or earlier termination of this Agreement, Sub-Lessee shall return the Premises to Lessor in good repair, condition and working order, ordinary wear and tear resulting from proper use thereof alone excepted.

Insurance

For the term of this Agreement, Sub-Lessee shall maintain public liability insurance with limits of not less than one million dollars for injury or death from one accident and \$250,000.00 property damage insurance, insuring Santa Rosa County as an additional named insured, along with Sub-Lessor and Sub-Lessee against injury to persons or damage to property on or about the Leased Premises. A copy of the policy or a certificate of insurance shall be delivered to Santa Rosa County and Sub-Lessor on or before the commencement date and no such policy shall be cancellable without thirty (30) days prior written notice to Santa Rosa County and Sub-Lessor.

Damage and Destruction

In the event if the Premises or any part thereof is damaged by fire, casualty or structural defects that the same cannot be used for Sub-Lessee's purposes, then Sub-Lessee shall have the right within ninety (90) days following damage to elect by notice to Sub-Lessor to terminate this Lease. In the event if such damage does not render the Leased Premises unusable for Sub-Lessee's purposes, Sub-Lessor shall promptly repair such damage at the cost of the Sub-Lessor. Sub-Lessee shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for Sub-Lessee's purposes.

Indemnity

Except to the extent caused by the negligence or willful misconduct of Sub-Lessor or its employees or agents, Sub-Lessee shall indemnify Santa Rosa County, Florida and Sub-Lessor against, and hold Santa Rosa County, Florida and Sub-Lessor harmless from, any and all claims, actions, suits, proceedings, costs, expenses, damages and liabilities, including reasonable

attorney's fees and costs, arising out of, connected with, or resulting from Sub-Lessee's use of the Premises, including without limitation the manufacture, selection, delivery, possession, use, operation, or return of the Premises.

Assignment and Subletting

Sub-Lessee shall not sublet the premises or assign this Agreement without the prior written consent of Santa Rosa County, Florida, and the Sub-Lessor, not to be unreasonably withheld, conditioned, or delayed. Any such attempt to sublet or assignment by Sub-Lessee shall be a breach of this Agreement and cause for immediate termination.

Attorney Fees

If any party to this Agreement employs attorneys to enforce any rights arising out of or related to this Agreement, the prevailing party in any litigation, arbitration or mediation shall be entitled to recover its reasonable attorneys' fees and costs.

Notices

Any notice or other communication to be given under this Agreement shall be in writing and shall be sent to the parties at the following addresses:

Sub-Lessor:

Peter Prince Aviation Partners LLC
5800 Aviation Dr.
Milton FL 32583

Sub-Lessee:

Med-Trans Corporation
1001 Boardwalk Springs Place
Suite 250
O'Fallon, MO 63368
Attn: Thomas A. Cook, Vice-President and General Counsel

Modification

This Agreement contains the entire lease agreement of the parties and may not be modified except

in writing signed by the Parties and consent from Santa Rosa County.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement on this the _____ day of July, 2015.

SUB-LESSOR:

PETER PRINCE AVIATION PARTNERS,
LLC

BY: _____
Print: _____
Its _____

SUB-LESSEE:

MED-TRANS CORPORATION

BY: _____
Print: _____
Its _____ President

BCC
Adm
Roy
JUN 30 2015 Devan



June 24, 2015

Hunter Walker, County Administrator
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Ste. D
Milton, FL 32570

Re: Florida Association of County Managers Consulting

Dear Mr. Walker:

Thank you for reaching out to the Florida Association of County Managers ("the Association") regarding your upcoming search for a new County Administrator. We understand that Santa Rosa County will soon be embarking upon a process to hire your successor. It is the Association's pleasure to propose to assist you in this effort.

A county's selection of a county administrator is one of the most crucial decisions a Board of County Commissioners makes for its community. The professional execution of county commissions' policy decisions is the foundation of a healthy, thriving county. In recognition of the importance of this selection, the Association has launched a new initiative to provide recruiting guidance and peer review services to those counties that desire assistance.

The Association proposes the following terms of engagement:

Florida Association of County Manager's Inc. Responsibilities

If the County chooses to take the Association up on its unique offer, the Association will assist the County with the following tasks:

- (1) Brief Board members on the best practices for the recruitment process of a professional administrator;
- (2) Assist County staff, through the provision of recommendations on recruitment techniques, by providing suggestions on where to place advertisements to solicit qualified applicants and suggestions on the wording of the County's recruitment profile and advertisement for the position;
- (3) Assist the Board and County staff to develop a list of identified characteristics and attributes of a successful candidate, the appropriate selection criteria, and a suggested selection process and timeline; and
- (4) Facilitate a volunteer group of Florida county administrators and/or former county administrators to review the qualifications of the list of candidates, as the list is identified by the Board and/or County staff for review, and to report the findings of that review to the Board and/or County staff, as directed. Note: this group will review external candidates only with review of internal candidates being the responsibility of County staff.
- (5) Pursuant to item (4) above, the Association will recommend a short list of external candidates for consideration.

County Responsibilities

County staff would be responsible for carrying out the suggestions provided in (1), (2), and (3) above, including but not limited to receiving the applications, screening the applicants, conducting the background checks of applicants, placing (or being responsible for placing) all advertisements soliciting applicants, scheduling and coordination of interviews and other necessary or requested County meetings related to the recruitment and selection process. The County would also be wholly responsible for negotiating the terms of any employment offer and will provide the primary point of contact for all questions and inquiries relating to the recruitment process.

Compensation

The Association proposes a flat fee of a \$5,000.00. This fee will be used to cover direct and indirect costs associated with the services and any remaining funds will be retained for the Association's mission in support of educating County Administrators throughout Florida.

The Association will not invoice the County for the \$5,000.00 until the delivery of the candidate review report and short list. Upon delivery of that report, this arrangement will terminate. In addition, if either the Association or the County believe it is in their individual best interests to end this particular arrangement, either one can do so by providing written notice to the other (via US Mail, facsimile or email). Once that notice is received, this arrangement will be at an end. The County will have no financial obligation to the Association if termination by either party is sought before the delivery of the Florida county administrator candidate review report.

Costs

The County will solely bear the costs of its activities and responsibilities for the filling of the county administrator position (including, by way of example only, the costs of

advertising for the position, any reimbursements of travel and per diem for candidates, copying, overhead, and postage). Expenses incurred by the Association relating to this effort including conference calls, mileage, travel, copying, and other administrative costs are included within the \$5,000 fee. There will be no additional obligations on the part of the County for the Association's costs.

It is anticipated that most of the work under this arrangement will be conducted by way of conference call. However, the Association is offering to include two trips to the County for meetings, briefings, and workshops, as requested by the County. If there are additional trips that the County requests of the Association, the Association and the County will mutually agree on a rate of cost reimbursement for the Association from the County.

Timeline

The Association understands the County's need to move efficiently, quickly and deliberately. The Association believes that it can deliver the Florida county administrator candidate review report within 90 days of the County's counter signature to this letter.

Association Point of Contact

The Association anticipates that Mr. Vince Long, Leon County Administrator, President of FACM, will be the primary point of contact for the Association under this arrangement.

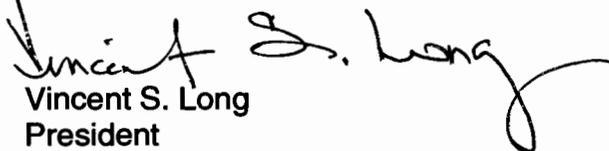
County Point of Contact

The Association anticipates that Hunter Walker, Santa Rosa County Administrator, will be the primary point of contact for Santa Rosa County under this agreement.

If this letter and its contents are agreeable to the County, please sign and date at the bottom of this letter. Then, please return the counter signed letter to the attention of Mr. Long at the Association.

We are excited about this collaboration and look forward to assisting the County in this crucial decision.

Sincerely,


Vincent S. Long
President

Agreed to by SANTA ROSA COUNTY, FLORIDA

Hunter Walker, County Administrator
Santa Rosa County Board of County Commissioners

This ___ day of June, 2015



Santa Rosa County Board of County Commissioners

Sheila Fitzgerald, Special Projects/Grants Director
6495 Caroline Street, Milton, FL. 32570-4978, Phone (850) 983-1848 / Fax (850) 983-1944

MEMORANDUM

TO: Hunter Walker
DATE: 07/01/2015
FROM: Sheila Fitzgerald
RE: FY 2015 Flood Mitigation Assistance (FMA) Grant Program Applications

Background

The Flood Mitigation Assistance Grant Program funds various mitigation activities such as elevation or acquisition of flood prone properties; demolition or relocation of at-risk structures; mitigation reconstruction when traditional elevation cannot be implemented; minor localized flood drainage projects; dry floodproofing of historic structures; and some planning grants. As a local government, participating in the National Flood Insurance Program and having an approved Local Mitigation Strategy, we are eligible to apply for funds to mitigate projects included on our LMS priority list.

With the assistance of a consultant, staff identified and contacted 12 repetitive loss property owners that appear to be eligible for grant funding. Six property owners have indicated an interest in applying for funding and appear to meet the grant requirements. The properties are identified as follows:

SRL (Severe Repetitive Loss)				
<i>Address</i>	<i>City</i>	<i>Name</i>	<i>Grant Share</i>	<i>Owner Share</i>
1139 Ceylon Ct	Gulf Breeze	Prime View LLC – Patrick Quinn	100%	0%
4850 Beaver Run Ln	Milton	Charles V. Wells	100%	0%
3951 W Madura Rd	Gulf Breeze	Al Faulkner	100%	0%
RL (Repetitive Loss)				
1432 Alabama St	Navarre	Rick & Wendy Gentry	90%	10%
2954 Coral Strip Pkwy	Gulf Breeze	Rita Tillmes	90%	10%
2960 Coral Strip Pkwy	Gulf Breeze	George Taylor	90%	10%

Applications are due July 17. For the 3 properties included in the RL application, a match of 10% is required, which will be met by the homeowner.

Action Needed

Board approval is required to submit these applications, including up to six properties, on behalf of the homeowner. If awarded, the county grants office will have the ability to contract with a consultant for project management.

Hunter Walker

From: Hunter Walker
Sent: Tuesday, June 23, 2015 8:31 AM
To: Board of County Commissioners; BOCC Dept Heads; Joy Tsubooka; Roy Andrews
Subject: FW: Update

Board,

After yesterday Committee meeting I had conference call with Jon Johnson and Jules regarding session wrap-up and below is Jules synopsis of the session as impacted Santa Rosa County. We discussed scheduling workshop the week of August 10th to develop legislative priorities for 2016 session. I will have item on agenda for July 6th Committee meeting to schedule this workshop. Call with questions. Hunter

-----Original Message-----

From: Jules Kariher [mailto:jkariher@me.com]
Sent: Tuesday, June 23, 2015 8:14 AM
To: Hunter Walker
Cc: Travis Blanton; Jon Johnson
Subject: Update

Hunter,

The Governor signed the budget this morning and we are waiting to see the veto list. We feel comfortable with the \$2.75 million in beach renourishment funding and wait to see if he approved the \$1.5 million for Whiting Field.

We were successful in passing the SCOP language. It was included as proviso language in the implementing bill. This increases the small county population definition from 150,000 to 165,000 and is good for one year only (expires June 30, 2016). We can work for a more permanent change in the 2016 Session.

We feel Santa Rosa County had a successful Session! It is important to recognize and thank Senators Evers and Latvala for their work on Whiting funding and to Representative Broxson for his steadfast support and work on Navarre Beach renourishment funding. Representative Ingram was also critical in the last days of Conference in getting Whiting funded.

Please let me know if you have any questions and thank you for the opportunity to represent Santa Rosa County!

Jules

Sent from my iPhone

AGREEMENT

SANTA ROSA COUNTY ("County") and **LEWIS FUNERAL HOMES, INC.**, ("Contractor") enter into this Agreement this 6 day of May, 2009.

A. This Agreement shall be for a three year period of May 1, 2009, through April 30, 2012, for Indigent Burial Services for the County as follows:

1. Contractor will be required to provide services in Santa Rosa County as set out in the Request for Proposals attached along with Contractor's Bid as Exhibit A.

2. Payments shall be made as services are rendered according to the fee schedule in the Contractor's Bid attached as Exhibit A.

3. Contractor shall have and maintain the required insurance as specified in the attached Exhibit B.

4. Either party may terminate this agreement without cause upon giving sixty (60) days written notice. Contractor will be paid for all work performed prior to termination.

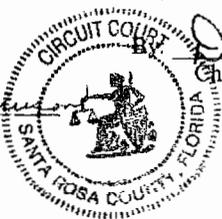
5. Contractor agrees to indemnify and hold harmless County, its agents, officials, and employees for any and all claims, suits and damages arising out of the operation of this contract.

6. This agreement may be extended upon the agreement of both parties.

IN WITNESS WHEREOF, the parties have signed this agreement as of the day and year first above written.

**BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA**

ATTEST:
Mary M. [Signature]
Clerk or Deputy Clerk



[Signature]
Chairman

CONTRACTOR:



LEWIS FUNERAL HOME, INC.

By Cynthia Helms Price

PRINTED NAME & TITLE:

Cynthia Helms Price
Manager

WITNESSES:

[Signature] Kevin Davis

[Signature] Linda McDavid



SINCE 1928

Lewis Funeral Home, Inc.

6405 Highway 90 • Milton, Florida 32570
Phone: (850) 623-2243 • Fax: (850) 623-6345

7794 Navarre Parkway • Navarre, Florida 32566
Phone: (850) 939-5122 • Fax: (850) 939-5133

February 27, 2009

TO: Santa Rosa County Board of Commissioners Procurement Department

FROM: Lewis Funeral Homes

SUBJECT: "RFP-Indigent Services"—Indigent Cremations Services and Removal/Storage of Bodies

#1—REMOVAL AND STORAGE OF BODIES

Removal----\$295.00

Storage----\$300.00 This storage fee is for the days 1 through 5, any time after that is at a rate of
\$75.00 per day. ****This fee is only offered to the County and includes materials

Minimum total----\$595.00

#2—INDIGENT CREMATION

Removal----\$295.00

Cremation----\$300.00 **** This fee include storage and materials

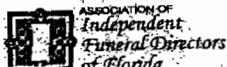
Minimum total----\$595.00

Thank you for your consideration in this matter

Cynthia Helms-Price, L.F.D.

Manager

Lewis Funeral Homes



**REQUEST FOR PROPOSALS
INDIGENT CREMATION SERVICE &
REMOVAL AND STORAGE OF BODIES**

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals from local funeral homes for the retrieval and storage of bodies that do not fall within the responsibility of the Medical Examiner's Office, and for the cremation of individuals who have been determined to be indigent. This proposal should contain an itemization of all cost involved in each process. These would include transportation, storage, and materials costs.

All proposals must be in writing and delivered by hand, mail, or Fed EX to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida 32570, and must be received by 10:00 a.m., March 3, 2009. Provide one original and 11 copies of the submittal. Only proposals received by the aforesaid time and date will be considered. All proposals shall be labeled, "RFP- Indigent Services".

Questions concerning this request should be directed to Santa Rosa County Procurement Officer, Orrin Smith, at (850) 983-1870.

Scope of Services may be secured from the Santa Rosa County Website (www.santarosa.fl.gov/bids) or at the Santa Rosa County Procurement Department at the above address. Telephone (850) 983-1870.

The Board of County Commissioners reserves the right to accept or reject any and all proposals in whole or in part, and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

By order of the Board of County Commissioners of Santa Rosa County, Florida.

LEGAL NOTICE

One issue - Press Gazette - January 31, 2009, Navarre Press February 5, 2009

Bill and proof to Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida, 32570, Attn.: Orrin L. Smith

January 31, 2009

MEMORANDUM

TO: Company Addressed

FROM: Santa Rosa County Procurement Department

SUBJECT: Indigent Cremation Services and Removal/Storage of Bodies

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals from local funeral homes for the retrieval and storage of bodies that do not fall within the responsibility of the Medical Examiner's Office, and for the cremation of individuals who have been determined to be indigent. This proposal should contain an itemization of all cost involved in each process. These would include transportation, storage, and materials costs.

All proposals must be in writing and delivered by hand, mail, or Fed EX to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida 32570, and must be received by 10:00 a.m., March 3, 2009. Provide one original and 11 copies of the submittal. Only proposals received by the aforesaid time and date will be considered. All proposals shall be labeled, "RFP- Indigent Services".

Questions concerning this request should be directed to Santa Rosa County Procurement Officer, Orrin Smith, at (850) 983-1870.

Scope of Services may be secured from the Santa Rosa County Website (www.santarosa.fl.gov/bids) or at the Santa Rosa County Procurement Department at the above address. Telephone (850) 983-1870.

The Board of County Commissioners reserves the right to accept or reject any and all proposals in whole or in part, and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

INSURANCE REQUIREMENTS

Contractor shall purchase and maintain commercial general liability insurance endorsed to provide contractual liability with limits in the amount of not less than \$300,000 combined single limits. Santa Rosa County, its agents, and employees shall be listed as an additional insured under the commercial general liability.

Contractor shall carry commercial automobile insurance written to cover all owned, hired, and non-owned vehicles. Such policy shall be written with not less than \$300,000.00 combined single limits or with split limits of not less than \$300,000.00 per person, \$300,000.00 for two or more persons, and property damage of not less than \$100,000.00. Such insurance shall contain a severability of interest clause, to provide coverage to Santa Rosa County should Santa Rosa County be held liable for the use, ownership, operation or maintenance of any motor vehicle covered under the above automobile policy.

Contractor shall purchase and maintain statutory worker's compensation coverage, including employer's liability, unless not required by law because contractor employs no employees. All such coverages shall be written with insurance companies admitted to do business in Florida. Any policies written with non-admitted insurance companies shall be subject to specific approval by the County. Insurance certificates shall be provided to the County, and these certificates shall contain a thirty (30) day cancellation clause.

EXHIBIT B

RESOLUTION NO. 2015 - _____

Pursuant to Santa Rosa County ordinances, the Board of County Commissioners hereby adopts the tentative rates resolution establishing the 2015 – 2016 rates for the following specified municipal service benefit units:

NEW MSBUs

- 1. Autumn Trace Blvd Lighting - \$58.27 (assessment to be made annually unless modified by the Board of County Commissioners).
- 2. Forest at Oriole Beach Lighting - \$142.85 (assessment to be made annually unless modified by the Board of County Commissioners).
- 3. Little Duck Circle Paving Water Sewer – Various (see attachment A) for a ten (10) year period.
- 4. Oak Leigh Place Lighting - \$46.15 (assessment to be made annually unless modified by the Board of County Commissioners).
- 5. Ponderosa Paving Water Sewer Construction - Various (see attachment B) for a ten (10) year period.
- 6. Summerset Estates II Lighting - \$73.58 per lot (assessment to be made annually unless modified by the Board of County Commissioners).

EXISTING ROAD PAVING

- 1. Central Parkway II (Plus) Road Paving MSBU- \$1,204.60 regular lots / \$602.30 corner lot per year for a ten (10) year period.
- 2. Champion Green Road Paving MSBU \$365.46 per lot per year for a five (5) year period.
- 3. Cornell Drive Road Paving MSBU - \$1,077.93 regular lots / \$695.24 corner lot per year for a ten (10) year period.
- 4. Elkhart Drive Road Paving MSBU \$473.82 regular lots / \$236.91 corner lot per year for a five (5) year period.
- 5. Joseph Circle Road Paving MSBU - \$626.00 regular lots / \$313.00 per corner lot per year for a ten (10) year period.
- 6. Longhorn Trail Road Paving MSBU- \$1,908.28 per regular lot / \$1,163.89 corner lot per year for a ten (10) year period.
- 7. Ponderosa Paving Water Sewer Design MSBU - \$248.75 per lot per year for a two (2) year period.
- 8. Tallwood Court Road Paving MSBU - \$1,138.42 regular lots / \$569.21 corner lot per year for a ten (10) year period.
- 9. Winfield Drive Road Paving MSBU - \$389.70 regular lots / \$194.85 corner lot per year for a five (5) year period.

EXISTING STREET LIGHTING

- 1. Abernathy Subdivision Street Lighting MSBU - \$15.57 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 2. Ashley Plantation Street Lighting MSBU - \$22.07 per lot per year for a five (5) year period.
- 3. Ashmore Place Street Lighting MSBU - \$43.89 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 4. Autumn Run Subdivision Street Lighting MSBU - \$52.50 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 5. Bay Pines Subdivision Street Lighting MSBU - \$54.78 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 6. Bay Woods Subdivision Street Lighting MSBU - \$48.30 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 7. Berrybrook Estates Subdivision Street Lighting MSBU - \$51.98 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 8. Breckenridge Subdivision Street Lighting MSBU - \$40.64 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 9. Brighton Oaks Subdivision Street Lighting MSBU - \$123.59 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 10. Cottages at East River Subdivision Street Lighting MSBU - \$51.94 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 11. Cotton Bay Street Lighting MSBU - \$41.58 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 12. Country Meadows Subdivision Street Lighting MSBU - \$84.00 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
- 13. Covington Woods Subdivision Street Lighting MSBU - \$53.41 per lot (assessment to be made annually unless modified by the Board of County Commissioners).

14. Creeks Edge Lane Street Lighting MSBU - \$42.95 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
15. Creetwood Place Subdivision Street Lighting MSBU - \$84.89 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
16. Creetwood Village Street Lighting MSBU - \$62.37 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
17. Creetwoods Subdivision Street Lighting MSBU - \$88.04 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
18. Crescent III Subdivision Street Lighting MSBU - \$26.25 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
19. Cross Roads Street Lighting MSBU - \$28.35 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
20. Crosswinds Subdivision Street Lighting MSBU - \$37.80 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
21. Diamond Creek Street Lighting MSBU - \$104.18 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
22. Eagle Crest Subdivision Street Lighting MSBU - \$34.65 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
23. Falling Leaves Court Street Lighting MSBU - \$123.09 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
24. Fernwood Drive Street Lighting MSBU - \$34.18 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
25. Fieldcrest Subdivision Street Lighting MSBU - \$38.59 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
26. Foxboro Street Lighting MSBU - \$78.60 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
27. Gardenbrook Subdivision Street Lighting MSBU - \$66.99 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
28. Grand Ridge Subdivision Street Lighting MSBU - \$51.82 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
29. Habersham Subdivision Street Lighting MSBU - \$62.37 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
30. Hampton Ridge Subdivision and Estates First Addition Street Lighting MSBU - \$29.40 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
31. Harvest Point Subdivision II Street Lighting MSBU - \$22.53 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
32. Harvest Point Subdivision Street Lighting MSBU - \$46.70 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
33. Harvest Village Court Street Lighting MSBU - \$30.87 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
34. Indian Hills Subdivision Street Lighting MSBU - \$46.20 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
35. Laurelwood Subdivision Street Lighting MSBU - \$42.74 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
36. Longview Street Lighting MSBU (between Winfield Dr. and Edgewood Dr.) - \$37.99 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
37. Magnolia Heights Subdivision Street Lighting MSBU - \$52.50 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
38. Mandavilla Subdivision Street Lighting MSBU - \$58.70 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
39. Metron Estates Subdivision Street Lighting MSBU - \$35.70 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
40. North Harbor Subdivision Street Lighting MSBU - \$42.89 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
41. Pace Mill Creek Street Lighting MSBU - \$139.80 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
42. Paradise Bay I and Units 2 & 3 Street Lighting MSBU - \$35.28 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
43. Park Lane Street Lighting MSBU - \$28.88 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
44. Pebble Ridge Street Lighting MSBU - \$46.31 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
45. Plantation Woods I & II Subdivision Street Lighting MSBU - \$62.37 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
46. Plantation Woods Phase III Street Lighting MSBU - \$47.20 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
47. Polynesian Island and Polynesian Island 1st Addition Subdivision Street Lighting MSBU - \$37.68 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
48. Pro Am Estates Subdivision Street Lighting MSBU - \$53.31 per lot (assessment to be made annually unless modified by the Board of County Commissioners).

49. Promise Creek Subdivision Street Lighting MSBU - \$23.98 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
50. Quayside Village III Subdivision Street Lighting MSBU - \$57.75 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
51. Sandpiper Village Street Lighting MSBU - \$34.65 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
52. Santa Rosa Shores 7th Addition Street Lighting MSBU - \$39.69 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
53. Sawmill Subdivision Street Lighting MSBU - \$51.92 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
54. Sound Retreat Subdivision Street Lighting MSBU - \$67.10 per lot (assessment to be made annually as modified by the Board of County Commissioners).
55. Soundside Moorings Subdivision Phase II Street Lighting MSBU - \$25.96 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
56. Southwoods Subdivision Street Lighting MSBU - \$38.85 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
57. Stanford Drive Street Lighting MSBU - \$19.95 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
58. Sterling Point (Phases 1, 2, & 3) Street Lighting MSBU - \$26.25 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
59. Stonechase Phase 1 S/D Street Lighting MSBU - \$99.76 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
60. Summerset Estates Subdivision Street Lighting MSBU - \$73.92 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
61. Sundial Estates Phase I & II Subdivision Street Lighting MSBU - \$50.03 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
62. Sunset Lane Street Lighting MSBU - \$38.85 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
63. Tanglewood Oaks Subdivision Street Lighting MSBU - \$61.22 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
64. Tanglewood Subdivision Street Lighting MSBU - \$34.65 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
65. Terra Bella Subdivision Street Lighting MSBU - \$106.87 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
66. The Vineyard Subdivision Street Lighting MSBU - \$54.02 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
67. Treasure Isles Estates Subdivision Phase II Street Lighting MSBU - \$25.41 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
68. Villa Venyce Subdivision Street Lighting MSBU - \$37.80 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
69. Waterstone Subdivision Street Lighting MSBU - \$40.38 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
70. Windsor Forest Subdivision Street Lighting MSBU - \$51.92 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
71. Windward Cove Court Street Lighting MSBU - \$104.10 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
72. Winners Gait Subdivision Street Lighting MSBU - \$91.38 per lot (assessment to be made annually unless modified by the Board of County Commissioners).

EXISTING IMPROVEMENTS/MAINTENANCE

1. Ashley Plantation Street Lighting Installation - \$22.07 per lot per year for a five (5) year period.
2. Bernath Place Subdivision Improvements MSBU - \$1,060.57 per lot per year for a ten (10) year period.
3. Cornell Drive Water & Sewer MSBU - \$1,077.93 per lot per year for a ten (10) year period.
4. Hidden Forest Subdivision Improvements MSBU - \$27.07 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
5. Navarre Beach Canal #2 – Seawalls MSBU - \$1,239.57 per lot for a seven (7) year period.
6. Santa Rosa Shores Canal Maintenance MSBU - \$353.09 per lot (assessment to be made annually unless modified by the Board of County Commissioners).
7. Ski Watch Estates II Underground Utilities MSBU - \$372.62 per lot per year for a ten (10) year period.
8. Ski Watch Estates III Maintenance Dredging MSBU - \$893.61 per lot per year for a ten (10) year period.
9. Woodbine Springs Subdivision Dam / Drainage and Road Improvements MSBU - \$110.85 per parcel per year for a five (5) year period.

FIRE PROTECTION

- 1) Santa Rosa County Fire Protection MSBU - As follows:
- | | |
|---|--|
| Residential: 0-3500 sq. ft. | \$ 85.00 |
| 3501 sq. ft. & up | \$175.00 |
| Commercial and Multi-family 5+ units | \$0.025 per sq. ft.
(\$150.00 minimum on all businesses) |
| Multi-family less than 5 units
and condos | \$75.00 per unit |
| Agricultural and Vacant lots | \$10.00 per one acre parcel and
\$0.02 per acre over the first acre. |
| Sylviculture (Timber) | \$10.00 first 200 acre parcel and
\$0.15 per acre over 200 acres. |
| Recreational vehicle parks
and mobile home parks | \$0.025 per sq. ft. based on 191 sq. ft. per space
(\$150.00 minimum on all businesses) |
| Hotel and Motel | \$0.025 per sq. ft.
(\$150.00 minimum on all businesses) |
- 2) Navarre Beach Fire Protection MSBU – Pursuant to Santa Rosa County Ordinance 91-27, the assessment rates for fire protection services are as follows:
- | | |
|-----------------------------|-------------|
| a. Residential | \$ 350.00 |
| b. Commercial - | |
| Up to 10,000 sq. ft. | \$ 900.00 |
| More than 10,000 sq. ft. | \$ 3,600.00 |
| c. Unimproved parcel or lot | \$ 50.00 |

Assessments for the Navarre Beach Fire Protection MSBU shall be based on the condition of the subject property as of January 1, 2015, and any improvements to be constructed pursuant to any building permit issued prior to or on January 1, 2015, and which permit is active as of January 1, 2015. Any leaseholder of property within the Navarre Beach Fire Protection MSBU may file a written appeal with Santa Rosa County within twenty (20) days of the date of the assessment notice, to establish that no construction pursuant to an active building permit will have commenced prior to January 1, 2015.

PASSED AND ADOPTED by a vote of ___ yeas and ___ nays and ___ absent of the Board of County Commissioners of Santa Rosa County, Florida, this ___ day of June, 2015.

**BOARD OF COUNTY COMMISSIONERS,
SANTA ROSA COUNTY, FLORIDA**

By: _____
Don Salter, Chairman

ATTEST:

Donald C. Spencer, Clerk

EXHIBIT A**Little Duck Circle Paving, Water, Sewer**

Property Ref Number	Assessment
27-2S-28-4720-00A00-0670	1,015.76
27-2S-28-4720-00A00-0680	834.73
27-2S-28-4720-00A00-0690	1,029.99
27-2S-28-4720-00A00-0700	1,029.99
27-2S-28-4720-00A00-0710	1,029.99
27-2S-28-4720-00A00-0720	918.35
27-2S-28-4720-00A00-0730	737.84
27-2S-28-4720-00A00-0740	737.84
27-2S-28-4720-00A00-0750	884.75
27-2S-28-4720-00A00-0760	1,029.99
27-2S-28-4720-00A00-0770	1,029.99
27-2S-28-4720-00A00-0780	1,029.99
27-2S-28-4720-00A00-0790	834.73
27-2S-28-4720-00A00-0800	2,267.86
27-2S-28-4720-00A00-0810	2,463.12
27-2S-28-4720-00A00-0820	1,029.99
27-2S-28-4720-00A00-0830	1,029.99
27-2S-28-4720-00A00-0840	1,029.99
27-2S-28-4720-00A00-0850	1,029.99
27-2S-28-4720-00A00-0860	946.52
27-2S-28-4720-00A00-0870	737.84
27-2S-28-4720-00A00-0880	716.97
27-2S-28-4720-00A00-0890	852.61
27-2S-28-4720-00A00-0900	1,029.99
27-2S-28-4720-00A00-0910	1,029.99
27-2S-28-4720-00A00-0920	1,029.99
27-2S-28-4720-00A00-0930	1,029.99
27-2S-28-4720-00A00-0940	1,029.99
27-2S-28-4720-00A00-0950	1,029.99
27-2S-28-4720-00A00-0960	1,029.99
27-2S-28-4720-00A00-0970	1,029.99
27-2S-28-4720-00A00-0980	1,029.99
27-2S-28-4720-00A00-0990	1,029.99
27-2S-28-4720-00A00-1000	1,000.67
27-2S-28-4720-00A00-1010	925.65
27-2S-28-4720-00A00-1020	1,029.99
27-2S-28-4720-00A00-103A	213.59
27-2S-28-4720-00A00-1030	977.82
27-2S-28-4720-00A00-1040	860.50
27-2S-28-4720-00C00-0190	782.56
27-2S-28-4720-00C00-0200	2,282.09
27-2S-28-4720-00C00-0210	1,029.99
27-2S-28-4720-00C00-0220	1,029.99
27-2S-28-4720-00C00-0230	1,029.99
27-2S-28-4720-00C00-0240	2,490.77
27-2S-28-4720-00C00-0250	1,252.10

EXHIBIT B**Ponderosa Paving, Water, Sewer**

Property Ref Number	Assessment
30-2S-27-0200-00A00-0010	1,341.49
30-2S-27-0200-00A00-0020	1,321.56
30-2S-27-0200-00A00-0030	1,321.56
30-2S-27-0200-00A00-0040	1,321.56
30-2S-27-0200-00A00-0050	1,321.56
30-2S-27-0200-00A00-0060	1,321.56
30-2S-27-0200-00A00-0070	1,321.56
30-2S-27-0200-00A00-0080	1,321.56
30-2S-27-0200-00A00-0090	2,832.95
30-2S-27-0200-00A00-0100	1,321.56
30-2S-27-0200-00A00-0110	1,321.56
30-2S-27-0200-00A00-0120	1,321.56
30-2S-27-0200-00A00-0130	1,321.56
30-2S-27-0200-00A00-0140	3,049.96
30-2S-27-0200-00A00-0190	9,576.93
30-2S-27-0200-00A00-0230	1,379.69
30-2S-27-0200-00A00-0240	1,321.56
30-2S-27-0200-00A00-0250	1,321.56
30-2S-27-0200-00A00-0260	1,321.56
30-2S-27-0200-00A00-0270	3,049.96
30-2S-27-0200-00A00-0280	1,321.56
30-2S-27-0200-00A00-0290	1,321.56
30-2S-27-0200-00A00-0300	1,321.56
30-2S-27-0200-00A00-0310	1,321.56
30-2S-27-0200-00A00-0320	3,049.96
30-2S-27-0200-00A00-0330	1,321.56
30-2S-27-0200-00A00-0340	1,149.45
30-2S-27-0200-00A00-0350	1,321.56
30-2S-27-0200-00A00-0360	1,379.69
30-2S-27-0200-00A00-0370	1,129.26
30-2S-27-0200-00A00-0390	987.02
30-2S-27-0200-00A00-0400	1,129.26
30-2S-27-0200-00A00-0410	1,379.69
30-2S-27-0200-00A00-0420	1,321.56
30-2S-27-0200-00A00-0430	1,321.56
30-2S-27-0200-00A00-0440	1,321.56
30-2S-27-0200-00A00-0450	3,049.96
30-2S-27-0200-00A00-0460	1,321.56
30-2S-27-0200-00A00-0470	1,321.56
30-2S-27-0200-00A00-0480	1,321.56
30-2S-27-0200-00A00-0490	1,321.56
30-2S-27-0200-00A00-0500	3,024.96
30-2S-27-0200-00A00-0750	814.91
30-2S-27-0200-00B00-0010	1,341.49
30-2S-27-0200-00B00-0020	1,321.56
30-2S-27-0200-00B00-0030	1,321.56
30-2S-27-0200-00B00-0040	1,149.45
30-2S-27-0200-00B00-0050	1,149.45
30-2S-27-0200-00B00-0060	1,149.45
30-2S-27-0200-00B00-0070	1,149.45
30-2S-27-0200-00B00-0080	1,321.56

30-2S-27-0200-00B00-0090	1,038.58
30-2S-27-0200-00B00-0100	1,160.24
30-2S-27-0200-00B00-0110	1,160.24
30-2S-27-0200-00B00-0120	1,240.65
30-2S-27-0200-00B00-0130	1,321.56
30-2S-27-0200-00B00-0140	1,321.56
30-2S-27-0200-00B00-0150	1,321.56
30-2S-27-0200-00B00-0160	1,321.56
30-2S-27-0200-00B00-0170	1,321.56
30-2S-27-0200-00B00-0180	1,321.56
30-2S-27-0200-00B00-0190	1,321.56
30-2S-27-0200-00B00-0200	1,321.56
30-2S-27-0200-00B00-0210	1,321.56
30-2S-27-0200-00B00-0220	1,321.56
30-2S-27-0200-00B00-0230	1,321.56
30-2S-27-0200-00B00-0240	1,321.56
30-2S-27-0200-00B00-0250	1,321.56
30-2S-27-0200-00B00-0260	1,321.56
30-2S-27-0200-00B00-0270	1,321.56
30-2S-27-0200-00B00-0280	1,321.56
30-2S-27-0200-00B00-0290	1,321.56
30-2S-27-0200-00B00-0300	1,321.56
30-2S-27-0200-00B00-0310	1,321.56
30-2S-27-0200-00B00-0320	1,321.56
30-2S-27-0200-00B00-0330	1,321.56
30-2S-27-0200-00B00-0340	1,321.56
30-2S-27-0200-00B00-0350	1,321.56
30-2S-27-0200-00B00-0360	1,321.56
30-2S-27-0200-00B00-0370	1,402.86
30-2S-27-0200-00B00-0380	985.87
30-2S-27-0200-00B00-0390	985.87
30-2S-27-0200-00B00-0400	985.87
30-2S-27-0200-00B00-0410	1,190.33
30-2S-27-0200-00B00-0420	3,177.99

Hunter Walker

From: Accounting <lnettles@paceassembly.org>
Sent: Tuesday, June 30, 2015 11:26 AM
To: Hunter Walker
Subject: Event approval for Pace Assembly Race through Pace

Good morning Mr. Walker,

I hope you are doing well today. I am contacting you regarding event approval by Santa Rosa County. Pace Assembly Ministries would like to organize another 5K run/walk on November 14, 2015. Any profits would go toward funding our Christmas Outreach. For over 30 years, we have helped families in hard times enjoy Christmas by providing toys and food for their families.

Starting time would be 8:30 am and end at 10:00am. The route would begin and end at Pace Assembly. The proposed route map is below. This is the same course that we ran last year. Again, we would not be running on Hwy 90, but we would be on the sidewalk. Please contact me if you think anything needs to be changed before voting for approval. I look forward to hearing from you soon. Thank you so much for your time and consideration.

Have a Blessed Day,

Leighann Nettles
Pace Assembly Ministries
accounting@paceassembly.org
(850) 202-3134

No support documentation for this agenda item.

No support documentation for this agenda item.



SANTA ROSA COUNTY ENGINEERING
SANTA ROSA COUNTY, FLORIDA
6051 OLD BAGDAD HWY., STE. 300
MILTON, FLORIDA 32583
www.santarosa.fl.gov

Preliminary
Engineers Report
July 6, 2015

Roger A. Blaylock, P.E.
Santa Rosa County Engineer

This is a Preliminary check list:

The items listed below may be on the agenda for meeting of Board of County Commissioners of Santa Rosa County, Florida, for July 9, 2015 at 9:00 a.m. in Milton, Florida.

1. Discussion of a variance for low pressure sewer for the Waters. (Attachment A)

2. Discussion of Construction Plans for The Waters, a 126 lot subdivision, a portion of Section 26, Township 2 South, Range 26 West, Santa Rosa County, Florida. (District 5)
(Attachment B)

Location: 1-1/2 miles, more or less, South and East on Soundside Drive, property on the north side of Soundside Drive.

3. Discussion of Final Plat for Reserve Pointe Phase II, an 84 lot private subdivision, a portion of Section 21, Township 2 South, Range 26 West, Santa Rosa County, Florida (District 4)
(Attachment C)

Location: 1-1/2 miles, more or less, East on U.S. 98 from S.R. 87, North and East on Elk's Way, North on Burjonik Drive, property at the end of Burjonik Drive.



SANTA ROSA COUNTY ENGINEERING
SANTA ROSA COUNTY, FLORIDA
6051 OLD BAGDAD HWY., STE. 300
MILTON, FLORIDA 32583
www.santarosa.fl.gov

Santa Rosa County Low Pressure Sewer Policy

- Low pressure sewer shall be allowed in public subdivisions as discussed in the 8/24/06 Santa Rosa County BOCC meeting.
- All components of the system crossing public rights-of-way shall be buried a minimum of 48 inches below finished grade.
- The sewer main line shall be located within a recorded Utility Easement on individual lots.
- All sewer lines (main lines and laterals) which cross public rights-of-way shall be sleeved with buried tracer wire.
- Disclosure shall be given to all homeowners that grinder sewer pumps will not operate during power outages.
- Specific topographic constraints must be present which cause a gravity sewer design to have significant (20 feet or more) finished sewer manhole and main line depths.



City of Gulf Breeze

June 23, 2015

Malcolm Williams
877 North County Road 393
Santa Rosa Beach, FL 32459

RE: The Water's Low Pressure Sewer

Dear Mr. Williams;

The City of Gulf Breeze d/b/a South Santa Rosa Utility System will accept for maintenance and operation all low pressure collection and transmission mains, either in the rights of way or in easements designated for utility use. The system must be reviewed, designed and built to the standards of the utility. Service lines, individual low pressure lift stations and mains outside or rights of way or dedicated easements will not be accepted for ownership nor maintenance.

IF you should have any questions, please feel free to contact me at (850) 934-5110.

Sincerely,

Vernon L. Prather
Director of Public Services



THE WATERS

HICKORY SHORES RD

GULF BREEZE PKWY

GULF BREEZE PKWY

OVERDOWN DR

OCEAN BREEZE LN

TRADEWINDS DR

SEA VISTA CT

BATES RD

KITTY HAWK CIR

CONSTELLATION DR

KITTY HAWK DR

BAY BREEZE DR

REESE RD

WHITEWOOD RD

MARTINA WAY

RED SAGE RD

CONNEMARA CIR

DUBOSE RD

ARMITAGE RD

SABINE DR

SMOKEY RD

SOULE PL

CHINOJAPIN DR

SOUNDSIDE DR

NEW HOPE RD



ORTEGA ST

MIDDLETON DR

WILSONS PLOVER CIR

**RESERVE POINTE
PHASE II**

WHITE IBIS WAY

BROWN PELICAN CIR

SANDERLING LN

CAGLE DR

RESERVE POINTE CIR

YAW SKLE

HAMPTON RIDGE ESTATES
(PLAT BOOK "H", PAGE 4)

BENCHMARK
TOP OF CONCRETE MONUMENT L.B. #5802 LOCATED
105.40' EAST OF THE NORTHEAST PROPERTY CORNER
ELEVATION = 29.54 FEET

ASHBERRY WOODS
(PLAT BOOK "H", PAGE 17)

POINT OF CORNER
NORTHEAST CORNER OF
SECTION 25, TOWNSHIP 2
SANTA ROSA COUNTY, FL

RESERVE POINTE PHASE II



RESERVE POINTE PHASE I
(PLAT BOOK X, PAGE 40)

RESERVE POINTE PHASE I
(PLAT BOOK X, PAGE 40)

F-N02'08'56"E 838.11'

BASE BEARING:
N87°56'42"W 1312.27'

JACKSON TRAIL
(PLAT BOOK "E", PAGE 77)

20' DRAINAGE EASEMENT

N87°56'42"W 1318.27'

LOT 16 LOT 17 LOT 18 LOT 19 LOT 20 LOT 21 LOT 22 LOT 23



Public Services Committee

Chaired by:

J. Williamson and Lynchard

Meeting:

July 6, 2015, 9:00 A.M.

AGENDA

Development Services

1. Discussion of approval of the substantial rehab project for 3750 Wilkes Street, with a low bid of \$34,250.00 and program fee cost of \$2,776.11, which together would exceed the current housing program limit of \$35,000.



Department of Public Services

Santa Rosa County, Florida
6051 Old Bagdad Highway, Suite 202
Milton, Florida 32583
www.santarosa.fl.gov
Office: (850) 981-7040 Fax: (850) 623-1208



Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Erin Malbeck, Housing Program Coordinator
THROUGH: Tony Gomillion, Public Services Director
SUBJECT: State Housing Initiatives Partnership (SHIP)
Substantial Rehabilitation
3750 Wilkes Street, Pace, FL 32571
23-1N-29-1240-04900-0130
DATE: June 29, 2015

DISCUSSION:

Discussion of approval of the substantial rehab project for 3750 Wilkes Street, with a low bid of \$34,250.00 and program fee cost of \$2,776.11, which together would exceed the current housing program limit of \$35,000.

BACKGROUND:

This application for assistance falls within the parameters for the County's Substantial Rehabilitation program which limits each project to \$35,000. The rehabilitation costs for the project fall under that limit; however, related program fees bring the total project cost to \$37,026.11. Any exceedance of the adopted program maximum must be approved by the Board.

NEXT STEPS:

This item is also listed on the budget committee agenda for approval if the Board approves the exception to the policy. Otherwise, bids would be rejected.

Animal Services
Dale Hamilton
Director

4451 Pine Forest Road
Milton, FL 32583
(850) 983-4680

**Building Inspections &
Code Compliance**
Rhonda C. Royals
Building Official

6051 Old Bagdad Hwy, Ste 202
Milton, FL 32583
(850) 981-7000

Emergency Management
Brad Baker
Director

4499 Pine Forest Rd
Milton, FL 32583
(850) 983-5360

**Community Planning,
Zoning & Development**
Rebecca Cato
Director

6051 Old Bagdad Hwy, Ste 202
Milton, FL 32583
(850) 981-7000

Veterans Services
Karen Haworth
Director

6051 Old Bagdad Hwy, Ste 204
Milton, FL 32583
(850) 981-7155

"One Team, One Goal, One Mission"

AGENDA
PUBLIC WORKS COMMITTEE

July 6, 2015

Chairman: Commissioner Cole

Vice Chairman: Commissioner Rob Williamson

1. Discussion of renewal of License and Lease Agreement with RMS Timberlands LLC for the use of two borrow pits.
2. Discussion of amendment to contract WS 929 with the Florida Department of Corrections for one (1) inmate work squad assigned to the Road and Bridge Department.
3. Discussion of award of Asphalt Services Contract to Panhandle Grading and Paving, Inc. as the low bidder meeting specifications.

File #

**RMS TIMBERLANDS LLC
LICENSE/LEASE AGREEMENT**

RMS TIMBERLANDS LLC a Delaware corporation duly licensed to do business in the State of Florida ("Licensor"), for and in consideration of the payments and mutual covenants hereinafter specified, does hereby grant a license unto Santa Rosa County Board of Commissioners, ("Licensee") enter and execute this Lease Agreement (the "Agreement") to use the surface of certain property situated in Santa Rosa County, Florida described in the attached "Exhibit A," and made a part hereof for all purposes (the "Premises"), effective as of this 1ST day of July, 2015.

The terms and conditions of this License are as follows:

1. This License is for a term of three years, from the 1st day of July, 2015 to the 30th day of June, 2018.

2. The License fee for the use of the Premises shall be sum of \$2.50 per /cubic yard, as removed, within 60 days of removals, payable to:

RMS TIMBERLANDS LLC
5605 Woodbine Road
Pace Florida 32571
Attn: Cathy Huelsbeck
Property: BM

3. Licensor hereby grants Licensee permission to enter upon and use the Premises for the sole purposes of the removal of dirt for the maintenance and/or construction of roads located in Santa Rosa County, Florida. Any other use of the Premises requires the prior written consent of Licensor. Prior to commencing any work on the site, Licensee shall obtain all necessary permits as may be required by any regulatory body and provide proof of same to Licensor. Licensee will maintain pits used under this Agreement in accordance with county and state ordinances and shall not enlarge or cause to enlarge pits during use.

4. This License is not a geophysical permit and Licensor is not conveying any subsurface mineral development rights whatsoever to Licensee. Licensee's rights hereunder are subject to the oil, gas and mineral rights in, to and under the Premises.

5. Prior to placing wells, ditches or other excavations and prior to placing any fixtures, facilities, utilities, electric lines, structures or buildings not already in existence upon the Premises, Licensee shall acquire written approval from Licensor. Any such facilities presently on the Premises and used by Licensee or constructed by Licensee shall be maintained by and be the sole responsibility of Licensee. Notwithstanding anything contained herein to the contrary, Licensee is pre-approved to conduct the following construction activities: None

6. Any sanitary facilities and public utilities as may be required by Licensee or state law shall be provided, installed and maintained by Licensee in accordance with the health, safety and other requirements of state and local authorities, and with permission of Licensor. All costs of any such facilities and their operation and maintenance shall be borne by Licensee. Such facilities shall not be built or installed on the property unless required by a governmental authority. Portable toilets shall be permitted so long as the facility is confined and all waste is disposed of off Licensor's land and as required by law.

7. Licensee shall, without cost to Licensor, keep and maintain at all times, the Premises in good condition, make all repairs to the ground surface, buildings, and other

improvements and appurtenances used by Licensee and on the Premises, and maintain the grounds in a safe, clean and sanitary condition, and shall not mutilate, damage, misuse, alter or permit waste thereon. Upon the termination of this License in any manner, Licensee shall peaceably deliver to Licensor the full possession of the Premises and remove all materials, equipment and improvements placed thereon by Licensee and with regard to the portion of the premises used by Licensee, substantially restore the Premises to the condition that existed at the commencement of this License. Should Licensee fail within thirty (30) days after the date of the termination of this License to make such removal and restoration, Licensor may, at its option, remove said materials, equipment and improvements and restore said premises to substantially its former state at the sole cost of Licensee and/or may take and hold any materials, equipment and improvements as its sole property to retain as Licensor sees fit.

8. Licensee for itself, employees, contractors and invitees, assumes the risk of any latent or patent vices or defects that are or may be on the Premises or the improvements thereon and agrees that Licensor shall not be liable for any loss or damage on account of any such vices or defects.

9. Licensee agrees to pay for any damage which may arise to buildings, fences, machinery, timber, wood, wood products, or other property of Licensor or any third party on or near the Premises resulting Licensee's operations or presence on the Premises.

10. Licensee recognizes that Licensor owns or controls land adjacent to and abutting the Premises for use in connection with land management and the forest products business. Licensor reserves the right to continue its use of the Premises without interruption. Both parties will, however, endeavor to accommodate the use of the Premises by the other. Licensee shall take all reasonable care to avoid causing any damage or injury to Licensor's other lands and property. Licensee shall, however, upon demand, promptly repair or reimburse Licensor for any damage to Licensor's other lands or property, caused, in whole or in part, by Licensee's operations.

11. To ensure compliance with the terms hereof, Licensor shall have the right to inspect the Premises as used by Licensee and to review Licensee's operations at any reasonable time.

12. Licensee shall be entitled to those rights of ingress and egress over and across the Premises, and any other adjacent land owned by Licensor or its affiliates, which are necessary to accomplish the purposes authorized by this License. In exercising such rights of ingress and egress, Licensee shall use only those routes approved in advance by Licensor, and shall at all times cooperate with and accommodate Licensor's use of such adjacent or nearby roads. Licensee shall maintain in a safe, careful and workmanlike manner all roads or rights-of-way used exclusively by Licensee, and shall promptly repair any damage caused to any roads or passages by Licensee's operations and use. All roads constructed by Licensee (such construction being only with Licensor's written permission) shall become the property of Licensor. Licensor and Licensee shall both ensure that access to the Premises is limited to the parties and their respective employees, agents, invitees and others with legitimate business purposes.

13. Licensor may terminate this License upon thirty (30) days written notice should Licensee in any way fail to fulfill each and every obligation of this License and such failure is not cured within thirty (30) days after receipt of the notice that Licensor intends to cancel this License. Licensee may terminate this license at any time without cause, however, as liquidated damages, Licensor shall be entitled to all licensee payments due throughout the stipulated term of this License.

14. Licensee shall conduct all of its operations in a safe and workmanlike manner, at its own cost, expense and risk. Licensee hereby covenants and agrees with Licensor to

reimburse, indemnify and hold harmless Licensor from and against any and all liabilities, claims, suits, judgments, losses or damages, either to person (including death) or property, including without limitation, all attorneys' fees, consulting and engineering fees, court costs, expenses, expert fees, discovery costs and all other costs arising out of, incident to, or resulting from the operations of Licensee, its employees, agents, representatives, contractors, successors or assigns, on the Premises, regardless of whether Licensor is alleged to have been or was negligent. Licensee hereby waives as against Licensor any immunity to suit afforded by applicable worker compensation laws.

15. Licensee agrees to abide by all federal, state and local laws, including but not limited to, all applicable requirements of Sections 6, 7 and 12 of the Fair Labor Standards Act, as amended, and by the regulations and orders of the United States Department of Labor issued under Section 14 thereof, all applicable provisions of Executive Order 11246, the Endangered Species Act, the Clean Water Act; and any and all amendments to or regulations promulgated under any such laws.

16. Licensee shall comply, at Licensee's expense, specifically with all applicable laws, regulations, rules and orders with respect to the use by Licensee of the Premises, regardless of when they become effective, including, without limitation, those relating to construction, grading, signage, health, safety, noise, environmental protection, waste disposal and water and air quality, and shall furnish satisfactory evidence of such compliance upon request of Licensor. Licensee's failure to comply with such laws, regulations, rules and orders shall give Licensor, at its option, the right to terminate this License and/or suspend Licensee's activities on the Premises until compliance is achieved. Should any discharge, improper storage, leakage, spillage, emission, contamination or pollution of any type occur upon or from the Premises due to or associated with Licensee's use and occupancy thereof, Licensee, at Licensee's expense, shall immediately clean all property affected thereby to the satisfaction of Licensor and any governmental body or agency having jurisdiction thereover. Licensee's obligations to clean such property shall survive the termination of this License and Licensee's vacancy from the Premises. Licensee hereby waives any statute of limitations which might bar Licensor from recovery against Licensee for damages Licensee suffers, including clean-up costs, for any such pollution, emission, improper storage, contamination, leakage, discharge or spillage, on the Premises resulting from Licensee's operations and use thereof. Further, Licensee shall indemnify, hold harmless and defend Licensor against all liability, damage, losses, costs and expenses (including, without limitation, any fines, penalties, judgments, litigation costs, experts' fees, attorneys' fees and consulting, engineering and construction costs) incurred by Licensor as a result of Licensee's breach of this paragraph or as a result of any such discharge, contamination, leakage, storage, emission, spillage, or pollution, regardless of whether such liability, damage, loss, cost, or expense arises during or after the term of this License and regardless of whether such liability, damage, loss, cost or expense may be contributed to or exacerbated in part by the negligence of Licensor. Licensee shall not be responsible for any contamination, pollution, emission, leakage, or damage to the Premises and other affected property caused by the sole negligence of Licensor.

17. Licensee hereby agrees that it shall not store toxic or hazardous materials on the Premises, including paint thinner or cleaning solvents containing any hazardous substance. Should Licensee store oil, gas or other substance or operate any machinery on the property and any oil, gas or fuel or other contaminant or substance is released onto the Premises, Licensee shall immediately clean the area and remove any contaminated soil to a permitted facility. No oil or other contaminant shall be maintained on the property in anything other than properly sealed, protective storage containers. Used equipment oil shall not remain on the Premises for more than fourteen (14) days.

18. Licensee shall immediately notify Licensor if it discovers any defect in, contamination or other problem with the Premises and cease any activities that might exacerbate the problem or put person or property at risk of injury or damage. Should Licensee discover any endangered or threatened species on the Premises, Licensee shall immediately notify Licensor and cease all activities in the area. If it is determined by Licensor that any state or federal law, rule or regulation would be violated by Licensee's continued operations hereunder, Licensor may immediately terminate this License as to all or part of the Premises covered hereby.

19. Licensee shall not have the right to assign or sublet the Premises or any part thereof without Licensor's written permission. Any attempted assignment shall be void and shall not relieve Licensee of its liabilities and obligations herein.

20. All notices to be given under this License shall be given by certified mail, overnight delivery or hand delivery at the following address:

LICENSOR:

RMS TIMBERLANDS LLC
Bay Minette Region
5605 Woodbine Road
Pace, FL 32533

LICENSEE:

Santa Rosa County
Road and Bridge Department
6075 Bagdad Hwy
Milton, FL 32583

21. The failure of Licensor to insist upon a strict performance of any of the terms, conditions and covenants herein shall not be deemed a waiver of any subsequent breach or default in the terms, conditions and covenants herein contained.

22. All prior negotiations, oral or written documentation relating to this License and representations have been merged herein. This written License is the only expression of the parties' understanding and agreement.

23. This License shall be construed in accordance with the laws of the state in which the Premises are located.

24. In the event any suit or other proceeding is instituted by either party to enforce or interpret any part of this License, the prevailing party shall be entitled to recover from the other party reimbursement for its reasonable attorneys' fees, court costs and litigation expenses therein, as well as in any appeal from same.

25. Notwithstanding any provision in this Agreement to the contrary, without any consent or approval from, or any prior notice to LICENSEE, LICENSOR may assign this Agreement, in its entirety or in any part, to any corporation, partnership, limited partnership, limited liability Licensor, trust, joint venture, business association, governmental agency or authority, or other legal, commercial or governmental entity or any individual (collectively, "Person") that acquires any real property (including any timberland or any mill location) or business of Licensor or their affiliates to which this Agreement relates in any way. If this Agreement is assigned in whole or in part, LICENSOR shall provide written notice (before or after such assignment) to LICENSEE of such assignment and, in the event of a partial assignment, the scope of such assignment. Any assignment of this Agreement in whole shall have the effect of a novation and LICENSOR shall have no liability for any of the obligations that arise from and after the date of such assignment, provided that the assignee has agreed to assume such obligations.

IN WITNESS WHEREOF, Licensor and Licensee have caused this instrument to be duly executed on this _____ day of _____, 2015.

LICENSOR:

RMS TIMBERLANDS LLC

WITNESSES:

By: _____
Title: Authorized Agent

WITNESSES:

LICENSEE:
By: _____
Title: _____

STATE OF _____

COUNTY/PARISH OF _____

·
·
·

Before me the undersigned authority personally appeared _____, who upon his/her oath, did state that he/she had the authority and capacity to sign this License and having fully read and understood the contents has executed same for the purposes and consideration stated therein.

NOTARY PUBLIC

My Commission Expires

(SEAL)

EXHIBIT A

Cannon Pit
Section 28, T5N,R29W
Santa Rosa County Florida



This map is not warranted for
completion or accuracy



EXHIBIT A

Gomillion Pit
Section 8, T4N, R30W
Santa Rosa County Florida



**CONTRACT AMENDMENT BETWEEN
THE DEPARTMENT OF CORRECTIONS
AND**

SANTA ROSA COUNTY, BOARD OF COUNTY COMMISSIONERS

This is an Amendment to the Contract between the Florida Department of Corrections ("Department") and Santa Rosa County, Board of County Commissioners ("Agency") to provide for the use of inmate labor in work programs.

This Amendment:

- renews the Contract for one (1) year pursuant to **Section I., B., Contract Renewal**;
- revises the end date of the Contract referenced in **Section I., A., Contract Term**; and
- replaces Addendum A with Revised Addendum A, effective November 12, 2015.

Original contract period: November 12, 2014 through November 11, 2015

In accordance with **Section V., CONTRACT MODIFICATIONS**, the following changes are hereby made:

1. **Section I., A., Contract Term**, is hereby revised to read:

A. This Contract began November 12, 2014 and shall end at midnight on November 11, 2016.

This Contract is in its final renewal year.

2. Pursuant to **Section III., Compensation, A., 5**, the rate of compensation is amended to reflect the rates indicated in Revised Addendum A. Addendum A is hereby replaced with Revised Addendum A, effective November 12, 2015.

BALANCE OF PAGE INTENTIONALLY LEFT BLANK

All other terms and conditions of the original Contract remain in full force and effect.

This Amendment shall begin on the last date of signature by all parties.

IN WITNESS THEREOF, the parties hereto have caused this Amendment to be executed by their undersigned officials as duly authorized.

**AGENCY: SANTA ROSA COUNTY, BOARD
OF COUNTY COMMISSIONERS**

SIGNED
BY: _____
NAME: _____
TITLE: _____
DATE: _____
FEID #: _____

DEPARTMENT OF CORRECTIONS

**Approved as to form and legality,
subject to execution.**

SIGNED
BY: _____
NAME: **Kelley J. Scott**
TITLE: **Director, Office of Administration
Department of Corrections**
DATE: _____

SIGNED
BY: _____
NAME: **Jennifer A. Parker**
TITLE: **General Counsel
Department of Corrections**
DATE: _____

Revised Addendum A

Inmate Work Squad Detail of Costs for Santa Rosa County Board of County Commissioners
Interagency Contract Number WS929 Amd #1, Effective November 12, 2015

ENTER MULTIPLIERS IN SHADED BOXES ONLY IF TO BE INVOICED TO AGENCY

				Per Officer Annual Cost	Total Annual Cost
I. CORRECTIONAL WORK SQUAD OFFICER SALARIES AND POSITION RELATED-EXPENSES TO BE REIMBURSED BY THE AGENCY:					
Officers Salary	# Officer:	Multiplier	1	\$ 54,194.00	** \$ 54,194.00
Salary Incentive Payment				\$ 1,128.00	\$ 1,128.00
Repair and Maintenance				\$ 121.00	\$ 121.00
State Personnel Assessment				\$ 354.00	\$ 354.00
Training/Criminal Justice Standards				\$ 200.00	\$ 200.00
Uniform Purchase				\$ 400.00	\$ 400.00
Uniform Maintenance				\$ 350.00	\$ 350.00
Training/Criminal Justice Standards *				\$ 2,225.00	
TOTAL - To Be Billed By Contract To Agency				\$ 58,972.00	\$ 56,747.00

*Cost limited to first year of contract as this is not a recurring personnel/position cost.

** Annual cost does not include overtime pay.

IA, The Overtime Hourly Rate of Compensation for this Contract is \$31.85, if applicable. (The Overtime Hourly Rate of Compensation shall include the average hourly rate of pay for a Correctional Officer and the average benefit package provided by the department, represented as time and one half for purposes of this Contract.)

II. ADMINISTRATIVE COSTS TO BE REIMBURSED BY THE AGENCY:

Costs include but may not be limited to the following:

Rain coats, staff high visibility safety vest, inmate high visibility safety vest, fire extinguisher, first aid kit, personal protection kit, flex cuffs, warning signs, handcuffs, igloo coolers, portable toilets, insect repellants, masks, vaccinations, and other administrative expenses.

Number Squads	Total Annual Cost
1	\$ 750.00
TOTAL - To Be Billed By Contract To Agency	
	\$ 750.00

III. ADDITIONAL AGENCY EXPENSES:

Tools, equipment, materials and supplies not listed in Section II above are to be provided by the Agency.

CELLULAR PHONE WITH SERVICE REQUIRED:

YES NO

ENCLOSED TRAILER REQUIRED:

YES NO

Revised Addendum A
Inmate Work Squad Detail of Costs for Santa Rosa County Board of County Commissioners
Interagency Contract Number WS929 Amd #1, Effective November 12, 2015

IV. OPERATING CAPITAL TO BE ADVANCED BY AGENCY:	Per Unit Cost	Number of Units	Total Cost	Bill To Agency	Provided By Agency	Already Exists
Hand Held Radio	MACOM \$4969.00	1	\$ -	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle Mounted Radio	MACOM \$5400.00	1	\$ -	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TOTAL Operating Capital To Be Advanced By Agency			\$ -			

V. TOTAL COSTS TO BE ADVANCED BY AGENCY:	Total Cost
1. Operating Capital - from Section IV.	\$0.00
2. Grand Total - To Be Advanced By Agency At Contract Signing:	<u>\$0.00</u>

VI. TOTAL COSTS TO BE BILLED TO AGENCY BY CONTRACT:	Total Cost
1. Correctional Officer Salaries and Position-Related Expenses - from Section I.	\$56,747.00
2. Other Related Expenses and Security Supplies - from Section II.	\$750.00
3. Grand Total - To Be Billed To Agency By Contract:	<u>\$57,497.00</u>

VII. TOTAL OF ALL COSTS ASSOCIATED WITH CONTRACT: (Total of Sections V. and VI.)	<u>\$57,497.00</u>
--	--------------------

VIII. OVERTIME COSTS:
 If the contracting Agency requests overtime for the work squad which is approved by the Department, the contracting Agency agrees to pay such costs and will be billed separately by the Department for the cost of overtime.

Addendum A - INSTRUCTIONS

Inmate Work Squad Detail of Costs for Santa Rosa County Board of County Commissioners Interagency Contract Number WS929 Amd #1, Effective November 12, 2015

- Section I.** Costs in this section are determined each fiscal year by the Budget and Management Evaluation Bureau and are fixed. By entering the number of Officers required for this contract, the spreadsheet will automatically calculate the "Total Annual Cost" column. If this Work Squad is beyond the first year of existence, enter a zero (0) in the "Total Annual Cost" column for "Training/Criminal Justice Standards" after you have entered the "# Officers Multiplier".
- Section II.** Safety and environmental health procedures require safety measures such as the use of safety signs, vests, and clothing. The Department's procedure for Outside Work Squads requires that all Work Squad Officers be responsible for ensuring their squad is equipped with a first aid kit and a personal protection equipment (PPE) kit. Section II identifies such required equipment. A new squad must be sufficiently equipped and an on-going squad must be re-supplied when needed. Type in the number of squads used for this contract and the spreadsheet will automatically calculate the fixed annual expense of \$750.00 per squad and place the total in Section VI.
- Section III.** Check "Yes" or "No" to indicate whether a Cellular Phone with Service and/or an Enclosed Trailer is required by the Contract Manager.
- Section IV.** The Department's procedure for Outside Work Squads requires that they have at least one (1) primary means of direct communication with the Institution's Control Room. Communication via radio and/or cellular phone is appropriate. It is preferred that a backup, secondary means of communication also be available. It is the Agency's responsibility to provide them. If the Department purchases a radio(s), the Agency must fund the purchase at the time the Contract is signed. Check the box for the type of radio and fill in the Per Unit Cost for the type of radio, Number of Units, and Total Cost columns. Leave the Total Cost column blank if a radio(s) is not being purchased at this time. Check applicable boxes ("Bill to Agency", "Provided by Agency" and "Already Exists") for each radio.
NOTE: All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract.
- Section V.** The total funds the Agency must provide at the time the contract is signed will be displayed here when the form is properly filled out.
- Section VI.** The total funds the Agency will owe contractually, and pay in equal quarterly payments, will be displayed here.
- Section VII.** The total funds associated with the Contract, to be paid by the Agency as indicated in Sections V. and VI., will be displayed here.
- Section VIII.** Any agreement in this area will be billed separately as charges are incurred.

ASPHALT BID COMPARISON 2015

DESCRIPTION	Panhandle Grading and Paving, INC.		Roads, INC. of NWF		REMARKS
ASPHALTIC CONCRETE					
				Difference	
Type SP-12.5 (new roads)	\$ 70.70		\$ 72.00	\$ 1.30	per ton in place
Type SP-12.5 (resurfacing)	\$ 70.70		\$ 72.00	\$ 1.30	per ton in place
Type SP-12.5 (parking lots)	\$ 77.60		\$ 76.00	\$ 1.60	per ton in place
Type SP-9.5 (resurfacing)	\$ 72.40		\$ 73.50	\$ 1.10	per ton in place
Type SP-9.5 (parking lots)	\$ 79.60		\$ 77.50	\$ 2.10	per ton in place
Sand Asphalt (leveling)	\$ 62.70		\$ 75.40	\$ 12.70	per ton in place
Sand Asphalt (parking lots)	\$ 69.70		\$ 77.40	\$ 7.70	per ton in place
PATCH TRUCKS PICKED UP WITHIN 25 MILES					
Type SP-12.5	\$ 59.60		\$ 57.00	\$2.60	per ton
Type SP-9.5	\$ 61.40		\$ 59.00	\$2.40	per ton
Sand Asphalt	\$ 54.90		\$ 59.00	\$4.10	
MILLING					
Milling 1 inch	\$ 1.70		\$ 1.30	\$ 0.40	Contractor keeps
Milling 1.5 inch	\$ 1.70		\$ 1.35	\$ 0.35	Contractor keeps
Milling 2 inch	\$ 2.05		\$ 1.40	\$ 0.65	Contractor keeps
Milling 1 inch	\$ 2.20		\$ 2.50	\$ 0.30	County keeps
Milling 1.5 inch	\$ 2.20		\$ 2.50	\$ 0.30	County keeps
Milling 2 inch	\$ 2.35		\$ 2.50	\$ 0.15	County keeps
CRACK RELIEF LAYER					
Crack Relief Layer	\$ 2.85		\$ 2.90	\$ 0.05	per square yard

**BID FORM
ASPHALT PAVING, RESURFACING,
AND PROVIDING MATERIALS**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: June 23, 2015

Dear Sir:

The undersigned agrees to furnish material, equipment and labor, and complete projects in accordance with conditions and specifications as outlined and attached hereto.

The undersigned agrees and understands that this price as quoted includes material to be used, transport, placement, compaction, and finishing the job to completion. It also includes the labor and equipment necessary for the project.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder Panhandle Grading and Paving, Inc.
2665 Solo Dos Familiaf, Pensacola, FL 32534

Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 70.70 per ton in place (new roads)
Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 70.70 per ton in place (resurfacing)
Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 77.60 per ton in place (parking lots)
Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 72.40 per ton in place (resurfacing)
Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 79.60 per ton in place (parking lots)
Sand Asphalt: \$ 62.70 per ton in place (leveling)
Sand Asphalt: \$ 69.70 per ton in place (parking lots)

The undersigned agrees to furnish asphaltic concrete, Type SP-12.5, Traffic Level C, SP-9.5, Traffic Level C, and Sand Asphalt, loaded on county trucks at a plant site within 25 miles of the Public Works Department at 6075 Old Bagdad Highway, Milton, FL 32583:

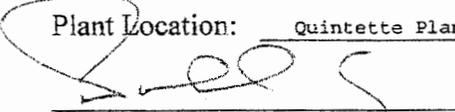
Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 59.60 per ton
Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 61.40 per ton
Sand Asphalt: \$ 54.90 per ton

Milton Plant, 6108 Wastle Road, Milton, FL 32583

OR

Plant Location: Quintette Plant, 55 E. Quintette Road, Cantonment FL 32533

850-478-5250


Company Representative Signature

Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

**BID FORM
ASPHALT MILLING**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date June 23, 2015

Dear Sir:

The undersigned agrees to furnish equipment and labor for milling of existing asphalt pavement in accordance with conditions and specifications as outlined and attached hereto.

The contractor shall meet all specifications in Section 327 of the latest edition of the Florida Department of Transportation Standard Specification for Road and Bridge Construction unless otherwise approved by the Santa Rosa County Road and Bridge Director or his designee.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder Panhandle Grading and Paving, Inc.

2665 Solo Dos Familiaf, Pensacola, FL 32534

Milled Material becomes property of the contractor:

Milling depth of 1-inch \$ 1.70 per square yard

Milling depth of 1½-inches \$ 1.70 per square yard

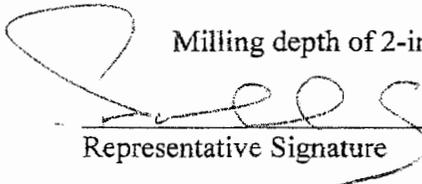
Milling depth of 2-inches \$ 2.05 per square yard

Milled Material is loaded onto County trucks and becomes property of Santa Rosa County:

Milling depth of 1-inch \$ 2.20 per square yard

Milling depth of 1½-inches \$ 2.20 per square yard

Milling depth of 2-inches \$ 2.35 per square yard



Representative Signature

950-478-5250

Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED

**BID FORM
BITUMINOUS CRACK RELIEF LAYER**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: June 23, 2015

Dear Sir:

The undersigned agrees to furnish material, equipment and labor for construction of a bituminous crack relief layer and complete projects in accordance with conditions and specifications as outlined and attached hereto.

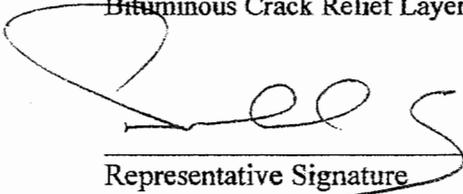
The undersigned agrees and understands that this price as quoted includes material to be used, hauling it, placing it, compacting it and finishing the job to completion. It also includes the labor and equipment necessary for the project.

The contractor shall meet all specifications in Section 312 of the 2000 edition of the Florida Department of Transportation Standard Specification for Road and Bridge Construction unless otherwise approved by the Santa Rosa County Road and Bridge Director or his designee.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder Panhandle Grading and Paving, Inc.
2665 Solo Dos Familias, Pensacola, FL 32534

Bituminous Crack Relief Layer \$ 2.85 per square yard



Representative Signature

850-478-5250

Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

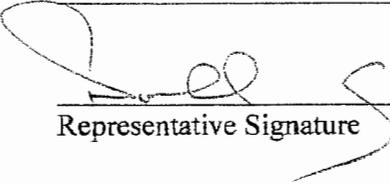
SPECIAL CONDITIONS
**ASPHALT RESURFACING, PROVIDING MATERIALS, BITUMINOUS CRACK RELIEF
LAYER**
FDOT CERTIFICATION REQUIRED

"OCCUPATIONAL HEALTH AND SAFETY"

In compliance with Chapter 442, Florida Statutes, any item delivered from a contract resulting from this bid must be accompanied by a Material Safety Data Sheet (MSDS). The MSDS must be maintained by the user agency and must include the following information:

- 1 The chemical name and the common name of the toxic substance.
- 2 The hazards of other risks in the use of the toxic substance including:
 - A. The potential for fire, explosion, corrosivity and reactivity.
 - B. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by exposure to the toxic substances.
 - C. The primary routes of entry and symptoms of overexposure.
1. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
2. The emergency procedure for spills, fire, disposal, and first aid.
3. A description in lay terms of the known specific potential health risks posed by the toxic substance intended to alert any person reading this information.
4. The year and month, if available, that the information was compiled and the name, address, and emergency telephone number of the manufacturer responsible for preparing the information.

Name & Address of Bidder Panhandle Grading and Paving, Inc.
2665 Solo Dos Familiaf, Pensacola, FL 32534



Representative Signature

850-478-5250

Telephone

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Santa Rosa County Board of County Commissioners
by Donald Long, Vice-President
(print individual's name and title)
for Panhandle Grading & Paving, Inc.
(print name of entity submitting sworn statement)

whose business address is 2665 Solo Dos Familiaf, Pensacola, FL 32534
and (if applicable) its Federal Employer Identification Number (FEIN) is 59-1879185. If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)
- Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (ATTACH A COPY OF THE FINAL ORDER.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Sworn to and subscribed before me this 23 day of June 2015 (Signature)

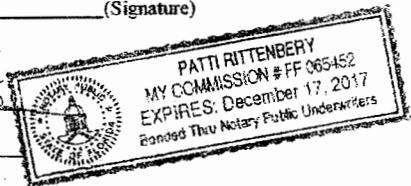
Personally known X

or Produced identification _____

(Type of identification)

Notary Public - State of FL

My commission expires _____



(Printed, typed, or stamped commissioned name of notary public.)



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JIM BOXOLD
SECRETARY

June 11, 2015

PANHANDLE GRADING & PAVING, INC.
2665 SOLO DOS FAMILIAF
PENSACOLA FL 32516

REVISED

RE: CERTIFICATE OF QUALIFICATION

Dear Sir/Madam:

The Department of Transportation has qualified your company for the type of work indicated below. Unless your company is notified otherwise, this Certificate of Qualification will expire 6/30/2016. However, the new application is due 4/30/2016.

In accordance with S.337.14 (1) F.S. your next application must be filed within (4) months of the ending date of the applicant's audited annual financial statements and, if applicable, the audited interim financial statements. Section 337.14 (4) F.S. provides that your certificate will be valid for 18 months after your financial statement date. This gives a two month period to allow you to bid on jobs as we process your new application for qualification. To remain qualified with the Department, a new application must be submitted subsequent to any significant change in the financial position or the structure of your firm as described in Section 14-22.005(3), Florida Administrative Code.

Your company's maximum capacity rating has been established based on Audited Reviewed financial statements. To access it, please log into the Contractor Prequalification Application System via the following link:
<https://www3.dot.state.fl.us/ContractorPreQualification/>

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

FDOT APPROVED WORK CLASSES:

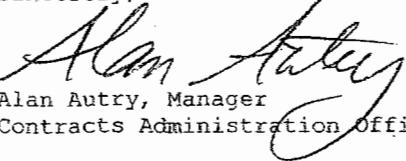
DRAINAGE, FENCING, FLEXIBLE PAVING, GRADING, GRASSING, SEEDING AND SODDING, GUARDRAIL, HOT PLANT-MIXED BITUM. COURSES, ROADWAY SIGNING

FDOT APPROVED SPECIALITY CLASSES OF WORK:

MILLING.

You may apply, in writing, for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code. Please be advised if certification in additional classes of work is desired, documentation is needed to show that your company has done such work with your own forces and equipment or that experience was gained with another contractor and that you have the necessary equipment for each additional class of work requested.

Sincerely,


Alan Autry, Manager
Contracts Administration Office

AA:cj

**BID FORM
ASPHALT PAVING, RESURFACING,
AND PROVIDING MATERIALS**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: June 23, 2015

Dear Sir:

The undersigned agrees to furnish material, equipment and labor, and complete projects in accordance with conditions and specifications as outlined and attached hereto.

The undersigned agrees and understands that this price as quoted includes material to be used, transport, placement, compaction, and finishing the job to completion. It also includes the labor and equipment necessary for the project.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

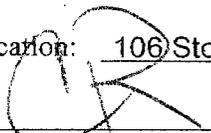
Name & Address of Bidder Roads, Inc. of NWF
106 Stone Boulevard - Cantonment, FL 32533

- Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 72.00 per ton in place (new roads)
- Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 72.00 per ton in place (resurfacing)
- Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 76.00 per ton in place (parking lots)
- Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 73.50 per ton in place (resurfacing)
- Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 77.50 per ton in place (parking lots)
- Sand Asphalt: \$ 75.40 per ton in place (leveling)
- Sand Asphalt: \$ 77.40 per ton in place (parking lots)

The undersigned agrees to furnish asphaltic concrete, Type SP-12.5, Traffic Level C, SP-9.5, Traffic Level C, and Sand Asphalt, loaded on county trucks at a plant site within 25 miles of the Public Works Department at 6075 Old Bagdad Highway, Milton, FL 32583:

- Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 57.00 per ton
- Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 59.00 per ton
- Sand Asphalt: \$ 59.00 per ton

Plant Location: 106 Stone Boulevard - Cantonment, Florida 32533



Company Representative Signature

(850) 968-0991

Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

**BID FORM
ASPHALT MILLING**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date June 23, 2015

Dear Sir:

The undersigned agrees to furnish equipment and labor for milling of existing asphalt pavement in accordance with conditions and specifications as outlined and attached hereto.

The contractor shall meet all specifications in Section 327 of the latest edition of the Florida Department of Transportation Standard Specification for Road and Bridge Construction unless otherwise approved by the Santa Rosa County Road and Bridge Director or his designee.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder Roads, Inc. of NWF

106 Stone Boulevard - Cantonment, FL 32533

Milled Material becomes property of the contractor:

Milling depth of 1-inch	\$ <u>1.30</u>	per square yard
Milling depth of 1½-inches	\$ <u>1.35</u>	per square yard
Milling depth of 2-inches	\$ <u>1.40</u>	per square yard

Milled Material is loaded onto County trucks and becomes property of Santa Rosa County:

Milling depth of 1-inch	\$ <u>2.50</u>	per square yard
Milling depth of 1½-inches	\$ <u>2.50</u>	per square yard
Milling depth of 2-inches	\$ <u>2.50</u>	per square yard

Representative Signature

(850) 968-0991
Telephone

NOTE: Return this bid form to the above address. **NO OTHER BID FORM WILL BE ACCEPTED**

**BID FORM
BITUMINOUS CRACK RELIEF LAYER**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: June 23, 2015

Dear Sir:

The undersigned agrees to furnish material, equipment and labor for construction of a bituminous crack relief layer and complete projects in accordance with conditions and specifications as outlined and attached hereto.

The undersigned agrees and understands that this price as quoted includes material to be used, hauling it, placing it, compacting it and finishing the job to completion. It also includes the labor and equipment necessary for the project.

The contractor shall meet all specifications in Section 312 of the 2000 edition of the Florida Department of Transportation Standard Specification for Road and Bridge Construction unless otherwise approved by the Santa Rosa County Road and Bridge Director or his designee.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder Roads, Inc. of NWF
106 Stone Boulevard - Cantonment, FL 32533

Bituminous Crack Relief Layer \$ 2.90 per square yard

Representative Signature

(850) 968-0991
Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

SPECIAL CONDITIONS
**ASPHALT RESURFACING, PROVIDING MATERIALS, BITUMINOUS CRACK RELIEF
LAYER**
FDOT CERTIFICATION REQUIRED

"OCCUPATIONAL HEALTH AND SAFETY"

In compliance with Chapter 442, Florida Statutes, any item delivered from a contract resulting from this bid must be accompanied by a Material Safety Data Sheet (MSDS). The MSDS must be maintained by the user agency and must include the following information:

- 1 The chemical name and the common name of the toxic substance.
- 2 The hazards of other risks in the use of the toxic substance including:
 - A. The potential for fire, explosion, corrosivity and reactivity.
 - B. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by exposure to the toxic substances.
 - C. The primary routes of entry and symptoms of overexposure.
1. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
2. The emergency procedure for spills, fire, disposal, and first aid.
3. A description in lay terms of the known specific potential health risks posed by the toxic substance intended to alert any person reading this information.
4. The year and month, if available, that the information was compiled and the name, address, and emergency telephone number of the manufacturer responsible for preparing the information.

Name & Address of Bidder Roads, Inc. of NWF
106 Stone Boulevard - Cantonment, FL 32533



Representative Signature

(850) 968-0991

Telephone

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Santa Rosa County, Florida Board of Commissioners
by Cody Rawson, President
(print individual's name and title)
for Roads, Inc. of NWF
(print name of entity submitting sworn statement)

whose business address is 106 Stone Boulevard - Cantonment, FL 32533
and (if applicable) its Federal Employer Identification Number (FEIN) is 59-3598732. If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)
 Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (ATTACH A COPY OF THE FINAL ORDER.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature)
Sworn to and subscribed before me this 27 day of June, 2015
Personally known _____
or Produced identification _____
Notary Public - State of FL
My commission expires 8-19-16
(Type of identification) _____

(Printed, typed, or stamped commissioned name of notary)





Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JIM BOXOLD
SECRETARY

May 14, 2015

ROADS, INC. OF NWF
106 STONE BLVD
CANTONMENT FL 32533

RE: CERTIFICATE OF QUALIFICATION

Dear Sir/Madam:

The Department of Transportation has qualified your company for the type of work indicated below. Unless your company is notified otherwise, this Certificate of Qualification will expire 6/30/2016. However, the new application is due 4/30/2016.

In accordance with S.337.14 (1) F.S. your next application must be filed within (4) months of the ending date of the applicant's audited annual financial statements and, if applicable, the audited interim financial statements. Section 337.14 (4) F.S. provides that your certificate will be valid for 18 months after your financial statement date. This gives a two month period to allow you to bid on jobs as we process your new application for qualification. To remain qualified with the Department, a new application must be submitted subsequent to any significant change in the financial position or the structure of your firm as described in Section 14-22.005(3), Florida Administrative Code.

Your company's maximum capacity rating has been established based on X Audited Reviewed financial statements. To access it, please log into the Contractor Prequalification Application System via the following link:
<https://www3.dot.state.fl.us/ContractorPreQualification/>

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

FDOT APPROVED WORK CLASSES:
DEBRIS REMOVAL (EMERGENCY), DRAINAGE, FLEXIBLE PAVING, GRADING, GRASSING, SEEDING AND SODDING, HOT PLANT-MIXED BITUM. COURSES, MINOR BRIDGES

FDOT APPROVED SPECIALITY CLASSES OF WORK: NONE

You may apply, in writing, for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code. Please be advised if certification in additional classes of work is desired, documentation is needed to show that your company has done such work with your own forces and equipment or that experience was gained with another contractor and that you have the necessary equipment for each additional class of work requested.

Sincerely,

Juanita Moore, Manager
Contracts Administration Office

JM:cj

SANTA ROSA COUNTY BUSINESS TAX RECEIPT

2014 2015

RECEIPT NUMBER 30100033501

ACCOUNT NO.
10423

CHANGES	ROOMS	SEATS	EMPLOYEES	EXPIRES
TYPE	009007	CONTRACTOR	130	Sep 30 2015
BUSINESS ADDRESS	106 STONE BLVD CANTONMENT, FL 32533-7344			SUPPLEMENTAL X RENEWAL NEW BUSINESS TRANSFER 45.00
	ROADS, INC. OF NWF HELMS, CRAIG & JOHNSON DARRIN			PENALTY TOTAL 45.00
	106 STONE BLVD CANTONMENT, FL 32533-7344			

PAID-2007716.0001-0001 155 07/21/2014 45.00

STAN COLIE NICHOLS, TAX COLLECTOR
SANTA ROSA COUNTY, FLORIDA

THIS DOCUMENT HAS A TWO COLOR BACKGROUND AND A WATERMARK BACKSIDE.

FOLD INFORMATION BELOW BEHIND RECEIPT OR DETACH AND KEEP FOR YOUR RECORDS.



Stan Colie Nichols, Tax Collector

6495 Caroline Street, Suite E
Milton, Florida 32570
(850) 983-1800

**BEFORE POSTING YOUR BUSINESS TAX RECEIPT READ ALL INFORMATION CAREFULLY.
IT IS THE OWNERS RESPONSIBILITY TO ENSURE COMPLIANCE.**

THIS B.T.R. IS FURNISHED PURSUANT TO FLORIDA STATUTES, SANTA ROSA COUNTY ORDINANCE AND AMENDMENTS

The law requires this business tax receipt to be displayed conspicuously at the place of business in such a manner that it can be open to the view of the public and subject to inspection by all duly authorized officers of the county.

Pursuant to state law, all business tax receipts shall expire on September 30th of the succeeding year. Those business tax receipts renewed beginning October 1st shall be delinquent and subject to a delinquency penalty of 10% for the month of October, plus an additional 5% penalty for each month of delinquency thereafter until paid; provided that the total delinquency penalty shall not exceed 25% of the business tax for the delinquent establishment.

This business tax receipt is an occupational tax only. It does not permit the B.T.R. holder to violate any existing regulatory or zoning laws of the state, county, or cities, nor does it exempt the B.T.R. holder from any other business tax receipts or permits that may be required by law or municipal ordinance. **IT IS YOUR RESPONSIBILITY TO NOTIFY THE TAX COLLECTOR'S OFFICE IF YOUR BUSINESS HAS CLOSED.**

THIS BUSINESS TAX RECEIPT IS IN ADDITION AND NOT IN LIEU OF ANY OTHER LICENSE REQUIRED BY LAW OR MUNICIPAL ORDINANCE AND IS SUBJECT TO REGULATIONS OF ZONING, HEALTH, AND ALL OTHER LAWFUL AUTHORITY.

If you intend to do any business in Santa Rosa County that is regulated by the state of Florida such as construction, roofing, plumbing, electrical, demolition, etc. it is your responsibility to contact the Building Inspection Department as to the necessary licensing requirements of both Santa Rosa County and the state of Florida. You can receive a citation and/or be arrested for performing a job for which additional qualifications are required. All B.T.R. holders are held to be responsible for complying with all applicable Worker's Compensation laws. All licensees are also held responsible for understanding and complying with all "gouging" laws and understanding the severe penalties. Other areas which you need to investigate include zoning laws, city licenses when applicable, Department of Revenue and sales tax requirements, IRS and federal I.D. numbers, the Property Appraiser and personal property tax, County Building Inspector for information on construction permits, competency testing, contractors, etc., and filing for a Fictitious Name if applicable.

**BID FORM
ASPHALT PAVING, RESURFACING,
AND PROVIDING MATERIALS**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: JUNE 23, 2015

Dear Sir:

The undersigned agrees to furnish material, equipment and labor, and complete projects in accordance with conditions and specifications as outlined and attached hereto.

The undersigned agrees and understands that this price as quoted includes material to be used, transport, placement, compaction, and finishing the job to completion. It also includes the labor and equipment necessary for the project.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder MID SOUTH PAVING, INC.
4375 MCCOY DRIVE PENSACOLA, FL 32503

Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 87.75 per ton in place (new roads)
Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 90.70 per ton in place (resurfacing)
Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 92.95 per ton in place (parking lots)
Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 103.60 per ton in place (resurfacing)
Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 114.⁵⁰ per ton in place (parking lots)
Sand Asphalt: \$ 114.⁵⁰ per ton in place (leveling)
Sand Asphalt: \$ 119.⁹⁰ per ton in place (parking lots)

The undersigned agrees to furnish asphaltic concrete, Type SP-12.5, Traffic Level C, SP-9.5, Traffic Level C, and Sand Asphalt, loaded on county trucks at a plant site within 25 miles of the Public Works Department at 6075 Old Bagdad Highway, Milton, FL 32583:

Asphaltic Concrete: Type SP-12.5, Traffic Level C \$ 62.⁰⁰ per ton
Asphaltic Concrete: Type SP-9.5, Traffic Level C \$ 62.⁰⁰ per ton
Sand Asphalt: \$ 75.⁰⁰ per ton

Plant Location: 4375 MCCOY DRIVE PENSACOLA, FL 32503

[Signature] 850-433-3001
Company Representative Signature Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

**BID FORM
ASPHALT MILLING**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date JUNE 23, 2015

Dear Sir:

The undersigned agrees to furnish equipment and labor for milling of existing asphalt pavement in accordance with conditions and specifications as outlined and attached hereto.

The contractor shall meet all specifications in Section 327 of the latest edition of the Florida Department of Transportation Standard Specification for Road and Bridge Construction unless otherwise approved by the Santa Rosa County Road and Bridge Director or his designee.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

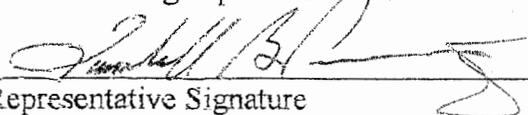
Name & Address of Bidder MID SOUTH PAVING, INC.
4375 MCCOY DRIVE PENSACOLA, FL 32503

Milled Material becomes property of the contractor:

Milling depth of 1-inch	\$ <u>2.25</u>	per square yard
Milling depth of 1½-inches	\$ <u>2.50</u>	per square yard
Milling depth of 2-inches	\$ <u>2.60</u>	per square yard

Milled Material is loaded onto County trucks and becomes property of Santa Rosa County:

Milling depth of 1-inch	\$ <u>1.65</u>	per square yard
Milling depth of 1½-inches	\$ <u>1.85</u>	per square yard
Milling depth of 2-inches	\$ <u>1.90</u>	per square yard


Representative Signature

850-433-3001
Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED

**BID FORM
BITUMINOUS CRACK RELIEF LAYER**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: JUNE 23, 2015

Dear Sir:

The undersigned agrees to furnish material, equipment and labor for construction of a bituminous crack relief layer and complete projects in accordance with conditions and specifications as outlined and attached hereto.

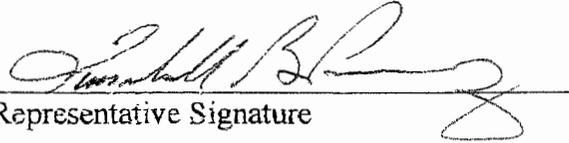
The undersigned agrees and understands that this price as quoted includes material to be used, hauling it, placing it, compacting it and finishing the job to completion. It also includes the labor and equipment necessary for the project.

The contractor shall meet all specifications in Section 312 of the 2000 edition of the Florida Department of Transportation Standard Specification for Road and Bridge Construction unless otherwise approved by the Santa Rosa County Road and Bridge Director or his designee.

The undersigned is able to furnish a \$100,000 Performance and Payment Bond should one be required.

Name & Address of Bidder MID SOUTH PAVING, INC.
4375 MCCOY DRIVE PENSACOLA, FL 32503

Bituminous Crack Relief Layer \$ 5.90 per square yard

 Representative Signature 850-433-3001 Telephone

NOTE: Return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

SPECIAL CONDITIONS
**ASPHALT RESURFACING, PROVIDING MATERIALS, BITUMINOUS CRACK RELIEF
LAYER**
FDOT CERTIFICATION REQUIRED

"OCCUPATIONAL HEALTH AND SAFETY"

In compliance with Chapter 442, Florida Statutes, any item delivered from a contract resulting from this bid must be accompanied by a Material Safety Data Sheet (MSDS). The MSDS must be maintained by the user agency and must include the following information:

- 1 The chemical name and the common name of the toxic substance.
- 2 The hazards of other risks in the use of the toxic substance including:
 - A. The potential for fire, explosion, corrosivity and reactivity.
 - B. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by exposure to the toxic substances.
 - C. The primary routes of entry and symptoms of overexposure.
1. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
2. The emergency procedure for spills, fire, disposal, and first aid.
3. A description in lay terms of the known specific potential health risks posed by the toxic substance intended to alert any person reading this information.
4. The year and month, if available, that the information was compiled and the name, address, and emergency telephone number of the manufacturer responsible for preparing the information.

Name & Address of Bidder

MID-SOUTH PAVING, INC
4375 McCoy Drive PENSACOLA, FL 32503

Representative Signature

Telephone

850-433-3001

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Santa Rosa County Procurement Department
by Tunstall B Perry, IV.
(print individual's name and title)
for Midsouth Paving, Inc.
(print name of entity submitting sworn statement)

whose business address is 4375 McCoy Dr, Pensacola, FL 32503
and (if applicable) its Federal Employer Identification Number (FEIN) is 01-0692695. If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)
 Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (ATTACH A COPY OF THE FINAL ORDER.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Tunstall B Perry, IV. (Signature)

Sworn to and subscribed before me this 23rd day of June, 2015.

Personally known
or Produced identification N/A
N/A
(Type of identification)

Notary Public - State of Florida
My commission expires 8-16-2018



Mindy E Smallwood (Printed, typed, or stamped commissioned name of notary public.)

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Williamson
Vice Chairman: Commissioner Cole

July 6, 2015

Budget:

- 1) **Budget Amendment 2015 – 174** in the amount of \$ **16,000** to carry forward funds to support a new position under Court Innovations in the Fine & Forfeiture Fund.
- 2) **Budget Amendment 2015 – 175** in the amount of \$ **33,435** to transfer funds from the Capital Fund to the Fine & Forfeiture Fund for the replacement of security equipment in the Courthouse as approved at the June 25, 2015 meeting.
- 3) **Budget Amendment 2015 – 176** in the amount of \$ **60,000** to authorize new award for the period of July 1, 2015 through June 30, 2016.
- 4) **Budget Amendment 2015 – 177** in the amount of \$ **52,689** to recognize reimbursement of administration expense for the HUD HOME Program and allocates to the housing cost center.
- 5) **Budget Amendment 2015 – 178** in the amount of \$ **270,454** to recognize funding from FHFC (Florida Housing Finance Corporation) and reallocates strategy balances to Substantial Rehabilitation and SHIP Administration.
- 6) **Budget Amendment 2015 – 179** in the amount of \$ **7,659** to reverse Budget Amendment 2015-161. These funds were erroneously carried forward to complete the \$60,000 grant allocated for the NBSTCC from the Tourist Development Fund. There were no remaining funds to be carried forward.
- 7) **Budget Amendment 2015 – 180** in the amount of \$ **37,382** to allocate 911 funds to make necessary emergency repairs to Viper (911) equipment in the Enhanced 911 Program Fund.

County Expenditure/Check Register:

- 8) Discussion of County Expenditures / Check Register



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

Santa Rosa Administrative Offices
6495 Caroline Street, Suite M
Milton, Florida 32570-4592



JAYER WILLIAMSON, District 1
ROBERT A. "BOB" COLE, District 2
W. D. "DON" SALTER, District 3
ROB WILLIAMSON, District 4
R. LANE LYNCHARD, District 5

HUNTER WALKER, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE N. BELL, OMB Director

M E M O R A N D U M

TO: Board of Commissioners
FROM: *HW* Hunter Walker, County Administrator
DATE: July 3, 2015
SUBJECT: Sea Turtle Conservation Center Update

As you know the Budget Department and Clerk Finance Department staff have reviewed each transaction and established a spreadsheet outlining each expenditure in the three separate funding sources used to fund the Navarre Beach Sea Turtle Conservation Center (NBSTCC).

Attached is copy of the spreadsheet developed by staff in that regard. The OMB Director and the Finance Director conducted this review and are in agreement on the result. As a reminder the role of the OMB Director is to implement the Board approved budget and the role of Finance Director and staff is to ensure that there is budget authority for any expenditure and each expenditure is for the intended service or good prior to releasing county check.

Each expenditure has been accounted for and placed with the correct funding source and all funds spent for the Sea Turtle Conservation Center project have been spent as allocated or committed. The \$60,000 TDC grant for the facility renovation architect and saltwater holding ponds has been closed out with the adjusting budget order.

The \$43,915 TDC grant for the Turtle Center and the Marine Sanctuary has a balance of \$ 9,712. Of that balance \$4,800 was allocated for a veterinary technician to train NBSTCC staff in sea turtle animal husbandry and routine care. The County Attorney and I have asked them not to expend these funds until a formal determination is made that these are eligible expenditures for TDC funding.

The \$165,000 commitment from District Four recreation funds has balance considerably more involved. There is an adjusting budget amendment on Budget and Financial Management Committee in the amount of \$7,659 which will correct Budget Amendment 2015-161 which incorrectly was used when a simple journal entry would suffice.

With the adjusting budget amendment mentioned above there remains \$7,488 of the \$165,000 committed for this project. The Center is ready to complete this project with the \$7,488, obtain permit and begin operation.

Also find attached three Board approved budget amendments which Budget and Finance Department used as authorization for the \$165,000 Turtle Center expenditures.

As for a way forward, the OMB staff, Clerk Finance staff, and I will work with Budget/Financial Management Chair Rob Williamson to develop procedures and improvements to ensure this level of confusion never happens again. This has been a convoluted and confusing project and I do not recall the county having ever paid the bills for someone else's project. With multiple funding sources and people involved there were many opportunities for mistakes and errors.

Commissioner Williamson has been frustrated with staff on this and the OMB Director and I are responsible and accountable for that. I also apologize for any delay caused the Turtle Center by staff.

The funds have all been spent on the Center as authorized and used to improve a county owned structure in Navarre Beach Park.

NBSTCC					
<u>\$165,000 District IV Grant</u>					
<u>Date</u>	<u>2014 Expenditures</u>	<u>Costs</u>	<u>Balance Remaining</u>	<u>Description</u>	
5/27/2014	Ronnie O. Wright	\$2,500	\$162,500	Exterior Wall Footing	
6/17/2014	Ronnie O. Wright	\$1,000	\$161,500	Exterior Wall Footing	
6/17/2014	Ronnie O. Wright	\$1,000	\$160,500	Exterior Wall Footing	
6/24/2014	Ronnie O. Wright	\$1,500	\$159,000	Exterior Wall Footing	
7/9/2014	Ronnie O. Wright	\$3,650	\$155,350	Exterior Wall Footing	
7/15/2014	Ron Williamson	\$1,835	\$153,515	Architectural/Drafting	
7/15/2014	Pittman	\$6,069	\$147,446	Building Materials	
7/15/2014	Probuild	\$2,025	\$145,421	Roof Trusses	
7/29/2014	Steve Stephens	\$6,230	\$139,191	Framing	
8/28/2014	Probuild	\$2,907	\$136,284	Roof Trusses	
9/23/2014	Ron Williamson	\$2,040	\$134,244	Architectural/Inspection	
9/23/2014	Sessions	\$375	\$133,869	Container	
10/7/2014	Steve Stephens	\$400	\$133,469	Roof Trusses	
10/14/2014	Pentair	\$4,516	\$128,953	Turtle Eco-System	
10/14/2014	Pentair	\$24,008	\$104,945	Turtle Eco-System	
11/18/2014	Walker Electric	\$3,720	\$101,225	Draw	
12/5/2014	Spray Insulation	\$2,400	\$98,825	Insulation	
12/9/2014	Mills Heating & Air	\$6,245	\$92,580	A/C System	
12/12/2014	Lowry Roofing	\$850	\$91,730	Removal of Metal Roof	
12/18/2014	Lowry Roofing	\$1,500	\$90,230	Install Shingles	
12/18/2014	Shannon Spray Co	\$14,638	\$75,592	Fencing & Hardware	
12/19/2014	Healy Brown	\$2,168	\$73,424	Plastic Roof Cement	
12/22/2014	Henry Tyler	\$1,044	\$72,380	Sheetrock and Lumber	
<u>Date</u>	<u>2015 Expenditures</u>	<u>Costs</u>	<u>Balance Remaining</u>	<u>Description</u>	
1/1/2015			\$72,380	Beginning Balance	
1/8/2015	Aqua Reef Design	\$11,250	\$61,130	Sea Turtle Pool	
1/9/2014	Mills Heating	\$6,245	\$54,885	A/C - Completed	
1/9/2015	Sessions	\$375	\$54,510	Container	
1/9/2015	Ron Williamson	\$1,715	\$52,795	Architect/Field Insp	

NBSTCC & NBMS						
<u>\$43,915 TDC Grant</u>						
<u>Date</u>	<u>2014 Expenditures</u>	<u>Costs</u>	<u>Balance Remaining</u>	<u>Expenditure for:</u>	<u>Description</u>	
9/1/2014	Henderson Engineering	\$1,020	\$42,895	NBSTCC	Coordination Meeting	
9/16/2014	1st Direct Products	\$5,200	\$37,695	JOINT	Kayaks	
10/30/2014	Jennifer L. Polus	\$550	\$37,145	JOINT	Social Media Marketing	
11/6/2014	The UPS Store	\$147	\$36,998	JOINT	Copies	
11/7/2014	Margie Ingram	\$192	\$36,806	JOINT	Volunteer Coordinator	
11/11/2014	NOVA Engineering	\$4,950	\$31,856	NBSTCC	Saltwater Well	
11/21/2014	Wildlife Artist	\$285	\$31,571	NBSTCC	Adopt a Nest Program	
11/24/2014	Jennifer L. Polus	\$468	\$31,103	JOINT	Social Media Marketing	
11/24/2014	Steven M. Lewers	\$110	\$30,993	JOINT	Folding guides	
11/24/2014	Steven M. Lewers	1,630	\$29,363	JOINT	Folding guides	
12/9/2014	Jennifer L. Polus	628	\$28,735	JOINT	Social Media Marketing	
<u>Date</u>	<u>2015 Expenditures</u>	<u>Costs</u>	<u>Balance Remaining</u>		<u>Description</u>	
1/1/2015			\$28,735		Beginning Balance	
1/12/2015	Margie Ingram	\$216	\$28,519	JOINT	Volunteer Coordinator	
2/16/2015	Jennifer L. Polus	\$358	\$28,161	JOINT	Social Media Marketing	
2/16/2015	Terry's Well Service	\$6,500	\$21,661	NBSTCC	Saltwater Well	
2/24/2015	Grissetts Excavating	\$9,580	\$12,081	NBSTCC	Concrete demo & slab	
2/27/2015	Jennifer L. Polus	\$750	\$11,331	JOINT	Social Media Marketing	
4/30/2015	Jennifer L. Polus	\$240	\$11,091	JOINT	Social Media Marketing	
4/30/2015	Jennifer L. Polus	\$293	\$10,798	JOINT	Social Media Marketing	
5/14/2015	Navarre Chamber Foundation	\$222	\$10,576	JOINT	Brochure Holders/UPS	
5/14/2015	Margie Ingram	\$16	\$10,560	JOINT	Volunteer Coordinator	
5/14/2015	Jennifer L. Polus	\$418	\$10,142	JOINT	Social Media Marketing	
6/11/2015	Jennifer L. Polus	\$430	\$9,712	JOINT	Social Media Marketing	

<u>\$60,000 Grant - TDC</u>					
<u>Date</u>	<u>2013 Expenditures</u>	<u>Costs</u>	<u>Balance Remaining</u>	<u>Description</u>	
4/1/2013	Aqua Reef Design	\$25,571	\$34,429	2 Tanks	
9/27/2013	Ron Williamson	\$10,500	\$23,929	Architect; Bldg Renov; New Addition	
<u>2014 Expenditures</u>					
4/15/2014	V.S. Fisher	\$8,135	\$15,794	1st of 3 Draws - Pool	
12/23/2014	V.S. Fisher	\$8,135	\$7,659	2nd of 3rd Draw - Pool	
<u>2015 Expenditures</u>					
3/24/2015	V.S. Fisher	\$8,795	-\$1,136	Last of 3 Draws for Pool; Dewatering work; extra day excavator	

Hunter Walker

From: Mike Burton <burtonm@flcjin.net>
Sent: Thursday, July 02, 2015 2:47 PM
To: Commissioner Rob Williamson
Cc: Hunter Walker; Roy Andrews; Clerk's Office - Donald C Spencer; Jayne Bell
Subject: Approval of 165,000 for Navarre Beach Sea Turtles
Attachments: SKMBT_42315070213360.pdf

Rob,

After our discussion yesterday afternoon, I went back to review the budget modifications and approvals related to the \$165,000. I found where it appears that more than 165,000 was approved. Please see below.

Date	Budget Mod #	Amount
8/8/13	2013-142	70,000
8/28/14	2014-164	36,804
8/28/14	2014-170	70,000
		176,804

I have attached the budget modifications for you to review as well.

I have showed Hunter, Roy and Jayne this information and they have asked me to prepare a memo. I will forward you a copy of the memo once I have drafted it.

Thanks,

Michael Burton, CPA
Director of Finance
Santa Rosa County Clerk of Courts
6495 Caroline Street, Suite B
Milton, FL 32570
Phone: (850)-983-1843
Fax: (850)-983-1985

Florida has a very broad public records law. As a result, any written communication created or received by Santa Rosa County employees is subject to disclosure to the public and the media, upon request, unless otherwise exempt. Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or USPS.

**Navarre Beach Sea Turtles Conservation Center Memo
July 2, 2015**

Purpose: To document the timeline of events related to funding of the Navarre Beach Sea Turtle Conservation Center.

- October 17, 2012 - The TDC approved a grant to the Navarre Beach Sea Turtle Conservation Center of \$60,000.
- October 22, 2012 - The Navarre Beach Sea Turtle Conservation Center requested a 25 year lease of the old state park visitor center and toll booth owned by the County and \$165,000 donation for modifications to the center.
- October 25, 2012 – Commissioner Melvin stated the following “\$60,000 from the TDC and I’m good for up to \$165,000”. He later made the following motion “direct county attorney to prepare a lease between ourselves and the Navarre Beach Sea Turtle Conservation Center and set it for 5 years and make it conditional for review based on fundraising and get this started” and did so without objection. The motion was passed by Chairman Williamson.
- October 29, 2012 – Commissioner Melvin wrote a letter to the Navarre Beach Sea Turtle Conservation Center saying that he made a one time commitment of \$165,000 from his Recreation Fund to support their project. He stated these funds were approved by the Board and were encumbered for that purpose. The funds were to be released in \$10,000 increments as a match for any funds raised via grants or public contributions.
- December 13, 2012 - The Board approved the proposal from Ron Williamson Architect in the amount of \$10,500 for building renovation required by the Navarre Beach Sea Turtle Conservation Center.
- July 25, 2013 - The Board approved the contract with the Navarre Beach Sea Turtle Conservation Center and allocated \$70,000 from the District 4 Rec Funds.
- August 8, 2013 - The Board approved Budget Amendment 2013-142 in the amount of \$70,000 to fund the Navarre Beach Sea Turtle Conservation Center from District 4 Funds as approved at the July 25, 2013 meeting.
- June 10, 2014 - The Board approved the allocation of \$43,915 for the Navarre Beach Sea Turtle Conservation Center and the Marine Sanctuary areas from the TDC reserves as recommended by the Tourist Development Council.
- July 10, 2014 - The Board approved the allocation of \$43,915 for the Navarre Beach Sea Turtle Conservation Center and the Marine Sanctuary areas from TDC reserves as recommended by the Tourist Development Council.
- July 24, 2014 - The Board approved Budget Amendment 2014-151 in the amount of \$43,915 carrying forward funds for the Navarre Beach Sea Turtle Conservation Center

and Marine Sanctuary in the Tourist Development Fund as approved at the July 10, 2014 meeting.

August 28, 2014 - The Board approved Budget Amendment 2014-164 in the amount of \$36,804 correcting funds erroneously charged to TDC for Navarre Beach Sea Turtle Conservation Center Building for District 4 Funds.

August 28, 2014 - The Board approved Budget Amendment 2014-170 in the amount of \$70,000 establishing Sea Turtle Conservation Center construction account from District 4 Funds.

After reviewing the information, it appears the intent was for the Navarre Beach Sea Turtle Conservation Center to receive the following funding:

Amount	Funding Source
\$60,000	From TDT
\$165,000	From District 4
\$43,915	Unspecified amount from TDT
\$268,915	Total from Santa Rosa

Actual expenditures were as follows:

Expenditure Amounts	Funding Source
119,011.96	TDT
131,700.76	District 4
250,712.72	Total

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: July 25, 2013

FROM: **District IV Capital Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	2324 – 599001	Reserve For Contingencies	(\$ 70,000)
To:	2324 – 582003	Navarre Beach Marine Science Center	\$ 70,000

State reason for this request:

Funds for the development of the Navarre Beach Sea Turtle Conservation Center from Reserve for Contingencies in the District Four Projects Fund as approved at the July 25, 2013 Regular BOCC Meeting.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-142**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 5, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8th day Of August, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: August 19, 2014

FROM: **District IV Capital Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund: 314	2324 – 599001	Reserve For Contingencies	(\$ 36,804)
	2324 – 59100107	To Tourist Development Fund	\$ 36,804
Fund 107:	107-3810003	From District IV Projects Fund	\$ 36,804
	4010 – 599001	Reserve for Contingencies	\$ 36,804

State reason for this request:

To repay the TDC for monies spent on the construction of the Navarre Beach Sea Turtle Conservation Center Building promised from District IV Reserves.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-164**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 25, 2014

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of August, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: August 26, 2014

FROM: **District IV Capital Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	2324 – 599001	Reserve For Contingencies	(\$ 70,000)
To:	2324 – 5820030	Navarre Beach Sea Turtle C.C.	\$ 70,000

State reason for this request:

To set up a Navarre Beach Sea Turtle Conservation Center expenditure account in Fund 314 for the allocation of funds for the construction of the new Navarre Beach Sea Turtle Conservation Center.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-170**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: August 25, 2014

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 28th day Of August, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: June 26, 2015

FROM: **Fine & Forfeiture Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	102 – 3990001	Cash Carried Forward	\$ 16,000
To:	5004 – 51210	Regular Salaries	\$ 16,000

State reason for this request:

Carries forward funds to support a new position under Court Innovations starting July, 1, 2015.

Requested by: Brooke Jones/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-174**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of July, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

FIRST JUDICIAL CIRCUIT OF FLORIDA
Robin M. Wright, Trial Court Administrator
Brooke Jones, Court Operations Manager

6865 Caroline Street, Box H
Milton, Florida 32570



(850) 623-3159 / FAX: (850) 983-0602
email: Brooke.Jones@flcourts1.gov

MEMORANDUM

TO: Jayne Bell
FROM: Brooke Jones
DATE: June 17, 2015
RE: Budget Amendment

I am requesting the following budget amendment:

FROM: Court Innovations Fund Balance
TO: Fund – 102 Fine & Forfeiture
Dept. – 5004 Court Innovations
AMOUNT: \$16,000

Please allocate the funds to the following account as follows:

51210 Regular Salaries

Should you have any questions, please do not hesitate to contact me.

cc: Honorable John L. Miller, Administrative Judge
Robin M. Wright, Trial Court Administrator
Will Moore, Administrative Services Manager

Jayne Bell

From: Brooke Jones <Brooke.Jones@FLCOURTS1.GOV>
Sent: Wednesday, June 17, 2015 2:58 PM
To: Jayne Bell
Cc: Brooke Jones
Subject: Court Innovations Fund Balance Budget Amendment
Attachments: M - Jayne Bell - Budget Amendment June 17, 2015.pdf

Jayne,

Please find enclosed a budget amendment request. This is to support a new position under Court Innovations starting on or soon after July 1, 2015. Should you need any additional information please let me know.

Thank you,

Brooke

Brooke Jones
Court Operations Manager
Santa Rosa County Courthouse
6865 Caroline St., Box H
Milton, FL 32570
850-623-3159
850-983-0602 (Fax)

Attention: The information contained in this E-mail message may be privileged and confidential under Fla. R. Jud. Admin. 2.420 and information intended only for the use of the individual(s) named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copy of this communication is strictly prohibited. If you have received this communication in error, please contact the sender by reply E-mail and destroy all copies of the original message. Thank you.

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: June 26, 2015

FROM: **Capital Fund/Fine & Forfeiture Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 302:	9302 – 5990017	Future Capital Outlay	(\$ 33,435)
	9302 – 59100102	To Fine & Forfeiture Fund	\$ 33,435
Fund 102:	102 – 38100023	From Capital Fund	\$ 33,435
	5016 – 564001	Machinery & Equipment	\$ 33,435

State reason for this request:

Transfer of funds from the Capital Fund to the Fine & Forfeiture Fund to replace x-ray screening equipment at courthouse entrance (\$28,408), three (3) pan, tilt, zoom cameras (\$4,070) and a fixed camera (957) in Courtroom 100 as approved at the June 25, 2015 meeting.

Requested by: Jayne Bell /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-175

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of July, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: June 29, 2015

FROM: **Grant Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 33450085	Defense Reinvestment Grant (DRG)	\$ 60,000
To:	0793- 5340075	Defense Reinvestment Grant Project	\$ 60,000

State reason for this request:

Authorizes new award in the amount of \$60,000 for the period July 1, 2015 through grant end June 30, 2016

Requested by Sheila Fitzgerald/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-176

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of July, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Fitzgerald
Sent: Monday, June 29, 2015 11:38 AM
To: Jayne Bell
Cc: Henry Brewton; Dick Hohorst
Subject: Budget Amendment Request - 2015/2016 - DRG Grant Award (July 1, 2015 - June 30, 2016)

Jayne,

Please process the following budget amendment:

104 - 33450085	Defense Reinvestment Grant (DRG)	\$60,000
0793 - 5340075	Defense Reinvestment Grant Project	\$60,000

Authorizes new award in the amount of \$60,000 for the period July 1, 2015 through grant end June 30, 2016.

Sheila A. Harris, Special Projects/Grants
Santa Rosa County BOCC
6495 Caroline Street, Suite H
Milton, Florida 32570
(850) 983-1848 (850) 393-5239 (Cell)
(850) 983-1944 Fax
sheilah@santarosa.fl.gov

Florida has a very broad Public Records Law. Virtually all written communications to or from Santa Rosa County Personnel are public records available to the public and media upon request. E-mail sent or received on the county system will be considered public and will only be withheld from disclosure if deemed confidential pursuant to State Law.

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: June 30, 2015

FROM: **Grants Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 104:	104 – 3413004	Accumulated HOME Admin	\$ 52,689
	9104 – 5910001	To General Fund	\$ 52,689
Fund 001:	001 – 3810043	From Grants Fund	\$ 52,689
	3301 – 51210	Regular Salaries	\$ 31,566
	3301 – 534001	Other Contract Services	\$ 18,394
	3301 – 552001	Operating Supplies	\$ 1,171
	3301 – 551001	Office Supplies	\$ 1,375
	3301 – 542001	Postage Service	\$ 183

State reason for this request:

Recognizes reimbursement of administration expense for the HUD HOME Program and allocates to housing cost center.

Requested by: Erin Malbeck/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-177**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **9th** day Of **July, 2015**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

FUND	104 HOME		
DEPT	0787 HOME Escambia County Consortium		
Revenue Account:			
104	3413004	Accumulated HOME Admin	FROM
			\$52,688.96
		Total	<u>\$ 52,688.96</u>
		General Fund	TO
			\$ 52,688.96
		Total	<u>\$ 52,688.96</u>
TO:	General Fund		
	3301-51210	Regular Salaries	\$ 31,565.78
	3301-534001	Other Contractual Services	\$ 18,393.49
	3301-552001	Operating Supplies	\$ 1,171.22
	3301-551001	Office Supplies	\$ 1,375.00
	3301-542001	Postage Service	\$ 183.47
		Total	<u>\$ 52,688.96</u>

Accumulation of HOME Admin. Last Allocation was 12/5/2012 by Janice Boone
 Request allocation to housing cost center.

Requested by:
 Erin Malbeck

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: June 30, 2015

FROM: **SHIP Program Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 113:	113-3346904	SHIP Program	\$270,454
	0780-534004	Substantial Housing	\$100,000
	0780-5340041	Farm Home Adm/Emer Repair	\$ 70,000
	0780-5340043	First Time Home Builder	\$ 73,409
	0780-59100001	To General Fund	\$ 27,045
Fund 001:	001-3810008	From SHIP Fund	\$ 27,045
	3301-51210	Regular Salaries	\$ 15,776
	3301-534001	Other Contractual Services	\$ 9,015
	3301-551001	Office Supplies	\$ 1,000
	3301 - 552001	Operating Supplies	\$ 1,004
	3301 - 5490011	Advertising	\$ 250

State reason for this request:

Recognizes funding from FHFC and reallocates strategy balances to Substantial Rehabilitation and SHIP Administration.

Requested by: Erin Malbeck/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-178**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **9th** day Of **July, 2015**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

FUND	113 SHIP		
DEPT	0780 State Housing Initiative		
Revenue Account:	2014.2015 FHFC Funding		
113	2nd & 3rd Allocation	3346904	270,454.00
		Total	<u>\$ 270,454.00</u>
780	Substantial Housing	534004	\$100,000.00
	First Time Homebuyer	5340043	\$ 70,000.00
	Farm Home Adm/Emergency Repair	5340041	\$ 73,408.60
	To General Fund		\$ 27,045.40
		Total	<u>\$ 270,454.00</u>
TO:	General Fund		
	3301-51210	Regular Salaries	\$ 15,776.48
	3301-534001	Other Contractual Services	\$ 9,015.14
	3301-552001	Operating Supplies	\$ 1,003.78
	3301-551001	Office Supplies	\$ 1,000.00
	3301-5490011	Advertising	\$ 250.00
		Total	<u>\$ 27,045.40</u>

2014/2015 Funding from FHFC (2nd Payment \$175,000) (3rd Payment \$95,454)
 Request allocation to housing cost center.

Requested by:
 Erin Malbeck

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: July 1, 2015

FROM: **Tourist Development Tax Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	107 – 3990001	Cash Carried Forward	(\$ 7,659)
To:	4010 – 5820030	Nav. Bch Sea Turtle Conservation Center	(\$ 7,659)

State reason for this request:

To reverse budget amendment 2015-161. These funds were erroneously carried forward to complete the \$60,000 grant allocated for the NBSTCC from the Tourist Development Fund. There were no remaining funds to be carried forward.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-179**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of July, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: July 2, 2015

FROM: **Enhanced 911 Program**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	3420 – 3990001	E-911 Reserves	(\$ 37,382)
To:	3420 -- 564001	Equipment	\$ 26,639
	3420 – 546001	Repair and Maintenance – 911	\$ 10,743

State reason for this request:

Allocate 911 funds as indicated in order to make necessary emergency repairs to Viper (911) equipment. Older electronics are not completely compatible with the newer technology installed at each PSAP (Public Safety Answering Point) with the recent changes made to the operating system. The equipment is proprietary and will be purchased from the current vendor as the configuration essentially makes it compatible with the peripheral equipment already in place.

Requested by: Brad Baker /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-180**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of July, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: July 7, 2015

FROM: **Other BOCC Obligations**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	9001 – 599001	Reserve for Contingencies	(\$ 7,488)
To:	0013 – 5820030	Navarre Beach Sea Turtle Cons. Center	\$ 7,488

State reason for this request:

To transfer funds from Reserve for Contingencies to the Navarre Beach Sea Turtle Conservation Center to complete the project and begin operation.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-181**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: July 6, 2015

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 9th day Of July, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Hunter Walker

From: Hunter Walker
Sent: Wednesday, July 08, 2015 8:55 AM
To: Board of County Commissioners
Cc: Roy Andrews; Jayne Bell; Clerk's Office - Michael Burton
Subject: NB Sea Turtle Center Commitment

Board,

As has been noted the commitment of \$165,000 was never formally approved by the Board. It was discussed in Board meeting, was the subject of letter from individual commissioner, but was never formally approved by the Board. As Ms. Bell noted at Monday meeting during the discussion of this matter, the correct handling of the \$165,000 would have been at the next meeting a budget amendment would be offered for Board approval in the amount of \$165,000 for the Center and have the Board confirm/implement that commitment with the budget amendment which you will note is our common practice. I am not familiar with any other instance of this in my tenure as county administrator and there shouldn't be any. At any rate, there is no way for the Turtle Center question the \$165,000 and they proceeded in that regard. As a way forward to cure this error I recommend a budget amendment in the amount of the remaining \$7,488 from General Fund Reserve for Contingencies to the NB Turtle Center. Clerk Finance will via journal entry true their records to the spreadsheet for the three funding sources as distributed which will close out the \$60,000 original TDC grant and the \$165,000 from District IV. The remaining balance in the TDC grant for the Turtle Center and the Marine Sanctuary of \$9,712 will be overseen by TDC Director including the hold on the \$4,800 for vet tech/training. With your permission I will add the BA in the amount of \$7,488 from General Fund Reserve for Contingencies and ask Board to lift suspension and allow payment of the \$7,488 . Call with questions. Hunter

No support documentation for this agenda item.