



SANTA ROSA COUNTY GRANTS AND SPECIAL PROJECTS

SHEILA FITZGERALD
Grants & Special Projects Director
sheilaf@santarosa.fl.gov

6495 Caroline Street, Suite H | Milton, Florida 32570

MEMORANDUM

TO: Tony Gomillion

FROM: Sheila Fitzgerald, Grants & Special Projects Director

DATE: September 14, 2016

SUBJECT: FDOT Landscape Discretionary Grant – SR 10 (US90) from the bridge east to Woodbine Road

RECOMMENDATION

Recommend Board discuss proposed landscape project and funding opportunity and provide feedback to staff. The project has been approved by FDOT for landscape funding in the amount of \$200,000 in the current year work plan.

BACKGROUND

The Florida Department of Transportation's Landscape Discretionary Grant provides funds for construction only of plants and plant materials for landscaping along its state roads. This grant has funded three recent projects in Gulf Breeze and Navarre. The grant funds for landscaping are made available through a Joint Participation Agreement once a landscape design meeting all local requirements has been approved by FDOT. The local agency receiving funds must commit to maintaining the landscaping permanently.

The project included in FDOT's work plan was one of five projects considered for funding by FDOT in the current work plan. Each of the five projects were informally submitted by Commissioners Rob Williamson and Commissioners Jayer Williamson within the last year. Should the Board wish to pursue this opportunity, the Board would need to move forward with professional landscape design services estimated at \$16,000-\$20,000 and identify a source of funding as design expenditures are not eligible for reimbursement. In addition, the Board would need to commit to long-term maintenance of the project estimated to be \$12,000-\$15,000 annually based on the current level of service. As the project has not yet been designed, it is unknown how many medians can be landscaped within the approved \$200,000.

Regarding the limits of the project as shown on the attached map, FDOT has indicated a willingness to adjust the project limits further to east if desired by the Board. As the project has not yet been designed, the JPA will be for a period of two years allowing sufficient time for project completion. The Board can also choose to decline the funding without penalty. As there are other communities in need of funding, FDOT respectfully requests a response from the Board at its earliest opportunity.

FUTURE ACTION

Based on the Board's discussion and direction, staff will take appropriate action. Any formal JPA's, procurement decisions and related items will be brought back to the Board for discussion prior to additional action.

District Three, Florida Department of Transportation Landscape Discretionary Grant - Program Information Sheet

Special landscaping funds for **construction only of plants & plant materials**, are available to Local Agencies for landscaping along its **state roads** (roads on the state highway system).
Local agency must maintain the landscape permanently.

Can be used for:

1. Plants and Plant support Materials
2. Installation of the plants
3. Some of the cost of irrigation systems (amount determined (if any) on a case by case basis)

Cannot be used for:

1. Landscaping that is not on the state highway system.
2. Design and Maintenance of the landscape
3. Hardscape items – lights, benches, signs, pavers, etc...
4. Payment of work started prior to the execution of the FDOT Joint Participation Agreement

Also,

1. Design must implement concepts consistent with our **“BOLD Landscape” initiative. *See definition below.**
2. Plants must be purchased from FL based nursery stock, in number one (#1) quality.
3. Per Florida Statute 334.044 (26), to the extent practical, 50 percent of the funds shall be used for large plant material.
4. Project and/or material purchase must be by competitive bid.
5. Design Billboards/view zones along project must be coordinated and addressed in the plans as may be appropriate.
6. Local agency must design the landscape plans and obtain FDOT approval of the design.
7. Local agency must maintain the landscaping permanently.
8. All permits are the responsibility of the local agency.

***Bold landscapes:** All FDOT landscape grants must now meet the **“BOLD”** criteria as described below. This requirement will be included in the agreement and will be part of the design review by the Department.

Definition of **“BOLD”**

BOLD is a department initiative, lead by the Secretary to adapt to current landscape market conditions, and to instantly create roadside landscapes to **“. . . make Florida the most attractive place to do business, to attract visitors and businesses to invest more time and money . . .”**

***BOLD** is more emphasis on trees and less on shrubs.* Typically, more large trees and fewer shrubs can instantly increase “curb appeal” as described by the Secretary, and can cost much less to maintain than extensive masses of ornamental shrubs.

BOLD does not prohibit shrubs. Shrubs can be used when and where they are part of the best design solution.

BOLD landscapes with *many large trees and few if any shrubs can be maintained more affordably by local government.*

This is a reimbursable grant. Funds are disbursed using a joint participation agreement (JPA) with the Department of Transportation and the Local Agency. The agreement cannot be with a home owners association or other non governmental entity, it must be a government agency (County, City, etc.). Once paid bills or invoices are submitted and approved by the department, the local agency will be reimbursed within 30 days. The Department requests invoices be submitted for payment by the local agency every 30 days beginning after the issue of the agencies Notice to Proceed to the contractor.

The decision to provide funds and how much is determined by the District Secretary and/or District Development Director. These decisions are based on, but not limited to, the availability of the funds at the time needed, the type and area proposed for landscaping, the amount requested and other factors.

Tasks to be presented by AGENCY include:

- A) 90% Design Plans will be submitted to the Department for Review and Comment
- B) Final Design Plans will be submitted for Approval by Department to include revisions/responses to all 90% comments received
- C) AGENCY will include Department representative in Pre Construction Meeting
- D) AGENCY will provide monthly status reports to Department's Project Manager
- E) Department will approve plants prior to construction to ensure purchased from Florida based nursery and plants are #1 quality.
- F) AGENCY will include Department in Final Inspections
- G) AGENCY will provide the following dates to Department's Project Manager as required:
 - a. Project Advertisement Date
 - b. Bids Received Date:
 - c. Project Award Date:
 - d. Project Execution Date:
 - e. Construction Notice to Proceed Date:
 - f. Completion Date:
- H) Plans need to adhere to Index (s) 544, 546, 580, 600 and 700 as appropriate.
- I) All permits are the responsibility of the local agency.

For Questions or to apply for these funds, please contact:

Dustie Moss, District Three Landscape Project Manager	Pam Miner, Project Manager
850-330-1271 office	850-638-2288 office
Dustie.moss@dot.state.fl.us	Pam.miner@atkinsglobal.com

There is no time limit to apply, however in general, funding decisions for awards are usually awarded in the order applications are received.

