

April 9, 2012

ECONOMIC DEVELOPMENT COMMITTEE

1. Update by Dr. Rick Harper of the UWF Office of Economic Development and Engagement on Industry Recruitment, Retention and Expansion Program.
2. Discussion of appointment of Tina Stewart, Business Director for TEAM Santa Rosa EDC, Inc. to Workforce Escarosa Board of Directors replacing Ildi Hosman.

From: Brice Harris [bharris@uwf.edu]
Sent: Tuesday, March 27, 2012 4:51 PM
To: Team Santa Rosa - Shannon Ogletree
Cc: Kathy Jordan; Commissioner Cole; Hunter Walker, dboxeng@catcountry987.com; Team Santa Rosa - Tina Stewart; Rick Harper
Subject: Re: April 9th BOCC

Hi Shannon, et al -

Actually, Dr. Harper's schedule will now allow for him to attend the meeting and address the Commission.

v/r,

--Brice

On Mar 27, 2012 4:42 PM, "Shannon Ogletree" <sogletree@teamsantarosa.com> wrote:

Commissioner Cole,

Brice Harris with UWF Office of Economic Development and Engagement will be giving an update on the Industry Recruitment, Retention & Expansion (IRREF) Fund grant Program to the BOCC on Monday, April 9th 2012 @ 9:00 a.m.. Please let me know if there is anything else you may need.

Shannon

Shannon Ogletree

Associate Director

TEAM Santa Rosa EDC Inc.

6491 Caroline Street Suite 4

Milton, FL 32570

O: [850.623.0174](tel:850.623.0174)

C: [850.791.0195](tel:850.791.0195)

4/4/2012

RECEIVED MAR 23 2012



TEAM SANTA ROSA
ECONOMIC DEVELOPMENT COUNCIL, INC.

March 19, 2012

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

Dear Mr. Walker:

TEAM Santa Rosa EDC is requesting that you place the following request on the Economic Development portion of the Board of County Commissioner's Meeting agenda for April 9, 2012.

I am requesting that the Board of County Commissioners approve Tina Stewart, Business Director for TEAM Santa Rosa, to replace former TEAM employee, Ildi Hosman on the Escarosa Workforce Development Board, Inc.

If you have any questions, please contact me.

Sincerely,

Cindy W. Anderson, P.E.
Executive Director

cc: Susan Nelms, Executive Director, Workforce Escarosa

April 9, 2012

ADMINISTRATIVE COMMITTEE

1. Discussion of proposals received for seasonal recreation and food vendors on Navarre Beach.
2. Discussion of expansion of the southern deck of the Navarre Visitor Information Center as requested by Navarre Beach Area Chamber of Commerce.
3. Discussion of relocation of condenser unit and inclusion of refrigerated storage unit at Navarre Beach Pier.
4. Discussion of marketing options for the Garcon Point Bridge.
5. Discussion of the inclusion of a proposed tennis complex adjacent to Benny Russell Park funded from Districts One and Three recreation funds.
6. Discussion of employment contract with Jayne N. Bell, CPA for position of Director of Office of Management and Budgets.
7. Discussion of submission of FY12/13 Florida Fish and Wildlife Conservation Commission Artificial Reef Construction grant in the amount of \$40,000 for Escambia Nearshore East site.
8. Discussion of agreements with following homeowners for Florida Division of Emergency Management grants for elevation of homes:
 - 3845 Saber Tooth Circle
 - 1644 Stanford Road
 - 2928 Coral Strip Parkway
 - 2958 Coral Strip Parkway
 - 3148 Coquina Way
9. Discussion of Settlement Agreement in the amount of \$55,230 with Marjorie Buntin Meek for workers compensation claim as recommended by Risk Manager.
10. Discussion of Third Annual USAV Youth Volleyball Tournament on Navarre Beach June 16, 2012 at Juana's Pagoda and using courts at Pier for overflow matches.

11. Discussion of Navarre Relay for Life 5K/10K event Saturday September 22, 2012 on Navarre Beach beginning at 7:30 a.m.
12. Discussion of scheduling public hearing on amendments to Land Development Code and Ordinance 81-07 establishing a combined "Zoning Board" replacing the Local Planning Board and the Zoning Board of Adjustment and Appeals.
13. Public Hearing items scheduled for 9:30 a.m. Thursday, April 12, 2012:

An amendment to Ordinance 2007-16 adding provisions that applicants are authorized to do business in Florida and that all applicable taxes on the requested site(s) be paid current as of date of application.

An amendment to Ordinance 90-59 adding provisions prohibiting the storage and disposal of coal combustion residuals.

An amendment to Ordinance 2006-38 as amended, section 3; providing for demonstration of state continuing education requirements.



8543 Navarre Parkway, Navarre FL 32566 – (850) 939-3267

www.navarrechamber.com

Resolution: 03-2012

Whereas, tourism has a tremendously positive impact on the Navarre area, and Santa Rosa County, Florida; and

Whereas, Navarre Beach plays a significant role in attracting visitors to Santa Rosa County; and

Whereas, the Santa Rosa County Board of Commissioners requested the Chamber and Tourist Development Council convene a meeting of stakeholders to discuss amenities on Navarre Beach; and

Whereas, the stakeholders provided specific recommendations for the county's consideration, which were provided to the county in November 2011; and

Whereas, existing business enterprises on Navarre Beach provide a variety of eating options and other beach-related amenities, as well as generate tax revenue for Santa Rosa County.

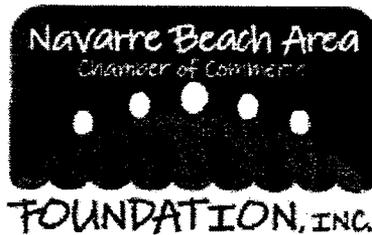
Now, therefore be it resolved by the Navarre Beach Area Chamber of Commerce Board of Directors:

1. The Board of Directors agrees with some recommendations made during the 2011 Navarre Beach stakeholders meeting, specifically: expansion of the Navarre Beach Marine Science Station to include a sea turtle conservation center and viewing area;
2. The Board of Directors opposes the permitting of seasonal vendors on Navarre Beach.

Approved: _____

Attest: _____

Chairman of the Board



8668 Navarre Parkway #142, Navarre, FL 32566
Navarrechamberfoundation.org

RESOLUTION

WHEREAS: The Navarre Beach Area Chamber of Commerce (NBACOC) Foundation, Inc. is committed to the community and the preservation of local area natural resources; and

WHEREAS: The NBACOC Foundation, Inc. is bringing shore-accessible reefs to the near-shore waters of both the Santa Rosa Sound and the Gulf of Mexico sides of Navarre Beach Park through our marine sanctuary project and will continue to maintain and protect this very important amenity for the citizens of Santa Rosa County; and

WHEREAS: The Santa Rosa County Board of County Commissioners requested comments from NBACOC Foundation, Inc. regarding vendors on Navarre Beach.

BE IT RESOLVED:

NBACOC Foundation, Inc. opposes permitting of seasonal vendors on Navarre Beach.

Approved: _____

Mike Sandler, President

April 1, 2012



Hunter Walker

From: Emily Spencer on behalf of Commissioner Jim Melvin
Sent: Monday, March 26, 2012 11:45 AM
To: Hunter Walker
Subject: FW: Deck Project / Visitor Information Center

From: NBACOC/CEO [mailto:exec@navarrechamber.com]
Sent: Friday, March 23, 2012 2:23 PM
To: Commissioner Jim Melvin
Cc: 'kelly fuller'; 'Kate Wilkes'; 'Kate Wilkes'
Subject: Deck Project / Visitor Information Center

Dear Jim,

The Chamber's Executive Committee voted to move forward with the deck project at the \$5,000 funding level based on the additional funds being available from the TDC and the county. At what point will the Chamber be able to proceed with the project? I believe there is a willingness by the Chamber to "up front" the money, if necessary to get the project moving, and then receive reimbursement from the county and TDC.

Please let me know what will work best for you knowing your next county commission meeting will not be held until April.

Thanks again for your support. We would love to have the first concert of the 2012 season (May 24) on the new deck.

Bill Arnett, President & CEO
Navarre Beach Area Chamber of Commerce
8543 Navarre Parkway
Navarre, FL 32566
P: (850) 939-3267
M: (850) 691-2080
F: (850) 939-0085
www.navarrechamber.com



April 27, & 28, 2012
Presented by: Santa Rosa Medical Center

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.

3/26/2012

Hunter Walker

From: NBACOC/CEO [exec@navarrechamber.com]
Sent: Wednesday, March 28, 2012 2:12 PM
To: Hunter Walker
Cc: 'Kate Wilkes'; Commissioner Jim Melvin
Subject: plans for VIC Deck project
Attachments: vic deck project.pdf; vic deck page 2.pdf

Dear Hunter,

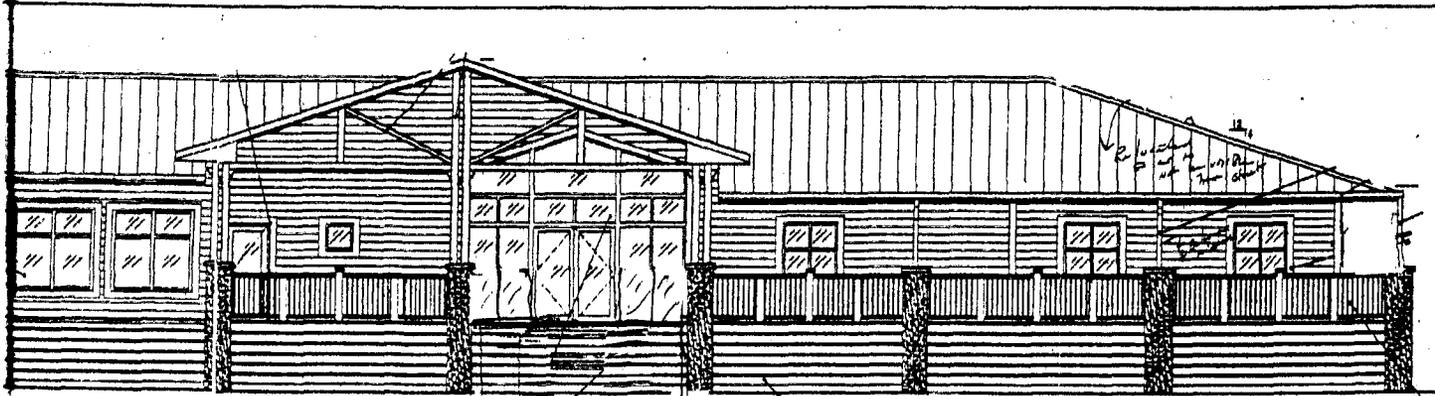
As requested, the "plans" for the VIC expansion are attached as two separate PDF files. Tom Vatter plans to attend the meeting on 4/9 to answer any questions the board might have. In the meantime, please let me know if you need any additional information.

Thanks!

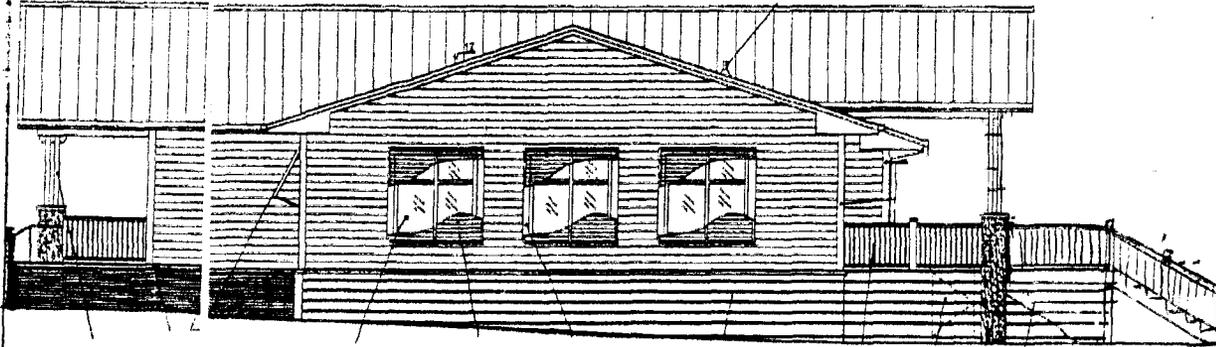
Bill Arnett, President & CEO
Navarre Beach Area Chamber of Commerce
8543 Navarre Parkway
Navarre, FL 32566
P: (850) 939-3267
M: (850) 691-2080
F: (850) 939-0085
www.navarrechamber.com



April 27, & 28, 2012
Presented by: Santa Rosa Medical Center



15' 0"



8'

Navarre Visitors
Center
Navarre, Florida

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Hunter Walker

From: Dorothy Slye [dorothy.slye@gmail.com]

Sent: Friday, March 23, 2012 8:57 AM

To: Roger Blaylock; Hunter Walker

Good morning to you both.

It has become painfully apparent that we need more storage area at the pier. I would like permission to move the a/c condenser to a separate platform and convert the area on the north east corner by the bathrooms to storage. It would be 8x10 and removable.

Dorothy



(4)

Hunter Walker

From: Don Richards [don_richards@bellsouth.net]
Sent: Friday, March 23, 2012 8:26 PM
To: Hunter Walker
Subject: RE: Next Commission General Meeting

Thanks much Hunter. I will get the PowerPoint he uses as well as the overview paper he wrote and get them to you next week. Have a great weekend.

Don

From: Hunter Walker [mailto:HunterW@santarosa.fl.gov]
Sent: Friday, March 23, 2012 11:02 AM
To: 'Don Richards'
Cc: Commissioner Lynchard
Subject: RE: Next Commission General Meeting

Sure Don. I will need information for the Board agenda packet by Wednesday April 4, 2012. Call with questions. Hunter

From: Don Richards [mailto:don_richards@bellsouth.net]
Sent: Friday, March 23, 2012 8:49 AM
To: Hunter Walker
Cc: Commissioner Lynchard
Subject: Next Commission General Meeting

Good evening Hunter,

This is to formally request that the marketing options for the garcon Point Bridge for the next Regular Commission meeting.

Thanks much Hunter,,

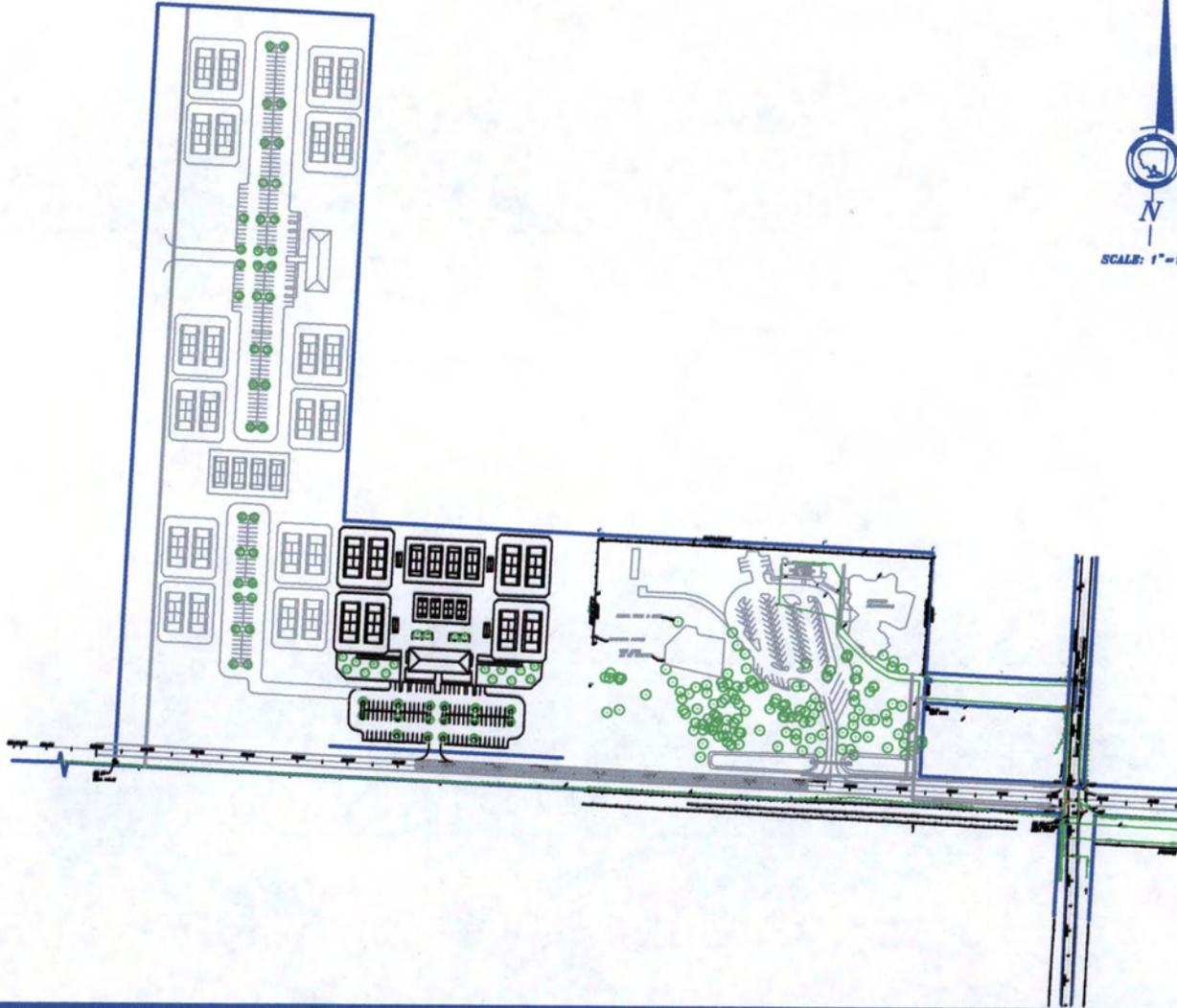
Don

Donald E. Richards
Business Development Officer
Gulf Coast LEDs
Gulf Breeze, FL 32563
404-915-9394 (C)
www.mesgulfcoastleds.com

Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or 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 in person.

3/26/2012

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SANTA ROSA COUNTY ENGINEERING
6065 OLD BAGDAD HIGHWAY
MILTON, FLORIDA 32563
(850) 989-2446



OVERALL SITE PLAN
NEW TENNIS CENTER LAYOUT
BENNY RUSSELL MEMORIAL PARK
SANTA ROSA COUNTY

SCALE:
1"=60'

REVISIONS:

DRAWN BY:
SJM

DATE DRAWN:
10-01-01

FIELD DATE:
3-2-2000

F.S. 66,69
PAGE 28, 29, 32

PROJECT NO.
2000E-016

REVISIONS:
DATE
BY
DESCRIPTION

SHEET
2 OF 12

6

EMPLOYMENT AGREEMENT

**STATE OF FLORIDA
COUNTY OF SANTA ROSA**

THIS AGREEMENT, made and entered into by and between Santa Rosa County, a political subdivision of the State of Florida, hereinafter called "COUNTY", and Jayne Bell, hereinafter called "DIRECTOR",

WITNESSETH:

WHEREAS, COUNTY desires to employ the services of DIRECTOR

WHEREAS, it is the desire of COUNTY to provide certain benefits, establish certain conditions of employment, and to set working conditions of said COUNTY as an inducement and consideration for DIRECTOR entering this contract, and

WHEREAS, it is the desire of DIRECTOR to accept employment as Director of the Office of Management and Budget ("OMB Director") of said County.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. **DUTIES.** COUNTY hereby confirms its appointment of DIRECTOR and DIRECTOR hereby confirms her acceptance of such appointment, to be OMB Director of Santa Rosa County. DIRECTOR's duties shall include such other duties as directed by the County Administrator.

2. **PERFORMANCE OF DUTIES.** All acts performed by the DIRECTOR explicitly or impliedly on behalf of COUNTY shall be deemed authorized by the COUNTY as its agent; except that any act which constitutes willful misconduct or which may be unlawful, contrary to any directive, written or oral, of the Board of County Commissioners or contrary to any policy of the Board of County Commissioners, shall be deemed to be the individual act of the DIRECTOR and without authority of the COUNTY.

3. **OFFICE SPACE AND SECRETARIAL STAFF.** COUNTY shall furnish DIRECTOR adequate office space, office supplies, office equipment and secretarial assistance.

4. **FULL-TIME OCCUPATION.** The parties expect that DIRECTOR will devote substantially her full working time to the performance of the duties required hereunder. To this end, DIRECTOR shall not engage in any gainful employment or consequential income producing activities which will in any way conflict with, or impair her ability to satisfactorily discharge and perform all responsibilities and duties required hereunder.

Nothing herein shall prohibit DIRECTOR from taking reasonable periods of leave commensurate with reasonable personal, sickness and vacation leave; provided, however, that DIRECTOR shall remain responsible for proper discharge of her duties through the County's employees under his supervision.

DIRECTOR shall be permitted to engage in outside consulting work, provided she gives notice of intent to do so to the County Administrator and she uses her annual or other accrued leave for this purpose.

5. **DUTIES PERSONAL AND NOT ASSIGNABLE.** The duties required to be performed hereunder by DIRECTOR and all rights and obligations under this Agreement in favor of DIRECTOR are personal and shall not be assignable.

6. **TERMINATION.** This agreement may be terminated by either party without cause upon giving ninety (90) days written notice. The COUNTY may terminate DIRECTOR with less than ninety (90) days notice if COUNTY pays a lump sum cash amount equal to DIRECTOR's salary for the period of time that notice of termination is less than ninety (90) days.

The lump sum cash payment provided for in this section shall be DIRECTOR's exclusive remedy for any breach of this contract by COUNTY. DIRECTOR hereby agrees that the lump sum payment so provided shall serve as liquidated damages for any violation or breach of this contract by COUNTY, and DIRECTOR acknowledges he shall not be entitled to any other lump

sum payments other than her accrued leave.

In the event DIRECTOR voluntarily terminates this Agreement with COUNTY, then DIRECTOR shall give COUNTY ninety (90) days advance written notice, unless mutually agreed otherwise. In the event of such voluntary termination DIRECTOR shall be entitled to be paid in full for accumulated annual leave.

7. COMPENSATION. COUNTY agrees to compensate DIRECTOR for her services rendered pursuant hereto at the rate of \$87,024.20 per annum, payable biweekly in accordance with pay periods for County employees. DIRECTOR's base compensation shall be adjusted annually to reflect the same percentages of merit and cost-of-living increases as the Board of County Commissioners may approve for County employees, unless otherwise mutually agreed upon. Said adjustments to DIRECTOR's compensation shall be deemed automatically approved each year and will not require independent Board action.

In addition, COUNTY shall pay Employer's F.I.C.A. and any statutorily required employer contributions to the Florida State Retirement System, and shall withhold required federal income taxes. DIRECTOR shall further receive all rights, fringe benefits, privileges and coverage otherwise afforded to classified County employees. DIRECTOR shall accrue annual and sick leave at the same rate as other classified County employees. At the termination of this Agreement, shall be paid for unused leave in the same manner as classified employees.

8. INSURANCE. DIRECTOR shall be included in COUNTY's group insurance benefit programs, including full right to participation therein both as to herself and her dependents. COUNTY shall pay, on behalf of DIRECTOR the same portion of group insurance benefits as paid for County employees.

9. DUES AND SUBSCRIPTIONS. COUNTY agrees to budget and to pay the dues and subscriptions of DIRECTOR necessary for full participation in national, regional, state, and local association and organizations necessary and desirable for the good of the COUNTY.

10. **PROFESSIONAL DEVELOPMENT.** COUNTY hereby agrees to budget and to pay the travel, tuition and subsistence of DIRECTOR for professional and official travel in such amounts as are authorized by law and approved by the County Administrator.

11. **FILES AND RECORDS.** All files and records concerning COUNTY business in the office of DIRECTOR or in her possession shall belong to and remain the property of COUNTY. However, Director shall have the right during the term of this Agreement and thereafter to examine and copy all records prepared by him.

12. **TERM.** This Agreement shall take effect on April 30, 2012, and shall continue thereafter until terminated. This Agreement may be terminated at any time by either party, subject to the provision of Paragraph 6.

The Agreement may also be modified or amended as may be mutually agreed upon by the parties. Modifications or amendments to this Agreement shall be in writing and executed by the parties.

13. **INDEMNIFICATION.** The COUNTY shall defend, save harmless and indemnify the DIRECTOR against any actions, in tort or if she is named as a party defendant in any action for any injury or damage suffered as a result of any act, event, or omission of action in the scope of her duties or function, unless she acted in bad faith or with malicious intent purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The COUNTY shall not be liable in tort for the acts or omissions of the DIRECTOR committed while acting outside the course and scope of her agreed duties or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety or property.

14. GENERAL PROVISIONS.

A. This Agreement shall be interpreted, construed and governed according to the Laws of the State of Florida.

B. The text herein shall constitute the entire agreement between the parties.

C. DIRECTOR shall commence her duties as OMB Director effective April 30, 2012.

D. If any provision, or portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on this ____ day of _____, 2012.

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

CHAIRMAN

ATTEST

Clerk

OMB DIRECTOR

JAYNE BELL

Jayne N. Bell, CPA

1230 Driftwood Drive, Pensacola, Florida 32503 (850) 554-4294
E-Mail: jayne_bell@sria-fla.com

DIRECTOR OF ADMINISTRATION/CHIEF FINANCIAL OFFICER/CONTROLLER/ACCOUNTING MANAGER

with comprehensive experience in

CASH MANAGEMENT
REPORTING
TAXATION
FINANCIAL ANALYSIS

PUBLIC ACCOUNTING
FINANCIAL MANAGEMENT
BUDGET PREPARATION
ADMINISTRATION

GENERAL ACCOUNTING
STAFF MANAGEMENT
GAAP
DOCUMENTATION

CERTIFIED PUBLIC ACCOUNTANT – STATE OF FLORIDA

Proactive and results oriented with experience in many aspects of administration, accounting and financial management. Demonstrates hands on management style. Understands the big picture and plans appropriate strategies to achieve results. Well disciplined with proven ability to manage multiple assignments efficiently and timely. Strong team builder and facilitator who fosters an atmosphere of encouragement to maximize production. Effectively communicates and conveys complex information in easily understood formats.

PROFESSIONAL EXPERIENCE / ACCOMPLISHMENTS

Santa Rosa Island Authority
Director of Administration

2008-Present

Manages and administers Santa Rosa Island Authority's lease management program of beach property and coordinates administrative and legal functions for the Board of the Santa Rosa Island Authority. Manages multiple functional areas of administration and develops and implements operational policies and procedures. Regularly participates in decision-making sessions. Work performed under considerable independence.

- Interprets and applies complex federal, state and local laws
- Uses initiative and independent judgment within policy guidelines
- Prepares clear and concise reports, correspondence and other written materials
- Plans, formulates and executes policies and procedures

Jayne N. Bell, CPA

Santa Rosa Island Authority
Director of Finance

2007-2008

Administered, directed and coordinated the activities of a centralized accounting/financial support operation, i.e., accounts payable/receivable, revenue, finance, treasury, bonds, investments, budgets, and payroll. Responsibility included directing, planning and coordinating the activities of professional and clerical accounting staff. Provided expert professional assistance in areas of accounting expertise.

- Maintained accounting controls, policies and procedures to ensure that the assets, liabilities and earnings were properly stated
- Analyzed findings, interpreted conclusions and approved recommendations for formal presentation to audit
- Inspected the annual and periodic external and internal audit
- Administered and coordinated the production of financial reports and statements

Nova Millennium Healthcare, LLC
CFO/Controller/Administrator

2005-2007

Overall authority for the financial operation of the organization, budget preparation and administration, taxation, accounting, monthly closing of books of record, account reconciliation and journal entry adjustments. Prepared monthly, quarterly and annual reports summarizing and forecasting company business activities and financial position in areas of income, expenses, and earnings based on past, present and expected operations. Prepared financial statements, analyzed business trends and daily operating costs. Supervised staff of 7.

- Initiated regular meetings to address problem areas, review current projects and progress made on old projects
- Slashed collection turnaround time by implementing electronic billing system
- Coordinated physical inventory with off-site clinic reducing material shortages
- Consolidated utilities that simplified internal administration and reduced costs by 10%

Saltmarsh, Cleaveland and Gund

2000-2005

Processed monthly financial statements and detailed A/R, A/P, G/L analysis. Prepared tax returns for corporations, partnerships, trusts, not-for-profits and individuals as well as multiple state returns. Remitted monthly and annual payroll information and prepared quarterly and annual payroll tax returns. Prepared sales and use tax returns.

Jayne N. Bell, CPA

EDUCATION / SPECIALIZED TRAINING / COMPUTER SKILLS / PROFESSIONAL AFFILIATIONS

- B.A. Degree: Accounting with Honors – Flagler College, St. Augustine, FL
- Masters Course Work: University of West Florida, Pensacola, FL
- Annual continuing education to maintain CPA license
- Windows – Quickbooks – Creative Solutions
- Member FICPA

REFERENCES

William A. "Buck" Lee
Executive Director
Santa Rosa Island Authority
2951 Coral Strip Pkwy
Gulf Breeze, FL 32563
850-932-2825

Sharon Santurri
District Representative for
Congressman Jeff Miller
P.O. Box 1556
Gulf Breeze, FL 32562
850-485-0235

James J. Reeves, Esq.
730 Bayfront Pkwy
Suite 4B
Pensacola, FL 32501
850-438-4400

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Hunter Walker

From: Sheila Harris
Sent: Tuesday, April 03, 2012 3:52 PM
To: Hunter Walker
Cc: Chris Verlinde; Kathy Jordan
Subject: FW: Florida Artificial Reefs: FWC Call for Grant Applications FY 12-13
Attachments: Artificial_Reef_call_for_apps_2012-13.pdf; March122009Letter.pdf
Hunter,

For next week's agenda, can you add approval of a FY 12/13 artificial reef application? It is my understanding that the application will be very similar to that submitted in the last cycle. Chris has asked if the application can be approved during Monday's committee meeting in order to meet grant deadlines. She will provide the application signature page by Monday and will also need a letter from you (see attached example for reference).

From Chris Verlinde:

"As advised by the SRC MAC, the county will resubmit an artificial reef application in the total amount of \$40,000 to the FL. Fish and Wildlife Conservation commission to construct an artificial reef in the nearshore reef area south of Pensacola Pass. Escambia and Santa Rosa counties will each contribute \$5,000.00 as match for a total of \$40,000 for this project."

Please let Chris know if you need additional information to add this to the agenda.

Sheila

From: Mille, Keith [mailto:keith.mille@MyFWC.com]
Sent: Tuesday, February 14, 2012 4:01 PM
To: Mille, Keith
Subject: Florida Artificial Reefs: FWC Call for Grant Applications FY 12-13

Hello Artificial Reef colleagues,

We are pleased to announce the FWC call for artificial reef grant applications for fiscal year 2012-13. Please see the attached .pdf file containing the grant application forms.

The forms are an Adobe .pdf document with text fields that can be typed and printed from your computer. For those of you with Adobe Writer, you will be able to save your text entries (for those with Adobe Reader your entries will not be saved, but you can still conveniently type and print your text entries from the form). Applications must be received no later than Friday April 20, 2012, by 5pm.

As always, we strongly encourage applicants to share a draft application proposal with us prior to final submittal. This would give us an opportunity to help identify any questions or missing items in the application.

Thanks again for your support of Florida's artificial reefs. If you have any questions, please let me know. Looking forward to working with all of you through 2012!

Keith Mille, Environmental Specialist III
Division of Marine Fisheries - Artificial Reef Program
Fish and Wildlife Conservation Commission
620 South Meridian Street, Box 4B2

4/4/2012



Santa Rosa County Board of County Commissioners

Sheila Harris, Special Projects/Grants Coordinator

6495 Caroline Street, Milton, FL. 32570-4978, Phone (850) 983-1848 / Fax (850) 983-1944

MEMORANDUM

TO: Hunter Walker
DATE: April 4, 2012
FROM: Sheila Harris
RE: Homeowner Agreements for Five Elevation Projects

As approved by the Board at the March 22, 2012 commission meeting, the county has entered into a grant agreement with the State of Florida Division of Emergency Management on behalf of five homeowners to elevate their homes in order to prevent repetitive flood occurrences. Attached are the agreements between the county and each homeowner for elevation of their homes.

In summary, the agreement describes the process and procedures by which the homeowner will arrange to have their home elevated, requirements regarding the homeowner's 10% match requirement and other program requirements.

Please let me know if you have any questions regarding this request.

SANTA ROSA COUNTY

DEPARTMENT OF HUMAN RESOURCES AND RISK MANAGEMENT

6495 CAROLINE STREET • SUITE I
MILTON, FLORIDA 32570-1592
(850) 983-1863
FAX (850) 983-1868

DEVANN COOK
DIRECTOR

MEMORANDUM

TO: Hunter Walker
FROM: DeVann Cook 
SUBJECT: Workers' Compensation Settlement
DATE: April 3, 2012

Marjorie Buntin Meek worked for the Clerk of Courts from 1989 until her disability retirement in 2000. She experienced a fall at work, in November 1993, and has been receiving regular workers' compensation medical treatment since that accident. She no longer resides in Florida, which complicates our ability to provide cost-effective medical care. She has recently retained a new attorney and is seeking additional compensation. A final hearing is scheduled for June 11, 2012.

Based on our projected legal expenses and future medical costs, I recommend we settle this claim for \$55,230.00. This settlement amount includes all future medical costs, attorney's fees and a Medicare Set-Aside.

DC/lh

Hunter Walker

From: Mandy Evers Events and Promotions [nwfevents@gmail.com]

Sent: Wednesday, April 04, 2012 10:47 AM

To: Hunter Walker

Subject: USAV Volleyball

Hunter,

Could you have the commissioners approve the following:

June 16, 2012

USAV Youth Volleyball Tournament

hosted by the USA Volleyball Gulf Coast Region

9AM-5PM

Set up 2-3 courts in sandy area next to The Pier

Expecting 40-60 2 person teams. Will be using all courts at Juana's and need to set up overflow courts at The Peir. This is their 3rd year hosting the event on Navarre Beach, and it has doubled in size each year.

As a side note, they used to have this tournament on Pensacola Beach, and as I mentioned, they moved it to Juana's 3 years ago. It has now become their largest regional tournament and it brings families from all over the Gulf Coast (MS, LA, GA, AL) to Navarre Beach.

Thanks,

Mandy

Hunter Walker

From: Mandy Evers Events and Promotions [nwfevents@gmail.com]

Sent: Wednesday, April 04, 2012 11:06 AM

To: Hunter Walker

Subject: 5K/10K approval

Hunter,

Could you please have the county commissioners approve the following event.

September 22, 2012

Relay for Life 5K/10K

8AM start

Will be set up in Eastern-most Gulf Side Parking lot of county park from 5AM-8:30AM.

5K route same as Sunset Stampede (start in county park, go up Gulf Blvd, Turn onto Arkansas, go to end of Arkansas and turn around, return on bike path, finish in boat parking area

10K route starts in county park, continues up gulf blvd., turns onto arkansas, turns onto white sands, Turn onto Ohio, return on bike path, end in boat parking area.

Will be set up in Boat Parking area with Finish line and water from 7:30AM-11AM

After party at Juana's

Proceeds benefit Navarre Relay for Life.

Please let me know if you have questions.

Thanks,

Mandy

No support documentation for this agenda item.

ORDINANCE NO. 2012 - _____

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, AMENDING ORDINANCE 2007-16; PROVIDING FOR THE ADDITION OF PROVISIONS THAT ENTITY APPLICANTS BE AUTHORIZED TO DO BUSINESS IN FLORIDA AND THAT ALL APPLICABLE TAXES ON THE REQUESTED SITE(S) BE PAID CURRENT AS OF DATE OF APPLICATION; PROVIDING FOR CODIFICATION; AND, PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA:

SECTION 1. Santa Rosa County Ordinance 2007-16 Section 5(A) is amended as follows: (Language added is printed in type which is **bold underline** type, and language deleted is printed in ~~struck-through~~ type.).

SECTION 5. PERMITTING PROCEDURES FOR CONSTRUCTION AND DEMOLITION OR LAND CLEARING DEBRIS SOLID WASTE DISPOSAL FACILITIES.

A. Permitting Procedures for C&D or Land Clearing Debris:

5. All new permit applicants and renewal applicants, if not individuals, must demonstrate that they are authorized to do business in Florida and are in good standing with the Florida Department of State.

6. All new permit applicants and renewal applicants must demonstrate that all applicable taxes on the requested site(s) are paid current as of the date of the application.

SECTION 2. CODIFICATION. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word “ordinance” may be changed to “section”, “article”, or any other appropriate word.

SECTION 3. EFFECTIVE DATE. A copy of this Ordinance shall be filed in the office of the Secretary of State within ten (10) days of enactment and shall take effect upon said filing.

PASSED AND ADOPTED by a vote of ___ yeas and ___ nays and ___ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the ___ day of _____, 2012.

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

By: _____
Chairman

ATTEST:

Clerk of Court

I, Mary M. Johnson, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and a copy deposited in the Postal Department of the United States of America for delivery by registered mail to the Secretary of the State of Florida, on this _____ day of _____, 2012.

Mary M. Johnson

ORDINANCE NO. 2012 - ____

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, AMENDING ORDINANCE 90-59; PROVIDING FOR THE ADDITION OF PROVISIONS PROHIBITING THE STORAGE AND DISPOSAL OF COAL COMBUSTION RESIDUALS; PROVIDING FOR CODIFICATION; AND, PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA:

SECTION 1. Santa Rosa County Ordinance 90-59, Santa Rosa County Hazardous Wastes Management and Permitting Code, is amended as follows: (Language added is printed in type which is **bold underline** type, and language deleted is printed in ~~struck-through~~ type.).

SECTION XX. COAL COMBUSTION RESIDUALS.

Unless otherwise authorized by Ordinance, no person shall store or dispose of coal combustion residuals within the geographic boundaries of Santa Rosa County. “Coal Combustion Residuals” shall be defined to mean residues from the combustion of coal, often referred to as “coal ash,” “fly ash,” “bottom ash,” and “coal waste.”

SECTION XX XXI. SEVERABILITY

SECTION XXI XXII. LIBERAL CONSTRUCTION

SECTION XXH XXIII. FILING

SECTION 2. CODIFICATION. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word “ordinance” may be changed to “section”, “article”, or any other appropriate word.

SECTION 3. EFFECTIVE DATE. A copy of this Ordinance shall be filed in the office of the Secretary of State within ten (10) days of enactment and shall take effect upon said filing.

PASSED AND ADOPTED by a vote of ___ yeas and ___ nays and ___ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the ___ day of _____, 2012.

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

By: _____
Chairman

ATTEST:

Clerk of Court

I, Mary M. Johnson, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and a copy deposited in the Postal Department of the United States of America for delivery by registered mail to the Secretary of the State of Florida, on this _____ day of _____, 2012.

Mary M. Johnson

ORDINANCE NO. 2012 - _____

**AN ORDINANCE RELATING TO SANTA ROSA COUNTY, FLORIDA;
AMENDING ORDINANCE 2006-38 AS AMENDED, SECTION 3;
PROVIDING FOR DEMONSTRATION OF STATE CONTINUING
EDUCATION REQUIREMENTS; PROVIDING FOR CODIFICATION;
AND PROVIDING FOR AN EFFECTIVE DATE.**

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY
COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA:**

SECTION 1. Section 3 of Ordinance 2006-38 is amended to read as follows: (Language added is printed in type which is **bold underline** type, and language deleted is printed in ~~struck through~~-type.)

SECTION 3. EXAMINATION AND LICENSING REQUIREMENTS.

If the Active or Inactive Certificate of Competency card is not renewed biennially or is not renewed within three (3) months from the due date, the holder shall be required to pay a fee equal to twice the normal rate renewal fee. If the Active or Inactive Certificate of Competency card is not renewed within one (1) year from due date, the contractor will be required to **1)** take the required examination; or **2)** furnish written proof to the Board of active contracting; **or 3)** **demonstrate compliance with all State requirements for continuing education.** Each certificate will expire on October 1st biennially.

SECTION 2. CODIFICATION. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section", "article", or any other appropriate word.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect upon filing of a certified copy of this Ordinance with the Department of State within ten (10) days after enactment.

PASSED AND ADOPTED by a vote of ___ yeas and ___ nays and ___ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the ___ day of _____, 2012.

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

ATTEST:

By: _____
Chairman

Clerk of Court

I, Mary M. Johnson, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and a copy deposited in the Postal Department of the United States of America for delivery by registered mail to the Secretary of the State of Florida, on this _____ day of _____, 2012.

Mary M. Johnson, Clerk of Court



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



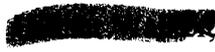
JIM WILLIAMSON, District 1
ROBERT A. "BOB" COLE, District 2
W. D. "DON" SALTER, District 3
JIM MELVIN, District 4
R. LANE LYNCHARD, District 5

HUNTER WALKER, County Administrator
ANGELA J. JONES, County Attorney
JOEL D. HANIFORD, OMB Director

MEMORANDUM

TO: Board of County Commissioners

FROM: Angie Jones 

CC: , Rhonda Royals

DATE: April 4, 2012

RE: Public Hearing on Amendment to Ordinance 2006-38

You are asked to consider amending the ordinance relating to examination and licensing requirements for contractors. Currently, a contractor who seeks to renew his/her expired competency card must either re-take the required examination or furnish proof of active contracting. The proposed amendment adds a third avenue to renewal, namely demonstration of completion of the State's continuing education requirements (14 hours annually).

Ms. Royals informs me that our requirements pre-date the State's implementation of continuing education standards and that she anticipates, with building industry rebound, that more contractors will apply for renewal of expired credentials. She believes that the goal of our ordinance has always been to insure that contractors keep current of any code changes. Completion of the State's requirements would demonstrate knowledge of these changes.

Okaloosa County's ordinance is very similar to our original ordinance. The Escambia ordinance allows the applicant an opportunity for waiver of the re-test/active contracting requirement. Our ordinance does not allow for such waiver. Also, in both Okaloosa and Escambia, contractors have two years to renew expired cards without the re-test/active contracting requirement; in Santa Rosa, contractors have only a one-year window.



SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary
Engineers Report
April 9, 2012

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 April 12, 2012 at 9:00 a.m. in Milton, Florida.

1. Discussion of Task Order 1 to SCS Engineers in the amount of \$49,359.00 for renewal of the Central Landfill Operational Permit. (Attachment A)
2. Discussion of Local Agency Program Agreement and Resolution with FDOT for the Jay Elementary School Sidewalk project. (Attachment B)
3. Discussion of contract modification to the Harrison Avenue HMGP project in the amount of \$289,657.88 to Brown Construction. (Attachment C)
4. Discussion of contract modification to the Ganges/Madura HMGP project in the amount of \$11,985.60 to Aero Training and Rental. (Attachment D)
5. Recommend approval of Construction Plans for Duncan Ridge Subdivision, a 75 lot subdivision a portion of Sections, 16 & 17, Township 2 South, Range 26 West, Santa Rosa County, Florida. (Working District 5)

Location: East on High School Boulevard from Highway 87 South, property located on the South side of High School Boulevard.



SANTA ROSA COUNTY ENGINEERING
ENVIRONMENTAL DEPARTMENT

6065 Old Bagdad Highway
Milton, FL 32583
www.co.santa-rosa.fl.us

Roger A. Blaylock, P.E.
County Engineer

Jerrel Anderson, P.E.
Environmental Manager

Memo

To: Hunter Walker, County Administrator
From: Jerrel Anderson, P. E., Environmental Manager *JA*
Thru: Roger Blaylock, P.E., County Engineer *Roger*
Date: March 29, 2012
Re: Task Order Number 1, SCS Engineers Professional Services Contract

Background: The operational permit, which is issued through the Florida Department of Environmental Protection, details the criteria which must be maintained for regulatory compliance. The permit is issued on a five year basis, and will expire in December, 2012.

Situation: The operational permit for Central landfill is very extensive and details virtually every phase of operations. While some aspects of the renewal process will be completed by County staff, some portions of the permits are highly specialized and require the expertise of a specialized engineering firm. A scope of work for specific portions of the renewal process has been developed and subsequently negated with SCS Engineers. SCS Engineers is one of three Engineering firms which comprise our professional services contract.

Request: Award Task Order 1 to SCS Engineers in the amount of \$49,359, for engineering assistance for renewal of the Central Landfill Operational Permit.

JA/vb

**CLASS 1 - CENTRAL LANDFILL
TASK ORDER 12-02**

**Operations Permit Renewal
Central Landfill
Santa Rosa County, Florida**

TO INCLUDE

Preparation of a Florida Department of Environmental Protection (FDEP) Operations Permit Renewal Application for the Santa Rosa County Central Landfill

THIS AMENDED TASK ORDER IS ISSUED PURSUANT TO THE STANDARD MASTER AGREEMENT FOR PROFESSIONAL SERVICES DATED AUGUST 8, 2011 (AGREEMENT), BETWEEN THE SANTA ROSA COUNTY BOARD OF COUNTY COMMISSIONERS AND SCS ENGINEERING, INC. WHICH IS INCORPORATED HEREIN BY THIS REFERENCE, WITH RESPECT TO CLASS I CENTRAL LANDFILL.

SCOPE OF SERVICES

In accordance with the regulations and the existing permit to operate Santa Rosa must submit documentation to renew the permit that allows the County to operate the Central Landfill. SCS, in conjunction with the County on identified portions as identified within, will prepare the application and support documentation. SCS will provide the following Scope of Services to the County to assist the solid waste staff to compile and submit the necessary documentation to FDEP to renew the Operation Permit application for the County's Landfill. The requirements for the renewal are stipulated in Chapter 62-701, FAC and specifically outlined in the permit application. SCS anticipates some of the information and data previously submitted in support of the existing Operation Permit can be reused and updated to include in the Operation Permit renewal application. SCS assumes that all permit application and construction documents will be made available to SCS in an electronic format, if available.

- The original Operation Permit application submitted by the County to FDEP including all figures, tables and attachments.
- The most recent Engineering Report and supplementary information including all figures, tables and attachments.
- The latest Operation Permit renewal application and any addendums including all figures, tables and attachments.
- The most recent Operation Plan including all figures, tables and attachments.

- The most recent Closure Plan including all figures, tables and attachments.
- The most recent Site Drawings including Fill Sequence Plans.

Task 1 - Review the Existing FDEP Permit and Documents

SCS will review FDEP Operation Permit for the Central Landfill and the documents from previous submittals by the County as requested by SCS listed above. The purpose of the review will be to determine which portions of the prior submittals are still valid and will not be required by FDEP to be resubmitted with the Operation Permit renewal application. Facility information that has been previously submitted to FDEP, which is confirmed by SCS to still be valid, will not need to be resubmitted.

Task 2 - Prepare Operation Permit Renewal Application

FDEP Form 62-701.900(1) provides the instructions and forms necessary to construct, operate, modify or close a solid waste management facility. For a renewal of the Operation Permit application, Parts A through S must be completed and submitted to FDEP. The information included in these parts will be submitted by SCS/County at the time of the application submittal to FDEP. However, facility information previously submitted to FDEP to support the expiring Operation Permit, which is confirmed by SCS to still be valid, will not need to be resubmitted. Portions of the application not resubmitted will be marked “no substantial change” on the application form by SCS. The following description describes how each section of the application will be addressed by SCS.

1. Part A - General Information

The County will complete Part A - Items 1 through 17 using new and updated information which reflect current conditions, new information developed by the County, and other documents as appropriate. SCS will prepare Items 12, 14, and 17 using current population estimates and solid waste generation factors from available planning data and/or from information available from the County.

2. Part B - Disposal Facility General Information

The County will complete Part B - Items 1 through 27 using new and updated information which reflect current conditions, new information developed by the County and other documents as appropriate.

3. Part C - Prohibitions (62-701.300, FAC)

The County will complete Part C - Items 1 through 10 using new and updated information which reflect current conditions, new information developed by the County and other documents as appropriate.

4. Part D - Solid Waste Management Facility Permit Requirements, General (62-701.320, FAC)

The County will complete Part D - Items 1 through 15 using new and updated information which reflect current conditions, new information developed by the County and other documents as appropriate. Either SCS or the County will prepare the following items as designated below.

- Item 1. The County and SCS will confirm the renewal application forms are complete, numbers of copies required are provided and supporting data and reports are included (62-701.320(5)(a), FAC).
- Item 2. SCS will provide the engineering certification (62-701.320(6), FAC).
- Item 3. The County will prepare a transmittal letter to FDEP (62-701.320(7)(a), FAC).
- Item 4. The County and SCS will review to confirm that the application form is complete, dated and signed by the County (62-701.320(7)(b), FAC).
- Item 5. The County will provide the permit fee(s) required for the Operation Permit renewal application (62-701.320(7)(c), FAC).
- Item 6. SCS will compile the Engineering Report (62-701.320(7)(d), FAC) with input from the County.
- Item 7. The County will update the Operation Plan (62-701.320(7)(e)1, FAC) with input from SCS.
- Item 8. The County will update the Contingency Plan (62-701.320(7)(e)2, FAC) with input from SCS.
- Item 9. SCS anticipates creating an update of the site plan and utilizing the previous regional map and vicinity map. The cost for an aerial with the relevant surface features noted within 1,000 feet of the facility will be provided by the County and the cost of such is not included in this proposal. It is anticipated that the boundary survey will be from the previous submittal. (62-701.320(7)(f), FAC).
 - Sheet 1 - Cover Sheet
 - Sheet 2 - Site Plan created as noted above showing the proposed next phase of the Class 1 disposal footprint appropriately labeled.
 - Sheet 3 - Final Buildout Plan from previous submittal

- Sheet 4 - Fill Sequence Plan from previous submittal
- Sheets 5 - Cross-Sections from previous submittal
- Sheets 6 - Details
- Electronic files of the permitted or record drawings are requested from the County to aid in the preparation of the referenced documents.

All of the previously approved permitted design elements will remain the same for the Operation Permit renewal submittal. These design elements take into account the sideslopes, the final buildout elevation expressed in NGVD (National Geodetic Vertical Datum) including the final cover, leachate collection and removal system, air collection piping system, liner anchor trenching, stormwater management, etc.

- Item 10. The County will provide SCS proof of ownership for submittal with the permit application (62-701.320(7)(g), FAC).
 - Item 11. The County will provide SCS achievement of recycling goals narrative for submittal with the renewal permit application (62-701.320(7)(h), FAC).
 - Item 12. The County will provide SCS enforcement actions for submittal with the renewal permit application (62-701.320(7)(i), FAC). If no enforcement actions have been identified by the County, the County will provide confirmation to the fact within the submittal of the renewal application.
 - Item 13. The County will provide SCS proof of publication of the renewal permit application as advertised by the County if required (62-701.320(8), FAC).
 - Item 14. The County will update airport safety for submittal with the renewal permit application (62-701.320(13), FAC).
 - Item 15. The County will provide SCS copies of the current personnel certifications of the operators for the Central Landfill for submittal with the renewal permit application (62-701.320(15), FAC).
5. Part E - Landfill Permit Requirements (62-701.330, FAC)

SCS will complete Part E - Items 1 through 6 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated

information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate. Either SCS or the County will prepare the following items as designated below.

- Item 1. The County will update the Vicinity Map showing airport locations supplied in the previous Operation Permit renewal application. SCS assumes the previously submitted map may be updated and resubmitted to meet the requirements of FDEP. If additional information is required by FDEP beyond updating the drawing, the County will be notified and an additional scope will be created at that time (62-701.330(3)(a), FAC).
- Item 2. The County will use the updated site map to review the dimensions and locations of proposed and existing water quality monitoring wells. The proposed horizontal expansion of the Class 1 disposal area footprint will be shown. Cross-sections associated with the previous submittal will be used again. Previously filled areas will be shown. The fence line will be shown on the drawing based on the existing conditions reflected in the previous submittal of the permit renewal. SCS assumes these may be resubmitted to meet the requirements of FDEP. If additional information is required by FDEP beyond updating the drawings, The County will be notified and an additional scope will be created at that time (62-701.330(3)(b), FAC).
- Item 3. SCS will update the topographic map (provided by the County from the aerial flight conducted in 2010) demonstrating the proposed fill areas, borrow areas, access roads, drainage features, cross sections of lifts, fencing, and equipment facilities. This will show the proposed next phase of disposal location (62-701.330(3)(c), FAC).
- Item 4. SCS will update the report on landfill describing the site life estimates based on the new Site Plan. SCS will provide a narrative explaining the methodology used to prepare the life of site estimate and will address population projections, solid waste quantity estimates, and cover soil usage. The updates will be based on information provided to SCS by the County regarding waste generation by waste types and recycling from the FDEP Recycling and Education Grant Application filed by the County (62-701.330(3)(d), FAC).
- Item 5. The County will provide SCS with any additional information regarding evidence of an approved laboratory which SCS currently does not have in-house in the form of copies of the current certifications for submittal with the renewal permit application (62-701.330(3)(g), FAC).

Item 6 The County will provide SCS demonstration of financial responsibility for submittal with the permit renewal application (62-701.330(3)(h), FAC).

6. Part F - General Criteria for Landfills (62-701.340, FAC)

SCS will complete Part F - Items 1 and 2 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate.

Item 1. SCS will review the Flood Insurance Rate Map (FIRM) and update the 100-year Floodplain on the Federal Emergency Management Agency (FEMA) Flood Map. Correspondence with the County indicated that no change is anticipated and the Operation Permit renewal application will be identified as such (62-701.340(3)(b), FAC).

Item 2. The County and SCS will review the minimum horizontal separation of the limits of waste to the property line as submitted in the latest Operation Permit renewal application. (62-701.340(3)(c), FAC).

7. Part G - Landfill Construction Requirements (62-701.400, FAC)

SCS will submit this section of the application referencing information and data from prior applications, information furnished by the County and other documents as appropriate. This section of the application is not applicable to the Operation Permit renewal application.

8. Part H - Hydrogeological Investigation Requirements (62-701.410(1), FAC)

The County will provide this section of the application referencing information and data from prior applications and any appropriate new information. SCS will incorporate this section in the permit application as required.

9. Part I - Geotechnical Investigation Requirements (62-701.410(2), FAC)

The County will provide this section of the application referencing information and data from prior applications, information furnished by the County and other documents as appropriate. This section of the application is not applicable to the modified Operation Permit renewal application.

10. Part J - Vertical Expansion of Landfill (62-701.430, FAC)

This section of the application is not applicable to the permit renewal application.

11. Part K - Landfill Operation Requirements (62-701.500, FAC)

The County will provide the information to complete Part K - Items 1 through 13 using new and updated information, which reflect current conditions, new information developed by the County and other documents as appropriate. SCS will incorporate the data into the application as required. The following items will be considered:

Item 1. The County will provide SCS with the current trained operator certifications for inclusion in the permit application (62-701.500(1), FAC).

Items 2 through 12 - SCS will review with the County their updates to the Landfill Operation Plan based on discussions with the County to determine if changes to the current Plan are required either because of changes to planned operational practices or changes to the Rule. The updated Plan will address operating record procedures, waste records, access control, load checking, waste spreading/compacting, Operation and Maintenance (O&M) procedures for leachate, landfill gas, stormwater management systems, equipment and operation features, inclement weather access, and record keeping.

Item 13. The County will provide SCS with the locations of operational records for inclusion in the permit application (62-701.500(13), FAC).

12. Part L - Water Quality and Leachate Monitoring Requirements (62-701.510, FAC)

The County will provide the Part L using information including new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate.

13. Part M - Special Waste Handling Requirements (62-701.520, FAC)
The County will provide the information, if needed, to complete Part M - Items 1 through 5. New and updated information may be incorporated, if needed, based on the furnished data from the County to reflect current conditions, new information developed by SCS and other documents as appropriate. SCS will use the County's procedures for managing motor vehicles; landfilling shredded waste; procedures for asbestos waste disposal; procedures for disposal or management of contaminated soil, and biological waste.

14. Part N - Gas Management System Requirements (62-701.530, FAC)

SCS will complete Part N - Items 1 through 4 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate.

15. Part O - Landfill Final Closure Requirements (62-701.600, FAC)

SCS will complete Part O - Items 1 through 7 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate. In addition, SCS will update the narrative as required based on the modified Site Plan prepared under Part D - Solid Waste Management Facility Permit Requirements, General.

16. Part P - Other Closure Procedures (62-701.610, FAC)

SCS will complete Part P - Items 1 and 2 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate. In addition, SCS will update the narrative as required based on the modified Site Plan prepared under Part D - Solid Waste Management Facility Permit Requirements, General.

17. Part Q - Long Term Care Requirements (62-701.620, FAC)

SCS will complete Part Q - Items 1 through 5 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate.

18. Part R - Financial Responsibility Requirements (62-701.630, FAC)

SCS will complete Part R - Items 1 through 4 using information requested by SCS listed above under the SCOPE OF SERVICES Section, new and updated information furnished by the County to reflect current conditions, new information developed by SCS and other documents as appropriate.

Item 1. SCS will provide cost estimates for closing, long-term care and corrective action costs for a third party performing the work, on a per unit basis, with the source of estimates indicated based on the modified Site Plan (62-701.630(3) and (7), FAC).

Item 2. SCS will describe procedures for providing annual cost adjustment to the Department based on inflation and changes in the closing, long-term care and corrective action plans (62-701.630(4) and (8), FAC).

Item 3. SCS will describe funding mechanisms for providing proof of financial assurance (62-701.630(5), (6) and (9), FAC).

Item 4. If appropriate, SCS will work with the County to provide the appropriate forms for delaying submitting proof of financial assurance (62-701.630(2)(c), FAC.

19. Part S - Certification by Applicant and Engineer or Public Officer

SCS will conduct on an internal review of the permit application by the certifying engineer and will complete Part S of the application form and execute Item 2 as the Professional Engineer Registered in Florida. The County will execute Item 1 as the Applicant.

Task 3 - Site Visit

SCS will conduct a site visit to verify and reaffirm the information on the Plot Plan, Vicinity Map and aerial photograph are still valid and may be resubmitted in the permit application with a statement confirming the information is still valid. At the time of the site visit, SCS will have a draft of the Operation Permit renewal application completed. SCS will meet with the County to review the application and receive County comments. SCS will incorporate the County's comments and finalize the application. SCS and the County will submit four copies to FDEP and two copies to the County.

**Task 4 - Respond to Request for Additional Information
Number One**

SCS will respond to a request for information (RAI) from FDEP. Should any unanticipated issues arise from FDEP's review of the application submittal not specifically mentioned in this Scope of Services, SCS will provide the County with a separate Scope of Services and fee estimate for responding to such issues.

**Task 5 - Respond to Request for Additional Information
Number Two**

SCS will respond to a second RAI from FDEP if needed. If a second response to FDEP is not required by SCS the County will not be billed for this Task of the project.

BUDGET

SCS will complete the Scope of Services described above for Tasks 1 through 5 for a Lump Sum fee of \$49,359. However, if Task 5 is not required by SCS the County will not be billed for this Task of the project.

SCHEDULE

During the preparation of the submittal communication via telephone will be used to clarify questions from each party. A final draft will be prepared for County review prior to August 15, 2012.

Upon issuance of this task order, SCS will initiate the tasks to provide for the development of the application to meet the FEDP submittal requirement of October 21, 2012.

FEE (Tasks 1 through 5 for a Lump Sum fee of \$49,359. Task 5 will not be billed if not required.)	\$49,359
PERIOD OF SERVICE	
AUTHORIZATION TO PROCEED	
TERMINATION OF TASK ORDER	
AUTHORIZED REPRESENTATIVES	
For Santa Rosa County	For SCS Engineers
Signature	Signature <i>C. Ed Hilton Jr</i>
Printed Name:	Printed Name: C. Ed Hilton, Jr. P.E.
Address: 6495 Carolina St., Suite M, Milton, FL 32570	Address: 4041 Park Oaks Blvd, Suite 100 Tampa, FL 33610
Telephone: 850.983.1877	Telephone: 813.621.0080
ATTEST:	

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

FPN: 429868-1-58-01	Fund: SR2E	FLAIR Approp: _____
Federal No: SRTS-188-A	Org Code: _____	FLAIR Obj: _____
FPN: _____	Fund: SR2S	FLAIR Approp: _____
Federal No: _____	Org Code: _____	FLAIR Obj: _____
FPN: _____	Fund: _____	FLAIR Approp: _____
Federal No: _____	Org Code: _____	FLAIR Obj: _____
FPN: _____	Fund: _____	FLAIR Approp: _____
Federal No: _____	Org Code: _____	FLAIR Obj: _____
County No: (58) Santa Rosa	Contract No: _____	Vendor No: VF596000842010

Data Universal Number System (DUNS) No: 80-939-7102
Catalog of Federal Domestic Assistance (CFDA): 20.205 Highway Planning and Construction

THIS AGREEMENT, made and entered into this _____ day of _____, _____ by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter called the Department, and Santa Rosa B.O.C.C., hereinafter called the Agency.

WITNESSETH:

WHEREAS, the Agency has the authority to enter into this Agreement and to undertake the project hereinafter described, and the Department has been granted the authority to function adequately in all areas of appropriate jurisdiction including the implementation of an integrated and balanced transportation system and is authorized under Section 339.12, Florida Statutes, to enter into this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

1.00 Purpose of Agreement: The purpose of this Agreement is to provide for the Department's participation in the construction of sidewalks for Jay Elementary School and as further described in Exhibit "A" attached hereto and by this reference made a part hereof, hereinafter called the "project," and to provide Department financial assistance to the Agency and state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the project will be undertaken and completed.

1.01 Attachments: Exhibit(s) A, B, C & 1 are attached and made a part hereof.

2.01 General Requirements: The Agency shall complete the project as described in Exhibit "A" with all practical dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions herein, and all applicable laws. The project will be performed in accordance with all applicable Department procedures, guidelines, manuals, standards, and directives as described in the Department's Local Agency Program Manual, which by this reference is made a part hereof as if fully set forth herein. Time is of the essence as to each and every obligation under this Agreement.

A full time employee of the Agency, qualified to ensure that the work being pursued is complete, accurate, and consistent with the terms, conditions, and specifications of this Agreement shall be in charge of each project.

Inactivity and Removal of Any Unbilled Funds

Once the Department issues a Notice to Proceed (NTP) for the Project, the Agency shall be obligated to submit an invoice or other request for reimbursement to the Department for all work completed for the Project no less frequently than on a quarterly basis, beginning from the day the NTP is issued. If the Agency fails to submit quarterly (or more frequently than quarterly) invoices to the Department as required herein and in the event said failure to timely submit invoices to the Department results in FHWA removing any unbilled funding or in the loss of State appropriation authority (which may include the loss of state and Federal funds, if there are state funds programmed to the Project), then the Agency will be solely responsible to provide all funds necessary to complete the Project and the Department will not be obligated to provide any additional funding for the Project. The Agency waives the right to contest such removal of funds by the Department, if the removal is related to FHWA's withdrawal of funds or if the removal is related to the loss of State

appropriation authority. In addition to the loss of funding for the Project, the Department will also consider the de-certification of the Agency for future LAP projects.

Removal of All Funds

If all funds are removed from the project, including amounts previously billed to the Department and reimbursed to the Agency, and the project is off the state highway system, then the department will have to request repayment for the previously billed amounts from the Local Agency. No state funds can be used on off-system projects.

2.02 Expiration of Agreement: The Agency agrees to complete the project on or before December 31, 2013. If the Agency does not complete the project within this time period, this Agreement will expire on the last day of the scheduled completion as provided in this paragraph unless an extension of the time period is requested by the Agency and granted in writing by the Department prior to the expiration of this Agreement. Expiration of this Agreement will be considered termination of the project. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.

2.03 Pursuant to Federal, State, and Local Laws: In the event that any election, referendum, approval, permit, notice or other proceeding or authorization is requisite under applicable law to enable the Agency to enter into this Agreement or to undertake the project hereunder or to observe, assume or carry out any of the provisions of the Agreement, the Agency will initiate and consummate, as provided by law, all actions necessary with respect to any such matters so requisite.

2.04 Agency Funds: The Agency shall initiate and prosecute to completion all proceedings necessary, including federal-aid requirements, to enable the Agency to provide the necessary funds for completion of the project.

2.05 Submission of Proceedings, Contracts, and Other Documents: The Agency shall submit to the Department such data, reports, records, contracts, and other documents relating to the project as the Department and the Federal Highway Administration (FHWA) may require. The Agency shall use the Department's Local Agency Program Information Tool and applicable information systems as required.

3.00 Project Cost:

3.01 Total Cost: The total cost of the project is \$ 254,979. This amount is based upon the schedule of funding in Exhibit "B." The Agency agrees to bear all expenses in excess of the total cost of the project and any deficits involved. The schedule of funding may be modified by mutual agreement as provided for in paragraph 4.00.

3.02 Department Participation: The Department agrees to participate in the project cost to the extent provided in Exhibit "B." This amount includes federal-aid funds which are limited to the actual amount of federal-aid participation.

3.03 Limits on Department Funds: Project costs eligible for Department participation will be allowed only from the date of this Agreement. It is understood that Department participation in eligible project costs is subject to:

- a) Legislative approval of the Department's appropriation request in the work program year that the project is scheduled to be committed;
- b) Availability of funds as stated in paragraphs 3.04 and 3.05 of this Agreement;
- c) Approval of all plans, specifications, contracts or other obligating documents and all other terms of this Agreement; and
- d) Department approval of the project scope and budget at the time appropriation authority becomes available.

3.04 Appropriation of Funds: The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. If the Department's funding for this project is in multiple fiscal years, funds approval from the Department's Comptroller must be received each fiscal year prior to costs being incurred. See Exhibit "B" for funding levels by fiscal year. Project costs utilizing these fiscal year funds are not eligible for reimbursement if incurred prior to funds approval being received. The Department will notify the Agency, in writing, when funds are available.

3.05 Multi-Year Commitment: In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

"(a) The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years, and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."

3.06 Notice-to-Proceed: No cost may be incurred under this Agreement until the Agency has received a written Notice-to-Proceed (NTP) from the Department. The Agency agrees to advertise or put the project out to bid thirty (30) days from the date the Department issues the NTP to advertise the project. If the Agency is not able to meet the scheduled advertisement, the District LAP Administrator should be notified as soon as possible.

3.07 Limits on Federal Participation: Federal-aid funds shall not participate in any cost which is not incurred in conformity with applicable Federal and State laws, the regulations in 23 Code of Federal Regulations (C.F.R.) and 49 C.F.R., and policies and procedures prescribed by the Division Administrator of FHWA. Federal funds shall not be paid on account of any cost incurred prior to authorization by the FHWA to the Department to proceed with the project or part thereof involving such cost (23 C.F.R. 1.9 (a)). If FHWA or the Department determines that any amount claimed is not eligible, federal participation may be approved in the amount determined to be adequately supported and the Department shall notify the Agency in writing citing the reasons why items and amounts are not eligible for federal participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, Federal funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA or the Department may deny participation in parcel or project costs in part or in total.

For any amounts determined to be ineligible for federal reimbursement for which the Department has advanced payment, the Agency shall promptly reimburse the Department for all such amounts within 90 days of written notice.

4.00 Project Estimate and Disbursement Schedule: Prior to the execution of this Agreement, a project schedule of funding shall be prepared by the Agency and approved by the Department. The Agency shall maintain said schedule of funding, carry out the project, and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved schedule of funding for the project. The schedule of funding may be revised by mutual written agreement between the Department and the Agency. If revised, a copy of the revision should be forwarded to the Department's Comptroller and to the Department's Federal-aid Program Office. No increase or decrease shall be effective unless it complies with fund participation requirements of this Agreement and is approved by the Department's Comptroller.

5.00 Records:

5.01 Establishment and Maintenance of Accounting Records: Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for 5 years after the final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Agency's general accounting records and the project records, together with supporting documents and records of the Agency and all subcontractors performing work on the project and all other records of the Agency and subcontractors considered necessary by the Department for a proper audit of costs. If any litigation, claim or audit is started before the expiration of the 5-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

5.02 Costs Incurred for Project: The Agency shall charge to the project account all eligible costs of the project except costs agreed to be borne by the Agency or its contractors and subcontractors. Costs in excess of the programmed

funding or attributable to actions which have not received the required approval of the Department shall not be considered eligible costs.

5.03 Documentation of Project Costs: All costs charged to the project, including any approved services contributed by the Agency or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges.

5.04 Audit Reports: Recipients of federal and state funds are to have audits done annually using the following criteria:

The administration of resources awarded by the Department to the Agency may be subject to audits and/or monitoring by the Department, as described in this section.

Monitoring: In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, Florida Statutes, as revised (see "Audits" below), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department staff to the Agency regarding such audit. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department's Office of Inspector General (OIG), and the Chief Financial Officer (CFO) or Auditor General.

Audits

Part I - Federally Funded: Recipients of federal funds (i.e., state, local government or non-profit organizations as defined in OMB Circular A-133, as revised) are to have audits done annually using the following criteria:

1. In the event that the recipient expends \$500,000 or more in federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. Exhibit "1" of this Agreement indicates federal resources awarded through the Department by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department. The determination of amounts of federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions OMB Circular A-133, as revised, will meet the requirements of this part.
2. In connection with the audit requirements addressed in Part I, paragraph 1 the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.
3. If the recipient expends less than \$500,000 in federal awards in its fiscal year, an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, is not required. However, if the recipient elects to have an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than federal entities).
4. Federal awards are to be identified using the Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, and name of the awarding federal agency.

Part II - State Funded: Recipients of state funds (i.e., a non-state entity as defined by Section 215.97(2) (l), Florida Statutes) are to have audits done annually using the following criteria:

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such recipient, the recipient must have a state single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes, applicable rules of the Executive Office of the Governor and the CFO, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. Exhibit "1" to this Agreement indicates state financial assistance awarded through the Department by this Agreement. In determining the state financial assistance expended in its

fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other non-state entities. State financial assistance does not include federal direct or pass-through awards and resources received by a non-state entity for federal program matching requirements.

2. In connection with the audit requirements addressed in Part II, paragraph 1, the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2) (d), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. However, if the recipient elects to have audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.

Part III - Other Audit Requirements: The recipient shall follow up and take corrective action on audit findings. Preparation of a Summary Schedule of Prior Year Audit Findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings.

Records related to unresolved audit findings, appeals or litigation shall be retained until the action is completed or the dispute is resolved. Access to project records and audit work papers shall be given to the Department, the Department of Financial Services, and the Auditor General. This section does not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

Part IV - Report Submission:

1. Copies of financial reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by Part I of this Agreement shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to each of the following:
 - a) The Department at each of the following address(es):

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607
 - b) The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised), at the following address:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132
 - c) Other federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.
2. In the event that a copy of the financial reporting package required by Part I of this Agreement and conducted in accordance with OMB Circular A-133, as revised, is not required to be submitted to the Department for reasons pursuant to Section .320 (e)(2), OMB Circular A-133, as revised, the recipient shall submit the required written notification pursuant to Section .320 (e)(2) and a copy of the recipient's audited Schedule of Expenditures of Federal Awards directly to each of the following:

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

In addition, pursuant to Section .320 (f), OMB Circular A-133, as revised, the recipient shall submit a copy of the financial reporting package described in Section .320 (c), OMB Circular A-133, as revised, and any Management Letters issued by the auditor, to the Department at each of the following addresses:

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

3. Copies of the financial reporting package required by Part II of this Agreement shall be submitted by or on behalf of the recipient directly to each of the following:

- a) The Department at each of the following address(es):

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

- b) The Auditor General's Office at the following address:

Auditor General's Office
Room 401, Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

4. Copies of reports or the Management Letter required by Part III of this Agreement shall be submitted by or on behalf of the recipient directly to:

- a) The Department at each of the following address(es):

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

5. Any reports, Management Letters, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted in a timely manner in accordance with OMB Circular A-133, as revised, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

6. Recipients, when submitting financial reporting packages to the Department for audits done in accordance with OMB Circular A-133, as revised, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the financial reporting package was delivered to the recipient in correspondence accompanying the financial reporting package.

Part V - Record Retention: The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least 5 years from the date the audit report is issued and shall allow the Department or its designee, the state CFO or Auditor General access to such records upon request. The recipient shall ensure that the independent audit documentation is made available to the Department, or its designee, the state CFO or Auditor General upon request for a period of at least 5 years from the date the audit report is issued, unless extended in writing by the Department.

5.05 Inspection: The Agency shall permit, and shall require its contractors to permit, the Department's authorized representatives and authorized agents of FHWA to inspect all work, workmanship, materials, payrolls, and records and to audit the books, records, and accounts pertaining to the financing and development of the project.

The Department reserves the right to unilaterally cancel this Agreement for refusal by the Agency or any contractor, sub-contractor or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement (Section 287.058(1)(c), Florida Statutes).

5.06 Uniform Relocation Assistance and Real Property Statistical Report: For any project requiring additional right-of-way, the Agency must submit to the Department an annual report of its real property acquisition and relocation assistance activities on the project. Activities shall be reported on a federal fiscal year basis, from October 1 through September 30. The report must be prepared using the format prescribed in 49 C.F.R. Part 24, Appendix B, and be submitted to the Department no later than October 15 of each year.

6.00 Requisitions and Payments: Requests for reimbursement for fees or other compensation for services or expenses incurred shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof (Section 287.058(1)(a), Florida Statutes).

All recipients of funds from this Agreement, including those contracted by the Agency, must submit bills for any travel expenses, when authorized by the terms of this Agreement, in accordance with Section 112.061, Florida Statutes, and Chapter 3-"Travel" of the Department's Disbursement Operations Manual, Topic 350-030-400 (Section 287.058(1)(b), Florida Statutes).

If, after project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the Agency owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department.

7.00 Department Obligations: Subject to other provisions hereof, the Department will honor requests for reimbursement to the Agency in amounts and at times deemed by the Department to be proper to ensure the carrying out of the project and payment of the eligible costs. However, notwithstanding any other provision of this Agreement, the Department may elect by notice in writing not to make a payment if:

7.01 Misrepresentation: The Agency shall have made misrepresentation of a material nature in its application, or any supplement thereto or amendment thereof or in or with respect to any document of data furnished therewith or pursuant hereto;

7.02 Litigation: There is then pending litigation with respect to the performance by the Agency of any of its duties or obligations which may jeopardize or adversely affect the project, the Agreement or payments to the project;

7.03 Approval by Department: The Agency shall have taken any action pertaining to the project which, under this Agreement, requires the approval of the Department or has made related expenditure or incurred related obligations without having been advised by the Department that same are approved;

7.04 Conflict of Interests: There has been any violation of the conflict of interest provisions contained here in paragraph 12.07.

7.05 Default: The Agency has been determined by the Department to be in default under any of the provisions of the Agreement.

7.06 Federal Participation: The Department may suspend or terminate payment for that portion of the project which the FHWA, or the Department acting in lieu of FHWA, may designate as ineligible for federal-aid.

7.07 Disallowed Costs: In determining the amount of the payment, the Department will exclude all projects costs incurred by the Agency prior to the effective date of this Agreement or the date of authorization, costs incurred after the

expiration of the Agreement, costs which are not provided for in the latest approved schedule of funding in Exhibit "B" for the project, costs agreed to be borne by the Agency or its contractors and subcontractors for not meeting the project commencement and final invoice time lines, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department.

7.08 Final Invoices: The Agency must submit the final invoice on the project to the Department within 120 days after the completion of the project. Invoices submitted after the 120-day time period may not be paid.

8.00 Termination or Suspension of Project:

8.01 Termination or Suspension Generally: The Department may, by written notice to the Agency, suspend any or all of its obligations under this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected or the Department may terminate this Agreement in whole or in part at any time the interest of the Department requires such termination.

(a) If the Department determines that the performance of the Agency is not satisfactory, the Department shall notify the Agency of the deficiency in writing with a requirement that the deficiency be corrected within thirty (30) days of such notice. Such notice shall provide reasonable specificity to the Agency of the deficiency that requires correction. If the deficiency is not corrected within such time period, the Department may either (1) immediately terminate the Agreement as set forth in paragraph 8.(b) below, or (2) take whatever action is deemed appropriate by the Department to correct the deficiency. In the event the Department chooses to take action and not terminate the Agreement, the Agency shall, upon demand, promptly reimburse the Department for any and all costs and expenses incurred by the Department in correcting the deficiency.

(b) If the Department terminates the Agreement, the Department shall notify the Agency of such termination in writing, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

(c) If the Agreement is terminated before the project is completed, the Agency shall be paid only for the percentage of the project satisfactorily performed for which costs can be substantiated. Such payment, however, shall not exceed the equivalent percentage of the contract price. All work in progress will become the property of the Department and will be turned over promptly by the Agency.

8.02 Action Subsequent to Notice-of-Termination or Suspension: Upon receipt of any final termination or suspension notice under this paragraph, the Agency shall proceed promptly to carry out the actions required therein which may include any or all of the following: (a) necessary action to terminate or suspend, as the case may be, project activities and contracts and such other action as may be required or desirable to keep to a minimum the costs upon the basis of which the financing is to be computed; (b) furnish a statement of the project activities and contracts and other undertakings the cost of which are otherwise includable as project costs. The termination or suspension shall be carried out in conformity with the latest schedule, plan, and cost as approved by the Department or upon the basis of terms and conditions imposed by the Department upon the failure of the Agency to furnish the schedule, plan, and estimate within a reasonable time. The closing out of federal financial participation in the project shall not constitute a waiver of any claim which the Department may otherwise have arising out of this Agreement.

9.00 Contracts of Agency:

9.01 Third Party Agreements: Except as otherwise authorized in writing by the Department, the Agency shall not execute any contract or obligate itself in any manner requiring the disbursement of Department funds, including consultant or construction contracts or amendments thereto, with any third party with respect to the project without the written approval of the Department. Failure to obtain such approval shall be sufficient cause for nonpayment by the Department. The Department specifically reserves unto itself the right to review the qualifications of any consultant or contractor and to approve or disapprove the employment of the same.

9.02 Compliance with Consultants' Competitive Negotiation Act: It is understood and agreed by the parties hereto that participation by the Department in a project with the Agency, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the Agency's complying in full with provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act. At the discretion of the Department, the Agency will

involve the Department in the consultant selection process for all projects. In all cases, the Agency's attorney shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act.

10.00 Disadvantaged Business Enterprise (DBE) Policy and Obligation: It is the policy of the Department that DBE's, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement.

The Agency and its contractors agree to ensure that DBE's have the opportunity to participate in the performance of this Agreement. In this regard, all recipients and contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBE's have the opportunity to compete for and perform contracts. The Agency and its contractors and subcontractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement. Furthermore, the Agency agrees that:

(a) Each financial assistance agreement signed with a US-DOT operating administration (or a primary recipient) must include the following assurance:

"The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 C.F.R. Part 26. The recipient shall take all necessary and reasonable steps under 49 C.F.R. Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 C.F.R. Part 26 and as approved by Department, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under 49 C.F.R. Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.)."

(b) Each contract signed with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

"The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate."

11.00 Compliance with Conditions and Laws: The Agency shall comply and require its contractors and subcontractors to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this project. Execution of this Agreement constitutes a certification that the Agency is in compliance with, and will require its contractors and subcontractors to comply with, all requirements imposed by applicable federal, state, and local laws and regulations, including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," in 49 C.F.R. Part 29, when applicable.

12.00 Restrictions, Prohibitions, Controls, and Labor Provisions:

12.01 Equal Employment Opportunity: In connection with the carrying out of any project, the Agency shall not discriminate against any employee or applicant for employment because of race, age, religion, color, sex, national origin, disability or marital status. The Agency will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, age, religion, color, gender, national origin, disability or marital status. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development of operation of the project, except contracts for the standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. When the project

involves installation, construction, demolition, removal, site improvement or similar work, the Agency shall post, in conspicuous places available to employees and applicants for employment for project work, notices to be provided by the Department setting forth the provisions of the nondiscrimination clause.

12.02 Title VI – Civil Rights Act of 1964: The Agency will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the Agency pursuant thereto.

The Agency shall include provisions in all contracts with third parties that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.

12.03 Americans with Disabilities Act of 1990 (ADA): The Agency will comply with all the requirements as imposed by the ADA, the regulations of the Federal government issued thereunder, and assurance by the Agency pursuant thereto.

12.04 Public Entity Crime: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

12.05 Discrimination: In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity.

12.06 Suspension, Revocation, Denial of Qualification or Determination of Contractor Non-Responsibility: An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the Agency.

12.07 Prohibited Interests: Neither the Agency nor any of its contractors or their subcontractors shall enter into any contract, subcontract or arrangement in connection with the project or any property included or planned to be included in the project in which any member, officer or employee of the Agency or the locality during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the Agency, the Agency, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the Agency or the locality relating to such contract, subcontract or arrangement.

The Agency shall insert in all contracts entered into in connection with the project or any property included or planned to be included in any project, and shall require its contractors to insert in each of their subcontracts, the following provision:

"No member, officer or employee of the Agency or of the locality during his tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this paragraph shall not be applicable to any agreement between the Agency and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency.

12.08 Interest of Members of, or Delegates to, Congress: No member or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

13.00 Miscellaneous Provisions:

13.01 Environmental Regulations: The Agency will be solely responsible for compliance with all the applicable environmental regulations, for any liability arising from non-compliance with these regulations, and will reimburse the Department for any loss incurred in connection therewith. The Agency will be responsible for securing any applicable permits.

13.02 Department Not Obligated to Third Parties: The Department shall not be obligated or liable hereunder to any individual or entity not a party to this Agreement.

13.03 When Rights and Remedies Not Waived: In no event shall the making by the Department of any payment to the Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Agency and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.

13.04 How Agreement Is Affected by Provisions Being Held Invalid: If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.

13.05 Bonus or Commission: By execution of the Agreement, the Agency represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.

13.06 State Law: Nothing in the Agreement shall require the Agency to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the Agency will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the Agency to the end that the Agency may proceed as soon as possible with the project.

13.07 Plans and Specifications: In the event that this Agreement involves constructing and equipping of facilities, the Agency shall submit to the Department for approval all appropriate plans and specifications covering the project. The Department will review all plans and specifications and will issue to the Agency a written approval with any approved portions of the project and comments or recommendations covering any remainder of the project deemed appropriate. After resolution of these comments and recommendations to the Department's satisfaction, the Department will issue to the Agency a written approval with said remainder of the project. Failure to obtain this written approval shall be sufficient cause of nonpayment by the Department. The Agency will physically include Form FHWA-1273 in all its contracts and subcontracts.

13.08 Right-of-Way Certification: Upon completion of right-of-way activities on the project, the Agency must certify compliance with all applicable federal and state requirements. Certification is required prior to advertisement for or solicitation of bids for construction of the project, including those projects for which no right-of-way is required.

13.09 Agency Certification: The Agency will certify in writing, prior to project closeout that the project was completed in accordance with applicable plans and specifications, is in place on the Agency's facility, adequate title is in the Agency's name, and the project is accepted by the Agency as suitable for the intended purpose.

13.10 Agreement Format: All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

13.11 Execution of Agreement: This Agreement may be simultaneously executed in a minimum of two counterparts, each of which so executed shall be deemed to be an original and such counterparts together shall constitute one in the same instrument.

13.12 Restrictions on Lobbying:

Federal: The Agency agrees that no federally-appropriated funds have been paid, or will be paid by or on behalf of the Agency, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member

of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federally-appropriated funds have been paid by the Agency to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The Agency shall require that the language of this paragraph be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

State: No funds received pursuant to this contract may be expended for lobbying the Legislature, the judicial branch or a state agency.

13.13 Maintenance: The Agency agrees to maintain any project not on the State Highway System constructed under this Agreement. If the Agency constructs any improvement on Department right-of-way, the Agency will will not maintain the improvements made for their useful life.

13.14 Vendors Rights: Vendors (in this document identified as the Agency) providing goods and services to the Department should be aware of the following time frames. Upon receipt, the Department has 30 working days to inspect and approve the goods and services unless the bid specifications, purchase order or contract specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

If a payment is not available within 40 days after receipt of the invoice and the receipt, inspection, and approval of goods and services, a separate interest penalty in accordance with Section 215.422(3) (b), Florida Statutes, will be due and payable in addition to the invoice amount to the Agency. Interest penalties of less than one \$1 will not be enforced unless the Agency requests payment. Invoices which have to be returned to the Agency because of Agency preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Agencies who may be experiencing problems in obtaining timely payment(s) from the Department. The Vendor Ombudsman may be contacted at 850-413-5516.

13.15 Reimbursement of Federal Funds:

The Agency shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the Agency and FHWA requires reimbursement of the funds, the Agency will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.

13.16 E- VERIFY

The Agency:

1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Agency during the term of the contract; and
2. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

AGENCY Santa Rosa B.O.C.C.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

By: _____

By: _____

Name:

Name: Jason D. Peters, P.E.

Title:

Title: Director of Transportation Development

Attest: _____

Attest: _____

Title:

Title:

Legal Review:

See attached Encumbrance Form for date of funding approval by Comptroller.

EXHIBIT "A"

PROJECT DESCRIPTION AND RESPONSIBILITIES

FPN: 429868-1-58-01

This exhibit forms an integral part of the Agreement between the State of Florida, Department of Transportation and the Santa Rosa B.O.C.C.

PROJECT LOCATION:

The project ___ is X **is not** on the National Highway System.

The project ___ is X **is not** on the State Highway System.

PROJECT DESCRIPTION:

This Safe Routes to School project is for construction of sidewalks along CR 197A (Spring St.) from School St. to Mildred St. and on School St. from CR 197A (Spring St.) to SR 89 (Alabama St.).

SPECIAL CONSIDERATIONS BY AGENCY:

The audit report(s) required in the Agreement shall include a Schedule of Project Assistance that will reflect the Department's contract number, the Financial Project Number (FPN), the Federal Authorization Number (FAN), where applicable, the amount of state funding action (receipt and disbursement of funds), any federal or local funding action, and the funding action from any other source with respect to the project.

The Agency is required to provide a copy of the design plans for the Department's review and approval to coordinate permitting with the Department, and notify the Department prior to commencement of any right-of-way activities.

The Agency shall commence the project's activities subsequent to the execution of this Agreement and shall perform in accordance with the following schedule:

- a) Construction to be completed by December 31, 2013.

If this schedule cannot be met, the Agency will notify the Department in writing with a revised schedule or the project is subject to the withdrawal of federal funding.

The Agency shall be responsible for verifying that the NEPA document is adhered to for the life of the project.

This project will be constructed within existing right of way.

No work shall begin until a Notice to Proceed is issued by the Department.

SPECIAL CONSIDERATIONS BY DEPARTMENT:

The Cultural Resource Assessment Survey (including coordination with the State Historic Preservation Officer) and all documentation necessary to support the environmental Class of Action Determination will be the responsibility of the Department.

The Department will reimburse the Agency for the eligible costs directly related to the construction and construction engineering inspection(CEI) **not to exceed \$254,979**.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

EXHIBIT "B"

SCHEDULE OF FUNDING

AGENCY NAME & BILLING ADDRESS: Santa Rosa B.O.C.C. 6495 Caroline Street Milton, Fl 32570	FPID: 429868-1-58-01
--	-----------------------------

PROJECT DESCRIPTION

Name: Jay Elementary School Sidewalks Length: 0.980 miles

Termini: Spring St. – School St. to Mildred St. & School St – Spring St. to SR 89 Alabama St.

TYPE OF WORK By Fiscal Year		FUNDING		
		(1) TOTAL PROJECT FUNDS	(2) AGENCY FUNDS	(3) STATE & FEDERAL FUNDS
Planning	2006-2007	_____	_____	_____
	2007-2008	_____	_____	_____
	2008-2009	_____	_____	_____
	Total Planning Cost	_____	_____	_____
Project Development & Environment (PD&E)	2006-2007	_____	_____	_____
	2007-2008	_____	_____	_____
	2008-2009	_____	_____	_____
	Total PD&E Cost	_____	_____	_____
Design	2006-2007	_____	_____	_____
	2007-2008	_____	_____	_____
	2010-2011	_____	_____	_____
	Total Design Cost	_____	_____	_____
Right-of-Way	2006-2007	_____	_____	_____
	2007-2008	_____	_____	_____
	2008-2009	_____	_____	_____
	Total Right-of-Way Cost	_____	_____	_____
Construction and Construction Engineering and Inspection(CEI)	2009-2010	_____	_____	_____
	2010-2011	_____	_____	_____
	2011-2012	_____	_____	_____
	Total Construction and CEI Costs	\$254,979	_____	_____
TOTAL COST OF THE PROJECT		\$254,979	_____	_____

The Department's fiscal year begins on July 1. For this project, funds are not projected to be available until after the 1st of July of each fiscal year. The Department will notify the Agency, in writing, when funds are available.

EXHIBIT "C"

RESTRICTION ON CONSULTANT'S ELIGIBILITY TO COMPETE FOR DEPARTMENT ASSISTED CONTRACTS

FPN: 429868-1-58-01

This exhibit forms an integral part of the Agreement between the State of Florida, Department of Transportation and Santa Rosa B.O.C.C.

EXISTING CONSULTANT CONTRACTS:

Existing consultant or professional services contracts shall not be used in the development and delivery of this project, doing so will federalize the existing contract. All consultant and professional services contracts associated with this project shall be advertised and selected in accordance with the Consultants Competitive Negotiations Act (CCNA). Consult the District LAP Administrator for the appropriate federal language that must appear in each consultant contract.

CONSULTANT CEI CONTRACTS:

A consultant firm or its affiliate that was the engineer of record (EOR) on a project shall not be considered for construction engineering and inspection (CEI) services, as a prime, on the same project.

A consultant firm or its affiliate who was the EOR on a project may only be considered for CEI services as a sub consultant to the prime CEI firm with the approval of the Department prior to submittal of letters of response.

A consultant firm or its affiliate who was the sub to the EOR on a project may only be considered for CEI services, as prime, on the same project, with the approval of the Department prior to submittal of letters of response.

The Department's approval shall be based on the extent of the firm's involvement in the design of the project or CEI services, as the case may be, and the potential of hindrance of any objective decision making.

A consultant or its affiliate who performed geotechnical services for the EOR shall not be considered as a sub to the firm providing CEI services on the same project, in any capacity.

DESIGN-BUILD CONTRACTS:

The contractor or design professional cannot team, as a prime, with other firms to submit more than one bid per project. The secondary member (i.e., designer or contractor) of the design-build team cannot change, after award, without the written approval of the Department.

A professional firm shall not be considered for CEI services, either as a prime or a sub, for a Design-Build contract for which the same firm or its affiliate is the EOR or is sub to the EOR.

A consultant firm, its affiliate, or sub consultant that is under contract with the Local Agency to develop the RFP for a Design-Build contract cannot be part of a Design-Build Team proposing on that contract as a prime or a sub consultant. A consultant firm, its affiliate, or sub consultant that is under contract with the Local Agency to provide CEI services on the Design-Build contract cannot be part of a Design-Build Team proposing on that contract as a prime or sub consultant.

A consultant or its affiliate, who was the prime EOR on a Design-Bid-Build project, where the project is switched to Design-Build, may participate on a Design-Build contract with the approval of the Department. The Department shall consider level of design (% completed) by the EOR, the number of component design plans by different EOR's, etc.

EXHIBIT "1"

SINGLE AUDIT ACT

Federal Resources Awarded to the Recipient Pursuant to This Agreement Consist of the Following:

Federal Agency: Federal Highway Administration

CFDA #: 20.205 Highway Planning and Construction

Amount: FPID 429868-1-58-01.....\$254,979

Compliance Requirement:

Allowable Activities: To be eligible, most projects must be located on public roads that are not functionally classified as local. The major exceptions are the Highway Bridge Replacement and Rehabilitation Program, which provides assistance for bridges on and off the federal-aid highways, highway safety activities, bicycle and pedestrian projects, transportation enhancement activities, the recreational trails program, and planning, research, development, and technology transfer. Proposed projects meeting these and other planning, design, environmental, safety, etc., requirements can be approved on the basis of state and local priorities within the limit of the funds apportioned or allocated to each state.

Allowable Costs: Eligible activities and allowable costs will be determined in accordance with Title 23 and Title 49 C.F.R. and the OMB cost principles applicable to the recipient/sub-recipient.

Eligibility: By law, the federal-aid highway program is a federally assisted state program that requires each state to have a suitably equipped and organized transportation department. Therefore, most projects are administered by or through State Departments of Transportation (State DOTs). Projects to be funded under the federal-aid highway program are generally selected by state DOTs or Metropolitan Planning Organizations (MPOs), in cooperation with appropriate local officials, as specified in 23 U.S.C. and implementing regulations. Territorial highway projects are funded in the same manner as other federal-aid highway projects, with the territorial transportation agency functioning in a manner similar to a state DOT. Most Florida Land Highway Program (FLHP) projects are administered by the Federal Highway Administration (FHWA) Office of Federal Lands Highway and its Divisions or by the various Florida Land Management Agencies (FLMAs). Under the FLHP, projects in the Indian Reservation Road (IRR) Program are selected by Tribal Governments and are approved by the Bureau of Indian Affairs (BIA) and the FHWA. Due to recent legislation, Tribal Governments meeting certain requirements may now administer various IRR projects on behalf of the BIA and FHWA. The Fish and Wildlife Service (FWS) and the National Park Service (NPS) select projects in the Refuge Road and Park Roads and Parkways Programs, respectively. For the Forest Highway Program, the Forest Service, the States and the FHWA jointly select projects.

Compliance Requirements Applicable to the Federal Resources Awarded Pursuant to This Agreement Are As Follows: The recipient of Local Agency Program (LAP) funding must comply with the statutory requirements in Sections 112.061, 215.422, 339.12, and 339.135, Florida Statutes, and Title 23 and Title 49, C.F.R.

Hunter Walker

From: Sheila Harris
Sent: Tuesday, April 03, 2012 1:20 PM
To: Roger Blaylock
Cc: Michael Schmidt; Hunter Walker
Subject: FW: Harrison Avenue change order
Attachments: AR-BC320_20120307_103548.pdf; AR-BC320_20120307_103615.pdf

Roger,

Since it is unlikely that FEMA will make a timely decision on the Harrison Avenue Expansion project, you had suggested asking the board if they wanted to cover the full the cost of Change Order #2 with Brown Construction as well as the additional engineering fees (already approved) at 100%.

After review of the stormwater project's actual expenditures and required match, there is expected to be approximately \$530,000 of unused match funds remaining after all the projects are completed. This is due to the fact that Ramblewood project was not undertaken and a majority of the projects were under budget. Any unused match funds will be returned to the EFF drainage reserves account upon closeout of all related grants.

The following should be noted that if the board makes the decision to move forward with the project expansion without FEMA's prior approval:

- 1) We will be completely responsible for 100% of project expansion construction costs of \$289,657.88 (any any future related change orders that may arise as a result of the expansion).
- 2) We will be completely responsible for 100% of engineering associated with the additional design of \$32,016.50 (board previously approved).
- 3) The grant will not retroactively approve the work.
- 4) The invoices applicable to Change Order #2 would need to be billed separate of the current Brown Construction approved work.

Please let me know if you have any questions regarding this information.

From: Michael Schmidt
Sent: Wednesday, March 07, 2012 8:57 AM
To: Sheila Harris
Subject: Harrison Avenue change order

Attached is the proposed change order from Brown Construction, to expand the drainage system for the Harrison Ave drainage basin.

Michael W. Schmidt, P.E.
Assistant County Engineer
Santa Rosa County Engineering
(850) 981-7100
(850) 983-2161 fax

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.

4/5/2012

Principals

Wayne D. Chalfoux
 Donaldson K. Barton, Jr.
 Lucius J. Cushman, Jr.
 Jon S. Meadows
 Lawrence L. Smith, Jr.
 William T. Stone

Memorandum

DRMP Job #: 07-0077.003

Date: January 31, 2011

To: Micheal Schmidt, P.E.
 Assistant County Engineer
 Santa Rosa County

From: Bryant King, P.E.

**Subject: Harrison Avenue Drainage Improvements
 Project Enhancements**

Per your request we are providing you a narrative related to the requested enhancements associated with the Drainage Improvements underway at Harrison Avenue. These items were added to the project in order to utilize grant resources available due to favorable bids resulting in a better cost benefit than was expected in 2007-08. We have identified three major areas where additional work would benefit the project based on review of the stormwater calculations and field meetings with the Contractor, Owner and Engineer.

All work will be within County right of way or County easements and will most likely require a modification to the existing Florida Department of Environmental Protection (FDEP) Dredge and Fill permit. FDEP has stated that the effort would not require mitigation, nor would it require public noticing and that the review effort could be expedited.

The following improvements are planned:

Laurel Drive: Install yard drains, inlets and swale piping to relieve standing water in swales along Laurel Drive. Standing water exists due to very flat topography and misaligned driveway pipes.

Calvary Church Crossdrain: Add one additional 30-inch pipe to cross the Calvary Church Parking Lot. Install concrete endwalls instead of mitered end sections to alleviate steep slopes and make maintenance easier. This will further reduce post-development flooding at Harrison Avenue and Oriole Drive.

Ditch A behind Calvary Church: Reconfigure upstream drainage structure on stormwater pond upstream of the ditch and install a 24-inch on Ditch A to convey drainage. This will further reduce flooding at the headwaters of the ditch and reduce potential for structural flooding in the Church Office.

End of Memorandum

1436 East Piedmont Drive
 Suite 210
 Tallahassee, Florida 32308
 Phone: 850.562.9600
 Fax: 850.575.5544

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CHANGE ORDER

March 2, 2012

Change Order No.: 2

To: **Santa Rosa County**
6495 Caroline St
Milton, FL 325

Project: **Harrison Ave Drainage Improvements**
Santa Rosa County, FL

The Contractor, Brown Construction of NWFL, Inc., is hereby authorized to make the following modification(s) for the above referenced project, it being understood and agreed that this change is subject to the terms and conditions of the original agreement.

The purpose of this change order is as follows:

Description

Cost Breakdown

	Item	Unit Price	Qty	Extension
Add Fill to Pond Berm - Elev 11.0'	Mobilization	\$ 36,000.00	0.27	\$ 9,720.00
Add 10' 15" ADS to S-106A	MOT	\$ 8,446.52	0.49	\$ 4,138.79
Relocate S-107A	Type III Silt Fence	\$ 2.00	1075	\$ 2,150.00
Add "C" Inlet and 18" RCP on Harrison	Clearing and Grubbing	\$ 5,203.00	1.3	\$ 6,763.90
Add 307 LF of 30" RCP and Headwalls	Fill	\$ 12.10	475	\$ 5,747.50
Deduct 4 30" MES	Stabilization Type B	\$ 16.54	267	\$ 4,416.18
Add HW, 24" RCP and "C" Inlets on Laurel	OBG 4	\$ 18.48	267	\$ 4,934.16
Add 18" RCP and "C" Inlets on Laurel	Asphalt Trench Repair 1	\$ 87.78	22.3	\$ 1,957.49
Add 12" ADS and Nyloplast Inlets on Laurel	Type "C" Ditch Bottom Ir	\$ 1,505.03	9	\$ 13,545.27
Demo, Fill, Grade and Grass ROW	18" RCP	\$ 44.64	293	\$ 13,079.52
Replace Driveways as needed on Laurel	24" RCP	\$ 80.05	822	\$ 65,801.10
Overflow Inlet, MH's and 24" Pipe in Ditch "A"	30" RCP	\$ 65.76	307	\$ 20,188.32
	30" MES	\$ 3,796.85	-4	\$ (15,187.40)
	Ditch Pavement Concret	\$ 54.18	10	\$ 541.80
	Performance Turf	\$ 3.50	3750	\$ 13,125.00
	Rip Rap	\$ 125.70	135	\$ 16,969.50
	Driveway Replacement	\$ 10,896.00	1.72	\$ 18,741.12
	Temporary Erosion Cont	\$ 1,062.50	1	\$ 1,062.50
	Miscellaneous Appurtan	\$ 2,262.50	0.25	\$ 565.63
	Dewatering	\$ 80,822.00	0.39	\$ 31,520.58

Material, L&ER, OH&P and Sub values are for work not covered under submitted SOV.

Material:	Material + Tax	\$	23,035.89
12" ADS and Inlets			
15" ADS			
Misc. Concrete / Grout / Gravel			
24" Headwall			
Stormwater Manholes			
Skimmer			
Triple 30" Headwalls			
	Labor and Equipment Rental	\$	24,994.87
	OH&P (10%/10%)	\$	9,606.16
	Subcontractor + 10%	\$	12,240.00
	TOTAL THIS CHANGE ORDER	\$	289,657.88

Crane, Concrete Cutting and Fencing

This work will add **90** additional days to the contract time.

Original Contract Amount:	\$	1,087,296.74
Previous change orders to date:	\$	6,610.20
This change order will ADD:	\$	289,657.88
Total agreed price at this date, the sum of:	\$	1,383,564.82

Brown Construction of NWFL, Inc.

Santa Rosa County



Gabe Jackson
Project Manager
March 2, 2012

Jim Williamson
BOCC Chairman
Date

CC: File

10200 Cove Avenue • Pensacola, FL 32534 • (850) 473-9039 • Fax (850) 473-9063

Shirley Powell

From: Michael Schmidt
Sent: Wednesday, April 04, 2012 9:54 AM
To: Roger Blaylock
Subject: Ganges/Madura change order

Roger,
In regards to the change order from Aero Training in the amount of \$11,985.60 I offer the following details.

To provide a durable, long lasting and aesthetically acceptable product we asked the contractor to provide additional milling, and asphalt removal. The additional milling was needed to reduce the overlay depth to 3/4" over the existing curb line. Additional asphalt removal was necessary to provide a clean asphalt patch that aligned with the roadway centerline. The removal of this additional asphalt and milling depth required the use of additional asphalt.

Milling	\$2,500.00
Extra asphalt on roadway patch	\$3,805.60
Extra asphalt due to milling	<u>\$5,680.00</u>
Total	\$11,985.60

Had the asphalt removal and milling not occurred we would have had reflexive cracking within the drive lane and 1-1/2" of asphalt overlay along portions to the roadway.

Michael W. Schmidt, P.E.
Assistant County Engineer
Santa Rosa County Engineering
(850) 981-7100
(850) 983-2161 fax

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.

CHANGE ORDER

AERO TRAINING & RENTAL, INC.
537 Gulf Shore Drive
Destin, FL 32541

Phone (850) 837-4928
 Fax (770) 573-4872
 Cell (770) 560-8038

No. 2

PROJECT	Ganges-Madura Drainage Improvements, FEMA PROJECT #1551-26-R	
DATE OF ISSUANCE	EFFECTIVE DATE	February 23, 2012
Owner	Board of County Commissioners, Santa Rosa County, Florida 6495 Caroline Street, Suite M Milton, FL 32570	
ENGINEER	HATCH MOTT MACDONALD	

Additional work including additional asphalt, base leveling, and milling. Detail attached - \$11,985.60 Reason for Change Order: To keep asphalt from being above the curbing at the driveways and streets and leveling due to the condition of the street so ponding would not occur. Attachments: Attachment 1	
--	--

	CHANGE IN CONTRACT TIMES:
Original Contract Price \$492,400.00	Original Contract Times: Substantial Completion: October 10, 2011 Final Completion: November 9, 2011
Net changes from previous Change Orders No. \$90,790.00	Net changes from previous Change Orders No. 105 days
Contract Price prior to this Change Order \$583,190.00	Contract Time prior to this Change Order Substantial Completion: January 23, 2011 Final Completion: February 23, 2010 days or dates
Net Increase (decrease) of this Change Order \$11,985.60	Net Increase (decrease) of this Change Order 0 days
Contract Price with all approved Change Orders \$595,175.60	Contract Times with all approved Change Orders Substantial Completion: January 23, 2011 Final Completion: February 23, 2010 days or dates

RECOMMENDED:
 By: *[Signature]* JC
 Engineer (Authorized Signature)
 Date: _____

ACCEPTED:
 By: _____
 SANTA ROSA COUNTY
 Date: _____

ACCEPTED:
 By: _____
 AERO TRAINING & RENTAL, INC.
 Date: _____

No support documentation for this agenda item.

AGENDA

Santa Rosa County Public Services Committee Meeting, April 9, 2012, 9:00 A.M.

DEVELOPMENT SERVICES

1. Request to proceed with the abatement bid process for the following six derelict properties.
 - 6115 Carroll Road, Milton
 - 2028 Esplanade Street, Milton
 - 7700 Hwy 87 N, Milton
 - 5257 Lundy Lane, Milton
 - 7065 Milton Drive, Milton
 - 5200 Wiley Scott Road, Jay

2. Recommend approval of the SHIP Second Mortgage Subordination request and refinance of first mortgage for the property located at 8970 Timber Lane, Navarre.

EMERGENCY MANAGEMENT

3. Recommend award of the printing of the 2012 Disaster Guides to Panaprint in the amount of \$14,460.00 as the lowest quotation.



Santa Rosa County Development Services



Beckie Cato, AICP
Planning and Zoning Director

Tony Gomillion
Public Service Director

Rhonda C. Royals
Interim Building Official

MEMORANDUM

TO: Board of County Commissioners

FROM: Skip Tompkins, Compliance Division Superintendent 

THROUGH: Tony Gomillion, Public Services Director

DATE: April 3, 2012

RE: Request Approval to Proceed with the Abatement/Bid Process
For Six (6) Properties

RECOMMENDATION

The Board direct Compliance Division staff to proceed with the Abatement/Bid Process for the following abandoned/derelict properties:

6115 Carroll Rd., Milton
 2028 Esplanade St., Navarre
 7700 Hwy 87 N., Milton
 5257 Lundy Ln., Milton
 7065 Milton Dr., Milton
 5200 Wiley Scott Rd., Jay

BACKGROUND

All of the above listed properties have already had multiple letters sent including the required Notification of Declaration of Nuisance stating they could appeal to the county commissioners, with an appeal date listed, if they disagreed with the building official's determination. More case specific information is listed below.

- **Carroll Rd** – Burned out trailer complaint originally received from the Sheriff's office in February of 2011. All letters sent via USPS have been returned. There has been no contact with owners or their family members. '08-'11 property taxes are due.

Santa Rosa County Public Service Complex
 6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583
 Office: (850) 981-7000 - www.santarosacounty.gov

- **Esplanade St** – Complaint of varmint infested, dilapidated structure on a dump site was received in November of 2010. In April '11 demo was slowing progressing however it seems that since that time, demo and promised action has ceased.
- **Hwy 87 N** – This property has two (2) derelict mobile homes. The case was opened in May of 2011. All letters were returned.
- **5257 Lundy Ln & 7065 Milton Dr** – These structures stand with a group of properties in East Milton, viewable from Hwy 90. Several were in the renovation process and, for one reason or another, the work ceased and these two structures were left in a grave state of disrepair. Promised repairs, from owner's rep, have not transpired. '10 & '11 property taxes are due.
- **5200 Wiley Scott Rd** – Derelict residential property, excessively overgrown. The complaint was received in September 2010 and was originally being worked as a Code Enforcement case, but was opened as an abatement case due to lack of response. There has been owner contact; they know status of property, but have failed to respond. '11 property taxes are due.

There are incessant complaints on all cases.

NEXT STEPS

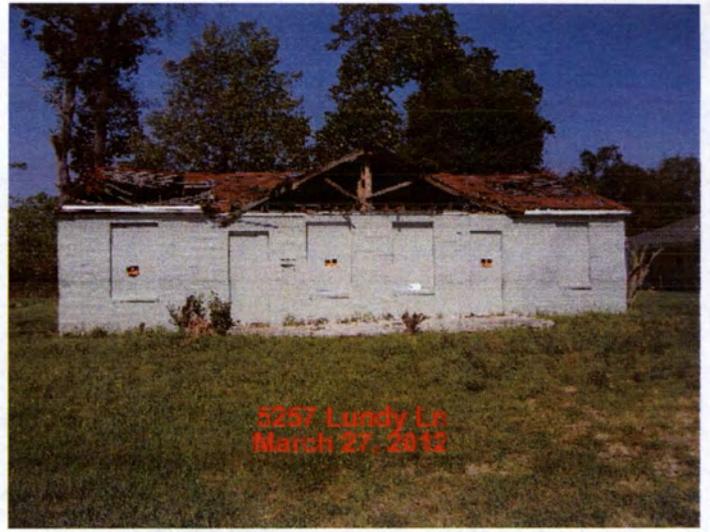
If authorized, staff will carry out their requirement to post on properties and mail the 'Intent for Demolition and Removal of Unsafe Buildings'. If no action is taken and after allowing significant response time, bid specifications will be prepared and forwarded to the Procurement Department.

ABATEMENT HISTORY

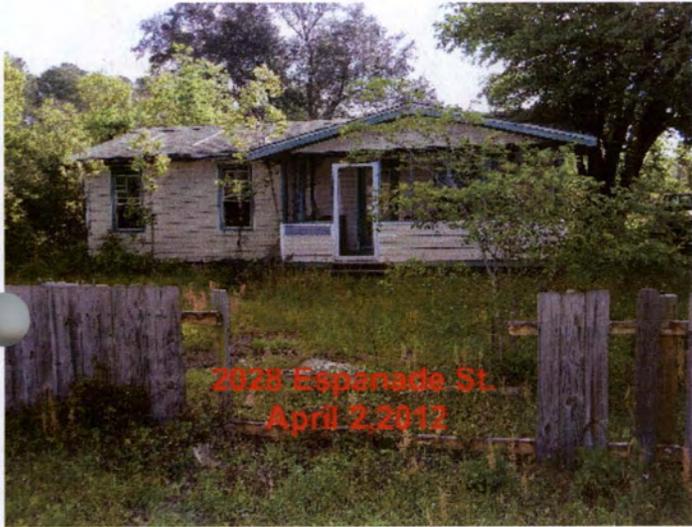
As of April 3, 2012 and since 2006, Santa Rosa County has contracted to demolish 45 properties at a total cost of approximately \$140,036.00. There are currently zero (0) properties scheduled for demo bids; there are zero (0) contracts for demolition pending.



6115 Carroll Rd.
March 27, 2012



5257 Lundy Ln
March 27, 2012



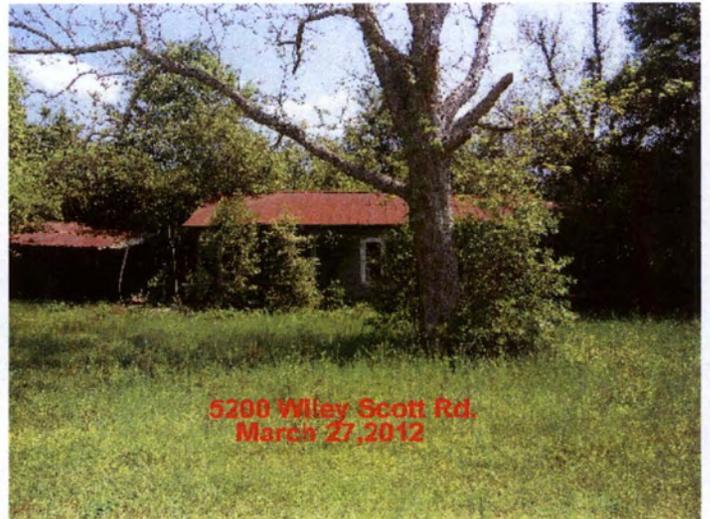
2028 Espanade St.
April 2, 2012



7955 Milton Ct.
March 27, 2012



7700 Hwy 87N
03/30/12



5200 Wiley Scott Rd.
March 27, 2012



COMMUNITY PLANNING, ZONING AND DEVELOPMENT DIVISION
SANTA ROSA COUNTY, FLORIDA

Housing Program

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager *J. Boone*

THROUGH: Beckie Cato

DATE: March 30, 2012

SUBJECT: SHIP Second Mortgage Subordination Request
8970 Timber Lane, Navarre, FL 32566

RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$154,324.

BACKGROUND:

SHIP Second Mortgage: \$7,500
Recorded: 9/4/2008
Purpose: Home Purchase Assistance

Proposal is to reduce the annual interest rate on the first mortgage from 6.50% to 4.00%.
Current monthly principal and interest: \$987.35
Proposed monthly principal and interest: \$736.77

The refinance and subordination request meets established guidelines and will:
Reduce the mortgage interest rate.
Reduce the monthly mortgage payment.
Not provide any cash out.



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

To: Santa Rosa County Board of County Commissioners
From: Sheryl Bracewell, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Disaster Guides - 2012
Date: April 12, 2012

RECOMMENDATION

Recommend award of the printing of the 2012 Disaster Guides to Panaprint in the amount of \$14,460 for 35,000 copies as lowest quote through comparison shopping.

BACKGROUND

The guide provides information and tips regarding mitigation, preparation, response and recovery efforts for all type of disasters. It provides the public with information and maps describing the location of risk shelters, evacuation routes, evacuation zones and fire districts. They are distributed at the beginning of hurricane season, but have proven to be a very useful tool all year round.

We have received five (5) price quotes for 35,000 copies of the guides listed below:

Panaprint	\$14,460
OfficePointe	\$17,140
Kost Enterprises	\$19,150
FormSystems	\$19,200
Tom White the Printer	\$22,590

Funding will be provided by the EMPA grant and was planned for in the 2012 budget. Original quotes are on file and available upon request.

COMPLETION

Upon approval the publication will be printed and distributed throughout the county.

Animal Services
Dominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
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

April 9, 2012

Chairman: Commissioner Lynchard

Vice Chairman: Commissioner Melvin

1. Discussion of maintenance and "No Parking Zone" on North New Street which provides pedestrian access to the Bagdad Recreation Park.
2. Discussion of request from The Blake for a No Parking Zone along the east side of Hickory Shores Road, from Highway 98 to Chippewa Drive.
3. Discussion of lowering speed limit from 55 mph to 45 mph on C.R. 197 from just north of Nicholson Estates Road to just north of Pine Meadows Loop.
4. Discussion of request for assistance from the Santa Rosa County Health Department for the construction of eleven (11) additional parking spaces at the Midway Health Department facility.
5. Discussion of one year extension of agreement with Southern Energy Company for fuel, oil, and lubricants.
6. Discussion of submission of the following candidate projects for the Florida Department of Transportation Small County Outreach Program (SCOP).
 - Berryhill Road (C.R. 184A) from Pond Creek Bridge to C.R. 197
 - Greenwood Road (C.R. 164) from S.R. 89 to S.R. 4

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

From: Stephen Furman
Sent: Wednesday, March 21, 2012 9:37 AM
To: Avis Whitfield
Subject: FW: New St.

Avis, we have received a request for maintenance assistance on the southern 396 foot segment of North New Street in Bagdad; and for a "No Parking" zone to be established. The area in question is a platted, but unmaintained public right of way. This roadway segment is dirt and serves as the primary access to four residences. At the southern most end of North New St. the County maintains a pedestrian access gate into the Bagdad Park's playground area. The only access to this ped. gate is along the unmaintained portion of North New St. There are some relatively deep depressions along the right of way that hold water after rainfall events. Reportedly, some people that utilize the playground area drive to the end of the dirt roadway/driveway and park, even though there are no designated parking spaces, and no established area to turn around.

Because the County is providing an access point to the Bagdad Park at the end of the cleared portion of the right of way, I have informed Mr. Michael Johnson that we will present the requests for maintenance and the No Parking signs to the BCC for their consideration.

Please let me know if you need any additional information.

Respectfully,

Stephen

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 626-0191 Ext. 101

From: Michael Johnson [<mailto:michael@villagehomesandland.com>]
Sent: Wednesday, March 14, 2012 12:15 PM
To: Stephen Furman
Subject: RE: New St.

The continuing saga of historic residents.

Attached please find pictures of New St in Bagdad.

A property owner has been keeping the area clean at the entrance to the park. He mows it and removes debris which is many times left there by parked cars using the playground area of the park. He does not mind foot traffic through the gate but the parked cars have trouble turning around in the road and seem to bring a less than savory lot with them. CAN 'NO PARKING' SIGNS BE INSTALLED ON THE FENCE?

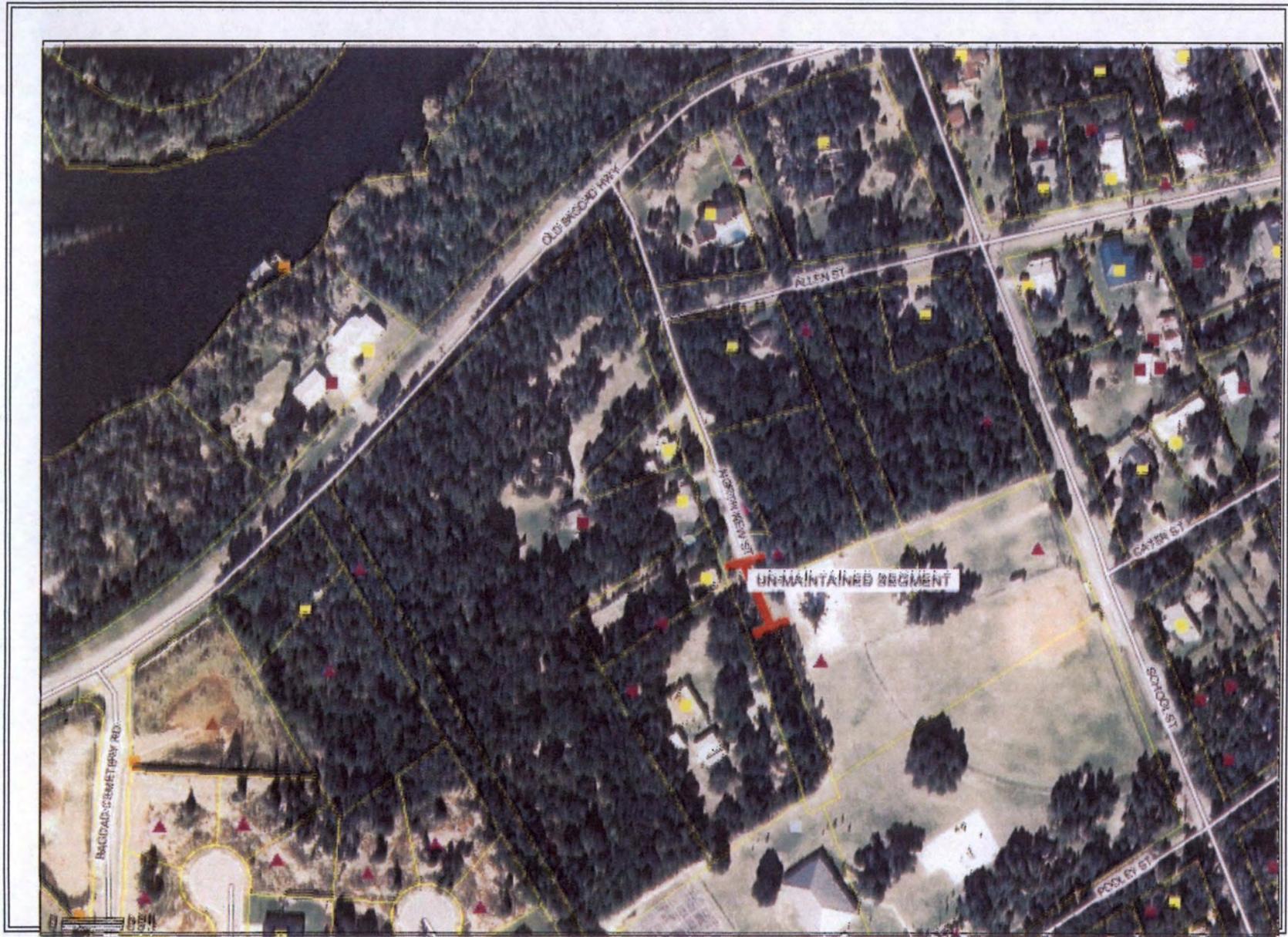
Also the property owners understand their road is not county maintained but wanted me to ask this question. Would it possible for the county to send a truck load of dirt and dump on the larger mud hole and the neighbors will spread it? One guy has a small tractor.

So you have the latest from Bagdad,

Thanks,

Michael Johnson
PO Box 721
Bagdad, Florida 32530
850-293-5349
michael@villagehomesandland.com





Louann Callahan

To: Stephen Furman
Subject: RE: The Blake at Gulf Breeze

From: Glenn Barclay [mailto:glenn@blakeliving.com]
Sent: Wednesday, March 21, 2012 3:18 PM
To: Stephen Furman
Subject: The Blake at Gulf Breeze

Stephen,

Thank you for assisting Barbara with our parking issues. The Blake at Gulf Breeze would like to formally request a 'no parking' sign be placed in front of our building along Hickory Shores.

Our address is 4410 Gulf Breeze Parkway, Gulf Breeze, Florida 32563

Let me know if you require further information. Thanks.

Glenn Barclay
COO
Blake Management/The Blake
4410 Gulf Breeze Parkway
Gulf Breeze, Florida 32563
Telephone: (850) 934-4306
Cell: (850) 418-4082
Facsimile: (850) 934-9039
glenn@blakeliving.com

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Requested No Parking on east side of roadway

CHICKASAW TR

CHIPPEWA DR

HICKORY SHORES RD

GULF BREEZE PKWY

WYOMING

GULF BREEZE PKWY

GULF BREEZE PKWY

OVERDOWN DR

0 57ft



Department of Public Works
SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

AVIS WHITFIELD
Director of Public Works
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221
Fax 623-1331

Thad Allen
Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

MEMO

TO: Hunter Walker, County Administrator
FROM: Avis Whitfield, Public Works Director *AW*
SUBJECT: Speed Limit Reduction on C.R. 197
DATE: April 2, 2012

Commissioner Williamson has received a request to reduce the speed limit on C.R. 197 in the area near the Santa Rosa Soccer/Horse Complex. Our review of the area supports the reduction due to increased traffic and turning movements associated with events at the Complex as well as intersecting connector road (Willard Norris Road) that intersects at a curved segment of C.R. 197.

Therefore, I will have an agenda item for BoCC consideration to reduce the speed limit from 55 mph to 45 mph on C.R. 197 from just north of Nicholson Estates Road to just north of Pine Meadows Loop.

AW/lc





Department of Public Works
SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

AVIS WHITFIELD
Director of Public Works
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221
Fax 623-1331

Thad Allen
Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

MEMO

TO: Avis Whitfield, Public Works Director
FROM: Stephen Furman, Assistant Public Works Director
SUBJECT: Santa Rosa County Health Department Request for Additional Parking
DATE: April 3, 2012

A handwritten signature in black ink, appearing to be "S. Furman", is written over the "FROM:" line of the memo.

The Health Dept. has requested that we prepare a cost estimate for the installation of eleven (11) new parking spaces at the Midway Health Department facility. The attached estimate should cover the materials and our labor to complete the project. If approved by the BCC, this project would need to be completed prior to June 30th, 2012 to fall within the Health Departments Budget Year.

All of the proposed parking spaces were shown and approved as a part of the original site plan; therefore, no additional environmental permits or site plan approvals should be required.

Louann Callahan

From: Health Dept - Del Lewis
Sent: Tuesday, April 03, 2012 9:53 AM
To: Stephen Furman
Subject: RE: Cost estimate for Midway Health Dept. parking addition
Proceed forward with rock base.

Del W. Lewis
Public Health Services Manager
Santa Rosa County Health Department
5527 Stewart Street
P. O Box 929
Milton, FL 32572-0929
(850) 983-5200 x 168
(850) 983-4816 Fax
(850) 698-3456 Blackberry
186*116*62790 Direct Connect
Del_Lewis@doh.state.fl.us

The mission of the Florida Department of Health is to promote and protect the health of all people in Florida.

Please note: Florida has a very broad public records law. Most written communications to or from state officials regarding state business are public records available to the public and media upon request. Your email communication may therefore be subject to public disclosure.

From: Stephen Furman [mailto:StephenF@santarosa.fl.gov]
Sent: Tuesday, April 03, 2012 8:45 AM
To: Lewis, Del W
Cc: Avis Whitfield
Subject: RE: Cost estimate for Midway Health Dept. parking addition

Del, please review the amended cost estimate for the installation of the 11 parking spaces at the Midway Health Dept. facility. Our previous estimate did not include the estimated labor cost required to do this project. If this revised cost is acceptable please let me know as soon as possible so that we can get this matter to the BCC for discussion.

Thanks,
Stephen

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 626-0191 Ext. 101

From: Del_Lewis@doh.state.fl.us [mailto:Del_Lewis@doh.state.fl.us]
Sent: Monday, April 02, 2012 1:46 PM
To: Stephen Furman
Subject: RE: Cost estimate for south end Health Dept. parking addition

Yes, please move forward paving the additional parking spaces for the Midway CHD with the rock base. Once completed please send me an invoice then I will make the payment. Thank for you acting quickly on this so our project can be completed and paid by June 30, 2012.

Del W. Lewis
Public Health Services Manager
Santa Rosa County Health Department
5527 Stewart Street
P. O Box 929
Milton, FL 32572-0929
(850) 983-5200 x 168
(850) 983-4816 Fax
(850) 698-3456 Blackberry
186*116*62790 Direct Connect
Del_Lewis@doh.state.fl.us

The mission of the Florida Department of Health is to promote and protect the health of all people in Florida.

Please note: Florida has a very broad public records law. Most written communications to or from state officials regarding state business are public records available to the public and media upon request. Your email communication may therefore be subject to public disclosure.

From: Stephen Furman [mailto:StephenF@santarosa.fl.gov]
Sent: Monday, April 02, 2012 12:04 PM
To: Lewis, Del W
Subject: FW: Cost estimate for south end Health Dept. parking addition



Department of Public Works
SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

AVIS WHITFIELD
Director of Public Works
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221
Fax 623-1331

Thad Allen
Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

MEMO

TO: Hunter Walker, County Administrator
FROM: Avis Whitfield, Public Works Director *AW*
SUBJECT: Fuel, Oil, and Lubricants Agreement
DATE: April 4, 2012

In 2009, the BoCC approved an extension of the agreement with Southern Energy Company for fuel, oil, and lubricants at the same rate provided to the Santa Rosa County School Board.

The School Board will be receiving fuel bids later this year. Southern Energy Company has offered to extend our current agreement for an additional year. Additionally, if they are the successful bidder with the School Board at a lower rate than our current agreement, they will match the decreased School Board rate in our agreement.

AW/lc

Southern Energy Company
A division of Cougar Oil, Inc.
3861 N. Palafox St. Pensacola, Fl. 32505
850-433-8557
rjones@cougaroil.com

April 2, 2012

Tom Collins, Fleet and Facility Manager
Santa Rosa County Public Works

Southern Energy will extend our current agreement with Santa Rosa County BOCC for an additional year. If Southern Energy is the successful bidder on the upcoming Santa Rosa County School Board fuel contract at a lower rate than the agreement with Santa Rosa County BOCC, we will match the decreased rate for the Santa Rosa County BOCC.

Rex Jones
Southern Energy
Cougar Oil
850-433-8557

No support documentation for this agenda item.

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Melvin
Vice Chairman: Commissioner Williamson

April 9, 2012

Bid Actions:

- 1) Discussion of bids received for one ½ ton short wheel base pickup truck. Low bidder meeting specifications is Hub City Ford-Mercury, Inc., with a bid of \$16,690.
- 2) Discussion of bids received for three ½ ton four wheel drive pickup trucks. Low bidder meeting specifications is Rountree-Moore Ford, LLLP, with a total bid of \$20,597 each (\$20,082 base bid + \$515 for limited slip and skid plates).
- 3) Discussion of bids received for one ½ ton long wheel base pickup truck. Low bidder meeting specifications is Rountree-Moore Ford, LLLP, with a bid of \$17,271.
- 4) Discussion of bids received for one 9200 GVWR (¾ ton) long wheel base crewcab pickup truck. Low bidder meeting specifications is Hub City Ford-Mercury, Inc., with a bid of \$22,290.
- 5) Discussion of bids received for one 4 wheel drive front end loader. Low bidder meeting specifications is Beard Equipment Company, with a total bid of \$160,675 (\$159,180 base bid + \$1,495 extended warranty).
- 6) Discussion of bids received for one hydraulic excavator. Low bidder meeting specifications is Beard Equipment Company, with a total bid of \$163,890 (\$162,540 base bid + \$1,350 extended warranty).

Budget:

- 7) **Budget Amendment 2012 – 092** in the amount of **\$3,600**. Funds increase in lease amount for Guardian Ad Litem in the Kid's House from Fine & Forfeiture Fund.
- 8) **Budget Amendment 2012 – 093** in the amount of **\$365,000**. Carries forward prior year loan (\$287,870); TDC Fund Balance (\$62,130); and CSX refund (\$15,000) for Henry Street multi-purpose path project in the Tourist Development Tax Fund.
- 9) **Budget Amendment 2012 – 094** in the amount of **\$48,810**. Funds snorkeling reef project increase from Dist. 4 Recreation Funds.
- 10) **Budget Amendment 2012 – 095** in the amount of **\$4,400**. Funds construction of concrete pads under bleachers at East Milton Park from Dist. 2 Recreation Funds.
- 11) **Budget Amendment 2012 – 096** in the amount of **\$3,975**. Funds construction of concrete pads under bleachers at Fidelis Park (\$1,100); and construction of bleacher cover and bleacher pads at Chumuckla Park (2,875) from Dist. 3 Recreation Funds.

12) **Budget Amendment 2012 – 097** in the amount of **\$14,981**. Recognizes reimbursement of administration expense for the HUD HOME Program and allocates for expenditure for Community Development Housing Program Department in the General Fund.

County Expenditure/Check Register:

13) Recommend approval of County Expenditures / Check Register

1

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** ½ TON PICKUP TRUCK
2. **RESPONSIBLE OFFICE:** ROAD & BRIDGE DEPARTMENT
3. **DESCRIPTION OF SERVICE/PRODUCT:**
One short wheel base ½ ton pickup truck
4. **SCOPE OF WORK:**

N/A
5. **BIDDERS AND PRICES:**

A. Hub City Ford-Mercury, Inc.	\$16,690.00
B. Rountree-Moore Ford, LLLP	\$16,987.00
C. Stokes-Brown Toyota of Hilton Head	\$22,869.00

Orrin Smith

From: Avis Whitfield
Sent: Thursday, March 22, 2012 4:22 PM
To: Orrin Smith; Joel Haniford
Cc: Tom Collins
Subject: Road & Bridge Department Equipment Bids

Attachments: 2012 Equipment Comparisons.xls



2012 Equipment
Comparisons.xls...

I recommend the bid for a Four Wheel Drive Front End Loader (including extended power train warranty) be awarded to Beard Equipment Company at a cost of \$160,675.00 as the low bidder meeting specifications. Three bidders provided a lower bid but they failed to meet multiple specifications including engine size.

I recommend the bid for a Hydraulic Excavator (including extended power train warranty) be awarded to Beard Equipment Company at a cost of \$163,890.00 as the low bidder meeting specifications. One bidder provided a lower bid but they failed to meet the specification relative to engine size.

I recommend the bid for a 1/2 ton regular cab short wheel base 4x2 pick-up truck be awarded to Hub City Mercury Ford, Inc. at a cost of \$16,690.00 as the low bidder meeting specifications.

I recommend the bid for a 3/4 ton crew cab long wheel base 4x2 pick-up truck be awarded to Hub City Ford Mercury Inc. at a cost of \$22,290.00 as the low bidder meeting specifications.

I recommend the bid for three 1/2 ton regular cab short wheel base 4x4 pick-up trucks be awarded to Rountree-Moore Ford, LLLP at a cost of \$20,082.00 each as the low bidder meeting specifications. Further recommend to add limited slip and skid plates for an additional \$515.00 per truck which will still be lower than the second low bidder and total \$20,597.00 each.

I recommend the bid for a 1/2 ton long wheel base 4x2 pick-up truck be awarded to Rountree-Moore Ford, LLLP at a cost of \$17,271.00 as the low bidder meeting specifications.

I have attached a review of the bids done by Tom Collins, our Fleet & Facility Manager.

Avis Whitfield
Director
Santa Rosa County Public Works

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PROCUREMENT RECOMMENDATION

1. PRODUCT/SERVICE: ½ TON 4 WHEEL DRIVE PICKUP TRUCK

2. RESPONSIBLE OFFICE: ROAD & BRIDGE DEPARTMENT

3. DESCRIPTION OF SERVICE/PRODUCT:

Three ½ Ton 4 Wheel Drive Pickup Trucks

4. SCOPE OF WORK:

N/A

5. BIDDERS AND PRICES:

A. Rountree-Moore Ford, LLLP	\$20,082.00
B. Hub City Ford-Mercury, Inc.	\$20,890.00
C. Stokes-Brown Toyota of Hilton Head	\$28,506.00

Orrin Smith

From: Avis Whitfield
Sent: Thursday, March 22, 2012 4:22 PM
To: Orrin Smith; Joel Haniford
Cc: Tom Collins
Subject: Road & Bridge Department Equipment Bids

Attachments: 2012 Equipment Comparisons.xls



2012 Equipment
Comparisons.xls...

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I recommend the bid for a 1/2 ton long wheel base 4x2 pick-up truck be awarded to Rountree-Moore Ford, LLLP at a cost of \$17,271.00 as the low bidder meeting specifications.

I have attached a review of the bids done by Tom Collins, our Fleet & Facility Manager.

Avis Whitfield
Director
Santa Rosa County Public Works

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3

PROCUREMENT RECOMMENDATION

- 1. **PRODUCT/SERVICE:** ½ TON LWB PICKUP TRUCK
- 2. **RESPONSIBLE OFFICE:** ROAD & BIDGE DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

One ½ ton long wheel base pickup truck

4. **SCOPE OF WORK:**

N/A

5. **BIDDERS AND PRICES:**

A. Rountree-Moore Ford, LLLP	\$17,271.00
B. Hub City Ford-Mercury, Inc.	\$17,290.00
C. Stokes-Brown Toyota of Hilton Head	\$24,249.00

Orrin Smith

From: Avis Whitfield
Sent: Thursday, March 22, 2012 4:22 PM
To: Orrin Smith; Joel Haniford
Cc: Tom Collins
Subject: Road & Bridge Department Equipment Bids

Attachments: 2012 Equipment Comparisons.xls



2012 Equipment
Comparisons.xls...

I recommend the bid for a Four Wheel Drive Front End Loader (including extended power train warranty) be awarded to Beard Equipment Company at a cost of \$160,675.00 as the low bidder meeting specifications. Three bidders provided a lower bid but they failed to meet multiple specifications including engine size.

I recommend the bid for a Hydraulic Excavator (including extended power train warranty) be awarded to Beard Equipment Company at a cost of \$163,890.00 as the low bidder meeting specifications. One bidder provided a lower bid but they failed to meet the specification relative to engine size.

I recommend the bid for a 1/2 ton regular cab short wheel base 4x2 pick-up truck be awarded to Hub City Mercury Ford, Inc. at a cost of \$16,690.00 as the low bidder meeting specifications.

I recommend the bid for a 3/4 ton crew cab long wheel base 4x2 pick-up truck be awarded to Hub City Ford Mercury Inc. at a cost of \$22,290.00 as the low bidder meeting specifications.

I recommend the bid for three 1/2 ton regular cab short wheel base 4x4 pick-up trucks be awarded to Rountree-Moore Ford, LLLP at a cost of \$20,082.00 each as the low bidder meeting specifications. Further recommend to add limited slip and skid plates for an additional \$515.00 per truck which will still be lower than the second low bidder and total \$20,597.00 each.

I recommend the bid for a 1/2 ton long wheel base 4x2 pick-up truck be awarded to Rountree-Moore Ford, LLLP at a cost of \$17,271.00 as the low bidder meeting specifications.

I have attached a review of the bids done by Tom Collins, our Fleet & Facility Manager.

Avis Whitfield
Director
Santa Rosa County Public Works

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4

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 9200 GVWR CREWCAB PICKUP TRUCK

2. **RESPONSIBLE OFFICE:** ROAD & BRIDGE DEPARTMENT

3. **DESCRIPTION OF SERVICE/PRODUCT:**

One 9200 GVWR (3/4 ton) Long Wheel Base Crewcab Pickup Truck

4. **SCOPE OF WORK:**

N/A

5. **BIDDERS AND PRICES:**

A. Hub City Ford-Mercury, Inc.	\$22,290.00
B. Rountree-Moore Ford, LLLP	\$22,295.00

Orrin Smith

From: Avis Whitfield
Sent: Thursday, March 22, 2012 4:22 PM
To: Orrin Smith; Joel Haniford
Cc: Tom Collins
Subject: Road & Bridge Department Equipment Bids

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2012 Equipment
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5

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** 4 WHEEL DRIVE FRONT END LOADER

2. **RESPONSIBLE OFFICE:** ROAD & BRIDGE

3. **DESCRIPTION OF SERVICE/PRODUCT:**

4 Wheel Drive Front End Loader

4. **SCOPE OF WORK:**

N/A

5. BIDDERS AND PRICES:	Bid	Warranty
A. Cowin Equipment Company, Inc.	\$136,045.00	+\$4,818.00
B. Coastal Machinery Company	\$139,603.00	+\$3,949.00
C. Cowin Equipment Company, Inc.	\$156,176.00	+\$5,250.00
D. Beard Equipment Company	\$159,180.00	+\$1,495.00
E. 1 Source Power & Equipment	\$175,590.00	+\$4,139.00
F. Thompson Tractor Co.	\$186,635.00	+\$1,670.00-\$1,710.00
G. United Rentals, Inc.	\$203,248.88	+\$32,003.50

Orrin Smith

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Sent: Thursday, March 22, 2012 4:22 PM
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Cc: Tom Collins
Subject: Road & Bridge Department Equipment Bids

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2012 Equipment
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6

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HYDRAULIC EXCAVATOR

2. **RESPONSIBLE OFFICE:** ROAD & BRIDGE

3. **DESCRIPTION OF SERVICE/PRODUCT:**

Hydraulic Excavator

4. **SCOPE OF WORK:**

N/A

5. BIDDERS AND PRICES:	Bid	Warranty
A. Coastal Machinery Company	\$144,548.34	+\$4,490.66
B. Beard Equipment Company	\$162,540.00	+\$1,350.00
C. 1 Source Power & Equipment	\$173,146.00	+\$4,131.00
D. Thompson Tractor Co.	\$179,179.00	+\$2,255.00
E. Cowin Equipment Company, Inc.	\$190,371.00	+\$7,600.00
F. United Rentals, Inc.	\$198,777.77	+\$31,226.43

Orrin Smith

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To: Orrin Smith; Joel Haniford
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7

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: April 3, 2012

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	\$ 3,600
To:	5016 – 5440016	Building Lease-Guardian Ad Litem	\$ 3,600

State reason for this request:

Funds increase in lease amount for Guardian Ad Litem in the Kid's House from Fine & Forfeiture Fund.

Requested by: Joel Haniford/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-092

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 9, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 12th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

8

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: April 3, 2012

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	\$ 365,000
To:	4010 – 534001	Other Contracts	\$ 365,000

State reason for this request:

Carries forward prior year loan (\$287,870); TDC Fund Balance (\$62,130); and CSX refund (\$15,000) for Henry Street multi-purpose path project in the Tourist Development Tax Fund.

Requested by: Joel Haniford/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-093**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 9, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 12th day Of April, 2012.

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: April 3, 2012

FROM: **Dist. 4 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	Dist. 4 Recreation Reserves	(\$ 48,810)
	2324 – 5910001	To General Fund	\$ 48,810
Fund 001:	001 – 3810003	From Fund 314	\$ 48,810
	0662 – 534001	Other Contracts	\$ 48,810

State reason for this request:

Funds snorkeling reef project increase from Dist. 4 Recreation Funds.

Requested by: Joel Haniford/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-094

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 9, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 12th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

10

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: April 3, 2012

FROM: **Dist. 2 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 312:	2322 – 599001	Dist. 2 Recreation Reserves	(\$ 4,400)
	2322 – 5910001	To General Fund	\$ 4,400
Fund 001:	001 – 3810024	From Fund 312	\$ 4,400
	0662 – 546001	Repair & Maintenance	\$ 4,400

State reason for this request:

Funds construction of concrete pads under bleachers at East Milton Park from Dist. 2 Recreation Funds.

Requested by: Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-095

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 9, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 12th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Joel Haniford

2012-095

From: Tammy Simmons
Sent: Wednesday, March 21, 2012 7:23 AM
To: Joel Haniford; Diane Ebentheuer
Subject: FW: Bleacher pads

Need a budget amendment in the amount of \$4,400 to construct concrete pads under 16 sets of bleachers from District 2 recreation funds. 546001

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

East Milton Park

From: Commissioner Cole
Sent: Wednesday, March 21, 2012 7:13 AM
To: Tammy Simmons
Subject: RE: Bleacher pads

ok...Bob

From: Tammy Simmons
Sent: Tuesday, March 20, 2012 11:38 AM
To: Commissioner Cole
Subject: Bleacher pads

I would like to put a bleacher pad under 16 bleachers with covers at the large fields. The cost for the material would be \$4,400 with the county labor forces building. Would you approve this expense from District 2 recreation funds?

Tammy C. Simmons, Administrative Services Manager Santa Rosa County BOCC
6495 Caroline Street, Suite J
Milton, Florida 32570
(850) 983-1858 (850) 983-1861 (fax)
tammys@santarosa.fl.gov<<mailto:tammys@santarosa.fl.gov>>
<http://www.santarosa.fl.gov/>

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11

BUDGET MODIFICATION RESOLUTION

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REQUESTER ACTION

DATE: April 3, 2012

FROM: **Dist. 3 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 313:	2323 – 599001	Dist. 2 Recreation Reserves	(\$ 3,975)
	2323 – 59100001	To General Fund	\$ 3,975
Fund 001:	001 – 38100010	From Fund 313	\$ 3,975
	0662 – 546001	Repair & Maintenance	\$ 3,975

State reason for this request:

Funds construction of concrete pads under bleachers at Fidelis Park (\$1,100); and construction of bleacher cover and bleacher pads at Chumuckla Park (2,875) from Dist. 3 Recreation Funds.

Requested by: Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-096

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 9, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 12th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Joel Haniford

2012-096

From: Tammy Simmons
Sent: Tuesday, March 20, 2012 1:24 PM
To: Joel Haniford; Diane Ebentheuer
Subject: FW: Fidelis

Need a BA in the amount of \$1,100 to construct 4 concrete bleacher pads at Fidelis with county work forces. 546001

DIST III Rec Funds

From: Commissioner Salter
Sent: Tuesday, March 20, 2012 12:13 PM
To: Tammy Simmons
Subject: Re: Fidelis

OK. You sure are busy today.

Sent from my iPhone

On Mar 20, 2012, at 11:58 AM, "Tammy Simmons" <TammyS@santarosa.fl.gov> wrote:

I would like to build concrete pads under 4 bleachers at Fidelis Park for an amount of \$1,100. We will purchase the materials and the labor will be by county forces. Are you interested in funding?

Tammy C. Simmons, Administrative Services Manager
Santa Rosa County BOCC
6495 Caroline Street, Suite J
Milton, Florida 32570
(850) 983-1858 (850) 983-1861 (fax)
tammys@santarosa.fl.gov
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Joel Haniford

2012-096

From: Tammy Simmons
Sent: Tuesday, March 20, 2012 11:22 AM
To: Joel Haniford; Diane Ebentheuer
Subject: FW: Chumuckla Park

Need BA in the amount of \$2,875 to build one bleacher cover and build 7 bleacher pads from District 3 Recreation Funds 546001.

From: Commissioner Salter
Sent: Tuesday, March 20, 2012 11:20 AM
To: Tammy Simmons
Subject: Re: Chumuckla Park

OK

Sent from my iPhone

On Mar 20, 2012, at 11:18 AM, "Tammy Simmons" <TammyS@santarosa.fl.gov> wrote:

I would like to build one bleacher cover and put concrete pads under 7 bleachers at Chumuckla Park for an amount of \$2,875. We will purchase the materials and the labor will be by county forces.

Tammy C. Simmons, Administrative Services Manager
Santa Rosa County BOCC
6495 Caroline Street, Suite J
Milton, Florida 32570
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12

BUDGET MODIFICATION RESOLUTION

No.

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REQUESTER ACTION

DATE: April 3, 2012

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	Admin Fee – Escambia County	\$ 14,981
	9104 – 5910001	To General Fund	\$ 14,981
Fund 001:	001 – 3810043	From Fund 104	\$ 14,981
	3301 – Various	See Attached	\$ 14,981

State reason for this request:

Recognizes reimbursement of administration expense for the HUD HOME Program and allocates for expenditure for Community Development Housing Program Department in the General Fund.

Requested by: Janice Boone/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-097

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 9, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 12th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BA2012-097 (cont)

Fund	Dept.	<u>Community Development Housing Program</u>			
101	3301	51210	Regular Salaries	\$	9,000
		52110	FICA	\$	600
		52210	Retirement	\$	2,331
		52310	H&A Insurance	\$	2,000
		531001	Professional Services	\$	500
		542001	Postage Service	\$	250
		5540011	Dues and Membership	\$	300
			Total Expenditure	\$	14,981

2012-097

Budget Amendment Request:

4/3/2012

FUND	104 Grants		
DEPT	0787 HUD HOME Program		
Revenue Account:		3413004	
	Funds Received 4/3/2012		14,981.00
	Total		<u>14,981.00</u>
TO:	General Fund		
	3301-51210	Regular Salaries	\$ 9,000.00
	3301-52110	FICA	\$ 600.00
	3301-52310	H&A Insurance	\$ 2,000.00
	3301-542001	Postage Service	\$ 250.00
	3301-5540011	Dues and Membership	\$ 300.00
	3301-531001	Professional Services	\$ 500.00
	3301-52210	Retirement	\$ 2,331.00
	Total		<u>\$ 14,981.00</u>

Escambia Consortium
 Reimbursement of administration expense for the HUD HOME Program.
 Request allocation to housing cost center.

Requested by:

Janice Boone
Housing Program Mgr.

No support documentation for this agenda item.