

April 23, 2012

ECONOMIC DEVELOPMENT COMMITTEE

1. Discussion of local job creation/retention incentives for Project Times as recommended by TEAM Santa Rosa EDC, Inc.
2. Discussion of Resolution designating Project Peach as a Florida Qualified Target Industry (QTI) pursuant to applicable Florida statutes as recommended by TEAM Santa Rosa EDC, Inc.
3. Discussion of appointing Dan Busse, Dean of Workforce and Vocational Support as the Pensacola State College member of the Workforce Escarosa, Inc. Board of Directors.

BCC: 04/23/12

To: Santa Rosa County Board of County Commissioners
From: Shannon Ogletree, Interim Executive Director
Re: Discussion of incentives associated with **Project Times**
Date: April 23, 2012

DISCUSSION

1. The Board of County Commissioners discuss the Santa Rosa County Super QTI Incentive for Project Times.

BACKGROUND

The Economic Development Council of Santa Rosa County is working with a company referred to as **Project Times** who is considering expanding their current operations in Santa Rosa County. Over the five year period from 2012 to 2016 the company is anticipating adding 30 Full-Time Equivalent (FTEs), with an average wage in excess of 150% of the County's average wage rate. The company is being highly sought after from another State in the Southeast.

Effective January 12, 2012 Santa Rosa County passed an Economic Development Ordinance to provide incentives for companies that generate more than 51% of their sales from outside Escambia/Okaloosa/Santa Rosa County. Per the approved economic development ordinance, Project Times is eligible for \$600 per/position/year.

BUDGETARY IMPACT BY YEAR

<u>Year</u>	<u>Estimated NEW Jobs</u>	<u>Payout at \$600 per position</u>
2012	20	\$12,000
2013	20	\$12,000
2014	20	\$12,000
2015	25	\$15,000
2016	30	\$18,000

TOTAL BUDGETARY IMPACT 2012-2016

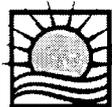
\$69,000

LEGAL CONSIDERATION

The County Attorney has reviewed

IMPLEMENTATION

TEAM Santa Rosa EDC along with County Attorney and Budget Director will ensure coordination of the incentive.



To: Santa Rosa County Board of County Commissioners

From: Shannon Ogletree, Interim Director

Re: Recommendations associated with **Project Peach.**

Date: April 23, 2012

DISCUSSION

1. That the Board of County Commissioners discuss/approve the attached resolution for the State's Qualified Target Industry (QTI) Tax Refund Program and provided the necessary match in the amount of \$13,200 for the QTI Program.

BACKGROUND

TEAM Santa Rosa is working with a company referred to as **Project Peach** who is interested in expanding into new facility in the Gulf Breeze Area. The company would bring over a 3 year period, 22 jobs with an average wage rate in excess of 115% of the County's average wage rate. The company headquarters are located in Atlanta and the decision to expand/relocate a division to Gulf Breeze or expand in Atlanta depends on incentives /workforce / availability of a building. Santa Rosa County is on the shortlist and we need to secure all the necessary resolutions and supports to be able to have the State approve the various incentives we have requested for this project. Incentives are a must for if this project is to locate to Gulf Breeze.

Effective November 1, 2001 an updated listing of qualified target industries was developed by the State of Florida. The Qualified Target Industry Tax Refund program states, if a new business serves multi-state or international trade, and can show they fit the criteria as a target industry there is a tax refund granted to

the businesses by the State of Florida. Project Peach classifies as a "Back Office" industry and, therefore, can qualify.

Attached is the resolution as required by the State indicating the company is qualified per statutes, supported by the County. It also states the County will provide a match for the QTI Refund in the amount of \$13,200.

Attached for you approval is the resolution as required by the State indicating the company is qualified per statutes, supported by the County. It also states the County will provide a match for the QTI Refund in terms of cash.

BUDGETARY IMPACT

\$13,200

LEGAL CONSIDERATION

The County Attorney has reviewed

PERSONNEL

TEAM will complete and submit the QTI application along with the prospect to the State with attached resolution

IMPLEMENTATION

TEAM Santa Rosa EDC will take the lead to ensure coordination between the various departments and agencies.

QUALIFIED TARGET INDUSTRY TAX REFUND PROGRAM

RESOLUTION NO. _____

A RESOLUTION BY THE GOVERNING BOARD OF Santa Rosa County, FLORIDA FINDING THAT PROJECT PEACH. BE APPROVED AS A QUALIFIED APPLICANT FOR QUALIFIED TARGET INUSTRY (QTI) PROGRAM PURSUANT TO FS.288.106

BE IT RESOLVED BY THE GOVERNING BOARD OF SANTA ROSA COUNTY, FLORIDA as follows:

WHEREAS, the business under consideration is a back office sales and marketing arm operation, specifically *Project Peach.*; and

WHEREAS, *Project Peach* is a back office that will locate its subsidiary operations to Gulf Breeze, Florida; and

WHEREAS, *Project Peach.* is currently an established company that will hire up to 22 additional employees to fill service center, sales, and administration/clerical support positions; and

WHEREAS, *Project Peach.* will pay an average annual wage of \$35,105+ and has been identified as a Target Industry Business pursuant to Section 288.106, Florida Statutes; and

WHEREAS, The Board of County Commissioners of Santa Rosa County will provide a match in terms of cash in the amount of \$13,200;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF SANTA ROSA COUNTY FLORIDA that the Board hereby recommends Project Peach be approved as a Qualified Target Industry Program pursuant to S.288-106, Florida Statutes.

BE IT FURTHER RESOLVED that the necessary commitment of local financial support for the Qualified Target Industry Business for the Qualified Target Industry Tax Refund Program in the amount of \$13,200 cash that this amount will be available consistent with the guidelines set forth by the Department of Economic Opportunity and will be shown to the Florida Economic Development Trust Fund with the stipulation that these funds are intended to represent the "local participation" required by S.288.106, Florida Statutes.

This resolution shall take effect immediately upon its adoption.

DULY ADOPTED BY THE GOVERNING BOARD OF SANTA ROSA COUNTY, FLORIDA this *(Date)* day of *(Month)*, *(Year)*.

ATTEST:

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

Chairman

Clerk

STAMP AND SIGNATURE OF NOTARY



Jay Overman
Chairperson
Susan Nelms
Executive Director

workforce**escarosa**

Connecting businesses and resources.

Bocc
Admin

April 9, 2012

Hunter Walker, County Administrator
Santa Rosa County Board
Of Commissioners
6495 Caroline Street
Milton, FL 32570-4592

Dear Mr. Walker:

Under the Workforce Investment Act (WIA) of 1998 and the Florida Workforce Innovation Act of 2000, Superintendents of Schools and College Presidents are no longer required to personally serve on the Regional Workforce Board and may designate representatives.

Enclosed is a letter from Dr. Edward Meadows requesting that Mr. Dan Busse, Dean of Workforce and Vocational Support at Pensacola State College, be appointed to represent Education on the Workforce Escarosa, Inc. Board of Directors.

I am requesting your assistance with having the Santa Rosa County Board of Commissioners consider Mr. Dan Busse as Pensacola State College's representative on our Board of Directors.

Please let me know if you need additional information or if I can be of further assistance in this process. Thanks for your help with this matter.

Sincerely,


Susan Nelms
Executive Director

SN/js

Enclosure

Regional Workforce Board
9111 Sturdevant Street
Pensacola, FL 32514
Phone: (850) 473-0939
Fax: (850) 473-0935

Pensacola Center
3670-A North "L" Street
Pensacola, FL 32505-5217
Phone: (850) 607-8700
Fax: (850) 607-8849

Milton Center
5725 Highway 90
Milton, FL 32583
Phone: (850) 983-5325
Fax: (850) 983-5330

Century Center
8120 N. Century Blvd.
Century, FL 32535
Phone: (850) 256-6259
Fax: (850) 256-6266

www.workforceescarosa.com

PENSACOLA STATE — COLLEGE —

April 5, 2012

Office of the President

Pensacola State College
1000 College Boulevard
Pensacola, FL 32504-8998
850-484-1700
Fax: 850-484-1840
www.pensacolastate.edu

Ms. Susan Nelms
Executive Director
Workforce Escarosa
9111 Sturdevant Street
Pensacola, FL 32514

Dear Ms. Nelms:

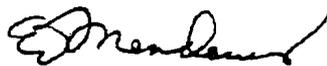
I am pleased that Mr. Dan Busse has been appointed to the position of Dean of Workforce and Vocational Support at Pensacola State College. Mr. Busse comes to us from the Escambia County School District where for the past decade he served as principal of George Stone Technical Center and as a workforce education specialist.

I am requesting that Mr. Busse be appointed as a voting member of the Workforce Escarosa Board of Directors, representing Pensacola State College. Pensacola State College recognizes the importance of a highly trained workforce to promote and enhance the area's economic development and fully supports the efforts of the Board and programs of Workforce Escarosa.

You may contact Mr. Busse directly at 484-1158 or dbusse@pensacolastate.edu.

If you have any questions or concerns regarding this request, please contact me.

Sincerely,



Edward Meadows
President

psc

c: Mr. Dan Busse

October 19, 2011

Mr. Jay Overman, Chairman
Workforce Escarosa, Inc.
9111-A Sturdevant Street
Pensacola, Florida 32514

Dear Jay:

This letter is to inform you that I have accepted a new position as the Vice President of Baccalaureate and Occupational Programs with Chipola College. Therefore, it is with much regret that I submit this letter of resignation from the Workforce Escarosa Board of Directors.

I would like to express my sincere appreciation to you and the board of directors for the opportunity to serve on this board. Although I have not been as active as I would have liked, I have truly enjoyed working and interacting with all of you. I am certainly grateful for the many learning and growth opportunities. Together, much has been accomplished and I know that you will continue the effort to enhance the lives in our community.

I wish all of you continued success with your future endeavors. Please keep our family in your prayers as we make this transition to Marianna, Florida.

Sincerely,

Jason Hurst, Ph.D.
Vice President
Workforce Education & Academic Support

**WORKFORCE ESCAROSA, INC.
BOARD MEMBERSHIP PROFILE - PRIVATE SECTOR**

TYPE OF BUSINESS (Check all that apply): Small Business (less than 500 employees)
 Minority Owned

Name: Daniel Busse Title: Dean, Workforce Education
Business Name: Pensacola State College
Address: 1000 College Blvd. Phone No.: 484-1158
Pensacola, FL 32504 FAX No.:
E-Mail address: dbusse@pensacolastate.edu
Cell Phone No.:

Home Address: 2440 Semoran Drive
Pensacola, FL

MEMBERSHIP DEMOGRAPHICS (for reporting purposes)

GENDER: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	RACE: <input type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic <input checked="" type="checkbox"/> White <input type="checkbox"/> Ameri. Indian <input type="checkbox"/> Other	VETERAN: <input type="checkbox"/> Yes <input type="checkbox"/> No	AGE: <input checked="" type="checkbox"/> < 55 <input type="checkbox"/> 55 OR >	DISABLED: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Community Organization Memberships
see resume

Board Memberships
see resume

Briefly state why you would like to become involved in the Workforce Escarosa, Inc. Board.
Required membership of public education in federal law; closely tied to demand occupations and established training programs under the Workforce Investment Act; and youth programs through career academies.

Does your company currently provide any service or products to Workforce Escarosa, Inc.?
Yes No (Other than training through established courses)

Please attach a copy of your resume' to this form

Daniel G. Busse

2440 Semoran Dr.
Pensacola, FL 32503
(H) 850-433-5859
(C) 850-723-7009

Email: dbusatponce@yahoo.com

EDUCATION

- 2007 Certification in Educational Leadership, University of West Florida
1995 Doctoral Fellow, Indiana State University
1989 Master of Education in Curriculum and Instruction, University of New Orleans
1985 Bachelor of Science (magna cum laude) in Technology Education, Eastern Illinois University

CURRENT RESPONSIBILITIES

2007-Present Escambia County School Board, Pensacola, FL
Principal, George Stone Technical Center

- Developed a viable school mission and vision and provide continuing instructional leadership and supervision for the attainment of said mission and vision.
- Manage financial resources from a number of budgets in a prudent manner to ensure compliance with local, state and federal regulations.
- Supervise personnel, conduct annual performance appraisals and make recommendations for appropriate employment action.
- Provide leadership in the development of policies related to adult and post-secondary vocational education.
- Develop cooperative agreements and contracts with outside agencies to address school goals and objectives.
- Act as school's ambassador to develop positive relations with stakeholders including secondary and post-secondary schools, advisory partners, and the community.
- Presenter at various civic organizations.
- Develop program offerings to meet local economic needs.
- Build cohesive teams from diverse individuals to accomplish goals and objectives.
- Lead the school improvement process.
- Manage school resources and assets to promote student learning.
- Administer school based staff development program to maximize student performance.
- Manage Financial Aid program to maximize student enrollment and achievement.
- Ensure that Council on Occupational Education (COE) and SACS CASI accreditation standards are continually met.
- Oversee all testing including GED, TABE, CJBAT, ASE and FL Ready to Work.
- Oversee postsecondary Workforce Information Development System (WDIS) and Integrated Postsecondary Data Information System (IPEDS) data collection, analysis and reporting.
- Provide communications to appropriate District level personnel relating to school issues.
- Facilitate all aspects of the strategic planning process as it relates to the school's mission.
- Manage all aspects of the District's Postsecondary Education Perkins Grant

PREVIOUS RESPONSIBILITIES

2002-2007 Escambia County School Board, Pensacola, FL
Workforce Education Specialist

- Developed and administered local, federal and grant based budgets.
- Responded to grant Requests for Proposals, received over \$1,000,000 in funding.
- Revised and interpreted school board policy as it related to workforce education.
- Planned, coordinated, delivered and evaluated workforce education staff development programs.
- Served as district facilitator for school improvement committees.
- Assisted in development of District's overall vision and plan for workforce education.
- Assisted in the staffing process as it relates to workforce education.
- Assisted in development of workforce education initiatives and curriculum.
- Presenter at local and state conferences.
- Provided leadership and direction to industrial, technical, agricultural and public service teachers.
- Provided leadership and direction to middle and high school principals in the area of workforce education.
- Conducted teacher meetings and conferences.
- Provided assistance for advisory committee development.
- Directed curricular and school based committees for textbook selection and end of course exams.
- District designee for child labor issues.
- Vendor contact for purchasing materials and supplies.
- Tech Prep district representative.

PRIOR RESPONSIBILITIES

- Master Teacher for the Intel Corporation.
- Instructor for the Alliance+ Internet training for Miami-Dade Community College and Miami-Dade County Public Schools.
- Curriculum writer and reviewer for the Office of Workforce Development, Miami-Dade County.
- Program manager for the International Baccalaureate Middle Years Programme (IBMYP).
- Technology Coordinator for the South Florida Inner-City Games program.
- Technical director for numerous large group presentations including the Arnold Schwarzenegger presentation for the Inner-City Games.
- FCAT Test Coordinator.
- Technology Student Association advisor.

PROFESSIONAL EXPERIENCE

- 2001-2002* Miami-Dade Community College, Miami, FL
Non-credit Continuing Education Department Liaison
- 2000-2002* Hammocks Middle School, Miami, FL
Technology Education Instructor
- 1999-2000* Ponce de Leon Middle School, Miami, FL
Magnet Program/School's Lead Teacher
- 1990-1999* Ponce de Leon Middle School, Miami, FL
Technology Education Instructor
- 1990* Hammocks Middle School, Miami, FL
Computer Instructor
- 1988-1989* Lewis University, Romeoville, IL
Auto Technology Instructor at the Joliet Correctional Center

PROFESSIONAL MEMBERSHIPS

President, Florida Leadership for Career and Technical Education
Escambia Association for Administrators in Education
Escambia Association for Career and Technical Education
Florida Technology Education Association
Association for Career and Technical Education
Florida Association for Career and Technical Education

AWARDS

Escambia Association for Career and Technical Education Educator of the Year 05-06
Escambia Association for Career and Technical Education Educator of the Year 07-08
Teacher of the Year Ponce de Leon Middle School 1998

REFERENCES

Dr. Michelle Taylor
District Workforce Education Specialist
School Board of Escambia County Florida
30 E. Texar
Pensacola, FL 32503
850-469-5360

Ms. Pam Ryland
Principal (Retired)
Judy Andrews Center
129 North Merritt Street
Pensacola, FL 32507
850-459-7462

Mr. Carl Leiterman
Workforce Education Director (retired)
School Board of Escambia County Florida
5208 Crystal Creek Drive
Milton, FL 32571
850-776-6684

April 23, 2012

ADMINISTRATIVE COMMITTEE

1. Discussion of taking actions to join the Florida Association of Counties (FAC) litigation challenging the constitutionality of Ch. 2012-33, Laws of Florida.
2. Discussion of appointment of Carol Boston as District Four member of the Zoning Board.
3. Discussion of Florida Department of Law Enforcement Certificate of Participation in FY2012 Justice Assistance Grant Program (JAG Countywide - State Solicitation) and designation of Major Mark Hayes as project contact.
4. Discussion of Resolution authorizing District One Office of the Medical Examiner to collect a \$40.00 fee for cremations.
5. Discussion of following resolutions required by Florida Department of Transportation for replacement of Marquis Bayou Bridge:
 - Resolution conveying small portion of unmaintained right-of-way required for project
 - Resolution accepting realignment of roadway between Bayou Drive and Milton Court
 - Resolution authorizing temporary construction easement on unmaintained right-of-way segment.
6. Discussion of honoring Bubba Watson as 2012 Masters Golf Tournament Champion.
7. Public Hearing items scheduled for 9:30 a.m. Thursday, April 26, 2012:

An ordinance establishing boating restrictions and regulations for Navarre Beach Marine Sanctuary Reef Project.

BoCC
Admin
Atty
Joel
Jay

1

FAC Board of Directors
Special Board Meeting
April 12, 2012
Agenda Item # 1

Statement of Issue or Executive Summary:

Seeking authority to pursue, in the name of the Florida Association of Counties (FAC), litigation that constitutionally challenges the Medicaid revenue share withholding scheme as a result of Ch. 2012-33, Laws of Florida.

Background:

Forty years ago, in 1972, the Florida Legislature created a mechanism to charge counties for a portion of the state's Medicaid responsibility. Through the decades, there have been little that has changed in the state's billing and payment scheme. However, the public record reflects that around 2008, when a new electronic billing system was implemented by the Agency for Health Care Administration, the amount of collections for Medicaid payments from the counties decreased significantly. This collections drop caused a financial hole in the state's General Revenue Fund. Counties have disputed a portion of these electronic bills as being inaccurate, such that there are estimated \$325 million in disputed bills. During the 2012 legislative session, the Legislature passed and the Governor signed HB 5301 (now Ch. 2012-33, Laws of Fla.), requiring the state to collect the past disputed bills through an automatic withholding of the county revenue sharing and half-cent sales tax distributions.

For a complete and thorough background analysis along with a summary of HB 5301, please [click here](#).

Since sine die, FAC legal staff has been hosting conference calls and discussions with the county attorneys around the state concerning possible litigation strategies. A Medicaid Legal Task Force, composed of county attorneys, has been assembled for the purposes of: (1) providing a peer forum for those counties which choose to administratively challenge the backlog amount certified by AHCA as unpaid; (2) providing analysis and strategy on any constitutional challenges to Ch. 2012-33, Laws of Florida that are filed by FAC and the counties, individually; (3) providing advice on the development of the future administrative procedures for challenging AHCA statements by the counties.

The law, Ch. 2012-33, Laws of Florida, became effective upon the Governor's signing of the HB 5301 and the law first begins to impact counties on May 1,

2012, with the first withholding from the counties' half cent sales tax distribution later in May 2012.

Analysis:

There are several legal issues that arise from the passage of Ch. 2012-33. Of particular note is that the bill failed to achieve a 2/3 vote in either the House or the Senate, thus, triggering three different paragraphs of the unfunded mandate constitutional provision.

- Article VII, section 18(a): Need a 2/3 vote in both chambers and an important state interest statement in order to require an expenditure of cities and counties in order for those local governments to be bound by the bill.
- Article VII, section 18(b), Florida Constitution prohibits the enactment, amendment or repeal of any general law, without a 2/3 vote of each house of legislature, when the anticipated effect is to reduce the authority that cities or counties have to raise revenues, as such authority existed on February 1, 1989.
- Article VII, section 18(c), Florida Constitution prohibits the enactment, amendment or repeal of any general law that is anticipated to reduce the percentage of a state tax shared with counties and municipalities as an aggregate on February 1, 1989.

There are also other constitutional arguments that the county attorneys, FAC legal staff, and special counsel are examining, analyzing, and evaluating. These issues arise from the fundamental unfair and unequal positions that the bill places counties. In addition, these issues address the authority that may not be correctly being exercised at the agency level in implementing the cost share requirement.

The arguments that are being analyzed are sound and well founded. While there are never any guarantees of outcome, the arguments are strong.

As of April 11, 2012, there are four counties, Leon, Manatee, Pasco and Polk, that have already voted to be named plaintiffs in a constitutional challenge on Ch. 2012-33, Laws of Fla. If FAC decides to also be a named plaintiff, it is anticipated that there will be more counties that come forward. Others have already placed action on the authority to join such a suit on their agendas for the remaining weeks in April.

If the Board so authorizes, FAC staff proposes to hire special counsel to represent the entire coalition of counties and FAC, allowing consistent, focused

and cost efficient advocacy. This is the model that the counties have used in past pieces of litigation of statewide concern, with great success. If any appeal is taken or deemed advisable, the Executive Committee would be briefed and should be authorized to act on any recommended filing of an appeal.

FAC staff anticipates engaging two former county attorneys, Susan Churuti and Tom Drage, both with the firm of Bryant, Miller & Olive, to represent the coalition. Both have worked with FAC, in their former capacities as county attorneys on pieces of statewide litigation.

Division and Staff Person's Name:

Office of the General Counsel
Virginia "Ginger" Delegal

Fiscal Impact:

Only the counties which choose to engage in a cost-sharing arrangement with FAC and are therefore named plaintiffs would be responsible for a share of the costs. To supplement this defense fund, it is recommended that FAC financially contribute to the cost of the litigation, using funds drawn from FAC's legal reserve fund for litigation of statewide impact.

While the actual cost of the litigation cannot be determined, it would be cost-effective for FAC and all counties to work together in this suggested and tested fashion. By sharing the cost among those plaintiff counties and FAC, the costs for counties and ultimately the taxpayers are not only minimal but guaranteed.

All counties would be asked for a flat fee based off of population. FAC would pay any and all shortfalls from these contributions.

- Large urban counties - \$5,000
- Medium counties - \$3,500
- Small rural counties - \$1,000

Recommendation:

That the Board approve a motion to:

- (1) authorize FAC to appear as a plaintiff challenging the constitutionality of Ch. 2012-33, Laws of Florida,
- (2) authorize FAC to engage special counsel for the purpose of representing FAC and Florida's counties, and
- (3) authorize the use of the legal reserve fund for cases of statewide impact for the purpose of contributing to the cost of such litigation, including any approved appeals or defense therefrom, and
- (4) authorize the Executive Committee to direct the filing of any appeals and to engage special appellate counsel.

(2)

Hunter Walker

From: Commissioner Jim Melvin
Sent: Monday, April 09, 2012 8:02 AM
To: Hunter Walker
Subject: FW: Contact Information

Hunter, as we discussed earlier, Mr. Nichols contacted me to say he was resigning from the Zoning Board. I have asked Mrs. Carol Boston to serve and she has agreed. Her contact info is included below.
Jim

Commissioner Jim Melvin
6495 Caroline street
Milton fl. 32570

From: Jim Melvin [mailto:jimmelvin32583@yahoo.com]
Sent: Saturday, April 07, 2012 11:54 AM
To: Commissioner Jim Melvin
Subject: Fw: Contact Information

----- Forwarded Message -----

From: Carol Boston <cnboston@bellsouth.net>
To: jimmelvin32583@yahoo.com
Sent: Thursday, April 5, 2012 2:52 PM
Subject: Contact Information

Jim,

Thank you for contacting me and inviting me to serve on The Santa Rosa County Zoning Board.

My contact information is as follows:

Carol Boston
7136 East Bay Blvd.
Navarre, FL 32566
(850)496-1919

I look forward to serving our county.

Carol

Email scanned by Check Point

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.

4/11/2012

CERTIFICATE OF PARTICIPATION

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

3

Date: April 26, 2012

Mr. Clayton H. Wilder
Administrator
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

Dear Mr. Wilder:

This is to inform you that the Board of County Commissioners Accepts X
Declines the invitation to serve as the coordinating unit of government in the Florida
Department of Law Enforcement's Edward Byrne Memorial Justice Assistance Grant
(JAG) Program.

For purposes of coordinating the preparation of our application(s) for grant funds with
the Office of Criminal Justice Grants, we have designated the following person:

Name: Maj. Mark Hayes

Title: Major

E-mail address: mhayes@srsa.net

Agency: Santa Rosa County Sheriff's Dept.

Address: 5755 East Milton Road, Milton FL 32583

Telephone: 850-983-1235 County: Santa Rosa

Date: April 26, 2012

Sincerely,

Chair, Board of County Commissioners

Attest:

Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

Business Support Program
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 410-7000
www.fdle.state.fl.us

Rick Scott, *Governor*
Pam Bondi, *Attorney General*
Jeff Atwater, *Chief Financial Officer*
Adam Putnam, *Commissioner of Agriculture*

April 6, 2012

The Honorable Jim Williamson
Chairman, Santa Rosa County
Board of Commissioners
6495 Caroline Street, Suite M
Milton, FL 32570

Re: Federal Fiscal Year (FFY) 2012 Edward Byrne Memorial Justice Assistance
Grant (JAG) Program – JAG Countywide – State Solicitation

Dear Chairman Williamson:

The Florida Department of Law Enforcement (FDLE) anticipates an award from the United States Department of Justice for FFY 2012 JAG funds. FDLE will distribute these funds in accordance with the JAG Countywide distribution provisions of Chapter 11D-9, Florida Administrative Code.

FDLE has set aside \$53,327 funds for use by all units of government within Santa Rosa County. The enclosed Program Announcement provides an overview of these funds which can be used by local units of government to support a broad range of activities to prevent and control crime and to improve the criminal justice system. Please note that the Program Announcement includes information from the U.S. Department of Justice relating several areas of national focus and its priorities to help maximize the effectiveness of the Byrne/JAG funding.

As a condition of participation in this program, the units of government in each county must reach a consensus concerning the expenditure of these funds. This consensus must include the projects to be implemented as well as the agency responsible for such implementation.

Developing such consensus will require someone to exercise leadership and assume a coordinating role in the development of applications for these funds. FDLE recommends that the Board of County Commissioners assume this responsibility. In the event the county declines to serve in this capacity, the Department will request the governing body of each municipality in the county, in descending order of population, to serve as the coordinating unit of government.

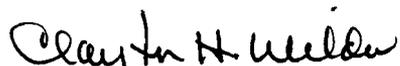
The Honorable Jim Williamson
April 6, 2012
Page Two

The enclosed Certificate of Participation form requests the identification of an individual coordinator. We will send this individual further information regarding the application process in FDLE's on-line grant management system. Please complete the enclosed Certificate of Participation and return it as soon as possible to:

Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, Florida 32308
Attention: Clayton H. Wilder, Administrator

We look forward to working with you. If you have any questions or if we can provide you with any assistance regarding the JAG Program, please contact me at (850) 617-1250.

Sincerely,


Clayton H. Wilder
Administrator

CHW/JP/st

Enclosures

cc: Mayors in Santa Rosa County
Law Enforcement Agencies in Santa Rosa County
Project Directors in Santa Rosa County

Hunter Walker

From: Jeff Martin - Director [jmartin@fldme.com]
Sent: Tuesday, April 10, 2012 11:25 AM
To: kisgreg@co.walton.fl.us; Hunter Walker
Cc: Kathy Jordan; imfbill@co.walton.fl.us
Subject: Cremation Approval Fee
Attachments: Resolution.ME.docx

(4)

Dear Sirs:

Sorry to bother you, however I wanted to follow up on an email that I sent on 03/29/2012 to your respective budget offices. Last year we proposed a request, which would allow the Medical Examiner to charge for cremation approvals. This is currently being done, throughout the State of Florida. At the time of the request, there was an appeal filed in a civil suit, which challenged the legality of this fee. The case has since been discharged and it has been upheld by Florida's highest court that the charge can be set in place.

Dr. Minyard has instructed me to move forward on this matter, therefore I need your assistance and guidance on how we can get this system into place in your county. Both Escambia and Okaloosa County have made contact with me and are planning to proceed in getting this fee in place. If there is anything I can do to help I would be willing to meet or provide any necessary documentation. Attached is the proposed RESOLUTION language for the Escambia County program.

Respectfully,

Jeffrey B. Martin, D-ABMDI
Director / Chief Investigator
(850) 865-2178 - Cellular

Office of the District Medical Examiner
District One - Florida
Central Office
5151 N. 9th Ave.
Pensacola, FL 32504
(850) 416-7210 - Office
(850) 416-6475 - Fax

Annex Office
206 Staff Drive N.E.
Ft. Walton Beach, FL 32548
(850) 651-7771 - Office
(850) 651-7775 - Fax

Email scanned by Check Point

4/19/2012

RESOLUTION NUMBER 2012-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA AUTHORIZING AND ESTABLISHING A FEE FOR CREMATION AUTHORIZATION SERVICES RENDERED BY THE DISTRICT ONE MEDICAL EXAMINER; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to §406.11(1), Florida Statutes, the Medical Examiner is required to determine the cause of death and shall, for that purpose, make or have performed such examinations, investigations, and autopsies as he or she shall deem necessary or as shall be requested by the state attorney when a body is to be cremated, dissected or buried at sea.

WHEREAS, pursuant to Chapter 406.08, Florida Statutes, the Board of County Commissioners is required to compensate the Medical Examiner and staff such reasonable salary and fees as may be established by the Board; and

WHEREAS, the Board of County Commissioners previously approved a contract with the District One Medical Examiner for medical examiner services for Santa Rosa County which authorized an annual budget for such services; and

WHEREAS, establishing a cremation authorization fee will serve to offset expenses of the Medical Examiner and reduce the County's annual budget allocation necessary to maintain such services; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the citizens of Santa Rosa County to establish a fee for cremation authorization services rendered by the District One Medical Examiner's Office.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA, AS FOLLOWS:

Section 1. That the above recitals are true and correct and incorporated herein by reference.

Section 2. That the Board of County Commissioners hereby establishes a cremation authorization fee in the amount of forty dollars (\$40.00) for cremation authorization services rendered by the District One Medical Examiner's Office.

Section 3. That a cremation authorization fee shall not be established, charged or collected for any human body or remains which are unclaimed or cremated at public expense pursuant to Chapter 406, Florida Statutes.

Section 4. That this Resolution shall take effect immediately upon its adoption by the Board of County Commissioners of Santa Rosa County, Florida.

ADOPTED this ____ day of _____, 2012.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By: _____
Jim Williamson, Chairman

ATTEST: Mary Johnson
Clerk of the Circuit Court

By: _____
Deputy Clerk

(SEAL)

BCC Approved: _____



5

Florida Department of Transportation

DISTRICT THREE RIGHT OF WAY
6025 Old Bagdad Hwy.
Milton, Florida 32583
(850)981-2747 Fax (850)981-2749

Rick Scott
GOVERNOR

Ananth Prasad
SECRETARY

April 16, 2012

Santa Rosa County
c/o Hunter Walker
6495 Caroline St., Suite C
Milton, FL 32570

RE:

WP Item & Segment No.: 4229071

SR Road No.: 10

County: Santa Rosa

Parcel No.: 100

Dear Mr. Walker:

This letter is in regards to transportation **Project 4229071, Parcel 100**. The enclosed material is pertinent to the acquisition of the **FEE SIMPLE ACQUISITION** that will be needed for this roadway improvement project. The scope of the project includes: Replacement of Bridge Structure 580013 over Macavis Bayou.

The content of this package provides owner notification that the project is commencing and details how the project will impact your parcel. A brochure has been included that details the acquisition process along with your rights as an owner. Also included is a Notice to Owner form which officially notifies the owner that the project is beginning please keep this copy for your records. Right of way maps highlighting the areas of acquisition and construction plans have been included as well. Finally, a copy of all the instruments necessary to close the parcel is included in this package.

Parcel 100 is a fee simple take and will be used in association with construction activities pertaining to construction of the new bridge. Also included are three Resolutions that will need to be executed as well. All of the resolutions pertain to various construction activities associated with county roads/right of way that will ensure county acceptance of this project. One is a resolution associated with Parcel 100 ensuring the transfer of the needed right of way. A second for parcels 1000-1003 is to ensure acceptance of a new road alignment between Bayou Drive and Milton Road. The third is a resolution for a temporary easement that will allow for the use of county roads associated with the construction of this project.

I thank you for your time and consideration into this matter and please contact me with any questions or concerns you may have concerning this project and the acquisition of the needed land. I can be reached at: 850-981-2747.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Wallace".

Jon Wallace, R/W Agent

LEGEND

AC.	- ACRES	CALV.	- GALVANIZED	R	- RADIUS OR RANGE
AM.	- AHEAD	G.L.O.	- GENERAL LAND OFFICE	RU.	- ROAD
ASSOC.	- ASSOCIATES	GOV.F.	- GOVERNMENT	RES.	- RESIDENTIAL
AZ.	- AZIMUTH	Hwy.	- HIGHWAY	REF.	- REFERENCE
B	- BASELINE	ID.	- IDENTIFICATION	REQ.	- REQUIRED
B.O.S.	- BEGINNING OF SURVEY	INC.	- INCORPORATED	R.L.S.	- REGISTERED LAND SURVEYOR
BR.	- BACK	I.P.	- IRON PIPE	R. E.	- RANGE EAST
BLVD.	- BOULEVARD	I.R.BC.	- IRON ROD & CAP	R. W.	- RANGE WEST
B	- BOUNDARY	L	- LENGTH OF CURVE	RT.	- RIGHT
CL	- CENTERLINE	LB	- LICENSED BUSINESS	R/W	- RIGHT OF WAY
CC	- COMPUTED	LLC	- LIMITED LIABILITY COMPANY	S	- SOUTH
C.C.R.	- CERTIFIED CORNER REPORT	L.O.C.	- LIMITS OF CONSTRUCTION	SO.	- SQUARE
CI	- CURVE NUMBER	LS	- LICENSED SURVEYOR	S.R.	- STATE ROAD
CH. & C.B.	- CHORD BEARING	LT.	- LEFT	S.R.D.	- STATE ROAD DEPARTMENT
C.W.	- COUNTY ROAD	MAINT.	- MAINTAINED	SEC.	- SECTION
CON.	- CONCRETE MONUMENT	MON.	- MONUMENT	S.F.	- SQUARE FEET
COMM.	- COMMERCIAL BUILDING	N	- NORTH	STA.	- STATION
CONC.	- CONCRETE	N.A. N/A	- NOT APPLICABLE	STC.	- STREET, SAINT
CONSTR.	- CONSTRUCTION	No. 1	- NUMBER	STU.	- STATE UPLAND ELEVATION LINE
CORP.	- CORPORATION	NBD	- NAIL AND DISK	T	- TANGENT
D	- DELTA	N.T.S.	- NOT TO SCALE	T.N.	- TOWNSHIP NORTH
D	- DEGREE	D.R.B.	- OFFICIAL RECORDS BOOK	T.S.	- TOWNSHIP SOUTH
D	- DEGREE OF CURVE	IPI	- IRON PIPE	T.B.	- TANGENT BEARING
DD	- DEED MEASUREMENT	P.B.	- PLAT BOOK	TC	- TANGENT TO CURVE
D.B.	- DEED BOOK	P.C.	- POINT OF CURVATURE	TS	- TITLE SEARCH
D.E.P.	- DEPARTMENT OF ENVIRONMENTAL PROTECTION	P.C.P.	- PERMANENT CONTROL POINT	T.C.E.	- TEMPORARY CONSTRUCTION EASEMENT
E	- EAST	P.O.C.	- POINT ON CURVE	U.S.	- UNITED STATES
E.F.B.	- ELECTRONIC FIELD BOOK	PG.	- PAGE	USACE	- UNITED STATES ARMY CORPS OF ENGINEERS
E.O.S.	- END OF SURVEY	P.I.	- POINT OF INTERSECTION	USCGS	- UNITED STATES COASTAL AND GEODETIC SURVEY
EXIST.	- EXISTING	P.K.	- PARKER KATION PARKWAY	W	- WEST
F	- FIELD MEASUREMENT	P.L.S.	- PROFESSIONAL LAND SURVEYOR	W/	- WITH
F.A.P.	- FEDERAL AID PROJECT	P.O.T.	- POINT ON TANGENT	WT.	- WITNESS
F.D.O.T.	- FLORIDA DEPARTMENT OF TRANSPORTATION	P.R.C.	- POINT OF REVERSE CURVE	W.P.I.	- WORK PROGRAM ITEM
FB	- FIELD BOOK	PRELIM.	- PRELIMINARY		- MINUTES, FEET
FL.	- FLORIDA	P.R.M.	- PERMANENT REFERENCE MONUMENT		- DEGREES
FND	- FOUND	P.S.M.	- PROFESSIONAL SURVEYOR AND MAPPER		- SECONDS, INCHES
F.P.	- FINANCIAL PROJECT	P.T.	- POINT OF TANGENCY		- AND
FT.	- FEET, FOOT	R	- PROPERTY LINE		

INDEX	
SHEET NO.	DESCRIPTION
1	KEY MAP
2	DEED BOOKS
3	DEEDS
4	DEEDS
5	DEEDS
6	DEEDS
7	DEEDS
8	DEEDS
9	DEEDS
10	DEEDS
11	DEEDS
12	DEEDS

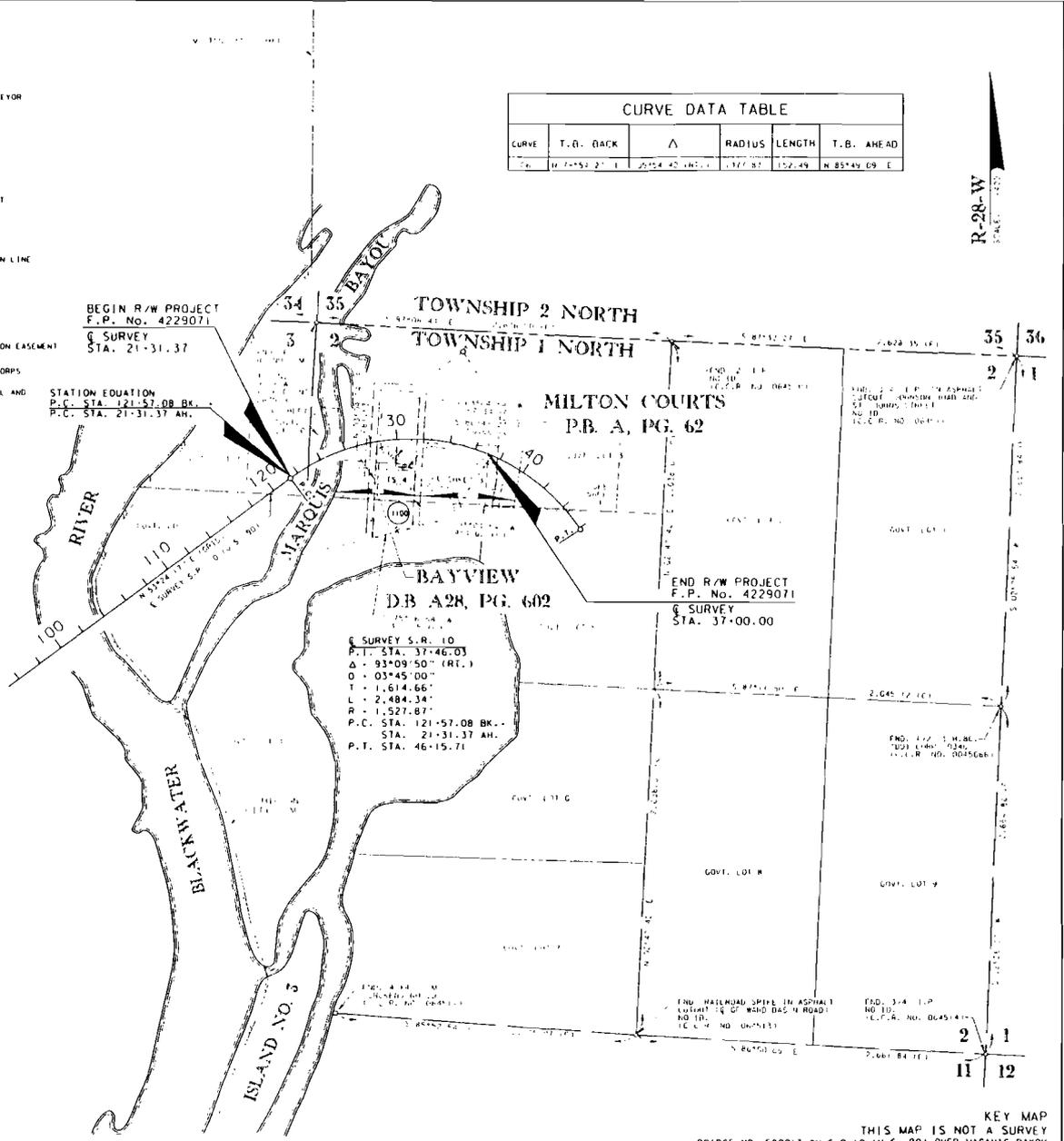
GENERAL NOTES

- ALL BEARINGS SHOWN HEREON ARE GRID BASED ON STATE PLANE COORDINATES, FLORIDA NORTH ZONE, LAMBERT PROJECTION, NORTH AMERICAN DATUM 1983/1999 AS DERIVED FROM STATIONS 58 D7 AD10 AND 58 D7 AD2C. ALL FLORIDA STATE PLANE COORDINATES SHOWN HEREON ARE IN ENGLISH AND BASED ON THE SAME.
- PROPERTY BOUNDARIES DETERMINED FROM FIELD SURVEY PLATS OF RECORD AND RECORD TITLE.
- UNDERGROUND FOUNDATION ENCROACHMENTS, IF ANY, NOT LOCATED.
- ATTENTION IS DIRECTED TO THE FACT THAT THESE MAPS MAY HAVE BEEN REDUCED IN SIZE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN SCALING DATA.
- ONLY FIXED IMPROVEMENTS PERTINENT TO THE PARCELS TO BE ACQUIRED ARE SHOWN. FIXED INTERIOR IMPROVEMENTS NOT LOCATED.
- THIS RIGHT OF WAY MAP WAS PREPARED FOR THE PURPOSE OF PREPARING LEGAL LAND DESCRIPTIONS, ACQUISITION DOCUMENTS, MONUMENTATION, PROPERTY MANAGEMENT AND AS AN AID IN THE APPRAISAL OF THE RIGHT OF WAY REQUIRED FOR TRANSPORTATION FACILITIES. THIS MAP IS NOT A SURVEY.
- THIS RIGHT OF WAY MAP IS SUPPORTED BY A RIGHT OF WAY CONTROL SURVEY CERTIFIED ON APRIL 24, 2009, PREPARED UNDER THE RESPONSIBLE CHARGE OF GEORGE E. SNYDER FLORIDA PROFESSIONAL SURVEYOR AND MAPPER NO. 5146. CERTIFIED COPIES OF THIS SURVEY ARE FILED OF RECORD IN THE DISTRICT 3 OFFICE IN CHELSEA, FLORIDA. ADDITIONAL UPDATES TO THIS SURVEY WERE PREPARED AND CERTIFIED ON FEBRUARY 28, 2012 UNDER THE RESPONSIBLE CHARGE OF THOMAS A. MEAD FLORIDA PROFESSIONAL SURVEYOR AND MAPPER NO. 5824. CERTIFIED COPIES OF THIS SURVEY ARE FILED OF RECORD IN THE DISTRICT 3 OFFICE IN CHELSEA, FLORIDA.

- ANGLES ARE 90°00'00", UNLESS OTHERWISE SHOWN.
- UNLESS OTHERWISE SHOWN ALL DATA NOTED AS "CALC" HAS BEEN CALCULATED FROM A CLOSED FIELD TRAVERSE OR DIRECT FIELD MEASUREMENT.
- THIS RIGHT OF WAY MAP WAS PREPARED BY SOUTHEASTERN SURVEYING AND MAPPING CORP. 430 HWY. 90, CHELSEA, FLORIDA 32428 PHONE: (850) 638-0790

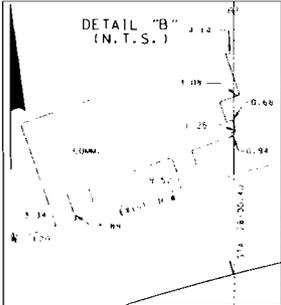
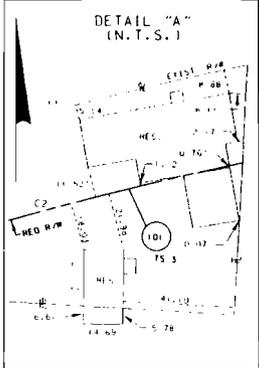


CURVE	T.B. BACK	Δ	RADIUS	LENGTH	T.B. AHEAD
1	N 75°52' 27" E	215.44	100.00	152.49	N 85°45' 09" E



R-28-W
SCALE: 1"=40'

RIGHT OF WAY MAP	FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAPPING	APPROVED BY: [Signature]	DATE: 04-19-12	PRELIM. T.B.P. 10/24/11	F.A.P. NO. 4801 052 P	SECTION N/A	MAP PREPARED BY: SOUTHEASTERN SURVEYING AND MAPPING CORP.	DATA SOURCE: ALBERTA, 2011, BY 5808 001
				FINAL T.B.P. 03/18/12	STATE ROAD NO. 10 I.U.S. 901	SANTA ROSA COUNTY	F.P. NO. 4229071	SHEET 1 OF 4



CURVE DATA TABLE					
CURVE	T.B. BACK	Δ	RADIUS	LENGTH	T.B. AHEAD
C1	N 89°13'35" E	102°35'28" W	1437.81	223.42	N 77°58'18" E
C2	S 77°36'47" W	08°23'29" E	1442.81	133.48	S 76°24'28" W
C3	S 02°43'28" W	0°58'00" E	1442.81	44.83	S 02°06'31" W
C4	S 82°15'52" W	04°07'16" E	1172.81	274.42	S 78°08'36" W
C5	E 81°44'28" W	00°53'08" E	1172.81	233.44	S 80°44'20" W

STATION EQUATION
 P.C. STA. 121+57.08 BK.
 P.C. STA. 21+31.37 AHD.

BEGIN R/W PROJECT
 F.P. No. 4229071
 Q SURVEY
 STA. 21+31.37

BEGIN R/W ACQUISITION RT.
 STA. 23+00.00

BEGIN R/W ACQUISITION LT.
 STA. 23+90.00



RIGHT OF WAY MAP

FLORIDA DEPARTMENT OF TRANSPORTATION
 RIGHT OF WAY MAPPING

APPROVED BY: [Signature]
 DATE: 5-10-12
 DISTRICT RIGHT OF WAY SUPERVISOR

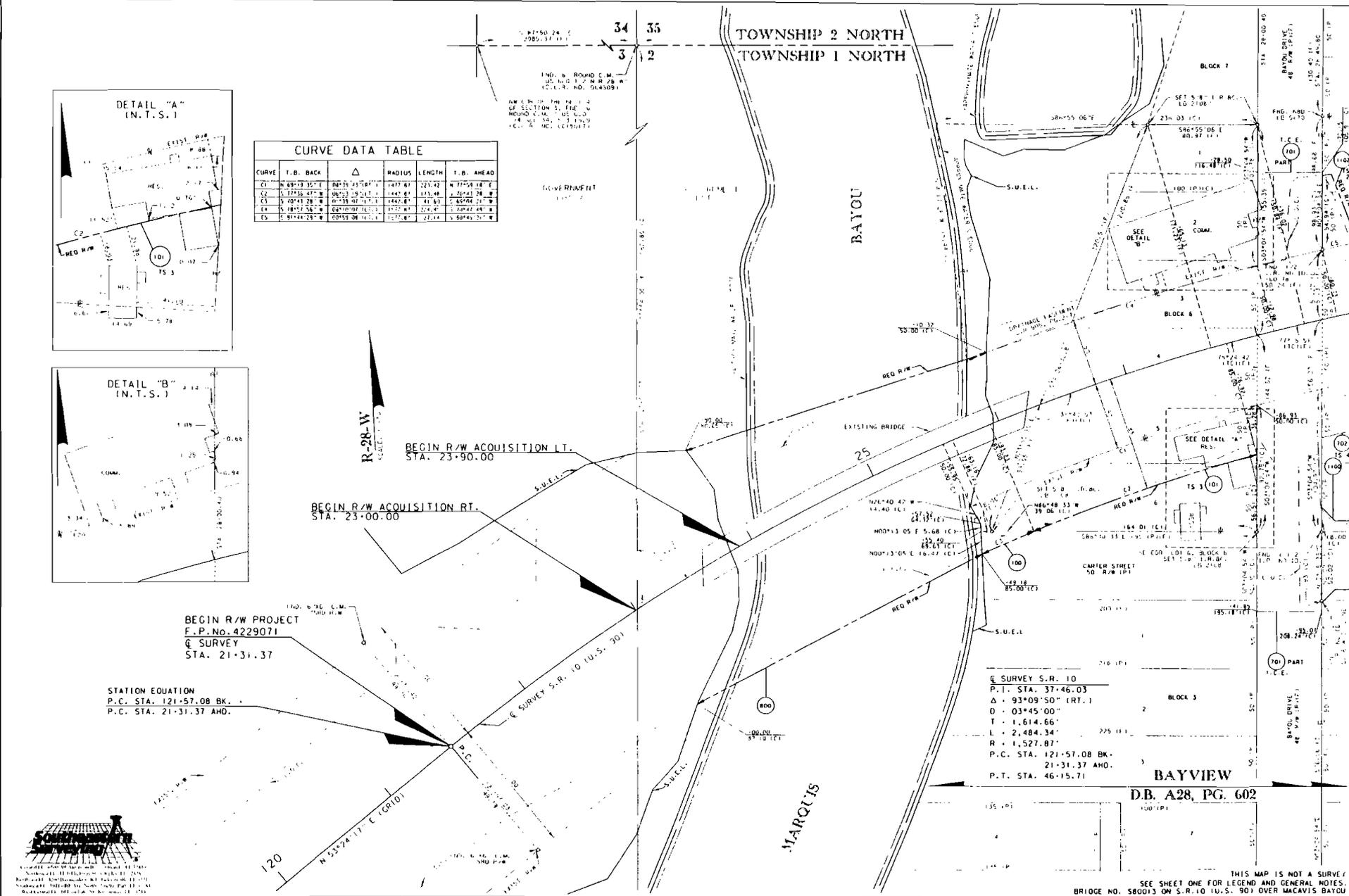
BY: [Signature]
 PREPARED: 02/24/12
 FINAL: 03/29/12
 CHECKED: 03/29/12

F.A.P. NO. 4801 052 P
 STATE ROAD NO. 10 I.U.S. 901

SECTION N/A
 SANTA ROSA COUNTY

MAPS PREPARED BY:
 SURFACE ENGINEERING
 CONSULTING GROUP
 F.P. NO. 4229071

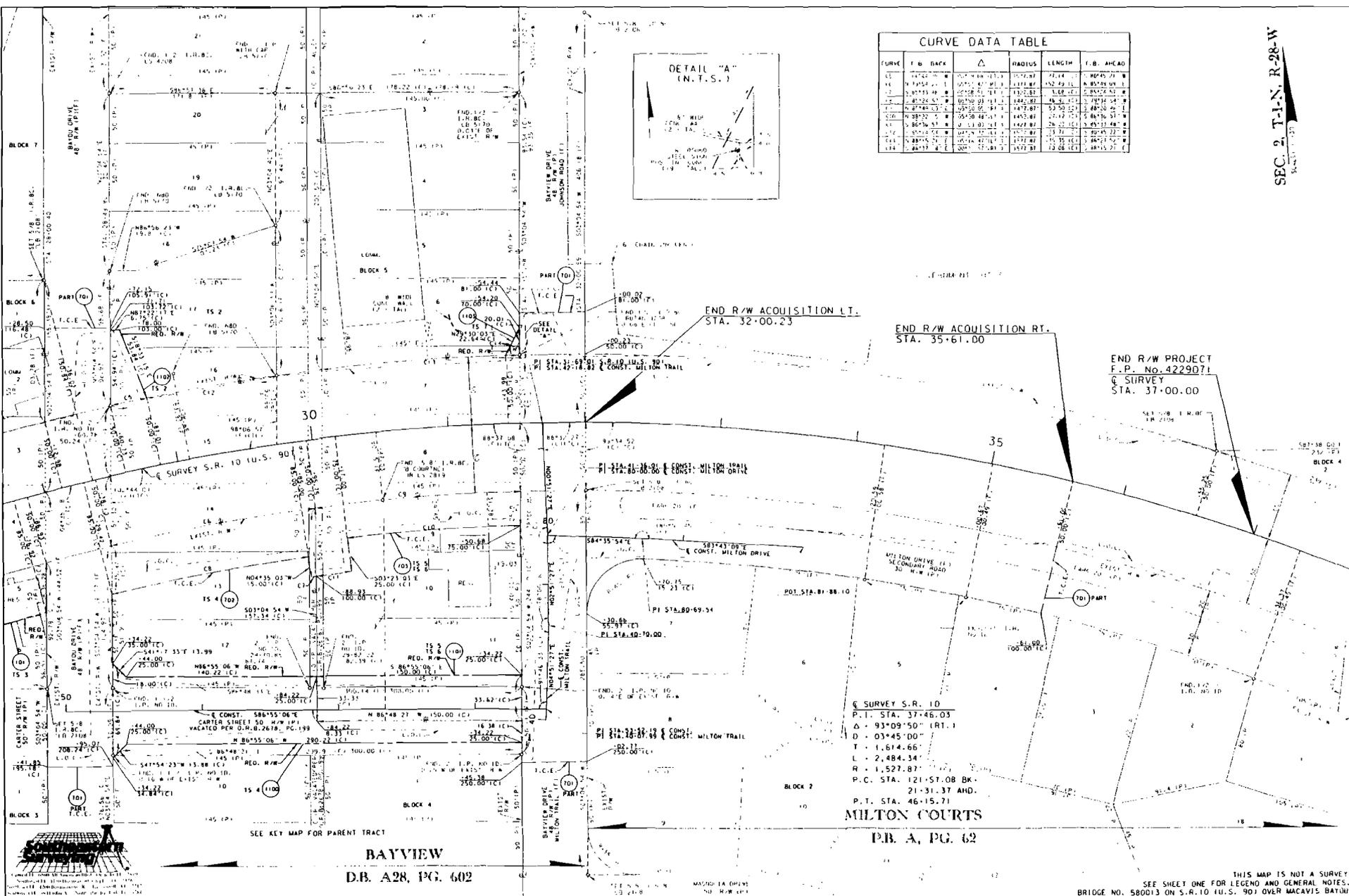
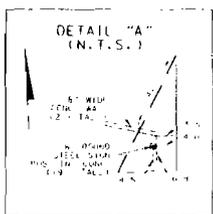
DATA SOURCE:
 42-2907-210-1-10-58-08-12
 SHEET 2 OF 4



BAYVIEW
 D.B. A28, PG. 602

THIS MAP IS NOT A SURVEY
 SEE SHEET ONE FOR LEGEND AND GENERAL NOTES.
 BRIDGE NO. 580013 ON S.R. 10 (U.S. 90) OVER MACAVIS BAYOU

CURVE	F. B. BACK	Δ	RADIUS	LENGTH	F. B. AHEAD
1	1472.00	110.00	100.00	100.00	1582.00
2	1582.00	110.00	100.00	100.00	1692.00
3	1692.00	110.00	100.00	100.00	1802.00
4	1802.00	110.00	100.00	100.00	1912.00
5	1912.00	110.00	100.00	100.00	2022.00
6	2022.00	110.00	100.00	100.00	2132.00
7	2132.00	110.00	100.00	100.00	2242.00
8	2242.00	110.00	100.00	100.00	2352.00
9	2352.00	110.00	100.00	100.00	2462.00
10	2462.00	110.00	100.00	100.00	2572.00
11	2572.00	110.00	100.00	100.00	2682.00
12	2682.00	110.00	100.00	100.00	2792.00
13	2792.00	110.00	100.00	100.00	2902.00
14	2902.00	110.00	100.00	100.00	3012.00
15	3012.00	110.00	100.00	100.00	3122.00
16	3122.00	110.00	100.00	100.00	3232.00
17	3232.00	110.00	100.00	100.00	3342.00
18	3342.00	110.00	100.00	100.00	3452.00
19	3452.00	110.00	100.00	100.00	3562.00
20	3562.00	110.00	100.00	100.00	3672.00
21	3672.00	110.00	100.00	100.00	3782.00
22	3782.00	110.00	100.00	100.00	3892.00
23	3892.00	110.00	100.00	100.00	4002.00
24	4002.00	110.00	100.00	100.00	4112.00
25	4112.00	110.00	100.00	100.00	4222.00
26	4222.00	110.00	100.00	100.00	4332.00
27	4332.00	110.00	100.00	100.00	4442.00
28	4442.00	110.00	100.00	100.00	4552.00
29	4552.00	110.00	100.00	100.00	4662.00
30	4662.00	110.00	100.00	100.00	4772.00
31	4772.00	110.00	100.00	100.00	4882.00
32	4882.00	110.00	100.00	100.00	4992.00
33	4992.00	110.00	100.00	100.00	5102.00
34	5102.00	110.00	100.00	100.00	5212.00
35	5212.00	110.00	100.00	100.00	5322.00
36	5322.00	110.00	100.00	100.00	5432.00
37	5432.00	110.00	100.00	100.00	5542.00
38	5542.00	110.00	100.00	100.00	5652.00
39	5652.00	110.00	100.00	100.00	5762.00
40	5762.00	110.00	100.00	100.00	5872.00
41	5872.00	110.00	100.00	100.00	5982.00
42	5982.00	110.00	100.00	100.00	6092.00
43	6092.00	110.00	100.00	100.00	6202.00
44	6202.00	110.00	100.00	100.00	6312.00
45	6312.00	110.00	100.00	100.00	6422.00
46	6422.00	110.00	100.00	100.00	6532.00
47	6532.00	110.00	100.00	100.00	6642.00
48	6642.00	110.00	100.00	100.00	6752.00
49	6752.00	110.00	100.00	100.00	6862.00
50	6862.00	110.00	100.00	100.00	6972.00
51	6972.00	110.00	100.00	100.00	7082.00
52	7082.00	110.00	100.00	100.00	7192.00
53	7192.00	110.00	100.00	100.00	7302.00
54	7302.00	110.00	100.00	100.00	7412.00
55	7412.00	110.00	100.00	100.00	7522.00
56	7522.00	110.00	100.00	100.00	7632.00
57	7632.00	110.00	100.00	100.00	7742.00
58	7742.00	110.00	100.00	100.00	7852.00
59	7852.00	110.00	100.00	100.00	7962.00
60	7962.00	110.00	100.00	100.00	8072.00
61	8072.00	110.00	100.00	100.00	8182.00
62	8182.00	110.00	100.00	100.00	8292.00
63	8292.00	110.00	100.00	100.00	8402.00
64	8402.00	110.00	100.00	100.00	8512.00
65	8512.00	110.00	100.00	100.00	8622.00
66	8622.00	110.00	100.00	100.00	8732.00
67	8732.00	110.00	100.00	100.00	8842.00
68	8842.00	110.00	100.00	100.00	8952.00
69	8952.00	110.00	100.00	100.00	9062.00
70	9062.00	110.00	100.00	100.00	9172.00
71	9172.00	110.00	100.00	100.00	9282.00
72	9282.00	110.00	100.00	100.00	9392.00
73	9392.00	110.00	100.00	100.00	9502.00
74	9502.00	110.00	100.00	100.00	9612.00
75	9612.00	110.00	100.00	100.00	9722.00
76	9722.00	110.00	100.00	100.00	9832.00
77	9832.00	110.00	100.00	100.00	9942.00
78	9942.00	110.00	100.00	100.00	10052.00
79	10052.00	110.00	100.00	100.00	10162.00
80	10162.00	110.00	100.00	100.00	10272.00
81	10272.00	110.00	100.00	100.00	10382.00
82	10382.00	110.00	100.00	100.00	10492.00
83	10492.00	110.00	100.00	100.00	10602.00
84	10602.00	110.00	100.00	100.00	10712.00
85	10712.00	110.00	100.00	100.00	10822.00
86	10822.00	110.00	100.00	100.00	10932.00
87	10932.00	110.00	100.00	100.00	11042.00
88	11042.00	110.00	100.00	100.00	11152.00
89	11152.00	110.00	100.00	100.00	11262.00
90	11262.00	110.00	100.00	100.00	11372.00
91	11372.00	110.00	100.00	100.00	11482.00
92	11482.00	110.00	100.00	100.00	11592.00
93	11592.00	110.00	100.00	100.00	11702.00
94	11702.00	110.00	100.00	100.00	11812.00
95	11812.00	110.00	100.00	100.00	11922.00
96	11922.00	110.00	100.00	100.00	12032.00
97	12032.00	110.00	100.00	100.00	12142.00
98	12142.00	110.00	100.00	100.00	12252.00
99	12252.00	110.00	100.00	100.00	12362.00
100	12362.00	110.00	100.00	100.00	12472.00



SURVEY S.R. 10
 P.I. STA. 37+46.03
 Δ = 93°09'50" (R.I.)
 D = 03'45.00"
 T = 1,614.66'
 L = 2,484.34'
 R = 1,527.87'
 P.C. STA. 121+57.08 BK.
 21+31.37 AHD.
 P.T. STA. 46+15.71
MILTON COURTS
 P.B. A, PG. 62

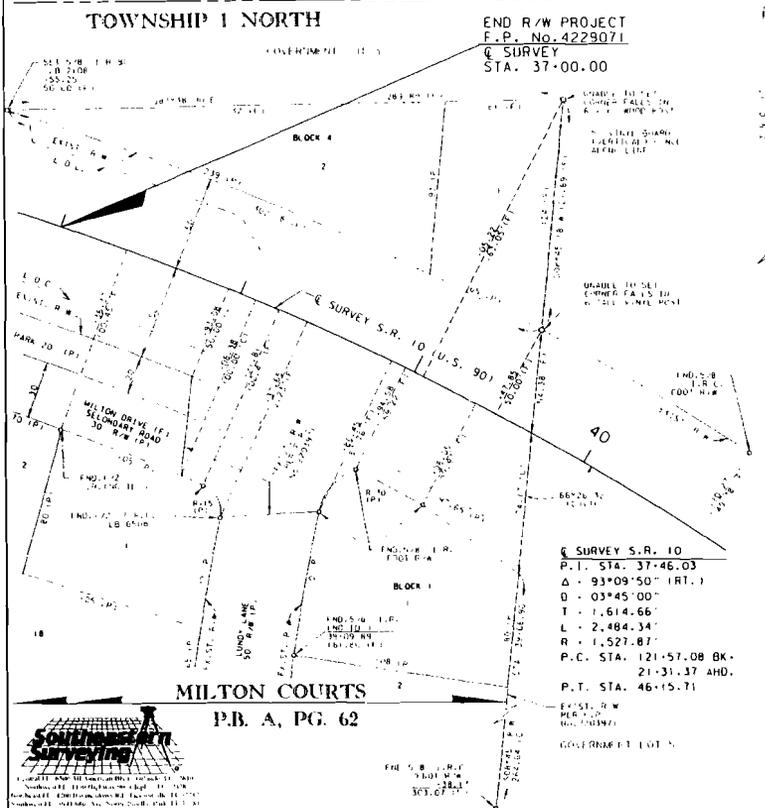
THIS MAP IS NOT A SURVEY.
 SEE SHEET ONE FOR LEGEND AND GENERAL NOTES.
 BRIDGE NO. 580013 ON S.R. 10 (U.S. 90) OVER MACAVIS BAYOU.

TABLE OF OWNERSHIPS								
PARCEL NO.	SHEET NO.	NAME	AREA TAKEN	REMAINDERS		COMMENTS	RECORDING DATA	REVISIONS
				LEFT	RIGHT			
100	2	SANTA ROSA COUNTY						
101	2	VIVIAN D. BURNS LIFE ESTATE	7,285 S.F.	0	4,935 S.F.			
701	2-3	SANTA ROSA COUNTY				TEMPORARY CONSTRUCTION EASEMENT		
702	3	VIRGINIA S. WILLIAMS B GALE H. THAMES, TRUSTEES	5,409 S.F.	SEE PARCEL 1100		TEMPORARY CONSTRUCTION EASEMENT		
703	3	VIRGINIA S. WILLIAMS, TRUSTEE	4,383 S.F.	SEE PARCEL 1101		TEMPORARY CONSTRUCTION EASEMENT		
800	2	TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND	0.731 AC.	0	0	PERPETUAL EASEMENT		
COUNTY ACQUIRED PARCELS								
1100	3	VIRGINIA S. WILLIAMS B GALE H. THAMES, TRUSTEES	10,076 S.F.	0	3,733 AC.			
1101	3	VIRGINIA S. WILLIAMS, TRUSTEE	5,021 S.F.	0	19,649 S.F.			
1102	3	M576 MILTON, LLC	903 S.F.	11,413 S.F.	0			
1103	3	COPPER POSSUM, INC.	101 S.F.	0.655 AC.	0			

LEGEND	
PARCEL NUMBER 10.	TYPE USE
100-699	DEEDS OF ALL TYPES
700-799	TEMPORARY EASEMENTS
800-899	PERPETUAL EASEMENTS
900-999	EASEMENT
1100-1199	CITY/COUNTY ACQUIRED PARCELS

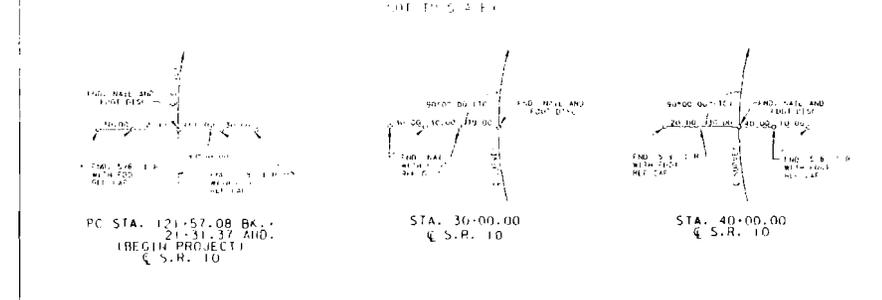
TOWNSHIP 2 NORTH

TOWNSHIP 1 NORTH



SEC. 2, T-1-N, R-28-W

REFERENCE POINTS



THIS MAP IS NOT A SURVEY
SEE SHEET ONE FOR LEGEND AND GENERAL NOTES.
BRIDGE NO. 580013 ON S.R. 10 (U.S. 90) OVER MACAVIS BAYOU

RIGHT OF WAY MAP	FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAPPING	APPROVED BY: [Signature]	DATE: [Date]	PREPARED BY: [Signature]	DATE: [Date]	F.A.P. NO. 4801 052 P	SECTION N/A	MAPS PREPARED BY: [Signature]	DATE SURVEY: [Date]
				CHECKED: [Signature]	DATE: [Date]	STATE ROAD NO. 10 (U.S. 90)	SANTA ROSA COUNTY	F.P. NO. 4229071	SHEET 4 OF 4

No support documentation for this agenda item.

Guidelines for Public Presentations for 2012

The Santa Rosa County Board of County Commissioners encourages all citizens to participate in the public meeting process by sharing their ideas and concerns with their elected officials. So that meetings are conducted in an orderly and efficient manner, the Board asks that participants adhere to the following guidelines:

1. Persons wishing to address the Board may request placement on the Board's agenda by contacting the County Administrator's assistant at 983-1877 or kathyj@santarosa.fl.gov no later than noon on the Wednesday before the Monday Committee-of the-Whole Meeting. These requests should be in writing and are subject to approval by the County Administrator. Location of items on the agenda will be determined by the County Administrator.
2. It is suggested that persons on the agenda who wish to present electronic media during their presentation submit the material to the County Administrator's Office no later than noon on the Wednesday before the Monday Committee-of the-Whole Meeting. Likewise, it is suggested that written material be presented to the County Administrator's Office no later than noon on the Wednesday before the Monday Committee-of the-Whole Meeting.
3. Anyone not on the agenda who wishes to speak in response to an item on the agenda will be recognized by the Chairman and given an opportunity to speak subject to the other provisions of these guidelines.
4. Regular meetings of the Board of County Commissioners include a Public Forum during which members of the public may address the Board.
5. All speakers and presentations should be tasteful, truthful and non-accusatory in nature. Speakers are asked to be concise and to refrain from redundancy with other speakers.
6. At the beginning of their presentations, all speakers should state their names and addresses for the record. Speakers should address their comments to the board only.
7. The board asks that members of the audience show decorum so that all interested parties are allowed an opportunity to hear the discussion.
8. The chairman may limit the number of speakers on the same topic or require them to select representative speakers.

ORDINANCE 2012 - ____

AN ORDINANCE RELATING TO SANTA ROSA COUNTY; ESTABLISHING BOATING RESTRICTIONS/REGULATIONS; PROVIDING FOR PENALTIES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Santa Rosa County Board of County Commissioners finds that it is necessary to establish boating restrictions/regulations in designated waterways located in Santa Rosa County, and

WHEREAS, said boating regulations are required to protect the health, welfare and safety of the public due to hazards presented by visibility restrictions, boating and skiing congestion, and risk of boating collision,

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

SECTION I. The following boating restrictions are established.

1. Boating Restrictions are hereby adopted for the area known as the Snorkel Reef as depicted in the attached Exhibit A.
2. The appropriate signage shall be posted upon authorization from the Florida Fish and Wildlife Conservation Commission.
3. The following boating restrictions are defined as set forth in 68D-23.103 Florida Administrative Code (FAC):
 - (a) "No Internal Combustion Motors" or "No Motor Zone" – All vessels equipped with internal combustion motors (e.g.: gasoline or diesel motors) for propulsion must turn off the internal combustion motor and, if possible to do so, tilt or raise the internal combustion motor out of the water. The use of electric motors is not

prohibited.

(b) “Vessel-exclusion zone” means an area from which all vessels or certain classes of vessels are excluded. The following list includes the most common examples of vessel-exclusion zones. Whenever the following messages are displayed on vessel-exclusion zone markers, they have the meaning provided. Other messages on vessel-exclusion zone markers are permissible, so long as the markers display language that accurately describes the vessels or classes of vessels that are excluded from the area. All vessel-exclusion zones must be marked with the crossed-diamond symbol as specified.

1. “No Vessels” or “Swim Area” – All vessels of any type are prohibited from entering the marked area.
2. “No Motorized Vessels” or “No Motorboats” or “Motorboats Prohibited” – All vessels equipped with any mechanical means of propulsion are prohibited from entering the marked area, even if the mechanical means of propulsion is not in use.
3. “Manually Propelled Vessels Only” – All vessels other than those propelled by oars, paddles, or poles are prohibited from entering the marked area. Vessels equipped with sails or a mechanical means of propulsion may enter the marked area only if the sails or mechanical means of propulsion is not in use and, if possible to do so, the mechanical means of propulsion is tilted or raised out of the water.

SECTION 2. PENALTY. Any person, firm, or corporation who shall violate this Ordinance, or who shall fail, neglect or refuse to comply with any boating regulation established

by this Ordinance shall be guilty of a misdemeanor of the second degree and shall be subject to punishment as prescribed by law.

SECTION 3. 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 4. SEVERABILITY. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

SECTION 5. 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

AGREEMENT FOR PERSONAL SERVICES

§
§
§

CONSULTING SERVICES FOR GRANT IMPLEMENTATION

This agreement is by and between SANTA ROSA COUNTY, FLORIDA, a political subdivision of the state of Florida, (COUNTY), and Donald R. Ward & Associates, Inc., a Florida Corporation (CONTRACTOR).

WHEREAS SANTA ROSA COUNTY, FLORIDA applied for a grant to elevate five flood prone homes; and

WHEREAS The State of Florida has awarded a grant under the FEMA Severe Repetitive Loss Program (SRL) for the elevation of five flood prone homes; and

WHEREAS CONTRACTOR is in the business of providing grant management and implementation services for awarded FEMA grants; and

WHEREAS COUNTY desires to contract with CONTRACTOR to provide such services,

NOW, THEREFORE, COUNTY and CONTRACTOR mutually agree as follows:

Scope of Services

Basic Project Management Services

TASK 1 – Support Contract Activities for Elevation Contractor

The Contractor will review the proposed elevation contracts and assist the homeowners in selecting contractor(s) and in contracting for the elevation services. The Contractor will assist the County in ensuring that the elevation contract specifications meet the FEMA grant requirements.

TASK 2 - Review and Oversight of Elevation Contractor

The Contractor will review work schedules and specifications to ensure that the elevation is completed in a timely manner and in compliance with the terms of the Grant. If problems are encountered, the Contractor will seek resolution from the County and the State.

Grant Administration Services

Contractor will provide grant administration as required. Support to include:

Brief various County officials on the grant process.

Prepare periodic reports to the State of Florida and FEMA.

Prepare requests for payment from the County to the property owners.

Prepare reconciliation with State on all grant funds.

Prepare request for reimbursement from the County to the State.

Prepare reports and forms required for grant closeout.

Total cost for Project Management Services: 5 parcels @\$2,500 each = \$12,500.00

Grant management/administration services will be provided as required at an hourly rate of \$140.00 per hour (Not to exceed \$10,000).

General Contract Provisions

- The County will provide space and necessary equipment for on-site work in connection with the acquisition and relocation services.
- Consultant will invoice the County for services as costs are incurred. Payments will be made to Donald R. Ward & Associates, Inc. at 5807 Charlton Way, Naples, FL 34119.
- This contract is terminable at the will of either party.

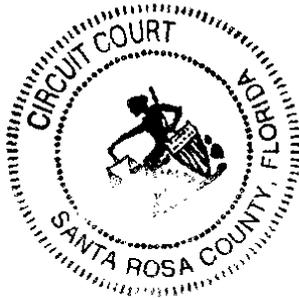
PASSED AND APPROVED this 8th day of March, 2012.

SANTA ROSA COUNTY, FLORIDA

By: Jim Williamson
Jim Williamson, Chairman

ATTEST:

Margaret Pluss
Clerk



CONSULTANT
Donald R. Ward & Associates, Inc

Donald R. Ward
Donald R. Ward, President



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

Housing Program

MEMORANDUM

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager

THROUGH: Beckie Cato, Director

DATE: April 25, 2012

SUBJECT: State Housing Initiatives Partnership (SHIP)
Short Sale Request
6205 Weekly Street, Milton, FL 32570

RECOMMENDATION:

Board approval to accept \$500.00 for payment of outstanding SHIP loan in connection with a short sale in order to prevent foreclosure.

BACKGROUND:

The property was purchased in 2004 for \$85,500.
\$5,000 of SHIP funding was provided to assist with closing costs and down-payment.
The first mortgage loan was in the amount of \$80,500.

The homeowner lost his job in October 2009.

An offer to purchase dated 10/21/2011 is pending in the amount \$42,035. The first mortgage lender has issued an approval which stipulates that they must receive a minimum of \$33,994.

Foreclosure proceedings have been started, but are on hold pending the sale of the property under the approved contract.



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

Housing Program

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager

THROUGH: Beckie Cato

DATE: April 25, 2012

SUBJECT: Hurricane Housing Recovery Program (HHRP)
Second Mortgage Subordination Request
2743 Bay Club Drive, 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 \$115,791.

BACKGROUND:

HHRP Second Mortgage: \$25,000
Recorded: 7/19/2006
Purpose: Home Purchase Assistance

Proposal is to reduce the annual interest rate on the first mortgage from 4.947% to 4.25%.
Current monthly principal and interest: \$632
Proposed monthly principal and interest: \$570

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.



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

Housing Program



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 23, 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 26, 2012 at 9:00 a.m. in Milton, Florida.

1. Discussion of scope and fee for the 2013 Navarre Beach Dune Renourishment Project. (Attachment A)
2. Discussion of Small Business Enterprise element for Peter Prince Airport Disadvantaged Business Enterprise Program. (Attachment B)
3. Discussion of East Milton C & D landfill permit. (Attachment C)
4. Discussion of consultant's fee for design and permitting of the landfill gas extraction and flare system. (Attachment D)
5. Recommend approval of Preliminary Plat for Village at Grand Ridge, a 14 lot subdivision of a portion of Section 30, Township 2 South, Range 28 West, Santa Rosa County, Florida. (Working District 5)

Location: ¼ mile, more or less, East on U.S. 98 from Oriole Beach Road, South on Grand Ridge Circle, property on the East side.

Attachment "A"
Scope of Work
Supplemental Agreement 2012-1

General: The Navarre Beach & Dune Re-nourishment Project (Project) extends from the eastern limit of the Gulf Islands National Seashore (500 feet east of FDEP reference monument R192) eastward to the Navarre Beach County Park (FDEP reference monument R214) in Santa Rosa County) as previously permitted by the Florida Department of Environmental Protection (FDEP) and the U.S. Army Corps of Engineers (USACE).

The initial construction of the Project took place from March to November, 2006 and included placement of 2.95M cubic yards of sand obtained from an offshore borrow area. Since the 2006 restoration, Hurricanes Gustav and Ike impacted the Project area in a span of less than two weeks in the summer of 2008; both of these storms generated waves in the Project area that nearly overtopped the dune crest at +14.5 NGVD. The worst erosion was realized on the west end of the Project area from about 500 feet east of R192 to a few hundred feet east of R194. In April 2010, the COUNTY completed a partial dune restoration project using 11,881 cubic yards of sand from an upland sand source via a truck haul project to rebuild a portion of the damaged dune in this western portion of the Project. Although the Feasibility Study and Environmental Assessment estimated an 8-year re-nourishment interval, it is anticipated that the Project area warrants re-nourishment in 2013 - about 7 years after completion the 2006 initial construction. The re-nourishment is particularly needed at each end of the Project area where the lower berm and portions of the upper dune have eroded due to end losses. This area includes the majority of the County Park located on the east end of Navarre Beach as well as the westernmost two County beach accesses. Also, the re-nourishment will rebuild the berm along the entire Project limits which serves to protect the dune during typical wave conditions.

For re-nourishment of Navarre Beach, the work provides for:

- pre-construction services including:
 - a Joint Coastal Permit – FDEP and USACE permits, and
 - final design – including "plans & Specs"
- bidding & construction phase services, and
- post-construction phase monitoring services – for 8-years after re-nourishment.

In general, services shall be provided by Coastal Technology Corporation (COASTAL TECH), and supported (via sub-contracts) by Aerial Cartographics of America (ACA), Ecological Resource Consultants, Inc.. (ERC), and Morgan & Eklund, Inc. (M&E) per the following description of work under this *Scope of Work*:

Part 1 – Pre-Construction Services

Task 1a – FDEP Pre-Application Conference: COASTAL TECH will arrange, attend, and chair a pre-application conference in Tallahassee including COUNTY and FDEP staff. Prior to the Conference, COASTAL TECH will compile and electronically distribute the Preliminary *Design Document* (by Coastal Tech, dated June 30, 2011) to conference participants. In general, the purpose of the pre-application conference is to:

- a) present the Project and estimated re-nourishment schedule
- b) present the alternatives considered and expected environmental effects,
- c) identify issues and means to address these issues,
- d) confirm the extent of Contaminant Testing required under Task 1b,
- e) identify FDEP requirements and expected schedule for issuance of the Joint Coastal Permit (JCP) for re-nourishment.

COASTAL TECH will prepare a written summary of the pre-application conference.

Task 1b – Contaminant Testing: COASTAL TECH will assess if the fill and borrow areas contain any oil from the Deepwater Horizon Oil Spill by collecting up to 15 surface grab samples, via sub-contract with M&E, from within the Proposed Borrow Area and up to 10 grab samples from the project area and testing these samples by conducting Total Petroleum Hydrocarbons (TPH) tests and Petroleum Related Incidences (PRO) tests via sub-contract with Juper Environmental Laboratories, Inc. or another qualified environmental testing lab.

Task 1c - Supporting Documents: To support the JCP application to be prepared under Task 1d, COASTAL TECH will prepare and submit supporting documents - to include:

- a) Physical Monitoring Plan,
- b) Sediment Quality Control/Quality Assurance Plan,
- c) Results of Contaminant Testing of Borrow and Fill Areas (conducted under Task1b),
- d) During Construction Contingency Contaminant Plan, and
- e) Turbidity Monitoring Plan (Note: No mixing zone variance is expected to be required.).

Task 1d - JCP Application: COASTAL TECH will prepare and submit a JCP application requesting issuance of FDEP and USACE permits (valid for a period of fifteen years) and authorization to use state lands (Consent of Use – for fill area and borrow area). The formal request will include:

- a) the “*Application for Joint Coastal Permitting, Authorization to Use Sovereign Submerged Lands, and Federal Dredge and Fill Permit*”,
- b) permit sketches (preliminary design Drawings);
- c) Preliminary *Design Document* (prepared under previous authorization);
- d) Project description;
- e) construction schedule and details;

- f) beach access information;
- g) historical permits;
- h) historical turtle and shorebird data;
- i) local approval letter citing consistency with the local Comprehensive Plan;
- j) identification of existing structures affected by the Project;
- k) historical aerial photographs;
- l) geotechnical details including borrow area compatibility analysis;
- m) natural community description including endangered and threatened species, cumulative impact assessment and measures for protection of endangered species via an Environmental Assessment;
- n) commercial and recreational uses within the Project area; and
- o) documentation of Project consistency with FDEP's *Strategic Beach Management Plan*.

COASTAL TECH will request the following items be a condition of the "Notice to Proceed":

- a) final plans; and
- b) approval of shorebird and turbidity monitors.

The COUNTY will be responsible and provide for all public notices and regulatory agency fees.

Task 1e - Permit Processing: COASTAL TECH will serve as the COUNTY's agent for processing of the application through FDEP and USACE. COASTAL TECH will make informal contact with FDEP and USACE staff to address staff questions regarding the application and Project. COASTAL TECH will compile, clarify, and provide existing information as may be requested by the regulatory agencies. COASTAL TECH will represent the Project before regulatory staff toward obtainment of permits and to negotiate acceptable permit conditions for the Project. As may be required by the USACE and FDEP, in consultation with the COUNTY, COASTAL TECH will review and modify the Supporting Documents prepared under Task 1c. It is expected that the FDEP and USACE will each make two (2) requests for additional information (RAI) and that three (3) meetings will be required with each agency in Tallahassee and separately in Pensacola. If acceptable to USACE staff, COASTAL TECH will:

- provide a draft of the required USACE Public Notice,
- provide a draft of the USACE letter request to initiate formal consultation with NMFS and the USFWS, and
- draft the USACE Environmental Assessment Statement of Findings.

COASTAL TECH will request and obtain a written "Notice to Proceed" from FDEP. COASTAL TECH will assist the COUNTY with requesting publication of the "Notice of Intent to Issue". At least thirty (30) days prior to the requested date of the "Notice to Proceed", COASTAL TECH will submit the following information for review and approval by FDEP:

- (a) proof of publication,
- (b) final construction Drawings, and

(c) resumes of shorebird and turbidity monitors.

It is expected that the above information (including design details/analysis) will be sufficient to meet the JCP application requirements. The agencies may require additional surveys, studies, and/or analysis which are beyond this scope, but may be provided under separate authorization.

Note: Permit Conditions cited in the following text for Task 2 refer to existing Project permit conditions cited in either FDEP Permit 0220096-001-JC (issued July 26, 2005, expired July 26, 2010) and/or USACE Permit SAJ-2003-10496-IP-EPS (issued October 13, 2005; expired September 28, 2010) - as referenced below.

Task 2a – Physical Monitoring Survey: As required by FDEP Permit Specific Condition 30a, COASTAL TECH will perform a topographic profile survey of the beach in May 2012. COASTAL TECH will sub-contract with M&E for performance of the survey, which shall be analyzed under Task 2c to prepare the Physical Monitoring Report and also employed under Task 3a to prepare the Final Design. M&E will also establish and maintain aerial targets for use in obtaining aerial photography by ACA in Task 2b.

Task 2b – Physical Monitoring Aerial Photographs: As required by FDEP Permit Specific Condition 30c, COASTAL TECH will sub-contract with ACA for the aerial photography to be performed in May 2012.

Task 2c – Physical Monitoring Report: As required by FDEP Permit Specific Condition 30d and 30e, COASTAL TECH will prepare and “submit an engineering report and the monitoring data to the Bureau within 90 days following completion of the ... survey”.

Task 3a - Final Design Plans & Specs: Based upon the survey obtained under Task 2a, COASTAL TECH will prepare final design Drawings, and Technical Specifications for the Project as permitted. COASTAL TECH will prepare *Contract Documents* for bidding and award of a construction contract. The COUNTY will provide the “front-end” documents which shall be incorporated into the *Contract Documents*. COASTAL TECH will prepare 24" x 36" final Drawings. The plan view layout of the Project shall include, but not limited to: the beach fill and dune construction limits; pipeline corridors; construction access points; and designation of the location and construction details for the dune walkover repair/reconstruction. The Drawings will also include, but not limited to, the limits of the borrow area, construction details, typical sections for the fill construction template, and dune vegetation details. COASTAL TECH will meet with the COUNTY to review the final Drawings and *Contract Documents*.

Task 3b - Pre-Sea Turtle Nesting Season Lighting Survey: COASTAL TECH will conduct a beachfront lighting surveys – prior to Sea Turtle Nesting Season to ensure and document compliance with the County’s Lighting Ordinance.

Part 2 – Bidding & Construction Phase Services

Task 4a – Bidding & Contract Award: In general, COASTAL TECH will assist the COUNTY with solicitation of bids and award of a construction contract for the Project – as described below:

Prior to receipt of bids, COASTAL TECH will:

- address questions from prospective bidders as directed by the COUNTY,
- attend a pre-bid meeting to clarify the proposed construction and address questions posed by prospective bidders, and
- draft addenda to the Bid Documents – as requested by the COUNTY.

Upon receipt of bids, the COUNTY will verify that each bidder submitted a valid bid including the COUNTY's insurance/bond requirements for the work. For the valid bids identified by the COUNTY, COASTAL TECH will:

- assess the qualifications of the qualified bidders,
- review the bids and prepare a draft summary-and-ranking of the bids, and
- confer with the COUNTY to review the results and confirm the recommended award of a construction contract.

Upon award of a construction contract by the COUNTY, COASTAL TECH will:

- (a) prepare and provide an exhibit summarizing representatives of the COUNTY, COASTAL TECH and Contractor - including their responsibilities and appropriate means of communication,
- (b) arrange, attend and meet with the Contractor and County – in concert with the pre-construction meeting (included in Task 4c) - to review the Contractor's construction Schedule, Schedule of Submittals, and Schedule of Values, and prepare a written summary of the meeting, and
- (c) via sub-contract with M&E perform a pre-construction bathymetric survey as anticipated to be required by the FDEP permit.

Task 4b - Pre-construction Lighting Survey: COASTAL TECH will conduct a beachfront lighting survey – prior to initiation of construction - as anticipated to be required by FDEP Permit and/or the USF&WS Biological Opinion.

Task 4c – Pre-Construction Meeting & Notice: COASTAL TECH will arrange, attend, chair, and prepare a written summary of a pre-construction meeting to occur at least 7-days prior to the commencement date of construction, with a minimum of 14 days advance written notification of the pre-construction meeting to: USACE; FDEP Bureau of Beaches and Coastal Systems (Bureau); FDEP Northwest District Office; Florida Fish & Wildlife Conservation Commission, Imperiled Species management Section; the Contractor; shorebird and turtle monitors; and the COUNTY.

COASTAL TECH will verify that at least forty-eight (48) hours prior to commencement of authorized activity a written notice of commencement of construction is submitted to the Bureau and appropriate FDEP Northwest District Office. COASTAL TECH will verify that a complete copy of the FDEP Permit is kept at the work site and that the Contractor has reviewed the issued FDEP and USACE Permits and USFWS Biological Opinion.

Task 5a - Construction Administration: In general, COASTAL TECH will assist the COUNTY with administration of the Construction Contract.

The COUNTY will fulfill its responsibilities as outlined in the Contract Documents. COASTAL TECH will serve as the Engineer-of-Record and generally monitor and check the construction to provide reasonable assurances that the work is constructed in reasonable conformity with the Drawings, General Conditions, Technical Provisions, permits, and the Construction Contract. It is expected that dune planting will occur over the subsequent month following completion of fill placement and grading.

Over the period of the Contractor's mobilization onto the site (~30 days) and prior to the initiation of dredging operations, COASTAL TECH will conduct spot checks of the Contractor's progress. During the period of actual dredging operations, expected to entail no more than 90 days, COASTAL TECH will provide a full-time, on-site resident Engineer eight (8) hours per day. During dredging operations associated with construction, COASTAL TECH will:

- (a) Observe the Contractor's work to determine the progress and quality of work, identify discrepancies and report significant discrepancies to the COUNTY
- (b) Keep accurate detailed records of the Contractor's daily operations and of significant events that affect the work and provide to the COUNTY a written summary of the Contractor's progress on a weekly basis
- (c) Monitor the Contractor's work for general conformity with the USACE and FDEP permits.
- (d) Check that the Contractor maintains Record Drawings – as anticipated to be required by the FDEP and USACE permits.
- (e) Monitor the Contractor's vessels and equipment to reasonably assure that:
 - (i) no obstruction to navigation is caused by the Contractor and construction activities,
 - (ii) the required Aides to Navigation are provided and maintained by the Contractor,
 - (iii) no subaqueous cable crossings are impacted by the Contractor's activities.
- (f) Check the layout of the beach fill work by the Contractor.
- (g) Monitor the condition of FDEP survey reference monuments, and the Contractor's care of these monuments.
- (h) Monitor the Contractor's electronic positioning and calibration of the positioning equipment.
- (i) Collect and review the Contractor's Dredge Monitoring Data and QC Reports.
- (j) Monitor the Contractor's Borrow Area buoys and dredge limits per a map illustrating the

- dredge's location – to be maintained by the Contractor.
- (k) Monitor the Contractor's mobilization and demobilization of men and equipment.
 - (l) Monitor the Contractor's transport of material from the Borrow Area to the beach fill area.
 - (m) Under subcontract with a local surveyor, perform "pay profile surveys" and determine actual quantities placed by the Contractor for acceptance of fill segments. At a minimum segment length of 100 feet, a total of 220 "pay surveys" are required; a total of 240 "pay surveys" are planned to allow for additional spot check surveys.
 - (n) Monitor the details of the work including final grading and dressing of placed fill.
 - (o) Monitor the Contractor's work area and measures to provide for public safety.
 - (p) Monitor turbidity monitoring and reporting by the Contractor including the Contractor's Testing Certificate.
 - (q) Monitor the Contractor's compliance with the Sand Quality Control/Quality Assurance Plan.
 - (r) Monitor the Contractor's work relative to any impacts to any historical, archeological, and cultural resources.
 - (s) Check the work for substantial compliance and monitor the Contractor's final clean-up of the site.
 - (t) Perform independent spot-check analysis of sediment samples (≤ 50 samples) to check the Contractor's compliance with the Sand Quality Control/Quality Assurance Plan.
 - (u) Review and approve shop drawings.
 - (v) Draft Change Orders for approval by the COUNTY and Contractor.
 - (w) Prepare Construction Field Directives.
 - (x) Interpret the Contract Documents.
 - (y) Seek to resolve claims by the Contractor and/or COUNTY.
 - (z) Consult and advise the COUNTY.
 - (aa) Review payment applications from the Contractor, and prepare Certificates recommending payment by the COUNTY.
 - (bb) Under subcontract with ERC - provide shorebird monitoring services in the Project area as anticipated to be required by FDEP and USACE permits and Biological Opinion.
 - (cc) Monitor the Contractor's dune planting and submit an as-built report within 30 days of planting completion to FDEP.
 - (dd) Prepare and submit a Final Certification to FDEP

Task 5b – During Construction Permit Compliance: In general, COASTAL TECH will document monitoring of the Contractor's work for compliance with the USACE and FDEP permits. COASTAL TECH will confer with the Contractor, COUNTY, USACE and FDEP staff to provide a reasonable assurance that the Contractor, COUNTY, and COASTAL TECH have collectively fulfilled reporting requirements as cited in the permits. COASTAL TECH will maintain a written schedule and summary of permit compliance.

Task 6d – Physical Monitoring Report: As anticipated to be required by the FDEP Permit, COASTAL TECH will prepare and submit an engineering report and the monitoring data to the Bureau within 90 days following completion of each monitoring survey.

Task 6e Post-construction Lighting Survey: COASTAL TECH will conduct post-construction annual beachfront lighting surveys as anticipated to be required by the FDEP Permit for years 2013, 2014, 2015, and 2016 along the entire Project area and submit a summary report of the survey and documentation of property owner notification to FWC by the 1st of the following month with a final summary report provided by December 15. As anticipated to be required by the USF&WS Biological Opinion, the 2013 lighting survey by COASTAL TECH will serve as the USF&WS post construction lighting survey.

Part 4 – Project Management

Task 7a - Additional Meetings / Consultation: COASTAL TECH will meet with the COUNTY monthly – 12 monthly meetings – to review the progress of the work, update the Project *Schedule*, and verify details of subsequent work. At the request of the COUNTY, COASTAL TECH shall prepare for and attend additional meetings and/or provide consultation to the COUNTY as may be required.

Task 7b – FDEP Applications & Reporting: COASTAL TECH will confer with COUNTY staff and prepare Florida *Erosion Control Program* funding applications for nine (9) State fiscal years including applications for 2013/14 to 2022/23 – to be prepared and submitted in the prior year. COASTAL TECH will review and update the COUNTY’s portion of the “*FDEP Long Range Beach Erosion Control Budget Plan*” for each fiscal year, attend follow-up meetings via WebEx and/or provide other coordination with FDEP staff to secure favorable ranking for reimbursement of the FY13/14 re-nourishment Project, required monitoring and/or future COUNTY projects. COASTAL TECH will assist COUNTY staff with review and completion of resulting funding contracts. COASTAL TECH shall also prepare and submit FDEP quarterly Project status reports in concert with reimbursement requests for 2014/15 to 2022/23.

**Santa Rosa County - Navarre Beach
Beach & Dune Re-Nourishment Project**

Attachment "B"
Estimated Fees and Schedule
Supplemental Agreement 2012-1
April 4, 2012
\$1,417,584

Notice to Proceed
April 20, 2012

Start	Finish	Days	Task Description	Entity	Total Fees	Direct Costs		Line Total	Subtask Total	Task Total
						Amount	Description			
Part 1 - Pre-Construction Services										
20-Apr-12	4-May-12	14	Task 1a - Pre-Application Conference							\$278,601
			arrange, prepare and attend		\$8,122	\$729	travel	\$8,851		\$10,565
			prepare a written summary of the pre-application conference		\$1,714			\$1,714		
20-Apr-12	18-May-12	28	Task 1b - Contaminant Testing							\$11,925
			obtain up to 15 samples at borrow area and 10 samples at beach fill area		\$3,377	\$4,510	obtain & test samples	\$7,887		
			analyze samples		\$4,038	included in above	analyze samples	\$4,038		
20-Apr-12	19-Jun-12	60	Task 1c - Supporting Documents							\$20,244
			(a) Physical Monitoring Plan		\$3,362			\$3,362		
			(b) Sediment Quality Control/Quality Assurance Plan		\$4,296			\$4,296		
			(c) Contaminant Testing of Borrow and Fill area		\$4,030			\$4,030		
			(d) Contingency Contaminant Plan		\$5,098			\$5,098		
			(e) Turbidity Monitoring Plan		\$3,458			\$3,458		
4-May-12	3-Jul-12	60	Task 1d - JCP Application							\$19,878
			prepare/compile items "a" thru "o" for JCP as listed in Scope of Work		\$8,276			\$8,276		
			prepare & submit JCP Application, submerged lands lease authorization		\$11,602			\$11,602		
3-Jul-12	29-Aug-12	210	Task 1e - Permit Processing	CT						\$129,137
			FDDEP RAls (2) & Meetings (3)		\$68,198	\$1,388	travel/per diem	\$69,586		
			USACE Permit Processing/RAls (2) & Meetings (3)		\$37,529	\$1,768	travel/per diem	\$39,297		
			prepare a summary of detailed information for Biological Opinion		\$20,254			\$20,254		
20-Apr-12	31-May-12	41	Task 2a - 2012 Physical Monitoring Survey		\$1,636	\$19,800	M&E Survey	\$21,436	\$21,436	
20-Apr-12	31-May-12	41	Task 2b - 2012 Aerial Photographs		\$1,161	\$10,000	ACA	\$11,161	\$11,161	
31-May-12	30-Jul-12	60	Task 2c - 2012 Physical Monitoring Report		\$12,694			\$12,694	\$12,694	
20-Apr-12	31-Jul-12	102	Task 3a - Final Design							\$36,813
			prepare 24" by 36" final design Drawings		\$14,840			\$14,840		
			prepare Technical Specifications		\$8,212			\$8,212		
			prepare Contract Documents		\$5,168			\$5,168		
			provide copies - final design, plans, and specifications		\$2,140	\$250	Reproduction	\$2,390		
			meeting with COUNTY to review Final Design		\$5,426	\$777	travel/per diem	\$6,203		
20-Apr-12	20-May-12	30	Task 3b - Pre-Sea Turtle Nesting Season Lighting Survey							\$4,748
			perform & assist County with Compliance Report/Notice to Owners		\$3,971	\$777	travel/per diem	\$4,748		

Part 2 - Bidding & Construction Phase Services										\$646,929
1-Aug-12	14-Nov-12	105	Task 4a - Bidding & Contract Award						\$53,512	
			Pre-bid Meeting	SRC / CT / Bidders	\$5,674				\$5,674	
1-Sep-12	1-Oct-12	30	address bidder questions; issue addendum	CT / SRC	\$4,042				\$4,042	
1-Oct-12	31-Oct-12	30	review & evaluate bids; recommend award	CT / SRC	\$2,338				\$2,338	
			Exhibit of Engineer's Representatives	CT	\$1,012				\$1,012	
			verify Contractor Insurance Requirements	SRC / CT	\$586				\$586	
			Issue Notice To Proceed	SRC	\$471				\$471	
			Evaluate Material Substitutions	CT	\$2,086				\$2,086	
31-Oct-12	30-Nov-12	30	Owner's designation of representative	SRC / CT	\$586				\$586	
			Notice Info to Contractor for Mechanic's Lien	SRC / CT	\$512				\$512	
			Financial Evidence to Contractor	SRC / CT	\$512				\$512	
31-Oct-12	30-Nov-12	30	Pre-Construction Survey	CT	\$4,065	\$19,800	M&E Survey		\$23,865	
			Review & Acceptance of Schedule	CT / SRC	\$1,398				\$1,398	
			Review & Acceptance of Schedule of Submittals	CT	\$2,088				\$2,088	
			Review & Acceptance of Submittals	CT	\$4,068				\$4,068	
			Review & Acceptance of Schedule of Values	CT	\$2,442				\$2,442	
31-Oct-12	14-Nov-12	14	Pre-Construction Conference arrangement	CT	\$1,832				\$1,832	
1-May-12	30-Jul-12	90	Task 4b - Pre-construction Lighting Survey						\$6,393	
			perform, assist County with Compliance Report/Notice to Owners, and send to agencies		\$5,616	\$777	travel/per diem		\$6,393	
14-Nov-12	12-Dec-12	28	Task 4c - Pre-Construction Meeting & Notice						\$9,655	
			attend, chair and prepare a written summary of meeting		\$8,878	\$777	travel/per diem		\$9,655	
31-Oct-12	31-Mar-13	151	Task 5a - Construction Administration						\$533,351	
			Site Visits - Mobilization	CT	\$16,276				\$16,276	
31-Oct-12	30-Nov-12	30	(a) Site Visits - dredging Operations - observe Contractor's work	CT	\$132,620	\$31,000	per diem, travel		\$163,620	
			(b) Keep accurate detailed records of the Contractor's daily operations	CT	\$11,978	\$360	reproduction		\$12,338	
			(c) Monitor the Contractor's work for conformity with permits	CT					\$0	
			(d) Record Drawings/Documents Review	Contractor					\$0	
			(e) Monitor vessels and equipment	CT					\$0	
			(f) Check Layout of the Work	CT					\$0	
			(g) Monitor Project Monuments	CT					\$0	
			(h) Monitor Electronic Positioning & Calibration	CT					\$0	
			(i) Review & Collect Dredge Monitoring Data (Daily)	CT					\$0	
			(j) Monitor Borrow Area Buoys & Dredge Limits	CT					\$0	
			(k) Monitor Mobilization/Demobilization of Contractor	CT					\$0	
			(l) Monitor Material Transport	CT					\$0	
			(m) Pay Profile Survey & Volume Cales	CT	\$23,400	\$117,144	Surveyor		\$140,544	
			(n) Monitor Construction Details & Dressing	CT					\$0	
			(o) Monitor Work Area & Public Safety	CT					\$0	
			(p) Check Turbidity Monitoring & send reports to FDEP	CT					\$0	
			(q) Monitor Sand QC Plan	CT					\$0	
			(r) Monitor Historical, Arch. & Cultural resources	CT					\$0	
			(s) Substantial Completion/Final Acceptance & Monitor Final Clean-up	CT	\$17,183	\$777	per diem, phone, vehicle		\$17,960	
			(t) Check fill material for colorization & grain size	Contractor / CT	\$27,738	\$8,400	Coastal Sediments Lab		\$36,138	
			(u) Review/Approve Shop Dwgs	CT	\$3,394				\$3,394	
			(v) Change Orders	CT	\$13,892				\$13,892	
			(w) Construction Field Directives	CT	\$13,892				\$13,892	
			(x) Contract Interpretations	CT	\$11,256				\$11,256	
			(y) Resolution of Claims	CT	\$18,020				\$18,020	
			(z) Consult & Advise SRC	CT	\$31,476				\$31,476	
			(aa) Review Payment Applic & prep Cert. for Payment	CT	\$11,670				\$11,670	
			(bb) Shorebird monitoring	CT	\$3,171	\$31,440	Ecological Resource Consultants		\$34,611	
1-Mar-11	31-Mar-13	30	(cc) Site Visits - planting operations & as-built report	CT	\$4,654				\$4,654	
1-Apr-13	30-Jun-13	90	(dd) Prepare and submit a Final Certification to FDEP	CT	\$3,610				\$3,610	
31-Oct-12	31-Mar-13	151	Task 5b - During Construction Permit Compliance						\$44,018	
			Notice of non-compliance	CT	\$3,780				\$3,780	
			Notify SHPO of artifacts	Contractor / CT	\$2,032				\$2,032	
			Archaeological - Stop work & notify FDEP & BHP	Contractor / CT	\$2,436				\$2,436	
			Monitoring of Turtle Nesting & report	Contractor / CT	\$8,766				\$8,766	
			If turtle nest found, contact PH to relocate eggs.	Contractor / CT	\$3,796				\$3,796	
			Hopper Dredge - follow NMFS BO & send reports	Contractor / CT	\$4,164				\$4,164	
			If injured, dead, sick turtle is found - notify FWC	Contractor / CT	\$4,228				\$4,228	
			Water Quality Sampling & Reports	Contractor / CT	\$14,816				\$14,816	
			Check Turtle Monitoring by Contractor	CT					\$0	
			May 1 to October 31 - check project lighting	Contractor / CT					\$0	
			May 1 to October 31 - check staging areas	Contractor / CT					\$0	

			Part 3 - Post Construction Services								\$335,372	
1-Feb-13	30-Sep-15	971	Task 6a - Compaction Testing & Tiling								\$7,326	
			Coordinate 2013, 2014, and 2015 Tiling (Provided By COUNTY)				\$7,326			\$7,326		
1-Feb-13	30-Sep-20	2798	Task 6b - Physical Monitoring Surveys								\$137,603	
			2013 Topographic Survey & Aerial Targets	CT	\$1,588	\$19,800	M&E Survey		\$21,388			
			2014 Topographic Survey & Aerial Targets	CT	\$1,588	\$20,394	M&E Survey		\$21,982			
			2015 Topographic Survey & Aerial Targets	CT	\$1,588	\$21,006	M&E Survey		\$22,594			
			2016 Topographic Survey & Aerial Targets	CT	\$1,588	\$21,636	M&E Survey		\$23,224			
			2018 Topographic Survey & Aerial Targets	CT	\$1,588	\$22,285	M&E Survey		\$23,873			
			2020 Topographic Survey & Aerial Targets	CT	\$1,588	\$22,954	M&E Survey		\$24,542			
1-Feb-13	30-Sep-20	2798	Task 6c - Physical Monitoring Aerial Photographs								\$71,650	
			2013 Aerial Photographs	CT	\$1,161	\$10,000	ACA		\$11,161			
			2014 Aerial Photographs	CT	\$1,161	\$10,300	ACA		\$11,461			
			2015 Aerial Photographs	CT	\$1,161	\$10,609	ACA		\$11,770			
			2016 Aerial Photographs	CT	\$1,161	\$10,927	ACA		\$12,088			
			2018 Aerial Photographs	CT	\$1,161	\$11,255	ACA		\$12,416			
			2020 Aerial Photographs	CT	\$1,161	\$11,593	ACA		\$12,754			
1-Feb-13	30-Sep-20	2798	Task 6d - Physical Monitoring Report								\$92,190	
			2013 Physical Monitoring Report	CT	\$12,694				\$12,694			
			2014 Physical Monitoring Report	CT	\$13,075				\$13,075			
			2015 Physical Monitoring Report	CT	\$13,467	\$5,040	Sediment lab		\$18,507			
			2016 Physical Monitoring Report	CT	\$13,871	\$5,040	Sediment lab		\$18,911			
			2018 Physical Monitoring Report	CT	\$14,287				\$14,287			
			2020 Physical Monitoring Report	CT	\$14,716				\$14,716			
1-May-13	30-Jul-16	1186	Task 6e Post-construction Lighting Survey								\$26,603	
			2013 Lighting Survey		\$5,616	\$777	travel		\$6,393			
			2014 Lighting Survey		\$5,784	\$777	travel		\$6,561			
			2015 Lighting Survey		\$5,958	\$777	travel		\$6,735			
			2016 Lighting Survey		\$6,137	\$777	travel		\$6,914			
			Part 4 - Project Management								\$156,682	
20-Apr-12	30-Jul-16	1562	Task 7a - Additional Meetings / Consultation								\$69,602	
			monthly meetings (12)				\$47,166			\$47,166		
			project schedule				\$22,436			\$22,436		
1-May-13	30-Jul-22	3377	Task 7b - Quarterly Reimbursements & Funding Request								\$87,080	
			2012/13 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2013/14 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2014/15 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2015/16 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2016/17 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2017/18 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2018/19 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2019/20 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2020/21 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			2021/22 Quarterly Reimbursements & Funding Request				\$8,708			\$8,708		
			Total Hours :				\$961,163			\$1,417,584	\$1,417,584	\$1,417,584
			Total Costs :				\$961,163	\$456,421		\$1,417,584	\$1,417,584	\$1,417,584
							\$961,163			\$1,417,584		



Peter Prince Airport
Santa Rosa County
SMALL BUSINESS ENTERPRISE PROGRAM
DRAFT

**Peter Prince Airport
Santa Rosa County
SMALL BUSINESS ENTERPRISE (SBE) PROGRAM**

DRAFT

Feb 20, 2012

POLICY:

Program Scope

- A. The Small Business Enterprise Program applies to those aspects of the Airport's contracting and procurement programs where subcontracting is likely, including contracts, Architect and Engineer contracts. The provision of the SBE Program is intended to supplement existing requirements of the Peter Prince Airport Disadvantaged Business Enterprise Program.
- B. This Small Business Enterprise ("SBE") Program shall apply to all Peter Prince Airport contracts for the purchase of goods and services, including professional services such as architectural, engineering, architectural landscape and land surveying professional services governed by Florida Statutes 287.055. The SBE Program shall also apply to construction; concessions; franchise agreements; contracts for attorney and/or legal services.
- C. It is the policy of Santa Rosa County that a minimum of 10% of the total value of contracts \$50,000 and under is awarded to Small Business Enterprises. Small Business Enterprise Measures may be applied to contracts greater than \$50,000.
- D. The application of contract measures to contracts for goods or services purchased by the Peter Prince Airport shall be governed by this program, which forms part of the Peter Prince Airport Disadvantaged Business Enterprise Program.

Program Objectives:

The Peter Prince Airport SBE Program seeks to enhance competition in the Airport's contracting and promote economic growth and development in the Santa Rosa County by:

- a. Increasing small business enterprise utilization in County contracting;
- b. Promoting existing small business growth and profitability in the Santa Rosa County;
- c. Monitoring SBE participation and contract compliance with the provisions of the SBE Program.

The DBE Liason Officer (DBELO) for the Peter Prince Airport DBE Program, is responsible for implementing all aspects of the SBE program. Similarly with the DBE Program, implementation of the SBE Program is accorded the same priority as compliance with all other legal obligations incurred by the Peter Prince Airport in its financial assistance agreements with FDOT.

Implementation:

The Peter Prince Airport will disseminate this policy statement to the Santa Rosa County Commission and all the components of the Organization. The Airport will distribute this statement to all SBE and non-SBE business communities that perform work for the Peter Prince Airport on DOT-assisted contracts.

The dissemination and distribution will be accomplished by:

- Publication in local news media
- Publication on County's internet Web site
- Mail Notification of organizations on bidders' list.

Guidelines and Recommendations:

The DBELO will develop guidelines for identifying those contracts where establishing mandatory subcontracting requirements would:

- a. be practicable in light of industry practice;
- b. provides significant opportunities for SBEs.

Based on these guidelines, the DBELO may from time to time recommend that the County Commission establish mandatory subcontracting requirements for particular contracts. If the County Board establishes mandatory subcontracting requirements for a particular contract, all bidders submitting bids or proposals on the contract shall be required to:

- a. subcontracts the amount of work specified by County Board;
- b. use good faith efforts to subcontract such work to SBEs.

I. DEFINITIONS:

This Implementing policy incorporates completely, definitions listed in the SBE Program. Additional terms necessary for the understanding of this Implementing policy, are listed below:

- A. Bid is the document(s) a business enterprise submits in response to the Airport/County solicitation documents for the purpose of obtaining a contract.
- B. Bidder is a business enterprise that submits a bid or proposal for a contract.
- C. Billing means any request for payment by an SBE/Micro Enterprise, whether through a regular invoice, change order, claim, etc.
- D. Board means the Board of County Commissioners of Santa Rosa County, Florida.
- E. Contract Measure means a contract set-aside, a subcontract goal, a bid preference, or a selection factor, singly or in any combination.
- F. Contracting Officer means a department director or his/her designee, who prior to award manages the bid process or post award and has primary responsibility to manage the contract and enforce contract requirements.

G. County means Santa Rosa County, Florida, a political subdivision of the State of Florida.

H. Debar means to exclude a contractor, its individual officers, and its shareholders with significant interests, its qualifying agent, or its affiliated businesses from county contracting and subcontracting for a specified period, not to exceed five (5) years.

I. NAICS means North American Industry Classification System.

J. NIGP means National Institute of Governmental Purchasing.

K. Schedule of Intent Affidavit (SOI) means a form contained in the bid documents of a SBE contract set-aside or a contract with subcontractor goals in which bidders list at the time of bid submission all SBEs to be used to meet the set-aside or the goal, and the scope of work each will perform, including the goods or services to be provided, and the percentage value of such work.

L. Small Business Enterprise (SBE) means a business entity certified, providing goods and services, which has an actual place of business in Santa Rosa County and whose three year average gross revenues does not exceed \$5 million. The term Small Business Enterprise shall also include a manufacturer with one hundred (100) employees or less or wholesaler with fifty (50) employees or less without regard to gross revenues whose actual place of business is located in Santa Rosa County. Representations as to a business entity's average gross revenues and payroll shall be subject to audit. The County or designee shall be authorized to adjust the SBE size limits every five (5) years at his/her discretion based on the Consumer Price Index for All Urban Consumers (CPIU) calculated by the U.S. Department of Commerce or other appropriate tool of inflation measures as applied to Santa Rosa County for the preceding five (5) years. The first indexing adjustment shall occur for the 2013-2014 calendar year using the figures provided for the calendar year ended December 31, 2012, and every five (5) years thereafter. The County or designee shall advise the Board of any such adjustment.

M. Utilization Report means a report completed by the successful bidder on a contract that is set-aside, or on a contract with trade set-asides or subcontractor goals listing all work performed in the past month by the SBE identified in the Schedule of Intent Affidavit and all expenditures paid to date to the identified SBE.

N. Vendor is one who sells goods and/or services.

II. MANAGEMENT & TECHNICAL ASSISTANCE

A. Description

The Peter Prince Airport / Santa Rosa County will provide management and technical assistance and community outreach to certified SBEs performing as vendors and providing goods and/or services to Peter Prince Airport. These services will be referred to as the "Program."

B. Program Requirements

For SBE firms to participate in the Peter Prince Airport Capital Improvement Program, they must meet certain program requirements, which include regular meetings with Airport/County and participation in community outreach events.

C. Community Outreach

The Santa Rosa County shall provide community outreach to stimulate the interest of the small business community in the program. The County shall design and implement an outreach program that will communicate the advantages of the program as well as convincing potential participants that contracting

opportunities exist. The program shall provide on-going recruitment and assistance to small businesses. These activities may include, but are not limited to:

- Development of a resource directory to be provided to the small business community in the Santa Rosa County with information as to continuing education, professional organization and other resources that improve small business market access or capacity.
- Communicating information regarding SBE initiatives through newsletters, internet, special workshops and other outreach activities conducted by the Airport or the County.

E. Program Restrictions

The following restrictions shall apply to the program applicant:

1. An applicant who exceeds the Small Business Enterprise (SBE) Program size standards after one year of being formally notified is prohibited from continued participation.
2. Firm must have an actual place of business in Santa Rosa County.
3. Loss of certification shall result in prohibition from the program.

III. Establishing and Meeting SBE Goal

SBE Goals shall be established in the following manner:

1. For each Construction contract, the DBELO shall recommend to the County Board an SBE goal that is percentage of the dollar value of all services and goods the construction contract requires, provided that the DBELO or the County Board may waive the goal requirement for a given construction contract if either of them determines it to be in the best interest of the County.

IV. CERTIFICATION

A. Eligibility Requirements

1. SBE applicants must be profit-motivated businesses. Not-for-profit or non-profit corporations are not eligible for certification.
2. Only firms that meet size limits of SBEs as to average annual gross revenues for the last three years or in the case of manufacturers and wholesalers - the number of full-time, permanent employees, may be certified as Small Business Enterprises.
3. Size determinations for SBEs eligibility shall take into account the combined gross revenues of the applicant firm and all of its domestic and foreign affiliates or in the case of manufacturers and wholesalers – the number of full-time, permanent employees of the applicant firm and all of its domestic and foreign affiliates. All affiliates of the applicant firm, regardless of whether organized for profit, shall be included.
4. Applicants and certified SBEs must be properly licensed to conduct business in Santa Rosa County, must perform a commercially useful function with an actual place of business in Santa Rosa County, must be established for at least one (1) year, and must continue to perform a commercially useful function in Santa Rosa County to be eligible for certification or to remain certified. When determining whether the applicant has an actual place of business in Santa Rosa County, The County shall consider evidence such as, but not limited to:

- a. The existence of a Santa Rosa County telephone number in the name of the SBE or the name with which the SBE is doing business; and
- b. Offices, premises related to business, or other facilities within Santa Rosa County at which the goods or services to be provided are produced or performed.
- c. Local Business Tax Receipt issued by Santa Rosa County.

B. Terms of Certification

1. The County shall require that all SBE firms, in order to be considered eligible, shall submit an affidavit for Continuing Eligibility annually. The Affidavit for Continuing Eligibility shall include, at a minimum:
 - a. Most recent, signed, complete business tax return(s) or extension(s) for the firm and all affiliates.
 - b. Current business, professional licenses and certifications, and Local Business Tax Receipt issued by Santa Rosa County.
 - c. Current lease agreement or warrantee deed for the firm's actual place of business.
 - d. Notarized, sworn affiliation affidavit.
2. Additional supporting documentation may be required by the County to verify eligibility.
3. An SBE must be certified by the applicable type of goods and/or services it provides in accordance with the applicable NAICS/NIGP Commodity Code in which the SBE is licensed (if applicable.) An SBE can be certified in more than one NAICS/NIGP Commodity Codes. The Santa Rosa County will determine the appropriate codes for certification under the program based on the licenses held by the firm and experience submitted to the County.
4. A business owner, alone or as a member of a group, shall own or control only one SBE firm. If a non-SBE in the same or similar line of business as an SBE has an equity ownership of such SBE that exceeds ten (10) percent, the SBE firm shall be considered not eligible for the program.
5. Certified SBEs shall provide written notice to the Santa Rosa County of any changes that affect their eligibility as SBEs. The SBEs shall submit a Change Notice and supporting documentation describing the nature of the change, and the effective date of the change(s) to the County within thirty (30) calendar days of the effective date of the change(s).
6. An SBE must have a valid certification in effect at time of bid submittal. For successful bidders, certification must be maintained from bid award throughout the duration of the agreement. With the exception of graduation from the SBE program, loss of SBE certification may lead to removal of the firm from continued participation in the SBE program.

C. Certification

1. The County shall collect, analyze and verify all information needed for eligibility of SBEs.
2. The County shall not accept an applicant, shall not grant eligibility status, and shall debar an SBE who:
 - a. Fails to comply with the criteria or procedures of the SBE guidelines, this SBE program and/or participation provisions;
 - B. Fails to provide full disclosure;
 - c. Falsifies information; or

- d. Has been debarred by other counties or contracting authorities.
3. The County shall certify each SBE by the type of good and/or service it performs in accordance with the applicable NAICS/NIGP code(s).
4. The County shall give written notice, including the reasons for its decision, to applicants who are denied eligibility status and to SBEs who are debarred, or denied continuing eligibility, or have graduated.
5. The County may require applicants and SBEs to submit information regarding their business operations including, but not limited to, a breakdown of the applicant's or SBE's ownership and gross annual sales receipts.
6. The County shall provide written procedures and/or forms for continuing eligibility to certified SBEs.
7. The Santa Rosa County shall maintain and publish an updated list of SBEs, identifying each listed based on each NAICS/NIGP commodity code(s) by which the SBE is certified.

D. Decertification

1. If during the period of certification, the County receives information that an SBE received certification improperly or that the firm no longer qualifies to be certified as an SBE, then the Airport shall conduct an investigation of the allegations.
2. The County shall decertify the firm if the investigation indicates that:
 - a. The firm cannot be contacted at the last known address;
 - b. The firm is no longer in business;
 - c. The firm is no longer licensed to do the type of business for which it was certified;
 - d. The firm obtained its original certification and/or recertification through false representation or deceit; or
 - e. The firm has been debarred by Santa Rosa County or other counties.
3. When decertifying an SBE, the County shall either:
 - a. Give notice to the SBE that the decertification decision will be effective at the completion of any appeal under this Implementing Order; or
 - b. Suspend the certification of the SBE during any appeal of the decertification decision.

E. Affiliation Determination General:

Only small firms that meet size limits of SBEs as to average annual adjusted gross revenues for the last three years or number of employees for manufacturers and/or wholesalers may be certified as SBEs. Size determinations for SBE shall take into account the combined gross revenues and/or employees of the applicant firm and all of its domestic and foreign affiliates. All affiliates of the applicant firm, regardless of whether organized for profit, shall be included.

1. Affiliation: Firms are considered affiliates of each other when either directly or indirectly:
 - a. One firm controls or has the power to control the other, or
 - b. A third party or parties controls or has the power to control both, or
 - c. An identity of interest between or among parties exists such that affiliation may be found.
2. In determining whether affiliation exists, consideration shall be given to all appropriate factors, including but not limited to common ownership, related business lines or related scopes of work,

common facilities, common management, and contractual relationships. Examples of affiliation include:

a. Nature of control in determining affiliation

1) Every firm is considered to have one or more parties who directly or indirectly control or have the power to control it. Control may be affirmative or negative and it is immaterial whether it is exercised so long as the power to control exists.

2) Control can arise through stock ownership; occupancy of director, officer or key employee positions; contractual or other business relations; or combinations of these and other factors.

b. Identity of interest between and among persons as an affiliation determinant. Affiliation can arise between or among two or more persons with an identity of interest, such as members of the same family or persons with common investments in more than one firm. In determining who controls or has the power to control firm, persons with an identity of interest may be treated as though they were one person.

3. Affiliation through stock ownership.

4. Affiliation through common management. Affiliation generally arises where officers, directors, or key employees serve as the majority or otherwise as the controlling element of the board of directors and/or the management of another firm.

5. Affiliation through common facilities. Affiliation generally arises where one firm shares office space and/or employees and/or other facilities with another firm, particularly where such firms are in the same or related industry or field of operations, or where such firms were formerly affiliated.

6. Affiliation with a newly organized firm. Affiliation generally arises where former officers, directors, principal stockholders, and/or key employees of one firm organize a new firm in the same or a related industry or field of operation, and serve as its officers, directors, principal stockholders, and/or key employees, and the firm is furnishing or will furnish the other firm with sub-consulting agreements, financial or technical assistance, proposal or performance bond indemnification, and/or other facilities, whether for a fee or otherwise.

7. Affiliation through contractual relationships. Affiliation generally arises where one firm is dependent upon another firm for consulting agreements and business to such a degree that its economic viability would be in jeopardy without such agreements/business.

8. Affiliation under joint venture arrangements

V. PROGRAM MANAGEMENT

A. Contracts \$50,000 and Under

1. The Airport issues or uses contracts is required within the fiscal year to expend a minimum 10% of the total value of contracts for goods and/or services \$50,000 and under with Small Business Enterprises. An automatic 10% bid preference will be applied to bids/quotes submitted by Small Business Enterprises. The preference amount shall be deducted from the total bid or quoted price in order to calculate the price to be used for evaluation. The Airport is also required to solicit bids or quotes from at least four firms where available (two available certified Small Business Enterprises and two non-certified firms).

2. The County shall review reports of the utilization of Small Business Enterprises and shall inform departments failing to meet the requirements set forth herein, and shall report awards to SBEs to the County Board bi-annually.

B. Contracts Greater than \$50,000

1. Prior to advertisement, each contract, purchase, or blanket purchase of goods or services in excess of fifty thousand dollars (\$50,000), and each purchase order that may accumulate an aggregate amount greater than fifty thousand dollars (\$50,000) shall be reviewed for the application of contract measures.

2. The Airport shall submit contracts to the County Board to review for the application of measures and shall work in conjunction with County Board in making a recommendation. The County shall seek concurrence with the issuing the Airport when making a recommendation. The Airport shall advise the County of any contract advertisement dates that are in excess of 120 days of the initial recommendation. The Airport shall also advise the County of any projects not advertised within 180 days of the recommendation. Those contracts not advertised within 180 days will be re-submitted to the County for reconsideration.

3. The Airport shall advise the County of any changes in bid specifications, post award changes and all contracts with measures that are cancelled.

4. The County Board or designee may approve emergency purchases with measures that meet the County's definition of emergency. Such measures shall be submitted to the County Board for ratification.

5. Standard participation provisions shall be included in all contract documents with applied measures unless the County approves substitute proposal documents.

VI. ADMINISTRATION

A. Pre-Award Compliance Review

1. Bid documents shall require bidders to submit a completed Schedule of Intent Affidavit at the time of bid submission identifying all SBEs to be utilized to meet the subcontractor goal, the commodity code of the work each will perform, the dollar value of such work, and incorporating the prompt payment obligations and rights provided by the SBE Program.

2. The County shall notify the bidder in writing stating the facts and the reasons on which the noncompliance is based. Upon notification from the County, the bidder may request a meeting in writing within two business days from the date of the notification of non-compliance. The bidder shall supply further relevant information as required by the County.

3. The County shall issue a written recommendation to the Contracting Officer that includes facts and reasons for the bidder's compliance or noncompliance.

VII. APPLICATION OF CONTRACT MEASURES

A. Set-asides:

The County may determine it is in its best interest to waive competitive bidding or selection requirements and set-aside a contract for SBEs where, prior to bid advertisement, there are at least three (3) available SBEs to perform the set-aside contract.

B. Subcontractor Goals:

A recommendation to apply a subcontractor goal is appropriate when there are three or more certified firms available to provide the portion of the contract.

C. Bid Preference:

1. A 10% percent bid preference shall apply to contracts \$1 million or less and 5% percent on projects greater than \$1 million that are not set-aside. The preference shall be utilized for bid evaluation, and shall not affect the contract price. SBEs are not accorded a bid preference on contracts under \$50,000. Contract documents shall include standard language indicating the application of a bid preference.
2. On contracts on which a preference is applied, the County shall conduct a periodic review of contracts hereunder and will prepare a report to the issuing department.

D. SBE Selection Factor

1. Any bidder that is an SBE or a joint venture with an SBE, shall be accorded a selection factor on RFPs, RFQs, and RFIs for contracts greater than \$50,000 that are not set-aside for bidding solely by SBEs. Contract documents shall include standard language indicating the application of a selection factor.

E. Review Process

1. The County shall publish a list of projects under review daily on the County's webpage. The County shall review the proposed contracts and the Airport's recommendations. Upon obtaining concurrence with the recommended measure, the Airport/County shall post projects and recommended goals daily on the County's web page.
2. The County shall consider public comments in writing on projects pre- and post measure or goal recommendations.
3. All projects with recommended measures shall contain language to allow for public comment to be submitted to the County within 36 hours of posting via a designated email address or mail.
4. All advertised projects shall contain language to allow for public comments to be submitted to the County within 36 hours of date of advertisement via a designated email address or mail. The County and the Airport shall review comments and make recommendations, as applicable, to the County Board of Commissioners or designee.
5. Changes to goal recommendations, approved by the County Board of Commissioners or designee, as a result of public comment shall require issuance of an addendum to the project advertisement.

VIII. BIDDER'S RESPONSIBILITY WHERE A SBE SUBCONTRACTOR GOAL IS APPLIED:

Bid documents to which an SBE subcontractor goal is applied shall require bidders to submit a signed Schedule of Intent Affidavit at the time of bid submission identifying all SBEs to be utilized to meet the SBE subcontractor goal. Each Schedule of Intent Affidavit shall specify the scope of work and commodity code the SBE will perform if appropriate, including the type goods or services the SBE will provide. The Successful Bidder shall enter into a written subcontract agreement for approval, corresponding in all respects to the Successful Bidder's Schedule of Intent Affidavit to include the type of goods and services the SBE is to provide and the percentage and price. Each subcontract agreement shall incorporate the prompt payment obligations and rights provided by the Small Business Enterprise Program.

IX. POST AWARD COMPLIANCE AND MONITORING

- A. The County shall monitor and enforce the compliance of the vendor with the requirements of this program, and any related program requirements, during the duration of the contract and may monitor

for up to one year after notice of completion of the work or full payment of contract obligations, whichever comes last.

B. Successful Bidders and SBE shall permit the County to have access during normal business hours to all books and records relating to the compliance with the contract measure applied to the contract or relating to compliance with certification requirements. This right of access shall be granted for one year after completion of the work or full payment of contract obligations, whichever comes last, or for one year after the expiration of SBE certification.

C. Successful Bidders and SBEs shall permit the County to have access to employees performing work during normal business hours in order to conduct visual inspections and interviews that may be conducted private when necessitated by County staff.

D. Successful Bidders and SBEs shall comply with all reporting requirements established by the County.

E. In the event that during the performance of a contract containing an SBE subcontractor goal, an SBE is not able to provide the services specified in the Schedule of Intent Affidavit submitted at the time of bid, the Successful Bidder must locate an SBE to substitute. The Successful Bidder must receive approval for substitution from the County.

F. The County shall be responsible for monitoring the performance of the Successful Bidder regarding compliance with a contract measure applied to the contract. The County may, at its discretion, investigate deviations in the utilization of SBEs from that required by the contract and make recommendations regarding compliance to the Contracting Officer. Deviations from the contract measure stated in the contract that shall be monitored include, but are not limited to:

1. Termination of an SBE's subcontract agreement
2. Reduction in the scope of work to be performed by an SBE
3. Modifications to the terms of payment or price to be paid to an SBE
4. Failure to enter into a contract with an SBE being utilized to meet a contract measure

X. PENALTIES

A. Bid and contract documents shall provide that, notwithstanding any other penalties or sanctions provided by law, a bidder's or SBE's violation of or failure to comply with the Small Business Enterprise Program may result in the imposition of one or more of the following sanctions or penalties:

1. The suspension of any payment or part thereof until such time as the issues concerning compliance are resolved;
2. Work stoppage; or
3. Termination, suspension, or cancellation of the contract in whole or part.

B. The foregoing notwithstanding, the County or its designee shall include language in all prospective projects containing an SBE goal which provides that, in addition to any other sanction for failure to fulfill the SBE goal requirements for such contract, the contractor's eligibility to receive any future County contract shall be conditioned upon the contractor making up the deficit in SBE participation in such future contract by having SBEs perform work equal to double the dollar value of the deficiency in the SBE goal in the prior contract.

C. Some of the contractual violations that may result in the imposition of sanctions listed in this program include, but are not limited, to the following:

1. An SBE serving as a conduit for SBE work awarded to a firm as an SBE, but which is being performed by a non-SBE firm;
2. A prime vendor not meeting SBE contract measure;

3. Not obtaining or retaining SBE certification while performing work designated for SBE firms;
4. Failure to timely submit utilization reports;
5. Failure to maintain certification;
7. Deviations from the SBE Schedule of Intent Affidavit without prior approval from the County;
9. Modifications to the terms and/or prices of payment to an SBE without prior approval from County.

XI. Program Execution

Pursuant to FAA directives, The Santa Rosa County will committed to undertake the necessary steps to launch and implement this SBE program within 9 months from receipt of the SBE Program approval from the agency.



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 *JWA*
Thru: Roger Blaylock, P.E., County Engineer *Rog*
Date: April 17, 2012
Re: East Milton C&D Landfill

Background: The proposed facility is located east of Milton and north of Highway 90, with the overall site being approximately 160 acres. The property is zoned Industrial. As required by County Ordinance, Board of County Commissioner approval is required before a county operating permit can be issued.

Situation: East Milton C&D Facility is proposing the construction of a new C&D facility. The existing site is open property with no current development. They have acquired an operational permit from FDEP and their proposed construction drawings and associated specifications meet requirements specified within the County Ordinance, such as the installation of a continuous liner with leachate collection. Additionally, the Operational Plan meets the requirements specified within the county ordinance, such as weekly cover, a maximum lift height of 20 feet, a continuous fence, litter control, an operational process for handling unacceptable waste, and fire response plan. Please see attached sheet for overall project description.

East Milton C&D Facility is current in their tax status and business license. Additionally, they have secured the mechanism for a bond relative to financial assurance. Review of their financial assurance worksheets indicates the required amounts for closure and long term care to be reasonable.

Recommendation: It is recommended that their request for county permitting be approved.

JA/tt

Blue Water Holding SRC Inc.

General Information

Facility Location : 3/4 mile east of Jeff Ates Road
Facility Size : 158.24 acres
Total / Permitted Disposal Acreage : 127.68 acres / 17.9 acres
Permitted Disposal Capacity / Life : 1.56 million cubic yards / 5 Years

Disposal Unit Construction

Permitted disposal units : Phase A1, A2, & A3
Disposal Unit Size : Phases A1 thru A3, 6.15 acres

Liner Construction

Primary Liner : 60 MIL HDPE geomembrane
Liner base : Geosynthetic clay liner
Subgrade : Compacted natural soil

Leachate Control System

Primary Collection System : 3 - 10" perforated HDPE pipes
Collection Sumps : 3 sumps w/ 10" interconnected pipes
Side wall riser : 3 - 18" side wall riser w/pumps
Leachate collection : Holding pond, 60,000 s.f.
Leachate treatment / disposal : Evaporation pond, 79,800 s.f.
Emergency Ops : Ability to pump to tankers

Operations

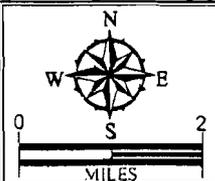
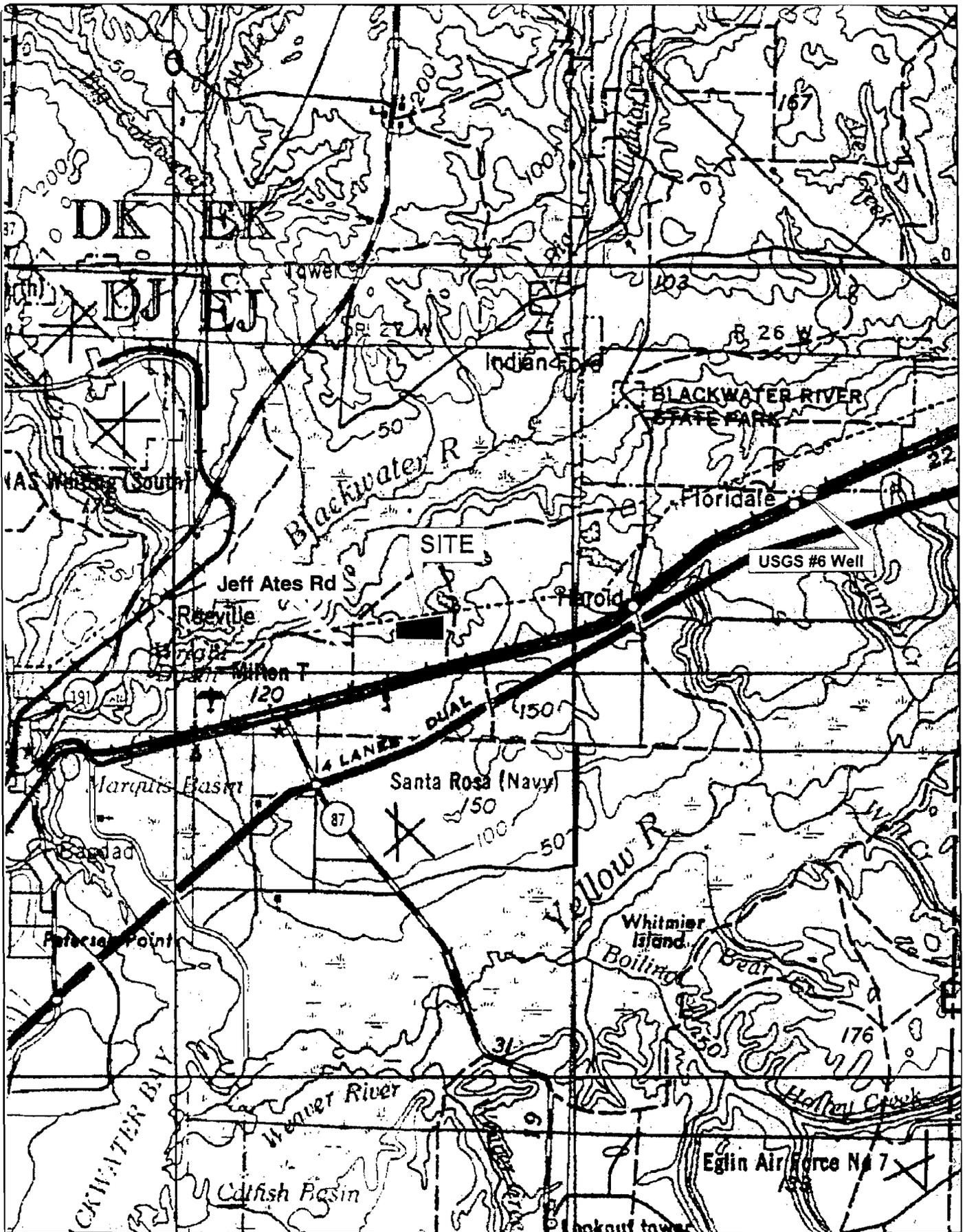
Facility Manager : Oversees facility operations
Access control / Load checks : Checks incoming loads / accepts payment
Certified Spotters : Stationed at working face to identify & remove unauthorized waste
Equipment Operators/spotters : Spreads / compacts waste, checks for unauthorized waste

Setbacks / Buffers

Setbacks from property boundary : 300 ft on the west
: 200 ft on the north & south
: 100 ft on the east
Buffers : 30 ft natural vegetative buffer

Liter / Odor Control

Odor : Controlled by application of weekly cover
Litter : Daily inspections by Facility Manager, collection by staff as needed



NOTES
 Source: USGS 1:250,000 topographic map

FIGURE 1. SITE LOCATION
 East Milton C&D Site
 Santa Rosa County, Florida



**SANTA ROSA COUNTY ENGINEERING
ENVIRONMENTAL DEPARTMENT
6075 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 *JJA*

Thru: Roger Blaylock, P.E., County Engineer *Rog*

Date: December 19, 2011

Re: Landfill Gas Project at Central Landfill

Situation:

The Santa Rosa County Central Landfill generates a significant amount of landfill gas (LFG) that could be utilized to produce alternative fuels (LNG/CNG) or electricity. SRC had entered into a contract with Element Markets to design and install a LFG collection system and flare with the intent of marketing carbon and renewable energy credits. However, with the collapse of those markets, Element Markets was unable to generate a sufficient return on their investment and terminated the contract. Staff is moving forward with efforts to capture and market LFG at Central Landfill.

Finding:

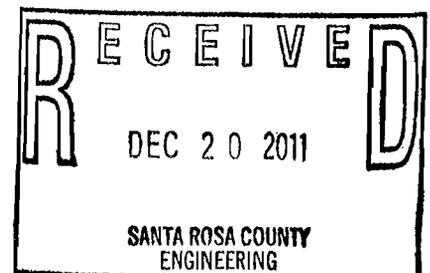
Staff has negotiated a contract with HDR Engineering to design and permit the landfill gas (LFG) extraction system at Central Landfill. The contract provides for the design of a LFG collection system and flare, permitting with the Florida Department of Environmental Protection, and assistance in the preparation of BID documents to award a contract for construction of the LFG collection system and flare. The contract also provides for an updated review of available technologies for utilizing LFG.

Recommendation:

That staff complete Phase I of the Landfill Gas Project and finalize the contract with HDR Engineering for the design and permitting of a landfill gas extraction system and flare. Phase II of the LFG Project will be to evaluate all alternatives for utilizing the LFG captured and select the best alternative that provides a stable revenue stream at Central Landfill.

Cost to complete Phase I of the LFG Project is \$82,765.00.

(850) 981-7135 • FAX (850) 981-7133





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82, 160-

December 16, 2011

Jerrel Anderson, PE
6065 Old Bagdad Highway
Milton, FL 32583

Re: Central Landfill Phase I Gas Collection and Control System Design

Dear Mr. Anderson:

Pursuant to the intent of Santa Rosa County to design and install a landfill gas collection and control system at the Central Landfill, HDR Engineering, Inc. (HDR) is pleased to submit this proposal to provide support services to Santa Rosa County (County). Our proposal, as outlined in the attached "Proposed Scope of Work," presents our understanding of the services that will be required to accomplish the County's goals. An estimation of fees, a proposed schedule, and a compensation summary are also provided.

If, during your review or at any subsequent time, you have any questions, please do not hesitate to contact me at 904-598-8979 or Kanishka Perera at 904-598-8978. I look forward to a continued productive relationship between Santa Rosa County and HDR.

Respectfully submitted,
HDR Engineering, Inc.

Mark Roberts, PE
Client Manager

Kanishka Perera, PE
Project Manager

Attachment

Proposed Scope of Services

PHASE I LANDFILL GAS COLLECTION SYSTEM DESIGN AND PERMITTING, SERVICES

Task 100 – Permit Drawing Preparation

Objective: To prepare construction-level permit application drawings for the construction of a landfill gas collection system at the Central Landfill. These drawings will include the collection system wells and piping as well as the flare station general design and location.

HDR Activities: HDR will prepare permit drawings for submission to the Florida Department of Environmental Protection (FDEP) for the review of the LFG collection system design for the full buildout and Phase I landfill gas collection system design. The conceptual full buildout design is based on currently permitted final grades of the landfill. We will use KY pipe program to determine the most advantageous pipe sizes for the gas collection network. The Phase I gas collection system design will follow the conceptual design at locations where final cover grades are achieved. In addition, a temporary gas collection system is proposed for the interim slopes as needed to maximize gas collection. These drawings will characterize the proposed landfill gas collection system and flare station and will include the information required for FDEP review. Upon permit issuance, these drawings will become the design basis for the construction drawings for the Phase I landfill gas collection system. The following sheets are anticipated as part of this task:

- Site Aerial Photograph
- Overall Site Plan
- Existing Landfill Conditions
- Conceptual Gas Collection System Design based on Full Buildout
- Phase I Well, Header, and Lateral Plan
- Flare Station Layout and Profile
- Flare Station P&ID
- LFG Construction Details
- General Construction Details
- Erosion and Sediment Details
- Vertical Landfill Gas Extraction Well Schedule

Task Products: Four (4) draft and six (6) final signed and sealed drawings for inclusion into a permit to construct a landfill gas collection system for the Phase I of the Central Landfill.

Assumptions:

- The drawings listed will be sufficient for FDEP permitting.
- Existing aerial photography and topographic maps can be used assuming it is less than a year old (i.e. no additional fly-over or digitizing will be required).

- Drawings will be produced in AutoCAD format.
- County to provide written comments within 2 weeks of receipt of the draft document.

Anticipated Meetings:

One on-site meeting is scheduled to discuss 50% design. The kick-off meeting is via teleconferencing. HDR will coordinate the meetings with County staff two weeks ahead of the proposed meeting time to secure timing and personnel.

Information and Services Provided by Others:

- Review of draft drawings by County staff.
- Electronic files of the latest site aerial photography and topography to be provided by County in AutoCAD.

Estimated Cost: **\$29,105**

Task 200 – Landfill Gas Collection System Permit Application Preparation (Solid Waste)

Objective: To prepare and submit a Phase I landfill gas collection system permit application for construction, to the FDEP solid waste program, and respond to FDEP comments during the permit review process. The application will update the applicable parts of the FDEP form and will include supporting documentation such as landfill gas textual and calculation support. Since the gas collection system is voluntarily, we do not anticipate additional permitting with the FDEP air group. However, air permitting may be required if any of the flare emissions exceed the parameters listed in FAC 62-210-300(3).

HDR Activities: HDR will develop the required documents, demonstrations, and calculations for the FDEP for the landfill gas collection system permit application. The following items will be included within this task:

- FDEP # 62-701.900(1) Application For A Permit To Construct, Operate, Modify or Close a Solid Waste Management Facility
- Update relevant applicable parts of the Permit Application. These include:
 - General Information
 - Disposal Facility General Information
 - Solid Waste Management Facility Permit Requirements
 - Landfill Operation Requirements
 - Gas Management System Requirements
 - Certification section
- Drawing attachments for the Landfill Gas Collection System
- Technical Specifications for the Landfill Gas Collection System
- Responded to FDEP request of additional information (RAI).

In addition to above, HDR will prepare an Operations and Maintenance Plan for the Landfill Gas Collection System for the County's use.

Task Products: Four (4) draft and six (6) final signed and sealed applications for a permit to construct a landfill gas collection system for the Phase I of the Central Landfill.

Assumptions:

- HDR's effort for responding to FDEP landfill gas RAI will not exceed 40 hours.
- County will be responsible for paying all permit application fees.
- Only Landfill Gas Engineering will be provided, no structural or other engineering support is included with this work assignment.
- All non-technical information related to permit application should be filled in by the County

Anticipated Meetings: One meeting is anticipated with County staff and FDEP for the recommended pre-application meeting.

Information and Services Provided by Others:

- Review of draft permit applications by County staff.
- Latest site aerial photography and topography to be provided by County.

Estimated Cost: \$19,105

Task 300-Bid Document Preparation

Objective: The purpose of task is to prepare construction level plans and technical specifications (Bid Documents) for the Phase LFGCS.

HDR Activities: In this task, HDR will prepare the bid document based on the finalized permit drawings at the level necessary for solicitation of bids and award of contract. The Bid Document will incorporate revisions made to the LFGCS design as a result of the FDEP review process. The construction drawings will closely resemble the permit drawings with sufficient additional detail added to make them suitable for construction. HDR will provide technical specifications for the project to include into the County prepared front-end documents of the project.

Task Products: Two 11"X17" copies of the Bid Document will be provided to the County for review and approval at the 90 percent completion stage. Construction drawings and technical specifications in Adobe Acrobat format will be provided after County comments are incorporated into the draft documents.

- Assumptions:**
- FDEP-approved permit drawings and specifications will be modified to make construction-level documents.
 - Bid documents and drawings will not be signed and sealed by a professional engineer and will be stamped “FOR BIDDING ONLY – NOT FOR CONSTRUCTION”
 - Both flare procurement and LFG collection system installation will be under one contract.

Anticipated Meetings: No meetings are anticipated.

- Information and Services Provided by Others:**
- Review of documents by County staff
 - County to set contractor insurance/bond requirements
 - County to provide standard upfront contract documents (i.e., Bid Solicitation Notice, Bidder Qualifications Forms, Construction Agreement, and General and Special Conditions of the Contract) if requested by County

Estimated Cost: \$18,645

Task 400 – Bidding Services

Objective: The purpose of this task is to assist the County with the bidding process, evaluate bids, and provide recommendations for award of the Phase 1 –LFGCS contract.

- HDR Activities:**
- Prepare an opinion of probable construction cost.
 - Prepare required response to addenda.
 - Consult with and advise the County as to the acceptability of substitute materials and equipment proposed by the contractors.
 - Consult with and advise the County as to the acceptability of subcontractors proposed by the prime contractors as requested by the County.
 - Review bidders qualifications

Task Products: HDR will prepare responses for the addenda to address contractor’s questions for the County. HDR will prepare a memorandum evaluating the apparent low bid contractor in regard to the acceptability of their bid or proposal. HDR will prepare a bid tabulation sheet . Two copies of drawings and specifications will be provided to the County and selected contractor.

- Assumptions:**
- HDR assumes that the County will solicit one bid for Phase 1 LFGCS installation and the flare procurement and construction.
 - Contractor pre-qualification will not be required.
 - County will be responsible for placing public notices.
 - County will incorporate HDR’s responses to questions from contractors into an addenda.

- County will collect and compile all questions from contractors and provide one set of questions for HDR to address.
- County will be responsible for assembling the bid documents and distributing them to contractors.
- County will provide HDR with electronic copies of the County's bid document text.
- Electronic files provided by County shall be in MS Word® format.
- County staff will be responsible for final contractor selection after submission of HDR recommendations.

Anticipated Meetings:

No meetings are anticipated.

Information and Services Provided by Others:

- Review of documents by County staff.
- Bid advertisements placed by County staff.
- Maintain records of prospective bidders to whom Bid Documents and addenda have been issued by County staff.

Estimated Cost: \$ 9,360

Task 500 –Planning Level Cost/Benefit of Energy Recovery/Use Alternatives

Objective: To evaluate technical and economic alternatives for the future design of the highest value solution for gas management and to prepare a concise summary of alternatives for utilizing the landfill gas produced at this facility.

HDR Activities: HDR will review gas generation data, projected waste tonnages, and landfill capacity to determine the incremental and total gas production potential for the Central Landfill. We will produce a one-page summary of this potential.

HDR will then focus on the County's need to evaluate technical and economic alternatives for the future design of the highest value solution for gas management. The following alternatives could be considered for your site:

- Microturbines for on-site power;
- Piping gas to an adjacent existing or future industry;
- Combustion engines for direct sale to a power company;
- Fuel cells;
- Liquefied natural gas;
- Compressed natural gas;
- Algae fed on synthetic gas for renewable power generation; and
- Solar panels on landfill crown for on-site power.

HDR will provide brief summaries and descriptions of each innovative renewable energy option and will develop a "short-list" of options, or combination of

options, that could be implementable and potentially feasible for Santa Rosa County Central Landfill.

The qualitative analysis will estimate the general capital and operating costs, and the potential advantages and disadvantages of each system. These advantages/disadvantages will include such factors as air permitting, sustainability, image, operation and maintenance, noise, and simplicity, as well as general economics. The final deliverable of this qualitative analysis will be a summary of our findings and a ranking of the viability of the options.

Anticipated Meetings:

One meeting is anticipated with County staff to discuss alternatives

Information and Services Provided by Others:

- Review of draft report and comment on prioritization of alternatives.

Estimated Cost: **\$6,550**

ESTIMATED PROJECT MILESTONE COMPLETION SCHEDULE

Description of Milestone	Calendar Days from P.O. to Completion of Milestone
Task 100 Kick Off Meeting	14
50% Design Meeting for Task 100	50
FDEP/County Pre-Application Meeting	60
100% Completion of Task 100	90
100% Completion of Task 200 Submittals	120
100% Completion of Task 300 Submittals	150
100% Completion of Task 400 Submittals	180
100% Completion of Task 500 Submittals	120

Meeting provided schedule requires timely information provided from the County. Furthermore, completion of tasks 100 and 200 requires 30 and 60 days respectively from meeting with the FDEP. The task 300 will need 30 days after receipt of the permit.

HOURLY RATE SCHEDULE

Task 100 Permit Drawing Preparation

Labor Classification	Billing Rate (\$/Hr)	Total Hours	Fee
Project Principal	\$195.00	8	\$1,560.00
Senior Technical Adviser	\$175.00	16	\$2,800.00
Project Manager	\$155.00	42	\$6,510.00
Staff Engineer	\$75.00	100	\$7,500.00
Technician III	\$75.00	120	\$9,000.00
Sr. Accountant/Admin	\$85.00	6	\$510.00
Reimbursable Direct Expense			\$1,225.00
TOTAL			\$29,105.00

Task 200 Landfill Gas Collection System Permit Application Preparation (solid waste)

Labor Classification	Billing Rate (\$/Hr)	Total Hours	Fee
Project Principal	\$195.00	6	\$1,170.00
Senior Technical Adviser	\$175.00	16	\$2,800.00
Project Manager	\$155.00	32	\$4,960.00
Staff Engineer	\$75.00	92	\$6,900.00
Technician III	\$75.00	16	\$1,200.00
Sr. Accountant/Admin	\$85.00	8	\$680.00
Reimbursable Direct Expense			\$1,395.00
TOTAL			\$19,105.00

Task 300 Bid Document Preparation

Labor Classification	Billing Rate (\$/Hr)	Total Hours	Fee
Project Principal	\$195.00	4	\$780.00
Senior Technical Adviser	\$175.00	10	\$1,750.00
Project Manager	\$155.00	32	\$4,960.00
Staff Engineer	\$75.00	64	\$4,800.00
Technician III	\$75.00	75	\$5,625.00
Sr. Accountant/Admin	\$85.00	4	\$340.00
Reimbursable Direct Expense			\$390.00
TOTAL			\$18,645.00

Task 400 Bidding Services

Labor Classification	Billing Rate (\$/Hr)	Total Hours	Fee
Project Principal	\$195.00	2	\$390.00
Senior Technical Adviser	\$175.00	6	\$1,050.00
Project Manager	\$155.00	30	\$4,650.00
Staff Engineer	\$75.00	34	\$2,550.00
Technician III	\$75.00	4	\$300.00
Sr. Accountant/Admin	\$85.00	2	\$170.00
Reimbursable Direct Expense			\$250.00
TOTAL			\$9,360.00

Task 500 Planning Level Cost/Benefit of Energy Recovery/Use Alternatives

Labor Classification	Billing Rate (\$/Hr)	Total Hours	Fee
Project Principal	\$195.00	2	\$390.00
Senior Technical Adviser	\$175.00	4	\$700.00
Project Manager	\$155.00	14	\$2,170.00
Staff Engineer	\$75.00	40	\$3,000.00
Sr. Accountant/Admin	\$85.00	1	\$85.00
Reimbursable Direct Expense			\$205.00
TOTAL			\$6,550.00

No support documentation for this agenda item.

AGENDA

Santa Rosa County Public Services Committee Meeting, April 23, 2012, 9:00 A.M.

DEVELOPMENT SERVICES

1. Recommend approval for the Chairman to sign the Transportation Enhancement Grant for the Jay sidewalk extensions.

EMERGENCY MANAGEMENT

2. Recommend approval of the electrical work at the East Milton receiver site and improvements to the Mobile Command Post in the amount of \$34,446.00 as recommended by the ICP committee and funded from the ICP account.
3. Request approval for the Chairman to sign the MOA application with FEMA for Emergency Alert System messaging equipment.
4. Recommend approval to transfer 1985 Chevy van (Inv. # 3400-HE-7880) to Skyline Fire Rescue.



Santa Rosa County Development Services



Beckie Cato, AICP
Planning and Zoning Director

Tony Gomillion
Public Service Director

Rhonda C. Royals
Interim Building Official

Development Services

MEMORANDUM

TO: Board of County Commissioners

FROM: Shawn Ward, Transportation Planner

THROUGH: Beckie Cato, Planning Director

DATE: April 16, 2012

RE: Approval to Authorize the Chairman to Sign a Resolution and Related Documents to Apply for a Transportation Enhancement Grant Application in the rural area of Santa Rosa County.

RECOMMENDATION

That the Board authorize the Chairman to sign a resolution and related documents to apply for Transportation Enhancement Grant Application for a project in the rural area of Santa Rosa County.

BACKGROUND

Transportation Enhancement (TE) is a federal program authorized by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Public Law 109-59, August 2005. It authorizes a percentage of federal surface transportation funds to be set aside for transportation enhancements such as bicycle/pedestrian projects, restoration of historical transportation assets, landscaping, etc. Normally federal funds pay at least 80% of the project with 20% matched by the state. Florida Department of Transportation accepts applications yearly for projects located in the rural area and outside the TPO boundaries. This round of applications is due on June 1, 2012.

The grant application is to request funds from FDOT to continue the sidewalk from the Jay Town Hall to the Town Limits along Hwy 4 westward to Max Lane and sidewalk from the existing sidewalk along Hwy 4 south to the entrance of Bray-Hendricks Park along Booker Lane. A sidewalk was previously completed on the south side of SR 4 from City Hall to Beck Avenue, funded through the Transportation Enhancement Program. The proposed project has been a County Transportation Rural Priorities Project since 2008.

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

Importantly, it should be noted that page three of the application, at Attachment 1, requires certification from the applicant to provide any required match (needed if the grant amount is not sufficient), enter into a maintenance agreement with FDOT, comply with the federal uniform relocation and acquisition act for right-of-way, and to administer the project through a Local Agency Program (LAP) agreement, which requires further compliance with federal laws.

Current projects in Santa Rosa County funded by the TE program are the Old State Road 1 and the Spencer Field sidewalks. Attachment 2 is the proposed County resolution to accompany the new County project application.

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Office: (850) 981-7000

**STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
APPLICATION FOR TRANSPORTATION
ENHANCEMENT PROJECTS**

Project Title: Jay Sidewalk, Highway 4

Project Sponsor (municipal, county, state, or federal agency, or tribal council):
Santa Rosa County

Contact Shawn Ward Title Transportation Planner

Address 6051 Old Bagdad Hwy, Ste. 202 Milton, FL 32583

E-Mail Address Shawnw@santarosa.fl.gov

Phone 850-981-7082 FAX 850-983-9874

Priority (relative to other applications submitted by the Project Sponsor). _____

Name of Applicant (If other than Project Sponsor): Same

1. Qualifying Enhancement Activities:

Check the enhancement activity that the proposed project will address. **(NOTE: Checking all activities possible does not ensure or increase eligibility. Each activity checked must meet all criteria listed for that activity in Appendix A of FDOT Procedure #525-030-300, Transportation Enhancement Projects).**

- Provision of facilities for pedestrians and bicycles
- The provision of safety and educational activities for pedestrian and bicyclists
- Acquisition of scenic easements and scenic or historic sites
- Scenic or historic highway programs, (including the provision of tourist and welcome center facilities)
- Landscaping and other scenic beautification
- Historic preservation
- Rehabilitation of historic transportation buildings, structures or facilities (including historic railroad facilities and canals)
- Preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails)
- Control and removal of outdoor advertising
- Archaeological planning and research
- Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity
- Establishment of transportation museums

2. Project Description:

Use additional sheets as necessary to respond to the following:

(a) What type of work is being proposed? (Check all that apply)

- _____ Planning Activities
- _____ Project Development and Environmental Studies
- X Engineering and Final Plans Preparation Work
- _____ Right of Way Acquisition
- X Construction
- X Construction Engineering and Inspection Activities

- (b) Describe how the proposed project is related to the inter-modal transportation system by function, proximity or impact. (One or more may apply).
- (c) Where is the project located (and what is the project length and termini, if appropriate)? Include location map.
- (d) Summarize any special characteristics of project. Provide typical section drawings for appropriate projects.
- (e) Describe the project's existing right of way ownerships. This description shall identify when the right of way was acquired and how ownership is documented (i.e. plats, deeds, prescriptions, certified surveys).
- (f) Describe any proposed right of way acquisition, including expected matching fund source, limitations on fund use or availability, and who will acquire and retain ownership of proposed right of way.
- (g) Describe any related project work phases that are already complete or currently underway.
- (h) Other specific project information that should be considered.

3. Project Implementation Information:

Attach documentation as exhibits to this application.

- (a) Describe the proposed method of performing (i.e. contract or in-house) and administering (i.e. local or state) each work phase of the project. If it is proposed that the project be administered by a governmental entity other than the Department of Transportation, the agency must be certified to administer Federal Aid projects in accordance with the department's **Local Agency Program Manual** (topic no. 525-010-300).
- (b) Describe any public (and private, if applicable) support of the proposed project. (Examples include: written endorsement, formal declaration, resolution, financial donations or other appropriate means).
- (c) Describe the proposed ownership and maintenance responsibilities for the project when it is completed.
- (d) Describe source of matching funds and any restrictions on availability.
- (e) Other specific implementation information that should be considered.

4. Project Cost:

Projects must be designed and built to comply with federal or state standards. What is the total estimated cost of the work?

Planning Activities.	\$ _____
Project Development and Environmental Studies.	\$ _____
Engineering and Final Plans Preparation Work.	\$ <u>14,000</u>
Right of Way Acquisition.	\$ _____
Construction.	\$ <u>171,666.00</u>
Construction Engineering and Inspection Activities.	\$ <u>26,000</u>
Other. (Describe)	\$ _____
TOTAL:	\$ <u>211,666.00</u>

How will the project be funded?

FDOT Enhancement Funds \$211,666.00 + Local \$ 0 = Total \$ 211,666.00

FDOT Enhancement Funds 100 % + Local 0 % = 100%

CERTIFICATION OF PROJECT SPONSOR

I hereby certify that the proposed project herein described is supported by Santa Rosa County,
 (municipal, county, state or federal agency, or tribal council)
 and that said entity will: (1) provide any required funding match; (2) enter into a maintenance agreement with the Florida Department of Transportation; (3) comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act for any Right of Way actions required for the project, and (4) support other actions necessary to fully implement the proposed project. I further certify that the estimated costs included herein are reasonable and understand that significant increases in these costs could cause the project to be removed from the Florida Department of Transportation work program.

This project will be administered using the department's Local Agency Program (check one) yes X no _____

FOR FDOT USE ONLY		
	YES	NO
Application Complete	_____	_____
Project Eligible	_____	_____
Implementation Feasible	_____	_____
Include in Work Program	_____	_____

 Signature
Jim Williamson
 Name (please type or print)
Chairman - Board of County Commissioners
 Title

 Date

Transportation Enhancement Grant - Town of Jay - Highway 4 Santa Rosa County, Florida



Legend

 Jay Sidewalks TE Portion



1 inch = 200 feet



RESOLUTION NO. 2012 - ____

A RESOLUTION BY SANTA ROSA COUNTY, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF THE CONTINUATION OF THE JAY HIGHWAY 4 SIDEWALKS WITH TRANSPORTATION ENHANCEMENT FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes - Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, Congress enacted the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users in 2005 which addresses growing concerns about air quality, open space, and traffic congestion. The Transportation Enhancement (TE) Program strengthens the cultural, aesthetic, and environmental aspects of the Nation’s intermodal transportation system; and

WHEREAS, this support is consistent with the FDOT, CDC, and SAFETEA-LU policies supporting alternative means of transportation.

NOW, THEREFORE BE IT RESOLVED BY SANTA ROSA COUNTY THAT: we support the Transportation Enhancement application for design and construction of the Town of Jay Highway 4 and Booker Lane sidewalks.

PASSED AND ADOPTED by Santa Rosa County on this 26th Day of April, 2012.

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

Attest:

BY: _____
Jim Williamson, Chairman

**Mary M. Johnson
Clerk of Court**



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: Intergovernmental Communication Program Expenditures
Date: April 26, 2012

**Emergency
Management**

RECOMMENDATION

Request authorization for the use of **Intergovernmental Communications Program (ICP)** funds in the amount of \$34,446.00 for electrical work to install a generator at the East Milton receiver site and make improvements to the Mobile Incident Command Post as recommended by the ICP Committee at the April 27th meeting.

Background

These recommendations meet the criteria for ICP funding:

The Communications Committee approved the purchase of and electrical requirements necessary to install a generator at the East Milton receiver site. This is a main relay point for critical equipment for the Sheriff's Office, fire departments and EMS. Recommend placement of work with Ken's Electrical Service as the lowest quoted price through comparison shopping in the amount of \$4,446.00.

The committee approved funding in the amount of \$30,000 in order to make functional improvements to the Mobile Incident Command Post. This project will include the purchase of a 42' telescopic antenna, installation of an antenna platform, additional electrical work and wiring to accommodate the installation of a generator. It will also include an upgrade to wireless service.

ICP FUNDS BALANCE: \$1,017,489.45

Completion

These projects will be coordinated by the DEM staff.

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"



Department of Public Services

Santa Rosa County, Florida
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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: FEMA Agreement - EAS
Date: April 26, 2012

RECOMMENDATION

Request that the Board approve application to FEMA for a Memorandum of Agreement (MOA) and authorization for the Chairman to sign related documents.

BACKGROUND

Through a Memorandum of Agreement with FEMA Santa Rosa County will have the capability to broadcast Emergency Alert System (EAS) messages county-wide. This will enable the County Warning Point to develop and disseminate local emergency messages. Presently, these messages are disseminated through the National Weather Service.

COMPLETION

DEM will request the Santa Rosa County Attorney to review the agreement and, upon approval of the agreement, original documents will be forwarded to the BOCC for signature.

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

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"One Team, One Goal, One Mission"



Department of Public Services

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Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners
From: Sheryl Bracewell, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Surplus - Search and Rescue vehicle
Date: April 26, 2012

REQUEST

Request approval to surplus and transfer vehicle as indicated below. This is due to the condition and use of the vehicle.

Surplus and transfer as noted below:

Mark as surplus and transfer the following item to Skyline Fire Rescue. The motor was blown and the costs to repair the motor are prohibitive. The tag will be removed and the vehicle will be used by Skyline as a burn prop.

1985 Chevy Van VIN No. 1GAFG35L0F7125096
Inventory Item No. 3400-HE-7880

COMPLETION

DEM staff will monitor the process through completion.

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

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"One Team, One Goal, One Mission"

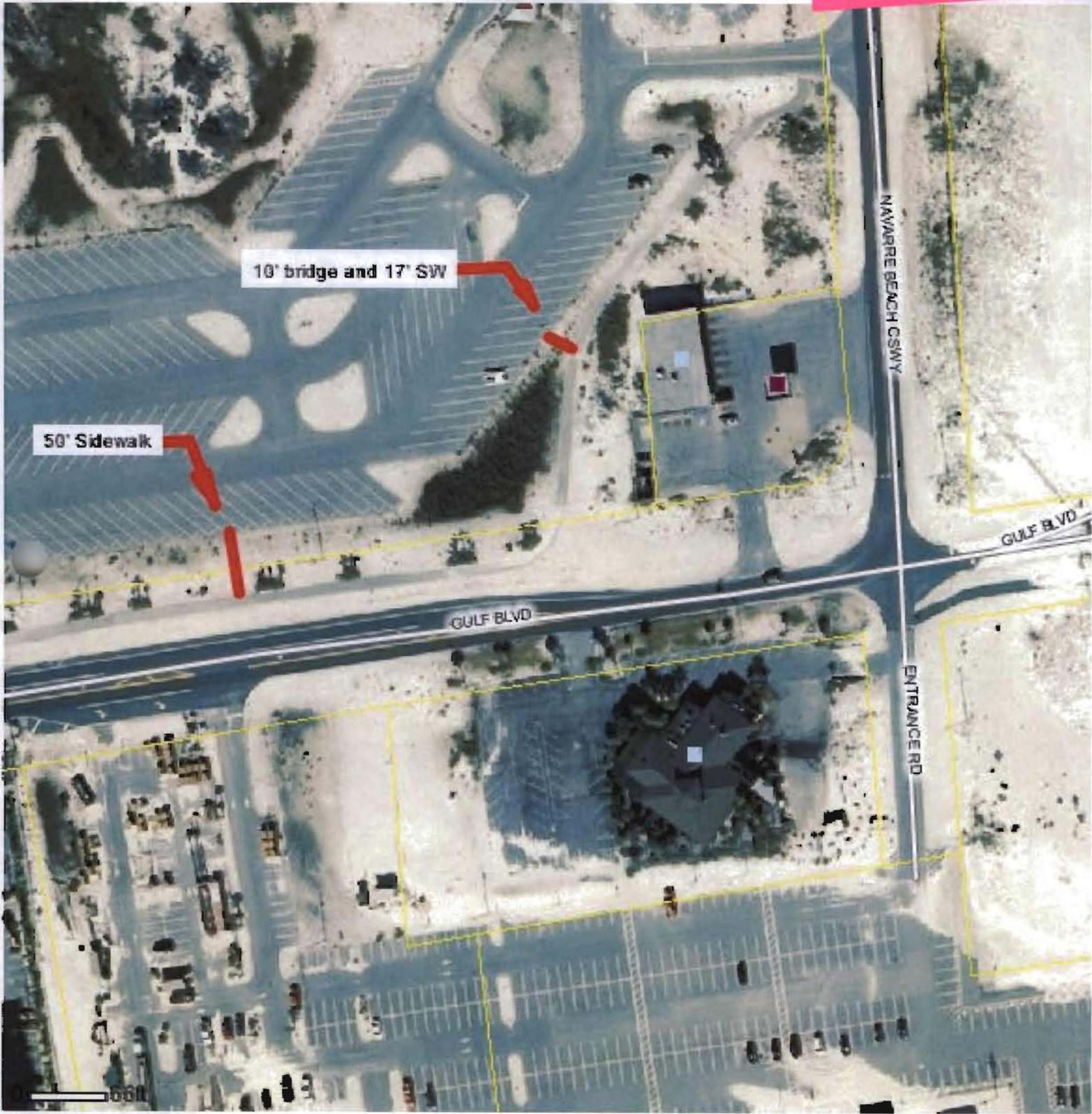
AGENDA
PUBLIC WORKS COMMITTEE

April 23, 2012

Chairman: Commissioner Lynchard

Vice Chairman: Commissioner Melvin

1. Discussion of construction of two sidewalk connections to the Navarre Beach multi-use path from the boat ramp parking lot at an estimated cost of \$1,150.00.
2. Discussion of cost estimate from CSX Railroad for the rebuilding of the Henry Street crossing with funding from Franchise Fees for Roads and Drainage at a cost of \$43,105.00.
3. Discussion of paving the following dirt roads in District 2 at an estimated cost of \$57,984.00:
 - Hutchins Road (western end)
 - Armadillo Road
4. Discussion of resurfacing the following roads in District 2 at an estimated cost of \$127,967.00:
 - Castle Drive
 - Pamela Drive
 - Lia Drive (Pamela Dr to Castle Dr)
 - Stephanie Drive
 - Kingswood Drive
 - Elizabeth Way
 - Creekside Lane
 - Windsong Drive
5. Discussion of proposal from Florida Pest Control and Chemical Company for ant control in county parks at a cost of \$154.25 per acre based on comparison shopping.
6. Discussion of request from FDOT to fund contract labor costs in the amount of \$800.00 to install a four-way stop at the intersection of S.R. 87 and S.R. 4.



Louann Callahan

From: Browning, Tim [Tim_Browning@csx.com]
Sent: Wednesday, April 11, 2012 8:24 AM
To: Browning, Tim
Subject: REVISED ESTIMATE FOR DOT339766X HENRY ST 03/11/2011

Length of Crossing	32	Division of Cost	Agency	100.00
Number of Tracks	2		Railroad	0.00
Replace Rail	YES			



PRELIMINARY ENGINEERING:

Labor (Non Contract)	0.0	Days @	\$ 270.
----------------------	-----	--------	------------

CONSTRUCTION ENGINEERING/INSPECTION:

Labor (Non Contract)	2.0	Days @	\$ 270.
Additive	31.34%		
Expenses	-		
Contracted & Administrative Engineering Services	-		
Subtotal			

FLAGGING SERVICE: (Contract Labor)

Labor (Conductor-Flagman)	0.0	Days @	\$ 350.
Labor (Foreman/Inspector)	1.0	Days @	\$ 336.
Additive	69.27%	(Transportation Department)	
Additive	95.98%	(Engineering Department)	
Expenses		(Engineering Department)	0.0 Days @ \$ 75.
Expenses		(Transportation Department)	0.0 Days @ \$ 45.
Subtotal			

COMMUNICATIONS WORK:

TRACK: LABOR

Traffic Control	0.0	MAN-HRS	\$ 24.
Remove Existing Crossing		MAN-HRS	\$ 24.
Renew Cross Ties		MAN-HRS	\$ 24.
Renew Rail		MAN-HRS	\$ 24.
Install OTM		MAN-HRS	\$ 24.
Install Field Welds		MAN-HRS	\$ 24.
Install Geo-Textile Fabric	0.0	MAN-HRS	\$ 24.
Install Sub-Drains	0.0	MAN-HRS	\$ 24.
Install Ballast	0.0	MAN-HRS	\$ 24.
Line and Surface		MAN-HRS	\$ 24.
Install Crossing Materials		MAN-HRS	\$ 24.
Install Bituminous Pavement	0.0	MAN-HRS	\$ 24.

		0.0	MAN-HRS	\$ 24.00	\$ -
		0.0	MAN-HRS	\$ 24.00	\$ -
		0.0	MAN-HRS	\$ 24.00	\$ -
		0.0	MAN-HRS	\$ 24.00	\$ -
Clean-Up		0.0	MAN-HRS	\$ 24.00	\$ -
Additive	95.98%				\$ 3,261
Per Diem			MAN-DAY	\$ 90.00	\$ 1,350
					\$ 8,009
	Subtotal				\$ 8,009

TRACK: MATERIAL

Cross Ties, Main Line			EA	\$ 39.00	\$ 1,677
Cross tie - pre-plated		0.0	EA	\$ 83.50	\$ -
Cross-tie - Borate		0.0	EA	\$ 56.00	\$ -
Crossties, 10' Length		0.0	EA	\$ 46.00	\$ -
Tie plates			EA	\$ 10.51	\$ 904
Rail, 136RE, New			LF	\$ 24.00	\$ 4,992
Misc. OTM		1.0	LOT	\$ 1,184.00	\$ 1,184
Geo-Textile Fabric		0.0	RL	\$ 930.00	\$ -
Sub-Drains		0.0	LF	\$ 6.00	\$ -
Ballast - Car load			NT	\$ 15.30	\$ 1,958
Ballast - Trucked in		0.0	NT	\$ 45.00	\$ -
Field Welds		0.0	EA	\$ 100.00	\$ -
		0.0		\$ -	\$ -
		0.0		\$ -	\$ -
Concrete Full Width		0.0	TF	\$ 250.00	\$ -
Concrete/Rubber Xing (CSX)		0.0	TF	\$ 200.00	\$ -
Rubber Crossing, Full Depth		0.0	TF	\$ 325.00	\$ -
Timber/Asphalt Crossing (CSX Standard)			TF	\$ 46.00	\$ 2,944
Bituminous Material		0.0	NT		\$ -
Sales Tax on Material	0.00%				\$ -
Material Handling	5.00%				\$ 683
	Subtotal				\$ 14,342

CONTRACT:

Asphalt Paving (In Place)		64.0	NT	\$ 150.00	\$ 9,600
Saw Cust Crossing		64.0	LF	\$ 10.00	\$ 640
Disposal of Waste Materials		64.0	TF	\$ 15.00	\$ 960
Maintenance of Traffic		1.0	LS	\$ 500.00	\$ 500
	Subtotal				\$ 11,700

EQUIPMENT RENTAL:

Subtotal				\$ 3,398
-----------------	--	--	--	-------------

WORK TRAIN:

	<u>0.0</u>	DAY	\$ 2,100.00	\$ -
Subtotal				\$ -

SALVAGE:

Rail		NT	\$ 65.00	\$ (306)
OTM	<u>1.0</u>	NT	\$ 75.00	\$ (75)
Subtotal				\$ (381)

SIGNAL WORK:

ACCOUNTING & BILLING:

Labor		Days @	\$ 270.00	\$ 500
Additive	31.34%			\$ 157
Subtotal				\$ 657

PROJECT SUBTOTAL:

\$
39,186
\$

CONTINGENCIES:

10.00% \$
3,919

**GRAND
TOTAL**

\$
43,105

DIVISION OF COST:

Agency	<u>100.00%</u>			\$ 43,105
Railroad	<u>0.00%</u>			\$ -
TOTAL				\$ 43,105

NOTE: Estimate is based on FULL CROSSING CLOSURE during work by Railroad Forces.

This estimate has been prepared based on site conditions, anticipated work duration periods, material prices, labor rates, manpower and resource availability, and other factors known as of the date prepared. The actual cost for CSXT work may differ based upon the agency's requirements, their contractor's work procedures, and/or other conditions that become apparent once construction commences or during the progress of the work.



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

Stephen Furman
Asst. 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

April 11, 2012

Mr. Bob Cole
Santa Rosa County Board of County Commissioners
6495 Caroline Street
Milton, FL 32570



Dear Mr. Cole:

The estimated cost for paving the following roads in District Two is \$ 57,984.00:

Hutchins Road (western end)	\$ 47,730.00
Armadillo Road	10,254.00

Sincerely,

A handwritten signature in black ink, appearing to read "Avis Whitfield".

Avis Whitfield
Public Works Director

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

April 11, 2012

Mr. Bob Cole
Santa Rosa County Board of County Commissioners
6495 Caroline Street
Milton, FL 32570

Dear Mr. Cole:

The estimated cost for resurfacing the following roads in District Two is \$ 127,967.00:

Castle Drive	\$ 16,243.00
Pamela Drive	19,555.00
Lia Drive (Pamela Dr to Castle Dr)	8,103.00
Stephanie Drive	13,247.00
Kingswood Drive	17,435.00
Elizabeth Way	7,936.00
Creekside Lane	32,032.00
Windsong Drive	13,416.00

Sincerely,

A handwritten signature in black ink, appearing to read "Avis Whitfield".

Avis Whitfield
Public Works Director

AW/lc

Proposal



FLORIDA PEST CONTROL & CHEMICAL CO.

4920 Glover Lane, SW
Milton, Fl 32570

Phone (850) 623-0391
Fax (850) 626-0710

PROPOSAL SUBMITTED TO	SANTA ROSA COUNTY	DATE	3/28/12
ADDRESS	4530 OLD BAGDAD HWY	PHONE	
	MILTON	DATE OF PLANS	
JOB NAME AND LOCATION	PARKS AND REC AREAS	REPRESENTATIVE	TOM COLLINS
		JOB PHONE	

We hereby submit specifications and estimate, subject to all terms and conditions as set forth as follows:
APPLY TOPCHOICE TO PARKS AND REC AREAS DESIGNATED BY COUNTY.

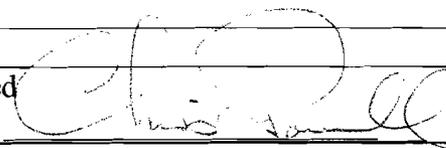
ACTIVE INGREDIATE OF TOPCHOICE IS FIPRONIL .0143% APPLIED AT LABEL RATES OF 2 LB PER 1000 SQ FT.

TREATMENT COMES WITH A ONE YEAR GUARANTEE.

PRICE PER ACRE IS \$154.25

We Propose hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of ONE HUNDRED FIFTY FOUR DOLLARS AND 25 CENTS dollars **\$154.25** PER ACRE

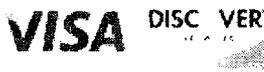
Note: This proposal may be withdrawn by us if not accepted within 30 days.

Authorized Signature 

Accepted: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date _____



BRANCHES:

- Crystal River • Daytona Beach • Ft. Walton Beach • Jacksonville South • Jacksonville West • Lake City • Milton • Ocala • Orlando • Palatka • Panama City • Pensacola • Starke • St. Augustine • Tallahassee • Winter Haven • Leesburg • Kissimmee • Tampa

SANTA ROSA

Pest Control

P.O. Box 758 • Milton, FL 32572
(850) 982-1629

PEST CONTROL AGREEMENT

FOR: SANTA ROSA PARKS ADDRESS: SANTA ROSA COUNTY

TELEPHONE: _____ SUPPLEMENTAL NAME: _____ BILLING ADDRESS: _____

I. SANTA ROSA PEST CONTROL

Santa Rosa Pest Control will perform regular service for the control of:

- Roaches (Ant and Silverfish)
- Rats and Mice
- Pest Birds (specifications attached)
- Other

In the event of persistent infestations, Santa Rosa Pest Control will provide special service at no extra cost until the condition is under control.

All service, regular and special, will be performed at your convenience so as not to interrupt your normal operations.

II. MATERIALS

- A. The materials used in pest control work shall conform to Federal, State and local ordinance, laws and shall be acceptable to you.
- B. Rodenticides shall be used with all due precaution to avoid accidents to humans, domestic animal and pets. They shall be acceptable to you.
- C. Special care shall be exercised in the use of liquid insecticides in areas having asphaltic, mastic or linoleum floor surface.
- D. All pest control work shall be performed in a safe manner and in accordance with the most modern and effective scientific pest control procedures.

III. YOUR COOPERATION

Your cooperation is important to insure the most effective results from Santa Rosa Pest Control service. Whenever conditions conducive to the breeding and harborage of pests covered by this contract are reported in writing to Santa Rosa Pest Control, are not corrected by you. Santa Rosa Pest Control cannot assure satisfactory service.

IV. INSURANCE

Santa Rosa Pest Control has full insurance covered and, if desired, will furnish certification.

V. TERMS OF AGREEMENT

This agreement shall be effective for an original period of one year and shall renew itself from month to month thereafter unless written notice is given by either party thirty (30) days prior to the anniversary date of this agreement.

VI. COMMENTS ACTIVE INGREDIENT IN PRODUCT TO BE USED IS FIPRONIL

VII. The cost of service shall be \$ 181.⁰⁰ **for initial service, and \$** 181.⁰⁰ **per** ACRE **for a period of** 12 **months.**

By: [Signature]
Date: 4/9/12

By: _____
Date: _____



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

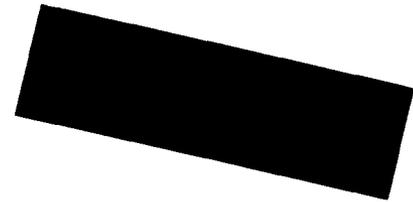
Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

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: Four-way Stop at Berrydale Crossroads
DATE: April 18, 2012



FDOT has requested assistance from Santa Rosa County in the installation of a four-way stop at the Berrydale Crossroads (S.R. 87 & S.R. 4).

FDOT will supply all materials, but request that we pay our signalization contractor to install flashing lights on the "Stop Ahead" signs and perform the work necessary to change the existing overhead caution lamps to red stop lamps.

The estimated cost for the work is \$800.00.

AW/lc

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Melvin
Vice Chairman: Commissioner Williamson

April 23, 2012

Bid Actions:

- 1) Discussion of bids received for HOME Program / Housing Reconstruction Project located at 6901 Mertis Way in Milton. Low bidder meeting specifications is Bill Walther Construction with a bid of \$56,890.
- 2) Discussion of bids received for Housing Program Emergency Repair Project located at 4231 Linda Street in Pace. Low bidder meeting specifications is Kyser Siding and Construction, Inc. with a bid of \$13,750.
- 3) Discussion of proposals received for custodial services at county buildings. Low proposal meeting specifications was submitted by Southern Management with a total monthly cost of \$7075.

Budget:

- 4) **Budget Amendment 2012 – 100** in the amount of **\$15,000**. Funds expansion of the southern deck of the Navarre Information Center equally from TDC, Navarre Area Chamber of Commerce, and Dist. IV Recreation funds.
- 5) **Budget Amendment 2012 – 101** in the amount of **\$81,810**. Funds operation of the Santa Rosa Transit Program from April 2012 through November 2012 by the Job Access and Reverse Commute Grant.
- 6) **Budget Amendment 2012 – 102** in the amount of **\$56,500**. Recognizes the Homeland Security FY2010 (\$39,500) and FY2011 (\$17,000) grants and allocates for expenditure.
- 7) **Budget Amendment 2012 – 103** in the amount of **\$41,692**. Funds the water main extension on Peter Prince Airport from fund reserves.
- 8) **Budget Amendment 2012 – 104** in the amount of **\$901,193**. Recognizes the Federal Severe Repetitive Loss (SRL) Program grant for elevation of five (5) properties and allocates for expenditure.
- 9) **Budget Amendment 2012 – 105** in the amount of **\$7,000**. Funds the Marine Science Station – World Ocean Festival; Red Brick Road Thomas Cameron Memorial 5k; and, familiarization tour for Information, Ticket and Tours (military personnel) from TDC reserves.

County Expenditure/Check Register:

- 10) Recommend approval of County Expenditures / Check Register

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HOUSING RECONSTRUCTION PROJECT LOCATED AT 6901 MERTIS WAY, MILTON, FL
2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT
3. **DESCRIPTION OF SERVICE/PRODUCT:**
Demolition of current structure and construction of new dwelling.
4. **SCOPE OF WORK:**
Demolition of current structure and construction on a 1186 square foot dwelling.
5. **BIDDERS AND PRICES:**

A. Bill Walther Construction	\$56,890.00
B. Joe Baker Construction, Inc.	\$57,800.00
C. Walther Custom Homes, LLC	\$58,418.00
D. Design Homebuilders, Inc.	\$59,650.00

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HOUSING PROGRAM EMERGENCY REPAIR
PROJECT LOCATED AT 4231 LINDA STREET, PACE, FL 32571

2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT

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

Replacement of septic system

4. **SCOPE OF WORK:**

Replacement of septic tank and field line (which includes the removal of several large trees and an out building); abatement of current septic tank.

5. **BIDDERS AND PRICES:**

A. Kyser Siding and Construction, Inc. \$13,750.00

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** CUSTODIAL SERVICES
2. **RESPONSIBLE OFFICE:** BUILDING MAINTENANCE
3. **DESCRIPTION OF SERVICE/PRODUCT:**

Janitorial/Custodial services for the following buildings: Administrative Annex, Animal Services Building, Bagdad Community Center, Chumuckla Community Center, Clerk Annex, Co-Operative Extension Office, Library Admin Center, Emergency Management, Engineering Department, Fidelis Community Center, Gulf Breeze Library, Milton Library, Navarre Library, Pace Library, Peter Prince Field Restrooms, Probation Services, Public Defender's Office, Public Services Buildings, Public Works Building, Santa Rosa Archives, United States Department of Agriculture, Veterans Memorial Office.

4. **SCOPE OF WORK:**

All custodial/janitorial work to be performed under this proposal shall consist of furnishing all equipment, tools, labor supervision and insurance necessary to perform this contract. All work under this proposal shall be done after normal business hours, unless so specified in writing and agreed to by both parties. **Hallways and Common Areas:** To be Vacuumed and/or mopped three (3) days per week; Tile floor areas to be cleaned, waxed and buffed once a month; Public counter tops should be dusted three (3) days per week; Glass Entrance Windows and Doors cleaned three (3) days per week. Restrooms: To be Cleaned and sanitized (3) days per week. **Office Areas:** To be Cleaned (dusted, vacuumed, mopped) three (3) days per week. **Office Windows:** To be Cleaned One (1) time per month. **All Trash Containers:** To be emptied three (3) days per week.

5. **SUBMITTERS AND AMOUNTS:**

A. Southern Management	\$ 7,075.00 per month
B. Coverall	\$ 9,520.00 per month
C. CJR Management Service, Inc.	\$11,818.00 per month

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 16, 2012

FROM: **Capital Projects 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 107:	4010 – 599001	TDC Reserves	(\$ 5,000)
	4010 – 59100302	To Capital Projects Fund	\$ 5,000
Fund 314:	2324 – 599001	District IV Recreation Reserves	(\$ 5,000)
	2324 - 59100302	To Capital Projects Fund	\$ 5,000
Fund 302:	302 – 3660001	Private Donations	\$ 5,000
	302 – 38100012	From TDC Fund	\$ 5,000
	302 – 3810003	From Dist IV Capital Fund	\$ 5,000
	0720 – 5620020	Navarre Visitor Information Center	\$15,000

State reason for this request:

Funds expansion of the southern deck of the Navarre Visitor Information Center equally from TDC, Navarre Beach Chamber of Commerce, and District IV Recreation funds.

Requested by: Joel Haniford/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-100

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 23, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th 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 17, 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>
From:	104 – 3314102	Job Access and Reverse Commute Grant	\$ 81,810
To:	0790 – 534001	Other Contract Services	\$ 81,810

State reason for this request:

Funds operation of the Santa Rosa Transit Program from April 2012 through November 30, 2012 by the Job Access and Reverse Commute Grant.

Requested by: Nancy Model/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-101

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 23, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Budget Modification Request

DATE: April 17, 2012
FROM: Nancy Model, Transportation Planner
VIA: Beckie Cato, Planning Director
TO: Budget Director
SUBJ: Highway 90 Transit Program

BA 2012-101

1. Per the attached e-mail from the Florida – Alabama Transportation Planning Organization (TPO), this is to request \$81,810 to be added to the county budget as federal Section 5316 Job Access and Reverse Commute (JARC) funds available to the county upon reimbursement for the Santa Rosa Hwy 90 Transit Program:

From	104-3314102	Job Access and Reverse Commute Grant	\$81,810
To	0790-534001	Other Contract Services	\$81,810

2. Reason for the request:

For operation of Santa Rosa Transit from April 2012 through November 30, 2012.

Attachment: FL-AL TPO staff e-mail dated 4/17/12

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 17, 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>
From:	104 – 3312007	Homeland Security Grant	\$ 56,500
To:	3403 – 5340051	Homeland Security	\$ 56,500

State reason for this request:

Recognizes the Homeland Security FY2010 (\$39,500) and FY2011 (\$17,000) grants and allocates for expenditure.

Requested by: Sheryl Bracewell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-102

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 23, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th 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 17, 2012

FROM: **Airport 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:	405 – 3990001	Fund 405 Cash Carry Forward	\$ 41,692
To:	4021 – 563001	Improvements Other Than Buildings	\$ 41,692

State reason for this request:

Funds water main extension on Peter Prince Airport from fund reserves.

Requested by: Roger Blaylock/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-103

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 23, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Joel Haniford

From: Shirley Powell
Sent: Wednesday, April 11, 2012 2:18 PM
To: Joel Haniford
Cc: Roger Blaylock
Subject: Peter Prince Water Main Extension

Joel,

Would you please prepare a Budget Amendment for the referenced project? The contract amount is \$41,691.25 and was approved at the March 8, 2012 Board meeting. Please use airport reserves per Roger. Please call if you have any questions. Thanks!

2012-103

Shirley J. Powell
Santa Rosa County Engineering
6051 Old Bagdad Highway, Suite 300
Milton, FL 32583
(850) 981-7100 Voice
(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.

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 17, 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>
From:	104 – 3315009	Severe Repetitive Loss Program Grant	\$ 901,193
To:	2412 – 534001	Other Contract Services	\$ 901,193

State reason for this request:

Recognizes Federal Severe Repetitive Loss (SRL) Program grant for elevation of five properties and allocates for expenditure.

Requested by: Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-104

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 23, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Joel Haniford

From: Sheila Harris
Sent: Wednesday, April 11, 2012 9:41 AM
To: Joel Haniford
Subject: Budget Amendment - SRL Grant for Five Elevations

Need a budget amendment as follows:

104	-	331100 ⁵⁰⁰⁹ 00	Severe Repetitive Loss (SRL) Program Grant	\$901,193
2412	-	534001	Other Contracts (Elevation Project)	\$901,193

Establishes budget for SRL grant for elevation of five properties as approved by the BOCC at the March 8, 2012 meeting.

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

*Federal - Div of Emer Mgmt
2012-104*

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.

*336000
331000
331500*

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 17, 2012

FROM: **TDC 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:	4010 – 599001	TDC Reserves	(\$ 7,000)
To:	4010 – 5820028	TDC Aid to Organizations	\$ 7,000

State reason for this request:

Funds Marine Science Station – World Ocean Festival (\$3,500); Red Brick Road Thomas Cameron Memorial 5k (\$1,500); and, familiarization tour (\$2,000) for Information, Ticket & Tours (military personnel) from TDC Reserves.

Requested by: Kate Wilkes/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-105

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 23, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of April, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Kathy Jordan

From: Kate Wilkes [kwilkes27@gmail.com]
Sent: Friday, April 13, 2012 3:27 PM
To: Hunter Walker; Joel Haniford
Subject: Agenda items

At the April 11, 2012 TDC meeting the following items were approved and we are requesting approval from BOCC

\$3500 for a new project at the Marine Science Station-World Ocean Festival from the Beach Reserves

\$1500 for Red Brick Road Thomas Cameron Memorial 5K run from North End reserves

\$2000 for Familiarization tour for ITT(Information<Tickets & Travel) military personnel from promotion budget

2012-105

—
Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway
Navarre, FL 32566
850-939-8666
kwilkes27@gmail.com
www.floridabeachestorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

4/16/2012

No support documentation for this agenda item.